

**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; October 16, 2021

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

NOTICE AND AGENDA

1. Call to Order
2. Roll Call

Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

3. Approval of Minutes:
 - a. [Regular Meeting of the CL Board of Trustees on September 18, 2021](#)
4. [Acknowledge receipt of Claims and Purchase Orders Report](#)
5. [Consider, discuss, and possibly vote to amend, revise, approve or deny the Carlton Landing Board of Trustees meeting schedule for the year 2022 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting, or take any other appropriate action.](#)
[Exhibit:Notice of Meeting Schedule - BOT 10-16-21, Meeting Calendar 2022](#)
6. Items Removed from Consent Agenda
7. Presentation by Thomas Dougherty, Architect and Urban Designer, about “Godshuis”, inner-block elderly housing courtyards, project within Phase 8 of Carlton Landing development.
[Exhibit:Godshuis Carlton Landing](#)
8. [Consider, discuss, and possibly vote to amend, revise, approve or deny an Ordinance replacing Ordinance #16 governing the operation of golf carts and replacing Ordinance #7 restricting the use of Gas-powered Recreational Vehicles within the Corporate boundaries of the Town of Carlton Landing, OK; Repealing Ordinances in conflict; Providing for severability; and, Declaring an Emergency, or take any other appropriate action.](#)
[Exhibit:Golf Cart and Gas Powered Rec Vehicle ordinance](#)
9. Consider, discuss, and possibly vote to amend, revise, approve or deny a Resolution of the Board of Trustees of the Town of Carlton Landing creating a Special Revenue Fund - STREET AND ALLEY FUND: establish funds received from milage tax and any other vehicle fuel tax shall be deposited in said FUND; and said fund shall be uses for street and alley construction, repair, maintenance, cleaning, clearing, upkeep, drainage, and related improvement costs, or take any other appropriate action.

Exhibit: [Resolution - Creating Street and Alley Fund 10-13-21 DRAFT](#)

10. Consider, discuss, and possibly vote to amend, revise, approve or deny Mayor's response letter to Pittsburgh County Commissioners related to Fire Protection Services in Carlton Landing, or take any other appropriate action
Exhibit: [Fire District Letter to County Commissioners](#)
11. Reports
 - a. [Sales Tax Revenue and other Financial Reports](#)
[SALES TAX COMPARISON by Fiscal Year 7-9-2021](#)
 - b. [Town Administrator](#)
 - c. Legal Reports, Comments, and Recommendations to the Governing Body
12. Recognize Citizens wishing to comment on non-Agenda Items
Under Oklahoma Law, the Board of Trustees are prohibited from discussing or taking any action on items not on today's agenda. Citizens wishing to address the Board on items not on the agenda are required to sign-up no later than five (5) minutes prior to the scheduled start time of the meeting. The sign-in sheet will contain space for citizens name, address, phone number, and topic to discuss. In this way, staff will be able to follow-up on any issues presented, if necessary. Citizens will be provided three (3) minutes.
13. Comments and questions by Governing Body members regarding items for future consideration.
14. Adjournment

I certify that the foregoing Notice and Agenda was posted in prominent view at 10 Boulevard, Carlton Landing, Oklahoma, also known as "the High School Classroom"

at _____ M on the ____th day of October 2021, being at least 24 hours prior to the Regular Meeting described above.

Signature of Person Posting the Agenda
Agenda

Jan Summers

Printed Name of Person Posting the

**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; September 18, 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 8:09 a.m. with Mayor Chinnici presiding.

2. Roll Call

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

ABSENT None

Consent Items

3. Approval of Minutes:

a. Regular Meeting of the CL Board of Trustees on August 21, 2021

4. Acknowledge receipt of Claims and Purchase Orders Report

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

AYE: Myrick, Chinnici, Mai, Chapman, Brule'

NAY: None

5. Consider, discuss, and possibly vote to amend, revise, approve or deny Amendment to Phase 6 Plat as recommended by the Planning Commission, or take any other appropriate action.

Exhibit(s):

The Planning Commission reviewed and recommended approval of the amended Phase 6 Plat at its July 16, 2021 meeting. Phase 6 provides for approximately 54 buildable lots and additional 66 lots which will need to be blocked together to create a buildable lot. The small lot footprint will be used for townhouse style buildings with the purchaser able to purchase the number of lots necessary to accommodate their desired structure. The Developer is awaiting Oklahoma Department of Environmental Quality approval to begin the grading and installation of the water and wastewater infrastructure. Under the current Rural Water District Consent Order there is a moratorium on adding new taps until the Wastewater Treatment Plant is operational. To expedite the ability to build and construct homes the Developer has been seeking approval of the infrastructure understanding no taps will be allowed until the Treatment Plant is operational. If the Developer must wait

until the Treatment Plant is operational to begin the utility construction, it will delay the building of House by about six months.

6. Consider, discuss, and possibly vote to amend, revise, approve or deny Phase 7 Plat, The Bluffs, as recommended by the Planning Commission, or take any other appropriate action.

Exhibit(s):

The Planning Commission reviewed and recommended approval of Phase 7 Plat at its July 16, 2021 meeting. Phase 7 provides for approximately 10 buildable lots. The Developer is awaiting Oklahoma Department of Environmental Quality approval to begin the grading and installation of the water and wastewater infrastructure. Under the current Rural Water District Consent Order there is a moratorium on adding new taps until the Wastewater Treatment Plant is operational. To expedite the ability to build and construct homes the Developer has been seeking approval of the infrastructure understanding no taps will be allowed until the Treatment Plant is operational. If the Developer must wait until the Treatment Plant is operational to begin the utility construction, it will delay the building of House by about six months.

7. Consider, discuss, and possibly vote to amend, revise, approve or deny the Estimate of Needs for Fiscal Year 2020-2021 to be signed, notarized and published after approval by the Board of Trustees, or take any other appropriate action

Exhibit(s):

The Estimate of Needs is required to be submitted to the Pittsburg County Excise Board to establish our ad valorem tax rate to cover the Towns indebtedness. The Estimate of Needs will also be used to determine the ability to issue any additional indebtedness.

8. Items Removed from Consent Agenda
9. Swearing in of Planning Commission members.

Kay Wall, Town Attorney, sworn in Jim Hasenbeck as a member of the Planning Commission.

10. Consider, discuss, and possibly vote to amend, revise, approve or deny Mayor's response letter to Pittsburgh County Commissioners related to Fire Protection Services in Carlton Landing, or take any other appropriate action.

