

**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; **June 15, 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 May 18, 2024](#)

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

5. Consider, discuss, and possibly vote to amend, revise, approve or deny removing Joanne Chinnici as an authorized signatory on the Town Bank Account(s), or take any other appropriate action.

6. Consider, discuss, and possibly vote to amend, revise, approve or deny adding Heather Scott as an authorized signatory on the Town Bank Account(s), or take any other appropriate action

7. Items Removed from Consent Agenda

8. Hold a Public Hearing to discuss the Town of Carlton Landing Budget for Fiscal Year 2024-2025, or take any other appropriate action.

Exhibit: [FY 24-25 Proposed Budget Document pg number 5-29-24](#)

9. [Consider, discuss and possibly vote to amend, revise, approve or deny Resolution 2024-06-01 approving the Town of Carlton Landing, Oklahoma, budget for the General Fund, Street and Alley Fund, and Carlton Landing Economic Development Trust for the fiscal year beginning July 1, 2024 and ending June 30, 2025, and providing for the investment of said funds, or take any other appropriate action](#)  
Exhibit: [Resolution Approving Carlton Landing Budget FY 24-25](#)

10. Reports

a. [Sales Tax Revenue](#) and other Financial Reports - [Statement of Revenue and](#)

Expenditures - BOT May 2024; Income Statement - BOT May 2024; Bank Register  
- BOT May 2024

- b. Town Administrator  
Project Manager Report
- c. Legal Reports, Comments, and Recommendations to the Governing Body

11. 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.

12. 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 June 2024, being at least 24 hours prior to the Regular Meeting described above.**

\_\_\_\_\_  
**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; May 18, 2024

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

MINUTES

1. Call to Order: The meeting was called to order by Mayor Myrick at 8:04 a.m.
2. Roll Call
  - a. Mary Myrick
  - b. Chris Brule'
  - c. Clay Chapman
  - d. Chuck Mai

Consent Items

3. Approval of Minutes:
  - a. Regular Meeting of the CL Board of Trustees on April 20, 2024
4. Acknowledge receipt of Claims and Purchase Orders Report

Motion: A motion was made by Chuck Mai and seconded by Clay Chapman to accept the Consent Agenda.

AYE: Myrick  
Brule'  
Mai  
Chapman

NAY:

5. Items Removed from Consent Agenda

NOTE: at this time a gift was presented to Joanne Chinnici and Jan Summers for their years of service to the town of Carlton Landing.

6. Consider, discuss, and possibly vote to amend, revise, approve or deny a Resolution Nominating Greg Buckley as a candidate to fill an open Trustee At-Large position on the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing the entire membership for a five-year term beginning October 1, 2024, through October 1, 2029,

or take any other appropriate action.

Exhibit:

Discussion: Mr. Buckley desires to serve on the board and keeps him in touch with TIF attorney, etc. Mayor is supportive of this action.

MOTION: A motion was made by Chuck Main and seconded by Kris Brule' to approve the Resolution nominating Greg Buckley as a candidate to fill the Trustee At Large position on the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing the entire membership for a five-year term beginning October 1, 2024, through October 1, 2029.

AYE: Myrick  
Brule'  
Mai  
Chapman

NAY

7. Consider, discuss, and possibly vote to amend, revise, approve or deny the appointment of Amaziah Dominic, Allison Grecco, Criag Ireland, Stephen Reel, or Heather Scott to the vacant Board of Trustee position #4 until the April 2025 Board Election, or take any other appropriate action.

Exhibit:

Joanne Chinnici signed in to speak to speak behalf of Heather Scott. Ms. Scott understands administration and has worked with the town for several years. She attends the trustee meetings and has the skills to fill the position. She has supported the community and started monthly potlucks. Ms. Scott is soon to be a full-time resident.

Clay Chapman requested an executive session to discuss this topic. However, Greg Buckley why holding an executive session is not permitted in this instance. Trustees are not salaried so cannot have executive session. They are not considered personnel because they are not paid.

Kay: this action is replacing Joanne Chinnici for the remainder of her term. The position being filled is non-salaried and not personnel.

Nomination for trustee: Chuck Mai commented that all the candidates are well-qualified and would make excellent trustees.

Mr. Mai nominated Heather Scott for the position.

MOTION: A motion was made by Chuck Mai and seconded by Kris Brule' to the appointment of Heather Scott to the vacant Board of Trustee position #4 until the April 2025 Board Election.

AYE: Myrick  
Brule'  
Mai  
Chapman



NAY:

Ms. Scott was administered the Oath of Office.

8. Consider, discuss, and possibly vote to amend, revise, approve or deny an Ordinance setting a salary for the Position of Town Trustee of Carlton Landing, Oklahoma; Providing an effective date; Declaring an Emergency, or take any other appropriate action.

- a. Vote on Declaring an Emergency

Exhibit:

Discussion: Struck

Motion: A motion was made by Mary Myrick and seconded by Chuck Mai to strike an Ordinance setting a salary for the Position of Town Trustee of Carlton Landing, Oklahoma; Providing an effective date; Declaring an Emergency or take any other appropriate action.

AYE: Myrick  
Brule'  
Mai  
Chapman

NAY:

9. Consider, discuss, and possible action to **enter executive session** pursuant to 25 O.S. Section 307.B(4) with Town Attorney to discuss pending investigation, claim or action, related to Alley Phase II or take any other appropriate action.
  - a. Vote to convene into Executive Session
  - b. Discussion in Executive Session
  - c. Vote to reconvene in Regular Session
  - d. Discussion and consider possible action to proceed in a manner consistent with discussion in Executive Session.

**NO ACTION NOTHING IMMINENT**

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

Greg: sales tax has improved a little, but we continue to monitor. The budget fire dept is asking for more funding for 3-5 months.

Susan Zubik: provides Fire Department information:

- were funded for a year and we have made significant progress.

- Next Tuesday the Caddo coordinator will come to visit.
- Open house Memorial Day weekend.
- All the equipment is cleared out.
- Received some donations and consolidating items.
- The new fire station building looks good, some minor issues will be completed next week.
- Still have repairs and insurance costs – we request a six-month extension on the funds, so we continue. We do need the funding until we can access county funds.
- Project manager's information is in the report.

Myrick: met in OKC to discuss large projects. Must have much more time to review projects to discuss the details. We will contract with the developer for nature center. We need an agreement to be more engaged and interactive before the projects begin. The agreements will help all sides.

Rigorous bidding process: projects where there are contributions, in those cases, there is flexibility. The nature center (paid with TIF public works project – must be competitively bid. Gives us more clarity. Jeb (attorney) is helpful and gives us guidance and develop documents to have conversations with the developer.

Benches going up: one or more of the trustees need to be the social media person. This will help keep the community current. Need to communicate through social media.

Kay: Greg been in weekly, worked hard on the paving issue and whether to have an executive session for this meeting.

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

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CITIZENS WISHING TO SPEAK: Joanne Chinnici and Susan Zubik

12. Adjournment: The meeting was adjourned at 8:35 a.m., by Mary Myrick.

\_\_\_\_\_  
Mayor

Attest:

