

**TOWN OF CARLTON LANDING  
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
the Carlton Landing Academy Cafeteria

Saturday; **March 16, 2024**

Immediately following the Regular Meeting of the Carlton Landing Economic Development Trust

**NOTICE AND AGENDA**

1. Call to Order

2. Roll Call

Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information *on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.*

3. Approval of Minutes:

a. [Regular Meeting of the CL Board of Trustees on February 17, 2024](#)

4. [Acknowledge receipt of Claims and Purchase Orders Report](#)

5. Consider, discuss, and possibly approve, amend, revise, or deny Surety of Bond of \$10,000.00 for Susan Kimmel, Town Clerk/Treasurer, or take any other appropriate action.  
Exhibit:

6. Items Removed from Consent Agenda

7. Consider, discuss, and possible action to enter into executive session pursuant to 25 O.S. Section 307.B(4) with Town Attorney to discuss pending investigation, claim or action, or take any other appropriate action.

8. Consider, discuss, and possible action on item(s) discussed in executive session including possible action pending investigation, claim or action, or take any other appropriate action, or take any other appropriate action.

9. Consider, discuss, and possible action to enter into executive session pursuant to 25 O.S. Section 307.B(1) to discuss employment of Town Administrator, Greg Buckley, or take any other appropriate action.

10. Consider, discuss, and possible action on item(s) discussed in executive session including possible amendment, revision, approval, or denial of an Employment Agreement, or take any other appropriate action, or take any other appropriate action.

11. Acknowledge Resignation of Joann Chinnici as Mayor and vote to appoint Mayor for the

remainder of the unexpired term, April 2025, or take any other appropriate action.

Exhibit: [Resignation Letter from Mayor Position](#)

12. Consider, discuss, and possible vote to appoint a Vice Mayor, if necessary, or take any other appropriate action.

13. Reports

- a. [Sales Tax Revenue](#) and other Financial Reports [Statement of Revenue and Expenditures - BOT Feb 2024](#); [Income Statement - BOT Feb 2024](#); [Bank Register - BOT Feb 2024](#)
- b. [Town Administrator](#)
- c. Legal Reports, Comments, and Recommendations to the Governing Body

4. Recognize Citizens wishing to comment on non-Agenda Items

Under Oklahoma Law, the Board of 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.

5. Adjournment

**I certify that the foregoing Notice and Agenda was posted in prominent view at 10 Boulevard, Carlton Landing, Oklahoma, also known as "the High School Classroom."**

**At 4:00 PM on the \_\_\_th day of March 2024, being at least 24 hours prior to the Regular Meeting described above.**

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**Signature of Person Posting the Agenda**

**Susan Kimmel**  
**Printed Name of Person Posting the Agenda**

**TOWN OF CARLTON LANDING  
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as  
the Carlton Landing Academy Cafeteria  
Saturday; **February 17, 2024**

Immediately following the Regular Meeting of the Carlton Landing Economic Development  
Trust

**MINUTES**

1. Call to Order: Joanne Chinnici called the meeting to order at 8:32 a.m.
2. Roll Call

PRESENT:

Joanne Chinnici  
Mary Myrick  
Chuck Mai  
Kris Brule'  
Clay Chapman

3. Acknowledgement, recognition, and presentation by Akahia McDonald, eighth grader at Carlton Landing Academy, first place winner of the Oklahoma Municipal League 2024 "If I Were Mayor" essay contest.

Consent Items

4. Approval of Minutes:
  - a. Regular Meeting of the CL Board of Trustees on January 20, 2024

MOTION: A motion was made by Chuck Mai and seconded by Kris Brule' to accept the Consent Agenda.

AYE: Chinnici  
Myrick  
Mai  
Brule'  
Chapman

Nay:

5. Acknowledge receipt of Claims and Purchase Orders Report
6. Items Removed from Consent Agenda
7. Consider, discuss, and possibly vote to amend, revise, approve or deny BOT Budget Fiscal Year 23-24 Amendment #2 appropriating \$25,0000 additional

revenue in Lodging Tax and increase General Government Project expense for maintenance and expansion of Nature Center Playground, or take any other appropriate action.  
Exhibit:

DISCUSSION: Jim Boohacker stated that there are some ongoing maintenance issues (drainage) in the southwest corner of the construction site. Also, he stated that the vision for the playground is to include several natural play elements.

MOTION: A motion was made by Chuck Mai and seconded by Kris Brule' to APPROVE BOT Budget Fiscal Year 23-24 Amendment #2 \$25,000 appropriating \$25,000 additional revenue in Lodging Tax and increase General Government Project expense for maintenance and expansion of Nature Center Playground or take any other appropriate action.

AYE: Chinnici  
Myrick  
Mai  
Brule'  
Chapman

Nay:

8. Consider, discuss, and possibly approve, amend, revise, or deny Concessionaire Agreement with Lake Days Eufaula, LLC for maintaining Courtesy Dock, operation of WIBIT structures (aquatic park) and other nonmotorized water activities, or take any other appropriate action.  
Exhibit:

DISCUSSION: Greg discussed WIBIT dock structure and aquatics. It will also include kayak rentals. The concession will begin as a six-year lease with a ten-year renewal. The dock is for day use only.

MOTION: A motion was made by Joanne Chinnici and seconded by Chuck Mai to APPROVE the Concessionaire Agreement with Lake Days Eufaula, LLC for maintaining Courtesy Dock, operation of WIBIT structures (aquatic park) and other nonmotorized water activities or take any other appropriate action **subject to amending language in Section 17 relating to the Bureau of Reclamation.**

AYE: Chinnici  
Myrick  
Mai  
Brule'

Nay: Chapman

9. Presentation and updated of Nature Center Facility Center and possibly vote to provide direction to Staff or take any other appropriate action.

