

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; June 18, 2022; 8:00 a.m.

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 Trust 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 Economic Development Trust on May 21, 2022](#)
4. Acknowledge receipt of Claims and Purchase Orders Report
5. Items Removed from Consent Agenda.
6. Reports
 - a. Financial Reports; [Bank Register - CLEDT May 2022](#); [Payments Journal - CLEDT May 2022](#); [Statement of Revenue and Expenditures - CLEDT May 2022](#)
 - b. Town Administrator Report
 - c. Legal Reports, Comments, and Recommendations to the Governing Body
7. Recognize Citizens wishing to comment on non-Agenda Items
Under Oklahoma Law, 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.
8. Comments and questions by Governing Body members regarding items for future consideration.
9. Adjournment

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

At 4:00 PM on the ___th day of June 2022, being at least 24 hours prior to the Regular Meeting described above.

Signature of Person Posting the Agenda

Jan Summers

Printed Name of Person Posting the Agenda

Agenda Regular Meeting of the CLEDT

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Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
the Carlton Landing Academy Cafeteria
Saturday; May 21, 2022; 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: Joanne Chinnici
Kris Brule'
Mary Myrick

ABSENT: Chuck Mai
Clay Chapman

Consent Items

3. Approval of Minutes:

- a. Regular Meeting of the CL Economic Development Trust on April 16, 2022

4. Acknowledge receipt of Claims and Purchase Orders Report

MOTION: A Motion was made by Brule' and seconded by Myrick to accept
The consent agenda as presented

AYE: Joanne Chinnici
Kris Brule'
Mary Myrick

NAY: None

5. Items Removed from Consent Agenda.

6. Consider, discuss and possibly vote to amend, revise, approve or deny Resolution 2022-05-01 approving the Town of Carlton Landing, Oklahoma, budget for the General Fund, Street and Alley Fund, and Carlton Landing Economic Development Trust for the fiscal year beginning July 1, 2022, and ending June 30, 2023, and providing for the investment of said funds, or take any other appropriate action.

Exhibits:

Trustee Myrick suggested management of interest

MOTION: A motion was made by Chinnici and seconded by Myrick to
Approve the Town of Carlton Landing, Oklahoma, budget for the General Fund, Street
and Alley Fund, and Carlton Landing Economic Development Trust for the fiscal year

beginning July 1, 2022 and ending June 30, 2023, and providing for the investment of said fund

AYE: Joanne Chinnici
Kris Brule'
Mary Myrick

NAY: None

7. Reports

- a. Financial Reports (See attachment)
- b. Town Administrator Report (See attachment)
- c. Legal Reports, Comments, and Recommendations to the Governing Body
 - Kay Wall worked with Mr. Buckley regarding the completion of the Water Street pavilion
 - Reviewed the Budget Resolution
 - Attended the OML Banquet

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

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

10. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:15 a.m., May 21, 2022.

Mayor

Attest:

Town Clerk

Draft

CLEDT - Budget Supplement Information - FY 22-23

Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Amended Budget FY 21-22	Proposed FY 22-23
CLEDT					
<u>Non-Departmental Revenue</u>					
05-00-4015-00	Pittsburgh County Sinking Fund Receipts	\$ 497,061.31	\$ 698,327.98	\$ 868,289.00	\$ 800,000.00
05-00-4350-00	Revenue Bond	\$ 1,455,000.00	\$ 61,500.28	\$ 1,265,128.92	
05-00-4400-00	Interest Income		\$ 78.26		
05-00-4450-00	Miscellaneous Revenue		\$ 55.89		
05-00-9000-00	Transfer IN from Gen Fund				
	Balance Forward/Carry-over	\$ 1,946,860.00	\$ 1,039,846.81	\$ 644,885.00	\$ 1,135,000.00
	TOTAL AVAILABLE REVENUES	\$ 3,898,921.31	\$ 1,799,809.22	\$ 2,778,302.92	\$ 1,935,000.00
General Government					
<u>Personal Services</u>					
	SUBTOTAL		\$ -	\$ -	
<u>Materials & Supplies</u>					
	SUBTOTAL		\$ -	\$ -	
<u>Other Services</u>					
	SUBTOTAL	\$ 1,143.13	\$ -	\$ -	
<u>Capital Outlay</u>					
	SUBTOTAL		\$ -	\$ -	
<u>Debt Service</u>					
05-15-8100-00	2018 Revenue Bond	\$ 126,500.00	\$ 136,873.48	\$ 208,425.21	\$ 210,375.00
05-15-8101-00	2018B Revenue Bond	\$ 71,500.00	\$ 75,000.00	\$ 123,700.00	\$ 119,100.00
05-15-8102-00	2019 Revenue Bond	\$ 74,000.00	\$ 106,500.00	\$ 188,887.50	\$ 187,275.00
05-15-8103-00	2020 Revenue Bond		\$ 56,500.00	\$ 79,925.00	\$ 82,450.00
05-15-8104-00	2021 Revenue Bond			\$ 165,360.00	\$ 165,360.36
	Bond Origination Fees	\$ 47,500.00		\$ 55,000.00	
05-15-8500-00	Interest Expense	\$ 171,444.33	\$ 218,821.39		
	SUBTOTAL	\$ 272,000.00	\$ 593,694.87	\$ 821,297.71	\$ 764,560.36
<u>Transfers - Out</u>					
05-15-9500-00	Transfer OUT to Gen Fund		\$ 96,663.96	\$ 101,989.00	\$ 120,146.00
05-15-9503-00	Transfer OUT to RESERVE Fund				
	SUBTOTAL		\$ 96,663.96	\$ 101,989.00	\$ 120,146.00
	DEPT. TOTAL	\$ 273,143.13	\$ 690,358.83	\$ 923,286.71	\$ 884,706.36
TIF Projects					
<u>Capital Outlay</u>					
05-20-7100-00	2018 Rev Bond - School Support	\$ 459,798.00			
05-20-7100-01	2018 Rev Bond - Infrastructure Reimbursement	\$ 337,614.00			
05-20-7100-02	2018 Rev Bond - County Support				
05-20-7100-03	2018 Rev Bond - Developer Reimbursement	\$ 36,238.00			
05-20-7100-04	2018 Rev Bond - Alley Beautification	\$ 14,606.02	\$ 268,035.87		
05-20-7100-05	2018 Rev Bond - Marina Center - Courtesy Dock	\$ 28,000.00			
05-20-7100-06	2018 Rev Bond - Marina Center - Clearing	\$ 67,345.71			
05-20-7100-07	2018 Rev Bond - Marina Center Fencing	\$ 10,400.00			
05-20-7100-08	2018 Rev Bond - Marina Center Road Access	\$ 78,000.00			
05-20-7100-09	2018 Rev Bond - Playground	\$ 69,470.59	\$ -	\$ 10,000.00	
05-20-7100-10	2018 Rev Bond - Pavillon		\$ 26,920.00		
05-20-7100-11	2018 Rev Bond - Mailboxes	\$ 13,519.02	\$ 1,354.69		
05-20-7101-00	2018B Rev Bond - School Support		\$ -		
05-20-7101-01	2018B Rev Bond - Infrastructure Reimbursement	\$ 206,000.00			

CLEDT		Actual FY 19-20	Actual FY 20-21	Amended Budget FY 21-22	Proposed FY 22-23
05-20-7101-02	2018B Rev Bond - County Support	\$ 222,292.29			
05-20-7101-03	2018B Rev Bond - Developer Reimbursement	\$ 144,241.14			
05-20-7101-04	2018B Rev Bond - Pavilion		\$ -		
05-20-7101-05	2018B Rev Bond - Town Green - Public Amenity	\$ 131,622.00			
05-20-7101-06	2018B Rev Bond - Town Hall Phase 1	\$ 30,621.00			
05-20-7101-07	2018B Rev Bond - campsites - business Incentive		\$ -	\$ 1,170.98	
05-20-7102-00	2019 Rev Bond - School Buildings				
05-20-7102-01	2019 Rev Bond -Community Center	\$ 904,436.00	\$ -	\$ 350,000.00	
05-20-7102-02	2019 Rev Bond - campsites - business Incentive		\$ -	\$ 67,305.84	
05-20-7102-03	2019 Rev Bond - Trail Development				\$ 25,000.00
05-20-7103-00	2020 Rev Bond - Pavilion Facility		\$ 331,064.67	\$ 91,030.00	
05-20-7103-01	2020 Rev Bond - RidgeLine trail		\$ 6,255.00	\$ 101,700.00	
05-20-7103-02	2020 Rev Bond - campsites - business Incentive		\$ -	\$ 6,532.18	
05-20-7103-03	2020 Rev Bond - Alley Improvement		\$ 30,971.46		
05-20-7103-04	2020 Rev Bond - Future Project Plan/Cost		\$ -	\$ 17,146.81	
05-20-7103-05	2020 RevBond - Parking Lot 10 -Trees/Improv		\$ 19,794.23		
05-20-7104-00	2021 Rev Bond - Community Center			\$ 35,000.00	\$ 35,000.00
05-20-7104-01	2021 Rev Bond - Marina Relocation			\$ -	
05-20-7104-02	2021 RevBond - Stephens Road			\$ 800,000.00	\$ 750,000.00
05-20-7104-03	2021 Rev Bond - Alley Phase 4/Redbud			\$ 240,000.00	\$ 225,000.00
	SUBTOTAL	\$ 2,754,203.77	\$ 684,395.92	\$ 1,719,885.81	\$ 1,035,000.00
	DEPT. TOTAL	\$ 2,754,203.77	\$ 684,395.92	\$ 1,719,885.81	\$ 1,035,000.00
	TOTAL EXPENSES	\$ 3,027,346.90	\$ 1,374,754.75	\$ 2,643,172.52	\$ 1,919,706.36
	Year End Fund Balance	\$ 871,574.41	\$ 425,054.47	\$ 135,130.40	\$ 15,293.64

