

**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; **September 21, 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 August 17, 2024](#)

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

5. [Consider, discuss, and possibly vote to amend, revise, approve or deny the Estimate of Needs and Financial Statement of Fiscal Year 2023-2024 to be signed, notarized, and published after approval by the Board of Trustees, or take any other appropriate action.](#)

Exhibit: [FY2024 Estimate of Needs](#)

6. [Consider, discuss, and possibly vote to amend, revise, approve or deny Resolution 2024-09-01 reappointing Simon Shingleton as Commissioner #5 to the Planning Commission of the Town of Carlton Landing, Oklahoma, for a full-term term ending August 2027, or take any other appropriate action.](#)

Exhibit: [Resolution Appoint Simon Shingleton Aug 2024-2027](#)

7. [Consider, discuss and possible vote to amend, revise, approve or deny cancelling the December 21, 2024, Board of Trustees meeting, or take any other appropriate action.](#)

8. [Consider, discuss and possibly approve, amend, revise, or deny a Fire Protection Services Contract with Carlton Landing Fire and Rescue, Inc. to assist and provide Fire Protection Services within the boundaries of the Town of Carlton Landing, or take any other appropriate action.](#)

Exhibit: [Fire Protection Services 2023 Contract 9-17-24](#)

9. Items Removed from Consent Agenda

10. [Consider, discuss, and possibly vote to amend, revise, approve or deny Resolution 2024-09-02 approving entering into an interlocal agreement with other governmental participants for the purpose of exercising investment power jointly to invest funds in concert with other](#)

governmental participants; authorizing the execution of certain documents by authorized Town officials, designating an individual to serve as “Key Contact” authorized to transfer funds for investment or withdrawal and taking other actions necessary to carry out the investment of Town funds, approving the establishment of accounts, providing an effective date, and the taking of other actions related thereto, or take any other appropriate action.

Exhibit: Resolution Authorizing Participation in OKCLASS (2);OK CLASS Flyer

11. Consider, discuss, and possibly vote to amend, revise, approve or deny Acknowledge receipt of Susan Kimmel resignation letter from Town Clerk/Treasurer position and authorize accepting applications for Town Clerk/Treasurer until October 11, 2024, or take any other appropriate action.  
Exhibit:
12. Reports
  - a. Sales Tax Revenue and other Financial Reports Statement of Revenue and Expenditures - BOT August 2024; Income Statement - BOT August 2024; Bank Register - BOT August 2024
  - b. Town Administrator
  - c. Legal Reports, Comments, and Recommendations to the Governing Body
13. 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.
14. 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 September 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 MINUTES OF THE BOARD OF TRUSTEES**

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

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

**MEETING MINUTES**

1. Call to Order: Meeting was called to order by Mayor Mary Myrick at 8:53 a.m.
2. Roll Call

Myrick  
Brule'  
Chapman  
Mai  
Scott

Consent Items

3. Approval of Minutes:
  - a. Regular Meeting of the CL Board of Trustees on June 15, 2024
  - b. Regular Meeting of the CL Board of Trustees on July 20, 2024
4. Acknowledge receipt of Claims and Purchase Orders Report
5. Consider, discuss, and possibly vote to amend, revise, approve or deny Resolution 2024-07-02 Casting a Vote for Greg Buckley for Trustee of the Oklahoma Municipal Retirement Fund (OkMRF) to fill the expiring of At-Large Trustee representing the entire membership, or take any other appropriate action.  
Exhibit:
6. Consider, discuss, and possibly vote to, amend, revise, approve or deny Carlton Landing Association, Inc Private Alley Development Agreement - Phase 5 with TIF funding in an amount up to \$463,137.00, or take any other appropriate action.  
Exhibit:
7. Consider, discuss, and possibly vote to, amend, revise, approve or deny Carlton Landing Association, Inc Private Alley Development Agreement - Phase 6 with TIF funding in an amount up to \$569,939.00, or take any other appropriate action.  
Exhibit:

**MOTION:** A motion was made by Chuck Mai and seconded by Clay Chapman to approve the consent agenda.

AYE: Myrick  
Brule'  
Chapman

Mai  
Scott

8. Items Removed from Consent Agenda
9. Consider, discuss, and possibly vote to amend, revise, approve or deny Resolution 2024-07-01 appointing David Walker as Commissioner #4 to the Planning Commission of the Town of Carlton Landing, Oklahoma, to fill the remaining term ending August 2025, or take any other appropriate action.

Exhibit:

**MOTION:** A motion was made by Heather Scott and seconded by Chuck Mai to approve Resolution 2024-07-01 appointing David Walker as Commissioner #4 to the Planning Commission of the Town of Carlton Landing, Oklahoma, to fill the remaining term ending August 2025, or take any other appropriate action.

Jim Hassenbeck nominated David Walker and highly recommends him.

AYE: Myrick  
Brule'  
Chapman  
Mai  
Scott

10. Consider, discuss, and possibly vote to, amend, revise, approve or deny Ordinance No. 2024-08-01 governing the operation of Financial and Business Procedures of the Town of Carlton Landing purchasing authority and bidding requirements, or take any other appropriate action.

- a. Vote to approve Declaring an Emergency

Exhibit:

This adjusts the current purchasing policy. With a 100K limit it will match the abilities, and get projects done that aren't hugely expensive.

**MOTION:** A motion was made by Clay Chapman and seconded by Heather Scott to approve Ordinance No. 2024-08-01 governing the operation of Financial and Business Procedures of the Town of Carlton Landing purchasing authority and bidding requirements or take any other appropriate action.

Vote to approve Declaring an Emergency Mai and chapman

AYE: Myrick  
Brule'  
Chapman  
Mai  
Scott

11. Consider, discuss, and possibly vote to amend, revise, approve or deny BOT Budget Fiscal Year 24-25 Amendment #1 appropriating \$75,0000 additional revenue in Balance Forward/Carryover and increase General Government Building Maintenance expense for

maintenance \$25,000.00 and General Government Projects for Carlton Landing Academy Improvements \$50,000.00, or take any other appropriate action.

Exhibit: Discussed in previous meeting, establishes maintenance for facilities maintenance

**MOTION:** A motion was made by Kris Brule' and seconded by Chuck Mai to approve BOT Budget Fiscal Year 24-25 Amendment #1 appropriating \$75,0000 additional revenue in Balance Forward/Carryover and increase General Government Building Maintenance expense for maintenance \$25,000.00 and General Government Projects for Carlton Landing Academy Improvements \$50,000.00 or take any other appropriate action.

AYE: Myrick  
Brule'  
Chapman  
Mai  
Scott

## 12. Reports

- a. Sales Tax Revenue and other Financial Reports (see written report)
- b. Town Administrator: Nature Center Update. See below.
- c. Legal Reports, Comments, and Recommendations to the Governing Body (Kay)  
Provide letter about TIF (attached). Bulk of time working on Stevens Rd and the alleyway negotiation

Nature Center: Seth Gephart: moving into design and development phase. Receiving feedback from various committees. Design development is the next phase. We will wrap up in mid-October. Project initially projected at 2.5 M, 8000 sq feet. The square footage has increased to 9-10K. We are examining the increase in cost. The bathrooms, hallways, and storage areas were not included in the original estimate. We can get GMP pricing and cost control measures, so the project remains on budget. We are pleased with the process so far.

13. Recognize Citizens wishing to comment on non-Agenda Items: None

14. Adjournment: The meeting was adjourned by Mayor Myrick at 9: a.m., May 18, 2024.

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**Mayor**

**Attest:**

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**Town Clerk**



**General Fund**  
**Payments Journal (Summary)**  
**8/1/2024 to 8/31/2024**

Check Date	Check / Reference #	Payee	Amount
<b>1000 Town of CL Checking 9683</b>			
8/2/2024	1700	Kiamichi Electric	116.00
8/2/2024	1699	Glenn Dalley	160.00
8/2/2024	1698	Dakota Morgan	480.00
8/2/2024	1697	Matthew McFarland	480.00
8/2/2024	1696	Carlton Landing Fire and	2,000.00
8/2/2024	1695	Susan Kimmel	300.00
8/2/2024	1694	Carlton Landing Fire and	2,000.00
8/2/2024	1693	Cross Telephone Co	97.00
8/2/2024	A-10162	Amanda K Harjo	1,622.02
8/2/2024	A-10161	James G Buckley	3,779.37
8/6/2024	EFT	RWS Cloud Services	96.00
8/9/2024	1704	OPEH&W	1,777.98
8/9/2024	1703	Oklahoma Uniform Building	64.00
8/9/2024	1702	OKMRF	2,120.34
8/9/2024	1701	Dan Hurd	2,800.00
8/13/2024	GJ-10115	Pittsburg County Clerk	919.55
8/14/2024			107.63
8/15/2024	EFTPS	EFTPS	3,438.96
8/16/2024	1715	Jeffrey Stewart	160.00
8/16/2024	1714	Dakota Morgan	320.00
8/16/2024	1713	Matthew McFarland	160.00
8/16/2024	1712	Wyatt Fowler	160.00
8/16/2024	1711	Richard Dominic	320.00
8/16/2024	1710	Glenn Dalley	160.00
8/16/2024	1709	John Burnett	160.00
8/16/2024	1708	OMCTFOA	250.00
8/16/2024	1707	Oklahoma Facility Services LLC	985.00
8/16/2024	1706	Kay Robbins Wall	600.00
8/16/2024	1705	Center for Economic	2,000.00
8/16/2024	A-10164	Amanda K Harjo	1,622.02
8/16/2024	A-10163	James G Buckley	3,571.86
8/22/2024	EFT	Oklahoma Tax Commission	514.00
8/23/2024	1719	Oklahoma Municipal League	260.00
8/23/2024	1718	Kay Robbins Wall	600.00
8/23/2024	1717	Elan Financial Services	1,380.42
8/23/2024	1716	Crawford & Associates, P.C.	3,740.00
8/30/2024	A-10166	Amanda K Harjo	1,639.50
8/30/2024	A-10165	James G Buckley	3,571.86
<b>1000 Town of CL Checking 9683 Totals</b>			<b>\$44,533.51</b>

*Report Options*

Check Date: 8/1/2024 to 8/31/2024

Display Notation: No

Fund: General Fund

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

Date: September 21, 2024

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, discuss, and possibly vote to amend, revise, approve or deny the Estimate of Needs and Financial Statement of Fiscal Year 2024-2025 to be signed, notarized and published after approval by the Board of Trustees, or take any other appropriate action.

**INITIATOR:** Greg Buckley, Town Administrator

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

**BACKGROUND:** The Estimate of Needs is required to be submitted to the Pittsburg County Excise Board to establish our ad valorem tax rate to cover the Towns indebtedness. The Estimate of Needs will also be used to determine the ability to issue any additional indebtedness.

In February 2024 the Town issued G.O. Bonds. The issuing of the G.O. Bonds was to maintain the ad valorem tax rate which assists in issuing Revenue Notes used for TIF Projects. Without the issuance of the G.O. Bonds the ad valorem tax rate was projected to be approximately 15.85 Mills. Based on the issuance of the G.O. Bond the ad valorem tax rate will be 19.68 Mills. Current projections for the 2024 Revenue Note to fund TIF Projects will be approximately \$3.1 Million - \$3.2 million.

**FUNDING:** None

**EXHIBITS:** Estimate of Needs

**RECOMMENDED ACTION:** Approve Estimate of Needs and Financial Statement of Fiscal Year 2024-2025 to be signed, notarized and published after approval by the Board of Trustees.



CITY & TOWN  
(NOT DEPARTMENTALIZED)  
2024-2025

ESTIMATE OF NEEDS  
AND FINANCIAL STATEMENT OF THE  
FISCAL YEAR 2023-2024

THE GOVERNING BOARD OF  
THE CITY/TOWN OF CARLTON LANDING  
COUNTY OF PITTSBURG  
STATE OF OKLAHOMA

Two copies of this Financial Statement and Estimate of Needs should be filed with the County Clerk not later than August 22 for all Towns and August 27 for all Cities. After approval by the Excise Board and the levies are made, both statements should be signed by the appropriate Board Members. One complete signed copy must be sent to the State Auditor and Inspector, 2300 N. Lincoln Blvd., State Capitol, Room 100, Oklahoma City, OK 73105. If publication may not be had by date required for filing, affidavit and proof of publication are required to be attached within five days after date of filing.