MOTION: A motion was made and seconded to move to item 12 before item 10.

AYE: Myrick, Chinnici, Mai, Chapman, Brule'

NAY: None

MOTION: A motion was made by Chinnici and seconded by Brule' to strike item 10, until brought back amended.

AYE: Myrick, Chinnici, Mai, Chapman, Brule'

NAY: None

11. Consider, discuss, and possibly vote to allow the Town to host webpages for the Carlton Landing Fire House Foundation Fund to market and provide link for donations, or take any other appropriate action.

MOTION: A motion was made by Chinnici and seconded by Chapman to allow the Town to host webpages for Carlton Landing Fire House Foundation Fund.

AYE: Myrick, Chinnici, Mai, Chapman, Brule'

NAY: None

12. Presentation and update by the Fire Protection Services Committee, Chairperson Chuck Mai, regarding activities of the Committee toward Fire Protection Services, or take any other appropriate action.

Chuck Mai, chairman of the Fire Safety Task Force presented the current status of the Fire Station project. Most important, they are forming a foundation for donations to fund the project. Preliminary drawings have been contributed by Jim Hasenbeck, the town architect. The land has been donated by Grant Humpreys. A search is in progress for sources to obtain needed equipment.

13. 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 she has reviewed the letter to commissioners about fire safety in Carlton Landing with Mr. Buckley and Mayor Chinnici. She also reported her attendance to the OML Fall Training and review of many OML sessions.

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

None

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

16. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:49 a.m., September 18, 2021

Mayor

Attest:

Town Clerk

General Fund
Bank Register
8/1/2021 to 8/31/2021

| 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 | 274,835.00 |
| 8/2/2021 | EFT | OESC | | | 0.00 | 31.33 | 274,803.67 |
| 8/4/2021 | EFT | CSA Software | | | 0.00 | 135.00 | 274,668.67 |
| 8/5/2021 | R-00150 | Dell | | | 99.00 | 0.00 | 274,767.67 |
| 8/6/2021 | 1167 | OMMS | | | 0.00 | 500.00 | 274,267.67 |
| 8/6/2021 | 1166 | Kay Robbins Wall | | | 0.00 | 600.00 | 273,667.67 |
| 8/6/2021 | 1165 | OMAG | | | 0.00 | 70.00 | 273,597.67 |
| 8/6/2021 | 1164 | Kiamichi Electric | | | 0.00 | 90.00 | 273,507.67 |
| 8/6/2021 | 1163 | Cross Telephone Co | | | 0.00 | 52.00 | 273,455.67 |
| 8/6/2021 | A-10039 | James G Buckley | | | 0.00 | 2,792.42 | 270,663.25 |
| 8/9/2021 | R-00149 | Oklahoma Tax Commission | | | 303.12 | 0.00 | 270,966.37 |
| 8/9/2021 | R-00148 | Oklahoma Tax Commission | | | 1,463.42 | 0.00 | 272,429.79 |
| 8/9/2021 | R-00147 | Oklahoma Tax Commission | | | 12,679.63 | 0.00 | 285,109.42 |
| 8/9/2021 | R-00146 | Oklahoma Tax Commission | | | 26,739.30 | 0.00 | 311,848.72 |
| 8/10/2021 | 1168 | Joanne Chinicci - Reimburs | | | 0.00 | 174.65 | 311,674.07 |
| 8/12/2021 | 1170 | Oklahoma Municipal League | | | 0.00 | 50.00 | 311,624.07 |
| 8/13/2021 | | | | | 0.00 | 80.99 | 311,543.08 |
| 8/16/2021 | EFT | CSA Software | | | 0.00 | 441.05 | 311,102.03 |
| 8/20/2021 | EFT | BOK Credit Card | | | 0.00 | 1,771.89 | 309,330.14 |
| 8/20/2021 | 1177 | Dan Hurd | | | 0.00 | 2,100.00 | 307,230.14 |
| 8/20/2021 | 1176 | Mayors Council of Oklahom | | | 0.00 | 50.00 | 307,180.14 |
| 8/20/2021 | 1175 | Kay Robbins Wall | | | 0.00 | 1,200.00 | 305,980.14 |
| 8/20/2021 | 1174 | Center for Economic Develo | | | 0.00 | 100.00 | 305,880.14 |
| 8/20/2021 | 1173 | Landmark | | | 0.00 | 392.00 | 305,488.14 |
| 8/20/2021 | 1172 | Oklahoma Uniform Building | | | 0.00 | 96.00 | 305,392.14 |
| 8/20/2021 | 1171 | Freese and Nichols | | | 0.00 | 4,081.75 | 301,310.39 |
| 8/20/2021 | A-10040 | James G Buckley | | | 0.00 | 2,560.71 | 298,749.68 |
| 8/30/2021 | R-00145 | BOK Financial | | | 1,025.00 | 0.00 | 299,774.68 |
| 8/31/2021 | 1179 | Anne Marie Elfink, MS | | | 0.00 | 500.00 | 299,274.68 |
| 8/31/2021 | 1178 | Amanda Harjo | | | 0.00 | 800.00 | 298,474.68 |
| 1000 Town of CL Checking 9683 Totals | | | | | \$42,309.47 | \$18,669.79 | \$298,474.68 |
| 1010 2018 GO Bond Checking | | | | | | | |
| | | Beginning Balance | | | 0.00 | 0.00 | 69,786.67 |
| 1010 2018 GO Bond Checking Totals | | | | | \$0.00 | \$0.00 | \$69,786.67 |