*Susan J. J. J. J.*

Town Clerk



**General Fund**  
**Payments Journal (Summary)**  
**5/1/2024 to 5/31/2024**

Check Date	Check / Reference #	Payee	Amount
<b>1000 Town of CL Checking 9683</b>			
5/3/2024	1650	OPEH&W	1,694.38
5/3/2024	1649	Oklahoma Uniform Building	16.00
5/3/2024	1648	OKMRF	2,096.81
5/3/2024	1647	Oklahoma Municipal League	65.00
5/3/2024	1646	Susan Kimmel	300.00
5/3/2024	1645	Kiamichi Electric	111.00
5/3/2024	1644	Dan Hurd	700.00
5/3/2024	1643	Cross Telephone Co	97.00
5/3/2024	1642	Carlton Landing Fire and	2,000.00
5/10/2024	1651	Cartridge Word Tulsa	192.95
5/10/2024	A-10150	Amanda K Harjo	1,600.14
5/10/2024	A-10149	James G Buckley	3,704.80
5/13/2024	GJ-10111	Pittsburg County Clerk	1,664.13
5/14/2024			89.07
5/15/2024	EFTPS	EFTPS	3,394.12
5/17/2024	1655	New Town Development	700.00
5/17/2024	1654	Burns Construction LLC	10,000.00
5/17/2024	1653	Center for Economic	60.00
5/17/2024	1652	ACS Playground Adventures	11,500.00
5/20/2024	EFT	CLEDT	48,881.21
5/20/2024	EFT	Oklahoma Tax Commission	508.00
5/24/2024	1658	Kay Robbins Wall	600.00
5/24/2024	1657	Crawford & Associates, P.C.	720.00
5/24/2024	1656	Elan Financial Services	1,392.46
5/24/2024	A-10152	Amanda K Harjo	1,600.14
5/24/2024	A-10151	James G Buckley	3,484.76
5/31/2024	1660	Kiamichi Economic Dev Dist of	50.00
5/31/2024	1659	Cross Telephone Co	97.00
<b>1000 Town of CL Checking 9683 Totals</b>			<b>\$97,318.97</b>

*Report Options*

Check Date: 5/1/2024 to 5/31/2024

Display Notation: No

Fund: General Fund



# BUDGET FY 2024 - 2025



# Town of Carlton Landing

## Budget Message

### FY 2024-2025

Mayor and Trustees,

It is an honor and a privilege to submit my fifth budget for your consideration and approval. FY 23-24 continued a stable growth pattern along with Actual revenue exceeding Budgeted projections. The softening economy and inflation did have an impact on housing growth which we saw in sales tax collections.

The FY 24-25 Budget maintains a conservative financial approach to Revenue projections and Expenditures. Building and construction activities are anticipated to remain steady through FY 24-25; however, recent inflation and financial changes mean we should continue to monitor outside markets and their impact on construction activities. Lodging Tax revenue continued to show a positive increase with Carlton Landing as a destination spot. For FY 23-24 Lodging Tax revenue was projected at \$48,000.00. The Current year end projection for Lodging Tax is approximately \$97,500.00 or about double Budgeted projections covering the third full year of the Tax.

During Fiscal Year 2023-2024 we achieved several things: adopted an Adopt-a-Bench Program, continued partnership with Carlton Landing Academy to provide Police Officer during school hours, completed Alley Phae II improvements, started Stephens Road extension, approved an new Concessionaire Agreement with Lake Days for Aquatic Park/WIBIT structures, cleared the site for the proposed Nature Center Facilities and contracted with an Architect to develop plans for the main building, and the Developer completed the infrastructure for Phase 6 and opened it for housing construction.

Budgeted Revenue for Sales Tax increases by 12.5% and increases Lodging Tax over Fiscal Year 2023-2024 projections. The proposed increases in budgeted Sales Tax revenue is 80% of FY 23-24 projected actual and budgeted Lodging Tax revenue is approximately 77% of FY 23-24 projected actual. I did not include a projected TIF Revenue Note or possible use of those funds. Once the amount of the TIF Revenue Note and project funding was determined a Budget Amendment was presented to appropriate the Revenue and projects. Known carry-over projects are included in projected expenditures.

The proposed Budget for FY 24-25 is a balanced budget without using Balance Forward/Carry-over or operating Reserves to balance. The carry-over funds budgeted are directly tied to the GO Bond and TIF projects which were not completed in FY 23-24. To use FY 23-24 Funds in FY 24-25 those funds need to be appropriated so they can be spent in FY 24-25.

Highlights of the proposed FY 24-25 Budget include:

- Increased Revenue in Sales Tax and Lodging Tax to account for Police Officer for community patrol
- Recreation and Marina Infrastructure completion
- Increase General Government Training for New Official Training
- TIF Funding percentage for Administration lowered to 43.4%
- Maintained Increased funds for Community Support Agreement for Fire District
- Maintain Transfer to Reserve Fund of \$20,000.00

Key Projects to be continued from the FY 23-24 Budget Include:

- Nature Center Facility
- Street Light Plan and pilot project
- Extend hiking/walking trails
- Expand features at Nature Center Playground

The Budget has been prepared in accordance with the Oklahoma Municipal Budget Act, Title 11 Oklahoma Statutes.

Respectfully Submitted,

J. Gregory Buckley  
City Manager

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE TOWN OF CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Town of Carlton Landing, Oklahoma, for the Fiscal Year 2024-2025 has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Projected Ending Balance</u>
GENERAL FUND	\$ 619,777.00	\$ 593,151.00	\$ 26,626.00
CLEDT	\$3,960,000.00	\$2,507,917.00	\$1,452,083.00
STREET & ALLEY	\$ 900.00	\$ 0.00	\$ 900.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Town of Carlton Landing prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Town of Carlton Landing has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decrease in appropriations or appropriation transfers; and,

WHEREAS, the Board of Trustees desires to provide limited budget control flexibility to the Town Administrator in amending certain budget categories as needed without Board action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Board of Trustees has authorized the Town Administrator to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer sales tax revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Town Administrator is also required to submit for Board action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to the Board, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Town Administrator and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2024-2025.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 15TH DAY OF JUNE, 2024.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer



**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Carlton Landing Economic Development Trust, the Fiscal Year 2024-2025 Budget has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Projected Ending Balance</u>
CLEDT	\$3,960,000.00	\$2,507,917.00	\$1,452,083.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Carlton Landing Economic Development Trust prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Carlton Landing Economic Development Trust has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decreases in appropriations or appropriation transfers; and,

WHEREAS, the Trustees of the Carlton Landing Economic Development Trust desires to provide limited budget control flexibility to the Trust Manager in amending certain budget categories as needed without Authority action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Trustees of Carlton Landing Economic Development Trust has authorized the Trust Manager to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Trust Manager is also required to submit for Trustee action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to Trustees, for action, on a properly completed Budget Amendment Form.

WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE CARLTON LANDING ECONOMIC DEVELOPMENT TRUST, EUFAULA, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Trust Manager and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2024-2025.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

PASSED, APPROVED AND ADOPTED, THIS 15TH DAY OF JUNE, 2024.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer

### GENERAL Fund Summary

	Actual <u>FY 19-20</u>	Actual <u>FY 20-21</u>	Actual <u>FY 21-22</u>	Actual <u>FY 22-23</u>	Amended Budget <u>FY 23-24</u>	Proposed Budget <u>FY 24-25</u>
<b>REVENUES</b>						
Non-Departmental	\$ 377,070.00	\$ 513,124.97	\$ 575,175.93	\$ 767,830.31	\$ 670,157.00	\$ 619,777.00
<b>EXPENDITURES</b>						
<u>Adminstration</u>						
Personal Services	\$ 114,896.11	\$ 124,980.71	\$ 131,109.11	\$ 190,352.43	\$ 248,861.00	\$ 254,966.00
Material and Supplies	\$ 311.53	\$ 438.14	\$ 709.00	\$ 876.31	\$ 1,965.00	\$ 2,225.00
Other Services	\$ 6,640.39	\$ 12,607.23	\$ 10,506.01	\$ 12,399.99	\$ 18,133.00	\$ 19,390.00
<b>TOTAL DEPARTMENT</b>	\$ 121,848.03	\$ 138,026.08	\$ 142,324.12	\$ 203,628.73	\$ 268,959.00	\$ 276,581.00
<u>General Government</u>						
Material and Supplies	\$ 2,843.01	\$ 9,545.06	\$ 10,219.63	\$ 6,649.06	\$ 13,540.00	\$ 13,960.00
Other Services	\$ 157,319.87	\$ 66,475.12	\$ 86,389.32	\$ 116,484.58	\$ 161,551.00	\$ 182,234.00
Capital Outlay	\$ -	\$ 14,320.48	\$ 27,510.09	\$ 9,171.91	\$ 125,829.00	\$ 40,829.00
Debt Service	\$ 12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 12,025.79	\$ 55,600.00	\$ 55,600.00
Transfers OUT		\$ 70,000.00			\$ 20,000.00	\$ 20,000.00
<b>TOTAL DEPARTMENT</b>	\$ 172,962.88	\$ 175,062.48	\$ 131,771.96	\$ 159,331.34	\$ 380,467.00	\$ 316,570.00
<b>TOTAL EXPENDITURES</b>	\$ 294,810.91	\$ 313,088.56	\$ 274,096.08	\$ 362,960.07	\$ 649,426.00	\$ 593,151.00
<b>YEAR END FUND BAL</b>	\$ 82,259.09	\$ 200,036.41	\$ 301,079.85	\$ 404,870.24	\$ 20,731.00	\$ 26,626.00