THE 2024-2025 ESTIMATE OF NEEDS AND FINANCIAL  
STATEMENT OF THE FISCAL YEAR 2023-2024

PREPARED BY ELFRINK AND ASSOCIATES, PLLC  
SUBMITTED TO THE PITTSBURG COUNTY  
EXCISE BOARD THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024

BOARD OF COUNTY COMMISSIONERS

Chairman \_\_\_\_\_ Member \_\_\_\_\_

Member \_\_\_\_\_ Member \_\_\_\_\_

Member \_\_\_\_\_ Treasurer \_\_\_\_\_

City/Town Clerk \_\_\_\_\_

CARLTON LANDING, OKLAHOMA  
 2024-2025  
 ESTIMATE OF NEEDS  
 AND FINANCIAL STATEMENT OF THE  
 FISCAL YEAR 2023-2024

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Letters and Certifications:	Page
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Affidavit of Publication .....	2
Accountant's Letter .....	3
Certificate of Excise Board .....	Exhibit "Y" - Page 1
 Exhibits:	 Filed
Exhibit "A" General Fund .....	No
Exhibit "G" Sinking Fund .....	Yes
Exhibit "H" Industrial Development Bond Fund .....	No
Exhibit "I" Special Revenue Funds .....	No
Exhibit "J" Capital Project Funds .....	No
Exhibit "K" Enterprise Funds .....	No
Exhibit "L" Internal Service Funds .....	No
Exhibit "Y" Certificate of Excise Board .....	Yes
Estimate of Needs	
Exhibit "Z" Publication Sheet .....	Yes

THE CITY/TOWN OF CARLTON LANDING  
2024-2025  
ESTIMATE OF NEEDS  
AND FINANCIAL STATEMENT OF THE  
FISCAL YEAR 2023-2024

CITY/TOWN OF CARLTON LANDING, STATE OF OKLAHOMA  
STATE OF OKLAHOMA, COUNTY OF PITTSBURG, ss:

To the County Excise Board of said County and State, Greeting:-  
Pursuant to the requirements of 68 O.S. Section 3002, we submit herewith for your consideration, the within statement of the fiscal condition of the City/Town of Carlton Landing , State of Oklahoma, for the fiscal year beginning July 1, 2023 and ending June 30, 2024, together with an itemized statement of the estimated needs thereof for the fiscal year beginning July 1, 2024 and ending June 30, 2025. The same have been prepared in conformity to Statute, in relation to which be it further noted that:

1. We, the members of the Governing Board of said City/Town and State, do hereby certify that the statements herein submitted show the true and correct conditions of the fiscal affairs of said City/Town for the fiscal year ending June 30, 2024, that said statements comprise a "full and accurate statement of the assessments, receipts and expenditures of the preceding year, made out in detail under separate heads" that said perparation was had at an official session of said Board, begun on the first Monday in July, 2024 pursuant to the provisions of 68 O.S. Section 3002.
2. And we further certify that the estimates of the several amounts necessary for current expenses for the fiscal year beginning July 1, 2024 and ending June 30, 2025 as shown under "Schedule 8"were prepared and filed with the Governing Board as of the first Monday in July 2024, that the same have been correctly entered, and that all estimates made are entered as certified by Department Heads for the respective purposes herein set out. We further certify that the sums requested for salaries of City/Town officers and the deputies are calculated and based upon authority of salary statutes currently effective and applicable.
3. We further certify that the estimated income from sources other than ad valorem tax, shown on "Schedule 4", may reasonably be expected to be collected as a revenue during the ensuing fiscal year, and is not in excess of the 90% of the amounts collected for the same sources during the fiscal year ending June 30, 2024.

Dated at the office of the City/Town Clerk, at Carlton Landing, Oklahoma, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
City/Town Clerk

Filed this \_\_\_\_ day of \_\_\_\_\_, 2024 Secretary and Clerk of Excise Board, Pittsburg County, Oklahoma.



# Elfrink and Associates, PLLC

Certified Public Accountants

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Office of the State Auditor and Inspector  
State of Oklahoma  
2300 North Lincoln Boulevard, Room 100  
Oklahoma City, OK 73105

Management is responsible for the accompanying financial statements and supplementary information of the Sinking Fund of the Town of Carlton Landing, Oklahoma for the fiscal year ended June 30, 2024, included in the accompanying form prescribed by the Oklahoma State Auditor and Inspector. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion nor provide any assurance on these financial statements.

#### Other Matter

The financial statements included in the accompanying prescribed form are intended to comply with the requirements of the Oklahoma State Auditor and Inspector pursuant to 68 OS Section 3003 B and as promulgated by 68 OS Section 3009-3011 and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Town's management and the Office of the Oklahoma State Auditor and Inspector and is not intended to be and should not be used by anyone other than these specified parties.

*Elfrink and Associates, PLLC*

Elfrink and Associates, PLLC  
August 23, 2024



AFFIDAVIT OF PUBLICATION

STATE OF OKLAHOMA, CITY/TOWN OF CARLTON LANDING

Personally appeared before me, the undersigned Notary Public, \_\_\_\_\_  
County Clerk of the City/Town and State aforesaid, who being first duly sworn according to law, deposes and says:  
That he/she complied with the law by having the financial statement for the fiscal year ending June 30, 2024,  
and the estimated needs and the estimated income from sources other than ad valorem taxes, for the fiscal year  
beginning July 1, 2024 and ending June 30, 2025 published in one issue of the McAlester News Capital  
a legally-qualified newspaper published - of general circulation, in said county (*strike inapplicable phrase*)  
a copy of which together with proof of publication is herewith attached marked Exhibit "Z" and made a part  
of hereof.

\_\_\_\_\_  
City/Town Clerk

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024  
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 1.a

Schedule 1, Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New)					
<b>PURPOSE OF BOND ISSUE:</b> PARKS AND RECREATIONAL FACILITIES				SERIES 2017 Bonds	
Date of Issue				2/1/2017	
Date of Sale By Delivery				2/1/2017	
<b>HOW AND WHEN BONDS MATURE</b>					
Uniform Maturities:					
Date Maturing Begins				4/1/2019	
Amount of Each Uniform Maturity				\$ 25,000.00	
Final Maturity Otherwise					
Date of Final Maturity				4/1/2027	
Amount of Final Maturity				\$ 25,000.00	
<b>AMOUNT OF ORIGINAL ISSUE</b>				\$ 225,000.00	
Cancelled, In Judgement Or Delayed For Final Levy Year				\$ -	
<b>Basis of Accruals Contemplated on Net Collections or Better in Anticipation:</b>					
Bond Issues Accruing By Tax Levy				\$ 225,000.00	
Years to Run				9	
Normal Annual Accrual				25,000.00	
Tax Years Run				6	
Accrual Liability To Date				\$ 150,000.00	
Deductions From Total Accruals:					
Bonds Paid Prior To 6-30-2023				\$ 100,000.00	
Bonds Paid During 2023-2024				\$ 25,000.00	
Matured Bonds Unpaid				\$ -	
Balance of Accrual Liability				\$ 25,000.00	
<b>TOTAL BONDS OUTSTANDING 6-30-2024:</b>					
Matured				\$ -	
Unmatured				\$ 75,000.00	
<b>Coupon Computation:</b>					
	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount
Bonds and Coupons	10/01/18	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/19	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/20	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/21	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/22	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/23	\$ -	4.00%	0	\$ -
Bonds and Coupons	10/01/24	\$ 25,000.00	4.00%	6	\$ 500.00
Bonds and Coupons	10/01/25	\$ 25,000.00	4.00%	12	\$ 1,000.00
Bonds and Coupons	10/01/26	\$ 25,000.00	4.00%	12	\$ 1,000.00
Bonds and Coupons	10/01/27	\$ -	4.00%	12	\$ -
<b>Requirement for Interest Earnings After Last Tax-Levy Year:</b>					
Terminal Interest To Accrue				\$ -	
Years to Run				9	
Accrue Each Year				\$ -	
Tax Years Run				6	
Total Accrual To Date				\$ -	
Current Interest Earnings Through 2024-2025				\$ 2,500.00	
Total Interest To Levy For 2024-2025				\$ 2,500.00	
<b>INTEREST COUPON ACCOUNT:</b>					
Interest Earned But Unpaid 6-30-2023:					
Matured				\$ -	
Unmatured				\$ 3,000.00	
Interest Earnings 2023-2024				\$ 3,750.00	
Coupons Paid Through 2023-2024				\$ 39,000.00	
Interest Earned But Unpaid 6-30-2024:					
Matured				\$ -	
Unmatured				\$ 2,250.00	

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024  
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 1.b

Schedule 1, Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						SERIES 2018 Bonds
Date of Issue						4/1/2018
Date of Sale By Delivery						4/1/2018
HOW AND WHEN BONDS MATURE						
Uniform Maturities:						
Date Maturing Begins						4/1/2020
Amount of Each Uniform Maturity						\$ 10,000.00
Final Maturity Otherwise						
Date of Final Maturity						4/1/2028
Amount of Final Maturity						\$ 20,000.00
AMOUNT OF ORIGINAL ISSUE						\$ 100,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ -
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 100,000.00
Years to Run						9
Normal Annual Accrual						11,111.11
Tax Years Run						5
Accrual Liability To Date						\$ 55,555.56
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2023						\$ 30,000.00
Bonds Paid During 2023-2024						\$ 10,000.00
Matured Bonds Unpaid						\$ -
Balance of Accrual Liability						\$ 15,555.56
TOTAL BONDS OUTSTANDING 6-30-2024:						
Matured						\$ -
Unmatured						\$ 50,000.00
Coupon Computation:						
	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount	
Bonds and Coupons	04/01/20	\$ 10,000.00	4.00%	0	\$ -	
Bonds and Coupons	04/01/21	\$ 10,000.00	4.00%	0	\$ -	
Bonds and Coupons	04/01/22	\$ 10,000.00	4.00%	0	\$ -	
Bonds and Coupons	04/01/23	\$ 10,000.00	4.00%	0	\$ -	
Bonds and Coupons	04/01/24	\$ 10,000.00	4.00%	0	\$ -	
Bonds and Coupons	04/01/25	\$ 10,000.00	4.00%	6	\$ 200.00	
Bonds and Coupons	04/01/26	\$ 10,000.00	4.00%	12	\$ 400.00	
Bonds and Coupons	04/01/27	\$ 10,000.00	4.00%	12	\$ 400.00	
Bonds and Coupons	04/01/28	\$ 20,000.00	4.00%	12	\$ 800.00	
Bonds and Coupons	04/01/29	\$ -	0.00%	0	\$ -	
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 450.00
Years to Run						9
Accrue Each Year						\$ 50.00
Tax Years Run						5
Total Accrual To Date						\$ 250.00
Current Interest Earnings Through 2024-2025						\$ 1,800.00
Total Interest To Levy For 2024-2025						\$ 1,850.00
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2023:						
Matured						\$ -
Unmatured						\$ 600.00
Interest Earnings 2023-2024						\$ 2,300.00
Coupons Paid Through 2023-2024						\$ 15,400.00
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ -
Unmatured						\$ 500.00

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024  
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 1.c

Schedule 1, Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						Series 2020 Bonds
Date of Issue						3/1/2020
Date of Sale By Delivery						3/1/2020
HOW AND WHEN BONDS MATURE						
Uniform Maturities:						
Date Maturing Begins						4/1/2022
Amount of Each Uniform Maturity						\$ 10,000.00
Final Maturity Otherwise						
Date of Final Maturity						4/1/2030
Amount of Final Maturity						\$ 20,000.00
AMOUNT OF ORIGINAL ISSUE						\$ 100,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ -
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 100,000.00
Years to Run						9
Normal Annual Accrual						11,111.11
Tax Years Run						4
Accrual Liability To Date						\$ 44,444.44
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2023						\$ 20,000.00
Bonds Paid During 2023-2024						\$ 10,000.00
Matured Bonds Unpaid						\$ -
Balance of Accrual Liability						\$ 14,444.44
TOTAL BONDS OUTSTANDING 6-30-2024:						
Matured						\$ -
Unmatured						\$ 70,000.00
Coupon Computation:						
	Coupon Date	Jnmatured Amour	% Int.	Months	Interest Amount	
Bonds and Coupons	04/01/22	\$ 10,000.00	2.00%	0	\$ -	
Bonds and Coupons	04/01/23	\$ 10,000.00	2.10%	0	\$ -	
Bonds and Coupons	04/01/24	\$ 10,000.00	2.35%	0	\$ -	
Bonds and Coupons	04/01/25	\$ 10,000.00	2.60%	9	\$ 195.00	
Bonds and Coupons	04/01/26	\$ 10,000.00	2.85%	12	\$ 285.00	
Bonds and Coupons	04/01/27	\$ 10,000.00	3.25%	12	\$ 325.00	
Bonds and Coupons	04/01/28	\$ 10,000.00	3.75%	12	\$ 375.00	
Bonds and Coupons	04/01/29	\$ 10,000.00	4.00%	12	\$ 400.00	
Bonds and Coupons	04/01/30	\$ 20,000.00	4.50%	12	\$ 900.00	
Bonds and Coupons	04/01/31	\$ -	0.00%		\$ -	
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 450.00
Years to Run						9
Accrue Each Year						\$ 50.00
Tax Years Run						4
Total Accrual To Date						\$ 200.00
Current Interest Earnings Through 2024-2025						\$ 2,480.00
Total Interest To Levy For 2024-2025						\$ 2,530.00
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2023:						
Matured						\$ -
Unmatured						\$ 695.00
Interest Earnings 2023-2024						\$ 3,416.25
Coupons Paid Through 2023-2024						\$ 12,150.00
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ -
Unmatured						\$ 636.25



SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024  
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 1.d

Schedule 1, Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New)						
PURPOSE OF BOND ISSUE:						Series 2024 Bonds
Date of Issue						3/1/2024
Date of Sale By Delivery						3/1/2024
HOW AND WHEN BONDS MATURE						
Uniform Maturities:						
Date Maturing Begins						4/1/2026
Amount of Each Uniform Maturity						\$ -
Final Maturity Otherwise						
Date of Final Maturity						4/1/2034
Amount of Final Maturity						\$ -
AMOUNT OF ORIGINAL ISSUE						\$ 100,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year						\$ -
Basis of Accruals Contemplated on Net Collections or Better in Anticipation:						
Bond Issues Accruing By Tax Levy						\$ 100,000.00
Years to Run						9
Normal Annual Accrual						11,111.11
Tax Years Run						0
Accrual Liability To Date						\$ -
Deductions From Total Accruals:						
Bonds Paid Prior To 6-30-2023						\$ -
Bonds Paid During 2023-2024						\$ -
Matured Bonds Unpaid						\$ -
Balance of Accrual Liability						\$ -
TOTAL BONDS OUTSTANDING 6-30-2024:						
Matured						\$ -
Unmatured						\$ 100,000.00
Coupon Computation:						
	Coupon Date	Unmatured Amount	% Int.	Months	Interest Amount	
Bonds and Coupons	04/01/26	\$ 10,000.00	5.00%	15	\$ 625.00	
Bonds and Coupons	04/01/27	\$ 10,000.00	5.15%	15	\$ 643.75	
Bonds and Coupons	04/01/28	\$ 10,000.00	5.20%	15	\$ 650.00	
Bonds and Coupons	04/01/29	\$ 10,000.00	5.25%	15	\$ 656.25	
Bonds and Coupons	04/01/30	\$ 10,000.00	5.35%	15	\$ 668.75	
Bonds and Coupons	04/01/31	\$ 10,000.00	5.45%	15	\$ 681.25	
Bonds and Coupons	04/01/32	\$ 10,000.00	5.55%	15	\$ 693.75	
Bonds and Coupons	04/01/33	\$ 10,000.00	5.65%	15	\$ 706.25	
Bonds and Coupons	04/01/34	\$ 20,000.00	5.70%	15	\$ 1,425.00	
Bonds and Coupons	04/01/35	\$ -	0.00%	12	\$ -	
Requirement for Interest Earnings After Last Tax-Levy Year:						
Terminal Interest To Accrue						\$ 855.00
Years to Run						9
Accrue Each Year						\$ 95.00
Tax Years Run						0
Total Accrual To Date						\$ -
Current Interest Earnings Through 2024-2025						\$ 6,750.00
Total Interest To Levy For 2024-2025						\$ 6,750.00
INTEREST COUPON ACCOUNT:						
Interest Earned But Unpaid 6-30-2023:						
Matured						\$ -
Unmatured						\$ -
Interest Earnings 2023-2024						\$ 1,462.50
Coupons Paid Through 2023-2024						\$ -
Interest Earned But Unpaid 6-30-2024:						
Matured						\$ -
Unmatured						\$ 1,462.50

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024

ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 1.x

Schedule 1, Detail of Bond and Coupon Indebtedness as of June 30, 2024 - Not Affecting Homesteads (New)	
PURPOSE OF BOND ISSUE:	Total All Bonds
Date of Issue	
Date of Sale By Delivery	
HOW AND WHEN BONDS MATURE:	
Uniform Maturities:	
Date Maturing Begins	
Amount of Each Uniform Maturity	\$ 45,000.00
Final Maturity Otherwise:	
Date of Final Maturity	
Amount of Final Maturity	\$ 65,000.00
AMOUNT OF ORIGINAL ISSUE	\$ 525,000.00
Cancelled, In Judgement Or Delayed For Final Levy Year	\$ -
Basis of Accruals Contemplated on Net Collections or Better in Anticipation	
Bond Issues Accruing By Tax Levy	\$ 525,000.00
Years to Run	
Normal Annual Accrual	\$ 58,333.33
Tax Years Run	
Accrual Liability To Date	\$ 250,000.00
Deductions From Total Accruals:	
Bonds Paid Prior To 6-30-2023	\$ 150,000.00
Bonds Paid During 2023-2024	\$ 45,000.00
Matured Bonds Unpaid	\$ -
Balance of Accrual Liability	\$ 55,000.00
TOTAL BONDS OUTSTANDING 6-30-2024:	
Matured	\$ -
Unmatured	\$ 295,000.00

Requirement for Interest Earnings After Last Tax-Levy Year:	
Terminal Interest To Accrue	\$ 1,755.00
Years to Run	
Accrue Each Year	\$ 195.00
Tax Years Run	
Total Accrual To Date	\$ 450.00
Current Interest Earnings Through 2024-2025	\$ 13,530.00
Total Interest To Levy For 2024-2025	\$ 13,980.00
INTEREST COUPON ACCOUNT:	
Interest Earned But Unpaid 6-30-2023:	
Matured	\$ -
Unmatured	\$ 4,295.00
Interest Earnings 2023-2024	\$ 10,928.75
Coupons Paid Through 2023-2024	\$ 66,550.00
Interest Earned But Unpaid 6-30-2024:	
Matured	\$ -
Unmatured	\$ 4,848.75

## SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024

## ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 3

Schedule 4, Sinking Fund Cash Statement		
Revenue Receipts and Disbursements	SINKING FUND	
	Detail	Extension
Cash on Hand June 30, 2023	\$ 59,218.08	\$ 59,218.08
Investments Since Liquidated	\$ -	
COLLECTED AND APPORTIONED:		
2022 and Prior Ad Valorem Tax	\$ -	
2023 Ad Valorem Tax	\$ 58,037.24	
Protest Tax Refunds	\$ -	
Miscellaneous Receipts	\$ -	
<b>TOTAL RECEIPTS</b>		\$ 58,037.24
<b>TOTAL RECEIPTS AND BALANCE</b>		\$ 117,255.32
DISBURSEMENTS:		
Coupons Paid	\$ 5,190.00	
Interest Paid on Past-Due Coupons	\$ -	
Bonds Paid	\$ 45,000.00	
Interest Paid on Past-Due Bonds	\$ -	
Commission Paid to Fiscal Agency	\$ 4,590.00	
Judgements Paid	\$ -	
Interest Paid on Such Judgements	\$ -	
Investments Purchased	\$ -	
Judgements Paid Under 62 O.S. 1981, § 435	\$ -	
<b>TOTAL DISBURSEMENTS</b>		\$ 54,780.00
<b>CASH BALANCE ON HAND JUNE 30, 2024</b>		\$ 62,475.32

Schedule 5, Sinking Fund Balance Sheet		
	SINKING FUND	
	Detail	Extension
Cash Balance on Hand June 30, 2024	\$ 62,475.32	\$ 62,475.32
Legal Investments Properly Maturing	\$ -	
Judgements Paid to Recover By Tax Levy	\$ -	
<b>TOTAL LIQUID ASSETS (In Extension Column)</b>		\$ 62,475.32
DEDUCT MATURED INDEBTEDNESS:		
a. Past-Due Coupons	\$ -	
b. Interest Accrued Thereon	\$ -	
c. Past-Due Bonds	\$ -	
d. Interest Thereon After Last Coupon	\$ -	
e. Fiscal Agency Commission on Above	\$ -	
f. Judgements and Interest Levied for But Unpaid	\$ -	
<b>TOTAL Items a. Through f. (To Extension Column)</b>		\$ -
<b>BALANCE OF ASSETS SUBJECT TO ACCRUALS</b>		\$ 62,475.32
DEDUCT ACCRUAL RESERVES IF ASSETS SUFFICIENT:		
g. Earned Unmatured Interest	\$ 4,848.75	
h. Accrual on Final Coupons	\$ -	
i. Accrued on Unmatured Bonds	\$ 55,000.00	
<b>TOTAL Items g. Through i. (To Extension Column)</b>		\$ 59,848.75
<b>EXCESS OF ASSETS OVER ACCRUAL RESERVES</b>		\$ 2,626.57

SINKING FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2023, to JUNE 30, 2024

ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "G"

Page 4

Schedule 6, Estimate of Sinking Fund Needs		
	SINKING FUND	
	Computed By Governing Board	Provided By Excise Board
Interest Earnings On Bonds	\$ 13,630.00	\$ 13,630.00
Accrual on Unmatured Bonds	\$ 58,333.33	\$ 58,333.33
Annual accrual for fiscal agent fees	\$ 4,500.00	\$ 4,500.00
Annual Accrual on Unpaid Judgements	\$ -	\$ -
Interest on Unpaid Judgements	\$ -	\$ -
Annual Accrual From Exhibit KK	\$ -	\$ -
<b>TOTAL SINKING FUND PROVISION</b>	<b>\$ 76,463.33</b>	<b>\$ 76,463.33</b>

Schedule 7, 2023 Ad Valorem Tax Account - Sinking Funds				
	Gross Value \$	Net Value \$	Mills	Amount
	\$ -	4,132,652.00	19.680	
Total Proceeds of Levy as Certified				\$ 81,330.59
Additions:				\$ -
Deductions:				\$ -
Gross Balance Tax				\$ 81,330.59
Less Reserve for Delinquent Tax				\$ 8,133.06
Reserve for Protest Pending				\$ -
Balance Available Tax				\$ 73,197.53
Deduct 2023 Tax Apportioned				\$ -
Net Balance 2023 Tax in Process of Collection or Excess Collections				\$ 73,197.53
				\$ -

Schedule 9, Sinking Fund Investments						
INVESTED IN	Investments on Hand June 30, 2023	Since Purchased	LIQUIDATIONS		Barred by Court Order	Investments on Hand June 30, 2023
			By Collections of Cost	Amortized Premium		
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL INVESTMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CERTIFICATE OF EXCISE BOARD  
ESTIMATE OF NEEDS FOR 2024-2025

STATE OF OKLAHOMA, COUNTY OF PITTSBURG

We, the members of the Excise Board of said County and State, do hereby certify that we have examined the foregoing estimates of proposed current expenses for the ensuing fiscal year as filed with the Governing Board of Carlton Landing Oklahoma, and those directly under, or in contractual relationship with, the Governing Board of Carlton Landing Oklahoma; we have ascertained from the Financial Statements submitted therewith the amount of Surplus Balances of Cash on Hand; we have considered the uncollected ad valorem taxes of the previous year or years; and we have ascertained that the probable Income estimated to be collected from all sources other than ad valorem taxation may reasonably be expected as a revenue for the ensuing fiscal year, and that the same does not exceed 90% of the actual collection from such sources for the previous fiscal year.

that the financial statements, as to statistics therein contained reflect the true fiscal condition at the close of the fiscal year, or caused the same to be corrected so to show; (2) struck from the estimate of needs so submitted any items not authorized by law and reduced to the sum authorized by law any items restricted by statute as to the amount lawfully expendable therefore; (3) supplemented such estimate, after proper publication, by an estimate of needs prepared by this Excise Board to make provision for mandatory governmental functions where the estimate submitted wholly failed or was deemed inadequate to fulfill the mandate of the Constitutions or of the Legislature; (4) computed the total means available to each fund in the manner provided; and (5) then and only thereafter. -

Accordingly, we have and do hereby appropriate the Surplus Balances of Cash on Hand, and the Revenues and Levies hereinafter set forth for each Fund to the several and specific purposes named in such estimates, by each, to the intent and purpose that CONSTITUTIONAL GOVERNMENTAL FUNCTIONS shall be first assured and provided for, and subsequently to provide for Legislative Governmental Functions insofar as to the available Surpluses, Revenues and Levies will permit; and we have provided also that the Levies are in excess of the amount appropriated to needs after deducting the surplus cash balance on hand, and Estimated Revenues other than tax, by the percentage and amount or reserve for delinquent tax as hereinafter set forth, which we have determined in the manner provided by law.

We further certify that we have examined the financial statements of account and estimated needs or requirements of the Governing Board of Carlton Landing Oklahoma, in relation to the Sinking Fund or Funds thereof, and after finding the same correct or having caused the same to be corrected pursuant to 68 O. S. 1991 Section 3009, have approved the requirements therefor to fulfill the conditions of Section 26 and 28 of Article 10, Oklahoma Constitution, and have made and certified a tax levy therefor to the extent of the excess of said total requirements over the total of items 2, 3, 6, and 12 of Exhibit "Y" (Page 2) and any other legal deduction, including a reserve of \_\_\_\_% for delinquent taxes.

