

**TOWN OF CARLTON LANDING
REGULAR MEETING OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
the Carlton Landing Academy Cafeteria
Saturday; April 20, 2019; 8:00 a.m.

MINUTES

Swearing-in of Newly Elected Board Members

1. Call to Order

The meeting was called to order at 8:08 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Myrick, Brule, Mai, Chapman, Clerk-Treasurer, Summers, Town Financial Manager, Norman and town attorney, Kay Wall were present.

ABSENT: None

3. Election of Mayor

A motion was made by Chuck Mai that Joanne Chinnici continue as mayor of the board. She was approved by a vote of acclimation.

4. Financial Reports

Renee Norman, town Financial officer, reported the Economic Development Trust Balance Sheet reflecting a balance of \$2,715,631.01. She also reported that we had received the Revenue Bond 2018b in the amount of \$950,000.

5. Consent Agenda: Consideration and Action

a. Approval of Minutes:

3.16.19 Regular Meeting of the C.L. Economic Development Trust

b. Approval of payment of Purchase Orders

c. Approval of other Payment of Claims

l. Center for Economic Development Law	\$5492.94
ll. Infrastructure Solutions Group, LLC: Marina Site Layout	\$8360.00
lll. Traditional Craft Homes, LLC: Nature Center Playground	\$26,937.61

MOTION: A motion was made by Mai and seconded by Chapman to approve the consent agenda as presented.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

5. Administrative Reports: None

6. Discussion, Consideration, and Possible Action regarding the expenditure of the most recent G.O. Bond funds which are earmarked for Entrance/Exit drainage and storm water management

MOTION: A motion was made by Chinnici and seconded by Myrick to strike and put this item on the agenda of the regular meeting of the board of trustees.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

7. Discussion, Consideration, and Action to approve or disapprove a new FEA template and/or a template to be used as an addendum to the FEAs already approved

The wording of the old template was not clear about who owns what. This new template provides clarity.

MOTION: A motion was made by Mai and seconded by Brule' to approve the new FEA template.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

8. Discussion, Consideration, and Action to approve or disapprove the FEA addendums to the following agreements:

- a. Academy Building C (Construction and construction management) (\$448,058.27)
Motion by Chinnici and seconded by Mai to approve addendums.

- b. Block 10 Parking (Clearing and Gravel) (\$35,380.67)
Motion by Chinnici and seconded by Mai to approve addendums.

- c. Formation Costs (Corps Lease) (\$35,083.41)
Motion by Chinnici and seconded by Mai to approve addendums

- d. Infrastructure "Phase 3" (\$337,482.82)
Motion by Chinnici and seconded by Brule' to approve addendums

- e. Marina Center (Planning and Storm Water Management) (\$8250.56)
Motion by Chinnici and seconded by Mai to approve addendums

- f. Nature Center Facilities (Design and Storm Water Management) (\$83,375.99)
Motion by Chinnici and seconded by Brule' to approve addendums

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

9. Discussion, Consideration, and Action to approve or disapprove an FEA between the Carlton Landing Economic Development Trust and Humphreys Partners 2009, LLC as reimbursement of funds spent on "Phase 5a" Lot Development Infrastructure (\$912,828.65)

A motion was made by Mai and seconded by Mai and seconded by Chinnici to approve an FEA between the CLEDT and Humphreys Partners 2009 for Phase 5a development.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

10. Discussion, Consideration, and Action to approve or disapprove an FEA between the Carlton Landing Economic Development Trust and Humphreys Partners 2009, LLC as reimbursement of funds spent on Academy A & B Foundations (\$915,145.68)

MOTION: A motion was made by Mai and seconded by Brule' to *table* this item to

allow for time to look at options.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

11. Discussion, Consideration, and Action to approve or disapprove an FEA between the Carlton Landing Economic Development Trust and Humphreys Partners 2009, LLC as reimbursement of funds spent on Formation Costs for the TIF District (\$144,241.14)

MOTION: A motion was made by Chinnici and seconded by Mai to approve reimbursement of funds spent on formation costs for the TIF District.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