### CLEDT Fund Summary

	Actual <u>FY 19-20</u>	Actual <u>FY 20-21</u>	Actual <u>FY 21-22</u>	Actual <u>FY 22-23</u>	Amended Budget <u>FY 23-24</u>	Proposed Budget <u>FY 24-25</u>
<b>REVENUES</b>						
Non-Departmental	\$ 3,898,921.31	\$ 1,799,809.22	\$ 2,792,904.75	\$ 3,594,164.60	\$ 2,803,000.00	\$ 3,960,000.00
<b>EXPENDITURES</b>						
<u>General Government</u>						
Material and Supplies						
Other Services						
Capital Outlay						
Debt Service	\$ 272,000.00	\$ 593,694.87	\$ 705,468.33	\$ 883,152.00	\$ 925,388.00	\$ 1,263,618.00
Transfers - Out		\$ 96,663.96	\$ 92,003.43	\$ 136,258.39	\$ 120,146.00	\$ 120,146.00
<b>TOTAL DEPARTMENT</b>	\$ 272,000.00	\$ 690,358.83	\$ 797,471.76	\$ 1,019,410.39	\$ 1,045,534.00	\$ 1,383,764.00
<u>TIF Projects</u>						
Capital Outlay	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 584,019.57	\$ 1,660,500.00	\$ 1,124,153.00
<b>TOTAL DEPARTMENT</b>	\$ 2,754,203.77	\$ 684,395.92	\$ 254,499.21	\$ 584,019.57	\$ 1,660,500.00	\$ 1,124,153.00
<b>TOTAL EXPENDITURES</b>	\$ 3,026,203.77	\$ 1,374,754.75	\$ 1,051,970.97	\$ 1,603,429.96	\$ 2,706,034.00	\$ 2,507,917.00
<b>YEAR END FUND BAL</b>	\$ 872,717.54	\$ 425,054.47	\$ 1,740,933.78	\$ 1,990,734.64	\$ 96,966.00	\$ 1,452,083.00

### STREET AND ALLEY Fund Summary

	Actual <u>FY 21-22</u>	Actual <u>FY 22-23</u>	Amended Budget <u>FY 23-24</u>	Proposed Budget <u>FY 24-25</u>
<b>REVENUES</b>				
Non-Departmental	\$ 681.42	\$ 3,271.87	\$ 700.00	\$ 900.00
<b>EXPENDITURES</b>				
<u>General Government</u>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>TOTAL DEPARTMENT</b>	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>YEAR END FUND BAL</b>	\$ 681.42	\$ 3,271.87	\$ 700.00	\$ 900.00



**GENERAL FUND - Budget Supplement Information - FY 24-25**

Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual 21-22	Actual 22-23	Amended Budget 23-24	Proposed Budget 24-25
<b>Non-Departmental Revenue</b>							
01-00-4000-00	Sale Tax	\$80,285.00	\$ 188,141.32	\$ 268,491.13	\$ 336,027.86	\$ 200,000.00	\$ 225,000.00
01-00-4005-00	Use Tax	\$1,877.00	\$ 8,001.54	\$ 11,373.63	\$ 16,260.46	\$ 8,000.00	\$ 10,000.00
01-00-4010-00	Utility Tax	\$3,280.00	\$ 6,255.96	\$ 12,956.67	\$ 12,868.89	\$ 12,000.00	\$ 12,000.00
01-00-4011-00	Lodging Tax		\$ 22,793.31	\$ 75,307.75	\$ 81,561.01	\$ 73,000.00	\$ 75,000.00
01-00-4012-00	Alcohol Beverage Tax			\$ 953.55	\$ 1,224.12	\$ 800.00	\$ 900.00
01-00-4015-00	Pittsburgh County Sinking Fund Receipts	\$41,142.00	\$ 60,039.22	\$ 45,974.30	\$ 68,253.67	\$ 55,600.00	\$ 57,500.00
01-00-4100-00	Building Permits/Inspection Fees	\$6,700.00	\$ 32,337.22	\$ 16,909.55	\$ 17,401.41	\$ 23,580.00	\$ 18,000.00
01-00-4105-00	Business License and Permits	\$1,022.00	\$ 86.88	\$ 311.61	\$ 5,366.09	\$ 200.00	\$ 400.00
01-00-4210-00	Donations					\$ 60,000.00	
01-00-4300-00	Corps Lease Rental Income						
01-00-4500-00	Miscellaneous Revenue			\$ 894.31	\$ 42,608.41	\$ 60,000.00	\$ 60,000.00
01-00-9001-00	Transfer IN from CLEDT						
01-00-9002-00	Transfer IN from TIF	\$89,259.00	\$117,552.05	\$ 92,003.43	\$ 136,258.39	\$ 120,148.00	\$ 120,148.00
	Balance Forward/Carry-over	\$153,505.00	\$77,917.47	\$ 50,000.00	\$ 50,000.00	\$ 56,829.00	\$ 40,829.00
	<b>TOTAL AVAILABLE REVENUES</b>	<b>\$377,070.00</b>	<b>\$513,124.97</b>	<b>\$575,175.93</b>	<b>\$767,830.31</b>	<b>\$670,157.00</b>	<b>\$619,777.00</b>
<b>Administration</b>							
<u>Personal Services</u>							
01-10-5000-00	Salaries	\$86,300.04	\$ 87,449.88	\$ 91,499.35	\$ 141,249.97	\$ 181,500.00	\$ 186,603.00
01-10-5005-00	Overtime						
01-10-5010-00	Social Security	\$8,516.11	\$ 6,987.95	\$ 7,259.62	\$ 11,088.30	\$ 14,183.00	\$ 14,573.00
01-10-5015-00	Unemployment Tax	\$256.80	\$ 545.44	\$ 248.02	\$ 535.91	\$ 3,708.00	\$ 3,810.00
01-10-5020-00	Employer Paid Insurance	\$7,315.50	\$ 17,089.44	\$ 18,714.18	\$ 20,380.60	\$ 27,420.00	\$ 27,420.00
01-10-5025-00	Employer Retirement Contribution	\$9,308.86	\$ 9,009.80	\$ 9,489.74	\$ 13,199.45	\$ 18,150.00	\$ 18,660.00
01-10-5030-00	Vehicle/Cell Allowance	\$3,198.80	\$ 3,898.20	\$ 3,898.20	\$ 3,898.20	\$ 3,900.00	\$ 3,900.00
	<b>SUB TOTAL</b>	<b>\$ 114,896.11</b>	<b>\$ 124,980.71</b>	<b>\$ 131,109.11</b>	<b>\$ 190,352.43</b>	<b>\$ 248,861.00</b>	<b>\$ 254,966.00</b>
<u>Materials &amp; Supplies</u>							
01-10-5500-00	Office Supplies	\$291.53	\$ 278.14	\$ 463.05	\$ 1,021.48	\$ 1,200.00	\$ 1,400.00
01-10-5510-00	Building Maintenance & Repairs		\$ 160.00	\$ 320.00	\$ 320.00	\$ 320.00	\$ 380.00
01-10-5515-00	Vehicle Maintenance & Repairs						
01-10-5520-00	Software Programs/ Services			\$ (74.05)	\$ 144.83	\$ 345.00	\$ 345.00
01-10-5525-00	Gas, Oil, Tires						
01-10-5530-00	Miscellaneous - Fees, Events, Activities	\$20.00		\$ -	\$ (610.00)	\$ 100.00	\$ 100.00
	<b>SUB TOTAL</b>	<b>\$311.53</b>	<b>\$ 438.14</b>	<b>\$ 709.00</b>	<b>\$ 876.31</b>	<b>\$ 1,965.00</b>	<b>\$ 2,225.00</b>
<u>Other Services</u>							
01-10-6000-00	Utilities	\$714.00	\$ 3,783.74	\$ 2,215.65	\$ 2,944.28	\$ 4,363.00	\$ 4,400.00
01-10-6005-00	Rent	\$5,700.00	\$ 7,300.49	\$ 4,784.85	\$ 6,253.31	\$ 5,820.00	\$ 6,960.00
01-10-6015-00	Insurance			\$ 1,085.00	\$ 665.00	\$ 570.00	\$ 600.00
01-10-6035-00	Dues & Memberships		\$ 1,199.00	\$ 1,179.00	\$ 490.00	\$ 1,380.00	\$ 1,430.00
01-10-6040-00	School, Training, Travel	\$226.39	\$ 324.00	\$ 1,241.51	\$ 2,047.40	\$ 6,000.00	\$ 6,000.00
	<b>SUB TOTAL</b>	<b>\$ 6,640.39</b>	<b>\$ 12,607.23</b>	<b>\$ 10,506.01</b>	<b>\$ 12,399.99</b>	<b>\$ 18,133.00</b>	<b>\$ 19,390.00</b>
<u>Capital Outlay</u>							
	<b>SUB TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Debt Service</u>							
	<b>SUB TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>DEPT TOTAL</b>	<b>\$ 121,848.03</b>	<b>\$ 138,026.08</b>	<b>\$ 142,324.12</b>	<b>\$ 203,628.73</b>	<b>\$ 268,959.00</b>	<b>\$ 276,581.00</b>



Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual 21-22	Actual 22-23	Amended Budget 23-24	Proposed Budget 24-25
<b>General Government</b>							
<u>Personal Services</u>							
01-15-4000-00	Salaries					\$ 3,600.00	\$ 3,600.00
01-15-4005-00	Overtime						
01-15-4010-00	Social Security					\$ 275.00	\$ 275.00
01-15-4015-00	Unemployment Tax					\$ 72.00	\$ 72.00
	SUB TOTAL	\$ -				\$ 3,947.00	\$ 3,947.00
<u>Materials &amp; Supplies</u>							
01-15-5500-00	Office Supplies	\$291.00	\$ 1,417.35	\$ 194.95	\$ 653.82	\$ 1,500.00	\$ 1,500.00
01-15-5505-00	Postage			\$ 58.00	\$ 139.80	\$ 600.00	\$ 600.00
01-15-5510-00	Building Maintenance & Repairs			\$ 1,392.15	\$ 1,866.60	\$ 2,500.00	\$ 2,500.00
01-15-5520-00	Software Programs/ Services	\$1,944.20	\$ 7,426.45	\$ 7,840.11	\$ 3,368.90	\$ 7,480.00	\$ 7,900.00
01-15-5530-00	Miscellaneous - Fees, Events, Activities	\$607.81	\$ 701.26	\$ 734.42	\$ 619.94	\$ 1,460.00	\$ 1,460.00
	SUB TOTAL	\$ 2,843.01	\$ 9,545.06	\$ 10,219.63	\$ 6,649.06	\$ 13,540.00	\$ 13,960.00
<u>Other Services</u>							
01-15-6000-00	Utilities			\$ 886.00	\$ 208.70	\$ 1,000.00	\$ 1,000.00
01-15-6005-00	Rent						
01-15-6010-00	Publication & Notice Expense	\$2,410.45	\$ 1,564.24	\$ 2,347.40	\$ 989.75	\$ 2,500.00	\$ 2,500.00
01-15-6015-00	Insurance		\$ 1,165.00	\$ 4,486.00	\$ 5,097.00	\$ 5,500.00	\$ 7,800.00
01-15-6020-00	Professional Services	\$16,443.74	\$ 53,480.75	\$ 47,233.00	\$ 47,484.13	\$ 59,300.00	\$ 60,200.00
01-15-6025-00	Contracts & Leases		\$ 1,568.00				
01-15-6030-00	Community Support Agreements	\$2,000.00	-	-	\$ 15,630.00	\$ 39,000.00	\$ 51,500.00
01-15-6035-00	Dues & Memberships	\$2,325.62	\$ 967.71	\$ 4,788.76	\$ 4,948.06	\$ 3,555.00	\$ 4,001.00
01-15-6040-00	School, Training, Travel			\$ 2,280.32	\$ 2,371.05	\$ 2,500.00	\$ 3,500.00
01-15-6045-00	Road and Trail Maintenance	\$133,611.36	\$ 6,529.42	\$ 8,118.00	\$ 22,918.60	\$ 26,696.00	\$ 30,233.00
01-15-6050-00	Website Expense	\$528.70	\$ 1,200.00	\$ 1,524.00	-	\$ 4,000.00	\$ 4,000.00
01-15-6055-00	Grant Match						
01-15-6800-00	Office/Gen Administrative Expense			\$ 14,725.84	\$ 16,837.29	\$ 17,500.00	\$ 17,500.00
	SUB TOTAL	\$ 157,319.87	\$ 66,475.12	\$ 86,389.32	\$ 116,484.58	\$ 161,551.00	\$ 182,234.00
<u>Capital Outlay</u>							
01-15-7010-00	Projects		\$ 14,320.48	\$ 27,510.09	\$ 9,171.91	\$ 125,829.00	\$ 40,829.00
	SUB TOTAL	\$ -	\$ 14,320.48	\$ 27,510.09	\$ 9,171.91	\$ 125,829.00	\$ 40,829.00
<u>Debt Service</u>							
01-15-8000-00	GO Bond Payments	\$12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 12,025.79	\$ 55,600.00	\$ 55,600.00
	SUB TOTAL	\$ 12,800.00	\$ 14,721.82	\$ 7,652.92	\$ 12,025.79	\$ 55,600.00	\$ 55,600.00
<u>Transfers - Out</u>							
01-15-9501-00	Transfer OUT to CLEDT						
01-15-9503-00	Transfer OUT to RESERVE Fund		\$ 70,000.00		\$ 15,000.00	\$ 20,000.00	\$ 20,000.00
	DEPT. TOTAL	\$ 172,962.88	\$ 175,062.48	\$ 131,771.96	\$ 159,331.34	\$ 380,467.00	\$ 316,570.00
	TOTAL EXPENSES	\$ 294,810.91	\$ 313,088.56	\$ 274,096.08	\$ 362,960.07	\$ 649,426.00	\$ 593,151.00
	YEAR END FUND BALANCE	\$ 82,259.09	\$200,036.41	\$ 301,079.85	\$404,870.24	\$ 20,731.00	\$ 26,626.00
	RESERVE		\$ 78,272.14	\$ 68,524.02	\$ 90,740.02	\$ 162,356.50	\$ 148,287.75

