

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

Location: 121 Academy Lane, Carlton Landing, Oklahoma, also known as "The Studio"

Date and Time: Saturday, July 19, 2014 at 8:00 a.m.

Notice and Agenda posted in prominent view at The Meeting House and 121 Academy Lane, Carlton Landing Oklahoma, also known as "The Studio" before 5:00 p.m. on July 17, 2014

MINUTES

1. Call to Order.

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

2. Roll Call.

A roll call reflected that Trustees Chinnici, Melton, and Click were present at roll call.

3. Minutes:

a. Special Board of Trustees Meeting of June 14, 2014

MOTION: Action on this item was postponed to the end of the meeting, whereupon a motion was made and seconded to table this item to the next meeting of the Trustees

AYE: Chinnici, Melton, Click, McCollum, Hardway.

NAY: None

4. Discussion, Consideration and Possible Action to appoint a qualified resident to Town Trustee Position No. 3 to fill the vacancy created by the resignation of Justin Duval until the next biennial Town Meeting.

DISCUSSION: It was noted that former Mayor and Trustee Justin Duval was in the process of moving his residence to Shawnee, and that his written resignation from the offices of Mayor and Town Trustee Position No. 3 had been received, effective July 15, 2014. Trustee Click nominated resident Richard Hardway for appointment to the office of Town Trustee Position No. 3. Mr. Hardway was present and indicated that he would serve if appointed. No other nominations were made.

MOTION: A motion was made and seconded to appoint Richard Hardway to Town Trustee Position No. 3 until the next biennial Town Meeting.

AYE: Chinnici, Melton, Click.

NAY: None

5. Administration of Oaths of Office to Town Trustee No. 3 and Town Treasurer.

ACTION: Vice-Mayor Chinnici administered the constitutional oath of office to Richard Hardway for the office of Town Trustee Position No. 3.

6. Discussion and Possible Action regarding condition of sales tax revenues.

DISCUSSION ONLY – NO ACTION: It was noted by resident Grant Humphreys that the amounts paid to the town by the Tax Commission in June and July totaled \$5476, below budget projections. Mr. Humphreys noted that builders within the town are actively working to increase awareness of the sales tax among materials vendors. The materials sales and materials deliveries within the boundaries are still expected to be similar to the amounts used for the budget projections.

Trustee McCollum arrived at 8:15 A.M. during the discussion of the above agenda item, and he participated in the remainder of the meeting.

7. Nomination and election of Mayor.

DISCUSSION: It was noted that former Mayor Justin Duval's July 15 resignation created a vacancy in the office of Mayor. Trustee Click nominated Vice-Mayor Joanne Chinnici for the office of Mayor, and Ms. Chinnici indicated that she was willing to serve if elected. No other nominations were made.

MOTION: A motion was made and seconded to elect Vice-Mayor Joanne Chinnici to the office of Mayor.

AYE: Chinnici, Melton, Click, McCollum, Hardway

NAY: None

a. Nomination and election of Vice-Mayor (to be held only if Vice-Mayor Chinnici is elected as Mayor).

It was noted that the election of Trustee Chinnici to the office of Mayor created a vacancy in the office of Vice-Mayor. Trustee Click nominated Trustee Jeffrey Melton to the position of Vice-Mayor. Mr. Melton stated that he was willing to serve if elected. No other nominations were made.

MOTION: A motion was made and seconded to elect Trustee Jeffrey Melton to the office of Vice-Mayor.

AYE: Chinnici, Melton, Click, McCollum, Hardway

NAY: None

8. Discussion, Consideration and Possible Action to adopt a resolution authorizing the Mayor to select and engage a firm to perform audit services required by Section 17-105 of Title 11 of the Oklahoma Statutes, for the fiscal year ended June 30, 2014, at a cost not to exceed \$1,500.00, and to execute related agreements and to do and take all actions necessary to accomplish the foregoing.