General Fund
Statement of Revenue and Expenditures

| Acct | Current Period Aug 2021 Aug 2021 Actual | Year-To-Date Jul 2021 Aug 2021 Actual | Annual Budget Jul 2021 Jun 2022 | Annual Budget Jul 2021 Jun 2022 Variance | Jul 2021 Jun 2022 Percent of Budget |
|---|---|--|---------------------------------------|---|--|
| Revenue & Expenditures | | | | | |
| Revenue | | | | | |
| Non-Departmental Revenues | | | | | |
| Budget Carryover | | | | | |
| 3999 Fund Balance Carryover | 0.00 | 0.00 | 50,000.00 | 50,000.00 | 0.0% |
| Total Budget Carryover | \$0.00 | \$0.00 | \$50,000.00 | \$50,000.00 | |
| Other Revenue | | | | | |
| 4000 Sales Tax | 27,042.42 | 60,440.86 | 100,000.00 | 39,559.14 | 60.4% |
| 4005 Use Tax | 1,463.42 | 2,449.28 | 7,200.00 | 4,750.72 | 34.0% |
| 4010 Utility Tax | 0.00 | 1,896.99 | 12,000.00 | 10,103.01 | 15.8% |
| 4011 Lodging Tax | 0.00 | 0.00 | 24,000.00 | 24,000.00 | 0.0% |
| 4015 Pittsburgh County Sinking Fund | 0.00 | 0.00 | 57,190.00 | 57,190.00 | 0.0% |
| 4100 Building Permits/Inspection Fe | 0.00 | 4,112.68 | 23,580.00 | 19,467.32 | 17.4% |
| 4105 Business License and Permits | 0.00 | 977.76 | 200.00 | (777.76) | 488.9% |
| 4500 Miscellaneous Revenue | 99.00 | 99.00 | 0.00 | (99.00) | 0.0% |
| 9002 Transfer IN from TIF | 0.00 | 0.00 | 101,989.00 | 101,989.00 | 0.0% |
| Total Other Revenue | \$28,604.84 | \$69,976.57 | \$326,159.00 | \$256,182.43 | |
| Non-Departmental Revenues Totals | \$28,604.84 | \$69,976.57 | \$376,159.00 | \$306,182.43 | |
| General Government | | | | | |
| Other Revenue | | | | | |
| 4011 Lodging Tax | 12,679.63 | 12,679.63 | 0.00 | (12,679.63) | 0.0% |
| Total Other Revenue | \$12,679.63 | \$12,679.63 | \$0.00 | (\$12,679.63) | |
| General Government Totals | \$12,679.63 | \$12,679.63 | \$0.00 | (\$12,679.63) | |
| Unallocated | | | | | |
| Other Revenue | | | | | |
| 4011 Lodging Tax | 0.00 | 5,672.25 | 0.00 | (5,672.25) | 0.0% |
| Total Other Revenue | \$0.00 | \$5,672.25 | \$0.00 | (\$5,672.25) | |
| Unallocated Totals | \$0.00 | \$5,672.25 | \$0.00 | (\$5,672.25) | |
| Revenue | \$41,284.47 | \$88,328.45 | \$376,159.00 | \$287,830.55 | |
| Gross Profit | \$41,284.47 | \$88,328.45 | \$376,159.00 | \$0.00 | |
| Expenses | | | | | |
| Administration | | | | | |
| Personal Services | | | | | |
| 5000 Salaries | 6,763.38 | 13,460.45 | 88,424.00 | 74,963.55 | 15.2% |
| 5010 Social Security | 542.24 | 1,079.40 | 7,063.00 | 5,983.60 | 15.3% |

Town Administrator's Report – September 18, 2021

- ☐ Ridgeline Traill – Concrete Contractor has started pouring the sidewalk. Depending on weather sidewalk should be poured and completed within the next couple weeks.
- ☐ Fire Protection Services – I have participated in the Committee meetings and assisted Chuck on reviewing Statutes related to Fire Protection Services – Title 11 (City), 18 (Volunteer- Unincorporated) and 19 (County). A Fire District/Department can be formed under one of the three Statutes. The Carlton Landing Fire District was formed under Title 18. One question being reviewed by the Committee is what Title the Fire District should be governed under.
- ☐ Pavilion –Electrician to install the electric wiring for the lights and fans. The Electrician is scheduled to begin work the week of August 16, 2021. We are still waiting on cost estimate for installation of slate on the approach verse concrete. The contractor has begun work on Water Street, which will ensure proper elevation for the sidewalk and approach.
- ☐ OML Conference – Attended conference in Oklahoma City Sept 7-9. Attended some refresher courses, visited with vendors. Carlton Landing is widely known with a positive image and as a great destination.

Thank you.

10/14/2021
10:31 AM

General Fund
Payments Journal (Summary)
9/1/2021 to 9/30/2021

Page 1 of 1

| Check Date | Check / Reference # | Payee | Amount |
|--------------------------------------|------------------------|-------------------------------|-------------|
| 1000 Town of CL Checking 9683 | | | |
| 9/3/2021 | 1183 | OPEH&W | 4,310.88 |
| 9/3/2021 | 1182 | Kiamichi Electric | 97.00 |
| 9/3/2021 | 1181 | Dan Hurd | 900.00 |
| 9/3/2021 | 1180 | Oklahoma Uniform Building Cod | 32.00 |
| 9/3/2021 | A-10041 | James G Buckley | 2,792.42 |
| 9/7/2021 | EFT | RWS Cloud Services | 135.00 |
| 9/9/2021 | EFT | BOK Credit Card | 1,325.36 |
| 9/14/2021 | EFT | EFTPS | 1,669.93 |
| 9/15/2021 | | | 65.99 |
| 9/15/2021 | EFT | Oklahoma Tax Commission | 253.00 |
| 9/15/2021 | EFT | CSA Software | 441.05 |
| 9/17/2021 | 1184 | Freese and Nichols | 766.75 |
| 9/17/2021 | 1185 | Center for Economic Developm | 229.50 |
| 9/17/2021 | A-10042 | James G Buckley | 2,560.71 |
| 9/24/2021 | 1188 | Kay Robbins Wall | 600.00 |
| 9/24/2021 | 1187 | Landmark | 392.00 |
| 9/24/2021 | 1186 | Pied Piper Service | 80.00 |
| 9/28/2021 | 1189 | BOK Credit Card | 1,459.28 |
| 9/28/2021 | 1192 | Amanda Harjo | 800.00 |
| 9/28/2021 | 1191 | Crawford & Associates, P.C. | 3,573.75 |
| 9/30/2021 | GJ-10065 | | 2,792.42 |
| 1000 Town of CL Checking 9683 Totals | | | \$25,277.04 |

Report Options

Check Date: 9/1/2021 to 9/30/2021

Display Notation: No

Fund: General Fund

Item No. _____

Date: October 16, 2021

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to amend, revise, approve or deny the Carlton Landing Board of Trustees meeting schedule for the year 2022 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting, or take any other appropriate action.

INITIATOR: Greg Buckley, Town Administrator

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: The meeting schedule maintains the Board of Trustee meetings on the third Saturday of each month to immediately follow the Economic Development Trust meeting. Location of the meeting will be:

10B Boulevard, Carlton Landing, OK 74432
Carlton Landing Academy - Cafeteria

One item for consideration is the April 16 meeting date is on Easter weekend, which may impact attendance and or a quorum to hold the meeting. Options include changing the meeting to a different date, April 9 or 23, or striking the meeting from the list and calling a special meeting if needed, or leaving the meeting date and cancelling the meeting later.

