

**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, September 19, 2020, 8:00 a.m.**

**MINUTES**

1. Call to Order

The meeting was called to order at 8:00 a.m. with Mayor Chinnici presiding.

2. Roll Call:

PRESENT: Mary Myrick (video/teleconference)  
Clay Chapman (video/teleconference)  
Chuck Mai (video/teleconference)  
Kris Brule (video/teleconference)  
Joanne Chinnici (video/teleconference)

ABSENT: None

**Consent Items**

3. Approval of Minutes:

- a. Regular Meeting of the CL Economic Development Trust of August 15, 2020

MOTION: A Motion was made by Mai and seconded by Brule to accept the consent agenda as presented.

AYE: Chinnici, Brule, Mai, Chapman

ABSTAIN: Myrick

NAY: None

4. Acknowledge receipt of Claims and Purchase Orders Report

5. Items Removed from Consent Agenda.

6. Consider, discuss and provide direction to Staff regarding walking/hiking/biking trail along Ridgeling Road between Lower Greenway and the Overlook, or take any other appropriate action.

Ridgeline Road, as the primary road, is a very active road for vehicle and pedestrian traffic. The road is two lane and adequately serves the vehicle traffic; however, with the pedestrian traffic added the road becomes unsafe for the dual activities. The Development Plan indicates that a sidewalk will be installed when that phase of development occurs. At the present there is not a timeframe when that phase of development will occur.

The Developer did some preliminary planning in 2018 on what it would cost to install the sidewalk or trail. A rough cost for a six-foot (6 FT) gravel type path would be approximately \$9,100.00 in 2018. In conversation with the Developer, Grant Humphreys), he is open to partnering with the Town to install the sidewalk or path sooner rather than waiting until the development of that section along Ridgeline Road.

What is the Trustee interest and or direction in partnering with the Developer to address this safety issue and installing a sidewalk or some type of path which would get pedestrians off the street?

Discussion:

Discussion about partnership with the Developer, the surface material and safety issues.

Direction to Staff: Put this item on the TIF Committee agenda to identify funds and priority. Greg Buckley will get additional cost estimates along and work with a sub-committee of Chuck Mai and Clay Chapman.

Exhibit: Ridgeline Road Trail Map

7. Reports
  - a. Financial Reports (See attached)
  - b. Town Administrator Report (See attached)
  - c. Legal Reports, Comments, and Recommendations to the Governing Body. None
8. Recognize Citizens wishing to comment on non-Agenda Items  
None
9. Comments and questions by Governing Body members regarding items for future consideration.  
None
10. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:21 a.m., September 19, 2020

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Mayor

Attest:

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Town Clerk



**CLEDT**  
**Statement of Revenue and Expenditures**

Acct		Current	Year-To-Date	Annual Budget	Annual Budget	Jul 2020
		Period	Jul 2020	Jul 2020	Jul 2020	Jun 2021
		Aug 2020	Aug 2020	Jul 2020	Jun 2021	Variance
		Actual	Actual	Jun 2021		Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>Administration</b>						
6800	Office/Gen Administrative Exp	27,264.35	27,264.35	0.00	(27,264.35)	0.0%
	<b>Administration Totals</b>	<b>\$27,264.35</b>	<b>\$27,264.35</b>	<b>\$0.00</b>	<b>(\$27,264.35)</b>	
	<b>Expenses</b>	<b>\$27,264.35</b>	<b>\$27,264.35</b>	<b>\$0.00</b>	<b>(\$27,264.35)</b>	
	<b>Revenue Less Expenditures</b>	<b>(\$27,264.35)</b>	<b>(\$27,264.35)</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>(\$27,264.35)</b>	<b>(\$27,264.35)</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
	Beginning Fund Balance	440,533.14	440,533.14	0.00	0.00	0.0%
	Net Change in Fund Balance	(27,264.35)	(27,264.35)	0.00	0.00	0.0%
	Ending Fund Balance	413,268.79	413,268.79	0.00	0.00	0.0%

DRAFT

Town Administrator's Report – September 19, 2020

- Alley Improvement – The Contractor has started work on Phase 1A. At this time, he has not run into any problems or issues and is on target. The project is planned to be completed in two weeks.
- Pavilion—Request for Qualifications/Proposal has been sent out. Deadline for submission is October 2. I sent out Notice to about eight companies.
- Engineering Services – Request for Qualifications has been sent out. Deadline for submission is October 6. I directly sent out Notice to about twelve engineering firms.
- Mailboxes – The concrete pad has been poured. The Eufaula Post Office has received the large parcel units and will be installing those in the next week or so. The three Post Office units will add twelve large parcel units, in addition to the package units as part of the mailbox units. The Mailbox units have been ordered and should be delivered by the end of September. Once we get the units, we'll get those installed.
- Virtual Public Meetings – Unless there is an extension, SB 661, the Bill that provided the ability for Public Meetings to be held by tele and or video conferencing expires November 15.

Thank you.