PRESENTATION: No additional updates

10. Reports
  - a. Sales Tax Revenue and other Financial Reports (attached)
  - b. Town Administrator (attached)
  - c. Legal Reports, Comments, and Recommendations to the Governing Body

DISCUSSION: Kay – discussion on lodging taxes.  
Greg: memorial benches are arriving soon

11. Recognize Citizens wishing to comment on non-Agenda Items

DISCUSSION: None

12. Adjournment

MOTION: There being no further business, a motion was made by Joanne Chinnici and seconded by Chuck Mai to adjourn the meeting at 8:51 a.m., February 17, 2024.

AYE: Chinnici  
Myrick  
Mai  
Brule'  
Chapman

Nay:

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Mayor

Attest:

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**Attachments**

2/13/2024  
12:04 PM

Page 1 of  
1

**General Fund  
Payments Journal (Summary)  
1/1/2024 to 1/31/2024**

Check Date	Check / Reference #	Payee	Amount
		<b>1000 Town of CL Checking</b>	
		<b>9683</b>	
1/4/2024	EFT	RWS Cloud Services	96.00
1/5/2024	1597	OPEH&W	1,694.38
1/5/2024	1596	OKMRF	2,096.81
1/5/2024	1595	Oklahoma Uniform Building	32.00
1/5/2024	1594	Kiamichi Electric	174.00
1/5/2024	1593	Dan Hurd	1,400.00
1/5/2024	1592	Cross Telephone Co	97.00
1/5/2024	1591	Cartridge Word Tulsa	225.94
1/5/2024	1590	Carlton Landing Fire and	2,000.00
1/5/2024	A-10132	Amanda K Harjo	1,600.14
1/5/2024	A-10131	James G Buckley	3,704.80
1/12/2024	GJ-10103	Pittsburg County Clerk	28,552.08
1/16/2024			75.89
1/16/2024	EFT	Oklahoma Tax Commission	510.00
1/16/2024	EFTPS	EFTPS	3,472.74
1/19/2024	A-10134	Amanda K Harjo	1,600.14
1/19/2024	A-10133	James G Buckley	3,484.76
1/26/2024	1599	Kay Robbins Wall	600.00
1/26/2024	1598	Elan Financial Services	783.66
1/31/2024	GJ-10104	Payroll	5,304.94
		<b>1000 Town of CL Checking 9683 Totals</b>	<b>\$57,505.28</b>

Fund: General Fund

2/13/2024  
11:23 AM

**General Fund  
Statement of Revenue and Expenditures**

Page

**Revenue & Expenditures**

**Revenue**

**Non-**

**Departmental  
Revenues  
Budget  
Carryover**

3999	Fund Balance Carryover	0.00	0.00	56,829.00	56,829.00
	<b>Total Budget Carryover</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$56,829.00</b>	<b>\$56,829.00</b>

**Other Revenue**

4012	Alcohol Beverage Tax	114.15	744.97	800.00	55.03
4100	Building Permits/Inspection Fe	2,288.73	10,513.04	23,580.00	13,066.96
4105	Business License and Permits	386.00	2,147.07	200.00	(1,947.07)
4210	Donations	0.00	0.00	60,000.00	60,000.00
4011	Lodging Tax	4,674.03	75,329.38	48,000.00	(27,329.38)
4500	Miscellaneous Revenue	8,435.90	87,567.69	60,000.00	(27,567.69)
4015	Pittsburgh County Sinking Fund	28,552.08	43,533.17	55,600.00	12,066.83
4000	Sales Tax	15,659.58	192,689.68	200,000.00	7,310.32
9002	Transfer IN from TIF	13,232.53	101,746.41	120,148.00	18,401.59
4005	Use Tax	2,099.04	11,994.71	8,000.00	(3,994.71)
4010	Utility Tax	2,711.93	9,415.09	12,000.00	2,584.91
	<b>Total Other Revenue</b>	<b>\$78,153.97</b>	<b>\$535,681.21</b>	<b>\$588,328.00</b>	<b>\$52,646.79</b>
	<b>Non-Departmental Revenues Totals</b>	<b>\$78,153.97</b>	<b>\$535,681.21</b>	<b>\$645,157.00</b>	<b>\$109,475.79</b>
	<b>Revenue</b>	<b>\$78,153.97</b>	<b>\$535,681.21</b>	<b>\$645,157.00</b>	<b>\$109,475.79</b>
	<b>Gross Profit</b>	<b>\$78,153.97</b>	<b>\$535,681.21</b>	<b>\$645,157.00</b>	<b>\$0.00</b>

**Expenses**

**Administration**

**Personal Services**

5020	Employer Paid Insurance	1,641.28	13,103.72	27,420.00	14,316.28
5025	Employer Retirement Contributi	1,397.87	10,567.78	18,150.00	7,582.22
5000	Salaries	18,958.78	107,708.74	181,500.00	73,791.26
5010	Social Security	1,065.31	8,055.93	14,183.00	6,127.07
5001	Stipend	0.00	1,000.00	0.00	(1,000.00)
5015	Unemployment Tax	139.26	139.26	3,708.00	3,568.74
5030	Vehicle/Cell Allowance	324.85	2,273.95	3,900.00	1,626.05
	<b>Total Personal Services</b>	<b>\$23,527.35</b>	<b>\$142,849.38</b>	<b>\$248,861.00</b>	<b>\$106,011.62</b>

**Materials & Supplies**

5510	Building Maintenance & Repairs	0.00	160.00	320.00	160.00
5530	Miscellaneous	0.00	0.00	100.00	100.00
5500	Office Supplies	285.89	1,042.90	1,200.00	157.10
5520	Software Programs/ Services	0.00	119.88	345.00	225.12
	<b>Total Materials &amp; Supplies</b>	<b>\$285.89</b>	<b>\$1,322.78</b>	<b>\$1,965.00</b>	<b>\$642.22</b>

