

TOWN OF CARLTON LANDING
REGULAR MEETING OF THE BOARD OF TRUSTEES
Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
“School Building 1”
Date and Time: Saturday, November 19, 2016, 8:00 AM

MINUTES

1. Call to Order

The meeting was called to order at 8:05 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Click, Morris, Kimmel, and Clerk-Treasurer Summers were present.

IN ABSENTIA: Craig McCollum

3. Sales Tax Revenue and other Financial and Administrative Reports

Renee Norman, Town Finance Officer, reported the Carlton Landing Sales Tax Report, Oklahoma Taxpayer Access Point, Town of Carlton Landing Profit & Loss Budget vs. Actual, Town of Carlton Landing Balance Sheet, and Town of Carlton Landing Transaction List by Vendor. (See attachments). She also reported the Town of Carlton Landing Audit is in process.

4. Consent Agenda: Consideration and Action

- a. Approval of Minutes: 10.15.16 Regular Meeting of the Board of Trustees
- b. Approval of payment of Purchase Orders
- c. Approval of other Payment of Claims

MOTION: A motion was made and seconded to approve the consent agenda as written

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

5. Discussion, Consideration, and Possible Action to approve Ordinance #32 repealing Ordinance #27 Opting out of the Oklahoma Town Meeting Act, when the Town of Carlton Landing, Oklahoma will once again participate in the Oklahoma Town Meeting Act, thereby removing responsibility for elections from the County Election Board to the Town of Carlton Landing.

Trustees discussed that we opted out of the Open Meeting Act to allow the county to run the election for the G.O. Bond. We now wish to opt back into the Town Meeting Act format. A motion was made and seconded to approve Ordinance # 32 as stated in item 5 of the agenda.

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

- a. Discussion, Consideration, and Possible Action to adopt the Emergency Section of the foregoing ordinance

A motion was made and seconded to adopt the Emergency Section of the foregoing ordinance.

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

6. Discussion, Consideration, and Possible Action to Approve resolution # 39 authorizing the sale of \$225,000 of general obligation bonds, series 2017 of the town of Carlton Landing, Oklahoma; fixing the amount of bonds to mature each year; fixing the manner, time and place the bonds are to be sold; authorizing the town clerk-treasurer to give notice of said sale as required by law and to publish notice of sale; approving and authorizing official statements; authorizing and approving contracts for bond counsel, financial advisor and paying agent-registrar services and amendments thereto; authorizing executions and actions necessary for issuance and delivery of the bonds; and providing for other aspects of the bonds.

DISCUSSION:

Chris Gander, Securities counsel for our GO Bond, reviewed the GO Bond process and explained how it related to the TIF (Tax Increment Funding). David Kimmel sought to justification of a 15 mil increase in homeowner taxes for a starting amount of \$225,000. It was pointed out the land on which G.O. Bond money is spent must be owned by the town. We are currently drafting a transfer instrument for the specific use of the intended land as a park with Humphries Partners as the manager in order to comply with the statute requiring ownership of land on which G.O. Bond money is spent.

A motion was made and seconded to approve resolution # 39 as described in item # 6 of the agenda.

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

See below:

**RESOLUTION AUTHORIZING SALE OF BONDS
AND MATTERS RELATED THERETO**
Including Transcript of Proceedings

THE TOWN BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING,
OKLAHOMA, MET IN REGULAR SESSION AT 10B BOULEVARD, ALSO KNOWN AS
"SCHOOL BUILDING 1", IN SAID TOWN ON NOVEMBER 19, 2016, AT 8:00 A.M.

PRESENT: Mayor Joanne Chinnici, Vice Mayor Jeff Click, Trustee David Kimmel,
Trustee J.J. Morris

ABSENT: Trustee Craig McCollum

Notice of the schedule of regular meetings of the Town Board of Trustees of the Town of Carlton Landing, Oklahoma for the calendar year 2016 having been given in writing by the Town Clerk-Treasurer of said Town on December 14, 2015 and public notice and the agenda for this meeting having been posted in prominent view at 10B Boulevard, also known as "School Building 1", Town of Carlton Landing, Oklahoma, twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced a Resolution, copies having been distributed to the Trustees, and upon motion by Trustee Jeff Click, seconded by Trustee J.J. Morris, said Resolution was adopted by the following vote:

AYE: Mayor Joanne Chinnici, Vice Mayor Jeff Click, Trustee David Kimmel,
Trustee J.J. Morris

NAY: None

Said Resolution was thereupon signed by the Mayor, attested by the Town Clerk, sealed with the seal of said Town, and is as follows:

RESOLUTION NO. 39

A RESOLUTION AUTHORIZING THE SALE OF \$225,000 OF GENERAL OBLIGATION BONDS, SERIES 2017 OF THE TOWN OF CARLTON LANDING, OKLAHOMA; FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR; FIXING THE MANNER, TIME AND PLACE THE BONDS ARE TO BE SOLD; AUTHORIZING THE TOWN CLERK-TREASURER TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND TO PUBLISH NOTICE OF SALE; APPROVING AND AUTHORIZING OFFICIAL STATEMENTS; AUTHORIZING AND APPROVING CONTRACTS FOR BOND COUNSEL, FINANCIAL ADVISOR AND PAYING AGENT-REGISTRAR SERVICES AND AMENDMENTS THERETO; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR ISSUANCE AND DELIVERY OF THE BONDS; AND PROVIDING FOR OTHER ASPECTS OF THE BONDS.

