

**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; **June 17, 2023**

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 May 20, 2023](#)
- b. [Special Meeting of the CL Board of Trustees on June 9, 2023](#)

4. [Acknowledge receipt of Claims and Purchase Orders Report](#)

5. Items Removed from Consent Agenda

6. [Consider, discuss and possibly vote to amend, revise, approve or deny Resolution 2023-06-01 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, 2023 and ending June 30, 2024, and providing for the investment of said funds, or take any other appropriate action.](#)

[Exhibits: Resolution Approving Carlton Landing Budget FY 23-24; FY 23-24 Proposed Budget Document Revised 6-14-2023](#)

7. Reports

- a. [Sales Tax Revenue and other Financial Reports Statement of Revenue and Expenditures - BOT May 2023; Payments Journal - BOT May 2023; Income Statement - BOT May 2023](#)
- b. [Town Administrator Freese and Nichols Report](#)
- c. [Legal Reports, Comments, and Recommendations to the Governing Body](#)

8. 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.

9. 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 4:00 PM on the \_\_\_\_th day of June 2023, being at least 24 hours prior to the Regular Meeting described above.**

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**Signature of Person Posting the Agenda**

**Jan Summers**  
**Printed Name of Person Posting the Agenda**

**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, **May 20, 2023**

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

**MINUTES**

1. Call to Order

The meeting was called to order at 8:23 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: Joanne Chinnici  
Mary Myrick  
Chuck Mai

ABSENT: Kris Brule'  
Clay Chapman

Consent Items

3. Approval of Minutes:

- a. Regular Meeting of the CL Board of Trustees on April 15, 2023

4. Acknowledge receipt of Claims and Purchase Orders Report

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

AYE: Mary Myrick  
Joanne Chinnici  
Chuck Mai

NAY: None

5. Items Removed from Consent Agenda

6. Consider, discuss, and possibly vote to elect Mayor for a two-year term, ending April 2025.

MOTION: A motion was made by Mai and seconded by Myrick to  
elect Dr. Joanne Chinnici as Mayor for a two-year term, ending April 2025.

AYE: Mary Myrick  
Joanne Chinnici  
Chuck Mai

NAY: None

7. Consider, discuss, and possibly vote to elect Vice-Mayor for a two-year term, ending April 2025.

MOTION: A motion was made by Chinnici and seconded by Mai to elect Mary Myrick as Vice-Mayor for a two-year term, ending April 2025.

AYE: Mary Myrick  
Joanne Chinnici  
Chuck Mai

NAY: None

8. Consider, discuss, and possibly vote to amend, revise, approve or deny, a Re-Plat of Carlton Landing Phase 6 Lots 6, 7, and 8 to Steele Park as recommended by the Planning Commission, or take any other appropriate action.  
Exhibit:

On May 13, 2023, the Planning Commission held a Special Meeting to review a proposed replat of Phase 6 Lots 6,7, and 8 to Steele Park. The Planning Commission request changes to the Declaration of Covenants and insuring compliance with parking standards. Nick Parker, Born Again Restored, LLC, is the developer for the new development. He agreed to the requested language changes. To provide time to Mr. Parker to obtain confirmation of additional parking spaces to meet the two (2) parking spaces per lot, the Planning Commission held a Special Meeting on Friday May 19, to review updated Plat and parking spaces.

The recommendation from the Planning Commission was to approve the Steele Park replat of Lots 6, 7, and 8 of Block 26, which is located in Phase 6 of Carlton Landing, subject to; receipt of title for an area sufficient enough for five dedicated parking spaces of 'Common Area C', also located in Block 26, from the Carlton Landing Home Owner's Association.

MOTION: A motion was made by Chinnici and seconded by Myrick to approve a Re-Plat of Carlton Landing Phase 6 Lots 6, 7, and 8 to Steele Park as recommended by the Planning Commission.

AYE: Mary Myrick  
Joanne Chinnici  
Chuck Mai

NAY: None

9. Consider, discuss, and possibly vote to amend, revise, approve or deny, Resolution 2023-05-01 repealing Town of Carlton Landing Resolution No. 12 (Parking Policy) and setting forth new standards relative to parking in the Town of Carlton Landing including Residential and Commercial Parking of vehicles private and within the Town, or take any other appropriate action.  
Exhibit:

The Planning Commission established a subcommittee to review current parking regulations and requirements. The Parking Committee met on Friday, May 12, and made a recommendation to the Planning Commission at their May 13, Special Meeting. Parking Policy and requirements has been an ongoing discussion and as the Town has continued to grow become more pressing to fully address. Upon review of the Towns current Parking Requirements and Policy, the Parking Committee is recommending updating the Parking Policy to better define and reiterate the current parking requirements. The proposed Resolution would replace the current Resolution on Parking Policy. This is a first step in a comprehensive review and update possible updating of the Town's Parking standards and requirements. The Parking Committee will continue their work and make recommendations for consideration to the Planning Commission and Board of Trustees.

MOTION: A motion was made by Chinnici and seconded by Mai to STRIKE Resolution 2023-05-01 repealing Town of Carlton Landing Resolution No. 12 (Parking Policy) and setting forth new standards relative to parking in the Town of Carlton Landing including Residential and Commercial Parking of vehicles private and within the Town.

The Planning Commission will continue to work on a workable policy to bring back a recommendation. The design review committee will henceforth put parking as a priority.

AYE: Mary Myrick  
Joanne Chinnici  
Chuck Mai

NAY: None

10. 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. None
11. Recognize Citizens wishing to comment on non-Agenda Items. None
12. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:48 a.m., May 20, 2023.

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Mayor

Attest:

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Town Clerk

5/17/2023  
7:50 PM

**General Fund**  
**Bank Register**  
**4/1/2023 to 4/30/2023**

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Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1000 Town of CL Checking 9683</b>							
		Beginning Balance			0.00	0.00	752,291.55
4/3/2023	R-00350	Pittsburg County RWD #20			5,000.00	0.00	757,291.55
4/4/2023	R-00370	Danielle Ezell			48.25	0.00	757,339.80
4/4/2023	R-00369	Jason Pitts			48.25	0.00	757,388.05
4/4/2023	R-00368	Dennis Boren			48.25	0.00	757,436.30
4/4/2023	R-00367	Kellie Philips			48.25	0.00	757,484.55
4/4/2023	R-00366	Lisa Minihan			48.25	0.00	757,532.80
4/4/2023	R-00365	Denisa Weber			48.25	0.00	757,581.05
4/4/2023	R-00364	Deana Cunningham			48.25	0.00	757,629.30
4/4/2023	R-00363	Tim Lawrence			48.25	0.00	757,677.55
4/5/2023	R-00377	Molly Lawyer			48.25	0.00	757,725.80
4/5/2023	R-00376	Jon and Kathy Dumbauld			48.25	0.00	757,774.05
4/5/2023	R-00375	Charla Austin			48.25	0.00	757,822.30
4/5/2023	R-00374	Emily Bush			48.25	0.00	757,870.55
4/5/2023	R-00373	Holly & Kyle Brewer			48.25	0.00	757,918.80
4/5/2023	R-00372	Craig Andrews			48.25	0.00	757,967.05
4/5/2023	R-00371	Troy Hendrickson			48.25	0.00	758,015.30
4/6/2023	EFT	RWS Cloud Services			0.00	94.00	757,921.30
4/7/2023	R-00379	Brett Jeanblanc			48.25	0.00	757,969.55
4/7/2023	R-00378	Jonathan Davis			48.25	0.00	758,017.80
4/7/2023	1445	L & Z Enterprises Inc			0.00	1,200.00	756,817.80
4/7/2023	1444	Cross Telephone Co			0.00	97.00	756,720.80
4/10/2023	R-00381	Clifford "Lenny" Henderson			48.25	0.00	756,769.05
4/10/2023	R-00380	Michael McLanahan			48.25	0.00	756,817.30
4/10/2023	R-00359	Oklahoma Tax Commission			1,121.75	0.00	757,939.05
4/10/2023	R-00358	Oklahoma Tax Commission			1,745.93	0.00	759,684.98
4/10/2023	R-00357	Oklahoma Tax Commission			13,225.81	0.00	772,910.79
4/11/2023	R-00383	Certified Ice LLC			228.86	0.00	773,139.65
4/11/2023	R-00382	76 Pistache LLC dba Palm			48.25	0.00	773,187.90
4/11/2023	R-00360	Oklahoma Tax Commission			7.84	0.00	773,195.74
4/12/2023	R-00385	Nikki Slagell			48.25	0.00	773,243.99
4/12/2023	R-00384	Craig Ireland			48.25	0.00	773,292.24
4/12/2023	R-00362	Pittsburg County Clerk			1,730.78	0.00	775,023.02
4/12/2023	R-00361	Oklahoma Tax Commission			112.65	0.00	775,135.67
4/13/2023	EFT	Oklahoma Tax Commission			0.00	764.00	774,371.67
4/13/2023	EFTPS	EFTPS			0.00	5,185.13	769,186.54