**CLEDT - Budget Supplement Information - FY 24-25**

Ledger ID	Ledger Description	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Actual FY 22-23	Amended Budget FY 23-24	Proposed Budget FY 24-25
<b>CLEDT</b>							
<u>Non-Departmental Revenue</u>							
05-00-4015-00	Pittsburgh County Sinking Fund Receipts	\$ 497,061.31	\$ 698,327.98	\$ 882,567.76	\$ 1,069,674.37	\$ 1,000,000.00	\$ 1,400,000.00
05-00-4350-00	Revenue Bond	\$ 1,455,000.00	\$ 61,500.28	\$ 1,265,000.00	\$ 1,330,000.00	\$ 19,500.00	
05-00-4400-00	Interest Income		\$ 78.26	\$ 451.99	\$ 59,490.23	\$ 67,500.00	\$ 60,000.00
05-00-4450-00	Miscellaneous Revenue		\$ 55.89				
05-00-9000-00	Transfer IN from Gen Fund						
	Balance Forward/Carry-over	\$ 1,946,860.00	\$ 1,039,846.81	\$ 644,885.00	\$ 1,135,000.00	\$ 1,716,000.00	\$ 2,500,000.00
	<b>TOTAL AVAILABLE REVENUES</b>	\$ 3,898,921.31	\$ 1,799,809.22	\$ 2,792,904.75	\$ 3,594,164.60	\$ 2,803,000.00	\$ 3,960,000.00
<b>General Government</b>							
<u>Personal Services</u>							
	SUBTOTAL		\$ -	\$ -			
<u>Materials &amp; Supplies</u>							
	SUBTOTAL		\$ -	\$ -			
<u>Other Services</u>							
	SUBTOTAL	\$ 1,143.13	\$ -	\$ -			
<u>Capital Outlay</u>							
	SUBTOTAL		\$ -	\$ -			
<u>Debt Service</u>							
05-15-8100-00	2018 Revenue Bond	\$ 126,500.00	\$ 136,873.48	\$ 140,000.00	\$ 150,000.00	\$ 211,750.00	\$ 212,550.00
05-15-8101-00	2018B Revenue Bond	\$ 71,500.00	\$ 75,000.00	\$ 76,500.00	\$ 81,500.00	\$ 119,500.00	\$ 119,612.50
05-15-8102-00	2019 Revenue Bond	\$ 74,000.00	\$ 106,500.00	\$ 118,000.00	\$ 121,500.00	\$ 185,375.00	\$ 183,187.50
05-15-8103-00	2020 Revenue Bond		\$ 56,500.00	\$ 46,500.00	\$ 1,500.00	\$ 79,700.00	\$ 81,980.00
05-15-8104-00	2021 Revenue Bond			\$ 61,500.00	\$ 78,000.00	\$ 145,175.00	\$ 145,775.00
05-15-8105-00	2022 Revenue Bond				\$ 140,000.00	\$ 183,888.00	\$ 187,363.00
05-15-8106-00	2023 Revenue Bond						\$ 333,150.00
	Bond Origination Fees	\$ 47,500.00		\$ -			
05-15-8500-00	Interest Expense	\$ 171,444.33	\$ 218,821.39	\$ 262,968.33	\$ 310,651.63		
	SUBTOTAL	\$ 272,000.00	\$ 593,694.87	\$ 705,468.33	\$ 883,151.63	\$ 925,388.00	\$ 1,263,618.00
<u>Transfers - Out</u>							
05-15-9500-00	Transfer OUT to Gen Fund		\$ 96,663.96	\$ 92,003.43	\$ 136,258.39	\$ 120,146.00	\$ 120,146.00
05-15-9503-00	Transfer OUT to RESERVE Fund						
	SUBTOTAL		\$ 96,663.96	\$ 92,003.43	\$ 136,258.39	\$ 120,146.00	\$ 120,146.00
	DEPT. TOTAL	\$ 273,143.13	\$ 690,358.83	\$ 797,471.76	\$ 1,019,410.02	\$ 1,045,534.00	\$ 1,383,764.00
<b>TIF Projects</b>							
<u>Capital Outlay</u>							
05-20-7100-00	2018 Rev Bond - School Support	\$ 459,798.00					
05-20-7100-01	2018 Rev Bond - Infrastructure Reimbursement	\$ 337,614.00					
05-20-7100-02	2018 Rev Bond - County Support						
05-20-7100-03	2018 Rev Bond - Developer Reimbursement	\$ 36,238.00					
05-20-7100-04	2018 Rev Bond - Alley Beautification	\$ 14,606.02	\$ 268,035.87	\$ 1,598.79			
05-20-7100-05	2018 Rev Bond - Marina Center - Courtesy Dock	\$ 28,000.00					
05-20-7100-06	2018 Rev Bond - Marina Center - Clearing	\$ 67,345.71					
05-20-7100-07	2018 Rev Bond - Marina Center Fencing	\$ 10,400.00					
05-20-7100-08	2018 Rev Bond - Marina Center Road Access	\$ 78,000.00					
05-20-7100-09	2018 Rev Bond - Playground	\$ 69,470.59	\$ -	\$ -			
05-20-7100-10	2018 Rev Bond - Pavilion		\$ 26,920.00				
05-20-7100-11	2018 Rev Bond - Mailboxes	\$ 13,519.02	\$ 1,354.69			\$ 16,000.00	
05-20-7101-00	2018B Rev Bond - School Support		\$ -				
05-20-7101-01	2018B Rev Bond - Infrastructure Reimbursement	\$ 206,000.00					
05-20-7101-02	2018B Rev Bond - County Support	\$ 222,292.29					
05-20-7101-03	2018B Rev Bond - Developer Reimbursement	\$ 144,241.14					
05-20-7101-04	2018B Rev Bond - Pavilion		\$ -				
05-20-7101-05	2018B Rev Bond - Town Green - Public Amenity	\$ 131,622.00					
05-20-7101-06	2018B Rev Bond - Town Hall Phase 1	\$ 30,621.00					
05-20-7101-07	2018B Rev Bond - campsites - business Incentive		\$ -	\$ 1,170.98			
05-20-7102-00	2019 Rev Bond - School Buildings						
05-20-7102-01	2019 Rev Bond -Community Center	\$ 904,436.00	\$ -	\$ -	\$ 1,768.25		
05-20-7102-02	2019 Rev Bond - campsites - business Incentive		\$ -	\$ -			
05-20-7102-03	2019 Rev Bond - Trail Development				\$ -	\$ 25,000.00	\$ 25,000.00
05-20-7103-00	2020 Rev Bond - Pavilion Facility		\$ 331,064.67	\$ 48,869.46	\$ 825.00		
05-20-7103-01	2020 Rev Bond - Ridgeline trail		\$ 6,255.00	\$ 130,311.00			
05-20-7103-02	2020 Rev Bond - campsites - business Incentive		\$ -	\$ -			
05-20-7103-03	2020 Rev Bond - Alley Improvement		\$ 30,971.46		\$ 433,108.51		



## STREET & ALLEY - Budget Supplement Information - FY 24-25

Ledger ID	Ledger Description		<u>Actual</u> FY 21-22	<u>Actual</u> FY 22-23	<u>Amended Budget</u> FY 23-24	<u>Proposed Budget</u> FY 24-25
<b>ST&amp;A</b>						
Non-Departmental Revenue						
01-00-4013-00	Vehicle Gas/Fuel Tax	\$	400.00	\$ 3,271.87	\$ 700.00	\$ 900.00
	Balance Forward/Carry-over					
	<b>TOTAL AVAILABLE REVENUES</b>	<b>\$</b>	<b>400.00</b>	<b>\$ 3,271.87</b>	<b>\$ 700.00</b>	<b>\$ 900.00</b>
<b>General Government</b>						
<u>Capital Outlay</u>						
	SUBTOTAL	\$	-	\$ -	\$ -	\$ -
	DEPT. TOTAL	\$	-	\$ -	\$ -	\$ -
	TOTAL EXPENSES	\$	-	\$ -	\$ -	\$ -
	Year End Fund Balance	\$	400.00	\$ 3,271.87	\$ 700.00	\$ 900.00



NOTICE OF PUBLIC HEARING  
 AT THE TOWN OF CARLTON LANDING, OKLAHOMA  
LEGAL NOTICE

1. Notice is hereby given that at 8:00 am on June 15, 2024 the Town of Carlton Landing will convene a Public Hearing on the municipality’s proposed budget for Fiscal Year 2024-2025. The hearing will be held at the Carlton Landing Academy Cafeteria, 10B Boulevard, Carlton Landing, Oklahoma. Copies of the proposed budget are available at the Town Office.
  