WHEREAS, the issuance of \$1,700,000 of Arts and Cultural Facilities Complex Bonds by the Town of Carlton Landing, Oklahoma (the "Town"), has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the issuance of \$1,650,000 of Community Buildings Complex Bonds by the Town of Carlton Landing, Oklahoma, has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the issuance of \$100,000 of Drainage Control System Bonds by the Town of Carlton Landing, Oklahoma, has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the issuance of \$850,000 of Fire Station Bonds by the Town of Carlton Landing, Oklahoma, has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the issuance of \$4,950,000 of Parks and Recreational Facilities Bonds by the Town of Carlton Landing, Oklahoma, has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the issuance of \$250,000 of Street Lighting Bonds by the Town of Carlton Landing, Oklahoma, has been duly authorized at an election held for that purpose on February 9, 2016; and \$0.00 of said bonds have been issued; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$0.00 of the total authorized \$1,700,000 of Arts and Cultural Facilities Complex Bonds is needed at this time to finance arts and cultural facilities complex projects; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$0.00 of the total authorized \$1,650,000 of Community Buildings Complex Bonds is needed at this time to finance community buildings complex projects; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$0.00 of the total authorized \$100,000 of Drainage Control Systems Bonds is needed at this time to finance drainage control systems projects; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$0.00 of the total authorized \$850,000 of Fire Station Bonds is needed at this time to finance fire station projects; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$225,000 of the total authorized \$4,950,000 of Parks and Recreational Facilities Bonds is needed at this time to finance parks and recreational facilities projects; and

WHEREAS, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma has determined that with respect to the bonds authorized by the February 9, 2016 election, \$0.00 of the total authorized \$250,000 of Street Lighting Bonds is needed at this time to finance street lighting projects; and

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

Section 1. That with respect to the February 9, 2016 election, the \$225,000 Parks and Recreational Facilities Bonds, as referenced above, shall be sold as a single issue of general obligation bonds as authorized by Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended, shall be called General Obligation Bonds, Series 2017 (the "Bonds" or the "Series 2017 Bonds"), shall total \$225,000, and shall be sold as one unit with bids received for this single purpose bond issue as one unit only.

Section 2. That the \$225,000 of General Obligation Bonds, Series 2017 of the Town of Carlton Landing, Oklahoma, voted on February 9, 2016, shall be offered for sale at 10B Boulevard, also known as "School Building 1", in the Town of Carlton Landing, Oklahoma, on December 14, 2016, at 11:00 a.m. local time, and that said Bonds shall become due as follows:

\$25,000 on April 1, 2019 and \$25,000 annually each year thereafter until paid, with the last maturity on April 1, 2027 to likewise be \$25,000.

The General Obligation Bond, Series 2017 maturing in the years 2019 through 2023 are not subject to redemption prior to maturity. The General Obligation Bonds, Series 2017 maturing in the years 2024 through 2027 are subject to redemption at the option of the Town on any date on or after April 1, 2023, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 3. That the Town Clerk-Treasurer is hereby authorized and directed to cause a Notice of Sale of said Bonds to be given as required by law.

Section 4. The Town Board of Trustees of the Town of Carlton Landing, Oklahoma hereby determines and stipulates that bids for the Bonds shall be made by sealed bids, facsimile bids, electronic bids or similar secure electronic bids, that the Bonds shall be sold to the bidder bidding the lowest interest cost, and that each bidder on the Bonds shall submit with its bid a sum in cash, cashier's check, or electronic (wire) transfer payable to the Town Clerk-Treasurer

(To be published by *McAlester News-Capital* on November 23 and 30, and December 7, 2016)

NOTICE OF SALE OF BONDS

In accordance with the Oklahoma Statutes 2011, as amended, notice is hereby given that the Town of Carlton Landing, Oklahoma, will receive sealed bids, facsimile bids, electronic bids or similar secure electronic bids on December 14, 2016, until 11:00 a.m., local time, at 10B Boulevard, also known as "School Building 1", in the Town of Carlton Landing, Oklahoma, for the sale of \$225,000 General Obligation Bonds, Series 2017, dated February 1, 2017, of said Town, which Bonds will mature \$25,000 on April 1, 2019 and \$25,000 annually each year thereafter until paid, with the last maturity on April 1, 2027 to likewise be \$25,000.

The General Obligation Bond, Series 2017 maturing in the years 2019 through 2023 are not subject to redemption prior to maturity. The General Obligation Bonds, Series 2017 maturing in the years 2024 through 2027 are subject to redemption at the option of the City on any date on or after April 1, 2023, at the principal amount thereof, plus accrued interest to the date of redemption.

