

**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; March 18, 2023; 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 February 18, 2023

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:

Mary Myrick
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
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 8:04 a.m., March 18, 2023.

Mayor

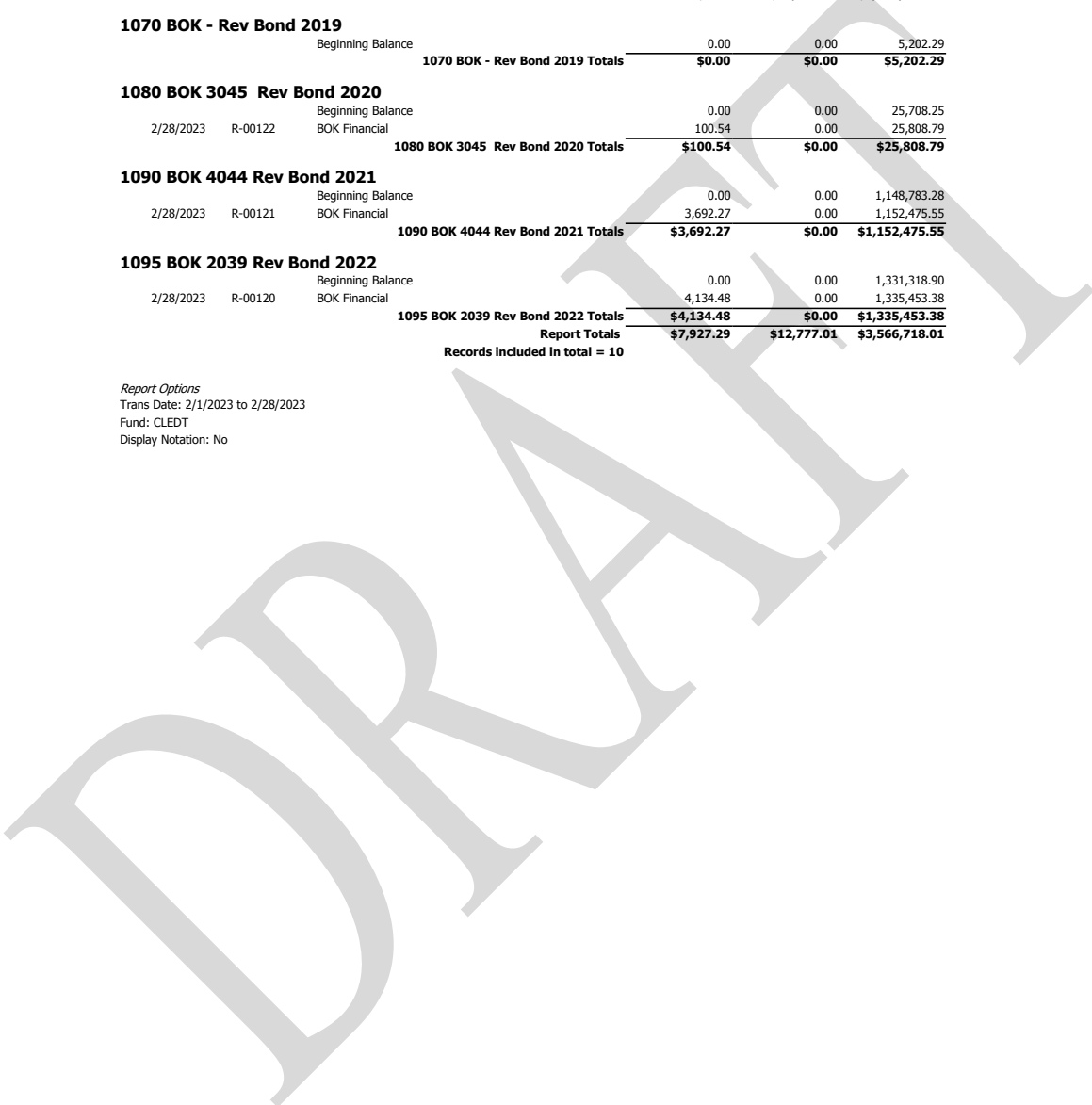
Attest:

Town Clerk

CLEDT
Bank Register
2/1/2023 to 2/28/2023

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	1,060,555.01
2/24/2023	EFT	Town of Carlton Landing			0.00	12,775.01	1,047,780.00
2/28/2023					0.00	2.00	1,047,778.00
		1040 BOK 3649 TIF Increment Totals			\$0.00	\$12,777.01	\$1,047,778.00
1070 BOK - Rev Bond 2019							
		Beginning Balance			0.00	0.00	5,202.29
		1070 BOK - Rev Bond 2019 Totals			\$0.00	\$0.00	\$5,202.29
1080 BOK 3045 Rev Bond 2020							
		Beginning Balance			0.00	0.00	25,708.25
2/28/2023	R-00122	BOK Financial			100.54	0.00	25,808.79
		1080 BOK 3045 Rev Bond 2020 Totals			\$100.54	\$0.00	\$25,808.79
1090 BOK 4044 Rev Bond 2021							
		Beginning Balance			0.00	0.00	1,148,783.28
2/28/2023	R-00121	BOK Financial			3,692.27	0.00	1,152,475.55
		1090 BOK 4044 Rev Bond 2021 Totals			\$3,692.27	\$0.00	\$1,152,475.55
1095 BOK 2039 Rev Bond 2022							
		Beginning Balance			0.00	0.00	1,331,318.90
2/28/2023	R-00120	BOK Financial			4,134.48	0.00	1,335,453.38
		1095 BOK 2039 Rev Bond 2022 Totals			\$4,134.48	\$0.00	\$1,335,453.38
		Report Totals			\$7,927.29	\$12,777.01	\$3,566,718.01
		Records included in total = 10					

Report Options
Trans Date: 2/1/2023 to 2/28/2023
Fund: CLEDT
Display Notation: No