2. The proposed budget for fiscal year 2024-2025 as follows:

<b>General Fund:</b>	Appropriation <u>Amount</u>
<b>Revenues:</b>	\$619,777.00
<b>Expenditures:</b>	
Administration	\$276,580.00
General Government	\$316,570.00
<b>TOTAL OF BUDGET</b>	<b>\$593,150.00</b>

<b>Carlton Landing Economic Development Trust</b>	
<b>Revenues:</b>	\$3,960,000.00
<b>Expenditures</b>	
General Government	\$1,383,764.00
TIF Projects	\$1,124,153.00
<b>TOTAL CLEDT BUDGET</b>	<b>\$2,507,917.00</b>

<b>Street and Alley Fund:</b>	Appropriation <u>Amount</u>
<b>Revenues:</b>	\$900.00
<b>Expenditures:</b>	
General Government	\$0.00
<b>TOTAL ST&amp;A BUDGET</b>	<b>\$0.00</b>

<b>GRAND TOTAL BUDGET</b>	<b>\$3,101,067.00</b>
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I certify that the foregoing Notice and Agenda will be posted in a prominent view at 10B Boulevard, Carlton Landing, Oklahoma also known as the Carlton Landing Academy Cafeteria before 8:00 pm on June 15, 2024, being at least 48 hours prior to the Public Hearing described above. All interested citizens will have the opportunity to provide written and or oral comments.

\_\_\_\_\_  
 Signature of Person Posting the Notice

\_\_\_\_\_  
 Printed Name of Person Posting the Notice

Item No. \_\_\_\_\_

Date: June 15, 2024

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, discuss and possibly vote to amend, revise, approve or deny Resolution 2024-06-01 approving the Town of Carlton Landing, Oklahoma, budget for the General Fund, Street and Alley Fund, and Carlton Landing Economic Development Trust for the fiscal year beginning July 1, 2024 and ending June 30, 2025, and providing for the investment of said funds, or take any other appropriate action.

**INITIATOR:** Greg Buckley, Town Administrator

**STAFF INFORMATION SOURCE:** Greg Buckley, Town Administrator

**BACKGROUND:** The preliminary draft FY 24-25 Budget maintains a conservative financial approach to Revenue projections and Expenditures. Building and construction activities are anticipated to remain steady through FY 24-25; however, recent inflation and financial changes mean we should continue to monitor outside markets and their impact on construction activities. Lodging Tax revenue continued to show a positive increase with Carlton Landing as a destination spot. For FY 23-24 Lodging Tax revenue was projected at \$48,000.00. The Current year end projection for Lodging Tax is approximately \$97,500.00 or about double Budgeted projections covering the third full year of the Tax.

Balance Forward and Carry-over funds are unfinished projects that are being carried forward from FY 23-24. Using Balance Forward and Carry-over allows the dollars appropriated previously to be re-appropriated in the new Fiscal Year. If the funds were not re-appropriated, then “new revenue” or revenue projected to be received during the Fiscal Year would be used to fund the project or activity that didn’t get completed last year but still needs to be completed. The funds being carried over are directly tied to the GO Bond and TIF projects which were not completed in FY 23-24. The Proposed FY 24-25 Budget does not allocate or estimate a possible TIF Revenue Note, when the Revenue Note is issued, and projects determined a Budget Amendment will be completed for approval. The desire is the Budget will be simpler to follow.

Some basic highlights in the proposed FY 24-25 Budget include:

- Increased Revenue in Sales Tax and Lodging Tax to account for Police Officer for community patrol
- Recreation and Marina Infrastructure completion
- Increase General Government Training for New Official Training
- TIF Funding percentage for Administration lowered to 43.4%
- Maintained Increased funds for Community Support Agreement for Fire District
- Maintain Transfer to Reserve Fund of \$20,000.00
- 
- Key Projects to be continued from the FY 23-24 Budget Include:

- Nature Center Facility
- Street Light Plan and pilot project
- Extend hiking/walking trails
- Expand features at Nature Center Playground

The Carlton Landing Economic Development Trust provides carryover revenue for projects that were not completed. Once the TIF Committee meets to review possible projects and a TIF Revenue Note is issued, a Budget Amendment will be submitted for approval. They will make their formal recommendation in the fall as part of the Revenue Note determination process.

Both the Town Budget and CLEDT Budget are submitted as balanced Budgets. At this time, the Town Budget does not project using any excess Fund Balance to balance the budget.

**FUNDING:** None

**EXHIBITS:** Budget Resolution, Budget Fiscal Year 2024-2025 Document,

**RECOMMENDED ACTION:** Approve the Resolution approving the Town of Carlton Landing, Oklahoma, budget for the General Fund, Street and Alley Fund and Carlton Landing Economic Development Trust for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION APPROVING THE TOWN OF CARLTON LANDING, OKLAHOMA BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, ESTABLISHING BUDGET AMENDMENT AUTHORITY AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.

WHEREAS, notice of a public hearing on the budget for the Town of Carlton Landing, Oklahoma, for the Fiscal Year 2024-2025 has heretofore been published in accordance with the law, and a summary of budgeted funds is as follows:

<b><u>Fund</u></b>	<b><u>Revenue</u></b>	<b><u>Expenditure</u></b>	<b><u>Projected Ending Balance</u></b>
GENERAL FUND	\$ 619,777.00	\$ 593,151.00	\$ 26,626.00
CLEDT	\$3,960,000.00	\$2,507,917.00	\$1,452,083.00
STREET & ALLEY	\$ 900.00	\$ 0.00	\$ 900.00

WHEREAS, a public hearing was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and,

WHEREAS, the Town of Carlton Landing prepares its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and,

WHEREAS, the Town of Carlton Landing has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decrease in appropriations or appropriation transfers; and,

WHEREAS, the Board of Trustees desires to provide limited budget control flexibility to the Town Administrator in amending certain budget categories as needed without Board action as provided for by Title 11, Section 17-215.

IT IS HEREBY RESOLVED that the Board of Trustees has authorized the Town Administrator to transfer monies from one account or object category to another within the same department or from department to department within the same fund as well as to transfer sales tax revenues from the General Fund to the Carlton Landing Economic Development Trust or from the Carlton Landing Economic Development Trust to the General Fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimum required. The Town Administrator is also required to submit for Board action all other budget amendments including all supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to the Board, for action, on a properly completed Budget Amendment Form.



WHEREAS, it is necessary at this time, that said budget be adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA AS FOLLOWS:

SECTION 1: That the budget presented by the Town Administrator and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2024-2025.

SECTION 2: That staff is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in United States Treasury bills, savings accounts or certificates of deposit. Interest accrued from such investments may be deposited in the fund from which the investment was made. All investments shall be in accordance with the law.

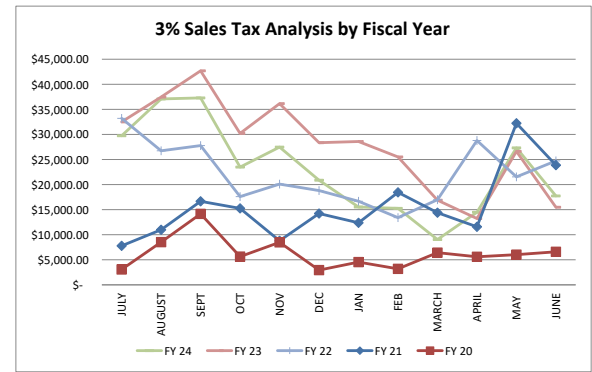
PASSED, APPROVED AND ADOPTED, THIS 15TH DAY OF JUNE, 2024.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Clerk - Treasurer

