

**TOWN OF CARLTON LANDING
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
the Carlton Landing Academy Cafeteria
Saturday, July 17, 2021

Immediately following the Regular Meeting of the Carlton Landing Economic Development Trust

MINUTES

1. Call to Order

The meeting was called to order at 8:06 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: Joanne Chinnici
Mary Myrick
Kris Brule
Chuck Mai
Clay Chapman

ABSENT None

Consent Items

3. Approval of Minutes:

a. Regular Meeting of the CL Board of Trustees on June 19, 2021

4. Acknowledge receipt of Claims and Purchase Orders Report

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

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

5. Items Removed from Consent Agenda

6. Presentation and discussion by Pittsburg County Rural Water District #20, Chairman Daryl Neito, on the status and or update on the construction of the Wastewater Treatment Facility and Oklahoma Department of Environmental Quality Consent Order.

Daryl Nietol reported that site preparation for the water treatment plant has started and that the consent order is on the desk of the D.E.Q. Grant Humphries will check to see if builders can start land development.

7. Presentation and discussion by Humphreys Partners 2009 LLC, Grant Humphreys, on the status and or update on current projects; upcoming and planned projects; future activities and projects.

Grant Humphreys reported that the Planning Commission has approved phase 6 (Lincoln Square) and phase 7 (the Bluffs). He shared maps to illustrate development areas. (See attachments)

Parking plans were asked and Grant responded that parallel parking is planned.

8. Reports

- a. Sales Tax Revenue and other Financial Reports (See attachments)
- b. Town Administrator (See attachment)
- c. Legal Reports, Comments, and Recommendations to the Governing Body

Kay Wall reported that Greg Buckley, Mayor Chinnici and Jan Summers visit with her frequently with questions about codification, conflicts of Interest and all town issues.

9. Recognize Citizens wishing to comment on non-Agenda Items

Dr. Summers presented pictures of an illegal shooting site off property that aims in the direction of our farm, and reported that on July 10, a stray bullet whizzed past children and horses at the farm. (See photos attached)

David Kimmel has ordered No "Trespassing, vehicles, firearms allowed" signs for the area.

Dr. Summers also presented pictures of building materials stacked behind the pop up shops and in the field across from the new Water Street Pavilion. She is concerned that these materials are in the center of town activities and amenities, and requests the town ask the developer to have these moved to a more appropriate place. (Photos attached)

Grant will intend to identify a place for drop off and storage of building materials that is away from town center.

10. Comments and questions by Governing Body members regarding items for future consideration. None

11. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 9:13 a.m., July 17, 2021

Mayor

Attest:

Town Clerk

CLEDT, General Fund, Reserve Fund

Bank Register
6/1/2021 to 6/30/2021

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1000 Town of CL Checking 9683							
		Beginning Balance			0.00	0.00	213,163.19
6/2/2021	EFT	Oklahoma Tax Commission			0.00	610.00	212,553.19
6/4/2021	EFT	RWS Cloud Services			0.00	90.00	212,463.19
6/9/2021	R-00114	Scissortail Homes			762.91	0.00	213,226.10
6/9/2021	R-00111	Oklahoma Tax Commission			3,009.90	0.00	216,236.00
6/9/2021	R-00112	Oklahoma Tax Commission			23,870.40	0.00	240,106.40
6/9/2021	R-00110	Oklahoma Tax Commission			1,154.16	0.00	241,260.56
6/10/2021	EFT	BOK Credit Card			0.00	66.99	241,193.57
6/10/2021	R-00118	Kerney Homes			762.91	0.00	241,956.48
6/11/2021	R-00113	Oklahoma Tax Commission			273.02	0.00	242,229.50
6/11/2021	A-10035	James G Buckley			0.00	2,745.07	239,484.43
6/14/2021					0.00	65.99	239,418.44
6/14/2021	R-00115	Scissortail Homes			762.91	0.00	240,181.35
6/14/2021	1146	DEQ			0.00	347.71	239,833.64
6/14/2021	EFT	Cross Telephone Co			0.00	52.00	239,781.64
6/14/2021	EFT	Kiamichi Electric			0.00	79.00	239,702.64
6/15/2021	EFT	CSA Software			0.00	441.05	239,261.59
6/18/2021	1147	OkMRF			0.00	2,583.99	236,677.60
6/18/2021	1143	CLEDT			0.00	1,873.48	234,804.12
6/21/2021	1149	Freese and Nichols			0.00	3,449.00	231,355.12
6/21/2021	1145	McAlester News Capital			0.00	30.35	231,324.77
6/24/2021	R-00124	Max Meyers			23.97	0.00	231,348.74
6/25/2021	EFT	Oklahoma Tax Commission			0.00	857.00	230,491.74
6/25/2021	R-00117	Scissortail Homes			762.91	0.00	231,254.65
6/25/2021	A-10036	James G Buckley			0.00	2,513.34	228,741.31
6/28/2021	R-00125	Carter			762.91	0.00	229,504.22
6/28/2021	1150	Pied Piper Service			0.00	80.00	229,424.22
6/28/2021	EFTPS	EFTPS			0.00	1,634.51	227,789.71
6/28/2021	1148	Landmark			0.00	392.00	227,397.71
6/30/2021	1152	Crawford & Associates, P.C.			0.00	233.75	227,163.96
6/30/2021	R-00127	Jim Willcox			23.46	0.00	227,187.42
6/30/2021	R-00126	Courtney Odom			23.45	0.00	227,210.87
6/30/2021	1151	Amanda Harjo			0.00	800.00	226,410.87
6/30/2021	R-00119	TIF Increment			32,947.74	0.00	259,358.61
1000 Town of CL Checking 9683 Totals					\$65,140.65	\$18,945.23	\$259,358.61

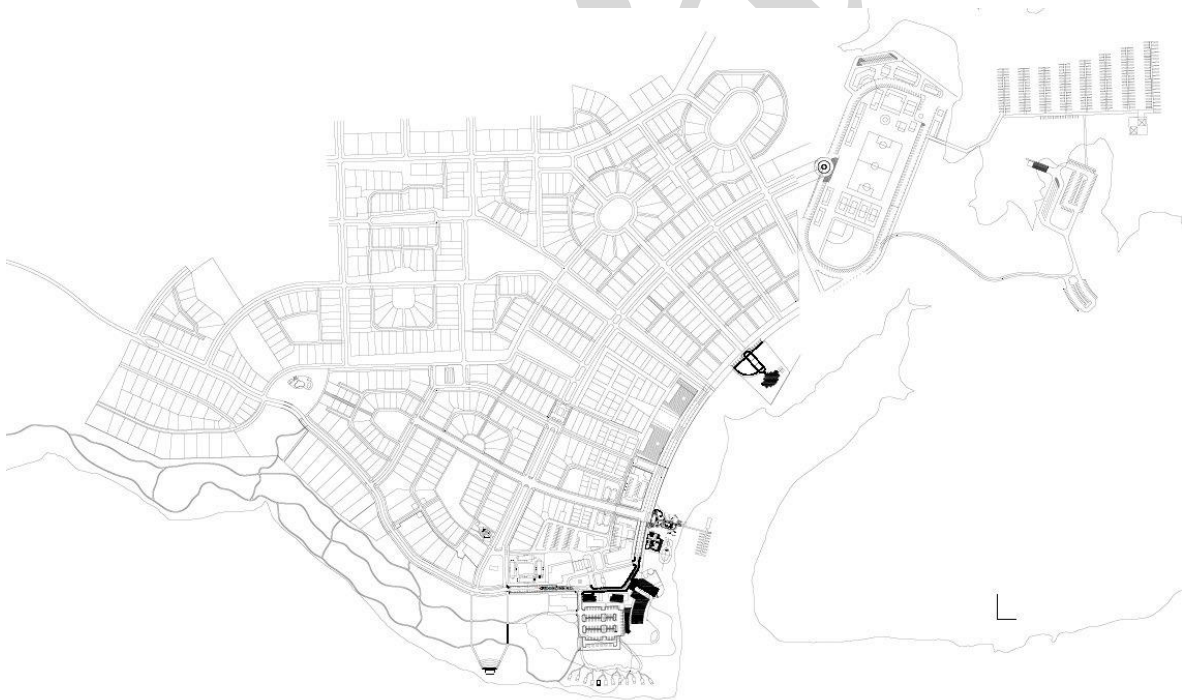
General Fund
Statement of Revenue and Expenditures