CLEDT
Income Statement
2/1/2023 to 2/28/2023

Feb 2023
Feb 2023
Actual

Revenue

Other Revenue

Interest Income	7,927.29
Revenue	\$7,927.29
Gross Profit	\$7,927.29

Expenses

Debt Service

Interest Expense	2.00
------------------	------

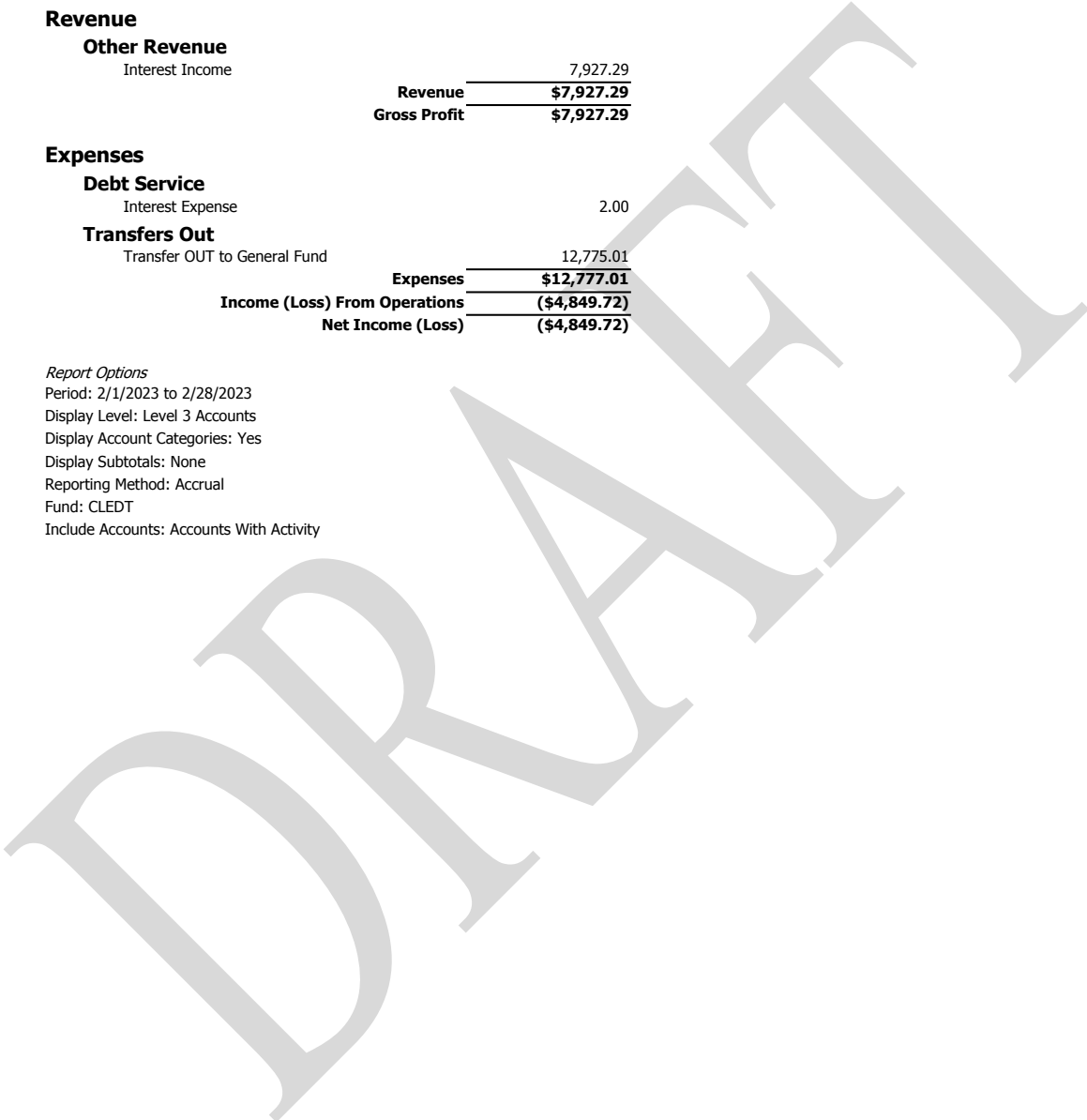
Transfers Out

Transfer OUT to General Fund	12,775.01
------------------------------	-----------

Expenses	\$12,777.01
Income (Loss) From Operations	(\$4,849.72)
Net Income (Loss)	(\$4,849.72)

Report Options

Period: 2/1/2023 to 2/28/2023
Display Level: Level 3 Accounts
Display Account Categories: Yes
Display Subtotals: None
Reporting Method: Accrual
Fund: CLEDT
Include Accounts: Accounts With Activity



CLEDT
Payments Journal (Summary)
2/1/2023 to 2/28/2023

Check Date	Check / Reference #	Payee	Amount
1040 BOK 3649 TIF Increment			
2/24/2023	EFT	Town of Carlton Landing	12,775.01
2/28/2023			2.00
1040 BOK 3649 TIF Increment Totals			\$12,777.01

Report Options
Check Date: 2/1/2023 to 2/28/2023
Display Notation: No
Fund: CLEDT