12. Discussion, Consideration, and Action to approve or disapprove an FEA between the Carlton Landing Economic Development Trust and Humphreys Partners 2009, LLC as reimbursement of funds spent on the Park Street Lake Approach (\$161,468.96)

MOTION: A motion was made by Mai and seconded by Chinnici to approve an FEA as stated above to reimburse funds spent on Park Street Lake Approach.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

13. Discussion, Consideration, and Action to approve or disapprove an FEA between the Carlton Landing Economic Development Trust and Humphreys Partners 2009, LLC as reimbursement of funds spent on the Town Green Park (\$131,622.25)

MOTION: A motion was made by Mai and seconded by Chinnici to approve an FEA as stated above for reimbursement of funds spent on the Town Green Park.

AYE: Chinnici, Myrick, Brule, Mai, Chapman

NAY: None

14. Legal Reports, Comments, and Recommendations to the Governing Body.

Kay Wall reminded the trustees that the Bachelor Firm is always available to them for clarification on TIF issues.

15. Opportunity for public comment.

Comment regarding town acquisition of the academy buildings was given.

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

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

18. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 9:05 a.m. April 20, 2019.

Mayor

Attest:

Town Clerk

Draft



**CENTER FOR ECONOMIC
DEVELOPMENT LAW**

301 N. Harvey, Suite 100
Oklahoma City, Oklahoma
73102-3421

405 232 4606 TELEPHONE
405 232 5010 FACSIMILE
www.econlaw.com

April 11, 2019 Invoice No.: 13463
(Invoice Date)

TIN: 80-0520159

Town of Carlton Landing
20 Boulevard
Carlton Landing, Oklahoma

Matter No.:789-1

Attention: Grant Humphreys, Administrator (Via Email)

RE: Legal Consulting Services Under the Local Development Act

Billing Period:

For the Calendar Month Ending Mar 31, 2019

LEGAL SERVICES

DATE	DESCRIPTION	Attorney/ Staff	Rate	Hours	Amount
Mar-28-19	Draft addendum and new forms for FEAs that include language re: ownership/maintenance of projects upon completion; correspond with J. Chinnici re: same.	JRS	\$165.00	1.50	247.50
Total of Legal Services Fees for Billing Period:					\$247.50
Total of Legal Services Fees & Disbursements for Billing Period:					\$247.50
Previous Balance:					5,245.44
Balance Due:					\$5,492.94

"Balance Due" may not reflect payments or charges made after the last day of the Billing Period.





October 31, 2018

Town of Carlton Landing
29 Water Street
Eufaula, OK 74432

In Reference To: Civil Engineering
Carlton Landing, Marina Site Layout and Drainage Plans
Invoice # CNL-18-04-03

Attached, please find the invoice for Engineering Services for the above referenced project. Please process this invoice for payment at your earliest convenience. If you have any questions please do not hesitate to let us know.

Please mail all payments to Infrastructure Solutions Group, LLC's McAlester office at the following address:

Infrastructure Solutions Group, LLC
719 S. George Nigh Expressway
McAlester, OK 74501

Sincerely,

Infrastructure Solutions Group, LLC

Robert Vaughan, P.E.
Branch Manager

Enclosure

RV/dv

719 S. GEORGE NIGH EXPY • MCALESTER, OK 74501 • 918.420.5500 • 855-596-6481 FAX • WWW.ISGENGINEERING.COM
engineering the future • civil engineering • environmental • transportation • bridge • construction management • design/build

Traditional Craft Homes, LLC
 50 Ramble Along Road
 Carlton Landing OK 74432

Invoice

Date	Invoice #
3/21/2019	EDT-66-TCL

Bill To
Town of Carlton Landing Economic Development Trust Mayor Joanne Chinnici

Quantity	Description	Rate	Amount
	Town of Carlton Landing - Nature Center Playground Constr Draw March 29, 2019	26,937.61	26,937.61
		Total	\$26,937.61
		Payments/Credits	\$0.00
		Job Total Balance	\$26,937.61

EDT

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