

**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 17, 2021; 8:00 a.m.

MINUTES

1. Call to Order

The meeting was called to order at 8:02 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 Economic Development Trust on June 19, 2021

4. Acknowledge receipt of Claims and Purchase Orders Report

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

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

5. Items Removed from Consent Agenda.

6. Reports

- b. Financial Reports (See attachment)
c. Town Administrator Report (See attachment)
d. Legal Reports, Comments, and Recommendations to the Governing Body
None

7. Recognize Citizens wishing to comment on non-Agenda Items
None

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

9. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:05a.m., July 17, 2021

Mayor

Attest:

Town Clerk

Draft

CLEDT, General Fund
Balance Sheet
For Period Ending 6/30/2020

		Book Value Jun 2020 Actual
Assets		
Current Assets		
Cash		
2018 GO Bond Checking		147,704.14
2020 GO Bond Checking		1,960.00
BOK - Rev Bond 2019		497,159.99
BOK 3649 TIF Increment		461,638.36
BOK 4042 - Rev Bond 2018B		124,770.98
BOK 6147 - Rev Bond 2018		417,305.84
Sinking Fund Checking 3087		61,915.09
Town of CL Checking 9683		47,047.55
Other Current Assets		
Accounts Receivable		80,643.49
Due from TIF Fund		(145,597.36)
Prepaid Insurance		1,057.00
Total Current Assets		\$1,695,605.08
Fixed Assets		
Fixed Assets		
Buildings & Improvements		
Marina Project		27,778.50
Swim Beach		225,973.18
Projects		
Block 10 Parking		35,380.67
Nature Trails		83,375.99
2018 Revenue Bond Projects		
Alley Beartification Projects		14,606.02
Dev Reimb - Rev Bond 2018		36,238.00
Infra Reimb - Rev Bond 2018		337,614.00
Marina - Courtesy Dock		28,000.00
Marina Center - Clearing		67,345.71
Marina Center - Fencing		10,400.00
Nature Center - Playground		69,470.59
Post Office		13,519.02
School Support - Rev Bond 2018		459,798.00
Water Street ROW		78,000.00
2018B Revenue Bond Projects		
Dev Reimb - Rev Bond 2018B		144,241.14
Future Courtesy Dock		111,419.09
Infra Reimb - Rev Bond 2018B		206,000.00
Nature Center - Soft Costs		80,233.20
Town Green - Public Amenity		131,622.00
Town Square		30,621.00
Water Street ROW		30,640.00
2019 Revenue Biond Projects		
Dev Infrastructure - Phase 5		706,829.00
Park Street Lake Approach		161,469.00
Water Street ROW Improvements		36,138.00
Furniture & Fixtures		
Office Furniture		4,241.43
Total Fixed Assets		\$3,130,953.54

Statement of Revenue and Expenditures

Acct	Current Period Jun 2021 Actual	Year-To-Date Jul 2021 Actual	Annual Budget Jul 2021 Jun 2021	Annual Budget Jul 2021 Jun 2021	Annual Budget Jul 2021 Jun 2021 Variance	Jul 2021 Jun 2021 Percent of Budget
Revenue & Expenditures						
Revenue						
Non-Departmental Revenues						
3999	Fund Balance Carryover	0.00	0.00	1,039,846.81	1,039,846.81	0.0%
4015	Pittsburgh County Sinking Fund	0.00	0.00	793,000.00	793,000.00	0.0%
4050	Tax Increment from County	0.00	698,327.98	0.00	(698,327.98)	0.0%
4350	Revenue Bond (TIF)	0.00	0.00	670,000.00	670,000.00	0.0%
4400	Interest Income	9.07	78.26	0.00	(78.26)	0.0%
4450	Investment Income	0.00	55.89	0.00	(55.89)	0.0%
Non-Departmental Revenues Totals		\$9.07	\$698,462.13	\$2,502,846.81	\$1,804,384.68	
TIF Projects						
9000	Transfer IN from General Fund	0.00	1,873.48	0.00	(1,873.48)	0.0%
TIF Projects Totals		\$0.00	\$1,873.48	\$0.00	(\$1,873.48)	
Revenue		\$9.07	\$700,335.61	\$2,502,846.81	\$1,802,511.20	
Gross Profit		\$9.07	\$700,335.61	\$2,502,846.81	\$0.00	
Expenses						
Non-Departmental Revenues						
6020	Professional Services	0.00	1,500.00	0.00	(1,500.00)	0.0%
8100	2018 Revenue Bond	0.00	135,000.00	0.00	(135,000.00)	0.0%
8101	2018B Revenue Bond	0.00	75,000.00	0.00	(75,000.00)	0.0%
8102	2019 Revenue Bond	0.00	106,500.00	0.00	(106,500.00)	0.0%
8500	Interest Expense	0.00	203,262.50	0.00	(203,262.50)	0.0%
Non-Departmental Revenues Totals		\$0.00	\$521,262.50	\$0.00	(\$521,262.50)	
General Government						
8100	2018 Revenue Bond	0.00	0.00	211,187.50	211,187.50	0.0%
8101	2018B Revenue Bond	0.00	0.00	123,012.50	123,012.50	0.0%
8102	2019 Revenue Bond	0.00	0.00	184,925.00	184,925.00	0.0%
8103	2020 Revenue Bond	0.00	0.00	55,000.00	55,000.00	0.0%
9500	Transfer OUT to General Fund	8,351.07	96,663.96	105,364.55	8,700.59	91.7%
General Government Totals		\$8,351.07	\$96,663.96	\$679,489.55	\$582,825.59	
TIF Projects						
7100	2018 Rev Bond Alley Improv	2,168.01	268,035.87	316,859.99	48,824.12	84.6%
7101	2018 Rev Bond - Playground	0.00	0.00	10,000.00	10,000.00	0.0%
7102	2018 Rev Bond Pavilion	0.00	26,920.00	160,300.00	133,380.00	16.8%
7103	2018 Rev Bond - Mailboxes	0.00	1,354.69	10,000.00	8,645.31	13.5%
7121	2018B Rev Bond-Camp Bus Inc	0.00	0.00	1,170.98	1,170.98	0.0%
7122	2018B Rev Bond- Schl Building	0.00	0.00	123,600.00	123,600.00	0.0%
7131	2019 Rev Bond- Comm Cntr	0.00	0.00	350,000.00	350,000.00	0.0%
7132	2019 Rev Bond-Camp Bus Ince	0.00	0.00	67,305.84	67,305.84	0.0%
7150	2020 Bond - Pavilion	105,558.11	331,064.67	339,700.00	8,635.33	97.5%
7151	2020 Rev Bond- Rdgline Trail	0.00	6,255.00	125,000.00	118,745.00	5.0%
7152	2020 Rev Bond- Camp Bus Ince	0.00	0.00	6,523.18	6,523.18	0.0%
7153	2020 Rev Bond- Alley Improv	30,971.46	30,971.46	76,750.01	45,778.55	40.4%
7154	2020 Rev Bond- Park Lot 10	0.00	19,794.23	20,000.00	205.77	99.0%
7155	2020 Rev Bond- Future Projects	0.00	0.00	17,146.81	17,146.81	0.0%
8100	2018 Revenue Bond	0.00	1,873.48	0.00	(1,873.48)	0.0%
TIF Projects Totals		\$138,697.58	\$686,269.40	\$1,624,356.81	\$938,087.41	
Unallocated						
6020	Professional Services	0.00	55,000.00	0.00	(55,000.00)	0.0%
8500	Interest Expense	0.00	15,558.89	0.00	(15,558.89)	0.0%

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.