Acct	Current Period Jun 2021 Jun 2021 Actual	Year-To-Date Jul 2020 Jun 2021 Actual	Annual Budget Jul 2020 Jun 2021	Annual Budget Jul 2020 Jun 2021 Variance	Jul 2020 Jun 2021 Percent of Budget
Revenue & Expenditures					
Revenue					
Non-Departmental Revenues					
Budget Carryover					
3999 Fund Balance Carryover	0.00	0.00	77,917.47	77,917.47	0.0%
Total Budget Carryover	\$0.00	\$0.00	\$77,917.47	\$77,917.47	
Other Revenue					
4000 Sales Tax	24,143.42	188,141.32	150,000.00	(38,141.32)	125.4%
4005 Use Tax	1,154.16	8,001.54	7,200.00	(801.54)	111.1%
4010 Utility Tax	0.00	6,255.96	8,000.00	1,744.04	78.2%
4011 Lodging Tax	3,009.90	22,793.31	5,000.00	(17,793.31)	455.9%
4015 Pittsburgh County Sinking Fund	0.00	60,039.22	58,790.00	(1,249.22)	102.1%
4100 Building Permits/Inspection Fe	3,814.55	32,337.22	15,000.00	(17,337.22)	215.6%
4105 Business License and Permits	70.88	86.88	200.00	113.12	43.4%
9002 Transfer IN from TIF	32,947.74	174,949.45	111,458.30	(63,491.15)	157.0%
Total Other Revenue	\$65,140.65	\$492,604.90	\$355,648.30	(\$136,956.60)	
Non-Departmental Revenues Totals	\$65,140.65	\$492,604.90	\$433,565.77	(\$59,039.13)	
Unallocated					
Other Revenue					
9002 Transfer IN from TIF	0.00	0.00	6,093.75	6,093.75	0.0%
Total Other Revenue	\$0.00	\$0.00	\$6,093.75	\$6,093.75	
Unallocated Totals	\$0.00	\$0.00	\$6,093.75	\$6,093.75	
Revenue	\$65,140.65	\$492,604.90	\$439,659.52	(\$52,945.38)	
Gross Profit	\$65,140.65	\$492,604.90	\$439,659.52	\$0.00	
Expenses					
Non-Departmental Revenues					
Personal Services					
5000 Salaries	0.00	(2,584.00)	0.00	2,584.00	0.0%
5015 Unemployment Tax	0.00	792.00	0.00	(792.00)	0.0%
Total Personal Services	\$0.00	(\$1,792.00)	\$0.00	\$1,792.00	
Other Services					
6015 Insurance	0.00	(1,057.00)	0.00	1,057.00	0.0%
Total Other Services	\$0.00	(\$1,057.00)	\$0.00	\$1,057.00	
Non-Departmental Revenues Totals	\$0.00	(\$2,849.00)	\$0.00	\$2,849.00	

