

TOWN OF CARLTON LANDING
REGULAR MEETING OF THE BOARD OF TRUSTEES
Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
"School Building 1"
Saturday, March 18, 2017, 8:00 AM

MINUTES

1. Call to Order

The meeting was called to order at 8:02 a.m. with Mayor Chinnici presiding.

2. Roll Call

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

ABSENT: None

3. Sales Tax Revenue and other Financial and Administrative Reports

Renee Norman, the town Financial Officer, provided copies of the Oklahoma Taxpayer Access Point, the Town of Carlton Landing Balance Sheet as of February 28, 2017, the Profit & Loss Budget vs. Actual, July 1, 2016 – February 20, 2017, and the Transaction List by Vendor. Report sheets are attached.

4. Consent Agenda: Consideration and Action

a. Approval of Minutes:

2.18.2017 Regular Meeting of the Board of Trustees

Correction: Item # 6 of the 2.28.2017 Minutes stated the Town Green Management Agreement between Humphreys Partners 2009 LLC when it should have been between the Town of Carlton Landing and Carlton Landing Enterprises LLC.

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 to reflect the amendment.

AYE: Chinnici, Click, Kimmel, Morris

NAY: None

5. Discussion, Consideration, and Possible Action to Approve Resolution 2017-3-41 calling for elections to occur at the Carlton Landing, Oklahoma Biennial Town Meeting to occur on April 4, 2017

MOTION: A motion was made and seconded to approve the resolution calling for elections to occur on April 4, 2017, at 6:00 p.m.

AYE: Chinnici, Click, Kimmel, Morris

NAY: None

6. Discussion, Consideration, and Possible Action to approve a resolution which approves and accepts the Town Green Land Transfer Agreement by and between Humphreys Partners 2009 LLC and the Town of Carlton Landing, Oklahoma

The Board of Trustees discussed the land transfer agreement with Grant Humphreys for the purpose of building a town park. It was agreed that the park would remain a park in perpetuity and not be sold to another party. Grant provided the legal description to be attached to the resolution.

MOTION: A motion was made and seconded to approve the resolution 2017-03-42 to accept the land transfer agreement (quit claim deed).

AYE: Chinnici, Click, Kimmel, Morris

NAY: None

7. Discussion, Consideration, and Possible Action to approve a resolution which approves and accepts the Town Green Park Administration Agreement by and between Carlton Landing Enterprises LLC and the Town of Carlton Landing, Oklahoma

Grant discussed the agreement and expressed his desire to manage the Town Green Park. As stated in the Agreement, the manager wishes to maintain a goal of high standards, simplicity, flexibility, entrepreneurship, a single entity manager and a stable base of revenue. The Management Agreement reflects a desire for preservation of the natural beauty in and around the property and supports the vision of the Town of Carlton Landing. It was suggested that page 7, item 6.3 be *amended to say, "to initiate" ...*

MOTION: A motion was made and seconded to approve resolution 2017-3-43 to accept the Town Green Park Administration Agreement between Carlton Landing Enterprises and the Town of Carlton Landing.

AYE: Chinnici, Click, Kimmel, Morris

NAY: None

8. Discussion, Consideration, and Possible Action to approve the Auditor Engagement Letter regarding Calculation of the Public vs. Private investment in TIF District #1, Carlton Landing, Oklahoma

The trustees acknowledged the letter, allowing our auditor, Ann Elfrink, to initiate the TIF values project where she will monitor the public vs. private investment in the TIF district.

MOTION: A motion was made and seconded to acknowledge and approve acceptance of the Engagement Letter regarding the TIF values project.

AYE: Chinnici, Click, Kimmel, Morris

NAY: None

9. Legal Reports, Comments, and Recommendations to the Governing Body. None

10. Opportunity for public comment. None

11. Comments and questions by Governing Body members regarding items for future consideration. None

12. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting. None

13. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:46 a.m., March 18, 2017

Mayor

Attest:

Town Clerk

Draft