

**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; October 19, 2019, 8:00 a.m.

MINUTES

1. Call to Order

The meeting was called to order at 8:02 a.m. with Mayor Chinnici presiding.

2. Roll Call

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

ABSENT: Brule

Consent Items

3. Approval of Minutes:

- a. Regular Meeting of the CL Economic Development Trust of September 21, 2019

4. Acknowledge receipt of Claims and Purchase Orders Report

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

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

5. Items Removed from Consent Agenda. None

6. Consider, discuss and approve Carlton Landing Economic Development Trust Board of Trustees Regular Meeting Schedule for calendar year 2020, setting meeting time and location, or take any other appropriate action.

MOTION: A motion was made by Mai and seconded by Chinnici to approve the CLEDT Regular Meeting Schedule for calendar year 2020, setting meeting time and location as presented.

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

7. Consider, discuss and approve Ordinance 2019-10-01-T amending Ordinance No. 26 approving and adopting a minor amendment to the Carlton Landing Economic Development Project Plan; providing for a revision to the project cost budget by transferring budgeted project costs from the "Contingency" category to the "District Administration" category; providing for severability and Declaring an Emergency, or take any other appropriate action

MOTION: A motion was made by Mai and seconded by Myrick

to amend Ordinance No. 26 approving and adopting a minor amendment to the Carlton Landing Economic Development Project Plan; providing for a revision to the project cost budget by transferring budgeted project costs from the "Contingency" category to the "District Administration" category; providing for severability and Declaring an Emergency, or take any other appropriate action

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

- a. Motion was made by Mai and seconded by Myrick to approve or disapprove declaring an emergency.

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

8. Consider, discuss and approve Funding Eligibility Agreement(s) submitted by Humphreys Partners 2009, LLC. to reimburse eligible costs of project(s) completed by HP09 as allowed under the Master Development Agreement.

- | | |
|----------------------------|--------------|
| b. Town Square - | \$ 63,227.50 |
| c. Post Office - | \$ 13,519.02 |
| d. Nature Center Trails - | \$ 80,233.20 |
| e. Future Courtesy Docks - | \$147,601.21 |
| f. Academy A & B - | \$609,727.39 |

MOTION: A motion was made by Chinnici and seconded by Myrick to table the FEA's for the Town Square and Courtesy Docks. These expenditures will require further clarification prior to approval.

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

MOTION: A second motion was made by Chinnici and seconded by Chapman to approve the FEA's for the Post Office mailbox bank, the Nature Center Trails and Academy buildings A & B. It is understood that purchase of the academy buildings includes the structures and the land they sit on.

AYE: Chinnici, Myrick, Mai, Chapman

NAY: None

9. Reports

- g. Financial Reports:

Renee Normans reported the Carlton Landing EDT Balance Sheet (see attached)

- h. Town Administrator Report: None

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

10. Recognize Citizens wishing to comment on non-Agenda Items
Under Oklahoma Law, Trustees are prohibited from discussing or taking any action on items not on today's agenda. Citizens wishing to address the Board on items not on the agenda are required to sign-up no later than five (5) minutes prior to the scheduled start time of the meeting. The sign-in sheet will contain space for citizens name,

address, phone number, and topic to discuss. In this way, staff will be able to follow-up on any issues presented, if necessary. Citizens will be provided three (3) minutes.
None

Mayor Chinnici called for a RECESS of the meeting at 8:20 in order to call the regular meeting of the Board of Trustees to order.

The meeting was reconvened at 9:15 a.m.

11. Consider convening into executive session, pursuant to 25 O.S. Section 307 B.3 for the purpose of purchasing real property for the benefit of the Town from the Developer.

MOTION: A motion was made by Chinnici and seconded Mai to convene into executive session.

AYE: Chinnici, Myrick, Mai, Chapman
NAY: None

MOTION: A motion was made by Mai and seconded by Chapman to exit executive session.

AYE: Chinnici, Myrick, Brule, Chapman
NAY: None

The meeting was reconvened.

12. MOTION: A motion was made by Chinnici and seconded by Chapman to authorize Greg Buckley to pursue clear title property purchase for the benefit of of the town from the Developer.

AYE: Chinnici, Myrick, Mai, Chapman
NAY: None

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

14. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 10:19 a.m., October 19, 2019

Mayor

Attest:

Town Clerk

Carlton Landing EDT, Series 2018 Closing
Balance Sheet Budget vs. Actual
As of October 8, 2019

	Oct 8, 19	Budget	\$ Over Budget
ASSETS			
Current Assets			
Checking/Savings			
BOK - 3649 - TIF Increment Acct	575,104.55		
BOK - 6147 - Rev Bond 2018	534,302.75		
BOK - 4042 - Rev Bond 2018B	500,261.04		
Total Checking/Savings	1,609,668.34		
Total Current Assets	1,609,668.34	0.00	1,609,668.34
Fixed Assets			
Projects - 2018 Revenue Bond			
School Support - Rev Bond 2018	458,798.00	280,000.00	179,798.00
Infra Reimb - Rev Bond 2018	337,614.00	320,000.00	17,614.00
County Support - Rev Bond 2018B	0.00	17,400.00	-17,400.00
Dev Reimb - Rev Bond 2018	36,238.00	125,000.00	-88,762.00
Alley Beautification		176,700.00	-176,700.00
Marina Center - Clearing	68,963.71	40,300.00	28,663.71
Marina Center - Fencing	10,400.00	15,000.00	-4,600.00
Marina Center - Courtesy Dock		28,000.00	-28,000.00
Marina Center - Road Access		81,300.00	-81,300.00
Nature Center - Playground	61,027.59	60,000.00	1,027.59
Town Hall - Lincoln Park		160,300.00	-160,300.00
Project Soft Costs	0.00	136,000.00	-136,000.00
Contingency	0.00	160,000.00	-160,000.00
Total Projects - 2018 Revenue Bond	974,041.30	1,600,000.00	-625,958.70
Projects Not in Bond			
Nature Trails	83,375.99		83,375.99
Block 10 Parking	35,380.67		35,380.67
Total Projects Not in Bond	118,756.66		118,756.66
Projects - 2018B Revenue Bond			
School Support - Rev Bond 2018B	0.00	123,600.00	-123,600.00
Infra Reimb - Rev Bond 2018B	208,000.00	208,000.00	0.00
County Support - Rev Bond 2018B	0.00	9,000.00	-9,000.00
Dev Reimb - Rev Bond 2018B	144,241.14	128,800.00	15,441.14
Nature Center - Soft Costs	0.00	69,000.00	-69,000.00
TIF Project Contingency		103,000.00	-103,000.00
Town Green - Public Amenity	0.00	29,400.00	-29,400.00
Town Hall - Phase 1 Funding	0.00	281,200.00	-281,200.00
Total Projects - 2018B Revenue Bond	350,241.14	950,000.00	-599,758.86
Total Fixed Assets	1,443,039.10	2,550,000.00	-1,106,960.90
TOTAL ASSETS	3,052,707.44	2,550,000.00	502,707.44
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			