Meeting Dates:

January 15
February 19
March 19
April 16
May 21
June 18

July 16
August 20
September 17
October 15
November 19
December 17

FUNDING: None

EXHIBITS: Notice of Meeting Schedule

RECOMMENDED ACTION: Approve Carlton Landing Board of Trustees meeting schedule for the year 2022 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting.

NOTICE OF MEETING SCHEDULE
Carlton Landing Board of Trustees
for 2022

On October 16, 2021 the Carlton Landing Board of Trustees set the following dates for their regularly scheduled monthly meeting. The time of the meeting is set immediately following the Carlton Landing Economic Development Trust meeting or 8:00 am. The location of the regular scheduled meeting is:

10B Boulevard, Carlton Landing, OK 74432
Carlton Landing Academy - Cafeteria

Regular Meeting Dates:

January 15
February 19
March 19
April 16
May 21
June 18

July 16
August 20
September 17
October 15
November 19
December 17

2022

| January | | | | | | |
|---------|----|----|----|----|----|----|
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| February | | | | | | |
|----------|----|----|----|----|----|----|
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | | | | | |

| March | | | | | | |
|-------|----|----|----|----|----|----|
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| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
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| 27 | 28 | 29 | 30 | 31 | | |

| April | | | | | | |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| May | | | | | | |
|-----|----|----|----|----|----|----|
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| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| June | | | | | | |
|------|----|----|----|----|----|----|
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| July | | | | | | |
|------|----|----|----|----|----|----|
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
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| August | | | | | | |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| September | | | | | | |
|-----------|----|----|----|----|----|----|
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| October | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| November | | | | | | |
|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
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| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| December | | | | | | |
|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
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| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

USA Holidays and Observances

| | | | | | |
|--------|------------------|--------|------------------|--------|--------------------|
| Jan 01 | New Year's Day | Jan 17 | M L King Day | Feb 14 | Valentine's Day |
| Feb 21 | Presidents' Day | Apr 15 | Good Friday | Apr 17 | Easter Sunday |
| May 08 | Mother's Day | May 30 | Memorial Day | Jun 03 | National Donut Day |
| Jun 19 | Father's Day | Jul 04 | Independence Day | Sep 05 | Labor Day |
| Oct 10 | Columbus Day | Oct 31 | Halloween | Nov 11 | Veterans Day |
| Nov 24 | Thanksgiving Day | Dec 25 | Christmas | | |

Here is a little more information on the proposed 'Godshuis Presentation' for the October 16th, CL Town Council Meeting.

Thomas Dougherty will be presenting on a proposed inner-block development scheduled for Phase 8 of the Carlton Landing development. The proposed development consists of two interlinked inner-block residential courtyards, with a total of 14 dwelling units. These units will be designed specifically for elderly living with 10 units being ADA accessible.

Thomas is an Architect and Urban Designer working from West Chester, Pennsylvania and has been working on inner-block elderly housing courtyards for several years. He has been working with Grant Humphreys on the schematic design for this project.

Institutions of elderly care in America have in many ways not met the needs of our aging population. This has led many to look for other options - Covid19 has pushed that further. Last year I published an article on the godshuis of Bruges as a precedent for elderly housing. <https://www.strongtowns.org/journal/2020/9/22/from-our-house-to-godshuis>



This is a picture of a typical 'godshuis' in Bruges, Belgium. There are many in the city. It consists of a little courtyard framed by a dozen or so small houses. They were built by guilds or wealthy individuals as almshouses for the old, and widows. They exist within the block; you walk through the brick arch off the main street, down a path and find yourself in a very quiet, peaceful, formal garden surrounded by small houses. Today they are managed by the city for elderly citizens. They range in date from the 1500s to the 1900s - but are almost identical. Because of its location inside the block, the grocery, bakery, pharmacy and town life are simply a couple steps away.

In countries such as England and the Netherlands, inner-block developments of housing designed specifically for elderly is an important part of their culture. In England, there are over 2,500 small Almshouse developments, with 2/3 of these having 10 or fewer units. In the Netherlands, these inner-block courtyards are called Hofje and their quality and care is recognized around the world. The Hofje are still built today for both rental and as condos and many have lifted their historic age restrictions.

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to amend, revise, approve or deny an Ordinance replacing Ordinance #16 governing the operation of golf carts and replacing Ordinance #7 restricting the use of Gas-powered Recreational Vehicles within the Corporate boundaries of the Town of Carlton Landing, OK; Repealing Ordinances in conflict; Providing for severability; and, Declaring an Emergency, or take any other appropriate action.

INITIATOR: Joanne Chinnici, Mayor,

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: Ordinance #16 established rules and regulations related to operation of golf cart. Growing population of residents, guests, and visitors along with growing use of golf carts and other conveyance devices provides need to examine the rules and regulations for operating such equipment.

FUNDING: None

EXHIBITS: Golf Cart Ordinance

RECOMMENDED ACTION: Approve an Ordinance replacing Ordinance #16 governing the operation of golf carts and replacing Ordinance #7 restricting the use of Gas-powered Recreational Vehicles within the Corporate boundaries of the Town of Carlton Landing, OK; Repealing Ordinances in conflict; Providing for severability; and, Declaring an Emergency.

Town of Carlton Landing

ORDINANCE NO.

AN ORDINANCE REPLACING ORDINANCE #16 GOVERNING THE OPERATION OF GOLF CARTS; AND REPLACING ORDINANCE #7 RESTRICTING THE USE OF GAS-POWERED RECREATIONAL VEHICLES WITHIN THE CORPORATE BOUNDARIES OF THE TOWN OF CARLTON LANDING, OK; REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY

WHEREAS, Oklahoma Statutes Title 47 Section 11-1116 authorizes the municipal governing body to regulate and control the operation of golf carts within the town boundaries and on its public streets; and

WHEREAS, the Board of Trustees of Carlton Landing, Oklahoma deems it to be in the best interests and safety of the citizens to regulate and control the operation of golf carts within the town's legal boundaries and on its public streets; and

WHEREAS, the Board of Trustees of Carlton Landing, Oklahoma deems gas-powered recreational vehicles to be a public nuisance, unsafe, and hazardous to the environment, Oklahoma Statute Title 47 regulated gas-powered recreational vehicles should come under strict control:

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA:

SECTION 1. Golf Carts

A. Definitions:

1. A **golf cart** is defined as a motor vehicle powered by an **electric** motor which is designed and manufactured for operation on a golf course (or a modification of such a vehicle) for recreational purposes and that is not capable of exceeding speeds of Fifteen (15) miles per hour. (Gas powered golf carts are prohibited in Carlton Landing, Oklahoma).
2. Public road shall mean any thoroughfare within the Town of Carlton Landing including roads, streets, lanes, alleys, and pedestrian ways.

