

**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, August 14, 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:

August 14, 2023 CP CDD Board Meeting Agenda

- Item 1. Call to order.
- Item 2. Approval of the minutes for the July 17, 2023 Board Meeting.
- Item 3. HCHS Report
- Item 4. Quarterly Financial Report (No report this month)
 - a) Ordinance to introduce 2024 tax assessments.
- Item 5. Old Business/Status of Action Items.
 - a) NetDMR 14-Day Notice of DMR. DEQ report.
 - b) Water flow testing
 - c) Sewer Plant and Lift Station Repairs. Pump replacement
 - d) Sewer Plant Expansion Report
 - e) Fairway Gardens common area ownership (Phil Latapie, Ace Mortgage)
 - f) Lot CP-8 Development
 - g) Street repairs in Tall Timbers, Snowy Egret & others
 - h) Front entry landscape & fence clean up
 - i) Sexual Harassment Policy
- 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 and opening prayer shared by Ronnie Morse.

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

Others in attendance: John Estess Anna Papp John Crutchfield Pat Beauchamp

Item 2. Minutes from the July 17, 2023, meeting were reviewed. Ronnie Morse made a motion to approve. Butch Marchinko seconded the motion. The motion to approve passed unanimously.

Item 3. **HCHS Report** – Judy Sharp reported that minor repairs were being completed with financial help from FEMA. Some issues with the decision to replace the slate roof with shingles are being resolved.

Item 4. **Financial Report** – was made at the June meeting. Next quarterly report will be in October.
a) **Ordinance to propose 2024 Tax Assessments** –The meeting was adjourned to allow public discussion on a proposed ordinance to submit 2024 Tax Assessments. After further clarification that the assessment would remain the same as 2023, with the exception of homes completed, 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.

Item 5. Old Business/Status of Action Items

- a) **NetDMR 14-day notice of DMR and DEQ quarterly report** –Dan shared that reports are current.
- b) **Water flow testing** –Water flow testing has been done. Dan Lemoine will review results and get with Chad Fagan to verify what needs to be done to respond.
- c) **Sewer Plant/Sewer Lift Station Repairs** – The new pumps will be installed later this week. Dan Lemoine will look into letter on chlorine levels. He also commented that the cost of pumps will be going up. It was agreed that the charge to customers needs to be raised to cover our labor and material costs.

Dan also reported on letters received from the state regarding our water well capacity and a lack of a secondary water source, which is not correct. There were other incorrect comments in the letter and Dan said he would get with Chad Fagan and have him respond to their concerns. No action on our part will be required. The letter also expressed concern about our financial solvency that seem unwarranted. They have also asked for data showing water used and water generated by the well to compare and determine if there may be leakage and/or unbilled or unauthorized water.

Dan also commented that there is an issue with customers paying with credit cards, as there are limits imposed by the card companies. Dan will have Rhonda with his office work with John Estess' office to resolve the matter.
- d) **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.
- e) **Fairway Gardens Common Area** –Pat Beauchamp prepared an Act of Transfer to allow the CDD to take ownership of the property. It will be sent to the seller to get the necessary signatures.

John shared a drainage plan that he prepared after meeting with Butch, showing three small area drains and pipes to take water to a lower area on the golf course where it will surface drain.
- f) **Lot CP-8 Development** – John met with Bobby Waters to discuss options. McLin-Taylor has prepared a plan to be submitted to the Parish for approval. The plan shows a 50' access right-of-way straddling a centrally located property line. John insisted that the plan be revised to show the property lines moved to the edge of the 50' right-of-way. This would leave the right-of-way and street with drainage in possession of the developer, who would like it to be taken by the CDD eventually. Bobby was told that the street would need to be designed and built to 'street' standards, not as a driveway, before the CDD would consider taking ownership and responsibility for maintenance.
- g) **Street repairs in Tall Timbers, Snowy Egret, & others** –Gene Powell has applied a sealant to various minor cracks on Carter Trace that seem to seal the crack adequately. Work will be done on other cracks once the weather cools off. Gene also put a survey together regarding the cost of repairing broken and missing curbs. He received two quotes. Brignac, who has done work for us before, quoted \$19,800 for 900 liner feet. Fleming Concrete quoted \$17,140, but noted that a change order would be required for additional work, which was not identified. Gene and John will clarify and authorize the work to be done in the fall.
- 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) Sexual Harassment Policy – John Estess commented that during the audit we authorized, it was noted that a Sexual Harassment Policy needs to be put together and posted. He provided an example and all agreed it is appropriate and will be posted near the bar. It should be noted that bar employees are not employees of the CDD. The CDD has no employees and there is concern that posting it in the bar may give people the wrong impression as to whether the CDD has any responsibility for issues in the bar or restaurant.

We are also required to take a continuing education course on the topic. Ronnie will look into an on-line course we might be able to take.

Item 6. **New Business.** – John Munding received a phone call from a neighbor asking about the removal of a dead tree behind her house. John Crutchfield noted that the land is probably under the authority of the US Corps of Engineers that prohibits removal of trees or modifications to drainage in a wetlands. He would pass along contact information he used when he had a similar issue.

Anna Papp asked about the condition of speed humps, and it was agreed that many are showing wear and need to be replaced. John Munding will meet with Gene Powell to look into the option of buying some replacement parts in advance so they will be available when needed.

Question was also raised about having the minutes posted for public viewing. John will send copies to the CPCA Board which had agreed to include them in a tab on their website.

Item 7. Set date for Next Board Meeting and Adjourn - Monday, October 23, 2023, at 5:00 PM.

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



By:

John Munding, Secretary