

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

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2"

Date and Time: Saturday, February 20, 2016 at 8:00 a.m.

Notice and Agenda posted in prominent view at 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2" and on the Community Bulletin Board on the Telephone Booth on the Boulevard, Carlton Landing, Oklahoma before 8:00 a.m. February 18, 2016

MINUTES

1. Call to Order.

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

2. Roll Call.

A roll call reflected that Trustees Chinnici, Click, Hardway, Clerk Blair and Treasurer Summers were present.

3. Minutes:

a. Special Board of Trustees Meeting January 15, 2016

MOTION: A motion was made and seconded to approve the minutes as written.

AYE: Chinnici, Click, Hardway

NAY: None

b. Regular Board of Trustees Meeting January 16, 2016

MOTION: A motion was made and seconded to approve the minutes as written.

AYE: Chinnici, Click, Hardway

NAY: None

4. Resignation of Trustee Angella Lee and Appointment of new Trustee

DISCUSSION: Trustee Angella Lee submitted a letter of resignation on January 26, 2016. Mayor Chinnici nominated David Kimmel to fill the position.

MOTION: A motion was made to accept the letter of resignation for Angella Lee and to accept the nomination of David Kimmel to fill the vacant trustee position.

AYE: Chinnici, Click, Hardway

NAY: None

5. Swearing in of new Trustee

Dr. David Kimmel was sworn in as a trustee and signed his oath of office.

6. Discussion, Consideration and Possible Action to Repeal Ordinance #27, an ordinance opting out of the Oklahoma Town Meeting Act requiring elections and initiative and referendum questions to be

decided only through elections conducted by the County Election Board; repealing all conflicting ordinances or parts of ordinances; providing for an effective date; and declaring an emergency.

6a. Discussion, Consideration, and Possible Adoption of the Emergency Section of the foregoing ordinance.

DISCUSSION: The next town meeting requiring a vote will not be until April 2017. It is likely that there may be a need for county election board support before that time. Attorney Wall advised to wait until after the November election timeframe to revisit this issue.

MOTION: A motion was made and seconded to strike agenda item 6, including 6a.

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

7. Discussion, Consideration, and Possible Action to revise Ordinance #21 to include building code fees for Commercial Buildings and Accessory Outbuildings and for the Ordinance to be effective in January 2016.

DISCUSSION: The current Ordinance #21 does not include a building code fee for commercial buildings and accessory outbuildings. An amendment is necessary to include appropriate fees.

MOTION: A motion was made and seconded to approve the revision to Ordinance #21 to include a \$200.00 flat fee for outbuildings with or without living quarters (in addition to 10% Town Administration Fee and \$16.00 Fee to State of Oklahoma)

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

7a. Discussion, Consideration, and Possible Adoption of the Emergency Section of the foregoing ordinance.

MOTION: A motion was made and seconded to approve the emergency section of the amended ordinance #21 as stated in agenda item #7

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

8. Discussion, Consideration, and Possible Action regarding local business Off the Hook compliance letter.

DISCUSSION: Off the Hook business is required to provide a letter of compliance from the Town of Carlton Landing in order to gain approval from A.B.L.E. commission for necessary permits and licenses.

MOTION: A motion was made and seconded to approve the letter from the Mayor regarding Off the Hook compliance with building and zoning regulations.

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

9. Discussion, Consideration, and Possible Action regarding a directive to the Town Attorney to enter into an Inter-local agreement with the Pittsburg County Commissioners regarding opening a section line road in order to provide secondary access and egress to and from the town especially in times of

emergencies including flooding, snow and ice accumulation, fire, and need for Emergency Medical Services.

DISCUSSION: Attorney Wall advised that an Inter-local agreement as stated in agenda item #9, describing public purpose and benefit of the road, is the appropriate course of action to move forward in the approval process.

ACTION: Attorney Wall will prepare a letter to the County Commissioners outlining the Town of Carlton Landing's authority to spend funding on a road, for both construction and repair, which is outside of town limits.