B. Authority to Operate Golf Carts Within the Town of Carlton Landing:

1. Golf carts meeting the definition above may be operated on all public roads, streets, and lanes within the town limits of Carlton Landing where the speed limit is twenty-five (25) miles per hour or less.
2. Golf carts should avoid construction areas when possible and prudent.

3. Golf carts must not be driven on the sidewalks, pedestrian pathways or on the boardwalk.
4. **Drivers of golf carts must be at least sixteen (16) years of age with a valid drivers' license.** The number of occupants of a golf cart must not exceed the number of seats in the cart. No person is to stand while the golf cart is in motion.
5. Gas powered golf carts are prohibited in Carlton Landing, Oklahoma.

C. Compliance with Traffic Laws:

1. Golf carts shall comply with all applicable local and state traffic laws and may be ticketed for traffic and parking violations in the same manner as motor vehicles.

D. Parking:

1. Golf carts shall park in areas designated for golf carts and/or in areas where motor vehicle parking is allowed.
2. Golf carts shall **NOT** park on maintenance zones, sidewalks, other pedestrian pathways, nor on private property without the permission of the owner of said property.

E. Equipment and Minimum Standards:

All golf carts operated within the Town of Carlton Landing shall meet the minimum equipment standards established by the State of Oklahoma. All golf carts shall be equipped with a windshield, a rearview mirror, and taillights. In addition, golf carts operated between the hours before sunrise or after sunset shall be equipped with headlights.

F. Hours of Operation:

Golf carts meeting the equipment standards established for operation before sunrise and after sunset may be operated anytime during the day or night. Golf carts that do not meet these standards shall be operated only during the hours between sunrise and sunset.

G. Liability:

1. Nothing in this section shall be construed as an assumption of liability by the Town of Carlton Landing for any injuries to persons, pets or property which may result from the operation of a golf cart. ~~by an authorized driver.~~
2. Owners are fully liable and accountable for the actions of any individual they provide permission to operate and drive said golf cart, both on personal and/or town or public properties. This described responsibility especially applies to personal injuries or property damage resulting from golf cart drivers who are minors under the age of 18 with or without a current and valid driver's license.

H. Enforcement:

The Town of Carlton Landing shall have the authority to enforce the provisions set forth herein including all applicable traffic laws.

SECTION 2: Gas Powered Recreational Vehicles

- A. Definition: "Gas Powered Recreational Vehicle" shall mean any vehicle powered by an internal combustion engine, designed for recreational or sport purposes.
- B. No person shall operate a Gas-Powered Recreational Vehicle within the Town Boundaries of Carlton Landing, Oklahoma.

SECTION 3:

All Ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 4:

The provisions of this ordinance are severable and if any part of provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions.

EMERGENCY CLAUSE:

It being immediately necessary for the preservation of the public peace, health, and safety of the town of Carlton Landing, Oklahoma, and the inhabitants thereof, an emergency is hereby declared to exist. By reason whereof it is necessary that this ordinance shall go into full effect and be of force immediately upon its passage.

PASSED by the Board of Trustees of the Town of Carlton Landing, Oklahoma, on the _____ day of _____, 2021.

This ordinance shall go into effect on the ____ day of _____, 2021.

SIGNED by the Mayor of the Town of Carlton Landing, Oklahoma, on the _____ day of _____, 2021

Joanne Chinnici, Mayor

Jan Summers, Town Clerk

RESOLUTION 2021-10-01

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING CREATING A SPECIAL REVENUE FUND - STREET AND ALLEY FUND: ESTABLISH FUNDS RECEIVED FROM MILAGE TAX AND ANY OTHER VEHICLE FUEL TAX SHALL BE DEPOSITED IN SAID FUND; AND SAID FUND SHALL BE USE FOR STEEET AND ALLEY CONSTRUCTION, REPAIR, MAINTENANCE, CLEANING, CLEARING, UPKEEP, DRAINAGE, AND RELATED IMPROVEMENT COSTS.

WHEREAS, the Town of Carlton Landing is getting its apportioned Milage Tax from Pittsburgh County and at such time as the Town starts receiving any other Vehicle Fuel Tax;

WHEREAS, the Town wants to ensure a funding source for the construction, repair, maintenance, cleaning, clearing, upkeep and drainage of street and alleys; and

WHEREAS, funds received from vehicle related fuel taxes should be used for the construction, maintenance and general upkeep of the streets and alleys used by vehicles.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING that:

1. A Special Revenue Fund shall be created called the Street and Alley Fund.
2. All funds received from Milage Tax, Gasoline/Vehicle Tax and any other tax that may otherwise be created or collected related to vehicle fuel shall be deposited in the Street and Ally Fund.
3. Allowed expenses from the Street and Alley Fund shall include construction, repair, maintenance, cleaning, clearing, upkeep, drainage, and related improvement costs which are necessary to such listed purposes. Related Improvement cost would include, but not limited to, surveying, engineering, project management, equipment rental, and employee personnel expenses.

APPROVED by the Board of Trustees and SIGNED by the Mayor of Carlton Landing, Oklahoma this 16th day of October, 2021.

Mayor

ATTEST:

Town Clerk - Treasurer



Town of Carlton Landing
44 Water Street
Carlton Landing, OK 74432-3272

August 27, 2021

Board of County Commissioners, Pittsburg County
115 E. Carl Albert Parkway
Room 100
McAlester OK 74501

Att'n: Mr. Ross Selman

Dear Chairman:

Thank you for your letter of August 9, 2021. I as well of many Carlton Landing citizens share your concern about fire protection in our town.

As you know, until about one year ago, Carlton Landing was under the protection of a local Fire District. Sometime after that District was disbanded, the town was informed that there were some regulation issues which required the district to disband. Please know that since that time, this issue has been foremost in the minds of the Board of Trustees as well as the townspeople.