CLEDT
Bank Register
5/1/2022 to 5/31/2022

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
1040 BOK 3649 TIF Increment							
		Beginning Balance			0.00	0.00	1,039,468.35
5/20/2022	R-00067	Pittsburg County Clerk			26,402.50	0.00	1,065,870.85
5/27/2022	0145	Town of Carlton Landing			0.00	10,133.07	1,055,737.78
1040 BOK 3649 TIF Increment Totals					\$26,402.50	\$10,133.07	\$1,055,737.78
1050 BOK 6147 - Rev Bond 2018							
		Beginning Balance			0.00	0.00	7,723.40
5/2/2022	R-00076	BOK Financial			0.11	0.00	7,723.51
1050 BOK 6147 - Rev Bond 2018 Totals					\$0.11	\$0.00	\$7,723.51
1060 BOK 4042 - Rev Bond 2018B							
		Beginning Balance			0.00	0.00	146.32
1060 BOK 4042 - Rev Bond 2018B Totals					\$0.00	\$0.00	\$146.32
1070 BOK - Rev Bond 2019							
		Beginning Balance			0.00	0.00	36,577.08
1070 BOK - Rev Bond 2019 Totals					\$0.00	\$0.00	\$36,577.08
1080 BOK 3045 Rev Bond 2020							
		Beginning Balance			0.00	0.00	2,282.43
5/12/2022	0032	Mr Printer			0.00	150.00	2,132.43
5/13/2022	0033	New Town Development			0.00	5,543.63	(3,411.20)
1080 BOK 3045 Rev Bond 2020 Totals					\$0.00	\$5,693.63	(\$3,411.20)
Report Totals					\$26,402.61	\$15,826.70	\$1,096,773.49
Records included in total = 10							

Report Options

Trans Date: 5/1/2022 to 5/31/2022

Fund: CLEDT

Display Notation: No

CLEDT
Payments Journal (Summary)
5/1/2022 to 5/31/2022

Check Date	Check / Reference #	Payee	Amount
1040 BOK 3649 TIF Increment			
5/27/2022	0145	Town of Carlton Landing	10,133.07
1040 BOK 3649 TIF Increment Totals			\$10,133.07
1080 BOK 3045 Rev Bond 2020			
5/12/2022	0032	Mr Printer	150.00
5/13/2022	0033	New Town Development	5,543.63
1080 BOK 3045 Rev Bond 2020 Totals			\$5,693.63

