

**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, December 2, 2024, 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:

**December 2, 2024 CP CDD Board Meeting Agenda**

- Item 1. Call to order.
- Item 2. Approval of the minutes for the October 7, 2024 Board Meeting.
- Item 3. HCHS Report
- Item 4. Financial Report (next report was in November)
- Item 5. Old Business/Status of Action Items.
  - a.) NetDMR 14-Day Notice of DMR. DEQ report.
  - b.) Water & Sewer Plant and Lift Station Repairs. (chlorine levels in water)
  - c.) Sewer Plant expansion report. Financing (separate utility income/expense)
  - d.) Fairway Gardens drainage
  - e.) Street crack repairs
  - f.) CDD Website (Amber Narro)
  - g.) Sexual Harassment Training / Ethics Training
  - h.) CDD Ownership of other streets (drawing from McLin Taylor)
  - i.) Carter Cemetery pump station maintenance
  - j.) Cart path painting on streets
- Item 7. Any New Business.
- Item 8. Set Date for Next Board Meeting and Adjourn.

- Item 1. Call to Order** - 5:00 PM by Maurice Welsh with pledge of allegiance and opening prayer shared by Ronnie Morse.

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

Others in attendance: Gene Powell     John Estess     Pat Beauchamp  
Dan Lemoine     Judy Sharp

- Item 2. Minutes from the October 7, 2024, meeting were reviewed.** Ronnie Morse made a motion to approve. Paul Marchinko seconded the motion, which was approved unanimously.

- Item 3. HCHS Report** – Judy Sharp the fencing and work on shutters, roofing, siding and other repairs have been done. Work will be paid for from insurance and fund raisers. Revenue for October and November was \$7620 and expenses were \$2657. Revenue for the year has been \$27,588, and expenses have been \$10,127 with a net operating surplus of \$17,461 for the year. The Teddy Bear Tea is scheduled for December 14 & 15. There was discussion about the ‘No Parking’ sign near the property. It was agreed to have the sign removed if it is on Carter House property. John Munding will verify with Pat Beauchamp where the property line is.

**Item 4. Financial Report** – John Estess shared the first quarter report showing \$73,089 in revenue and \$27,635 in expenses. With \$40,316 in non-operating expenses, the net surplus is \$7138 for the first three months.

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

- a.) **NetDMR 14-day notice of DMR and DEQ quarterly report** – A report was filed with DEQ in October. The next quarterly report will be filed at the end January.
- b.) **Water and Sewer Plant & Lift Station Repairs** – Pumps at lift station on Monarch Point and Carter Trace/Audubon Trace have been repaired and returned to service. Question raised about the possibility of remote meter reading. Dan will pursue the grant money possibly available for this program through LDH. The Mission unit measuring daily chlorine and Ph levels has been repaired. Dan reported that ten loads of sludge have been removed at a cost of \$4000 per truckload. This will be an ongoing need to keep the sewer treatment plant in compliance.
- c.) **Sewer Plant Expansion** – The State Health Department has issued a letter of approval of the permit. Maurice Welsh has contacted Mike Lambert with the State Financial Advisor to Political Subdivisions to get direction on how the treatment plant can be financed. We were sent the following tasks to complete:
1. Provide an updated probable cost estimate. The last number provided is from May 2024 and was for \$872,850.
  2. Customer count. The last info indicated there are 326 total accounts (290 residential and 36 commercial). 311 of the accounts are in the District and 15 are outside the District. Is the District providing service to additional customers outside the District? Who will be served by the new project? How many new customers will be added once the project is completed?
  3. Have we set up a separate “Utility Fund” for the District that will separate the utility from the general operations of the District? Will our 2024 audit include this format?
  4. The financing will be secured solely by the utility system. The utility system will need to generate revenue after expenses in an amount that will cover the debt service by 125%. We need to provide the current cost estimate for the project, then Mike will run some preliminary numbers on what debt service will look like. Once we have that, we will need to conduct a rate study to tell us what rates need to be charged.

We have the latest financial report showing clear separation of water and sewer income and expenses. The quarterly financial report shows that as having been done. Based on the cost estimate, a hard cost budget of \$1,000,000 should be considered, to allow for contingency. A soft cost budget of \$200,000 may be needed to cover design fees and permits. It is hoped financing can be arranged and documents finalize by next spring. Construction could take around 9 months.

- d.) **Fairway Gardens Common Area** – No action has been taken on the proposal for a drainage plan. John and Butch will meet to discuss options.
- e.) **Street crack and other repairs (lighting & fencing)** – Gene has engaged some golf course workers to help seal street cracks and work is progressing on Monarch Point and Wild Iris Way. Additional sealant materials have been purchased from Euclid Chemical.
- f.) **CDD Website** – The CDD website is up and running, but it is not complete enough to encourage the community to use it for general information. Minutes and agendas are available now and a tab for finances will be added, along with a Q&A section and a link to the Carter House and HOA websites. Once it is closer to completion, an announcement will be made to the community concerning its availability.
- g.) **Sexual Harassment Policy** – Board members are required to take a continuing education course on the

topic. All Board members have completed the course. John Estess offered to send everyone a link to the on line Ethics Training, available on the Secretary of State website.

- h.) CDD Ownership of Other Streets** – McLin Taylor sent a preliminary plan showing what streets the CDD owns. It is still unclear who owns other streets. It is assumed Carter Pines LLC owns the streets to the river lots, in Carter Estates and Carter Reserve.
- i.) Carter Cemetery pump station maintenance** –Frank White is maintaining grass around the pump station. The panel has been set back in place, but hinges need to be replaced to secure them.
- j.) Cart path painting on streets** – Gene Powell has made arrangements to get that done. Work could start in the next few weeks. There are twelve crossings and the Board authorized payment for the proposal to do the work for \$750.

**Item 6.** **New Business.** – None.

**Item 7.** Set date for Next Board Meeting and Adjourn - Monday, January 13, 2024, at 5:00 PM.

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



By:

John Mundinget, Secretary