A Fire District Task Force, independent of the Town, has been formed and has met several times. I have audited those meetings. Currently they are seeking to establish a foundation to accept donations for the purpose of building a fire station and purchasing trucks and equipment. The former Fire Chief is helping in this endeavor and has begun to recruit volunteers for the Fire Service. The developer of Carlton Landing has donated land on which to build the station. The Town Architect has volunteered his time to assist in planning the building, and our Town Administrator has made himself available for consultation.

I hope you agree that we are making progress toward reestablishing a local Fire District. In the meantime, we extend our appreciation to nearby districts for offering their help as we rebuild. It is my understanding that our former Fire Chief has been in contact with Longtown and Canadian and offered any assistance he can provide to help those districts should they have a need.

The Town of Carlton Landing previously supported the Carlton Landing Volunteer Fire District and fully intends to do so when it is operational again. Please know and pass along as appropriate, our Town is willing and happy to provide some financial assistance to the Longtown and/or Canadian Volunteer Fire Districts for their assistance.

Once again, I thank you for your letter and your concern. Please know that the Town and the townspeople are aware and consider this situation with grave concern. Steps are being taken to correct the problem. As you can imagine, there are many steps to work through, most of them completely new to all of us. We appreciate your support and patience in this matter of reestablishing a local Fire Service to serve Carlton Landing.

Regards,

Joanne Chinnici, D.O.
Mayor, Town of Carlton Landing

General Fund

Statement of Revenue and Expenditures

| Acct | Current | Year-To-Date | Annual Budget | Annual Budget | Jul 2021 | |
|---------------------------|----------------------------------|--------------|---------------|---------------|--------------|--------|
| | Period | Jul 2021 | Annual Budget | Jul 2021 | Jun 2022 | |
| | Sep 2021 | Sep 2021 | Jul 2021 | Jun 2022 | Percent of | |
| | Sep 2021 | Actual | Jun 2022 | Variance | Budget | |
| Revenue & Expenditures | | | | | | |
| Revenue | | | | | | |
| Non-Departmental Revenues | | | | | | |
| Budget Carryover | | | | | | |
| 3999 | Fund Balance Carryover | 0.00 | 0.00 | 50,000.00 | 50,000.00 | 0.0% |
| | Total Budget Carryover | \$0.00 | \$0.00 | \$50,000.00 | \$50,000.00 | |
| Other Revenue | | | | | | |
| 4000 | Sales Tax | 28,034.09 | 88,474.95 | 100,000.00 | 11,525.05 | 88.5% |
| 4005 | Use Tax | 343.94 | 2,793.22 | 7,200.00 | 4,406.78 | 38.8% |
| 4010 | Utility Tax | 0.00 | 1,896.99 | 12,000.00 | 10,103.01 | 15.8% |
| 4011 | Lodging Tax | 15,631.81 | 33,983.69 | 24,000.00 | (9,983.69) | 141.6% |
| 4015 | Pittsburgh County Sinking Fund | 0.00 | 0.00 | 57,190.00 | 57,190.00 | 0.0% |
| 4100 | Building Permits/Inspection Fe | 0.00 | 4,112.68 | 23,580.00 | 19,467.32 | 17.4% |
| 4105 | Business License and Permits | 0.00 | 977.76 | 200.00 | (777.76) | 488.9% |
| 4500 | Miscellaneous Revenue | 281.60 | 380.60 | 0.00 | (380.60) | 0.0% |
| 9002 | Transfer IN from TIF | 0.00 | 0.00 | 101,989.00 | 101,989.00 | 0.0% |
| | Total Other Revenue | \$44,291.44 | \$132,619.89 | \$326,159.00 | \$193,539.11 | |
| | Non-Departmental Revenues Totals | \$44,291.44 | \$132,619.89 | \$376,159.00 | \$243,539.11 | |
| | Revenue | \$44,291.44 | \$132,619.89 | \$376,159.00 | \$243,539.11 | |
| | Gross Profit | \$44,291.44 | \$132,619.89 | \$376,159.00 | \$0.00 | |
| Expenses | | | | | | |
| Administration | | | | | | |
| Personal Services | | | | | | |
| 5000 | Salaries | 9,555.80 | 23,016.25 | 88,424.00 | 65,407.75 | 26.0% |
| 5010 | Social Security | 542.24 | 1,621.64 | 7,063.00 | 5,441.36 | 23.0% |
| 5015 | Unemployment Tax | 0.00 | 0.00 | 1,846.00 | 1,846.00 | 0.0% |
| 5020 | Employer Paid Insurance | 4,310.88 | 4,310.88 | 17,244.00 | 12,933.12 | 25.0% |
| 5025 | Employer Retirement Contributi | 708.82 | 2,119.83 | 8,842.00 | 6,722.17 | 24.0% |
| 5030 | Vehicle/Cell Allowance | 324.85 | 974.55 | 3,900.00 | 2,925.45 | 25.0% |
| | Total Personal Services | \$15,442.59 | \$32,043.15 | \$127,319.00 | \$95,275.85 | |
| Materials & Supplies | | | | | | |
| 5500 | Office Supplies | 0.00 | 110.53 | 600.00 | 489.47 | 18.4% |
| 5505 | Posatge | 0.00 | 0.00 | 320.00 | 320.00 | 0.0% |
| 5510 | Building Maintenance & Repairs | 80.00 | 80.00 | 0.00 | (80.00) | 0.0% |
| 5530 | Miscellaneous | 0.00 | 0.00 | 100.00 | 100.00 | 0.0% |

