

**CARTER PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
PARISH OF LIVINGSTON, STATE OF LOUISIANA**

The Board of Supervisors of Carter Plantation Community Development District (the “Board”) met on Monday, July 17, 2023, at 5:00 p.m. at the Carter Plantation Clubhouse, located at 23475 Carter Trace, Springfield, Louisiana 70462, concerning matters pertaining to the Carter Plantation Community Development District (the “District”), pursuant to the provisions of Chapter 27-B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of La. R. S. 33:9039.11 through 9039.37, inclusive (the “Act”).

The minutes for the meeting of the Board of Supervisors of Carter Plantation Community Development District, Parish of Livingston, State of Louisiana (the “District”) follow:

**July 17, 2023 CP CDD Board Meeting Agenda**

- Item 1. Call to order.
- Item 2. Approval of the minutes for the June 5, 2023 Board Meeting.
- Item 3. HCHS Report
- Item 4. Quarterly Financial Report
  - a) Ordinance to accept the amended 2022-23 budget.
  - b) Ordinance to accept the proposed 2023-24 budget.
- Item 5. Old Business/Status of Action Items.
  - a) NetDMR 14-Day Notice of DMR. DEQ report.
  - b) Water flow testing
  - c) Cover over water valves on Carter Cemetery Road
  - d) Sewer Plant and Lift Station Repairs. Pump replacement
  - e) Sewer Plant Expansion Report
  - f) Fairway Gardens common area ownership (Phil Latapie, Ace Mortgage)
  - g) Street repairs in Tall Timbers, Snowy Egret & others
  - h) Front entry landscape & fence clean up
  - i) 2023-24 Assessment Ordinance
- Item 6. Any New Business.
- Item 7. Set Date for Next Board Meeting and Adjourn.

**Item 1.** Call to Order - 5:00 PM by Maurice Welsh.

Members present: Maurice Welsh, Butch Marchinko, Ronnie Morse & John Munding.

Others in attendance: John Estess            Gene Powell            Pat Beauchamp

**Item 2.** Minutes from the June 5, 2023, meeting were reviewed. Butch Marchinko made a motion to approve. Ronnie Morse seconded the motion. The motion to approve passed unanimously.

**Item 3.** **HCHS Report** – Judy Sharp was unable to attend, but sent a report sharing that work to repair and replace stairs, ramps, roofing and railings had been completed and looks great.

They have received two checks from the insurance company for the claim regarding the Shutters. There was a price increase, so the insurance company has sent additional funds to cover the difference. The checks are made to the CDD, so she will turn it over to us and we will write them a check, so that this work can be completed.

The roof has been completed, new awnings on the rear and side off the sunroom have also been completed. It may take some months before the shutters are received, we were told, but as soon as they are "here", installation will take place.

**Item 4.** **Financial Report** – was made at the June meeting. Next quarterly report will be in September.

- a) **Ordinance to accept the amended 2022-23 Budget** –The meeting was adjourned to allow public discussion on a proposed ordinance to make revisions to the 2022-23 budget. After further clarification, the meeting was called back into session and continued. Ronnie Morse made a motion to accept the suggested revisions. The motion was seconded by Butch Marchinko and approved unanimously.
- b) **Ordinance to accept the proposed 2023-24 Budget** – While adjourned for public discussion of the amended 2022-23 budget, there was also discussion on the proposed 2023-24 budget. It was noted that anticipated revenue is based on keeping water/sewer rates the same and keeping tax assessments the same, unless was a change in ownership. After the meeting was called back to order, Ronnie Morse made a motion to approve the budget. The motion was seconded by Butch Marchinko and approved unanimously.

**Item 5.** **Old Business/Status of Action Items**

- a) **NetDMR 14-day notice of DMR and DEQ quarterly report** –Gene shared that reports are current. The next report is due in August.
- b) **Water flow testing** – A motion was made at the previous meeting to have water flow tested. Butch will reach out to Dan Lemoine, who will contact Chad Fagan to be sure work is started.
- c) **Cover over water valves on Carter Cemetery Road** – Work is completed. Item can be removed from the agenda.
- d) **Sewer Plant/Sewer Lift Station Repairs** – The vortex impeller pump, Dan Lemoine recommended has been purchased.
- e) **Sewer Plant Expansion** – No meetings have been held since the last Board meeting. Plans have been submitted to the State Health Department and the Department of Environmental Quality. Once their comments are received, final corrections will be made and the project can be bid. There was no discussion regarding the financing options.
- f) **Fairway Gardens Common Area** –Pat Beauchamp prepared an Act of Transfer to allow the CDD to take ownership of the property. He will follow up with the seller to verify the status, and get the necessary signatures.
- g) **Street repairs in Tall Timbers, Snowy Egret, & others** –Gene Powell has applied a sealant to various minor cracks on Carter Trace to see if that would be effective. He and John will look to see if it would be helpful to seal other similar cracks. Gene also put a survey together regarding the cost of repairing broken and missing curbs. He identified over 800 linear feet and is in the process of getting quotes.
- h) **Front entry landscaping & fencing clean up** – The HOA is looking into cleaning up the main entrance area that would include cleaning the metal fencing, and masonry wall, along with weeding and general maintenance. There was general agreement that this should be the responsibility of the HOA Board, and paid for from their beautification budget. Butch will reach out to the HOA Board to discuss cost options. John will try to put a document together listing specific task the CDD should be responsible for. Hopefully this will document the limitations of the CDD's responsibility for maintenance.

- i) 2023-24 Assessment Ordinance - There was a motion by Ronnie Morse to close the meeting and allow for public discussion on the 2023-24 Assessment Ordinance 2303. The motion was seconded by Butch Marchinko and passed unanimously. Pat Beauchamp read the proposed ordinance. Copies were distributed for review. The Ordinance will be on the agenda at the August meeting.

**Item 6.** **New Business.** – John Estess commented that state law requires that all members of the Board of supervisors take a continuing education course on Sexual Harassment. It was also noted that we are to take an annual course on Ethics. It is hoped we can find courses available on-line.

**Item 7.** Set date for Next Board Meeting and Adjourn - Monday, August 14, 2023, at 5:00 PM.

BOARD OF SUPERVISORS  
CARTER PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
PARISH OF LIVINGSTON, STATE OF LOUISIANA



By:

John Munding, Secretary