

**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.

MINUTES

1. Call to Order

The meeting was called to order at 8:00 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: Joanne Chinnici
Kris Brule'
Mary Myrick
Chuck Mai

ABSENT: Clay Chapman

Consent Items

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

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

AYE: Joanne Chinnici
Kris Brule'
Mary Myrick
Chuck Mai

NAY: None

5. Items Removed from Consent Agenda.

6. Reports

- a. Financial Reports (See attachments)
Amanda Harjo, Director of Finance, reported that in addition to regular financial management, she's preparing for the annual audit.
- b. Town Administrator Report (See attachment)
- c. Legal Reports, Comments, and Recommendations to the Governing Body

Kay Wall, Town Attorney reported reviewing the attachments to the agenda

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 8:03 a.m., June 18, 2022.

Mayor

Attest:

Town Clerk

DRAFT

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

DRAFT

CLEDT
Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2021	
	May 2022	Jul 2021	Jul 2021	Jul 2021	Jun 2022	
	May 2022	May 2022	Jun 2022	Jun 2022	Percent of	
	Actual	Actual		Variance	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%

Town Administrator's Report – June 18, 2022

- Entrance Road – Contacted Pittsburgh County about filling potholes and road repair. Pittsburgh County began repairs to the Entrance Road by digging out a few soft spots, adding stabilization material and filling some potholes.
- Park and Redbud Alley Improvement – Mike and met with Freese and Nichols to review the 30% plans for Alley projects. Outlined suggest changes and next steps.
- Stephens Road – Mike and met with Freese and Nichols to review the 30% plans for Stephens Road. Outlined suggest changes and next steps.
- Fire House – Attended and participated in the Fire House group meeting. Participated in other conversations and discussion related to Fire Services.
- Code Red – Participated in training on Code Red – setting up message, establishing groups, sending message, user management, etc.
- Builders Guild Meeting– Attended Builders Guild meeting,
- Phase 8 and Carlton Landing Estates Plats – Developer submitted preliminary Plats for Phase 8 and Carlton Landing Estates. Performed a preliminary review and provided suggestions to Developer and visited with Chairman of Planning Commission.
- Planning Commission Meeting and Training – Working with Planning Commission Chairman on rescheduling July 2 Planning Commission Meeting to July 16 and scheduling training for the Commission and Board of Adjustments.
- FY 21-22 Budget Amendment– Reviewed account categories and prepared a Budget Amendment to ensure we remain in compliance with Statues prior to Year-end.