**Other Services**

6035	Dues & Memberships	0.00	0.00	1,380.00	1,380.00
6015	Insurance	0.00	70.00	570.00	500.00
6005	Rent	577.47	3,508.48	5,820.00	2,311.53

**General Fund**  
**Income Statement**  
**1/1/2024 to 1/31/2024**

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**Jan 2024**  
**Jan 2024**  
**Actual**

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**Revenue**

Sales Tax	15,659.58
Use Tax	2,099.04
Utility Tax	2,711.93
Lodging Tax	4,674.03
Alcohol Beverage Tax	114.15
Pittsburgh County Sinking Fund	28,552.08
Building Permits/Inspection Fe	2,288.73
Business License and Permits	386.00
Miscellaneous Revenue	8,435.90
Transfer IN from TIF	13,232.53
<b>Revenue</b>	<b>\$78,153.97</b>
<b>Gross Profit</b>	<b>\$78,153.97</b>

**Expenses**

**Personal Services**

Salaries	18,958.78
Social Security	1,065.31
Unemployment Tax	139.26
Employer Paid Insurance	1,641.28
Employer Retirement Contributi	1,397.87
Vehicle/Cell Allowance	324.85

**Materials & Supplies**

Office Supplies	295.54
Software Programs/ Services	96.00

**Other Services**

Utilities	391.60
Rent	577.47
Professional Services	2,032.00
Community Support Agreements	2,000.00
Dues & Memberships	15.99

**Debt Service**

Interest Expense	75.89
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**Other Revenue**

<b>Income (Loss) From Operations</b>	<b>\$49,142.13</b>
<b>Net Income (Loss)</b>	<b>\$49,142.13</b>

Expenses \_\_\_\_\_  
\_\_\_\_\_

Report Options  
Period: 1/1/2024 to 1/31/2024  
Display Level: Level 3 Accounts  
Display Account Categories: Yes  
Display Subtotals: None  
Reporting Method: Accrual  
Fund: General Fund  
Include Accounts: Accounts With Activity

\_\_\_\_\_  
\_\_\_\_\_

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**General Fund  
Bank Register  
1/1/2024 to 1/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance	
<b>1000 Town of CL Checking 9683</b>								
		<i>Beginning Balance</i>				0.00	0.00 869,895.91	
1/4/2024	EFT	RWS Cloud Services				0.00	96.00 869,799.91	
1/4/2024	R-00551	Brock Baum				48.25	0.00 869,848.16	
1/5/2024	1597	OPEH&W				0.00	1,694.38 868,153.78	
1/5/2024	1596	OkMRF				0.00	2,096.81 866,056.97	
1/5/2024	1595	Oklahoma Uniform Building				0.00	32.00 866,024.97	
1/5/2024	1594	Kiamichi Electric				0.00	174.00 865,850.97	
1/5/2024	1593	Dan Hurd				0.00	1,400.00 864,450.97	
1/5/2024	1592	Cross Telephone Co				0.00	97.00 864,353.97	
1/5/2024	1591	Cartridge Word Tulsa				0.00	225.94 864,128.03	
1/5/2024	1590	Carlton Landing Fire and				0.00	2,000.00 862,128.03	
1/5/2024	A-10132	Amanda K Harjo				0.00	1,600.14 860,527.89	
1/5/2024	A-10131	James G Buckley				0.00	3,704.80 856,823.09	
1/8/2024	R-00554	Oklahoma Tax Commission				2,099.04	0.00 858,922.13	
1/8/2024	R-00553	Oklahoma Tax Commission				4,674.03	0.00 863,596.16	
1/8/2024	R-00552	Oklahoma Tax Commission				15,520.39	0.00 879,116.55	
1/8/2024	R-00548	Pittsburg County RWD #20				5,000.00	0.00 884,116.55	
1/8/2024	R-00547	Carlton Landing Enterprises				435.90	0.00 884,552.45	
1/10/2024	R-00556	Sally Effertz				48.25	0.00 884,600.70	
1/10/2024	R-00555	Oklahoma Tax Commission				139.19	0.00 884,739.89	
1/11/2024	R-00557	Kerney Homes				762.91	0.00 885,502.80	
1/12/2024	GJ-10103	Pittsburg County Clerk				0.00	28,552.08 856,950.72	
1/12/2024	R-00549	Pittsburg County Clerk				28,666.23	0.00 885,616.95	
1/16/2024						0.00	75.89 885,541.06	
1/16/2024	R-00550	Robert Allen				3,000.00	0.00 888,541.06	
1/16/2024	EFT	Oklahoma Tax Commission				0.00	510.00 888,031.06	
1/16/2024	EFTPS	EFTPS				0.00	3,472.74 884,558.32	
1/19/2024	A-10134	Amanda K Harjo				0.00	1,600.14 882,958.18	
1/19/2024	A-10133	James G Buckley				0.00	3,484.76 879,473.42	
1/22/2024	R-00559	Russell Hester				48.25	0.00 879,521.67	
1/26/2024	1599	Kay Robbins Wall				0.00	600.00 878,921.67	
1/26/2024	1598	Elan Financial Services				0.00	783.66 878,138.01	
1/29/2024	R-00560	Kari Hawthorne				96.50	0.00 878,234.51	
1/29/2024	R-00558	Kiamichi Electric				2,711.93	0.00 880,946.44	
1/30/2024	R-00563	The Simple Life Cabin				96.50	0.00 881,042.94	
1/30/2024	R-00562	Scissortail Homes				762.91	0.00 881,805.85	
1/30/2024	R-00561	Jon and Kathy Dumbauld				48.25	0.00 881,854.10	
1/31/2024	GJ-10104	Payroll				0.00	5,304.94 876,549.16	
1/31/2024	R-00566	CLEDT				13,232.53	0.00 889,781.69	
						<b>\$78,153.97</b>	<b>\$57,505.28</b>	<b>\$890,544.00</b>
						0.00	0.00	69,781.69
						<b>\$0.00</b>	<b>\$0.00</b>	<b>\$69,781.69</b>
						0.00	0.00	79,873.38
1/31/2024	R-00564	Mike Odom Homes LLC				762.91	0.00 890,544.00	