General Fund

Statement of Revenue and Expenditures

| Acct | | Current Period Sep 2021 Sep 2021 Actual | Year-To-Date Jul 2021 Sep 2021 Actual | Annual Budget Jul 2021 Jun 2022 | Annual Budget Jul 2021 Jun 2022 Variance | Jul 2021 Jun 2022 Percent of Budget |
|------------------------|--------------------------------|---|--|---------------------------------------|---|--|
| Revenue & Expenditures | | | | | | |
| Expenses | | | | | | |
| Administration | | | | | | |
| | Total Materials & Supplies | \$80.00 | \$190.53 | \$1,020.00 | \$829.47 | |
| Other Services | | | | | | |
| 6000 | Utilities | 149.00 | 698.65 | 4,339.00 | 3,640.35 | 16.1% |
| 6005 | Rent | 477.78 | 1,433.34 | 5,760.00 | 4,326.66 | 24.9% |
| 6010 | Publication & Notice Expense | 0.00 | 0.00 | 350.00 | 350.00 | 0.0% |
| 6015 | Insurance | 0.00 | 157.50 | 1,210.00 | 1,052.50 | 13.0% |
| 6020 | Professional Services | 0.00 | 0.00 | 5,700.00 | 5,700.00 | 0.0% |
| 6035 | Dues & Memberships | 349.00 | 1,088.00 | 0.00 | (1,088.00) | 0.0% |
| 6040 | School, Training, Travel | 180.92 | 892.51 | 0.00 | (892.51) | 0.0% |
| | Total Other Services | \$1,156.70 | \$4,270.00 | \$17,359.00 | \$13,089.00 | |
| Debt Service | | | | | | |
| 8500 | Interest Expense | 0.00 | 39.00 | 0.00 | (39.00) | 0.0% |
| | Total Debt Service | \$0.00 | \$39.00 | \$0.00 | (\$39.00) | |
| | Administration Totals | \$16,679.29 | \$36,542.68 | \$145,698.00 | \$109,155.32 | |
| General Government | | | | | | |
| Materials & Supplies | | | | | | |
| 5500 | Office Supplies | 289.92 | 1,134.16 | 1,500.00 | 365.84 | 75.6% |
| 5505 | Posatge | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 0.0% |
| 5510 | Building Maintenance & Repairs | 65.84 | 112.79 | 7,428.00 | 7,315.21 | 1.5% |
| 5515 | Vehicle Maintenance & Repairs | 0.00 | 0.00 | 1,460.00 | 1,460.00 | 0.0% |
| 5520 | Software Programs/ Services | 576.05 | 2,383.11 | 0.00 | (2,383.11) | 0.0% |
| | Total Materials & Supplies | \$931.81 | \$3,630.06 | \$12,888.00 | \$9,257.94 | |
| Other Services | | | | | | |
| 6000 | Utilities | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.0% |
| 6010 | Publication & Notice Expense | 0.00 | 34.15 | 2,500.00 | 2,465.85 | 1.4% |
| 6015 | Insurance | 0.00 | 0.00 | 1,800.00 | 1,800.00 | 0.0% |
| 6020 | Professional Services | 6,135.25 | 14,771.25 | 58,800.00 | 44,028.75 | 25.1% |
| 6025 | Contracts & Leases | 392.00 | 784.00 | 0.00 | (784.00) | 0.0% |
| 6030 | Community Support Agreement | 0.00 | 0.00 | 6,000.00 | 6,000.00 | 0.0% |
| 6035 | Dues & Memberships | 43.82 | 1,469.79 | 2,830.00 | 1,360.21 | 51.9% |
| 6040 | School, Training, Travel | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0.0% |
| 6045 | Road Maintenance | 0.00 | 392.00 | 14,400.00 | 14,008.00 | 2.7% |

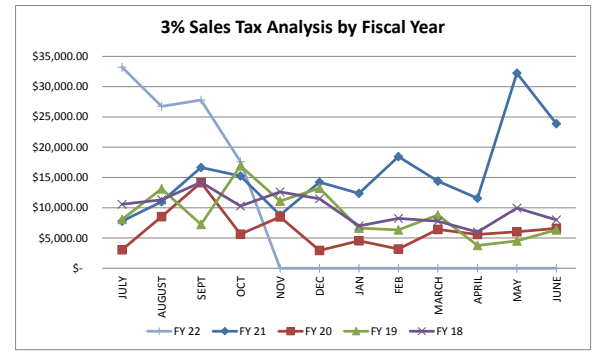
General Fund

Statement of Revenue and Expenditures

| Acct | Current Period Sep 2021 Sep 2021 Actual | Year-To-Date Jul 2021 Sep 2021 Actual | Annual Budget Jul 2021 Jun 2022 | Annual Budget Jul 2021 Jun 2022 Variance | Jul 2021 Jun 2022 Percent of Budget |
|-----------------------------------|---|--|---------------------------------------|---|--|
| Revenue & Expenditures | | | | | |
| Expenses | | | | | |
| General Government | | | | | |
| Other Services | | | | | |
| 6050 Website Expense | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 0.0% |
| Total Other Services | \$6,571.07 | \$17,451.19 | \$91,830.00 | \$74,378.81 | |
| Capital Outlay | | | | | |
| 7010 Projects | 766.75 | 4,848.50 | 50,000.00 | 45,151.50 | 9.7% |
| Total Capital Outlay | \$766.75 | \$4,848.50 | \$50,000.00 | \$45,151.50 | |
| Debt Service | | | | | |
| 8000 GO Bond Payments | 0.00 | 0.00 | 57,190.00 | 57,190.00 | 0.0% |
| Total Debt Service | \$0.00 | \$0.00 | \$57,190.00 | \$57,190.00 | |
| General Government Totals | \$8,269.63 | \$25,929.75 | \$211,908.00 | \$185,978.25 | |
| Unallocated | | | | | |
| Materials & Supplies | | | | | |
| 5530 Miscellaneous | 0.00 | 65.99 | 0.00 | (65.99) | 0.0% |
| Total Materials & Supplies | \$0.00 | \$65.99 | \$0.00 | (\$65.99) | |
| Other Services | | | | | |
| 6045 Road Maintenance | 0.00 | 15,800.00 | 0.00 | (15,800.00) | 0.0% |
| Total Other Services | \$0.00 | \$15,800.00 | \$0.00 | (\$15,800.00) | |
| Debt Service | | | | | |
| 8500 Interest Expense | 65.99 | 146.98 | 0.00 | (146.98) | 0.0% |
| Total Debt Service | \$65.99 | \$146.98 | \$0.00 | (\$146.98) | |
| Unallocated Totals | \$65.99 | \$16,012.97 | \$0.00 | (\$16,012.97) | |
| Expenses | \$25,014.91 | \$78,485.40 | \$357,606.00 | \$279,120.60 | |
| Revenue Less Expenditures | \$19,276.53 | \$54,134.49 | \$18,553.00 | \$0.00 | |
| Net Change in Fund Balance | \$19,276.53 | \$54,134.49 | \$18,553.00 | \$0.00 | |
| Fund Balances | | | | | |
| Beginning Fund Balance | 804,876.64 | 770,018.68 | 0.00 | 0.00 | 0.0% |
| Net Change in Fund Balance | 19,276.53 | 54,134.49 | 18,553.00 | 0.00 | 0.0% |
| Ending Fund Balance | 824,153.17 | 824,153.17 | 0.00 | 0.00 | 0.0% |