CERTIFICATE OF EXCISE BOARD  
ESTIMATE OF NEEDS FOR 2024-2025

EXHIBIT "Y"			
County Excise Board's Appropriation of Income and Revenue	General Fund	Industrial Bonds	Sinking Fund (Exc. Homesteads)
Appropriation Approved & Provision Made	\$ -	\$ -	\$ 76,463.33
Appropriation of Revenues	\$ -	\$ -	\$ -
Excess of Assets Over Liabilities	\$ -	\$ -	\$ 2,626.57
Unclaimed Protest Tax Refunds	\$ -	\$ -	\$ -
Miscellaneous Estimated Revenues	\$ -	\$ -	\$ -
Est. Value of Surplus Tax in Process	\$ -	\$ -	\$ -
Sinking Fund Contributions	\$ -	\$ -	\$ -
Surplus Builing Fund Cash	\$ -	\$ -	\$ -
Total Other Than 2024 Tax	\$ -	\$ -	\$ 2,626.57
Balance Required	\$ -	\$ -	\$ 73,836.76
Add 10% for Delinquency	\$ -	\$ -	\$ 7,383.68
Total Required for 2024 Tax	\$ -	\$ -	\$ 81,220.44
Rate of Levy Required and Certified (in Mills)	0.00	0.00	19.68

We further certify that the net assessed valuation of the Property, subject to ad valorem taxes, after the amount of all Homestead deducted in the said County as finally equalized and certified by the State Board of Equalization for the current year 2024-2025 is as follows:

VALUATION AND LEVIES EXCLUDING HOMESTEADS				
County	Real	Personal	Public Service	Total
Total Valuation,	\$ 4,131,652.00	\$ -	\$ -	\$ 4,131,652.00

and that the assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof appropriated as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, we thereupon made the levies therefor as provided by law as follows:

General 0.00 Mills; Industrial Bonds 0.00 Mills; Sinking Fund 19.68 Mills; Sub-Total 19.68 Mills;

and we do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said Assessor may immediately extend said levies upon the Tax Rolls for the year 2025 without regard to any protest that may be filed again any levies, as required by 68 O. S. 1991, Section 2869

Dated at \_\_\_\_\_, Oklahoma, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Excise Board Member

\_\_\_\_\_  
Excise Board Chairman

\_\_\_\_\_  
Excise Board Member

\_\_\_\_\_  
Excise Board Secretary

PITTSBURG COUNTY, 61  
STATISTICAL DATA  
FISCAL YEAR 2023-2024

Total Valuation

Total Gross Valuation Real Property	\$	4,132,652.00
Total Homestead Exemption	\$	1,000.00
Total Real Property	\$	4,131,652.00
Total Personal Property	\$	-
Total Public Service Property	\$	-
Total Valuation of Property	\$	4,131,652.00

PUBLICATION SHEET - CARLTON LANDING, OKLAHOMA  
 FINANCIAL STATEMENT OF THE VARIOUS FUNDS FOR THE FISCAL YEAR ENDING JUNE 30, 2024, AND ESTIMATE OF NEEDS  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2025, OF THE GOVERNING BOARD OF  
 CARLTON LANDING, OKLAHOMA

EXHIBIT "Z"

Page 1

STATEMENT OF FINANCIAL CONDITION AS OF JUNE 30, 2024	GENERAL FUND Detail
<b>ASSETS:</b>	
Cash Balance June 30, 2024	\$ -
Investments	\$ -
<b>TOTAL ASSETS</b>	<b>\$ -</b>
<b>LIABILITIES AND RESERVES:</b>	
Warrants Outstanding	\$ -
Reserve for Interest on Warrants	\$ -
Reserves From Schedule 8	\$ -
<b>TOTAL LIABILITIES AND RESERVES</b>	<b>\$ -</b>
<b>CASH FUND BALANCE (Deficit) JUNE 30, 2024</b>	<b>\$ -</b>

**ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2024**

GENERAL FUND	GENERAL FUND	SINKING FUND BALANCE SHEET	SINKING FUND
Current Expense	\$ -	1. Cash Balance on Hand June 30, 2024	\$ 62,475.32
Reserve for Int. on Warrants & Revaluation	\$ -	2. Legal Investments Properly Maturing	\$ -
Total Required	\$ -	3. Judgements Paid to Recover by Tax Levy	\$ -
<b>FINANCED</b>		4. Total Liquid Assets	\$ 62,475.32
Cash Fund Balance	\$ -	Deduct Matured Indebtedness:	
Estimated Miscellaneous Revenue	\$ -	5. a. Past-Due Coupons	\$ -
Total Deductions	\$ -	6. b. Interest Accrued Thereon	\$ -
Balance to Raise from Ad Valorem Tax	\$ -	7. c. Past-Due Bonds	\$ -
<b>ESTIMATED MISCELLANEOUS REVENUE:</b>		8. d. Interest Thereon After Last Coupon	\$ -
1000 Charges for Services	\$ -	9. e. Fiscal Agency Commissions on Above	\$ -
2000 Local Sources of Revenue	\$ -	10. f. Judgements and Int. Levied for/Unpaid	\$ -
3000 State Sources of Revenue	\$ -	11. Total Items a. Through f.	\$ -
4000 Federal Sources of Revenue	\$ -	12. Balance of Assets Subject to Accruals	\$ 62,475.32
5000 Miscellaneous Revenue	\$ -	Deduct Accrual Reserve If Assets Sufficient:	
6111 Contributions from Other Funds	\$ -	13. g. Earned Unmatured Interest	\$ 4,848.75
Total Estimated Revenue	\$ -	14. h. Accrual on Final Coupons	\$ -
<b>INDUSTRIAL DEVELOPMENT BONDS</b>	<b>INDUSTRIAL BONDS</b>	15. i. Accrued on Unmatured Bonds	\$ 55,000.00
1. Cash Balance on Hand June 30, 2024	\$ -	16. Total Items g. Through i.	\$ 59,848.75
2. Legal Investments Properly Maturing	\$ -	17. Excess of Assets Over Accrual Reserves **	\$ 2,626.57
3. Total Liquid Assets	\$ -	<b>SINKING FUND REQUIREMENTS FOR 2024-2025</b>	
Deduct Matured Indebtedness		1. Interest Earnings on Bonds	\$ 13,630.00
4. a. Past-Due Coupons	\$ -	2. Accrual on Unmatured Bonds	\$ 58,333.33
5. b. Interest Accrued Thereon	\$ -	3. Annual Accrual for fiscal agent fees	\$ 4,500.00
6. c. Past-Due Bonds	\$ -	4. Annual Accrual on "Unpaid" Judgements	\$ -
7. d. Interest Thereon After Last Coupon	\$ -	5. Interest on Unpaid Judgements	\$ -
8. e. Fiscal Agency Commissions on Above	\$ -	6. Annual Accrual From Exhibit KK	\$ -
9. Balance of Assets Subject to Accruals	\$ -		
10. Deduct: g. Earned Unmatured Interest	\$ -		
11. h. Accrual on Final Coupons	\$ -		
12. i. Accrued on Unmatured Bonds	\$ -		
13. Excess of Assets Over Accrual Reserves*	\$ -		
<b>INDUSTRIAL BOND REQUIREMENTS FOR 2024-2025</b>		<b>Total Sinking Fund Requirements</b>	<b>\$ 76,463.33</b>
1. Interest Earnings on Bonds	\$ -	Deduct:	
2. Accrual on Unmatured Bonds	\$ -	1. Excess of Assets Over Liabilities	\$ 2,626.57
<b>Total Sinking Fund Requirements</b>	<b>\$ -</b>	2. Surplus Building Fund Cash	
Deduct:		<b>Balance to Raise By Tax Levy</b>	<b>\$ 73,836.76</b>
1. Excess of Assets Over Liabilities	\$ -		
2. Surplus Building Fund Cash	\$ -		
<b>Balance Required</b>	<b>\$ -</b>		



PUBLICATION SHEET - CARLTON LANDING, OKLAHOMA

FINANCIAL STATEMENT OF THE VARIOUS FUNDS FOR THE FISCAL YEAR ENDING JUNE 30, 2024, AND ESTIMATE OF NEED FOR THE FISCAL YEAR ENDING JUNE 30, 2025, OF THE GOVERNING BOARD OF CARLTON LANDING, OKLAHOMA

EXHIBIT "Z"

** If line 12 is less than line 16 after omitting "h" deduct the following each in turn from line 4, "Total Liquid Assets".	SINKING FUND
13d. j. Unmatured Coupons Due 4-1-2025	\$ -
14d. k. Unmatured Bonds So Due	
15d. l. Whatever Remains is for Exhibit KK Line E.	\$ -
16d. Deficit as Shown on Sinking Fund Balance Sheet.	\$ -
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Hand (From Line 15d Above).	
18d. Remaining Deficit is for Exhibit KK Line F.	\$ -

** If line 14 is less than the sum of lines g. h. i. after omitting "h" deduct the following each in turn from line 4, "Total Liquid Assets".	INDUSTRIAL BONDS FUND
13d. j. Unmatured Coupons Due Before 4-1-2025	\$ -
14d. k. Unmatured Bonds So Due	
15d. l. Whatever Remains is for Exhibit KKI Line E.	\$ -
16d. Deficit as Shown on Industrial Bonds Balance Sheet.	\$ -
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Hand (From Line 15d Above).	
18d. Remaining Deficit is for Exhibit KKI Line F.	\$ -

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF PITTSBURG, ss:

We, the undersigned duly elected, qualified Governing Officers of Carlton Landing, Oklahoma, do hereby certify that at a meeting of the 68 O. S. 1991 Sec. 3002, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said City/Town as reflected by the record of the City/Town Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2024, and ending June 30, 2025, as shown are reasonably necessary for the proper conduct of the affairs of the said City/Town, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ration of the revenue derived from the same sources during the preceding fiscal year.

_____	_____	_____
Chairman of Board	Member	Member
_____	_____	_____
Member	Member	Member

Attest \_\_\_\_\_  
County Clerk Seal

Subscribed and sworn to before me this 20 day of June, 2024.

\_\_\_\_\_ Notary Public

Required to be published in a legally-qualified newspaper printed in the County, or one issue published in a legally-qualified newspaper of general circulation in the County.

# TOWN OF CARLTON LANDING

## RESOLUTION NO. 2024-09-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, PITTSBURG COUNTY, OKLAHOMA, WHEREBY THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, PITTSBURG COUNTY, OKLAHOMA RESOLVES TO APPOINT THE FOLLOWING PERSONS TO THE PLANNING COMMISSION OF THE TOWN OF CARLTON LANDING, PITTSBURG COUNTY, OKLAHOMA.

WHEREAS, the Board of Trustees of the town of Carlton Landing, Pittsburg County, Oklahoma, during a Regular Meeting on September 21, 2024, does hereby consider and hereby resolves to appoint the following person to fill the remaining term for Commissioner #4 on the Planning Commission of the Town of Carlton Landing, Pittsburg County, Oklahoma:

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Carlton Landing, Pittsburg County, Oklahoma

That Commissioner #5 of the Planning Commission of the Town of Carlton Landing, Pittsburg County, Oklahoma shall be:

Commissioner #5 Simon Shingleton reappointed to a three (3) year term ending August, 2027

ADOPTED by the Board of Trustees of the Town of Carlton Landing, Pittsburg County, Oklahoma, and SIGNED by the Mayor of the Town of Carlton Landing, Pittsburg County, Oklahoma on this 21<sup>th</sup> day of September, 2024.

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Mary Myrick, Mayor

Attest (Seal):

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Susan Kimmel, Town Clerk

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

Date: September 21, 2024

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, discuss and possible vote to amend, revise, approve or deny cancelling the December 21, 2024, Board of Trustees meeting, or take any other appropriate action.

**INITIATOR:** Mary Myrick, Mayor

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

**BACKGROUND:** The Board of Trustees regular December meeting is December 21, 2024. The meeting date is the Saturday before the Christmas Holiday. Cancelling the December Board of Trustees meeting will allow the public, Trustees and Staff the ability to travel and/or enjoy the Holiday season without concern of missing a meeting.

**FUNDING:** None

**EXHIBITS:** None

**RECOMMENDED ACTION:** Approve cancelling the December 21, 2024, Board of Trustees meeting.

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

Date: September 21, 2024

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, discuss and possibly approve, amend, revise, or deny a Fire Protection Services Contract with Carlton Landing Fire and Rescue, Inc. to assist and provide Fire Protection Services within the boundaries of the Town of Carlton Landing, or take any other appropriate action.

**INITIATOR:** Greg Buckley, Town Administrator

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

**BACKGROUND:** Last year the Town and The Carlton Landing Fire and Rescue, Inc entered into an Agreement for fire protection services. The Town of Carlton Landing understands the need for fire protection services within the boundaries of the Town. Fire Protection is a key service to ensure a viable community and pursuant to 11 O.S.1-29-105 the Town may contract for fire protection services.