**1000 Town of CL Checking 9683 Totals**

**\$0.00      \$0.00      \$79,877**

**1010 2018 GO Bond Checking**

Beginning Balance

0.00      0.00      69,600

**1010 2018 GO Bond Checking Totals**

28,552.08      0.00      98,160

**1020 2020 GO Bond Checking**

Beginning Balance

**\$28,552.08      \$0.00      \$98,160**

**1020 2020 GO Bond Checking Totals**

0.00      0.00      (51,708)

**1030 Sinking Fund Checking 3087**

Beginning Balance

**\$0.00      \$0.00      (\$51,708)**

1/12/2024      GJ-10103      Pittsburg County Clerk

**1030 Sinking Fund Checking 3087 Totals**

0.00      0.00      51,708

**1080 BOK 3045 Rev Bond 2020**

**\$0.00      \$0.00      \$51,708**

2/13/2024  
12:20 PM

**General Fund**

**Bank Register**

**1/1/2024 to 1/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
		Beginning Balance					
		<b>1080 BOK 3045 Rev Bond 2020 Totals</b>					
		<b>1090 BOK 4044 Rev Bond 2021</b>					
		Beginning Balance					
		<b>1090 BOK 4044 Rev Bond 2021 Totals</b>					
		<b>Report Totals</b>			<b>\$106,706.05</b>	<b>\$57,505.28</b>	<b>\$1,138,369</b>
		<b>Records included in total = 46</b>					

Report Options  
Trans Date: 1/1/2024 to 1/31/2024  
Fund: General Fund  
Display Notation: No

**BOT BUDGET AMENDMENT FORM**  
**Fiscal Year: 23-24      Amendment #2:**

Fund	Department	Line Item	Account Code	Estimated Revenue		Expense
				Increase	Decrease	
BOT	Revenue	Lodging Tax	10-00-4011-00	\$ 25,000.00	\$	\$
	Gen Gov	Projects	10-15-7010-00	\$	\$	\$
25,000.00\$						

Purpose – Appropriate additional revenue and expense for maintenance and expansion of Nature Center Playground.

Approved by the Town Bord of Trustees on February 17, 2024

\_\_\_\_\_

[Clerk Seal]

\_\_\_\_\_  
Susan Kimmel, Town Clerk

\_\_\_\_\_  
Joanne Chinnici, Mayor

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**BOT BUDGET AMENDMENT FORM**  
**Fiscal Year: 23-24                      Amendment #2:**

**Estimated Revenue                      Expense**

<b>Fund</b>	<b>Department</b>	<b>Line Item</b>	<b>Account Code</b>	<b>Increase</b>	<b>Decrease</b>	
	<b>Increase</b>	<b>Decrease</b>				
BOT	Revenue	Lodging Tax	10-00-4011-00	\$ 25,000.00	\$	\$
	Gen Gov	Projects	10-15-7010-00	\$	\$	\$
25,000.00\$						

Purpose – Appropriate additional revenue and expense for maintenance and expansion of Nature Center Playground.

Approved by the Town Bord of Trustees on February 17, 2024

\_\_\_\_\_  
[Clerk Seal]

\_\_\_\_\_  
Joanne Chinnici, Mayor

\_\_\_\_\_  
Susan Kimmel, Town Clerk

DRAFT

**General Fund**  
**Payments Journal (Summary)**  
**2/1/2024 to 2/29/2024**

Check Date	Check / Reference #	Payee	Amount
<b>1000 Town of CL Checking 9683</b>			
2/2/2024	1604	Susan Kimmel	300.00
2/2/2024	1605	Oklahoma Uniform Building	48.00
2/2/2024	1603	Kiamichi Electric	233.00
2/2/2024	1602	Dan Hurd	2,100.00
2/2/2024	1601	Cross Telephone Co	97.00
2/2/2024	1600	Carlton Landing Fire and	2,000.00
2/2/2024	A-10136	Amanda K Harjo	1,600.14
2/2/2024	A-10135	James G Buckley	3,704.80
2/7/2024	EFT	RWS Cloud Services	96.00
2/7/2024	EFT	Kenneth Lynch & Sons	11,940.00
2/9/2024	EFT	Kenneth Lynch & Sons	786.00
2/9/2024	1608	OPEH&W	1,694.38
2/9/2024	1607	OKMRF	2,096.81
2/9/2024	1606	McAlester News Capital	36.60
2/14/2024			160.98
2/14/2024	EFT	EFTPS	3,394.12
2/16/2024	A-10138	Amanda K Harjo	1,600.14
2/16/2024	A-10137	James G Buckley	3,484.76
2/19/2024	EFT	Oklahoma Tax Commission	508.00
2/19/2024	1609	OMAG	6,818.00
2/23/2024	1612	McAlester Mechanical	1,051.00
2/23/2024	1611	Kay Robbins Wall	600.00
2/23/2024	1610	Elan Financial Services	583.28
<b>1000 Town of CL Checking 9683 Totals</b>			<b>\$44,933.01</b>

*Report Options*

Check Date: 2/1/2024 to 2/29/2024

Display Notation: No

Fund: General Fund

Joanne Chinnici  
Carlton Landing, OK

March 12, 2024

Trustees, Town of Carlton Landing; Greg Buckley, Administrator, Town of Carlton  
Landing  
Kay Wall, Attorney, Town of Carlton Landing

To All:

It is with regret that I inform you that I wish to relinquish my role as Mayor during the March 16<sup>th</sup> meeting of the Board of Trustees so that I might turn my attention more to my move to Pennsylvania.

With your approval, I would like to remain on the Board as a Trustee while the newly appointed Mayor and Vice Mayor are settled into their new roles.

