

**TOWN OF CARLTON LANDING**  
**REGULAR MEETING OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST**  
Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
the "High School Classroom"  
Saturday; May 19, 2018

Immediately following the Regular Meeting of the Carlton Landing Board of Trustees

**MINUTES**

1. Call to Order

The meeting was called to order at 9:07 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Kimmel, Click and Clerk-Treasurer, Summers were present, as well as Town Financial Officer, Renee Norman and Project Manager, Chip Kilburn.

ABSENT: Carrick, Chapman

3. Financial Reports

Renee Norman provided an explanation of the process for Draw Requests from TIF Funds. Two (2) draw requests have been approved and from now on, projects will submit an invoice. The Board will approve every draw at monthly meetings.

4. Consent Agenda: Consideration and Action

- a. Approval of Minutes:
  - 4.21.18 Regular Meeting of the CLEDT
- b. Draw Requests per Funding Eligibility Agreements
  - i. Block 10 Parking, \$35,380.67
  - ii. Nature Center Facilities \$83,375.99

MOTION: A motion was made by Kimmel and seconded by Click to approve the Consent Agenda as presented.

AYE: Chinnici, Kimmel, and Click  
NAY: None

5. Discussion, Consideration, and Action to approve draws from TIF Soft Cost Funds

- a. Stephens Rd. Extension      \$9,750
- b. Hydrographic survey of Roundtree Landing Cove    \$13,000
- c. Mountain Bike Trails Design and Plans to be drawn by KOM Trails    \$11,000

MOTION: A motion was made by Kimmel and seconded by Click to approve the draws from TIF Soft Cost Funds as presented.

AYE: Chinnici, Kimmel, and Click

NAY: None

6. Discussion, Consideration, and Action to Approve engagement of Ann Elfrink to prepare the Estimate of Needs for the upcoming fiscal year beginning July, 2018

MOTION: A motion was made by Chinnici and seconded by Click to engage Ann Elfrink to prepare the Estimate of Needs for the upcoming fiscal year beginning July, 2018

AYE: Chinnici, Kimmel, and Click

NAY: None

7. Administrative Reports: None

8. Discussion, Consideration, and Possible Action to engage Dan Hurd, building inspector, to perform the required ADA inspection for the Nature Center Trails and Beach as required by law

MOTION: A motion was made by Click and seconded by Chinnici to engage Dan Hurd to perform the required ADA inspection for the Nature Center Trails and Beach.

AYE: Chinnici, Kimmel, and Click

NAY: None

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

10. Opportunity for public comment. None

11. Comments and questions by Governing Body members regarding items for future consideration. None

12. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting. None

13. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 9:19 a.m., May 19, 2018

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Mayor

Attest:

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Town Clerk