

**TOWN OF CARLTON LANDING
REGULAR MEETING OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
the Carlton Landing Academy Cafeteria
Saturday; July 20, 2019; 8:00 a.m.

MINUTES

1. Call to Order

The meeting was called to order at 8:04 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Myrick, Brule, Mai, Clerk-Treasurer, Summers, Town Financial Manager, Norman, Town attorney, Kay Wall and Town Administrator, Greg Buckley were present.

ABSENT: Clay Chapman

3. Financial Reports

Renee Norman, town Financial officer, reported the Economic Development Trust Balance Sheet and a Draw for TCH Playground (Attached) She also reported that the cash in hand balance for the TIF is \$2,001,782.11

4. Consent Agenda: Consideration and Action

- a. Approval of Minutes:
06.15.19 Regular Meeting of the Carlton Landing Economic Development Trust
- b. Approval of payment of Claims and Purchase Orders

MOTION: A motion was made by Mai and seconded by Brule to approve the consent agenda as presented.

AYE: Chinnici, , Myrick, Brule, Mai
NAY: None

5. Administrative Reports. None

6. Legal Reports, Comments, and Recommendations to the Governing Body. None

7. Opportunity for public comment. None

8. Comments and questions by Governing Body members regarding items for future consideration.

Myrick: Suggested that vendors and contractors be notified of new Administrator so they would be aware of new contact person. She also suggested that new Administrator authorize calls to attorneys.

Buckley: Asked if we have a Purchasing Policy, and recommended we set standards for purchases.

9. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting. None

10. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:18 a.m., July 20, 2019.

Mayor

Attest:

Town Clerk

Draft

5:45 PM
 07/16/19
 Accrual Basis

**Carlton Landing EDT, Series 2018 Closing
 Balance Sheet
 As of July 16, 2019**

	Jul 16, 19
ASSETS	
Current Assets	
Checking/Savings	
BOK - 3649 - TIF Increment Acct	562,055.88
BOK - 6147 - Rev Bond 2018	589,224.05
BOK - 4042 - Rev Bond 2018B	850,502.18
Total Checking/Savings	2,001,782.11
Total Current Assets	2,001,782.11
Fixed Assets	
Projects - 2018 Revenue Bond	
School Support - Rev Bond 2018	459,798.00
Infra Reimb - Rev Bond 2018	337,614.00
Dev Reimb - Rev Bond 2018	36,238.00
Marina Center - Clearing	68,983.71
Marina Center - Fencing	10,400.00
Nature Center - Playground	6,687.71
Total Projects - 2018 Revenue Bond	919,701.42
Contingency	118,758.66
Total Fixed Assets	1,038,458.08
TOTAL ASSETS	3,040,240.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Rev Bonds Sold - Offering 2018	1,570,000.00
Rev Bonds Sold - Offering 2018B	905,000.00
Reimbursements Due	
To Cnty Proceeds from Rev Bond	7,487.71
To Town of Carlton Landing	12,200.00
Total Reimbursements Due	19,687.71
Total Other Current Liabilities	2,494,687.71
Total Current Liabilities	2,494,687.71
Total Liabilities	2,494,687.71
Equity	
Retained Earnings	331,364.80
Opening Balance Equity	215,687.68
Net Income	-1,500.00
Total Equity	545,552.48
TOTAL LIABILITIES & EQUITY	3,040,240.19

SCHEDULE "A"

CARLTON LANDING ECONOMIC DEVELOPMENT TRUST
TAX INCREMENT REVENUE NOTE, TAXABLE SERIES 2018

DRAW REQUEST
SERIES 2018 PROJECT ACCOUNT
CARLTON LANDING ECONOMIC DEVELOPMENT TRUST CONSTRUCTION FUND

TO: BOKF, NA, as Trustee
FROM: Trustees of the Carlton Landing Economic Development Trust
DATE: 7/16/19

Pursuant to the provisions of the General Bond Indenture dated as of April 1, 2018, by and between the Carlton Landing Economic Development Trust (the "Authority") and BOKF, NA, as Trustee (the "Trustee"), as supplemented and amended by a Series 2018 Supplemental Note Indenture dated as of April 1, 2018, by and between the Authority and the Trustee, you are directed to pay Creditor from the Series 2018 Project Account of the Construction Fund of said Authority indicated below, the amounts shown for the purposes set forth in this Requisition.

<u>Traditional Craft Homes</u>	<u>2018</u>
CREDITOR	TRUST NO.
<u>50 Ramble Along Road, Carlton Landing, OK 74432</u>	
MAILING ADDRESS	
<u>Nature Center Playground</u>	
ITEM	ITEM NO.
<u>6/17/19</u>	<u>Invoice EDT-09-TCL</u>
DATE	PURPOSE
	<u>\$2,780.12</u>
	AMOUNT
	Routing # 103900036
	Account # 309406514

AUTHORIZATION AND CERTIFICATE OF AUTHORIZED REPRESENTATIVE

With reference to the above Draw Request, the undersigned certifies:

1. The above Draw Request is approved.
2. Each obligation therein has been properly incurred and is now due and unpaid and that insofar as such obligation was incurred for work, materials, equipment or supplies, such work was

Traditional Craft Homes, LLC
 50 Ramble Along Road
 Carlton Landing OK 74432

Invoice

Date	Invoice #
6/17/2019	ED1-09-TCL

Bill To
Town of Carlton Landing Economic Development Trust Mayor Joanne Chinnici

P.O. No.	Terms	Project
		ED1 - Nature Center ..

Quantity	Description	Rate	Amount
	Town of Carlton Landing - Nature Center Playground Constr Draw June 21, 2019	1,541.32	1,541.32

Total		\$1,541.32
Payments/Credits		\$0.00
Job Total Balance		\$2,780.12

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