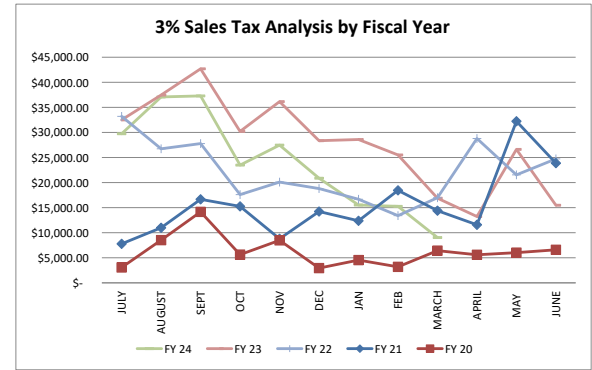
I wish you continued success as you move forward to build Carlton Landing into all we know it can be.

Regards.

Joanne Chinnici

**TOWN OF CARLTON LANDING  
SALES TAX COLLECTIONS**

	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTALS
<b>FY 24</b>	\$ 29,736.65	\$ 37,081.03	\$ 37,286.79	\$ 23,484.98	\$ 27,472.79	\$ 20,869.65	\$ 15,520.39	\$ 15,257.15	\$ 9,037.47				\$ 215,746.90
<b>FY 23</b>	\$ 32,499.83	\$ 37,461.11	\$ 42,690.75	\$ 30,204.63	\$ 36,148.41	\$ 28,352.24	\$ 28,588.22	\$ 25,509.72	\$ 16,883.51	\$ 13,225.81	\$ 26,618.84	\$ 15,477.83	\$ 333,660.90
<b>FY22</b>	\$ 33,205.30	\$ 26,739.30	\$ 27,778.11	\$ 17,599.62	\$ 20,093.03	\$ 18,805.23	\$ 16,669.69	\$ 13,403.28	\$ 16,978.58	\$ 28,789.33	\$ 21,537.34	\$ 24,724.76	\$ 266,323.57
<b>FY21</b>	\$ 7,780.42	\$ 10,987.42	\$ 16,659.44	\$ 15,249.30	\$ 8,792.06	\$ 14,225.44	\$ 12,374.07	\$ 18,444.22	\$ 14,390.75	\$ 11,578.57	\$ 32,227.87	\$ 23,870.40	\$ 186,579.96
<b>FY20</b>	\$ 3,067.59	\$ 8,520.10	\$ 14,155.52	\$ 5,628.66	\$ 8,477.29	\$ 2,939.35	\$ 4,537.13	\$ 3,188.78	\$ 6,419.86	\$ 5,595.92	\$ 6,020.78	\$ 6,589.58	\$ 75,140.56
<b>FY19</b>	\$ 8,070.42	\$ 13,116.45	\$ 7,242.33	\$ 16,914.86	\$ 11,104.80	\$ 13,214.80	\$ 6,638.89	\$ 6,335.74	\$ 8,803.50	\$ 3,763.47	\$ 4,516.85	\$ 6,346.49	\$ 106,068.60
<b>FY18</b>	\$ 10,565.93	\$ 11,304.10	\$ 14,205.42	\$ 10,281.23	\$ 12,606.99	\$ 11,481.49	\$ 7,003.16	\$ 8,229.47	\$ 7,767.43	\$ 5,982.22	\$ 9,944.07	\$ 7,985.29	\$ 117,356.80
<b>FY17</b>	\$ 7,479.32	\$ 6,320.67	\$ 9,864.58	\$ 12,332.60	\$ 12,558.21	\$ 13,933.97	\$ 12,932.01	\$ 7,767.94	\$ 17,407.20	\$ 10,848.10	\$ 14,906.00	\$ 7,974.32	\$ 134,324.92



**USE TAX COLLECTIONS**

	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTALS
<b>FY 24</b>	\$ 1,807.68	\$ 1,559.96	\$ 1,129.77	\$ 1,567.42	\$ 828.84	\$ 3,002.00	\$ 2,099.04	\$ 1,179.36	\$ 1,108.82				\$ 14,282.89
<b>FY 23</b>	\$ 1,065.28	\$ 882.34	\$ 1,359.64	\$ 1,147.96	\$ 1,458.21	\$ 1,820.58	\$ 1,529.77	\$ 1,544.36	\$ 1,235.80	\$ 1,745.93	\$ 1,303.59	\$ 1,167.00	\$ 16,260.46
<b>FY22</b>	\$ 985.86	\$ 1,463.42	\$ 343.94	\$ 1,165.01	\$ 715.56	\$ 1,058.05	\$ 685.52	\$ 1,234.03	\$ 779.74	\$ 1,061.12	\$ 1,305.58	\$ 575.80	\$ 11,373.63
<b>FY21</b>	\$ 714.83	\$ 569.76	\$ 313.48	\$ 228.44	\$ 424.74	\$ 559.76	\$ 579.16	\$ 957.30	\$ 867.27	\$ 921.44	\$ 711.20	\$ 1,154.16	\$ 8,001.54
<b>FY20</b>									\$ 34.13	\$ 651.90	\$ 788.30	\$ 402.88	\$ 1,877.21

**LODGING TAX COLLECTIONS**

	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTALS
<b>FY 24</b>	\$ 7,232.32	\$ 15,824.49	\$ 20,223.40	\$ 10,877.93	\$ 10,409.19	\$ 6,088.02	\$ 4,674.03	\$ 5,558.25	\$ 883.24				\$ 81,770.87
<b>FY 23</b>	\$ 6,831.18	\$ 15,434.04	\$ 18,219.98	\$ 8,483.01	\$ 5,631.71	\$ 6,061.89	\$ 4,651.10	\$ 3,208.16	\$ 2,174.31	\$ 1,121.75	\$ 6,553.97	\$ 3,189.92	\$ 81,561.02
<b>FY22</b>	\$ 5,672.25	\$ 12,679.63	\$ 15,631.81	\$ 9,357.10	\$ 6,728.90	\$ 6,713.56	\$ 3,463.33	\$ 3,097.16	\$ 1,664.17	\$ 1,858.14	\$ 5,478.61	\$ 2,963.09	\$ 75,307.75
<b>FY21</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,753.09	\$ 4,547.48	\$ 1,912.94	\$ 1,856.63	\$ 408.92	\$ 5,277.35	\$ 3,009.90	\$ 22,766.31