**General Fund**  
**Income Statement**  
**4/1/2023 to 4/30/2023**

	Apr 2023 Apr 2023 Actual
<b>Revenue</b>	
<b>Other Revenue</b>	
Sales Tax	13,338.46
Use Tax	1,745.93
Utility Tax	3,612.25
Lodging Tax	1,121.75
Alcohol Beverage Tax	97.57
Vehicle Gas/Fuel Tax	64.78
Pittsburgh County Sinking Fund	1,576.27
Building Permits/Inspection Fe	228.86
Business License and Permits	1,302.75
Miscellaneous Revenue	5,000.00
Transfer IN from TIF	19,846.44
<b>Revenue</b>	<b>\$47,935.06</b>
<b>Gross Profit</b>	<b>\$47,935.06</b>
<b>Expenses</b>	
<b>Personal Services</b>	
Salaries	13,653.84
Social Security	1,065.47
Unemployment Tax	43.34
Employer Paid Insurance	3,280.02
Employer Retirement Contributi	1,397.87
Vehicle/Cell Allowance	324.85
<b>Materials &amp; Supplies</b>	
Office Supplies	618.86
Software Programs/ Services	94.00
Miscellaneous	(610.00)
<b>Other Services</b>	
Utilities	97.00
Rent	955.56
Publication & Notice Expense	17.25
Professional Services	1,215.00
Community Support Agreements	1,950.00
Dues & Memberships	14.99
Road & Trail Maintenance	1,200.00
<b>Debt Service</b>	
Interest Expense	88.85
<b>Expenses</b>	<b>\$25,406.90</b>
<b>Income (Loss) From Operations</b>	<b>\$22,528.16</b>
<b>Net Income (Loss)</b>	<b>\$22,528.16</b>

*Report Options*

Period: 4/1/2023 to 4/30/2023  
Display Level: Level 3 Accounts  
Display Account Categories: Yes  
Display Subtotals: None  
Reporting Method: Accrual  
Fund: General Fund  
Include Accounts: Accounts With Activity



5/17/2023  
7:45 PM

**General Fund**  
**Payments Journal (Summary)**  
**4/1/2023 to 4/30/2023**

Page 1 of 1

Check Date	Check / Reference #	Payee	Amount
<b>1000 Town of CL Checking 9683</b>			
4/6/2023	EFT	RWS Cloud Services	94.00
4/7/2023	1445	L & Z Enterprises Inc	1,200.00
4/7/2023	1444	Cross Telephone Co	97.00
4/13/2023	EFT	Oklahoma Tax Commission	764.00
4/13/2023	EFTPS	EFTPS	5,185.13
4/13/2023	GJ-10090	Pittsburg County Clerk	1,576.27
4/14/2023	1448	OkMRF	2,792.00
4/14/2023	1447	Center for Economic	615.00
4/14/2023	1446	Carlton Landing Academy	1,200.00
4/14/2023	A-10092	Amanda K Harjo	1,584.77
4/14/2023	A-10091	James G Buckley	3,671.53
4/21/2023	1450	OPEH&W	1,614.76
4/21/2023	1449	Kay Robbins Wall	600.00
4/26/2023	EFT	OESC	409.95
4/28/2023	1453	McAlester News Capital	17.25
4/28/2023	1452	Carlton Landing Fire and	750.00
4/28/2023	1451	BOK Credit Card	1,589.41
4/28/2023	A-10094	Amanda K Harjo	1,584.77
4/28/2023	A-10093	James G Buckley	3,469.67
4/30/2023			88.85
<b>1000 Town of CL Checking 9683 Totals</b>			<b>\$28,904.36</b>

*Report Options*

Check Date: 4/1/2023 to 4/30/2023

Display Notation: No

Fund: General Fund

**General Fund**  
**Statement of Revenue and Expenditures**

		Current Period Apr 2023 Apr 2023 Actual	Year-To-Date Jul 2022 Apr 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Non-Departmental Revenues</b>						
<b>Budget Carryover</b>						
3999	Fund Balance Carryover	0.00	0.00	50,000.00	50,000.00	0.00%
<b>Total Budget Carryover</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	
<b>Other Revenue</b>						
4012	Alcohol Beverage Tax	97.57	1,104.04	800.00	(304.04)	138.01%
4100	Building Permits/Inspection Fe	228.86	16,425.59	23,580.00	7,154.41	69.66%
4105	Business License and Permits	1,302.75	1,831.95	200.00	(1,631.95)	915.98%
4011	Lodging Tax	1,121.75	71,817.12	48,000.00	(23,817.12)	149.62%
4500	Miscellaneous Revenue	5,000.00	27,557.00	0.00	(27,557.00)	0.00%
4015	Pittsburgh County Sinking Fund	1,576.27	68,540.26	55,600.00	(12,940.26)	123.27%
4000	Sales Tax	13,338.46	293,656.93	198,000.00	(95,656.93)	148.31%
9002	Transfer IN from TIF	19,846.44	109,206.78	120,148.00	10,941.22	90.89%
4005	Use Tax	1,745.93	13,789.87	8,000.00	(5,789.87)	172.37%
4010	Utility Tax	3,612.25	12,868.89	12,000.00	(868.89)	107.24%
4013	Vehicle Gas/Fuel Tax	64.78	694.30	0.00	(694.30)	0.00%
<b>Total Other Revenue</b>		<b>\$47,935.06</b>	<b>\$617,492.73</b>	<b>\$466,328.00</b>	<b>(\$151,164.73)</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$47,935.06</b>	<b>\$617,492.73</b>	<b>\$516,328.00</b>	<b>(\$101,164.73)</b>	
<b>Revenue</b>		<b>\$47,935.06</b>	<b>\$617,492.73</b>	<b>\$516,328.00</b>	<b>(\$101,164.73)</b>	
<b>Gross Profit</b>		<b>\$47,935.06</b>	<b>\$617,492.73</b>	<b>\$516,328.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Administration</b>						
<b>Personal Services</b>						
5020	Employer Paid Insurance	3,280.02	19,070.60	27,420.00	8,349.40	69.55%
5025	Employer Retirement Contributi	1,397.87	10,403.71	15,800.00	5,396.29	65.85%
5000	Salaries	13,653.84	113,942.29	158,000.00	44,057.71	72.12%
5010	Social Security	1,065.47	8,957.36	12,385.00	3,427.64	72.32%
5015	Unemployment Tax	43.34	475.19	3,238.00	2,762.81	14.68%
5030	Vehicle/Cell Allowance	324.85	3,248.50	3,900.00	651.50	83.29%
<b>Total Personal Services</b>		<b>\$19,765.39</b>	<b>\$156,097.65</b>	<b>\$220,743.00</b>	<b>\$64,645.35</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	240.00	320.00	80.00	75.00%
5530	Miscellaneous	(610.00)	(610.00)	100.00	710.00	(610.00%)
5500	Office Supplies	26.58	803.18	800.00	(3.18)	100.40%
5520	Software Programs/ Services	0.00	144.83	200.00	55.17	72.42%
<b>Total Materials &amp; Supplies</b>		<b>(\$583.42)</b>	<b>\$578.01</b>	<b>\$1,420.00</b>	<b>\$841.99</b>	
<b>Other Services</b>						
6035	Dues & Memberships	0.00	490.00	1,380.00	890.00	35.51%
6015	Insurance	0.00	315.00	570.00	255.00	55.26%
6005	Rent	955.56	4,777.80	5,820.00	1,042.20	82.09%
6040	School, Training, Travel	0.00	2,047.40	6,000.00	3,952.60	34.12%
6000	Utilities	97.00	2,560.28	4,363.00	1,802.72	58.68%
<b>Total Other Services</b>		<b>\$1,052.56</b>	<b>\$10,190.48</b>	<b>\$18,133.00</b>	<b>\$7,942.52</b>	
<b>Administration Totals</b>		<b>\$20,234.53</b>	<b>\$166,866.14</b>	<b>\$240,296.00</b>	<b>\$73,429.86</b>	
<b>General Government</b>						
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	0.00	2,500.00	2,500.00	0.00%
5530	Miscellaneous	0.00	695.42	1,460.00	764.58	47.63%

## Town Administrator's Report May 20, 2023

- Alley Phase II and Block 10 Parking Lot –H&G has mobilized and started work on Block 10 Parking Lot. They are waiting for the delivery of underground drainage pipes to begin work on Water Lane. The Contractor has indicated they can maintain our current schedule. The initial tentative schedule is subject to change as we move through the project.

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

<b><u>Task</u></b>	<b><u>Projected Start</u></b>	<b><u>Projected Finish</u></b>
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 – A nonmandatory Prebid conference was held May 3, which was attended by approximately four contractors. Bids were due and opened on May 12. We received three bids, but one bid was incomplete and disqualified. After review of the remaining valid bids H&G is the apparent low bidder.
- Short Term Rental Ordinance – Property Owners have started submitting their applications for Short Term Rental License. Amanda and I are working through the applications and answering questions.
- Corp Annual Inspection – We received the Annual Inspection report which listed only a couple of issues. We needed to update our ADA and Water Sewer Certifications, electric certifications from concessionaire, annual receipts and expenditures report, and the submerged dock. I am waiting on the Electrical Certification from the Concessionaire. The contractor for the Dock repair is scheduled to start anytime, hopefully next week.
- RWD #20 – The ODEQ had requested a formal written request for partially lifting the new connection moratorium. We submitted the request and on April 11, 2023, we received informal notice they will be approving a partial lift of the new connection moratorium. DEQ will be sending us an amendment

- to the Consent Order that will outline the terms of the partial moratorium lift. If DEQ accepts our full request, it will basically cover all of Phase 6 and lots at the end of Lower Greenway.