Bids filed with the Town Clerk-Treasurer shall be opened and read at 10B Boulevard, also known as "School Building 1", in the Town of Carlton Landing at the time stated above and shall be awarded thereafter on said date by the Town Board of Trustees of the Town of Carlton Landing, Oklahoma at 10B Boulevard, also known as "School Building 1", in the Town of Carlton Landing, Oklahoma, Oklahoma. Bids received after 11:00 a.m. on the above mentioned date will not be accepted and will be returned to the bidder unopened. There will be no exceptions to this policy.

The General Obligation Bonds, Series 2017 shall be sold to the bidder bidding the lowest interest cost which the Bonds shall bear and agreeing to pay par and accrued interest for the Bonds. Each bidder shall submit with its bid a sum in cash, cashier's check, or electronic (wire) transfer payable to the Town Clerk-Treasurer of the Town of Carlton Landing, Oklahoma equal to two percent (2%) of the principal amount of the Bonds. The right is reserved to reject all bids.

The General Obligation Bonds, Series 2017 is a single purpose bond issue composed of \$225,000 Parks and Recreational Facilities Bonds from a February 9, 2016 election authorization, which shall be sold as one unit, and bids will be received for this single purpose bond issue as one unit only.

WITNESS my official hand and seal on November 19, 2016.

(SEAL)




Town Clerk-Treasurer

FILED

NOV 21 2016


Signed 
Clerk, Town of Carlton Landing

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

I, the undersigned, the duly qualified and acting Town Clerk-Treasurer of the Town of Carlton Landing, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution calling for the sale of Bonds and related matters adopted by the governing body of said municipality and Transcript of Proceedings of said governing body had at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the public notice and agenda posted in prominent view at 10B Boulevard, the place of said meeting, also known as "School Building 1", in the Town of Carlton Landing, Oklahoma, in said municipality, at least twenty-four (24) hours prior to such meeting wherein said Resolution was adopted, excluding Saturdays, Sundays and State designated legal holidays.

WITNESS my hand and seal on November 19, 2016.


Town Clerk-Treasurer

(SEAL)



FILED

NOV 21 2016

Signed 
Clerk, Town of Carlton Landing

(To be published by *McAlester News-Capital* on November 23 and 30, and December 7, 2016)

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WITNESS my official hand and seal on November 19, 2016.

(SEAL)



Town Clerk-Treasurer

FILED

NOV 21 2016

Signed

Summers

7. Discussion, Consideration, and Possible Action regarding Communication between Grant Humphreys and the Oklahoma Department of Wildlife Conservation regarding an appropriate mitigation plan relative to removal of a portion of standing timber in the Eufaula Lake area south of Carlton Landing where Longtown Creek feeds into Lake Eufaula

DISCUSSION:

Grant Humphreys reported we are working with Oklahoma Wildlife to remove timber to allow for 5 – 7 feet of clear area for boat passage while at the same time preserving wild life and fish habitation.

8. Discussion, Consideration, and Possible Action regarding the revised draft of the proposed Concessionaire Agreement for Carlton Landing

DISCUSSION:

Kay Wall, Town Attorney, report the agreement is completed in the best interest of the town and the process must be placed on file.

A motion was made and seconded to accept the revised draft of the proposed Concessionaire Agreement for Carlton Landing

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

9. Discussion, Consideration, and Possible Action regarding portions of the Carlton Landing Entrance and Exit roads which are badly in need of repair

DISCUSSION:

Grant Humphreys reported that our grant writer is working with FEMA for funding of 75% of the repairs; Those negotiations are in process. Meanwhile, Mike Kerney will negotiate with the contractor who is working on Platt 5 to do the repairs on the entrance and exit roads.

A motion was made and seconded to approve an amount up to \$5,000 for repair of portions of the Carlton Landing Entrance and Exit roads.

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

10. Discussion, Consideration, and Possible Action regarding the Board of Trustees meeting schedule for 2017

A schedule of meetings for year 2017 was presented. Meetings will be held every 3rd Saturday at 8:00 a.m.

A motion was made and seconded to accept the Board of Trustees meeting schedule for 2017

AYE: Chinnici, Click, Morris, Kimmel

NAY: NONE

11. Discussion, Consideration, and Possible Action regarding the timeline and recommendations of the Planning Commission relative to proposed amendments to plat 3 of Carlton Landing, Oklahoma

DISCUSSION:

Mike Kerney reported the developer is looking at re-platting a portion of Platte # 3 into Platte # 18, creating 28 parcels where there is now one parcel. It was pointed out we need clarification of the procedure to re-platte. Kay wall, town attorney, will work on an outline of the re-platte procedure. At the December 14 meeting, we will submit a procedure recommendation to the Planning Commission to replatte block # 18.

12. Legal Reports, Comments, and Recommendations to the Governing Body

Kay Wall, town attorney, reported she will be working on a Platte Agreement for Block # 18.

13. Opportunity for public comment. NONE

14. Comments and questions by Governing Body members regarding items for future consideration. NONE

15. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.

We will have a meeting of the trustees on December 14, 2016, at 5:00 p.m. to announce the bond award. Other business may be included .

16. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 9:14 a.m. on November 19, 2016.

Mayor

Attest:

Town Clerk