

**TOWN OF CARLTON LANDING**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
"School Building 2"  
Date and Time: Saturday, June 18, 2016, 8:00 A.M.

**NOTICE AND AGENDA**

1. Call to Order
2. Roll Call
3. Consent Agenda: Consideration and Action
  - a. Approval of Minutes:
    - i. Special Meeting of the Board of Trustees, June 11, 2016
    - ii. Regular Meeting of the Board of Trustees May 21, 2016
  - b. Approval of payment of Purchase Orders
  - c. Approval of other Payment of Claims
4. Sales Tax Revenue and other Financial and Administrative Reports
5. Discussion, Consideration and Possible Action regarding Population Statistics as of April 11, 2016
6. Introduction of Shelia Edwards, Grant Coordinator followed by discussion, consideration, and possible action regarding engaging Ms. Edwards to provide grant writing services for the Town of Carlton Landing, Oklahoma
7. Discussion, Consideration and Possible Action to approve Ordinance no. 29. An ordinance of the Town of Carlton Landing, Oklahoma, creating a schedule of fees and charges or "Fee Schedule" and charges collected by the Town of Carlton Landing
  - a. Discussion, Consideration, and Possible Action to adopt the emergency section of the foregoing ordinance
8. Discussion, Consideration, and Possible Action to approve Ordinance no. 30. An ordinance amending ordinance no. 28, passed on the 20th day of February, 2016 establishing fees for town services for administration of building and fire codes, repealing ordinances in conflict; providing for severability; and declaring an emergency.
  - a. Discussion, Consideration, and Possible Action to adopt the emergency section of the foregoing ordinance

9. Discussion, Consideration, and Possible Action regarding the signing of checks from the Town of Carlton Landing, Oklahoma on a routine basis as well as in an emergency or in a situation when the designated signers are unavailable
10. Discussion, Consideration, and Possible Action regarding the sending of a letter to Cathy Haynes, Pittsburg County Assessor, and Donna Scrivner, Pittsburg County Treasurer re: An Advisory Memorandum re: "Best Practices for Financial and Reporting Procedures for Increment District No. 1, Town of Carlton Landing
11. Legal Reports, Comments, and Recommendations to the Governing Body
12. Opportunity for public comment.
13. Comments and questions by governing body members regarding items for future consideration.
14. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting
15. Adjournment

**I certify that the foregoing Notice and Agenda was posted in prominent view at 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2", Carlton Landing, Oklahoma at 3:00 p.m. on the 16<sup>th</sup> day of June, 2016.**





Signature of Person Posting the Agenda      Printed Name of Person Posting the Agenda