Statement of Revenue and Expenditures

		Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Non-Departmental Revenues</b>						
<b>Budget Carryover</b>						
3999	Fund Balance Carryover	0.00	0.00	56,829.00	56,829.00	0.00%
<b>Total Budget Carryover</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$56,829.00</b>	<b>\$56,829.00</b>	
<b>Other Revenue</b>						
4012	Alcohol Beverage Tax	0.00	744.97	800.00	55.03	93.12%
4100	Building Permits/Inspection Fe	1,843.08	12,356.12	23,580.00	11,223.88	52.40%
4105	Business License and Permits	811.16	2,958.23	200.00	(2,758.23)	1,479.12%
4210	Donations	0.00	0.00	60,000.00	60,000.00	0.00%
4011	Lodging Tax	5,558.25	80,887.63	73,000.00	(7,887.63)	110.80%
4500	Miscellaneous Revenue	5,000.00	92,567.69	60,000.00	(32,567.69)	154.28%
4015	Pittsburgh County Sinking Fund	0.00	43,533.17	55,600.00	12,066.83	78.30%
4000	Sales Tax	15,341.00	208,030.68	200,000.00	(8,030.68)	104.02%
9002	Transfer IN from TIF	0.00	101,746.41	120,148.00	18,401.59	84.68%
4005	Use Tax	1,179.36	13,174.07	8,000.00	(5,174.07)	164.68%
4010	Utility Tax	966.36	10,381.45	12,000.00	1,618.55	86.51%
<b>Total Other Revenue</b>		<b>\$30,699.21</b>	<b>\$566,380.42</b>	<b>\$613,328.00</b>	<b>\$46,947.58</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$30,699.21</b>	<b>\$566,380.42</b>	<b>\$670,157.00</b>	<b>\$103,776.58</b>	
<b>Revenue</b>		<b>\$30,699.21</b>	<b>\$566,380.42</b>	<b>\$670,157.00</b>	<b>\$103,776.58</b>	
<b>Gross Profit</b>		<b>\$30,699.21</b>	<b>\$566,380.42</b>	<b>\$670,157.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Administration</b>						
<b>Personal Services</b>						
5020	Employer Paid Insurance	1,641.28	14,745.00	27,420.00	12,675.00	53.77%
5025	Employer Retirement Contributi	1,397.87	11,965.65	18,150.00	6,184.35	65.93%
5000	Salaries	13,653.84	121,362.58	181,500.00	60,137.42	66.87%
5010	Social Security	1,065.31	9,121.24	14,183.00	5,061.76	64.31%
5001	Stipend	0.00	1,000.00	0.00	(1,000.00)	0.00%
5015	Unemployment Tax	139.26	278.52	3,708.00	3,429.48	7.51%
5030	Vehicle/Cell Allowance	324.85	2,598.80	3,900.00	1,301.20	66.64%
<b>Total Personal Services</b>		<b>\$18,222.41</b>	<b>\$161,071.79</b>	<b>\$248,861.00</b>	<b>\$87,789.21</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	1,051.00	1,211.00	320.00	(891.00)	378.44%
5530	Miscellaneous	0.00	0.00	100.00	100.00	0.00%
5500	Office Supplies	0.00	1,042.90	1,200.00	157.10	86.91%
5520	Software Programs/ Services	24.95	144.83	345.00	200.17	41.98%
<b>Total Materials &amp; Supplies</b>		<b>\$1,075.95</b>	<b>\$2,398.73</b>	<b>\$1,965.00</b>	<b>(\$433.73)</b>	
<b>Other Services</b>						
6035	Dues & Memberships	0.00	0.00	1,380.00	1,380.00	0.00%
6015	Insurance	0.00	70.00	570.00	500.00	12.28%
6005	Rent	0.00	3,508.48	5,820.00	2,311.52	60.28%
6040	School, Training, Travel	0.00	2,018.44	6,000.00	3,981.56	33.64%
6000	Utilities	330.00	2,138.65	4,363.00	2,224.35	49.02%
<b>Total Other Services</b>		<b>\$330.00</b>	<b>\$7,735.57</b>	<b>\$18,133.00</b>	<b>\$10,397.43</b>	
<b>Administration Totals</b>		<b>\$19,628.36</b>	<b>\$171,206.09</b>	<b>\$268,959.00</b>	<b>\$97,752.91</b>	
<b>General Government</b>						
<b>Personal Services</b>						
5000	Salaries	300.00	2,700.00	3,600.00	900.00	75.00%