The Carlton Landing Fire and Rescue, Inc. was created to provide fire protection services. Carlton Landing Fire and Rescue, Inc. needs the support of the Town, community, and residents to be a viable organization ready and able to provide fire protection. The proposed Contract provides that funds provided to Carlton Landing Fire and Rescue, Inc. can be used for any costs associated with operating Fire Protection Services. For Fiscal Year 2024-2025 the Contract provides additional funds, \$1,250 per month, for July through December, for the Fire District to contract with a consultant to assist with District with specific tasks related to setting up policies and procedures, hiring volunteer fire fighters, training, record keeping, etc. Funds for the Fire Protections Service Contract were appropriated in the FY 24-25 General Fund Budget.

**FUNDING:** General Fund

**EXHIBITS:** Fire Protection Services Contract

**RECOMMENDED ACTION:** Approve Fire Protection Services Contract with Carlton Landing Fire and Rescue, Inc. to assist and provide Fire Protection Services within the boundaries of the Town of Carlton Landing.

## Fire Protection Services Contract

### The Town of Carlton Landing and Carlton Landing Fire and Rescue, Inc.

This Agreement, entered into this 21th day of September, 2024 by and between the Town of Carlton Landing, Oklahoma and the Carlton Landing Fire and Rescue, Inc.

Whereas, the Town of Carlton Landing desires to ensure Fire Protection Services and provided within the boundaries of the Town of Carlton Landing;

Whereas, 11 O.S. 1-29-205 provides the ability of a municipality to contract to receive fire protection services from private organization and or contribute toward the support of any fire department in return for fire protection services;

Whereas, the Carlton Landing Fire and Rescue, Inc., was created and established to provide fire protection services pursuant to Title 18 or Title 19 O.S.

Whereas the Carlton Landing Fire and Rescue, Inc. desires to provide fire protection services within the boundaries of the Town of Carlton Landing,

Now, therefore, the parties agree as follows:

#### General

The Town of Carlton Landing agrees to contract with the Carlton Landing Fire and Resue, Inc. to provide fire protection services pursuant to 11 O.S. 1-29-105.

The Town of Carlton Landing will provide support in the amount of \$750 monthly to the Carlton Landing Fire and Rescue, Inc. for fire protection services. The monthly payment may be used for any lawful purpose in support of Carlton Landing Fire and Rescue, Inc. to include, but not limited to, buildings, structures, equipment, gear, debt service payment(s) related to such capital items, utilities, wages and benefits, and general operation. Payment shall be paid by the 10<sup>th</sup> of each month.

*To assist with the final establishment and initial operating start-up of the Carlton Landing Fire and Rescue District, the Town of Carlton Landing for Fiscal Year 2024-2025 from July 1- December 31, 2024 will provide \$1,250 monthly. Said funds are to be used to contract with an independent consultant to serve as the Director of Fire Operations. The consultant shall assist the Fire District with the following tasks and responsibilities:*

*Ensure the proper establishment, formation and certification as an operating Rural Fire District per O.S. Title 18 or Title 19.*

*Assist the Board in developing, creating, and approving operating policies and procedures for the operation of the Fire District, to include financial policies, procedures, rules and regulations.*

*Assist the Board in developing, creating, and approving a Budget.*

*Assist the Board in developing, creating, and approving hiring practices, operating standards and protocols, on-boarding, training standards, policies and procedures, etc. for volunteer fire fighters and emergency response personnel.*

*Assist with recruitment, training, and retention of volunteers to serve on the Fire District.*

*Assist with obtaining proper equipment, apparatus, fire protection gear, to include possible funding sources for such items.*

*Assist with the design, construction, Project Management of Fire Department building(s).*

*Prepare and timely submit required reports on a monthly, quarterly, and or annual basis as required by Local, State and Federal Agencies.*

*Provide report to the Town on a quarterly basis outlining progress of outlined goals/responsibilities. Report to be submitted by the 10<sup>th</sup> day of the month following the end of the quarter.*

*All support payment(s) shall be made by the 10<sup>th</sup> day of each month.*

The Carlton Landing Fire and Rescue, Inc. in consideration of said sums, shall provide such fire protection services and equipment as allowed and authorized within Title 18 or Title 19 O.S.

The Town of Carlton Landing shall be entitled to one seat on the Carlton Landing Fire and Rescue, Inc. Board of Directors with full rights and privileges as any other Board member. Said member shall be selected and appointed by the Town of Carlton Landing Board of Trustees and serve as liaison between the Town and the Carlton Landing Fire and Rescue, Inc.

#### Term of Agreement

The term of this Agreement shall be from July 1, 2024 until June 30, 2025 unless modified by the parties, cancelled, or terminated.

Either party may cancel this Agreement with ninety (90) days Notice of Cancellation.

Default of the Agreement shall occur and provide for immediate cancellation of the Agreement when the Carlton Landing Fire and Rescue, Inc. ceases to function or fails to meet the requirements of operating as a Title 18 or Title 19 Fire District or the Carlton Landing Board of Trustees fails to budget and appropriate funding for the monthly payments to Carlton Landing Fire and Rescue, Inc.

Notice of cancellation or termination can be made by either party or written letter to:

Town of Carlton Landing  
Attention – Mayor  
44 Water Street  
Carlton Landing, OK 74432

Carlton Landing Fire and Rescue, Inc.  
Attention – Board President  
44 Water Street  
Carlton Landing, OK 74432

#### Hold Harmless

In accordance with the laws of the State of Oklahoma Tort Claims Act, subject to the limitation of liability for public bodies set forth in the Oklahoma Tort Claims Act, each party agrees to hold harmless, defend, and indemnify each other including its officers, agents, and employees against all claims, demands, actions and suits arising from the indemnitors performance of the Agreement where the loss or claim is attributable to the negligent act of omissions of the party.

The Town of Carlton Landing and the Carlton Landing Fire and Resue, Inc. mutually covenant and agree neither party will ensure the actions for the other and each party will assume its own responsibility in

connection with any claims made by a third party against the Town of Carlton Landing, subject to the provision herein.

Entered into this \_\_\_\_ day of \_\_\_\_\_, 2024

Town of Carlton Landing

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Mary Myrick, Mayor

Carlton Landing Fire and Rescue, Inc.

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Board President

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

Date: September 21, 2024

## **AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider, discuss and possibly approve, amend, revise, or deny a Resolution 2024-09-02 approving entering into an interlocal agreement with other governmental participants for the purpose of exercising investment power jointly to invest funds in concert with other governmental participants; authorizing the execution of certain documents by authorized Town officials, designating an individual to serve as “Key Contact” authorized to transfer funds for investment or withdrawal and taking other actions necessary to carry out the investment of Town funds, approving the establishment of accounts, providing an effective date, and the taking of other actions related thereto, or take any other appropriate action.

**INITIATOR:** Greg Buckley, Town Administrator

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

**BACKGROUND:** Oklahoma Statute, 62 O.S.2021 Section 348.1 et seq, provides for local governments to pool idle funds in order to invest funds and earn interest. While local governments have had the ability to invest in highly secured investments like U.S. Government Securities, Certificate of Deposits, Money Markets it takes time to review and manage those investments. CD’s usually have lock periods or impose a penalty if drawn early. Currently, Town Funds are in a non-interest-bearing checking account. TIF Funds are invested through the Trustee Bank. Several years ago, the Town did not have idle or a surplus of funds, but through conserve budgeting and management we have been able to develop a reserve fund and a fund surplus.

The legislation to allow pool investment for local governments is relatively recent and Oklahoma CLASS was organized in 2024. The investments by the Oklahoma CLASS still have to meet the same investment requirements allowed for local governments. By investing with in investment pool or Oklahoma CLASS allows for the investments to be managed by professionals and still allowing the funds to remain fairly liquid. There is no investment minimum, no transaction fees, and funds can be invested or withdrawn on a daily basis without penalty.

For Staff, participating in Oklahoma CLASS allows for good management of Town Funds without the time needed to manage multiple investments and balancing liquidity. Pooling our resources with other governments allows for better yields and rates of return than we could possibly receive on our own.

**FUNDING:** None

**EXHIBITS:** Oklahoma Class Flyer, Resolution 2024-09-02

**RECOMMENDED ACTION:** Approve Resolution 2024-09-02 approving entering into an interlocal agreement with other governmental participants for the purpose of exercising



investment power jointly to invest funds in concert with other governmental participants; authorizing the execution of certain documents by authorized Town officials, designating an individual to serve as “Key Contact” authorized to transfer funds for investment or withdrawal and taking other actions necessary to carry out the investment of Town funds, approving the establishment of accounts, providing an effective date, and the taking of other actions related thereto.

**PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE TOWN BOARD OF THE TOWN OF CARLTON LANDING, STATE OF OKLAHOMA MET IN REGULAR MEETING AT 10B BOULEVARD, CARLTON LANDING, OKLAHOMA, ON THE 21STTH DAY OF SEPTEMBER, 2024, AT 8:00A.M.**

TRUSTEES PRESENT:

TRUSTEES ABSENT:

(Other Proceedings)

Thereupon, a resolution was introduced and read in full by the Mayor. Trustee [REDACTED] moved passage of the resolution, and Trustee [REDACTED] seconded the motion. The motion, carrying with it the approval of said resolution, was approved by the following vote:

AYE:

NAY:

**A RESOLUTION OF THE TOWN BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, STATE OF OKLAHOMA, APPROVING THE ENTRANCE INTO THE INTERLOCAL AGREEMENT ESTABLISHING THE OKLAHOMA COOPERATIVE LIQUID ASSETS SECURITY SYSTEM ('OKLAHOMA CLASS') WITH OTHER GOVERNMENTAL PARTICIPANTS FOR THE PURPOSE OF EXERCISING INVESTMENT POWER JOINTLY TO INVEST FUNDS IN CONCERT WITH OTHER PARTICIPANTS; PROVIDING FOR AN EFFECTIVE DATE; AND TAKING OTHER ACTIONS RELATED THERETO.**

**WHEREAS**, the Town Board of Trustees of the Town of Carlton Landing, Oklahoma (the "Town") is permitted and has the power pursuant to the provisions of the Oklahoma Interlocal Cooperation Act, Title 74 Oklahoma Statutes Section 1001 *et seq.* to enter into interlocal agreements to exercise jointly with any other governmental entities any power, privilege, or authority which such governmental entities share in common and which each might exercise separately; pursuant to a written interlocal agreement; and

**WHEREAS**, interlocal agreements may be created so that units of local government may invest certain of their funds in statutorily permitted investments including but not limited to any intergovernmental investment pool authorized pursuant to Title 62 Oklahoma Statutes Section 348.1(A)(6); and

**WHEREAS**, the Town, from time to time, has funds on hand in excess of current needs; and

**WHEREAS**, it is in the best interests of the Town and its residents to invest funds in investments that yield a favorable rate of return while providing the necessary liquidity and protection of the principal; and

**WHEREAS**, the Town desires to enter as a Participant (as such term is defined in the Interlocal Agreement) into the Interlocal Agreement establishing Oklahoma CLASS, a copy of which is attached hereto as Exhibit "A" (the "Interlocal Agreement") in order to exercise investment power jointly and in concert with the other Participants pursuant to the Interlocal Agreement as authorized by the Oklahoma Interlocal Cooperation Act in order to take advantage of economies of scale and perform governmental functions more efficiently; and

**WHEREAS**, the policy of the Interlocal Agreement shall be to place the highest priority on the safety of principal and liquidity of funds, and the optimization of investment returns shall be secondary to the requirements for safety and liquidity;

Resolution of the Town Board  
of Carlton Landing, Oklahoma  
Authorizing Participation in  
Oklahoma CLASS, Pg: 2

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

**SECTION 1.** The Town hereby joins the Interlocal Agreement as a Participant and agrees to be bound by all the terms and provisions thereof.

**SECTION 2.** The Town is hereby authorized to execute the Interlocal Agreement, the Instrument of Adoption, and such other documents, certifications, representations, or agreements as may be necessary or convenient to affect the foregoing.

**SECTION 3.** The Treasurer or Town Administrator of the Town is hereby directed to make such amendments as may be necessary to the Town's written investment policies to permit the investment of Town fund, at the Town's discretion, in Oklahoma CLASS as authorized pursuant to Title 62 Oklahoma Statutes Section 348.1(A)(6).

**SECTION 4.** Town Administrator is hereby designated as the "Key Contact" (as defined in the Policies and Procedures of the Participants) and vested with the power to transfer funds for investment to Oklahoma CLASS, to withdraw funds from Oklahoma CLASS from time to time, to issue letters or other indications of instructions, and to take all other actions necessary to carry out the investment of Town funds in Oklahoma CLASS.