**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	\$ 14,479.36	\$ 27,320.57	\$ 17,734.18	\$ 275,281.01
<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	\$ 1,176.35	\$ 1,603.31	\$ 1,348.32	\$ 18,410.87
<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	\$ 1,359.79	\$ 9,412.31	\$ 2,488.42	\$ 95,031.39
<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 May 2024 May 2024 Actual	Year-To-Date Jul 2023 May 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	100.85	1,152.15	800.00	(352.15)	144.02%
4100	Building Permits/Inspection Fe	228.86	13,400.68	23,580.00	10,179.32	56.83%
4105	Business License and Permits	811.16	3,914.14	200.00	(3,714.14)	1,957.07%
4210	Donations	0.00	42,312.00	60,000.00	17,688.00	70.52%
4011	Lodging Tax	9,412.31	92,542.97	73,000.00	(19,542.97)	126.77%
4500	Miscellaneous Revenue	5,000.00	65,496.89	60,000.00	(5,496.89)	109.16%
4015	Pittsburgh County Sinking Fund	1,664.13	58,037.24	55,600.00	(2,437.24)	104.38%
4000	Sales Tax	27,409.88	259,094.73	200,000.00	(59,094.73)	129.55%
9002	Transfer IN from TIF	(40,367.72)	108,320.99	120,148.00	11,827.01	90.16%
4005	Use Tax	1,603.31	17,062.55	8,000.00	(9,062.55)	213.28%
4010	Utility Tax	0.00	14,144.24	12,000.00	(2,144.24)	117.87%
<b>Total Other Revenue</b>		<b>\$5,862.78</b>	<b>\$675,478.58</b>	<b>\$613,328.00</b>	<b>(\$62,150.58)</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$5,862.78</b>	<b>\$675,478.58</b>	<b>\$670,157.00</b>	<b>(\$5,321.58)</b>	
<b>Revenue</b>		<b>\$5,862.78</b>	<b>\$675,478.58</b>	<b>\$670,157.00</b>	<b>(\$5,321.58)</b>	
<b>Gross Profit</b>		<b>\$5,862.78</b>	<b>\$675,478.58</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	19,668.84	27,420.00	7,751.16	71.73%
5025	Employer Retirement Contributi	1,397.87	16,841.95	18,150.00	1,308.05	92.79%
5000	Salaries	13,653.84	163,846.08	181,500.00	17,653.92	90.27%
5010	Social Security	1,065.31	12,839.43	14,183.00	1,343.57	90.53%
5001	Stipend	0.00	1,000.00	0.00	(1,000.00)	0.00%
5015	Unemployment Tax	43.32	508.51	3,708.00	3,199.49	13.71%
5030	Vehicle/Cell Allowance	324.85	3,573.35	3,900.00	326.65	91.62%
<b>Total Personal Services</b>		<b>\$18,126.47</b>	<b>\$218,278.16</b>	<b>\$248,861.00</b>	<b>\$30,582.84</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	240.00	320.00	80.00	75.00%
5530	Miscellaneous	0.00	0.00	100.00	100.00	0.00%
5500	Office Supplies	192.95	1,198.25	1,200.00	1.75	99.85%
5520	Software Programs/ Services	0.00	144.83	345.00	200.17	41.98%
<b>Total Materials &amp; Supplies</b>		<b>\$192.95</b>	<b>\$1,583.08</b>	<b>\$1,965.00</b>	<b>\$381.92</b>	
<b>Other Services</b>						
6035	Dues & Memberships	0.00	625.00	1,380.00	755.00	45.29%
6015	Insurance	0.00	320.00	570.00	250.00	56.14%
6005	Rent	577.47	5,818.36	5,820.00	1.64	99.97%
6040	School, Training, Travel	0.00	2,718.66	6,000.00	3,281.34	45.31%
6000	Utilities	305.00	2,939.65	4,363.00	1,423.35	67.38%
<b>Total Other Services</b>		<b>\$882.47</b>	<b>\$12,421.67</b>	<b>\$18,133.00</b>	<b>\$5,711.33</b>	
<b>Administration Totals</b>		<b>\$19,201.89</b>	<b>\$232,282.91</b>	<b>\$268,959.00</b>	<b>\$36,676.09</b>	
<b>General Government</b>						
<b>Personal Services</b>						
5000	Salaries	300.00	3,300.00	3,600.00	300.00	91.67%

Statement of Revenue and Expenditures

		Current Period May 2024 May 2024 Actual	Year-To-Date Jul 2023 May 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>\$3,300.00</b>	<b>\$3,947.00</b>	<b>\$647.00</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	1,051.00	2,500.00	1,449.00	42.04%
5530	Miscellaneous	0.00	695.42	1,460.00	764.58	47.63%
5500	Office Supplies	0.00	1,278.51	1,500.00	221.49	85.23%
5505	Postage	0.00	0.00	600.00	600.00	0.00%
5520	Software Programs/ Services	0.00	6,404.90	7,480.00	1,075.10	85.63%
<b>Total Materials &amp; Supplies</b>		<b>\$0.00</b>	<b>\$9,429.83</b>	<b>\$13,540.00</b>	<b>\$4,110.17</b>	
<b>Other Services</b>						
6030	Community Support Agreements	2,000.00	37,000.00	39,000.00	2,000.00	94.87%
6035	Dues & Memberships	634.99	3,354.35	3,555.00	200.65	94.36%
6015	Insurance	0.00	6,818.00	5,500.00	(1,318.00)	123.96%
6800	Office/Gen Administrative Exp	0.00	1,485.51	17,500.00	16,014.49	8.49%
6020	Professional Services	2,096.00	41,817.66	59,300.00	17,482.34	70.52%
6010	Publication & Notice Expense	0.00	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	295.00	295.00	2,500.00	2,205.00	11.80%
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>\$5,025.99</b>	<b>\$98,565.37</b>	<b>\$161,551.00</b>	<b>\$62,985.63</b>	
<b>Capital Outlay</b>						
7010	Projects	22,200.00	50,726.00	125,829.00	75,103.00	40.31%
<b>Total Capital Outlay</b>		<b>\$22,200.00</b>	<b>\$50,726.00</b>	<b>\$125,829.00</b>	<b>\$75,103.00</b>	
<b>Debt Service</b>						
8000	GO Bond Payments	0.00	0.00	55,600.00	55,600.00	0.00%
8500	Interest Expense	89.07	5,673.71	0.00	(5,673.71)	0.00%
<b>Total Debt Service</b>		<b>\$89.07</b>	<b>\$5,673.71</b>	<b>\$55,600.00</b>	<b>\$49,926.29</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>\$27,615.06</b>	<b>\$167,694.91</b>	<b>\$380,467.00</b>	<b>\$212,772.09</b>	
<b>Expenses</b>		<b>\$46,816.95</b>	<b>\$399,977.82</b>	<b>\$649,426.00</b>	<b>\$249,448.18</b>	
<b>Revenue Less Expenditures</b>		<b>(\$40,954.17)</b>	<b>\$275,500.76</b>	<b>\$20,731.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>(\$40,954.17)</b>	<b>\$275,500.76</b>	<b>\$20,731.00</b>	<b>\$0.00</b>	

**Fund Balances**

Beginning Fund Balance	1,416,217.07	1,099,762.14	0.00	0.00	0.00%
Net Change in Fund Balance	(40,954.17)	275,500.76	20,731.00	0.00	0.00%
Ending Fund Balance	1,375,262.90	1,375,262.90	0.00	0.00	0.00%

**General Fund**  
**Income Statement**  
**5/1/2024 to 5/31/2024**

	May 2024
	May 2024
	Actual
<b>Revenue</b>	
<b>Other Revenue</b>	
Sales Tax	27,409.88
Use Tax	1,603.31
Lodging Tax	9,412.31
Alcohol Beverage Tax	100.85
Pittsburgh County Sinking Fund	1,664.13
Building Permits/Inspection Fe	228.86
Business License and Permits	811.16
Miscellaneous Revenue	5,000.00
Transfer IN from TIF	(40,367.72)
<b>Revenue</b>	<b>\$5,862.78</b>
<b>Gross Profit</b>	<b>\$5,862.78</b>
<b>Expenses</b>	
<b>Personal Services</b>	
Salaries	13,953.84
Social Security	1,065.31
Unemployment Tax	43.32
Employer Paid Insurance	1,641.28
Employer Retirement Contributi	1,397.87
Vehicle/Cell Allowance	324.85
<b>Materials &amp; Supplies</b>	
Office Supplies	192.95
<b>Other Services</b>	
Utilities	305.00
Rent	577.47
Professional Services	2,096.00
Community Support Agreements	2,000.00
Dues & Memberships	634.99
School, Training, Travel	295.00
<b>Capital Outlay</b>	
Projects	22,200.00
<b>Debt Service</b>	
Interest Expense	89.07
<b>Expenses</b>	<b>\$46,816.95</b>
<b>Income (Loss) From Operations</b>	<b>(\$40,954.17)</b>
<b>Net Income (Loss)</b>	<b>(\$40,954.17)</b>

*Report Options*

Period: 5/1/2024 to 5/31/2024  
 Display Level: Level 3 Accounts  
 Display Account Categories: Yes  
 Display Subtotals: None  
 Reporting Method: Accrual  
 Fund: General Fund  
 Include Accounts: Accounts With Activity