**TOWN OF CARLTON LANDING  
SPECIAL MEETING OF THE BOARD OF TRUSTEES**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
the Carlton Landing Academy Cafeteria

Friday: June 9, 2023: 6:00 pm

**MINUTES**

1. Call to Order

The meeting was called to order 6:03 p.m.. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: Joanne Chinnici  
Chuck Mai  
Kris Brule'  
Clay Chapman

ABSENT: Mary Myrick

3. Hold a Public Hearing to discuss the Town of Carlton Landing Budget for Fiscal Year 2023-2024 or take any other appropriate action.

Exhibits:

In addition to the trustees' acknowledgement of the proposed Fiscal Year 2023-2024 budget, Susan Zubic and members of the Fire District Task Force requested the town change their monthly contribution of \$750 to \$2,000. The additional dollars are intended to support administration of the Fire District. Mr. Buckley will amend the proposed budget to reflect the request and present it to the trustees for consideration at the June meeting.

4. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 6:39 p.m., June 9, 2023.

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Mayor

Attest:

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Town Clerk

NOTICE OF PUBLIC HEARING  
AT THE TOWN OF CARLTON LANDING, OKLAHOMA  
LEGAL NOTICE

1. Notice is hereby given that at 6:00 pm on June 9, 2023 the Town of Carlton Landing will convene a Public Hearing on the municipality's proposed budget for Fiscal Year 2023-2024. The hearing will be held at the Carlton Landing Academy Cafeteria, 10B Boulevard, Carlton Landing, Oklahoma. Copies of the proposed budget are available at the Town Office.
2. The proposed budget for fiscal year 2023-2024 as follows:

<b>General Fund:</b>	Appropriation <u>Amount</u>
<b>Revenues:</b>	\$569,157.00
<b>Expenditures:</b>	
Administration	\$268,959.00
General Government	\$277,467.00
<b>TOTAL OF BUDGET</b>	\$546,426.00

<b>Carlton Landing Economic Development Trust</b>	
<b>Revenues:</b>	\$2,716,000.00
<b>Expenditures</b>	
General Government	\$1,045,534.00
TIF Projects	\$1,625,000.00
<b>TOTAL CLEDT BUDGET</b>	\$2,670,534.00

<b>Street and Alley Fund:</b>	Appropriation <u>Amount</u>
<b>Revenues:</b>	\$700.00
<b>Expenditures:</b>	
General Government	\$0.00
<b>TOTAL ST&amp;A BUDGET</b>	\$0.00

<b>GRAND TOTAL BUDGET</b>	\$3,217,660.00
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I certify that the foregoing Notice and Agenda will be posted in a prominent view at 10B Boulevard, Carlton Landing, Oklahoma also known as the Carlton Landing Academy Cafeteria before 6:00 pm on June 9, 2023 , being at least 48 hours prior to the Public Hearing described above. All interested citizens will have the opportunity to give written and or oral comments.

\_\_\_\_\_  
Signature of Person Posting the Notice

\_\_\_\_\_  
Jan Summer  
Printed Name of Person Posting the Notice

DRAFT

**General Fund**  
**Bank Register**  
**5/1/2023 to 5/31/2023**

Trans. Date	Trans. Number	Dep #	Name / Description	Receipts & Credits	Checks & Payments	Balance
<b>General Fund</b>						
<b>Town of CL Checking 9683</b>						
			Beginning Balance			769,583.63
5/1/2023	R-00393		Jason and Lindsey Mews	48.25		769,631.88
5/1/2023	R-00395		Pittsburg County RWD #20	5,000.00		774,631.88
5/3/2023	R-00394		Jimmy Brooks	48.25		774,680.13
5/5/2023	1454		Cross Telephone Co		97.00	774,583.13
5/5/2023	1455		Dan Hurd		200.00	774,383.13
5/5/2023	1456		Kiamichi Electric		100.00	774,283.13
5/5/2023	1457		Oklahoma Uniform Building		12.00	774,271.13
5/8/2023	EFT		RWS Cloud Services		94.00	774,177.13
5/8/2023	R-00396		Oklahoma Tax Commission	26,618.84		800,795.97
5/8/2023	R-00397		Oklahoma Tax Commission	6,553.97		807,349.94
5/8/2023	R-00398		Oklahoma Tax Commission	1,303.59		808,653.53
5/10/2023	R-00399		Oklahoma Tax Commission	91.48		808,745.01
5/12/2023	1458		Oklahoma Municipal		901.42	807,843.59
5/12/2023	1459		OkMRF		2,096.81	805,746.78
5/12/2023	1460		OnSolve LLC		1,866.77	803,880.01
5/12/2023	1461		OPEH&W		1,614.76	802,265.25
5/12/2023	A-10095		James G Buckley		3,671.53	798,593.72
5/12/2023	A-10096		Amanda K Harjo		1,584.77	797,008.95
5/12/2023	R-00401		Chris McNeer	48.25		797,057.20
5/15/2023	EFTPS		EFTPS		3,473.54	793,583.66
5/15/2023	R-00400		Pittsburg County Clerk	1,391.77		794,975.43
5/16/2023	GJ-10093		Pittsburg County Clerk		1,289.68	793,685.75
5/17/2023	R-00405		David Burnett	48.25		793,734.00
5/18/2023	R-00406		Stephanie Reeves	48.25		793,782.25
5/19/2023	1462		Carlton Landing Academy		1,520.00	792,262.25
5/19/2023	1463		Crawford & Associates,		128.75	792,133.50
5/19/2023	1464		Landmark		1,413.60	790,719.90
5/19/2023	1465		Dr Jan Summers		300.00	790,419.90
5/19/2023	EFT		Oklahoma Tax Commission		510.00	789,909.90
5/23/2023	R-00407		Lisa McDowell	48.25		789,958.15
5/24/2023	R-00408		Janet Pearson	48.25		790,006.40
5/25/2023	R-00402		Zoom Video	51.41		790,057.81
5/26/2023	1466		BOK Credit Card		373.99	789,683.82
5/26/2023	1467		Crawford & Associates,		57.50	789,626.32



Trans. Date	Trans. Number	Dep #	Name / Description	Receipts & Credits	Checks & Payments	Balance
5/26/2023	1468		Kay Robbins Wall		600.00	789,026.32
5/26/2023	1469		OPEH&W		1,614.76	787,411.56
5/26/2023	A-10097		James G Buckley		3,469.67	783,941.89
5/26/2023	A-10098		Amanda K Harjo		1,584.77	782,357.12
5/31/2023					75.55	782,281.57
Town of CL Checking 9683 Totals				\$41,348.81	\$28,650.87	\$782,281.57
General Fund Totals				\$41,348.81	\$28,650.87	\$782,281.57
Report Totals				\$41,348.81	\$28,650.87	\$782,281.57
Records included in total = 40						

Item No. \_\_\_\_\_

Date: June 17, 2023

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** 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, 2023 and ending June 30, 2024, and providing for the investment of said funds, or take any other appropriate action

**INITIATOR:** Greg Buckley, Town Administrator

**STAFF INFORMATION SOURCE:** Greg Buckley, Town Administrator

**BACKGROUND:** The preliminary draft FY 23-24 Budget maintains a conservative financial approach to Revenue projections and Expenditures. Building and construction activities are anticipated to remain steady through FY 23-24; however, recent inflation and financial changes mean we should continue to monitor outside markets and their impact on construction activities. The growth in houses has continued a positive increase in Lodging Tax revenue. For FY 22-23 Lodging Tax revenue was projected at \$48,000.00. The Current year end projection for Lodging Tax is approximately \$82,000.00 or about just short of double Budgeted projections covering the second full year of the Tax.

Balance Forward and Carry-over are unfinished projects that are being carried forward from FY 22-23. Using Balance Forward and Carry-over allows the dollars appropriated previously to be re-appropriated in the new Fiscal Year. If the funds were not re-appropriated, then “new revenue” or revenue projected to be received during the Fiscal Year would be used to fund the project or activity that didn’t get completed last year but still needs to be completed. The funds being carried over are directly tied to the GO Bond and TIF projects which were not completed in FY 22-23. The Proposed FY 23-24 Budget does not allocate or estimate a possible TIF Revenue Note, when the Note is issued, and projects determined a Budget Amendment will be completed for approval. The desire is the Budget will be simpler to follow.

Some basic highlights in the proposed FY 23-24 Budget include:

- Increased Revenue in Sales Tax to account for share of School Police Officer
- Increase Miscellaneous Revenue for Agreement with RWD#20 Administrative Services
- TIF Funding percentage for Administration lowered to 44.6%, including the Clerk position
- Increased funds to cover cost of TIF Administration for County Treasurer
- Maintained funds for Community Support Agreement for Fire District
- Increased Transfer to Reserve Fund to \$20,000.00

The Carlton Landing Economic Development Trust provides carryover revenue for projects that were not completed. Once the TIF Committee meets to review possible projects and a TIF Revenue Note is issued, a Budget Amendment will be submitted for approval. They will make their formal recommendation in the fall as part of the Revenue Note determination process.