**SECTION 5.** The Town approves the establishment of an account or accounts in its name in Oklahoma CLASS for the purpose of transmitting funds for investment, subject to the Investment Policies established by Oklahoma Class, and the Town acknowledges that it has received a current copy of said investment policies.

**SECTION 6.** Notices from Oklahoma CLASS related to the Town's accounts and investments shall be provided to Treasurer/Town Administrator.

**SECTION 7.** This Resolution and the authorizations contained herein shall continue in full force and effect until amended or revoked by the Town until amended or revoked by subsequent action by the Town Board of Trustees and until Oklahoma CLASS receives a copy of such amendment or revocation Oklahoma CLASS is entitled to rely upon the same.

**THIS RESOLUTION PASSED AND APPROVED THIS 21st DAY OF SEPTEMBER, 2024, AT 8:00 A.M.**

TOWN OF CARLTON LANDING, OKLAHOMA  
ACTING BY AND THROUGH ITS  
BOARD OF TRUSTEES

---

Mary Myrick, Mayor,

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TOWN CLERK OF CARLTON LANDING, OKLAHOMA

(SEAL)

Resolution of the Town Board  
of Carlton Landing, Oklahoma  
Authorizing Participation in  
Oklahoma CLASS, Pg: 3

APPROVED AS TO FORM AND LEGALITY: \_\_\_\_\_  
Municipal Counselor

Resolution of the Town Board  
of Carlton Landing, Oklahoma  
Authorizing Participation in  
Oklahoma CLASS, Pg: 4

STATE OF OKLAHOMA        )  
  )SS  
COUNTY OF PITTSBURG        )

I, the undersigned, the duly qualified and acting Town Clerk of the Town of Carlton Landing, State of Oklahoma, hereby certify that the above and foregoing is a true, correct and complete copy of the Resolution duly adopted by said Town Board of Trustees and of the proceedings of said Town Board of Trustees in the adoption of said Resolution, on the date therein set out as shown by the records of my office.

Further, I certify that in conformity with Title 25, Oklahoma Statutes 2011, Sections 301-314, inclusive, as amended (the Oklahoma Open Meeting Act) I received notice of the meeting as required by law, and I did, or caused to be done, the following acts:

1.       At least twenty-four (24) hours prior to said meeting, give public notice in writing of the date, time and place of said meeting; and
2.       At least twenty-four (24) hours prior to said meeting (excluding Saturdays, Sundays and legal holidays declared by the State of Oklahoma), display public notice of said meeting in prominent public view at the principal office of the Town Board of Trustees and at the location of said meeting, such notice setting forth thereon the date, time, place and agenda for said meeting;

and that the minutes of the meeting reflect the time and manner of such notice of the meeting required by the Oklahoma Open Meeting Act.

WITNESS my hand and seal of said County this 21 day of September, 2024.

\_\_\_\_\_

Town Clerk

(SEAL)

Resolution of the Town Board  
of Carlton Landing, Oklahoma  
Authorizing Participation in  
Oklahoma CLASS, Pg: 5

Instrument of Adoption  
of that certain  
Interlocal Agreement for the  
Oklahoma Cooperative Liquid Assets Securities System (OKCLASS)

This Instrument of Adoption (this Instrument) is executed as of the 21 day of September, 2024., by and on behalf of Town County, Oklahoma. Reference is made to that certain Interlocal Agreement for the Oklahoma Cooperative Liquid Assets Securities System, dated as of January 15, 2024, made by and among certain Initial Participants (as defined therein) and such additional Participants who may have heretofore and may hereafter join therein and as may have been and may be modified or amended as provided therein (the Interlocal Agreement). Capitalized terms not defined in this Instrument shall have the meanings given in the Interlocal Agreement.

By executing this Instrument, the undersigned represents and warrants that (a) the undersigned is a unit of local government as defined in the Interlocal Agreement; (b) the person executing this Instrument on behalf of the undersigned is an officer of the unit of local government authorized to execute this Instrument; (c) the undersigned has taken all required action to qualify as a Participant under the Interlocal Agreement; and (d) the undersigned is authorized to invest in OKCLASS pursuant to Title 62 Oklahoma Statutes Section 348.1(A)(6) with or without an adopted a written investment policy.

By executing this Instrument, the undersigned agrees that it will be bound by all terms and conditions of the Interlocal Agreement, as amended from time-to-time.

IN WITNESS WHEREOF, the undersigned has executed this Instrument as of the day first above written.

TOWN OF CARLTON LANDING, OKLAHOMA  
ACTING BY AND THROUGH ITS  
BOARD OF TRUSTEE

\_\_\_\_\_  
Mary Myrick, Mayor  
Town of Carlton Landing],  
Carlton Landing OKLAHOMA

\_\_\_\_\_  
Town CLERK OF Town of Carlton Landing, OKLAHOMA

(SEAL)

### What is Oklahoma CLASS?

Oklahoma Cooperative Liquid Assets Securities System (Oklahoma CLASS) is a commingled investment pool established by an interlocal agreement in accordance with Oklahoma law permitting local governments to pool idle funds in order to invest such funds and earn interest in accordance with, and as authorized under 62 Oklahoma Statutes 2021, §348.1 *et seq.* and other applicable provisions of Oklahoma law. Oklahoma CLASS was organized in 2024 and provides a professionally managed investment program. Funds of the Participants are invested in prime or high-grade, short-term fixed income instruments selected with the goals of providing program safety, liquidity, and competitive rates of return as further defined within the Oklahoma CLASS Information Statement.

### Who oversees and manages Oklahoma CLASS?

Investments made on behalf of the Participants are subject to the overall direction of the Oklahoma CLASS Board of Directors. The Board shall be comprised of qualified Director representatives of the local government entity types that participate in Oklahoma CLASS. The Board of Directors has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC (Public Trust). Public Trust is responsible to the Board for all program investment and administrative activities as well as the many services provided on behalf of the Participants.

### How can you participate in Oklahoma CLASS?

Enrolling in Oklahoma CLASS is simple. After reading the Declaration of Trust and Interlocal Agreement and the Information Statement available at [www.oklahomaaclass.com](http://www.oklahomaaclass.com), follow these steps:

- 1 Pass a resolution authorizing participation in Oklahoma CLASS (a sample resolution is provided in the registration packet for your convenience).
- 2 Complete the registration packet.
- 3 Submit the above items to the Oklahoma CLASS Client Service team for processing at [clientservices@oklahomaaclass.com](mailto:clientservices@oklahomaaclass.com).
- 4 Upon review and approval, you will receive confirmation that you have been accepted as a Oklahoma CLASS Participant.

Helping Oklahoma communities  
together with

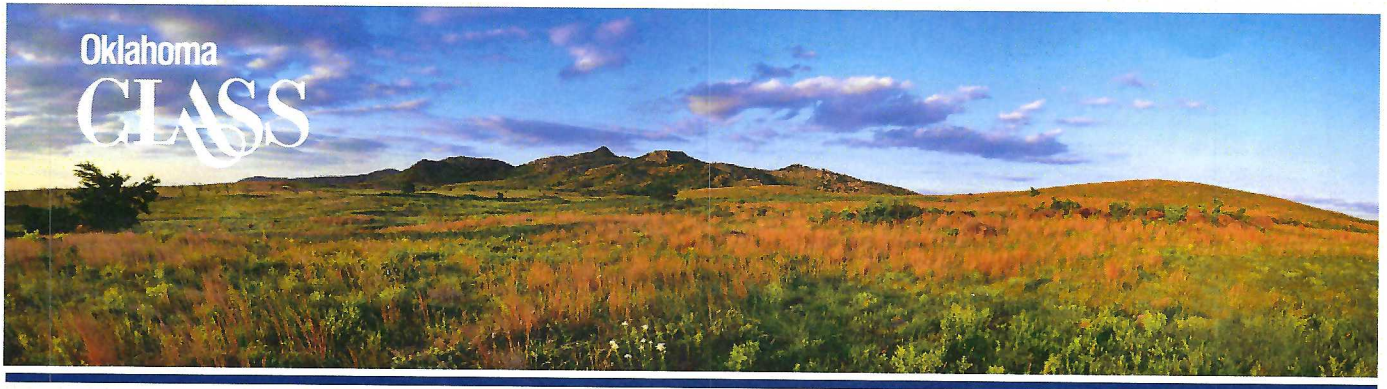


### Oklahoma CLASS FEATURES

As an Oklahoma CLASS Participant, you have access to many convenient features:

- Same-day liquidity (12:00 p.m. CT cut-off)
- Contributions by wire or ACH
- Secure online access for transactions and account statements
- Professionally managed portfolio
- Competitive daily yields
- Unlimited subaccounts
- No minimum investment requirements
- Dividends applied daily and paid monthly
- No transaction fees\*
- Audited annually by an independent auditing firm\*\*
- Dedicated client service representatives available via email or phone on any business day

\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from Oklahoma CLASS for such transactions.  
\*\*External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



## What are the objectives of Oklahoma CLASS?

### Safety

The primary investment objective of Oklahoma CLASS is the safety of public funds. The Oklahoma CLASS portfolio is professionally managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for Oklahoma CLASS is UMB Bank, N.A.

### Liquidity

When you invest with Oklahoma CLASS, you have access to your funds on any business day. You must notify Oklahoma CLASS of your transaction requests by 12:00 p.m. CT via the Oklahoma CLASS Online Transaction Portal. By offering daily liquidity, we aim to provide you with the flexibility you need to meet your daily cash needs.

### Convenience

To make cash management simple and efficient, Oklahoma CLASS includes many features that make it easy to access account information and simplify record keeping. Transactions are conducted via the Oklahoma CLASS Online Transaction Portal at [www.oklahomaclass.com](http://www.oklahomaclass.com) and may be entered at any time - up to 365 days in advance.

Our dedicated Client Service team is available to assist

with any matters related to the administration of your account and can be reached by email at [clientservices@oklahomaclass.com](mailto:clientservices@oklahomaclass.com) or by phone at (833) 201-0102.

### Flexibility

Participants may establish multiple Oklahoma CLASS accounts to track and parallel their own internal fund accounting structures. You will receive an email notification when your comprehensive monthly statement is available online; statements show your transaction activity, dividend postings, and yield summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your investment records.

### Competitive Returns

While adhering to the primary objectives of safety and liquidity, Oklahoma CLASS strives to provide competitive yields. Dividends are applied daily within each subaccount and are paid at month-end.

### Legality

Oklahoma CLASS may only invest in a manner that is permitted pursuant to the laws of the state of Oklahoma.

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**Have Questions?** Contact us or visit [www.oklahomaclass.com](http://www.oklahomaclass.com) for more information.



Laura Glenn, CFA®

Senior Director, Investment Services

[laura.glenn@oklahomaclass.com](mailto:laura.glenn@oklahomaclass.com)

(404) 822-8287

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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Please review the Oklahoma CLASS Information Statement before investing. Oklahoma CLASS is not a bank. An investment in Oklahoma CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although Oklahoma CLASS seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Past performance is not an indication of future performance. No assurance can be given that the performance objectives of a given strategy will be achieved. Any financial and/or investment decision may incur losses.



## WHAT IS OKLAHOMA CLASS?

Oklahoma CLASS is a local government investment pool (LGIP) designed to meet the cash management and short-term investment needs of Oklahoma governmental entities.

## WHO CAN PARTICIPATE?

Example Entities



Counties



Towns



Cities

Oklahoma CLASS is open to all governmental entities within the State of Oklahoma that are authorized to invest in a qualified pooled investment program, which may include but not limited to the following: any county, municipality, or any other political subdivision of a city or municipality.

## PERMISSIBLE INVESTMENTS

Investments are made in accordance with Oklahoma State Law. Permissible investments include but are not limited to:

U.S. Government Securities  
Repurchase Agreements  
Highly Rated Commercial Paper  
Negotiable Certificates of Deposit  
Money Market Funds

## OKLAHOMA CLASS FEATURES

### SAFETY

Investments are made in accordance with Oklahoma State Law

Internal credit research process

### LIQUIDITY

Same-day availability of funds

No minimum investment requirements or transaction fees\*

### YIELD

Competitive daily yields

Dividends accrued daily and paid monthly

Professionally managed portfolio

### CONVENIENCE

Contributions by wire or ACH

Online access for transactions and account statements

Unlimited subaccounts

## GET STARTED TODAY

Enrolling in Oklahoma CLASS is simple.

Go to [oklahomaclass.com/join](http://oklahomaclass.com/join) for a step-by-step guide on how to become a Participant.

A Few Questions to Ask Yourself When Evaluating an LGIP

- 1 Does the LGIP provide daily liquidity?
- 2 Does it offer detailed, transparent reporting?
- 3 Are there minimum investment requirements?
- 4 Are transaction fees incurred?
- 5 How does the yield compare to other daily liquid investment options?



