

**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, October 23, 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:

**October 23, 2023 CP CDD Board Meeting Agenda**

- Item 1. Call to order.
- Item 2. Approval of the minutes for the August 14, 2023 Board Meeting.
- Item 3. HCHS Report
- Item 4. Quarterly Financial Report
- 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 drainage
  - f.) Lot CP-8 development
  - g.) Street/curb repairs in Tall Timbers, Snowy Egret, & others
  - h.) Speed hump repairs/replacement
  - i.) Street cleaning options
  - j.) Front entry landscape & fencing clean up
  - k.) CDD Website (Amber Narro)
  - l.) 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 Butch Marchinko and opening prayer shared by Ronnie Morse. It was noted that future meetings will also include the Pledge of Allegiance during the opening.

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

Others in attendance: Gene Powell    Anna Papp    John Crutchfied    David Volion  
Bobby Waters    Kenny Sherman    Bart LeBlanc    Dan Lemoine

**Item 2. Minutes from the August 14, 2023, meeting were reviewed.** Ronnie Morse made a motion to approve. Butch Marchinko seconded the motion. The motion to approve passed unanimously.

**Item 3. Presentation by Spectrum** – A representative from Spectrum asked to attend to discuss getting access to our utility right-of-way. There was a question about past damages by Spectrum when installing underground wiring, costing the CDD a significant amount, when Spectrum denied responsibility. No one from Spectrum attended.

**Item 4. HCHS Report** – No report.

**Item 5. Financial Report** – (John Estess unable to attend; sent reports) John Munding shared a summary of the Statement of Revenue, expenses and change in net assets for the first quarter. Revenue from water and sewer are both up significantly due to the recent drought. We have not received invoicing from Boondock or Allen Environmental, so the expenses for those service are not reflected, showing a surplus of over \$80,000. Non-operating expenses totaled about \$27,500 and street repairs, Carter House lawn maintenance and sewer system repairs totaled \$20,000. John warned that there are many other expenses incurred, but not yet invoiced. But we are quite a bit ahead of budget. With over \$400,000 on account or in receivables, John E. suggested we look into putting some of aside in an emergency fund.

**Item 6. 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 check with Chad Fagan, but he was not aware of getting results back yet.
- c) **Sewer Plant/Sewer Lift Station Repairs** – The new pump was installed last month. A back-up pump has been received. Dan Lemoine reported that about 10,000 gallons of sludge was recently removed from the treatment plant.
- 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.

Question was asked regarding the sewer plant capacity once the proposed 7<sup>th</sup> filing is completed. It was noted that the current proposed addition of 75,000 gallon capacity would likely not meet state requirements and if it is approved, the proposed addition would need to be expanded. Question was then raised as to who would pay for the expansion. John Munding responded that there had been discussions with the developer to finance the expansions in a manner that current homeowners would not be significantly impacted by the cost of the treatment plant additions.

- e) **Fairway Gardens Common Area** –Pat Beauchamp, who was unable to attend the meeting, 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 reported that he and Butch got a budget proposal for a drainage plan that he prepared, showing three small area drains and pipes to take water to a lower area on the golf course where it will surface drain. The cost will likely be in a \$12,000 to \$15,000 range. A decision will be made whether to proceed after the first of the year.
- f) **Lot CP-8 Development** –McLin-Taylor has prepared a plan showing the property lines at the edge of a 50' right-of-way, where a street with drainage would be located. Bobby Waters was told 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 and curb repairs in Tall Timbers, Snowy Egret, & others** – Gene Powell had previously 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. Work has been nearly completed and is scheduled to be finished this week. The final total was over 1100 linear feet at a cost of about \$25,000.  
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 in the coming weeks, now that the weather has cooled off.

- h) **Street hump repairs/replacement** – Existing speed humps are showing significant deterioration. Some have fallen apart and have either been removed or replaced. There have been complaints from neighbors that sections of the speed humps have broken away, leaving bolts exposed. Gene Powell and John have met numerous times to inspect the damaged sections, and have made every effort to salvage the materials currently in place. It is their determination that the taller units need to be removed and replaced with something that will be more effective and durable. There was discussion that we might consider smaller speed bumps or concrete speed tables. It was suggested we consider a solar powered, illuminated sign indicating the speed of vehicles as the approach the unit. It was asked if we should consider making the intersection of Carter Trace and Monarch Point a three-way stop. Gene and John will look into options.
- i) **Street Cleaning Options** – Mud at Wild Iris Way has been cleaned away. We have another proposal from Fleur de Lis Softwash to clean the cul-de-sac at Cypress Cove for \$690. We may also ask for a proposal to clean a section of Snowy Egret.
- j) **Front entry landscaping & fencing clean up** – It was previously agreed that the HOA and CDD would split the cost to clean up the main entrance area that would include cleaning and painting the metal fencing, and the interior and exterior of the guard shack and columns supporting the lanterns. The HOA budget doesn't allow them to share in the cost now, but they will reimburse the CDD for half of the expenses after the first of the year. The cost was \$5050. The HOA will make upgrades to the landscaping.
- k) **CDD Website** – John has been working with Amber Narro to get the CDD website up and running. It will give us a place to file minutes and agendas. There will also be a tab where homeowners can ask questions and express concerns.
- l) **Sexual Harassment Policy** – A Policy has been put in place. 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 Crutchfield asked if a no parking sign can be put up near his home next to the Carter House. Event guests very often park near his yard and driveway. It was agreed that we should try to help get this done.

Bart LeBlanc raised a question about the CDD role in golf cart safety. The CDD position has always been to allow the HOA to create a policy and we will support their policy and help enforce it, if possible

**Item 7.** Set date for Next Board Meeting and Adjourn - Monday, December 4, 2023, at 5:00 PM.

BOARD OF SUPERVISORS  
CARTER PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
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By:

John Munding, Secretary