DISCUSSION: It was noted that an annual audit is required by Section 17-105 of Title 11 of the Oklahoma Statutes, and that the budgeted amount of \$1500 should be sufficient given the limited number of financial transactions.

MOTION: A motion was made and seconded to adopt Item No. 8.

AYE: Chinnici, Melton, Click, McCollum, Hardway.

NAY: None

9. Discussion, Consideration and Possible Action to award and approve a contract with Carlton Landing Enterprises, LLC, in an amount not to exceed \$18,000, to perform administrative services under the supervision of town officials.

DISCUSSION ONLY: A proposed scope and costs of services was distributed, and it was noted that the proposed total cost was much less than the anticipated cost of obtaining the same services by hiring employees or engaging other service providers. Resident Grant Humphreys, on behalf of Carlton Landing Enterprises, LLC, noted that even though the value of the proposed services to the town is substantially higher than the budgeted \$1,500 per month cost, Carlton Landing Enterprises proposes to further reduce the costs of services when town revenues fall below \$7,500 in any given month. Trustees Click, Chinnici and Melton expressed interest in considering a contract with the proposed scope of services at the next meeting.

10. Discussion, Consideration and Possible Action to direct the development of an ordinance to regulate the magnitude and type of noise within the town boundaries.

DISCUSSION ONLY: Noise ordinances from other municipalities were provided to the Trustees for review. Trustee Click noted that holiday and weekend boaters from outside the community had been blasting loud music directly up the hill into the Town, and that something needs to be done to ~~reduce~~ encourage better behavior. Resident Grant Humphreys noted that the Town's boundaries extend some distance into the cove, and that even without annexation of additional territory, some of the cove is subject to the Town's jurisdiction.

MOTION:

A motion was made and seconded to request the development of an ordinance to prohibit excessive noise as a public nuisance.

AYE: Chinnici, Melton, Click, McCollum, Hardway.

11. Possible creation of a public trust to be called the Carlton Landing Economic Development Trust:

DISCUSSION: Trustees discussed the potential functions of a public trust, which could include actions to facilitate and manage activities in connection with a future tax increment financing district and the management of certain public properties on behalf of the Town.

- a. Discussion, Consideration and Possible Action to approve the trust indenture and accept the sole beneficial interest in the Carlton Landing Economic Development Trust and to authorize the mayor or vice-mayor to execute the approval and acceptance of beneficial interest on behalf of the Town of Carlton Landing.

MOTION: A motion was made and seconded to approve Item No. 11.a.

AYE: Chinnici, Melton, Click, McCollum, Hardway.

NAY: None

- b. Discussion, Consideration and Possible Approval of a Resolution approving the trust indenture for the Carlton Landing Economic Development Trust ("Trust"); approving and accepting the beneficial interest for the Town of Carlton Landing, Oklahoma in the Trust; and approving the ex-officio appointment of Town Trustees as trustees of the Trust.

MOTION: A motion was made and seconded to adopt Item No. 11.b.

AYE: Chinnici, Melton, Click, McCollum, Hardway.

NAY: None

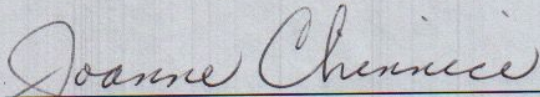
12. Opportunity for public comment.
NO ACTION

13. Comments and questions by governing body members.
DISCUSSION: Mayor Chinnici noted that the Town's officials are required to attend an institute for municipal officials, and that her experience had been beneficial. It was discussed that the requirement must be met within one year of election or appointment.

14. New Business: any matter not known about or which could not have been reasonably foreseen prior to the time of posting.
NO ACTION

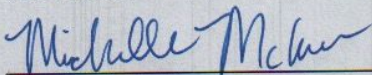
15. Adjournment.
MOTION: A motion was made and seconded to adjourn.
AYE: Chinnici, Melton, Click, McCollum, Hardway.
NAY: None

The meeting was adjourned at 8:51 a.m.



Mayor

ATTEST:



Town Clerk