DRAFT

CLEDT
Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022	
	Feb 2023	Jul 2022	Jul 2022	Jul 2022	Jun 2023	
	Feb 2023	Feb 2023	Jun 2023	Jun 2023	Percent of Budget	
	Actual	Actual		Variance		
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	0.00	768,060.37	800,000.00	31,939.63	96.0%
4350	Revenue Bond (TIF)	0.00	1,330,000.00	1,385,000.00	55,000.00	96.0%
4400	Interest Income	7,927.29	24,063.26	0.00	(24,063.26)	0.0%
Non-Departmental Revenues Totals		\$7,927.29	\$2,122,123.63	\$3,320,000.00	\$1,197,876.37	
Revenue		\$7,927.29	\$2,122,123.63	\$3,320,000.00	\$1,197,876.37	
Gross Profit		\$7,927.29	\$2,122,123.63	\$3,320,000.00	\$0.00	
Expenses						
General Government						
8100	2018 Revenue Bond	0.00	0.00	210,375.00	210,375.00	0.0%
8101	2018B Revenue Bond	0.00	0.00	119,100.00	119,100.00	0.0%
8102	2019 Revenue Bond	0.00	1,500.00	187,275.00	185,775.00	0.8%
8103	2020 Revenue Bond	0.00	1,500.00	84,450.00	82,950.00	1.8%
8104	2021 Revenue Bond	0.00	1,500.00	165,360.36	163,860.36	0.9%
8400	Bond Origination Fees	0.00	0.00	54,000.00	54,000.00	0.0%
8500	Interest Expense	2.00	132,332.28	0.00	(132,332.28)	0.0%
9500	Transfer OUT to General Fund	12,775.01	75,761.45	0.00	(75,761.45)	0.0%
General Government Totals		\$12,777.01	\$212,593.73	\$820,560.36	\$607,966.63	
TIF Projects						
7131	2019 Rev Bond- Comm Cntr	0.00	1,768.25	0.00	(1,768.25)	0.0%
7133	2019 Rev Bond - Trail Develop	0.00	0.00	25,000.00	25,000.00	0.0%
7150	2020 Bond - Pavilion	0.00	825.00	0.00	(825.00)	0.0%
7153	2020 Rev Bond- Alley Improv	0.00	6,062.19	0.00	(6,062.19)	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	83,443.78	750,000.00	666,556.22	11.1%
7163	2021 Rev Bond-Alley Imp	0.00	40,288.19	781,000.00	740,711.81	5.2%
TIF Projects Totals		\$0.00	\$132,387.41	\$1,591,000.00	\$1,458,612.59	
Expenses		\$12,777.01	\$344,981.14	\$2,411,560.36	\$2,066,579.22	
Revenue Less Expenditures		(\$4,849.72)	\$1,777,142.49	\$908,439.64	\$0.00	
Net Change in Fund Balance		(\$4,849.72)	\$1,777,142.49	\$908,439.64	\$0.00	
Fund Balances						
	Beginning Fund Balance	957,986.05	(824,006.16)	0.00	0.00	0.0%

Town Administrator’s Report March 18, 2023

- Alley Phase II and Block 10 Parking Lot –There was a pre-construction meeting with Freese and Nichols, H&G Paving and Mike Kerney (Project Manager) on March 3, 2023. H&G Paving as provided Notice of Award and Notice to Proceed. H&G Paving is scheduled to mobilize and start Monday, March 20, 2023. I reached out and provided notice to the School, Meeting House and HOA of contractor start date. The initial tentative schedule is subject to change as contractor mobilizes on sight.

**Alley Phase II and Block 10 Parking Lot Improvement
Tentative**

<u>Task</u>	<u>Projected Start</u>	<u>Projected Finish</u>
Mobilize	March 20, 2023	----
Parking Lot 10	March 20, 2023	April 21, 2023
Academy Lane	March 20, 2023	April 21, 2023
Park Lane - West	March 20, 2023	April 21, 2023
Park Lane -East and Part of Water Lane	March 27, 2023	April 28, 2023
Redbud Lane	April 3, 2023	May 5, 2023
Finalize	----	May 5, 2023

- Stephens Road – The Corps has provided notice of approval of the engineering plans for Stephens Road. Prior to commencement of work we need to provide an Aquatic Resource Protection Plan. This is a new requirement and we will be working with Freese and Nichols to prepare and submit the plan. I have contacted the County Commissioner, Charles Rogers, to let him know we will soon begin work on Stephens Road. We will begin working with the property owner at the end of Stephens Road to clear any encroachments from the Statutory right of way. Our goal is to have the road way cleared prior to the bat migration period, which will delay any work until after the migration period.
- Short Term Rental Ordinance – I coordinated and participated in a Task Force meeting on February 23 for discussion and possible changes to the language of the Ordinance. The Task force had good open discussion and several changes were recommended and made to the proposed Ordinance. After the Task Force meeting discussion continued and additional modifications and language clarifications occurred. Thank you for all those who gave of their time and provided input in creating the Short Term Rental Ordinance.