Town Administrator's Report – July 17, 2021

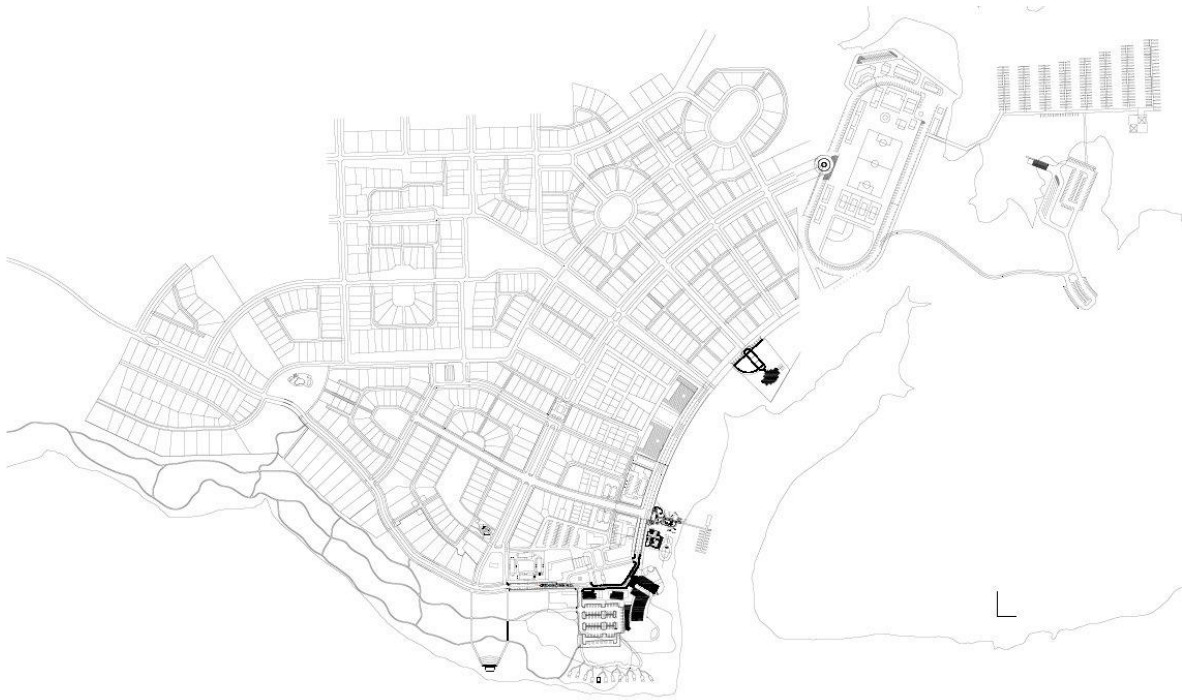
- ☐ Entrance Road – Pittsburgh Conty has filled in the potholes. We will start discussion on timing for road repair. My desire is to get past the summer season to minimize impact on heavy road traffic.
- ☐ Ridgeline Trail Concrete Proposal – The initial phase is close to completion. Clay, Chuck, and I have worked on language for the concrete proposals. The proposals are out and we are accepting proposals.
- ☐ KEDDO Membership – I met with the Executive Director of Kiamichi Economic Development District of Oklahoma (KEDDO). KEDDO is the Council of Government that covers Carlton Landing falls. They can provide some technical assistance, grant assistance, and economic development assistance. Membership is \$50.00 per year
- ☐ Year-end and Transition with Amanda – We have been working on Year-end and getting Amanda set-up in the systems, so she has proper access to accounts.
- ☐ Website – Upload Docs to own Folder and Dropbox – I have been working with Heath to establish a folder and simpler administrative process to access documents uploaded through the website for permits. Once working Amanda, Dan Hurd will be able to access files from Dropbox, currently the files are only accessed through the administrative side of the website.
- ☐ Pavilion – clearing some trees to open view of the Lake – The trees between the Pavilion and water are blocking a nice clean view of the lake. I am working on getting quotes to remove some of the stress and or raise some of the limbs to allow a better view to the lake.
- ☐ CMAO Conference – the City Managers Association conference is being held in Enid July 21-23. I am planning to attend but will be available by phone and email.

Thank you.