Both the Town Budget and CLEDT Budget are submitted as balanced Budgets. At this time, the Town Budget does not project using any excess Fund Balance to balance the budget.

**FUNDING:** None

**EXHIBITS:** Budget Resolution, Budget Fiscal Year 2022-2023 Document,

**RECOMMENDED ACTION:** Approve the Resolution 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.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE TOWN OF CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Town of Carlton Landing, Oklahoma, for the Fiscal Year 2023-2024 has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<b><u>Fund</u></b>	<b><u>Revenue</u></b>	<b><u>Expenditure</u></b>	<b><u>Projected Ending Balance</u></b>
GENERAL FUND	\$ 569,175.00	\$ 564,426.00	\$ 4,731.00
CLEDT	\$2,716,000.00	\$2,670,534.00	\$ 45,466.00
STREET & ALLEY	\$ 700.00	\$ 0.00	\$ 700.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Town of Carlton Landing prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Town of Carlton Landing has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decrease in appropriations or appropriation transfers; and,

WHEREAS, the Board of Trustees desires to provide limited budget control flexibility to the Town Administrator in amending certain budget categories as needed without Board action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Board of Trustees has authorized the Town Administrator to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer sales tax revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Town Administrator is also required to submit for Board action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to the Board, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Town Administrator and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2023-2024.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 17TH DAY OF JUNE, 2023.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Carlton Landing Economic Development Trust, the Fiscal Year 2023-2024 Budget has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Projected Ending Balance</u>
CLEDT	\$2,716,000.00	\$2,670,534.00	\$ 45,466.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Carlton Landing Economic Development Trust prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Carlton Landing Economic Development Trust has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decreases in appropriations or appropriation transfers; and,

WHEREAS, the Trustees of the Carlton Landing Economic Development Trust desires to provide limited budget control flexibility to the Trust Manager in amending certain budget categories as needed without Authority action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Trustees of Carlton Landing Economic Development Trust has authorized the Trust Manager to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Trust Manager is also required to submit for Trustee action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to Trustees, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, EUFAULA, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Trust Manager and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2023-2024.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 17TH DAY OF JUNE, 2023.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer



BUDGET FY 2023 - 2024



# **Town of Carlton Landing**

## **Budget Message**

### **FY 2023-2024**

Mayor and Trustees,

It is an honor and a privilege to submit my fourth budget for your consideration and approval. FY 22-23 has continued a stable growth pattern along with Actual revenue exceeding Budgeted projections.

The FY 23-24 Budget maintains a conservative financial approach to Revenue projections and Expenditures. Building and construction activities are anticipated to remain steady through FY 23-24; however, recent inflation and financial changes mean we should continue to monitor outside markets and their impact on construction activities. The growth in houses has continued a positive increase in Lodging Tax revenue. For FY 22-23 Lodging Tax revenue was projected at \$48,000.00. The Current year end projection for Lodging Tax is approximately \$82,000.00 or about just short of double Budgeted projections covering the second full year of the Tax.

During Fiscal Year 2022-2023 we achieved several things: adopted a Short-Term Rental Ordinance, partner with Carlton Landing Academy to provide Police Officer during school hours, partnered with the Rural Water and Sewer District #20 taking on the Administrative and Office functions within the Town Administrative Office, hired a full-time Clerk position to assist with added duties from Rural Water District, completed the Road extension of Water Lane to the relocated Marina, and Pittsburgh County District #1 assisted with road repairs to the Entrance Road.

Budgeted Revenue for Sales Tax increases by 11% and Lodging Tax remains unchanged over Fiscal Year 2022-2023. The Amended Budget in Fiscal Year 22-23 appropriated additional Sales Tax Revenue for the Town's share of a School Police Officer. Even with the proposed increase in expenditures budgeted Sales Tax revenue is 68% of FY 22-23 received and budgeted Lodging Tax revenue is 69.9% of FY 22-23 received. Last year, I did not include a projected TIF Revenue Note or possible use of those funds. Once the amount of the TIF Revenue Note and project funding was determined a Budget Amendment was presented to appropriate the Revenue and projects. I am again following that model for the Carlton Landing Economic Development Trust.

The proposed Budget for FY 23-24 is a balanced budget without using Balance Forward/Carryover or operating Reserves to balance. The funds being carried over are directly tied to the GO Bond and TIF projects which were not completed in FY 22-23. To use FY 22-23 Funds in FY 23-24 those funds need to be appropriated so they can be spent in FY 23-24.

Highlights of the proposed FY 23-24 Budget include:

- Increased Revenue in Sales Tax to account for share of School Police Officer
- Increase Miscellaneous Revenue for Agreement with RWD#20 Administrative Services
- TIF Funding percentage for Administration lowered to 44.6%, including the Clerk position
- Increased funds to cover cost of TIF Administration for County Treasurer
- Increased funds for Community Support Agreement for Fire District
- Increased Transfer to Reserve Fund to \$20,000.00

Key Projects to be continued from the FY 22-23 Budget Include:

- Nature Center Facility
- Stephens Road Extension
- Street Light Plan and pilot project
- Extend hiking/walking trails
- Expand features at Nature Center Playground

The Budget has been prepared in accordance with the Oklahoma Municipal Budget Act, Title 11 Oklahoma Statutes.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'J. Gregory Buckley', with a stylized flourish extending to the right.

J. Gregory Buckley  
City Manager

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE TOWN OF CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Town of Carlton Landing, Oklahoma, for the Fiscal Year 2023-2024 has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Projected Ending Balance</u>
GENERAL FUND	\$ 569,175.00	\$ 564,426.00	\$ 4,731.00
CLEDT	\$2,716,000.00	\$2,670,534.00	\$ 45,466.00
STREET & ALLEY	\$ 700.00	\$ 0.00	\$ 700.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Town of Carlton Landing prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Town of Carlton Landing has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decrease in appropriations or appropriation transfers; and,

WHEREAS, the Board of Trustees desires to provide limited budget control flexibility to the Town Administrator in amending certain budget categories as needed without Board action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Board of Trustees has authorized the Town Administrator to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer sales tax revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Town Administrator is also required to submit for Board action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to the Board, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Town Administrator and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2023-2024.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 17TH DAY OF JUNE, 2023.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer



**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Carlton Landing Economic Development Trust, the Fiscal Year 2023-2024 Budget has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Projected Ending Balance</u>
CLEDT	\$2,716,000.00	\$2,670,534.00	\$ 45,466.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Carlton Landing Economic Development Trust prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Carlton Landing Economic Development Trust has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decreases in appropriations or appropriation transfers; and,

WHEREAS, the Trustees of the Carlton Landing Economic Development Trust desires to provide limited budget control flexibility to the Trust Manager in amending certain budget categories as needed without Authority action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Trustees of Carlton Landing Economic Development Trust has authorized the Trust Manager to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Trust Manager is also required to submit for Trustee action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to Trustees, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, EUFAULA, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Trust Manager and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2023-2024.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 17TH DAY OF JUNE, 2023.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer

## GENERAL Fund Summary

REVENUES	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Amended Budget FY 22-23	Proposed Budget FY 23-24
Non-Departmental	\$ 377,070.00	\$ 513,124.97	\$ 575,175.93	\$ 516,328.00	\$ 569,157.00
<b>EXPENDITURES</b>					
<u>Adminstration</u>					
Personal Services	\$ 114,896.11	\$ 124,980.71	\$ 131,109.11	\$ 220,743.00	\$ 248,861.00
Material and Supplies	\$ 311.53	\$ 438.14	\$ 709.00	\$ 1,420.00	\$ 1,965.00
Other Services	\$ 6,640.39	\$ 12,607.23	\$ 10,506.01	\$ 18,133.00	\$ 18,133.00
<b>TOTAL DEPARTMENT</b>	\$ 121,848.03	\$ 138,026.08	\$ 142,324.12	\$ 240,296.00	\$ 268,959.00
<u>General Government</u>					
Material and Supplies	\$ 2,843.01	\$ 9,545.06	\$ 10,219.63	\$ 10,340.00	\$ 13,540.00
Other Services	\$ 157,319.87	\$ 66,475.12	\$ 86,389.32	\$ 137,446.00	\$ 161,551.00
Capital Outlay	\$ -	\$ 14,320.48	\$ 27,510.09	\$ 50,000.00	\$ 40,829.00
Debt Service	\$ 12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 55,600.00	\$ 55,600.00
Transfers OUT		\$ 70,000.00			\$ 20,000.00
<b>TOTAL DEPARTMENT</b>	\$ 172,962.88	\$ 175,062.48	\$ 131,771.96	\$ 268,386.00	\$ 295,467.00
<b>TOTAL EXPENDITURES</b>	\$ 294,810.91	\$ 313,088.56	\$ 274,096.08	\$ 508,682.00	\$ 564,426.00
<b>YEAR END FUND BAL</b>	\$ 82,259.09	\$ 200,036.41	\$ 301,079.85	\$ 7,646.00	\$ 4,731.00