Report Options

Check Date: 5/1/2022 to 5/31/2022

Display Notation: No

Fund: CLEDT

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2021	
	May 2022 May 2022 Actual	Jul 2021 May 2022 Actual	Jul 2021 Jun 2022	Jul 2021 Jun 2022 Variance	Jun 2022 Percent of Budget	
Revenue & Expenditures						
Revenue						
Non-Departmental Revenues						
3999	Fund Balance Carryover	0.00	0.00	644,885.00	644,885.00	0.0%
4050	Tax Increment from County	26,402.50	863,686.76	868,289.00	4,602.24	99.5%
4350	Revenue Bond (TIF)	0.00	0.00	1,319,999.55	1,319,999.55	0.0%
4400	Interest Income	0.11	9.41	0.00	(9.41)	0.0%
Non-Departmental Revenues Totals		\$26,402.61	\$863,696.17	\$2,833,173.55	\$1,969,477.38	
Revenue		\$26,402.61	\$863,696.17	\$2,833,173.55	\$1,969,477.38	
Gross Profit		\$26,402.61	\$863,696.17	\$2,833,173.55	\$0.00	
Expenses						
Non-Departmental Revenues						
8101	2018B Revenue Bond	0.00	1,500.00	0.00	(1,500.00)	0.0%
8102	2019 Revenue Bond	0.00	1,500.00	0.00	(1,500.00)	0.0%
8105	2020 Revenue Bond	0.00	1,500.00	0.00	(1,500.00)	0.0%
8500	Interest Expense	0.00	116,832.50	0.00	(116,832.50)	0.0%
Non-Departmental Revenues Totals		\$0.00	\$121,332.50	\$0.00	(\$121,332.50)	
General Government						
8100	2018 Revenue Bond	0.00	0.00	208,425.21	208,425.21	0.0%
8101	2018B Revenue Bond	0.00	0.00	123,700.00	123,700.00	0.0%
8102	2019 Revenue Bond	0.00	1,500.00	188,887.50	187,387.50	0.8%
8103	2020 Revenue Bond	0.00	0.00	79,925.00	79,925.00	0.0%
8104	2021 Revenue Bond	0.00	0.00	165,360.00	165,360.00	0.0%
8400	Bond Origination Fees	0.00	0.00	55,000.00	55,000.00	0.0%
9500	Transfer OUT to General Fund	10,133.07	83,663.36	101,989.00	18,325.64	82.0%
General Government Totals		\$10,133.07	\$85,163.36	\$923,286.71	\$838,123.35	
TIF Projects						
7101	2018 Rev Bond - Playground	0.00	0.00	10,000.00	10,000.00	0.0%
7121	2018B Rev Bond-Camp Bus	0.00	0.00	1,170.98	1,170.98	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	0.00	0.00	67,305.84	67,305.84	0.0%
7150	2020 Bond - Pavilion	5,693.63	48,869.46	91,060.00	42,190.54	53.7%
7151	2020 Rev Bond- Rdgline Trail	0.00	130,311.00	101,700.00	(28,611.00)	128.1%
7152	2020 Rev Bond- Camp Bus	0.00	0.00	6,532.18	6,532.18	0.0%
7153	2020 Rev Bond- Alley Improv	0.00	27,499.09	0.00	(27,499.09)	0.0%
7155	2020 Rev Bond- Future Projects	0.00	0.00	17,146.81	17,146.81	0.0%

CLEDT

Statement of Revenue and Expenditures

Acct		Current Period May 2022 May 2022 Actual	Year-To-Date Jul 2021 May 2022 Actual	Annual Budget Jul 2021 Jun 2022	Annual Budget Jul 2021 Jun 2022 Variance	Jul 2021 Jun 2022 Percent of Budget
Revenue & Expenditures						
Expenses						
TIF Projects						
7160	2021 Rev Bond-Community	0.00	0.00	35,000.00	35,000.00	0.0%
7161	2021 Rev Bond- Stephens Road	0.00	37,548.98	800,000.00	762,451.02	4.7%
7163	2021 Rev Bond-Alley Imp	0.00	0.00	120,000.00	120,000.00	0.0%
7164	2021 RevBond Alley Redbud	0.00	0.00	120,000.00	120,000.00	0.0%
8500	Interest Expense	0.00	152.40	0.00	(152.40)	0.0%
	TIF Projects Totals	\$5,693.63	\$244,380.93	\$1,719,915.81	\$1,475,534.88	
Unallocated						
7100	2018 Rev Bond Alley Improv	0.00	1,598.79	0.00	(1,598.79)	0.0%
	Unallocated Totals	\$0.00	\$1,598.79	\$0.00	(\$1,598.79)	
	Expenses	\$15,826.70	\$452,475.58	\$2,643,202.52	\$2,190,726.94	
	Revenue Less Expenditures	\$10,575.91	\$411,220.59	\$189,971.03	\$0.00	
	Net Change in Fund Balance	\$10,575.91	\$411,220.59	\$189,971.03	\$0.00	
Fund Balances						
	Beginning Fund Balance	(2,063,055.57)	(2,463,700.25)	0.00	0.00	0.0%
	Net Change in Fund Balance	10,575.91	411,220.59	189,971.03	0.00	0.0%
	Ending Fund Balance	(2,052,479.66)	(2,052,479.66)	0.00	0.00	0.0%