

**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; September 17, 2022; 8:00 a.m.

MINUTES

1. Call to Order

The meeting was called to order at 8:03 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: Joanne Chinnici
Kris Brule'
Chuck Mai
Clay Chapman

ABSENT: Mary Myrick

Consent Items

3. Approval of Minutes:

- a. Regular Meeting of the CL Economic Development Trust on August 20, 2022

4. Acknowledge receipt of Claims and Purchase Orders Report

A motion was made by Mai and seconded by Brule' to accept the consent Agenda as presented.

AYE: Joanne Chinnici
Kris Brule'
Chuck Mai
Clay Chapman

NAY: None

5. Items Removed from Consent Agenda.

6. Reports

- a. Financial Reports (See Attachments)
b. Town Administrator Report (See Attachment)
c. Legal Reports, Comments, and Recommendations to the Governing Body

- Assisted Buckley with agreement for the Fire Department
- Asssited Buckley with agreement for School Security
- Attended Oklahoma Municipal Leagal Conference

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 8:09 a.m., September 17, 2022.

Mayor

Attest:

Town Clerk

DRAFT

CLEDT
Bank Register
8/1/2022 to 8/31/2022

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	478,344.65
8/8/2022	R-00088	Pittsburg County Clerk			8,250.00	0.00	486,594.65
8/19/2022	0146	Town of Carlton Landing			0.00	7,941.71	478,652.94
8/24/2022	GJ-00023				6,795.00	0.00	485,447.94
		1040 BOK 3649 TIF Increment Totals			\$15,045.00	\$7,941.71	\$485,447.94
1050 BOK 6147 - Rev Bond 2018							
		Beginning Balance			0.00	0.00	7,729.13
		1050 BOK 6147 - Rev Bond 2018 Totals			\$0.00	\$0.00	\$7,729.13
1060 BOK 4042 - Rev Bond 2018B							
		Beginning Balance			0.00	0.00	146.42
		1060 BOK 4042 - Rev Bond 2018B Totals			\$0.00	\$0.00	\$146.42
1070 BOK - Rev Bond 2019							
		Beginning Balance			0.00	0.00	38,214.29
		1070 BOK - Rev Bond 2019 Totals			\$0.00	\$0.00	\$38,214.29
1080 BOK 3045 Rev Bond 2020							
		Beginning Balance			0.00	0.00	37,515.34
		1080 BOK 3045 Rev Bond 2020 Totals			\$0.00	\$0.00	\$37,515.34
1090 BOK 4044 Rev Bond 2021							
		Beginning Balance			0.00	0.00	1,210,934.42
		1090 BOK 4044 Rev Bond 2021 Totals			\$0.00	\$0.00	\$1,210,934.42
		Report Totals			\$15,045.00	\$7,941.71	\$1,779,987.54
		Records included in total = 9					

Report Options
Trans Date: 8/1/2022 to 8/31/2022
Fund: CLEDT
Display Notation: No

CLEDT
Payments Journal (Summary)
8/1/2022 to 8/31/2022

Check Date	Check / Reference #	Payee	Amount
1040 BOK 3649 TIF Increment			
8/19/2022	0146	Town of Carlton Landing	7,941.71
1040 BOK 3649 TIF Increment Totals			\$7,941.71

Report Options
Check Date: 8/1/2022 to 8/31/2022
Display Notation: No
Fund: CLEDT

DRAFT

CLEDT
Statement of Revenue and Expenditures

Acct	Current Period Aug 2022 Aug 2022 Actual	Year-To-Date Jul 2022 Aug 2022 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
Non-Departmental Revenues					
3999 Fund Balance Carryover	0.00	0.00	1,135,000.00	1,135,000.00	0.0%
4050 Tax Increment from County	8,250.00	9,221.00	800,000.00	790,779.00	1.2%
4400 Interest Income	0.00	648.99	0.00	(648.99)	0.0%
Non-Departmental Revenues Totals	\$8,250.00	\$9,869.99	\$1,935,000.00	\$1,925,130.01	
Revenue	\$8,250.00	\$9,869.99	\$1,935,000.00	\$1,925,130.01	
Gross Profit	\$8,250.00	\$9,869.99	\$1,935,000.00	\$0.00	
Expenses					
General Government					
9500 Transfer OUT to General Fund	7,941.71	16,084.42	0.00	(16,084.42)	0.0%
General Government Totals	\$7,941.71	\$16,084.42	\$0.00	(\$16,084.42)	
TIF Projects					
7133 2019 Rev Bond - Trail Develop	0.00	0.00	25,000.00	25,000.00	0.0%
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	3,373.55	750,000.00	746,626.45	0.4%
7163 2021 Rev Bond-Alley Imp	0.00	0.00	225,000.00	225,000.00	0.0%
TIF Projects Totals	\$0.00	\$3,373.55	\$1,035,000.00	\$1,031,626.45	
Expenses	\$7,941.71	\$19,457.97	\$1,035,000.00	\$1,015,542.03	
Revenue Less Expenditures	\$308.29	(\$9,587.98)	\$900,000.00	\$0.00	
Net Change in Fund Balance	\$308.29	(\$9,587.98)	\$900,000.00	\$0.00	
Fund Balances					
Beginning Fund Balance	(833,902.43)	(824,006.16)	0.00	0.00	0.0%
Net Change in Fund Balance	308.29	(9,587.98)	900,000.00	0.00	0.0%
Ending Fund Balance	(833,594.14)	(833,594.14)	0.00	0.00	0.0%

Town Administrator's Report September 17, 2022

- FY 21-22 Audit – Assisted with getting Documents for Crawford to prepare Year End Financial Report. Deanna Crawford performed field review on September 1, 2022. Anne Elfrink will be here October 4, 2022 to perform their field work for preparation of Audit.
- Block 10 Parking Lot –Visited with Mike Kerney, Jim Boohaker and Freese and Nichols regarding plan and cost for asphaltting Blot 10 Parking Lot. The Alley around the Parking Lot is scheduled to be part of 2022 TIF Projects. I am working to incorporate these two items into a single project. As the Alley and Parking lot get paved, we need to assess paving the road in front of the office as part of this project, otherwise we will have gravel road section between paved sections.
- Community Center – Participated in a zoom meeting with Trustee Myrick, Freese and Nichols and the Architect to kick-off the concept planning process for the community center.
- Rural Water District – Met with the Chairman of the Carlton Landing Rural Water District regarding the Town partnering with them on performing Administrative and Management Services. Visited with Trustees about the concept. Met with Kay Wall about the possibility and drafting of an Agreement.
- Hunting Designation on Corp Lease – A while ago the Town requested the Hunting designation on Corp Property be removed. We received notice the Corps had removed Hunting from being allowed within the Carlton Landing Leased area. The State also had the area designated for public hunting. The State has not removed the area for Hunting. In conversations with the Department of Wildlife and Conservation the area has been added to this year's list for removal for public hunting. Once the area is removed for hunting by the State, Game Wardens will be able to enforce no hunting. We are working on ordering "No Hunting" signs that will be installed.
- I will be out of the Office Sept 14 – 23 at OML and ICMA Conferences. I will have my phone and laptop with me if you need anything.

Thank you.