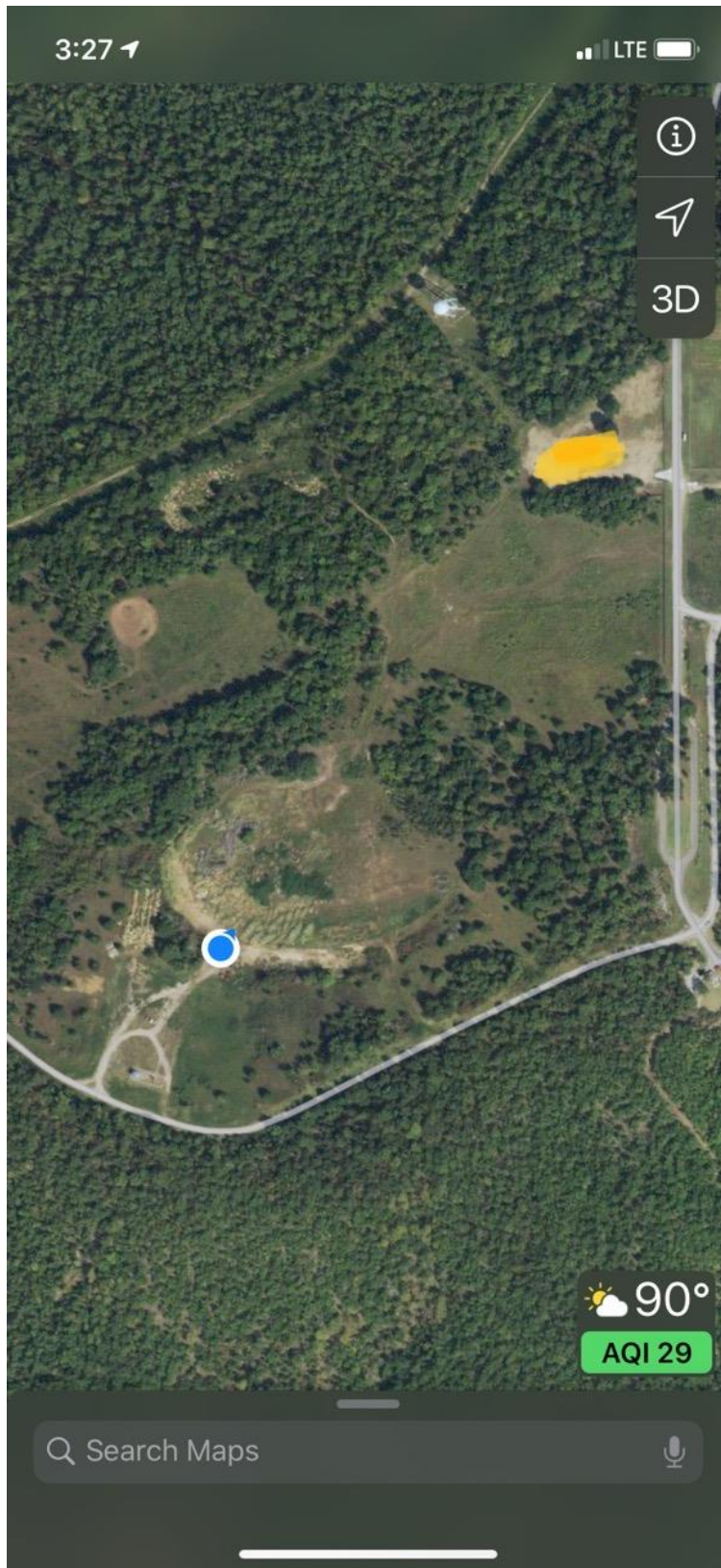












The blue dot is where shooting occurs. The yellow mark is where the barn and horses are.



Discarded rifle shells from the shooting site.



Building materials stored across from new Water Street Pavilion



Building materials stored behind Pop Up shops



Bricks stored beside Church