

Carter Plantation Community Association  
Board Meeting Minutes  
January 27, 2010

- I. Call to order  
David Irwin, President, called to order the meeting of the CPCA Board of Directors at 6:30 PM on January 27, 2010 at 30767 Wild Iris Way, Springfield, LA
- II. Roll Call  
Kent Gerhardt conducted a roll call. The following persons were present: David Irwin, Maurice Welsh, Kent Gerhardt for CPCA, Don Mier, Attorney; John Munding and Ricky Juban for ARB; Sharon Lietzke CPCA and ARB.  
Absent: Jim Adair. Quorum met.
- III. CPCA/ARB Issues
  - a. Property Owners in violation of PC&Rs was discussed with legal. Process documented and ARB/CPCA boards will begin enforcing process.
  - b. Motion passed to send certified letters to Property Owners in violation of PC&Rs. John to get letters to Sharon for sending certified/returned.
  - c. Discussion with legal on sending copies of violation letters to renters. The violator is the property owner but it doesn't hurt to send the tenant a copy of the letter.
  - d. Discussion on process of updating ARB Guidelines and Contractor Rules. According to PC&Rs, any changes to ARB Guidelines and Contractor Rules will need approval from CPCA Board. ARB Board to submit requested changes. Changes will be discussed at the next Quarterly Meeting (March 4).
  - e. Copies of Demand Letters have been turned over to legal for filing liens.
  - f. Legal will file Annual Report with Secretary of State.
  - g. Letter from multi-lot owner discussed about previous agreement for not paying Association dues. Question about if agreements are valid. Letter turned over to Legal for research.
  - h. David, Lessley and Frank White (mowing contract) confirmed what areas will be cut by FH&T and Lessley's crew.
- IV. ARB-Old Business:
  - a. John gave update on Lot #17 tree replacement and construction deposit update. John to research and meet with Lessley for documentation/drawing of where the tree previously existed. Tree was killed and knocked down during construction of home.
  - b. Discussion about construction deposit and fines for non-compliance during building process.
  - c. Discussion about left over dirt piles on various properties from construction (end of Monarch Point, Panther Road, Heron View). David talked to Lessley and equipment to remove some of the dirt is broken. John talked to owner of Townhomes on Panther Road and owner was not aware of any dirt pile. Will discuss further at next ARB meeting.
  - d. Discussion on perspective buyers for the home on Lot #16. John followed up with Real Estate Agent but has not walked down property together yet. Concern about having enough room for pool in back yard and not encroaching on setbacks.
  - e. Discussion on Carter Plantation Real Estate Signs. Ricky has done research on what is required by the Real Estate Commissioner and what is required for Carter Plantation. It was discussed to have the Carter Plantation Emblem on top of the Real Estate Broker signs. Will discuss further at next ARB Meeting.
  - f. Now that CPCA is in possession of files, Sharon will be going through the files and notifying property owners that received waivers during construction. Property Owners will have to record variances with Livingston Parish.
  - g. Lot #157 new construction is underway and going well. Communication on a regular basis with property owner, contractor and ARB.
- V. ARB-New Business:
  - a. Violation process will be summed up in quick reference and posted on website (FAQs?) or newsletter.
  - b. ARB will review website information and approve by Friday, January 29, 2010
  - c. John will send in information from ARB for Newsletter going out in early February.
  - d. David to take first cut on ARB protocol for new construction

VI. CPCA-Old Business

Motion passed to approve January C Board Meeting Minutes

- b. Savings Account for Construction Deposits has been opened and Construction Deposit for Lot #157 has been deposited into account. All CPCA Board Members have signed the signature card.
- c. Contracts for Maintenance of Landscape Beds and Pool have been signed and filed.
- d. Sharon gave update on front entrance lights and tree replacement. Classic Landscaping will be picking up lights from Notoco and depending on weather will start work Thursday, January 28. Work is expected to be completed around February 5, 2010.
- e. Discussion on a couple of property owners that have recently paid part dues. A motion was passed to start lien process all properties that did not pay full dues from 2009. Association dues are to be paid in one-time payment of \$850. Incremental payments were not approved by CPCA Board.
- f. Maurice Welsh delivered proposal to Villa Representative, Brian DePaula. Brian to bring proposal to all Villa Owners and will get back to CPCA Board.
- g. Sharon met with Beau Campbell and he will begin re-installing "SOLD" signs on privately owned properties that already have the green stake in the ground. Any new stakes will be 25' back for ease of cutting common area. Beau will get copy of plat from David before installing signs.
- h. Due to CPCA Board Members availability, Quarterly meeting has been changed to March 4, 2010 in the Pavilion for 6:30 PM. Sharon to confirm with Missy LaSalle for Pavilion availability.
- i. Discussion about recording all necessary documents with Livingston Parish. David to continue discussion with legal representative.
- j. CPCA website is getting positive reviews from testing. Link will be sent to all property owners, golf play pass members and friends February 1.
  - i. Legal to review CPCA Documents on website. Documents will be condensed "For Information ONLY".
  - ii. ARB and CPCA will make final review and send updates by Friday, January 29, 2010
- k. CDD issues: concern about lack of information coming from CDD to take care of Carter Plantation Community. Issues to bring up at next CDD meeting: a) Lake Simeon North and possibility of blocking off with no-trespassing sign. This would prevent possible damage and easy access to Golf greens and tee boxes from Panther Road; b) Request to store CPCA files in Carter House. Maurice to talk to CDD, concern about ARB and CPCA Board easy access to files when needed; c) Water Supply Generator Grant w/Head Start; d) Carter House Pool

VII. CPCA-New Business

- a. A big Thank you to John and Wanda Loupe for fronting the money to fix the Guard Building Window. A motion was passed to reimburse John and Wanda.
- b. Income/Expenditures
  - i. Sharon reviewed current status of dues and checking account.
  - ii. Motion passed to pay John Loupe for reimbursement of Guard Building Window Replacement
  - iii. Motion passed to pay Don Meir, Attorney for Recording Amendments of PC&Rs
  - iv. Motion passed to reimburse Sharon Lietzke for purchasing front entrance lights and administrative costs (postage, envelopes, labels, certified letters)
  - v. Motion passed for balance due to Classic Landscaping.
- c. Discussion about Carter House Pool and high cost to maintain. Motion passed not to spend any more money on Carter House Pool.
- d. 2009 Financial Statement was discussed. David to meet with legal and accounting on verbiage.
- e. Discussion about 2010 storm season and cost for water supply generators. For cost reasons, a good idea is to have the lift-stations pumped out during electrical outages and focus on water supply generator.
  - i. David to talk to Dana about what company pumped out the lift stations in the past.
  - ii. Maurice to take lead in gathering information for grant issued from Head-Start. Rose Sponsel with CDD is believed to have action item for generators and grants.
- f. Quarterly Meeting has been changed to March 4, in the Pavilion. Sharon to take lead on 2010 Spring Newsletter that will announce meeting to all Property Owners.
- g. Maurice Welsh has lead on Golf Tournament Fund Raiser
- h. Melanie Irwin to take lead in kicking off Historic Carter House Restoration or Historic Society

VIII. Maurice Welsh adjourned the meeting

- a. Minutes submitted by Sharon Lietzke

