

**TOWN OF CARLTON LANDING  
REGULAR MEETING OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
the Carlton Landing Academy Cafeteria  
Saturday; February 15, 2020; 8:00 a.m.

**MINUTES**

1. Call to Order

The meeting was called to order at 8:00 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Myrick, Mai, Brule, Chapman, Clerk-Treasurer, Summers, Renee Norman, Chief Financial Officer, Town Attorney, Kay Wall and Town Administrator, Greg Buckley were present.

ABSENT: None

Consent Items

3. Approval of Minutes:

- a. Regular Meeting of the CL Economic Development Trust of January 18, 2020

MOTION was made by Mai and seconded by Brule to approve the consent items as presented.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

4. Acknowledge receipt of Claims and Purchase Orders Report

5. Items Removed from Consent Agenda.

6. Reports

- a. Financial Reports

# CL Economic Development Trust

## BALANCE SHEET

As of February 12, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
BOK - 3649 - TIF Increment Acct	584,774.87
BOK - 4042 - Rev Bond 2018B	124,499.48
BOK - 6147 - Rev Bond 2018	430,972.03
BOK - Rev Bond 2019	504,564.00
Total Bank Accounts	\$1,644,810.38
Total Current Assets	\$1,644,810.38
Fixed Assets	
Projects - 2018 Revenue Bond	
Dev Reimb - Rev Bond 2018	36,238.00
Infra Reimb - Rev Bond 2018	337,614.00
Marina - Courtesy Dock	28,000.00
Marina Center - Clearing	67,345.71
Marina Center - Fencing	10,400.00
Nature Center - Playground	69,470.59
Post Office	13,519.02
School Support - Rev Bond 2018	459,798.00
Water Street ROW	78,000.00
Total Projects - 2018 Revenue Bond	1,100,385.32
Projects - 2018B Revenue Bond	
Dev Reimb - Rev Bond 2018B	144,241.14
Future Courtesy Dock	111,419.09
Infra Reimb - Rev Bond 2018B	206,000.00
Nature Center - Soft Costs	80,233.20
Town Green - Public Amenity	131,622.00
Town Square	30,621.00
Water Street ROW	30,640.00
Total Projects - 2018B Revenue Bond	734,776.43
Projects - 2019 Revenue Bond	
Dev Infrastructure - Phase 5	706,829.00
Park Street Lake Approach	161,469.00
Water Street ROW Improvements	36,138.00
Total Projects - 2019 Revenue Bond	904,436.00
Projects Not in Bond	
Block 10 Parking	35,380.67
Nature Trails	83,375.99
Total Projects Not in Bond	118,756.66
Total Fixed Assets	\$2,858,354.41
<b>TOTAL ASSETS</b>	<b>\$4,503,164.79</b>
<b>LIABILITIES AND EQUITY</b>	

b. Town Administrator Report

Town Administrator's Report – February 15, 2020

- Trustee Workshop/Retreat February 1, 2020
- Alley Improvements – Engineering Plans were received, Mike and I reviewed and sent comments to Engineer, revised plans should be returned by end of next.
- Corp Annual Report - Worked on Year-End Report and updating Development Plan. Met with the Corp on Thursday, February 12 to review Development Plan, waiving construction restriction and they performed the annual inspection.
- Visited with Jim Hasenbeck on Plan Review process of Planning Commission and Phase 6 plans.
- Met with Grant – We have set-up an ongoing meeting time every two weeks to review projects and have general communication. Current project discussion – Entrance Road deed of property, School property, Extend Ridgeline Road, Marina relocation, Stephens Road.
- Nature Center Facility – Have had communication with TKWA, original Architects on proposal for revising building plans and preparing construction ready plans, have had discussion with Mike Kerney on alternate plans that had been developed, reviewed new process for using construction management or design build option under new Statute, went into effect January 1, 2020.
- Working with County on setting up draw account for Entrance Road project.

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

7. Recognize Citizens wishing to comment on non-Agenda Items  
Under Oklahoma Law, 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.

None

8. Comments and questions by Governing Body members regarding items for future consideration. None
9. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:04 a.m., February 15, 2019

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Mayor

Attest:

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Town Clerk

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