## CLEDT Fund Summary

REVENUES	FY 19-20	FY 20-21	Actual FY 21-22	Amended Budget FY 22-23	Proposed Budget FY 23-24
Non-Departmental	\$ 3,898,921.31	\$ 1,799,809.22	\$ 2,792,904.75	\$ 3,320,000.00	\$ 2,716,000.00
<b>EXPENDITURES</b>					
<u>General Government</u>					
Material and Supplies					
Other Services					
Capital Outlay					
Debt Service	\$ 272,000.00	\$ 593,694.87	\$ 705,468.33	\$ 764,560.00	\$ 925,388.00
Transfers - Out		\$ 96,663.96	\$ 92,003.43	\$ 120,146.00	\$ 120,146.00
<b>TOTAL DEPARTMENT</b>	\$ 272,000.00	\$ 690,358.83	\$ 797,471.76	\$ 884,706.00	\$ 1,045,534.00
<u>TIF Projects</u>					
Capital Outlay	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 1,591,000.00	\$ 1,625,000.00
<b>TOTAL DEPARTMENT</b>	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 1,591,000.00	\$ 1,625,000.00
<b>TOTAL EXPENDITURES</b>	\$ 3,026,203.77	\$ 1,374,754.75	\$ 1,051,970.97	\$ 2,475,706.00	\$ 2,670,534.00
<b>YEAR END FUND BAL</b>	\$ 872,717.54	\$ 425,054.47	\$ 1,740,933.78	\$ 844,294.00	\$ 45,466.00

## STREET AND ALLEY Fund Summary

REVENUES	Actual FY 21-22	Budget FY 22-23	Proposed Budget FY 23-24
Non-Departmental	\$ 681.42	\$ 500.00	\$ 700.00
<b>EXPENDITURES</b>			
<u>General Government</u>			
Capital Outlay	\$ -	\$ -	\$ -
<b>TOTAL DEPARTMENT</b>	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -
<b>YEAR END FUND BAL</b>	\$ 681.42	\$ 500.00	\$ 700.00

# GENERAL FUND - Budget Supplement Information - FY 22-23

Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual 21-22	Amended Budget 22-23	Proposed Budget 23-24
<b>Non-Departmental Revenue</b>						
01-00-4000-00	Sale Tax	\$80,285.00	\$ 188,141.32	\$ 268,491.13	\$ 198,000.00	\$ 200,000.00
01-00-4005-00	Use Tax	\$1,877.00	\$ 8,001.54	\$ 11,373.63	\$ 8,000.00	\$ 8,000.00
01-00-4010-00	Utility Tax	\$3,280.00	\$ 6,255.96	\$ 12,956.67	\$ 12,000.00	\$ 12,000.00
01-00-4011-00	Lodging Tax		\$ 22,793.31	\$ 75,307.75	\$ 48,000.00	\$ 48,000.00
01-00-4012-00	Alcohol Beverage Tax			\$ 953.55	\$ 800.00	\$ 800.00
01-00-4015-00	Pittsburgh County Sinking Fund Receipts	\$41,142.00	\$ 60,039.22	\$ 45,974.30	\$ 55,600.00	\$ 55,600.00
01-00-4100-00	Building Permits/Inspection Fees	\$6,700.00	\$ 32,337.22	\$ 16,909.55	\$ 23,580.00	\$ 23,580.00
01-00-4105-00	Business License and Permits	\$1,022.00	\$ 86.88	\$ 311.61	\$ 200.00	\$ 200.00
01-00-4500-00	Miscellaneous Revenue			\$ 894.31		\$ 60,000.00
01-00-9001-00	Transfer IN from CLEDT					
01-00-9002-00	Transfer IN from TIF	\$89,259.00	\$117,552.05	\$ 92,003.43	\$ 120,148.00	\$ 120,148.00
	Balance Forward/Carry-over	\$153,505.00	\$77,917.47	\$ 50,000.00	\$ 50,000.00	\$ 40,829.00
	<b>TOTAL AVAILABLE REVENUES</b>	<b>\$377,070.00</b>	<b>\$513,124.97</b>	<b>\$575,175.93</b>	<b>\$516,328.00</b>	<b>\$569,157.00</b>
<b>Administration</b>						
<u>Personal Services</u>						
01-10-5000-00	Salaries	\$86,300.04	\$ 87,449.88	\$ 91,499.35	\$ 158,000.00	\$ 181,500.00
01-10-5005-00	Overtime					
01-10-5010-00	Social Security	\$8,516.11	\$ 6,987.95	\$ 7,259.62	\$ 12,385.00	\$ 14,183.00
01-10-5015-00	Unemployment Tax	\$256.80	\$ 545.44	\$ 248.02	\$ 3,238.00	\$ 3,708.00
01-10-5020-00	Employer Paid Insurance	\$7,315.50	\$ 17,089.44	\$ 18,714.18	\$ 27,420.00	\$ 27,420.00
01-10-5025-00	Employer Retirement Contribution	\$9,308.86	\$ 9,009.80	\$ 9,489.74	\$ 15,800.00	\$ 18,150.00
01-10-5030-00	Vehicle/Cell Allowance	\$3,198.80	\$ 3,898.20	\$ 3,898.20	\$ 3,900.00	\$ 3,900.00
	<b>SUB TOTAL</b>	<b>\$ 114,896.11</b>	<b>\$ 124,980.71</b>	<b>\$ 131,109.11</b>	<b>\$ 220,743.00</b>	<b>\$ 248,861.00</b>
<u>Materials &amp; Supplies</u>						
01-10-5500-00	Office Supplies	\$291.53	\$ 278.14	\$ 463.05	\$ 800.00	\$ 1,200.00
01-10-5510-00	Building Maintenance & Repairs		\$ 160.00	\$ 320.00	\$ 320.00	\$ 320.00
01-10-5515-00	Vehicle Maintenance & Repairs					
01-10-5520-00	Software Programs/ Services			\$ (74.05)	\$ 200.00	\$ 345.00
01-10-5525-00	Gas, Oil, Tires					
01-10-5530-00	Miscellaneous - Fees, Events, Activities	\$20.00		\$ -	\$ 100.00	\$ 100.00
	<b>SUB TOTAL</b>	<b>\$311.53</b>	<b>\$ 438.14</b>	<b>\$ 709.00</b>	<b>\$ 1,420.00</b>	<b>\$ 1,965.00</b>
<u>Other Services</u>						
01-10-6000-00	Utilities	\$714.00	\$ 3,783.74	\$ 2,215.65	\$ 4,363.00	\$ 4,363.00
01-10-6005-00	Rent	\$5,700.00	\$ 7,300.49	\$ 4,784.85	\$ 5,820.00	\$ 5,820.00
01-10-6015-00	Insurance			\$ 1,085.00	\$ 570.00	\$ 570.00
01-10-6035-00	Dues & Memberships		\$ 1,199.00	\$ 1,179.00	\$ 1,380.00	\$ 1,380.00
01-10-6040-00	School, Training, Travel	\$226.39	\$ 324.00	\$ 1,241.51	\$ 6,000.00	\$ 6,000.00
	<b>SUB TOTAL</b>	<b>\$ 6,640.39</b>	<b>\$ 12,607.23</b>	<b>\$ 10,506.01</b>	<b>\$ 18,133.00</b>	<b>\$ 18,133.00</b>
<u>Capital Outlay</u>						
	<b>SUB TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Debt Service</u>						
	<b>SUB TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>DEPT TOTAL</b>	<b>\$ 121,848.03</b>	<b>\$ 138,026.08</b>	<b>\$ 142,324.12</b>	<b>\$ 240,296.00</b>	<b>\$ 268,959.00</b>



Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual 21-22	Amended Budget 22-23	Proposed Budget 23-24
<b>General Government</b>						
<u>Personal Services</u>						
01-15-4000-00	Salaries					\$ 3,600.00
01-15-4005-00	Overtime					
01-15-4010-00	Social Security					\$ 275.00
01-15-4015-00	Unemployment Tax					\$ 72.00
	SUB TOTAL	\$ -				\$ 3,947.00
<u>Materials &amp; Supplies</u>						
01-15-5500-00	Office Supplies	\$291.00	\$ 1,417.35	\$ 194.95	\$ 1,500.00	\$ 1,500.00
01-15-5505-00	Postage			\$ 58.00	\$ 600.00	\$ 600.00
01-15-5510-00	Building Maintenance & Repairs			\$ 1,392.15	\$ 2,500.00	\$ 2,500.00
01-15-5520-00	Software Programs/ Services	\$1,944.20	\$ 7,426.45	\$ 7,840.11	\$ 4,280.00	\$ 7,480.00
01-15-5530-00	Miscellaneous - Fees, Events, Activities	\$607.81	\$ 701.26	\$ 734.42	\$ 1,460.00	\$ 1,460.00
	SUB TOTAL	\$ 2,843.01	\$ 9,545.06	\$ 10,219.63	\$ 10,340.00	\$ 13,540.00
<u>Other Services</u>						
01-15-6000-00	Utilities			\$ 886.00	\$ 1,000.00	\$ 1,000.00
01-15-6005-00	Rent					
01-15-6010-00	Publication & Notice Expense	\$2,410.45	\$ 1,564.24	\$ 2,347.40	\$ 2,500.00	\$ 2,500.00
01-15-6015-00	Insurance		\$ 1,165.00	\$ 4,486.00	\$ 5,000.00	\$ 5,500.00
01-15-6020-00	Professional Services	\$16,443.74	\$ 53,480.75	\$ 47,233.00	\$ 59,300.00	\$ 59,300.00
01-15-6025-00	Contracts & Leases		\$ 1,568.00			
01-15-6030-00	Community Support Agreements	\$2,000.00	\$ -	\$ -	\$ 24,000.00	\$ 39,000.00
01-15-6035-00	Dues & Memberships	\$2,325.62	\$ 967.71	\$ 4,788.76	\$ 3,050.00	\$ 3,555.00
01-15-6040-00	School, Training, Travel		\$ -	\$ 2,280.32	\$ 2,500.00	\$ 2,500.00
01-15-6045-00	Road and Trail Maintenance	\$133,611.36	\$ 6,529.42	\$ 8,118.00	\$ 21,096.00	\$ 26,696.00
01-15-6050-00	Website Expense	\$528.70	\$ 1,200.00	\$ 1,524.00	\$ 4,000.00	\$ 4,000.00
01-15-6055-00	Grant Match					
01-15-6800-00	Office/Gen Administrative Expense			\$ 14,725.84	\$ 15,000.00	\$ 17,500.00
	SUB TOTAL	\$ 157,319.87	\$ 66,475.12	\$ 86,389.32	\$ 137,446.00	\$ 161,551.00
<u>Capital Outlay</u>						
01-15-7010-00	Projects		\$ 14,320.48	\$ 27,510.09	\$ 50,000.00	\$ 40,829.00
	SUB TOTAL	\$ -	\$ 14,320.48	\$ 27,510.09	\$ 50,000.00	\$ 40,829.00
<u>Debt Service</u>						
01-15-8000-00	GO Bond Payments	\$12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 55,600.00	\$ 55,600.00
	SUB TOTAL	\$ 12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 55,600.00	\$ 55,600.00
<u>Transfers - Out</u>						
01-15-9501-00	Transfer OUT to CLEDT					
01-15-9503-00	Transfer OUT to RESERVE Fund		\$ 70,000.00		\$ 15,000.00	\$ 20,000.00
	DEPT. TOTAL	\$ 172,962.88	\$ 175,062.48	\$ 131,771.96	\$ 268,386.00	\$ 295,467.00
	TOTAL EXPENSES	\$ 294,810.91	\$ 313,088.56	\$ 274,096.08	\$ 508,682.00	\$ 564,426.00
	YEAR END FUND BALANCE	\$ 82,259.09	\$200,036.41	\$ 301,079.85	\$ 7,646.00	\$ 4,731.00
	RESERVE		\$ 78,272.14	\$ 68,524.02	\$ 127,170.50	\$ 141,106.50

## CLEDT - Budget Supplement Information - FY 23-24

Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Amended Budget FY 22-23	Proposed Budget FY 23-24
<b>CLEDT</b>						
<u>Non-Departmental Revenue</u>						
05-00-4015-00	Pittsburgh County Sinking Fund Receipts	\$ 497,061.31	\$ 698,327.98	\$ 882,567.76	\$ 800,000.00	\$ 1,000,000.00
05-00-4350-00	Revenue Bond	\$ 1,455,000.00	\$ 61,500.28	\$ 1,265,000.00	\$ 1,385,000.00	
05-00-4400-00	Interest Income		\$ 78.26	\$ 451.99		
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	\$ 1,716,000.00
	TOTAL AVAILABLE REVENUES	\$ 3,898,921.31	\$ 1,799,809.22	\$ 2,792,904.75	\$ 3,320,000.00	\$ 2,716,000.00
<b>General Government</b>						
<u>Personal Services</u>						
	SUBTOTAL		\$ -	\$ -		
<u>Materials &amp; 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	\$ 140,000.00	\$ 210,375.00	\$ 211,750.00
05-15-8101-00	2018B Revenue Bond	\$ 71,500.00	\$ 75,000.00	\$ 76,500.00	\$ 119,100.00	\$ 119,500.00
05-15-8102-00	2019 Revenue Bond	\$ 74,000.00	\$ 106,500.00	\$ 118,000.00	\$ 187,275.00	\$ 185,375.00
05-15-8103-00	2020 Revenue Bond		\$ 56,500.00	\$ 46,500.00	\$ 82,450.00	\$ 79,700.00
05-15-8104-00	2021 Revenue Bond			\$ 61,500.00	\$ 165,360.36	\$ 145,175.00
05-15-8105-00	2022 Revenue Bond					\$ 183,888.00
	Bond Origination Fees	\$ 47,500.00		\$ -		
05-15-8500-00	Interest Expense	\$ 171,444.33	\$ 218,821.39	\$ 262,968.33		
	SUBTOTAL	\$ 272,000.00	\$ 593,694.87	\$ 705,468.33	\$ 764,560.36	\$ 925,388.00
<u>Transfers - Out</u>						
05-15-9500-00	Transfer OUT to Gen Fund		\$ 96,663.96	\$ 92,003.43	\$ 120,146.00	\$ 120,146.00
05-15-9503-00	Transfer OUT to RESERVE Fund					
	SUBTOTAL		\$ 96,663.96	\$ 92,003.43	\$ 120,146.00	\$ 120,146.00
	DEPT. TOTAL	\$ 273,143.13	\$ 690,358.83	\$ 797,471.76	\$ 884,706.36	\$ 1,045,534.00
<b>TIF Projects</b>						
<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	\$ 1,598.79		
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	\$ -	\$ -		
05-20-7100-10	2018 Rev Bond - Pavilion		\$ 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				
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					

CLEDT		Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Amended Budget FY 22-23	Proposed Budget FY 23-24
05-20-7102-01	2019 Rev Bond -Community Center	\$ 904,436.00	\$ -	\$ -		
05-20-7102-02	2019 Rev Bond - campsites - business Incentive		\$ -	\$ -		
05-20-7102-03	2019 Rev Bond - Trail Development				\$ 25,000.00	\$ 25,000.00
05-20-7103-00	2020 Rev Bond - Pavilion Facility		\$ 331,064.67	\$ 48,869.46		
05-20-7103-01	2020 Rev Bond - Ridgeline trail		\$ 6,255.00	\$ 130,311.00		
05-20-7103-02	2020 Rev Bond - campsites - business Incentive		\$ -	\$ -		
05-20-7103-03	2020 Rev Bond - Alley Improvement		\$ 30,971.46			
05-20-7103-04	2020 Rev Bond - Future Project Plan/Cost		\$ -	\$ -		
05-20-7103-05	2020 RevBond - Parking Lot 10 -Trees/Improv		\$ 19,794.23			
05-20-7104-00	2021 Rev Bond - Nature Center Facility			\$ 35,000.00	\$ 35,000.00	\$ 200,000.00
05-20-7104-01	2021 Rev Bond - Marina Relocation			\$ -		
05-20-7104-02	2021 RevBond - Stephens Road			\$ 37,548.98	\$ 750,000.00	\$ 1,400,000.00
05-20-7104-03	2021 Rev Bond - Alley Phase 4/Redbud			\$ -	\$ 781,000.00	\$ -
	SUBTOTAL	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 1,591,000.00	\$ 1,625,000.00
	DEPT. TOTAL	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 1,591,000.00	\$ 1,625,000.00
	TOTAL EXPENSES	\$ 3,027,346.90	\$ 1,374,754.75	\$ 1,051,970.97	\$ 2,475,706.36	\$ 2,670,534.00
	Year End Fund Balance	\$ 871,574.41	\$ 425,054.47	\$ 1,740,933.78	\$ 844,293.64	\$ 45,466.00

## STREET & ALLEY - Budget Supplement Information - FY 23-24

Ledger ID	Ledger Description		Actual <u>FY 21-22</u>	Budget <u>FY 22-23</u>	Proposed <u>FY 23-24</u>
<b>ST&amp;A</b>					
Non-Departmental Revenue					
01-00-4013-00	Vehicle Gas/Fuel Tax	\$	400.00	\$ 500.00	\$ 700.00
	Balance Forward/Carry-over				
	TOTAL AVAILABLE REVENUES	\$	400.00	\$ 500.00	\$ 700.00
<b>General Government</b>					
<u>Capital Outlay</u>					
	SUBTOTAL	\$	-	\$ -	\$ -
	DEPT. TOTAL	\$	-	\$ -	\$ -
	TOTAL EXPENSES	\$	-	\$ -	\$ -
	Year End Fund Balance	\$	400.00	\$ 500.00	\$ 700.00



NOTICE OF PUBLIC HEARING  
AT THE TOWN OF CARLTON LANDING, OKLAHOMA  
LEGAL NOTICE

1. Notice is hereby given that at 6:00 pm on June 9, 2023 the Town of Carlton Landing will convene a Public Hearing on the municipality's proposed budget for Fiscal Year 2023-2024. The hearing will be held at the Carlton Landing Academy Cafeteria, 10B Boulevard, Carlton Landing, Oklahoma.  
Copies of the proposed budget are available at the Town Office.
2. The proposed budget for fiscal year 2023-2024 as follows:

<b>General Fund:</b>	<b>Appropriation Amount</b>
<b>Revenues:</b>	\$569,157.00
<b>Expenditures:</b>	
Administration	\$268,959.00
General Government	\$277,467.00
<b>TOTAL OF BUDGET</b>	<b>\$546,426.00</b>

<b>Carlton Landing Economic Development Trust</b>	
<b>Revenues:</b>	\$2,716,000.00
<b>Expenditures</b>	
General Government	\$1,045,534.00
TIF Projects	\$1,625,000.00
<b>TOTAL CLEDT BUDGET</b>	<b>\$2,670,534.00</b>

<b>Street and Alley Fund:</b>	<b>Appropriation Amount</b>
<b>Revenues:</b>	\$700.00
<b>Expenditures:</b>	
General Government	\$0.00
<b>TOTAL ST&amp;A BUDGET</b>	<b>\$0.00</b>

<b>GRAND TOTAL BUDGET</b>	<b>\$3,217,660.00</b>
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I certify that the foregoing Notice and Agenda will be posted in a prominent view at 10B Boulevard, Carlton Landing, Oklahoma also known as the Carlton Landing Academy Cafeteria before 6:00 pm on June 9, 2023 , being at least 48 hours prior to the Public Hearing described above. All interested citizens will have the opportunity to give written and or oral comments.