10. Report regarding use of TIF funds to cover increased audit costs from TIF projects.

DISCUSSION: Mayor Chinnici asked if it is reasonable to use TIF funds to pay for the additional audit costs that are directly tied to the TIF.

ACTION: Town administrators will talk The Center for Economic Development to make sure we are in compliance with the Act.

11. Report on TODS application and exit road signage

DISCUSSION: Grant Humphreys provided an update on the cost and timeline of the signage. The brown tourism signs are approximately \$2,000 per sign which includes sign and installation. The Green highway signs are approximately \$7,000 per sign plus \$1,500-\$2,000 per sign for installation. There are 6 green highway signs needed. Per Grant, the State said they would pay for the signs if the town pays for the installation. Grant indicated the Developer would pay for the installation costs of the highway signs.

ACTION: An update will be provided at the next town board meeting for the brown tourism signs.

12. Discussion, Consideration, and Possible Action regarding Amendment of the TIF Project Cost Advancement and Eligibility Agreement By and Between the Town of Carlton landing and Carlton Landing, LLC to increase the advancement to an amount not to exceed \$150,000.00. (currently set at \$75,000.00)

DISCUSSION: Original agreement authorized \$75,000. Additional costs were spent due to the maps required for annexation. The request to increase the authorization to \$150,000 is to reimburse the developer for costs already incurred due to TIF. The funds will be reimbursed with TIF funds then they are received. Two resolutions were presented for approval,

a. Resolution #31- RESOLUTION APPROVING THE ASSIGNMENT OF THE ENGAGEMENT AGREEMENT WITH THE CENTER FOR ECONOMIC DEVELOPMENT LAW, PLLC TO THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST

MOTION: A motion was made and seconded to approve Resolution #31 as presented

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

b. Resolution #32 - RESOLUTION APPROVING THE AMENDED AND RESTATED PROJECT COST ADVANCEMENT AND ELIGIBILITY AGREEMENT BY AND BETWEEN

**THE TOWN OF CARLTON LANDING, CARLTON LANDING ECONOMIC
DEVELOPMENT TRUST, AND HUMPHREYS PARTNERS 2009 LLC**

MOTION: A motion was made and seconded to approve Resolution #32 as presented

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

13. Discussion, Consideration, and Possible Action regarding a Resolution Approving a Trails Development Agreement with Humphreys Partners 2009, LLC, to Construct a System of Trails throughout the Town of Carlton Landing and in the Area Leased from the United States Army Corps of Engineers.

DISCUSSION: With approval of USACE land use, and approval of construction permits, the Developer is ready to start construction. ASACE is authorizing the Town to build. The Town now has to authorize the Developer to build a trail, up to \$100,000 using TIF funding. It does not require a public bid process due to the cost being under 25% of the total project plan's impact. Funds for the trail will be provided through TIF rather than through GO bond or other sources. This approval must be made by the Carlton Landing Economic Development Trust (CLEDT).

MOTION: A motion was made and seconded to acknowledge the proposed agreement between CLEDT and the Developer for the trail construction.

AYE: Chinnici, Click, Hardway, Kimmel

NAY: None

14. Comments and questions by governing body members regarding items for future consideration.

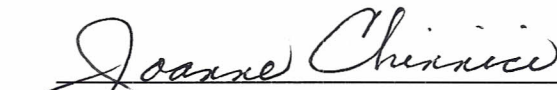
a. Sales Tax Report: We are now starting to track vendors. The budget is available showing expenditures and balances and will be provided at the next meeting.

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

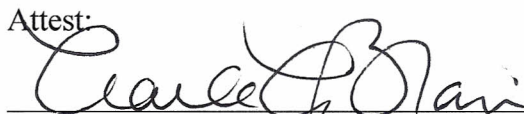
None

16. Adjournment.

The meeting was adjourned at 0928



Mayor

Attest:


Town Clerk