\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from Oklahoma CLASS for such transactions. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Oklahoma CLASS is not a bank. An investment in Oklahoma CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although Oklahoma CLASS seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the Oklahoma CLASS Information Statement before investing. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.

## OKLAHOMA CLASS BOARD OF DIRECTORS

Comprised of eligible Participants, Oklahoma CLASS is governed by a Board of Directors. The Board supervises the Pool and its affairs and acts as the liaison between the Participants, the Custodian, the Administrator, and all service providers.

**Jason Carini**  
Treasurer  
Rogers County

**Matthew Boggs**  
Treasurer  
City of Oklahoma City

**Jason Dockins**  
Mayor  
Town of North Enid

**Jacob McHughes**  
County Commissioner  
Cleveland County

**Chris Schroder**  
Executive Director  
Association of County  
Commissioners of Oklahoma

**Mike Fina**  
Executive Director  
Oklahoma Municipal League

**Randy Ross**  
Qualified Non-Participant

## SERVICE PROVIDERS

Administrator &  
Investment Advisor



Custodian

UMB Bank, N.A.

Legal Counsel

Floyd & Driver, PLLC

## CONTACT US

Our team of dedicated professionals is committed to assisting Oklahoma governmental entities with their cash investment needs.



Laura Glenn, CFA®  
Senior Director,  
Investment Services  
(404) 822-8287



[www.oklahomaaclass.com](http://www.oklahomaaclass.com)

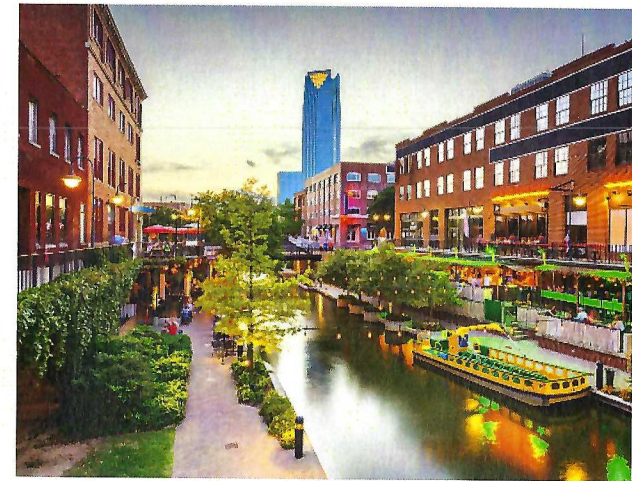


[info@oklahomaaclass.com](mailto:info@oklahomaaclass.com)

Helping Oklahoma  
Communities Together  
With



Join today and  
begin investing tomorrow.



Oklahoma  
**CLASS**

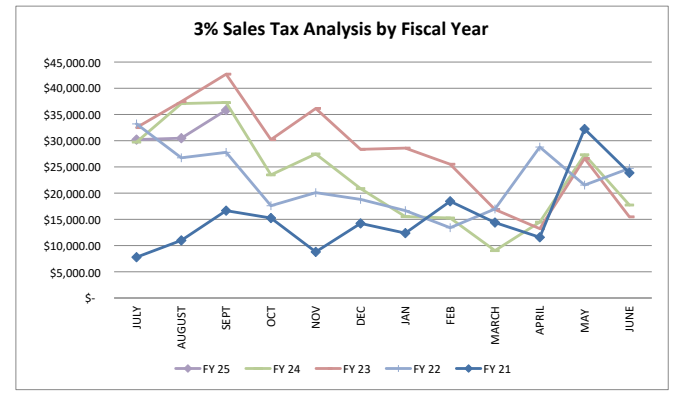
A Qualified Pooled Investment Program

**Created for Oklahoma  
Governmental Entities**

Investing with your peers could mean  
more investment income for your  
local community.

**TOWN OF CARLTON LANDING  
SALES TAX COLLECTIONS**

	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTALS</u>
<b>FY 25</b>	\$ 30,207.68	\$ 30,479.68	\$ 35,835.29										\$ 96,522.65
<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**

	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTALS</u>
<b>FY 25</b>	\$ 2,258.14	\$ 1,436.84	\$ 1,705.25										\$ 5,400.23
<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**

	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTALS</u>
<b>FY 25</b>	\$ 10,599.41	\$ 19,262.01	\$ 27,126.43										\$ 56,987.85
<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 Aug 2024 Aug 2024 Actual	Year-To-Date Jul 2024 Aug 2024 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 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	115,829.00	115,829.00	0.00%
<b>Total Budget Carryover</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$115,829.00</b>	<b>\$115,829.00</b>	
<b>Other Revenue</b>						
4012	Alcohol Beverage Tax	125.31	235.98	900.00	664.02	26.22%
4100	Building Permits/Inspection Fe	2,118.91	4,617.37	18,000.00	13,382.63	25.65%
4105	Business License and Permits	96.50	408.42	400.00	(8.42)	102.11%
4011	Lodging Tax	19,262.01	29,861.42	75,000.00	45,138.58	39.82%
4500	Miscellaneous Revenue	5,000.00	10,000.00	60,000.00	50,000.00	16.67%
4015	Pittsburgh County Sinking Fund	919.55	919.55	57,500.00	56,580.45	1.60%
4000	Sales Tax	30,659.34	60,968.76	225,000.00	164,031.24	27.10%
9001	Transfer IN from CLEDT	19,709.85	19,709.85	120,148.00	100,438.15	16.40%
4005	Use Tax	1,436.84	3,694.98	10,000.00	6,305.02	36.95%
4010	Utility Tax	0.00	2,992.86	12,000.00	9,007.14	24.94%
<b>Total Other Revenue</b>		<b>\$79,328.31</b>	<b>\$133,409.19</b>	<b>\$578,948.00</b>	<b>\$445,538.81</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$79,328.31</b>	<b>\$133,409.19</b>	<b>\$694,777.00</b>	<b>\$561,367.81</b>	
<b>Revenue</b>		<b>\$79,328.31</b>	<b>\$133,409.19</b>	<b>\$694,777.00</b>	<b>\$561,367.81</b>	
<b>Gross Profit</b>		<b>\$79,328.31</b>	<b>\$133,409.19</b>	<b>\$694,777.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Administration</b>						
<b>Personal Services</b>						
5020	Employer Paid Insurance	1,733.26	1,923.78	27,420.00	25,496.22	7.02%
5025	Employer Retirement Contributi	2,127.62	4,310.53	18,660.00	14,349.47	23.10%
5000	Salaries	15,550.01	34,762.12	186,603.00	151,840.88	18.63%
5010	Social Security	1,623.38	2,700.60	14,573.00	11,872.40	18.53%
5015	Unemployment Tax	0.00	0.00	3,810.00	3,810.00	0.00%
5030	Vehicle/Cell Allowance	324.85	649.70	3,900.00	3,250.30	16.66%
<b>Total Personal Services</b>		<b>\$21,359.12</b>	<b>\$44,346.73</b>	<b>\$254,966.00</b>	<b>\$210,619.27</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	147.50	380.00	232.50	38.82%
5530	Miscellaneous	0.00	0.00	100.00	100.00	0.00%
5500	Office Supplies	149.33	149.33	1,400.00	1,250.67	10.67%
5520	Software Programs/ Services	203.88	203.88	345.00	141.12	59.10%
<b>Total Materials &amp; Supplies</b>		<b>\$353.21</b>	<b>\$500.71</b>	<b>\$2,225.00</b>	<b>\$1,724.29</b>	
<b>Other Services</b>						
6035	Dues & Memberships	0.00	0.00	1,430.00	1,430.00	0.00%
6015	Insurance	0.00	350.00	600.00	250.00	58.33%
6005	Rent	426.65	426.65	6,960.00	6,533.35	6.13%
6040	School, Training, Travel	0.00	810.00	6,000.00	5,190.00	13.50%
6000	Utilities	579.57	676.57	4,400.00	3,723.43	15.38%
<b>Total Other Services</b>		<b>\$1,006.22</b>	<b>\$2,263.22</b>	<b>\$19,390.00</b>	<b>\$17,126.78</b>	
<b>Administration Totals</b>		<b>\$22,718.55</b>	<b>\$47,110.66</b>	<b>\$276,581.00</b>	<b>\$229,470.34</b>	
<b>General Government</b>						
<b>Personal Services</b>						
5000	Salaries	300.00	600.00	3,600.00	3,000.00	16.67%
5010	Social Security	0.00	0.00	275.00	275.00	0.00%

Statement of Revenue and Expenditures

		Current Period Aug 2024 Aug 2024 Actual	Year-To-Date Jul 2024 Aug 2024 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Expenses</b>						
<b>General Government</b>						
<b>Personal Services</b>						
5015	Unemployment Tax	0.00	0.00	72.00	72.00	0.00%
<b>Total Personal Services</b>		<b>\$300.00</b>	<b>\$600.00</b>	<b>\$3,947.00</b>	<b>\$3,347.00</b>	
<b>Materials &amp; Supplies</b>						
5510	Building Maintenance & Repairs	0.00	0.00	27,500.00	27,500.00	0.00%
5530	Miscellaneous	0.00	0.00	1,460.00	1,460.00	0.00%
5500	Office Supplies	0.00	113.98	1,500.00	1,386.02	7.60%
5505	Postage	0.00	0.00	600.00	600.00	0.00%
5520	Software Programs/ Services	96.00	486.00	7,900.00	7,414.00	6.15%
<b>Total Materials &amp; Supplies</b>		<b>\$96.00</b>	<b>\$599.98</b>	<b>\$38,960.00</b>	<b>\$38,360.02</b>	
<b>Other Services</b>						
6030	Community Support Agreements	6,560.00	6,960.00	51,500.00	44,540.00	13.51%
6035	Dues & Memberships	15.99	531.98	4,001.00	3,469.02	13.30%
6015	Insurance	0.00	0.00	7,800.00	7,800.00	0.00%
6800	Office/Gen Administrative Exp	0.00	0.00	17,500.00	17,500.00	0.00%
6020	Professional Services	9,804.00	10,044.00	60,200.00	50,156.00	16.68%
6010	Publication & Notice Expense	0.00	0.00	2,500.00	2,500.00	0.00%
6045	Road & Trail Maintenance	985.00	4,320.00	30,233.00	25,913.00	14.29%
6040	School, Training, Travel	728.00	728.00	3,500.00	2,772.00	20.80%
6000	Utilities	0.00	0.00	1,000.00	1,000.00	0.00%
6050	Website Expense	0.00	0.00	4,000.00	4,000.00	0.00%
<b>Total Other Services</b>		<b>\$18,092.99</b>	<b>\$22,583.98</b>	<b>\$182,234.00</b>	<b>\$159,650.02</b>	
<b>Capital Outlay</b>						
7010	Projects	0.00	0.00	90,829.00	90,829.00	0.00%
<b>Total Capital Outlay</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$90,829.00</b>	<b>\$90,829.00</b>	
<b>Debt Service</b>						
8000	GO Bond Payments	0.00	0.00	55,600.00	55,600.00	0.00%
8500	Interest Expense	107.63	196.70	0.00	(196.70)	0.00%
<b>Total Debt Service</b>		<b>\$107.63</b>	<b>\$196.70</b>	<b>\$55,600.00</b>	<b>\$55,403.30</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>\$18,596.62</b>	<b>\$23,980.66</b>	<b>\$391,570.00</b>	<b>\$367,589.34</b>	
<b>Non-Departmental Revenues</b>						
<b>Debt Service</b>						
8500	Interest Expense	3.14	3.14	0.00	(3.14)	0.00%
<b>Total Debt Service</b>		<b>\$3.14</b>	<b>\$3.14</b>	<b>\$0.00</b>	<b>(\$3.14)</b>	
<b>Non-Departmental Revenues Totals</b>		<b>\$3.14</b>	<b>\$3.14</b>	<b>\$0.00</b>	<b>(\$3.14)</b>	
<b>Expenses</b>		<b>\$41,318.31</b>	<b>\$71,094.46</b>	<b>\$668,151.00</b>	<b>\$597,056.54</b>	
<b>Revenue Less Expenditures</b>		<b>\$38,010.00</b>	<b>\$62,314.73</b>	<b>\$26,626.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$38,010.00</b>	<b>\$62,314.73</b>	<b>\$26,626.00</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		1,374,858.30	1,350,553.57	0.00	0.00	0.00%
Net Change in Fund Balance		38,010.00	62,314.73	26,626.00	0.00	0.00%
Ending Fund Balance		1,412,868.30	1,412,868.30	0.00	0.00	0.00%

**General Fund**  
**Income Statement**  
**8/1/2024 to 8/31/2024**

Aug 2024  
Aug 2024  
Actual

**Revenue**

**Other Revenue**

Sales Tax	30,659.34
Use Tax	1,436.84
Lodging Tax	19,262.01
Alcohol Beverage Tax	125.31
Pittsburgh County Sinking Fund	919.55
Building Permits/Inspection Fe	2,118.91
Business License and Permits	96.50
Miscellaneous Revenue	5,000.00
Transfer IN from CLEDT	19,709.85

