

**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, September 20, 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 September 18, 2014

MINUTES

1. Call to Order.

The meeting was called to order at 8:12 a.m., with Mayor Chinnici presiding.

2. Roll Call.

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

3. Minutes:

a. Regular Board of Trustees Meeting of August 16

MOTION: A motion was made and seconded to approve the minutes of August 16, 2014.

AYE: Chinnici, Click, Hardway.

NAY: None

b. Special Board of Trustees Meeting of September 6, 2014

NO ACTION

4. Discussion regarding the status of sales tax revenues.

DISCUSSION: Mayor Chinnici noted that September transfer from the Oklahoma Tax Commission was a significant improvement. Jordan Sowers reported that it is believed that the collection rate is nearing 100%, and that the amount remains below budget projections because deliveries during the relevant month were lower than normal. Grant Humphreys reported that Tradition Craft Homes anticipates significant materials deliveries over the next several months, which will impact sales tax collections.

NO ACTION

5. Discussion regarding the possible creation of a town planning commission.

DISCUSSION: Grant Humphreys noted that a planning commission will be needed to consider the project plan for a proposed TIF district, and that a planning commission will also be needed to consider a comprehensive plan consistent with the DPZ master plan and other policies. Mr. Humphreys noted that the developer proposes to allow annexation of most of its acreage to enable a more significant TIF district, but the developer will not do that unless the Town adopts policies consistent with the current community vision. It was noted by that potential planning commission members should be identified in the next month, and that the creation of the planning commission could occur at the next meeting.

NO ACTION

6. Discussion, Consideration and Possible adoption of a resolution approving a recommended town parking policy; declaring the intent of the Board of Town Trustees to adopt future regulatory ordinances consistent with the policy; and encouraging residents and visitors to comply with the policy.

DISCUSSION: Trustee Click offered his view that at this stage of the town's development, one of the important roles of the board of trustees is to identify good practices and provide policy direction as good ideas become apparent. Without any policy in place, residents and visitors have no guidance. Trustee Click noted that the proposed policy is not onerous. Mayor Chinnici noted her support for the ideas in the policy. Grant Humphreys noted that the policy will not be enforceable, but that most residents will want to do things the right way if they know a policy exists.

MOTION: A motion was made and seconded to accept and approve the resolution and parking policy.

AYE: Chinnici, Click, Hardway

NAY: None.

7. Discussion, Consideration and Possible adoption of a resolution designating a new location for the maintenance and storage of town records; and providing for access to records.

DISCUSSION: It was noted that the address of the proposed new location for records may need to be corrected. It was also noted that a website would also be useful to make Town records available to the public.

MOTION: A motion was made and seconded to approve the resolution, with correction of the address if needed, with the following language added at the end of the Now, Therefore paragraph of the resolution: "and to an online site to be created."

AYE: Chinnici, Click, Hardway

NAY: None

8. Opportunity for public comment.

Residents noted their interest in the creation of a planning commission, TIF district and parking resolution, and an opinion was expressed that dissemination of the parking resolution before having parking permits available could cause confusion and frustration.

9. Comments and questions by governing body members regarding items for future consideration.
NO ACTION OR DISCUSSION

10. Adjournment.

The meeting was adjourned at 8:48 a.m.

Joanne Chinnici
Mayor

ATTEST:

Carol Blair
TOWN CLERK