**TOWN OF CARLTON LANDING
SALES TAX COLLECTIONS**

| | <u>JULY</u> | <u>AUGUST</u> | <u>SEPT</u> | <u>OCT</u> | <u>NOV</u> | <u>DEC</u> | <u>JAN</u> | <u>FEB</u> | <u>MARCH</u> | <u>APRIL</u> | <u>MAY</u> | <u>JUNE</u> | <u>TOTALS</u> |
|--------------------|--------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
| <u>FY22</u> | \$ 33,205.30 | \$ 26,739.30 | \$ 27,778.11 | \$ 17,599.62 | | | | | | | | | \$ 105,322.33 |
| <u>FY21</u> | \$ 7,780.42 | \$ 10,987.42 | \$ 16,659.44 | \$ 15,249.30 | \$ 8,792.06 | \$ 14,225.44 | \$ 12,374.07 | \$ 18,444.22 | \$ 14,390.75 | \$ 11,578.57 | \$ 32,227.87 | \$ 23,870.40 | \$ 186,579.96 |
| <u>FY20</u> | \$ 3,067.59 | \$ 8,520.10 | \$ 14,155.52 | \$ 5,628.66 | \$ 8,477.29 | \$ 2,939.35 | \$ 4,537.13 | \$ 3,188.78 | \$ 6,419.86 | \$ 5,595.92 | \$ 6,020.78 | \$ 6,589.58 | \$ 75,140.56 |
| <u>FY19</u> | \$ 8,070.42 | \$ 13,116.45 | \$ 7,242.33 | \$ 16,914.86 | \$ 11,104.80 | \$ 13,214.80 | \$ 6,638.89 | \$ 6,335.74 | \$ 8,803.50 | \$ 3,763.47 | \$ 4,516.85 | \$ 6,346.49 | \$ 106,068.60 |
| <u>FY18</u> | \$ 10,565.93 | \$ 11,304.10 | \$ 14,205.42 | \$ 10,281.23 | \$ 12,606.99 | \$ 11,481.49 | \$ 7,003.16 | \$ 8,229.47 | \$ 7,767.43 | \$ 5,982.22 | \$ 9,944.07 | \$ 7,985.29 | \$ 117,356.80 |
| <u>FY17</u> | \$ 7,479.32 | \$ 6,320.67 | \$ 9,864.58 | \$ 12,332.60 | \$ 12,558.21 | \$ 13,933.97 | \$ 12,932.01 | \$ 7,767.94 | \$ 17,407.20 | \$ 10,848.10 | \$ 14,906.00 | \$ 7,974.32 | \$ 134,324.92 |



USE TAX COLLECTIONS

| | <u>JULY</u> | <u>AUGUST</u> | <u>SEPT</u> | <u>OCT</u> | <u>NOV</u> | <u>DEC</u> | <u>JAN</u> | <u>FEB</u> | <u>MARCH</u> | <u>APRIL</u> | <u>MAY</u> | <u>JUNE</u> | <u>TOTALS</u> |
|--------------------|-------------|---------------|-------------|-------------|------------|------------|------------|------------|--------------|--------------|------------|-------------|---------------|
| <u>FY22</u> | \$ 985.86 | \$ 1,463.42 | \$ 343.94 | \$ 1,165.01 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,958.23 |
| <u>FY21</u> | \$ 714.83 | \$ 569.76 | \$ 313.48 | \$ 228.44 | \$ 424.74 | \$ 559.76 | \$ 579.16 | \$ 957.30 | \$ 867.27 | \$ 921.44 | \$ 711.20 | \$ 1,154.16 | \$ 8,001.54 |
| <u>FY20</u> | | | | | | | | \$ 34.13 | \$ 651.90 | \$ 788.30 | \$ 402.88 | \$ 1,877.21 | |

LODGING TAX COLLECTIONS

| | <u>JULY</u> | <u>AUGUST</u> | <u>SEPT</u> | <u>OCT</u> | <u>NOV</u> | <u>DEC</u> | <u>JAN</u> | <u>FEB</u> | <u>MARCH</u> | <u>APRIL</u> | <u>MAY</u> | <u>JUNE</u> | <u>TOTALS</u> |
|--------------------|-------------|---------------|--------------|-------------|------------|-------------|-------------|-------------|--------------|--------------|-------------|-------------|---------------|
| <u>FY22</u> | \$ 5,672.25 | \$ 12,679.63 | \$ 15,631.81 | \$ 9,357.10 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 43,340.79 |
| <u>FY21</u> | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,753.09 | \$ 4,547.48 | \$ 1,912.94 | \$ 1,856.63 | \$ 408.92 | \$ 5,277.35 | \$ 3,009.90 | \$ 22,766.31 |

Town Administrator's Report – October 16, 2021

- Ridgeline Trail –The Trail is roughly 90% complete. The last two section toward Lower Greenway are being delayed until the home construction at the intersection of Ridgeline and Lower Greenway is to the point of landscaping and putting in the driveway. The delay will ensure the new sidewalk does not get broken during the last phase of construction. We will next be starting the finishing of the completed sections with backfill dirt to level the sides of the sidewalk and put down sod. I have seen the trail being used on a daily basis.
- Code of Ordinances – Dr. Summers received notice that Municode has almost completed developing our Code of Ordinances. Once completed the compilation will be provided for review and approve/acceptance. Dr. Summers and the Mayor have done a great job in getting all the approved Ordinances to Municode, ensuring the accuracy of the Ordinances, their publishing dates, etc. Once we go live with the completed Code of Ordinances we will be able to maintain them ourselves and meet the Statutory requirement of publishing them once every ten years.
- Pavilion –Still waiting on Kiamichi to finish bringing power to the main electric panel. Mike is waiting on costs for installation of slate stone on entrance apron. Desire is to have that coordinated with the slate installation on Water Street.
- TIF 2021 – Chris Gander has been working on documents and financing for TIF 2021 Revenue Note. A carry-over of the Sinking Fund resulted in a bigger reduction in the Millage than projected. We are working to adjust the structure of payments to bring the Loan amount back up to the projection. We will bring TIF Revenue Note to the Trustees at November meeting for approval. The TIF Committee met on Wednesday, October 13, to review the financial status, projects, and recommendation for 2021 projects. The TIF Committee also approved an application process for submission of projects to be considered for TIF funding. The TIF Committee recommendation will be presented with the TIF Note approval.

Thank you.