

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, July 16, 2016

NOTICE AND AGENDA

1. Call to Order
2. Roll Call
3. Consent Agenda: Consideration and Action
 - a. Approval of Minutes:
Regular Meeting of the Board of Trustees June 18, 2016 8:00 AM
 - b. Approval of payment of Purchase Orders
 - c. Approval of other Payment of Claims
 - i. Ongoing contract with Town Attorney, Kay Wall
 - ii. Ongoing agreement with Town Finance Officer, Renee Norman
 - iii. Ongoing contract with Carlton Landing Volunteer Fire Department
 - iv. New contract to retain Shelia Edwards, Grant Writer, \$1000.00
4. Sales Tax Revenue and other Financial and Administrative Reports including the process regarding purchase orders
5. Discussion, Consideration, and Possible Action to approve the payment of approximately \$8,000.00 for road maintenance
6. Discussion, Consideration, and Action to approve a change to the ongoing Administrative Contract, Section 3, page 3, between the Town of Carlton Landing, Oklahoma and Carlton Landing Enterprises, LLC to amend the fee from \$950.00 to \$500.00 monthly as agreed upon at the May 21, 2016 meeting of the Board of Trustees
7. Discussion, Consideration and Action to engage the Center for Economic Development Law to prepare the Annual report providing an accounting for the Economic Development Project Plan and Increment District No. 1, Town of Carlton Landing, Oklahoma for fiscal year 2015-2016 as required by Section 867 of the Local Development Act
8. Discussion, Consideration, and Action to engage Anne Marie Elfrink, CPA to prepare the 2015-2016 Financial Audit, Estimate of Needs for FY 2017, and the SAI2643 for FY2016 as required by the State Auditor's Office, including filing, for a fixed rate fee of \$2700.00 for the Audit plus \$500.00 for the Estimate of Needs
9. Discussion, Consideration, Possible Action regarding a presentation by Grant Humphreys describing ownership and maintenance responsibility of "Common Areas", "Public Land", and "Private Land.
10. Discussion, Consideration, and Possible Action regarding the potential need for the Board to establish processes for the Town to approve future Events to take place within the Town of Carlton Landing
11. Discussion and possible action regarding recommendations relative to safety issues and concerns of Fire Chief Jeremy Tolman

12. Discussion, Consideration, and Possible Action regarding the potential need for an ordinance regarding the safety of residents and visitors to Carlton Landing including the use of Fireworks
13. Discussion, Consideration, and Possible Action regarding the Consent Request Letter mandated by the Corps of Engineers describing proposed Projects on our Corps leased land.
14. Legal Reports, Comments, and Recommendations to the Governing Body
15. Opportunity for public comment.
16. Comments and questions by governing body members regarding items for future consideration.
17. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting
18. Adjournment

I certify that the foregoing Notice and Agenda was posted in prominent view at 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2" at 3:00 p.m., on the 14th day of July, 2016.

Signature of Person Posting the Agenda

J Summers



Printed Name of Person Posting the Agenda

JAN SUMMERS