<b>Revenue</b>	<b>\$79,328.31</b>
<b>Gross Profit</b>	<b>\$79,328.31</b>

**Expenses**

**Personal Services**

Salaries	15,850.01
Social Security	1,623.38
Employer Paid Insurance	1,733.26
Employer Retirement Contributi	2,127.62
Vehicle/Cell Allowance	324.85

**Materials & Supplies**

Office Supplies	149.33
Software Programs/ Services	299.88

**Other Services**

Utilities	579.57
Rent	426.65
Professional Services	9,804.00
Community Support Agreements	6,560.00
Dues & Memberships	15.99
School, Training, Travel	728.00
Road & Trail Maintenance	985.00

**Debt Service**

Interest Expense	110.77
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<b>Expenses</b>	<b>\$41,318.31</b>
<b>Income (Loss) From Operations</b>	<b>\$38,010.00</b>
<b>Net Income (Loss)</b>	<b>\$38,010.00</b>

*Report Options*

Period: 8/1/2024 to 8/31/2024  
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**  
**8/1/2024 to 8/31/2024**

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	866,968.62
8/1/2024	GJ-10116	Payroll			5,401.39	0.00	872,370.01
8/2/2024	R-00645	CLEDT			8,457.42	0.00	880,827.43
8/2/2024	R-00646	Pittsburg County RWD #20			5,000.00	0.00	885,827.43
8/2/2024	1700	Kiamichi Electric			0.00	116.00	885,711.43
8/2/2024	1699	Glenn Dalley			0.00	160.00	885,551.43
8/2/2024	1698	Dakota Morgan			0.00	480.00	885,071.43
8/2/2024	1697	Matthew McFarland			0.00	480.00	884,591.43
8/2/2024	1696	Carlton Landing Fire and			0.00	2,000.00	882,591.43
8/2/2024	1695	Susan Kimmel			0.00	300.00	882,291.43
8/2/2024	1694	Carlton Landing Fire and			0.00	2,000.00	880,291.43
8/2/2024	1693	Cross Telephone Co			0.00	97.00	880,194.43
8/2/2024	A-10162	Amanda K Harjo			0.00	1,622.02	878,572.41
8/2/2024	A-10161	James G Buckley			0.00	3,779.37	874,793.04
8/6/2024	EFT	RWS Cloud Services			0.00	96.00	874,697.04
8/7/2024	R-00648	Jessica Thompson			48.25	0.00	874,745.29
8/9/2024	R-00658	Oklahoma Tax Commission			1,436.84	0.00	876,182.13
8/9/2024	R-00657	Oklahoma Tax Commission			19,262.01	0.00	895,444.14
8/9/2024	R-00656	Oklahoma Tax Commission			30,479.52	0.00	925,923.66
8/9/2024	1704	OPEH&W			0.00	1,777.98	924,145.68
8/9/2024	1703	Oklahoma Uniform Building			0.00	64.00	924,081.68
8/9/2024	1702	OkMRF			0.00	2,120.34	921,961.34
8/9/2024	1701	Dan Hurd			0.00	2,800.00	919,161.34
8/12/2024	R-00652	Kerney Homes			0.00	216.00	918,945.34
8/12/2024	R-00651	Pittsburg County Clerk			1,044.86	0.00	919,990.20
8/13/2024	GJ-10115	Pittsburg County Clerk			0.00	919.55	919,070.65
8/13/2024	R-00659	Oklahoma Tax Commission			179.82	0.00	919,250.47
8/14/2024					0.00	107.63	919,142.84
8/15/2024	R-00660	Gary Lockman			48.25	0.00	919,191.09
8/15/2024	EFTPS	EFTPS			0.00	3,438.96	915,752.13
8/16/2024	1715	Jeffrey Stewart			0.00	160.00	915,592.13
8/16/2024	1714	Dakota Morgan			0.00	320.00	915,272.13
8/16/2024	1713	Matthew McFarland			0.00	160.00	915,112.13
8/16/2024	1712	Wyatt Fowler			0.00	160.00	914,952.13
8/16/2024	1711	Richard Dominic			0.00	320.00	914,632.13
8/16/2024	1710	Glenn Dalley			0.00	160.00	914,472.13

**General Fund  
Bank Register  
8/1/2024 to 8/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
8/16/2024	1709	John Burnett			0.00	160.00	914,312.13
8/16/2024	1708	OMCTFOA			0.00	250.00	914,062.13
8/16/2024	1707	Oklahoma Facility Services			0.00	985.00	913,077.13
8/16/2024	1706	Kay Robbins Wall			0.00	600.00	912,477.13
8/16/2024	1705	Center for Economic			0.00	2,000.00	910,477.13
8/16/2024	A-10164	Amanda K Harjo			0.00	1,622.02	908,855.11
8/16/2024	A-10163	James G Buckley			0.00	3,571.86	905,283.25
8/22/2024	EFT	Oklahoma Tax Commission			0.00	514.00	904,769.25
8/23/2024	R-00655	CLEDT			11,252.43	0.00	916,021.68
8/23/2024	R-00654	Kerney Homes			786.00	0.00	916,807.68
8/23/2024	R-00653	Kerney Homes			786.00	0.00	917,593.68
8/23/2024	1719	Oklahoma Municipal League			0.00	260.00	917,333.68
8/23/2024	1718	Kay Robbins Wall			0.00	600.00	916,733.68
8/23/2024	1717	Elan Financial Services			0.00	1,380.42	915,353.26
8/23/2024	1716	Crawford & Associates, P.C.			0.00	3,740.00	911,613.26
8/27/2024	R-00661	Scissortail Homes			762.91	0.00	912,376.17
8/27/2024	R-00662	Stripe			0.00	3.14	912,373.03
8/30/2024	A-10166	Amanda K Harjo			0.00	1,639.50	910,733.53
8/30/2024	A-10165	James G Buckley			0.00	3,571.86	907,161.67
<b>1000 Town of CL Checking 9683 Totals</b>					<b>\$84,945.70</b>	<b>\$44,752.65</b>	<b>\$907,161.67</b>

**1010 2018 GO Bond Checking**

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>

**1020 2020 GO Bond Checking**

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>

**1021 2024 GO Bond Checking**

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>

**1030 Sinking Fund Checking 3087**

		Beginning Balance	0.00	0.00	62,475.32
8/13/2024	GJ-10115	Pittsburg County Clerk	919.55	0.00	63,394.87
<b>1030 Sinking Fund Checking 3087 Totals</b>			<b>\$919.55</b>	<b>\$0.00</b>	<b>\$63,394.87</b>



**General Fund**  
**Bank Register**  
**8/1/2024 to 8/31/2024**

Transaction Date	Transaction Number	Name / Description	Deposit Date	Deposit Number	Receipts & Credits	Checks & Payments	Balance
<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>\$85,865.25</b>	<b>\$44,752.65</b>	<b>\$1,199,327.93</b>
		<b>Records included in total = 62</b>					

*Report Options*

Trans Date: 8/1/2024 to 8/31/2024

Fund: General Fund

Display Notation: No

## Town Administrator's Report September 21, 2024

- Stephens Road – The Contractor has made some progress on culvert head walls. They are considerably behind schedule and continue to struggle on making progress. We are hopeful the contractor will be pouring concrete for the additional heads next week.
- Nature Center Facility– Sommers Design Group has done a good job receiving feedback and incorporating it into building plans. The group met to review and discuss the last set of plans based on previous feedback. We feel we have agreed on the basic building schematic. Sommers Design Group will be moving to the next design phase. The Kitchen will be an important element of the building and have asked Sommer Design Group to propose a Kitchen Consultant to assist in the design, layout and functionality of the kitchen. The Kitchen Consultant will be an added scope of work under the Agreement with Sommers Contract, we plan to present an amendment to their Contract at the October meeting.

We are currently advertising for a Construction Manager At-risk. This will allow us to bring a contractor on board during the design phases of the building, which will allow the contractor to assist in cost estimating and containment. Proposals are due October 9. It is anticipated a recommended contractor will be on the October meeting.

- Town Center Infrastructure – I received updated plans and information related to the Town Center Infrastructure. I am the process of reviewing those plans.
- Community Security – After Labor Day the Sheriff's Office has continued providing extra security during the weekend. We are evaluating how long to continue the extra coverage based on the Budget for the fall. At some point we will stop the extra coverage and then start it back up again in the Spring.
- Carlton Landing Academy Improvements – We worked with the playground vendor on design and proposal for new playground equipment. Mike Kerney has been excellent in coordinating sub-contractors and working to obtain quotes. A big Thank You to the Design Review Committee for assisting with thoughts, options and input and approving the plans. With the approval of the playground equipment, we will get that order. Supplier is finalizing quotes on materials so we can get those ordered. We are waiting on quotes for the fencing. We are also working on getting contracts in place for the contractors to perform the work. TO keep the project moving forward, I may request a special meeting to approve any piece to the project that is not within my purchasing authority.
- Carlton Landing Academy School Lease – Kay and I have started working on a new Lease Agreement between the Town and the Academy. The previous Lease was inherited when the Town purchased the property. The intent

is to update the terms and provide new duties and responsibilities for the Town and the Academy. When we get a draft of the Lease completed, we will send to the Academy for their review and comments.

- Nature Center Playground –CSA Playgrounds has started work on the maintenance and upgrades to the Nature Center Playground. They were hopeful to get completed this week; however, the mulch vendor had an emergency and not able to deliver mulch until next week. If all goes well CSA should complete the playground next week.
- Meeting with the Core – Jim Boohacker and I met with the Corp of Engineers, local office, and reviewed the plans for the ship store at the Maina, possible parking lot addition at the Marina, new hiking walking trails, and the Nature Center facility concept design. I had previously submitted requests for expanding the hiking/walking trails which was denied. We had a good conversation about the purpose of the hiking trails and how the proposed trails conformed to the approved Lease Agreement. They provided some good feedback and directions. The local Ranger and I are going to walk the intended trails when the bugs settle. One trail will run behind the properties along Ridgeline, one section will connect the Nature Center parking lot to the existing trail to the west; and one section will be a partial loop around the east side of the Nature Center Facility. The trail request will also include clearing out some of the under growth around the trails.
- Marina Phase 1 Reimbursement- the Developer submitted their first reimbursement request. I reviewed the request along with the submitted invoices and followed up with the Developer with a few clarifying questions. Upon further discussion with the Developer the reimbursement request was submitted for approval.
- OML Conference – I attended the OML Conference last week. One session was on the recent ability for local governments to participate in pooled investing. A new Interlocal Agreement was established in early 2024. A Resolution has been put on the Agenda to authorize participating in the Interlocal Agreement and becoming part of the pooled investment group.
- ICM Conference – As a reminder, I will be out of the office next week, September 23 – 27, at the ICMA Conference in Pittsburg PA. I will have my laptop and phone, so will be available by email or phone if needed.

Thank you.

**KAY ROBBINS WALL**  
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**Eufaula, OK 74432**

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**Post Office Box 769**

**Telephone: (918-689-7737)**  
**Facsimile: (918-689-7722)**

September 21, 2024

Following is a list of my recent activities:

1. Paving issues with Contractors:
  - a. Receive and Review email correspondence letter from Chris Harper;
  - b. Receive and Review emails from Mr. Harper and Mr. Buckley regarding plans;
  - c. Receive and review emails from Harper, Huxford, Cross, and Buckley;
  - d. Emails to and from Mr. Buckley regarding correspondence Letter to Mr. Harper;
  - e. Receive and review Mr. Buckley's forwarded email from Lieberman and Lestzick regarding H&G Paving Contracting;
2. Receive and Review emails from Mr. Buckley regarding update on Stephen's Road Status; Receive and Review emails between Mr. Buckley and Mr. Huxford regarding additional work request;
3. Calls to Attorneys regarding paving issues:
  - a. Jack Love
  - b. Margaret Love
  - c. John Michael Williams
  - d. Robert Magrini
  - e. David Box
  - f. Warren Gotcher
  - g. Richard Lerblanc
  - h. Gary Quinnett-Bret Cable
  - i. Brant Warrick
4. "Lot Split" research and copy procedures (Parker Plat);
5. Revise Lease with Carlton Landing Academy;
6. Email discussion to and from Mr. Buckley regarding competitive bidding/TIFF funds; Send opinion email from Matt Love to Buckley;
7. Office visits, phone call discussions, and emails with Mr. Buckley regarding current issues;
8. Prepare Oaths for David Walker (Planning Commission);
9. Receive and Review Agendas for the meeting;
10. Attend regular meeting

Respectfully submitted this 21<sup>st</sup> day of September, 2024.

Kay Wall  
City Attorney