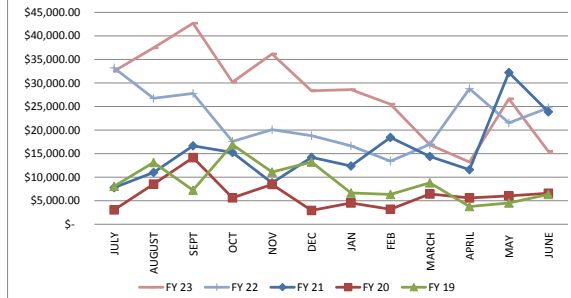
\_\_\_\_\_  
Signature of Person Posting the Notice

\_\_\_\_\_  
Printed Name of Person Posting the Notice

**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>
<b><u>FY 23</u></b>	\$ 32,499.83	\$ 37,461.11	\$ 42,690.75	\$ 30,204.63	\$ 36,148.41	\$ 28,352.24	\$ 28,588.22	\$ 25,509.72	\$ 16,883.51	\$ 13,225.81	\$ 26,618.84	\$ 15,477.83	\$ 333,660.90
<b><u>FY22</u></b>	\$ 33,205.30	\$ 26,739.30	\$ 27,778.11	\$ 17,599.62	\$ 20,093.03	\$ 18,805.23	\$ 16,669.69	\$ 13,403.28	\$ 16,978.58	\$ 28,789.33	\$ 21,537.34	\$ 24,724.76	\$ 266,323.57
<b><u>FY21</u></b>	\$ 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
<b><u>FY20</u></b>	\$ 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
<b><u>FY19</u></b>	\$ 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
<b><u>FY18</u></b>	\$ 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
<b><u>FY17</u></b>	\$ 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

**3% Sales Tax Analysis by Fiscal Year**



**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>
<b><u>FY 23</u></b>	\$ 1,065.28	\$ 882.34	\$ 1,359.64	\$ 1,147.96	\$ 1,458.21	\$ 1,820.58	\$ 1,529.77	\$ 1,544.36	\$ 1,235.80	\$ 1,745.93	\$ 1,303.59	\$ 1,167.00	\$ 16,260.46
<b><u>FY22</u></b>	\$ 985.86	\$ 1,463.42	\$ 343.94	\$ 1,165.01	\$ 715.56	\$ 1,058.05	\$ 685.52	\$ 1,234.03	\$ 779.74	\$ 1,061.12	\$ 1,305.58	\$ 575.80	\$ 11,373.63
<b><u>FY21</u></b>	\$ 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
<b><u>FY20</u></b>								\$ 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>
<b><u>FY 23</u></b>	\$ 6,831.18	\$ 15,434.04	\$ 18,219.98	\$ 8,483.01	\$ 5,631.71	\$ 6,061.89	\$ 4,651.10	\$ 3,208.16	\$ 2,174.31	\$ 1,121.75	\$ 6,553.97	\$ 3,189.92	\$ 81,561.02
<b><u>FY22</u></b>	\$ 5,672.25	\$ 12,679.63	\$ 15,631.81	\$ 9,357.10	\$ 6,728.90	\$ 6,713.56	\$ 3,463.33	\$ 3,097.16	\$ 1,664.17	\$ 1,858.14	\$ 5,478.61	\$ 2,963.09	\$ 75,307.75
<b><u>FY21</u></b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,753.09	\$ 4,547.48	\$ 1,912.94	\$ 1,856.63	\$ 408.92	\$ 5,277.35	\$ 3,009.90	\$ 22,766.31

**General Fund**  
**Statement of Revenue and Expenditures**

		Current Period May 2023 May 2023 Actual	Year-To-Date Jul 2022 May 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Non-Departmental Revenues</b>						
<b>Budget Carryover</b>						
3999	Fund Balance Carryover	0.00	0.00	50,000.00	50,000.00	0.00%
<b>Total Budget Carryover</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	
<b>Other Revenue</b>						
4012	Alcohol Beverage Tax	102.09	1,108.56	800.00	(308.56)	138.57%
4100	Building Permits/Inspection Fe	0.00	16,425.59	23,580.00	7,154.41	69.66%
4105	Business License and Permits	337.75	2,169.70	200.00	(1,969.70)	1,084.85%
4011	Lodging Tax	6,553.97	78,371.09	48,000.00	(30,371.09)	163.27%
4500	Miscellaneous Revenue	5,051.41	32,608.41	0.00	(32,608.41)	0.00%
4015	Pittsburgh County Sinking Fund	1,289.68	68,253.67	55,600.00	(12,653.67)	122.76%
4000	Sales Tax	26,710.32	320,367.25	198,000.00	(122,367.25)	161.80%
9002	Transfer IN from TIF	0.00	109,206.78	120,148.00	10,941.22	90.89%
4005	Use Tax	1,303.59	15,093.46	8,000.00	(7,093.46)	188.67%
4010	Utility Tax	0.00	12,868.89	12,000.00	(868.89)	107.24%
4013	Vehicle Gas/Fuel Tax	0.00	629.52	0.00	(629.52)	0.00%
<b>Total Other Revenue</b>		<b>\$41,348.81</b>	<b>\$657,102.92</b>	<b>\$466,328.00</b>	<b>(\$190,774.92)</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$41,348.81</b>	<b>\$657,102.92</b>	<b>\$516,328.00</b>	<b>(\$140,774.92)</b>	
<b>Revenue</b>		<b>\$41,348.81</b>	<b>\$657,102.92</b>	<b>\$516,328.00</b>	<b>(\$140,774.92)</b>	
<b>Gross Profit</b>		<b>\$41,348.81</b>	<b>\$657,102.92</b>	<b>\$516,328.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Administration</b>						
<b>Personal Services</b>						
5020	Employer Paid Insurance	1,665.26	19,121.10	27,420.00	8,298.90	69.73%
5025	Employer Retirement Contributi	1,397.87	11,801.58	15,800.00	3,998.42	74.69%
5000	Salaries	13,653.84	127,596.13	158,000.00	30,403.87	80.76%
5010	Social Security	1,065.47	10,022.83	12,385.00	2,362.17	80.93%
5015	Unemployment Tax	43.34	518.53	3,238.00	2,719.47	16.01%
5030	Vehicle/Cell Allowance	324.85	3,573.35	3,900.00	326.65	91.62%
<b>Total Personal Services</b>		<b>\$18,150.63</b>	<b>\$172,633.52</b>	<b>\$220,743.00</b>	<b>\$48,109.48</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	240.00	320.00	80.00	75.00%
5530	Miscellaneous	0.00	(610.00)	100.00	710.00	(610.00%)
5500	Office Supplies	63.00	866.18	800.00	(66.18)	108.27%
5520	Software Programs/ Services	0.00	144.83	200.00	55.17	72.42%
<b>Total Materials &amp; Supplies</b>		<b>\$63.00</b>	<b>\$641.01</b>	<b>\$1,420.00</b>	<b>\$778.99</b>	
<b>Other Services</b>						
6035	Dues & Memberships	0.00	490.00	1,380.00	890.00	35.51%
6015	Insurance	0.00	315.00	570.00	255.00	55.26%
6005	Rent	0.00	4,777.80	5,820.00	1,042.20	82.09%
6040	School, Training, Travel	0.00	2,047.40	6,000.00	3,952.60	34.12%
6000	Utilities	197.00	2,757.28	4,363.00	1,605.72	63.20%
<b>Total Other Services</b>		<b>\$197.00</b>	<b>\$10,387.48</b>	<b>\$18,133.00</b>	<b>\$7,745.52</b>	
<b>Administration Totals</b>		<b>\$18,410.63</b>	<b>\$183,662.01</b>	<b>\$240,296.00</b>	<b>\$56,633.99</b>	
<b>General Government</b>						
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	0.00	2,500.00	2,500.00	0.00%
5530	Miscellaneous	0.00	695.42	1,460.00	764.58	47.63%