**General Fund**  
**Bank Register**  
**5/1/2024 to 5/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<b>1000 Town of CL Checking 9683</b>							
		Beginning Balance			0.00	0.00	910,724.34
5/1/2024	R-00603	Born Again Restored LLC			762.91	0.00	911,487.25
5/3/2024	R-00604	Pittsburg County RWD #20			5,000.00	0.00	916,487.25
5/3/2024	1650	OPEH&W			0.00	1,694.38	914,792.87
5/3/2024	1649	Oklahoma Uniform Building			0.00	16.00	914,776.87
5/3/2024	1648	OkMRF			0.00	2,096.81	912,680.06
5/3/2024	1647	Oklahoma Municipal League			0.00	65.00	912,615.06
5/3/2024	1646	Susan Kimmel			0.00	300.00	912,315.06
5/3/2024	1645	Kiamichi Electric			0.00	111.00	912,204.06
5/3/2024	1644	Dan Hurd			0.00	700.00	911,504.06
5/3/2024	1643	Cross Telephone Co			0.00	97.00	911,407.06
5/3/2024	1642	Carlton Landing Fire and			0.00	2,000.00	909,407.06
5/9/2024	R-00608	Oklahoma Tax Commission			1,603.31	0.00	911,010.37
5/9/2024	R-00607	Oklahoma Tax Commission			9,412.31	0.00	920,422.68
5/9/2024	R-00606	Oklahoma Tax Commission			27,320.57	0.00	947,743.25
5/10/2024	R-00610	Adam Lile			48.25	0.00	947,791.50
5/10/2024	R-00605	Pittsburg County Clerk			1,764.98	0.00	949,556.48
5/10/2024	1651	Cartridge Word Tulsa			0.00	192.95	949,363.53
5/10/2024	A-10150	Amanda K Harjo			0.00	1,600.14	947,763.39
5/10/2024	A-10149	James G Buckley			0.00	3,704.80	944,058.59
5/13/2024	R-00609	Oklahoma Tax Commission			89.31	0.00	944,147.90
5/13/2024	GJ-10111	Pittsburg County Clerk			0.00	1,664.13	942,483.77
5/14/2024					0.00	89.07	942,394.70
5/14/2024	R-00611	Kerney Homes			228.86	0.00	942,623.56
5/15/2024	EFTPS	EFTPS			0.00	3,394.12	939,229.44
5/17/2024	1655	New Town Development			0.00	700.00	938,529.44
5/17/2024	1654	Burns Construction LLC			0.00	10,000.00	928,529.44
5/17/2024	1653	Center for Economic			0.00	60.00	928,469.44
5/17/2024	1652	ACS Playground Adventures			0.00	11,500.00	916,969.44
5/20/2024	EFT	CLEDT			0.00	48,881.21	868,088.23
5/20/2024	EFT	Oklahoma Tax Commission			0.00	508.00	867,580.23
5/24/2024	R-00612	CLEDT			8,513.49	0.00	876,093.72
5/24/2024	1658	Kay Robbins Wall			0.00	600.00	875,493.72
5/24/2024	1657	Crawford & Associates, P.C.			0.00	720.00	874,773.72
5/24/2024	1656	Elan Financial Services			0.00	1,392.46	873,381.26

**General Fund**  
**Bank Register**  
**5/1/2024 to 5/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
5/24/2024	A-10152	Amanda K Harjo			0.00	1,600.14	871,781.12
5/24/2024	A-10151	James G Buckley			0.00	3,484.76	868,296.36
5/31/2024	1660	Kiamichi Economic Dev Dist			0.00	50.00	868,246.36
5/31/2024	1659	Cross Telephone Co			0.00	97.00	868,149.36
<b>1000 Town of CL Checking 9683 Totals</b>					<b>\$54,743.99</b>	<b>\$97,318.97</b>	<b>\$868,149.36</b>
<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>1021 2024 GO Bond Checking</b>							
Beginning Balance					0.00	0.00	79,107.25
<b>1021 2024 GO Bond Checking Totals</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$79,107.25</b>
<b>1030 Sinking Fund Checking 3087</b>							
Beginning Balance					0.00	0.00	60,811.19
5/13/2024	GJ-10111	Pittsburg County Clerk			1,664.13	0.00	62,475.32
<b>1030 Sinking Fund Checking 3087 Totals</b>					<b>\$1,664.13</b>	<b>\$0.00</b>	<b>\$62,475.32</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>\$56,408.12</b>	<b>\$97,318.97</b>	<b>\$1,159,396.07</b>
<b>Records included in total = 46</b>							

*Report Options*

Trans Date: 5/1/2024 to 5/31/2024

Fund: General Fund

Display Notation: No

## Town Administrator's Report June 15, 2024

- Adopt A bench – The contractor has installed all but one of the initial benches. We have four available benches for adoption.
- Stephens Road – The Contractor is scheduled to start back up on Monday, June 17. The rain days have impacted them being able to complete their work. One main piece to complete are the head walls for the drainage culverts.
- Nature Center Facility– Sommers Design Group was on-site May 31 and June 1. We had several work session meetings with Jeremy Sommers. On Saturday, June 1 a small stakeholder group met with Jeremery Sommers to provide their thoughts and input for the types of programming they would like to see at the Nature Center Facility. We should be getting a few concept designs from Sommer Design Group in mid-July.
- Town Center Infrastructure – Preliminary plans along with options for handling sewer is scheduled to be submitted mid-July.
- Nature Center Playground – ASC Playgrounds has ordered the materials, and we are on their schedule for them to start at the end of June.
- TIF – On Friday, June 7, the TIF Committee met to review two proposed Alley improvement projects submitted by the Carlton Landing Association (HOA). The TIF Committee made a recommendation to the Trust for approval of two Alley Improvement projects.
- Choctaw Nation Destination Management Plan – The Choctaw Nation is working on a Destination Management Plan. I was invited and attended a workshop for the McAlester Area and was a good opportunity to share what we are doing in Carlton Landing. The Plan will incorporate the whole Choctaw Nation with a goal of highlighting how working together can enhance tourism within the Choctaw Nation.

Thank you.



## Monthly Developer Update

Town Meeting: June 2024

### 1. Nature Center Main Hall Design Work

Work Scope: Nature Center Main Hall Building

General: See below.

Dates: On track. Have requested schedule from architect that highlights milestones to track.

June 14<sup>th</sup> we can expect first set of deliverables.

Dollars: On track. Initial invoice was paid. Next invoice will be submitted upon Schematic Design completion.

Design: On track. Jeremy Sommers visited May 31 to June 1. Program and budget were refined.

Progressing through Schematic Design.

### 2. Town Center Infrastructure Design Work

Work Scope: Infrastructure design for the Town Center area.

General: Greg and I are working on a Development Agreement for this project, that will include the boundaries for the project area excluding the Nature Center Main Hall.

Dates: On track. July 15<sup>th</sup> the design drawings are to be completed.

Dollars: On track. Budget is \$19,500.

Design: On track. July 15<sup>th</sup> the design drawings are to be completed.

### 3. Marina Center Infrastructure Project

Work Scope: Infrastructure for vehicular traffic for Marina Center Loop Road

General: Greg and I are working to update the existing Marina Development Agreement for this project. Private Investment project financing is in the works.

Dates: On track. Anticipated groundbreaking is September 2024 and be completed February 2025.

Dollars: On track. Total Project costs are \$735,409. CLEDT approved \$581,409 for this project. 154,000 is private investment.

Design: Complete. Drawings are finalized.

### 4. Marina Expansion Project

Work Scope: Ship Store, Gangway extension, and additional boat and PWC slips.

General: Greg and I are working to update the existing Marina Development Agreement for this project. Private Investment project financing is in the works.

Dates: On track. Project to break ground September 2024 and be completed February 2025.

Dollars: On track. Total project costs are \$2,416,711. CLEDT approved \$105,244 for this project. \$2,311,467 is private investment.

Design: Complete. Drawings are finalized.