Statement of Revenue and Expenditures

		Current Period Feb 2024 Feb 2024 Actual	Year-To-Date Jul 2023 Feb 2024 Actual	Annual Budget Jul 2023 Jun 2024	Annual Budget Jul 2023 Jun 2024 Variance	Jul 2023 Jun 2024 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>General Government</b>						
<b>Personal Services</b>						
5010	Social Security	0.00	0.00	275.00	275.00	0.00%
5015	Unemployment Tax	0.00	0.00	72.00	72.00	0.00%
<b>Total Personal Services</b>		<b>\$300.00</b>	<b>\$2,700.00</b>	<b>\$3,947.00</b>	<b>\$1,247.00</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	0.00	2,500.00	2,500.00	0.00%
5530	Miscellaneous	0.00	0.00	1,460.00	1,460.00	0.00%
5500	Office Supplies	142.22	227.35	1,500.00	1,272.65	15.16%
5505	Postage	0.00	0.00	600.00	600.00	0.00%
5520	Software Programs/ Services	145.90	4,868.90	7,480.00	2,611.10	65.09%
<b>Total Materials &amp; Supplies</b>		<b>\$288.12</b>	<b>\$5,096.25</b>	<b>\$13,540.00</b>	<b>\$8,443.75</b>	
<b>Other Services</b>						
6030	Community Support Agreements	2,000.00	31,000.00	39,000.00	8,000.00	79.49%
6035	Dues & Memberships	15.99	1,211.93	3,555.00	2,343.07	34.09%
6015	Insurance	6,818.00	6,818.00	5,500.00	(1,318.00)	123.96%
6800	Office/Gen Administrative Exp	0.00	1,466.75	17,500.00	16,033.25	8.38%
6020	Professional Services	2,748.00	35,023.26	59,300.00	24,276.74	59.06%
6010	Publication & Notice Expense	36.60	407.65	2,500.00	2,092.35	16.31%
6045	Road & Trail Maintenance	0.00	7,266.60	26,696.00	19,429.40	27.22%
6040	School, Training, Travel	350.22	700.22	2,500.00	1,799.78	28.01%
6000	Utilities	0.00	120.60	1,000.00	879.40	12.06%
6050	Website Expense	0.00	0.00	4,000.00	4,000.00	0.00%
<b>Total Other Services</b>		<b>\$11,968.81</b>	<b>\$84,015.01</b>	<b>\$161,551.00</b>	<b>\$77,535.99</b>	
<b>Capital Outlay</b>						
7010	Projects	12,726.00	28,426.00	125,829.00	97,403.00	22.59%
<b>Total Capital Outlay</b>		<b>\$12,726.00</b>	<b>\$28,426.00</b>	<b>\$125,829.00</b>	<b>\$97,403.00</b>	
<b>Debt Service</b>						
8000	GO Bond Payments	0.00	0.00	55,600.00	55,600.00	0.00%
8500	Interest Expense	160.98	780.82	0.00	(780.82)	0.00%
<b>Total Debt Service</b>		<b>\$160.98</b>	<b>\$780.82</b>	<b>\$55,600.00</b>	<b>\$54,819.18</b>	
<b>Transfers Out</b>						
9503	Transfer OUT to Reserve Fund	0.00	0.00	20,000.00	20,000.00	0.00%
<b>Total Transfers Out</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	
<b>General Government Totals</b>		<b>\$25,443.91</b>	<b>\$121,018.08</b>	<b>\$380,467.00</b>	<b>\$259,448.92</b>	
<b>Expenses</b>		<b>\$45,072.27</b>	<b>\$292,224.17</b>	<b>\$649,426.00</b>	<b>\$357,201.83</b>	
<b>Revenue Less Expenditures</b>		<b>(\$14,373.06)</b>	<b>\$274,156.25</b>	<b>\$20,731.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>(\$14,373.06)</b>	<b>\$274,156.25</b>	<b>\$20,731.00</b>	<b>\$0.00</b>	

Fund Balances

Beginning Fund Balance	1,388,291.45	1,099,762.14	0.00	0.00	0.00%
Net Change in Fund Balance	(14,373.06)	274,156.25	20,731.00	0.00	0.00%
Ending Fund Balance	1,373,918.39	1,373,918.39	0.00	0.00	0.00%

**General Fund**  
**Income Statement**  
**2/1/2024 to 2/29/2024**

	<b>Feb 2024</b>
	<b>Feb 2024</b>
	<b>Actual</b>
<b>Revenue</b>	
<b>Other Revenue</b>	
Sales Tax	15,341.00
Use Tax	1,179.36
Utility Tax	966.36
Lodging Tax	5,558.25
Building Permits/Inspection Fe	1,843.08
Business License and Permits	811.16
Miscellaneous Revenue	5,000.00
<b>Revenue</b>	<b>\$30,699.21</b>
<b>Gross Profit</b>	<b>\$30,699.21</b>
<b>Expenses</b>	
<b>Personal Services</b>	
Salaries	13,953.84
Social Security	1,065.31
Unemployment Tax	139.26
Employer Paid Insurance	1,641.28
Employer Retirement Contributi	1,397.87
Vehicle/Cell Allowance	324.85
<b>Materials &amp; Supplies</b>	
Office Supplies	142.22
Building Maintenance & Repairs	1,051.00
Software Programs/ Services	170.85
<b>Other Services</b>	
Utilities	330.00
Publication & Notice Expense	36.60
Insurance	6,818.00
Professional Services	2,748.00
Community Support Agreements	2,000.00
Dues & Memberships	15.99
School, Training, Travel	350.22
<b>Capital Outlay</b>	
Projects	12,726.00
<b>Debt Service</b>	
Interest Expense	160.98
<b>Expenses</b>	<b>\$45,072.27</b>
<b>Income (Loss) From Operations</b>	<b>(\$14,373.06)</b>
<b>Net Income (Loss)</b>	<b>(\$14,373.06)</b>

*Report Options*

Period: 2/1/2024 to 2/29/2024  
 Display Level: Level 3 Accounts  
 Display Account Categories: Yes  
 Display Subtotals: None  
 Reporting Method: Accrual  
 Fund: General Fund  
 Include Accounts: Accounts With Activity