## Statement of Revenue and Expenditures

		Current Period May 2023 May 2023 Actual	Year-To-Date Jul 2022 May 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>General Government</b>						
<b>Materials &amp; Supplies</b>						
5500	Office Supplies	0.00	645.69	1,500.00	854.31	43.05%
5505	Posatge	0.00	139.80	600.00	460.20	23.30%
5520	Software Programs/ Services	94.00	3,274.90	4,280.00	1,005.10	76.52%
<b>Total Materials &amp; Supplies</b>		<b>\$94.00</b>	<b>\$4,755.81</b>	<b>\$10,340.00</b>	<b>\$5,584.19</b>	
<b>Other Services</b>						
6030	Community Support Agreements	1,520.00	14,880.00	24,000.00	9,120.00	62.00%
6035	Dues & Memberships	2,784.18	3,569.08	3,050.00	(519.08)	117.02%
6015	Insurance	0.00	5,097.00	5,000.00	(97.00)	101.94%
6800	Office/Gen Administrative Exp	0.00	16,837.29	15,000.00	(1,837.29)	112.25%
6020	Professional Services	1,298.25	45,829.13	59,300.00	13,470.87	77.28%
6010	Publication & Notice Expense	0.00	801.75	2,500.00	1,698.25	32.07%
6045	Road & Trail Maintenance	1,413.60	18,211.80	21,096.00	2,884.20	86.33%
6040	School, Training, Travel	295.00	2,371.05	2,500.00	128.95	94.84%
6000	Utilities	0.00	208.70	1,000.00	791.30	20.87%
6050	Website Expense	0.00	0.00	4,000.00	4,000.00	0.00%
<b>Total Other Services</b>		<b>\$7,311.03</b>	<b>\$107,805.80</b>	<b>\$137,446.00</b>	<b>\$29,640.20</b>	
<b>Capital Outlay</b>						
7010	Projects	0.00	9,171.91	50,000.00	40,828.09	18.34%
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>\$9,171.91</b>	<b>\$50,000.00</b>	<b>\$40,828.09</b>	
<b>Debt Service</b>						
8000	GO Bond Payments	0.00	0.00	55,600.00	55,600.00	0.00%
8500	Interest Expense	75.55	11,950.24	0.00	(11,950.24)	0.00%
<b>Total Debt Service</b>		<b>\$75.55</b>	<b>\$11,950.24</b>	<b>\$55,600.00</b>	<b>\$43,649.76</b>	
<b>Transfers Out</b>						
9503	Transfer OUT to Reserve Fund	0.00	0.00	15,000.00	15,000.00	0.00%
<b>Total Transfers Out</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	
<b>General Government Totals</b>		<b>\$7,480.58</b>	<b>\$133,683.76</b>	<b>\$268,386.00</b>	<b>\$134,702.24</b>	
<b>Expenses</b>		<b>\$25,891.21</b>	<b>\$317,345.77</b>	<b>\$508,682.00</b>	<b>\$191,336.23</b>	
<b>Revenue Less Expenditures</b>		<b>\$15,457.60</b>	<b>\$339,757.15</b>	<b>\$7,646.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$15,457.60</b>	<b>\$339,757.15</b>	<b>\$7,646.00</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		1,259,206.65	934,907.10	0.00	0.00	0.00%
Net Change in Fund Balance		15,457.60	339,757.15	7,646.00	0.00	0.00%
Ending Fund Balance		1,274,664.25	1,274,664.25	0.00	0.00	0.00%



**General Fund**  
**Payments Journal (Summary)**  
**5/1/2023 to 5/31/2023**

Check Date	Check / Reference #	Payee	Amount
<b>1000 Town of CL Checking 9683</b>			
5/5/2023	1457	Oklahoma Uniform Building	12.00
5/5/2023	1456	Kiamichi Electric	100.00
5/5/2023	1455	Dan Hurd	200.00
5/5/2023	1454	Cross Telephone Co	97.00
5/8/2023	EFT	RWS Cloud Services	94.00
5/12/2023	1461	OPEH&W	1,614.76
5/12/2023	1460	OnSolve LLC	1,866.77
5/12/2023	1459	OKMRF	2,096.81
5/12/2023	1458	Oklahoma Municipal League	901.42
5/12/2023	A-10096	Amanda K Harjo	1,584.77
5/12/2023	A-10095	James G Buckley	3,671.53
5/15/2023	EFTPS	EFTPS	3,473.54
5/16/2023	GJ-10093	Pittsburg County Clerk	1,289.68
5/19/2023	EFT	Oklahoma Tax Commission	510.00
5/19/2023	1465	Dr Jan Summers	300.00
5/19/2023	1464	Landmark	1,413.60
5/19/2023	1463	Crawford & Associates, P.C.	128.75
5/19/2023	1462	Carlton Landing Academy	1,520.00
5/26/2023	1469	OPEH&W	1,614.76
5/26/2023	1468	Kay Robbins Wall	600.00
5/26/2023	1467	Crawford & Associates, P.C.	57.50
5/26/2023	1466	BOK Credit Card	373.99
5/26/2023	A-10098	Amanda K Harjo	1,584.77
5/26/2023	A-10097	James G Buckley	3,469.67
5/31/2023			75.55
<b>1000 Town of CL Checking 9683 Totals</b>			<b>\$28,650.87</b>

*Report Options*

Check Date: 5/1/2023 to 5/31/2023

Display Notation: No

Fund: General Fund

**General Fund**  
**Income Statement**  
**5/1/2023 to 5/31/2023**

		May 2023
		May 2023
		Actual
<b>Revenue</b>		
<b>Other Revenue</b>		
Sales Tax		26,710.32
Use Tax		1,303.59
Lodging Tax		6,553.97
Alcohol Beverage Tax		102.09
Pittsburgh County Sinking Fund		1,289.68
Business License and Permits		337.75
Miscellaneous Revenue		5,051.41
	<b>Revenue</b>	<b>\$41,348.81</b>
	<b>Gross Profit</b>	<b>\$41,348.81</b>
<b>Expenses</b>		
<b>Personal Services</b>		
Salaries		13,653.84
Social Security		1,065.47
Unemployment Tax		43.34
Employer Paid Insurance		1,665.26
Employer Retirement Contributi		1,397.87
Vehicle/Cell Allowance		324.85
<b>Materials &amp; Supplies</b>		
Office Supplies		63.00
Software Programs/ Services		94.00
<b>Other Services</b>		
Utilities		197.00
Professional Services		1,298.25
Community Support Agreements		1,520.00
Dues & Memberships		2,784.18
School, Training, Travel		295.00
Road & Trail Maintenance		1,413.60
<b>Debt Service</b>		
Interest Expense		75.55
	<b>Expenses</b>	<b>\$25,891.21</b>
	<b>Income (Loss) From Operations</b>	<b>\$15,457.60</b>
	<b>Net Income (Loss)</b>	<b>\$15,457.60</b>

*Report Options*

Period: 5/1/2023 to 5/31/2023  
Display Level: Level 3 Accounts  
Display Account Categories: Yes  
Display Subtotals: None  
Reporting Method: Accrual  
Fund: General Fund  
Include Accounts: Accounts With Activity

## Town Administrator's Report June 17, 2023

- Alley Phase II and Block 10 Parking Lot –Mike K and I met with H&G to discuss status of the project. They provided a new schedule with a projected completion date of June 28, 2023.
- Block 10 Parking Lot – Grant and I worked on starting process for the Town to take ownership of the Block 10 Parking Lot. The HOA needs to vote on transferring the property to the Town. HOA rules require a thirty (30) day voting period, which has started. If the vote to transfer the property is approved, we will have on the July Agenda to accept the property.
- Nature Center Facility – Contractor has started the clearing of the site. We are still waiting for a date and time from the Corp for a meeting.
- Corp Annual Inspection – Completed the response letter to the Corp related to Annual Inspection. Floating Dock which was submerged has been repaired.
- Budget FY 23-24 – Finished the Budget. Sent it out to the Board and we had a Special Council Meeting for the required Public Hearing. At the Public Hearing there was discussion related to temporarily increasing funding to the Fire District as they work to get reestablished. I updated the Budget and Resolutions to account for the change in Fire District Funding.
- RWD #20 – Worked with Chris Gander and Allan Brooks on OWRB Loan Request, we are on June 20, 2023, OWRB Agenda for approval. Amanda continues to work on cleaning up accounts and billing system.

Thank you.

**PROJECT NO.:** CRL21229/CRL22138/CRL22147  
**PROJECTS:** Street Light Policy and Standards  
Community Center Planning  
2022 Alley Paving  
Stephens Road  
**TO:** Greg Buckley  
**FROM:** Brandon Huxford, PE  
**DATE** 6/14/2023

## PROJECT UPDATES

### Street Light Policy and Standards – Design Project (CRL21229)

- Phase A – Develop Lighting Policy – Policy Completed
- Phase B – Develop Light Standard - Completed
- Phase C – Lighting Plan Production - Completed

### Community Center Planning (CRL22601)

- The Town has elected to go another route on the Community Center and has requested that FNI end the agreement with Method Group and provide a proposal for full architectural plans on a previous site and layout, broken into two Phases: 1) covering the reworking of the original planning, 2) final plans. FNI working to develop scope/fee and review all of the provided plans and CAD files.
- No work this month.

### 2022 Alley Paving (CRL22138)

- Project is in construction and being managed by the Town.
- FNI assisting Town with language and discussions regarding performance of the contractor

### Stephens Road (CRL22147)

- Distributed plans, organized and maintained the plan holders list and completed other bid phase related items
- Issue addendum #1 to the current plan holders list
- Coordinated and held Bid opening – 5/12/23