

**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, March 27, 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:

March 27, 2023 CP CDD Board Meeting Agenda

- Item 1. Call to order.
- Item 2. Approval of the minutes for the February 13, 2023 Board Meeting.
- Item 3. HCHS Report
- Item 4. Quarterly Financial Report
- Item 5. Old Business/Status of Action Items.
 - a.) Post hurricane clean-up. FEMA meetings
 - b.) NetDMR 14-Day Notice of DMR. DEQ report.
 - c.) Sewer Plant and Lift Station Repairs.
 - d.) Sewer Plant Expansion
 - e.) Carter Cove street and speed hump signage (coordinate with HOA)
 - f.) Fairway Gardens common area ownership
 - g.) Procurement and Monitoring Policy
 - h.) Street repairs in Tall Timbers
 - i.) Carter Plantation Drive property asking for utility connections
- 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. Ronnie Morse opened the meeting with prayer.

Members present: Maurice Welsh, Butch Marchinko, Jason Ard, Ronnie Morse & John Mundinger.

Others in attendance:	John Estess	Troy Philips	Judy Sharp
	Gene Powell	Dan Lemoine	Anna Papp
	John Crutchfield		Terry Palumbo

Item 2. Minutes from the February 13, 2023, meeting were reviewed. Jason Ard made a motion to approve. Ronnie Morse seconded the motion. The motion to approve passed unanimously.

Item 3. **HCHS Report** – Judy Sharp shared a general accounting showing a balance of over \$56,000. They are continuing the process of repairing and replacing stairs, ramps, roofing and railings. Some was damaged by hurricane Ida. Others have just deteriorated over time.

Item 4. **Financial Report** – Estess CPA shared a quarterly report at the February meeting, and will do so again at the May meeting. They are still in the process of converting from accrual to a cash basis of accounting, to better understand our ability to initiate capital programs and stay within our budget on repairs.

Item 5. Old Business/Status of Action Items

- a) **Post hurricane clean-up and FEMA meetings** – Butch and John reported that they had a phone conference with FEMA in February and they told us a settlement of over \$60,000 was on the way. To date, it has not been received. It was noted that the funds are to cover post hurricane expenses already incurred and paid.
- b) **NetDMR 14-day notice of DMR and DEQ quarterly report** –Gene shared that reports are current. John gave him letters from the state requiring documentation of clean water testing that will be passed on to Boondock Services for processing.
- c) **Sewer Plant/Sewer Lift Station Repairs** – A letter was included with everyone’s water bill explaining that customers would be paying for labor and materials to replace damaged low pressure grinder pumps, per the recently passed ordinances. Dan Lemoine recommended we remove sludge from the bottom of the treatment plant, which should be done twice a year. A motion was made by Ronnie Morse, seconded by Butch Marchinko and passed unanimously to authorize Dan to proceed.

Dan also reported on a sewer leak repaired over the weekend. Terry Palumbo had questions about how to report problems, and Dan gave her his cell phone number.

- d) **Sewer Plant Expansion** – Progress on effort to get plans approved by the State Health Department and the Department of Environmental Quality were discussed. It is our understanding that DHH is waiting on a letter from DEQ before they will finalize their review. John Munding suggested the Board get prepared for the approval, and have a better understanding of how to proceed with the process of putting plans out of bid, setting a schedule and a budget, monitoring construction and funding the project. While McLin Taylor will manage the process, it was pointed out that the Board, as owner will be responsible to approve all decisions. Will someone on the Board take point on that? Or will decisions be made collectively by the full Board.

There was discussion regarding the financing options. Maurice Welsh reported that he has had conversation with Jim Ryan regarding financing through the sale of bonds. Jason Ard volunteered to check into federal grant options available to municipalities for infrastructure upgrades.

- e) **Carter Cove signage** – Street signage in Carter Estates has being installed, along with signs at the speed humps encouraging drivers to slow down. Costs of \$9805.48 will be split between the CPCA and the CDD.
- f) **Fairway Gardens Common Area** –Pat Beauchamp is in the process of putting an Act of Transfer together so the owner can be contacted. John Munding met with Adam Russell and was told the area drains on the golf course are not working well and connecting to them would create problems. There was discussion on how we might get the area to drain better. It was noted that Adrian Antisan has started to dig trenches to drain standing water onto the street. John will contact him to see if he plans to do any additional work. It’s our hope to have a better understanding of future expenses before a final decision to acquire the property is made.
- g) **Procurement and Monitoring Policy** – Gene Powell has already sent a draft to be reviewed by the full Board. Much of the document explains how products and services are procured in non-emergency situations. We will need to add language to clarify our process of engaging companies that already provide maintenance on our water and sewer systems during an emergency. Dan Lemoine delivered a copy of an old agreement that needs to be updated to explain our arrangement in the event of an emergency. Gene and John Munding will get together for further review.
- h) **Street repairs in Tall Timbers** – Work to make repairs to expansion joints in the concrete on Cypress Cove and Cypress Pond has been completed at a cost of \$34,800.
- i) **Carter Plantation Drive property asking for utility connections** – The potential new owner is

concerned that the septic tank and field is not on his property, so he has asked if he can be connected to our treatment plant system. It was agreed by all that connecting to our system would not be a problem, but concern was raised on how to invoice if they are not connected to the water well system. It was agreed to require connecting to both the treatment plant and the well system. Concern was also raised regarding his desire to join the HOA if the property is not in compliance with PC&R. But, it was agreed that was not a CDD issue.

Item 6. **New Business.** – It was noted that a large sink hole has developed near the street between lots 18 and 19, which have both recently been under construction. Gene and John will look into the situation.

It was noted that 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. It was suggested the HOA take the lead in beautification efforts, but that the HOA and the CDD would share in the cost.

Item 7. Set date for Next Board Meeting and Adjourn - Monday, May 8, 2023, at 5:00 PM.

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



By:

John Munding, Secretary