**General Fund**  
**Bank Register**  
**2/1/2024 to 2/29/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1000 Town of CL Checking 9683</b>							
		Beginning Balance			0.00	0.00	890,944.59
2/2/2024	1604	Susan Kimmel			0.00	300.00	890,644.59
2/2/2024	R-00567	Scissortail Homes			317.26	0.00	890,961.85
2/2/2024	R-00565	Pittsburg County RWD #20			5,000.00	0.00	895,961.85
2/2/2024	1605	Oklahoma Uniform Building			0.00	48.00	895,913.85
2/2/2024	1603	Kiamichi Electric			0.00	233.00	895,680.85
2/2/2024	1602	Dan Hurd			0.00	2,100.00	893,580.85
2/2/2024	1601	Cross Telephone Co			0.00	97.00	893,483.85
2/2/2024	1600	Carlton Landing Fire and			0.00	2,000.00	891,483.85
2/2/2024	A-10136	Amanda K Harjo			0.00	1,600.14	889,883.71
2/2/2024	A-10135	James G Buckley			0.00	3,704.80	886,178.91
2/7/2024	EFT	RWS Cloud Services			0.00	96.00	886,082.91
2/7/2024	EFT	Kenneth Lynch & Sons			0.00	11,940.00	874,142.91
2/9/2024	R-00572	Oklahoma Tax Commission			1,179.36	0.00	875,322.27
2/9/2024	R-00571	Oklahoma Tax Commission			5,558.25	0.00	880,880.52
2/9/2024	R-00570	Oklahoma Tax Commission			15,257.15	0.00	896,137.67
2/9/2024	EFT	Kenneth Lynch & Sons			0.00	786.00	895,351.67
2/9/2024	1608	OPEH&W			0.00	1,694.38	893,657.29
2/9/2024	1607	OkMRF			0.00	2,096.81	891,560.48
2/9/2024	1606	McAlester News Capital			0.00	36.60	891,523.88
2/12/2024	R-00568	Anchor Homes			762.91	0.00	892,286.79
2/13/2024	R-00573	Oklahoma Tax Commission			83.85	0.00	892,370.64
2/14/2024					0.00	160.98	892,209.66
2/14/2024	EFT	EFTPS			0.00	3,394.12	888,815.54
2/14/2024	R-00569	Kerney Homes			762.91	0.00	889,578.45
2/16/2024	A-10138	Amanda K Harjo			0.00	1,600.14	887,978.31
2/16/2024	A-10137	James G Buckley			0.00	3,484.76	884,493.55
2/19/2024	EFT	Oklahoma Tax Commission			0.00	508.00	883,985.55
2/19/2024	1609	OMAG			0.00	6,818.00	877,167.55
2/20/2024	R-00574	AmeriGas Propane LP			966.36	0.00	878,133.91
2/22/2024	R-00575	Andy Waller			48.25	0.00	878,182.16
2/23/2024	1612	McAlester Mechanical			0.00	1,051.00	877,131.16
2/23/2024	1611	Kay Robbins Wall			0.00	600.00	876,531.16
2/23/2024	1610	Elan Financial Services			0.00	583.28	875,947.88
2/26/2024	R-00576	Born Again Restored LLC			762.91	0.00	876,710.79
<b>1000 Town of CL Checking 9683 Totals</b>					<b>\$30,699.21</b>	<b>\$44,933.01</b>	<b>\$876,710.79</b>

**General Fund**  
**Bank Register**  
**2/1/2024 to 2/29/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1010 2018 GO Bond Checking</b>							
		Beginning Balance			0.00	0.00	69,786.67
		<b>1010 2018 GO Bond Checking Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$69,786.67</b>
<b>1020 2020 GO Bond Checking</b>							
		Beginning Balance			0.00	0.00	79,877.47
		<b>1020 2020 GO Bond Checking Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$79,877.47</b>
<b>1030 Sinking Fund Checking 3087</b>							
		Beginning Balance			0.00	0.00	98,161.25
		<b>1030 Sinking Fund Checking 3087 Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$98,161.25</b>
<b>1080 BOK 3045 Rev Bond 2020</b>							
		Beginning Balance			0.00	0.00	(51,708.07)
		<b>1080 BOK 3045 Rev Bond 2020 Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$51,708.07)</b>
<b>1090 BOK 4044 Rev Bond 2021</b>							
		Beginning Balance			0.00	0.00	51,708.07
		<b>1090 BOK 4044 Rev Bond 2021 Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,708.07</b>
		<b>Report Totals</b>			<b>\$30,699.21</b>	<b>\$44,933.01</b>	<b>\$1,124,536.18</b>
		<b>Records included in total = 40</b>					

*Report Options*

Trans Date: 2/1/2024 to 2/29/2024

Fund: General Fund

Display Notation: No

## Town Administrator's Report March 16, 2024

- Lake Days Concessionaire Agreement – After the February Trustee Meeting the Concessionaire Agreement was signed and submitted to the Corp for approval. I received notice from the Corp on Tuesday March 12, they are working on getting the sublease letter signed.
- Adopt A bench – The benches have arrived. Four of the legs were damaged during shipping, but the vendor is sending replacements. Mike, the Mayor and I placed flags out at the general location for the bench locations. Design Review is reviewing the locations identified and will be getting back to us.
- Nature Center Facility– I worked with the Project Manager on additional information from the two Architectural firms the Board requested additional information from. Upon further review and discussion with the Project Manager, a recommendation of an Architect for the design of the main building is on the March Agenda.
- Nature Center Playground – Design Review Committee desires the wood play elements be actual wood and not just appear to be wood as outlined in the design standards. I have met with the contractor on making the change. He is getting with his supplies on changing to the natural wood elements.
- TIF Committee – On Friday, February 16, the TIF Committee had a meeting to review proposed projects to prepare a recommendation to the Board. The TIF Committee approved recommending funding for additional mailboxes, which is on the March Agenda. We were not able to fully review all the projects at the February 16 meeting and a follow-up meeting was scheduled for Friday March 8. Due to a scheduling conflict we had to cancel that meeting. The TIF Committee is looking at dates to hold another TIF Meeting to finish reviewing projects and for additional recommendation to the Board. It is anticipated the TIF meeting will be held prior to the April Board meeting so any additional recommendation(s) will be on the April Trust meeting.
- Clerk-Treasurer – purchased a laptop for the new Clerk-Treasurer. I got it set-up with email, office apps, Dropbox, etc.

Thank you.