

**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; **October19, 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 September 21, 2024](#)

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

5. [Consider, discuss, and possibly vote to amend, revise, approve or deny the Carlton Landing Board of Trustees meeting schedule for the year 2025 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting, or take any other appropriate action.](#)

Exhibit: [Meeting Dates BOT 2025](#)

6. [Consider, discuss, and possibly vote to amend, revise, approve or deny opening a checking account at Firststar Bank and authorize the following signatories: Mary Myrick, Chuck, Mai, Heather Scott, Clay Chapman, Kris Brule, Amanda Harjo and Susan Kimmel, or take any other appropriate action.](#)

Exhibit: [Firststar Bank Proforma](#)

7. Items Removed from Consent Agenda

8. Reports

a. [Sales Tax Revenue and other Financial Reports: Statement of Revenue and Expenditures - BOT Sept 2024; Income Statement - BOT Sept 2024; Bank Register - BOT Sept 2024 Balance Sheet - BOT Sept 2024](#)

b. [Town Administrator; Nature Center Update](#)

c. [Legal Reports, Comments, and Recommendations to the Governing Body](#)

9. 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.

10. 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 October 2024, being at least 24 hours prior to the Regular Meeting described above.

Signature of Person Posting the Agenda

Susan Kimmel
Printed Name of Person Posting the Agenda

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

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

MINUTES

1. Call to Order: Meeting was called to order by Mayor Myrick at 843 a.m.
2. Roll Call
 - a. Mary Myrick
 - b. Chuck Mai
 - c. Clay Chapman
 - d. Kris Brule'
 - e. Bert Scott

Consent Items

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:
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:
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:

MOTION: A motion was made by Chuck Mai and seconded by Heather Scott to approve the consent agenda.

AYE: Myrick
Brule'
Chapman
Mai
Scott

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: creates opportunities for managing the funds

MOTION: A motion was made by Heather Scott and seconded Clay Chapman by 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, or take any other appropriate action.

AYE: Myrick
Brule'
Chapman
Mai
Scott

NAY:

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:

MOTION: A motion was made by Chuck Mai and seconded by Heather Scott to approve receipt of Susan J. Kimmel’s 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.

AYE: Myrick
Brule'
Chapman
Mai
Scott

NAY:

12. Reports

- a. Sales Tax Revenue and other Financial Reports
- b. Town Administrator; Nature Center Update: reports are attached., Greg out next week; \$550,000 allocated for school improvement project. Monies do not include painting the building, or other priorities; we may want to allocate additional funds.
- c. Legal Reports, Comments, and Recommendations to the Governing Body

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

CITIZENS: Jim Boohacker: concern over Stephens Road. Expensive equipment is not being used. Nothing is getting done. Who is paying for all the equipment – is it being rented? What is the plan? Don't have a sense of comfort that the road will be completed. The equipment costs tens of thousands of dollars a month for just sitting there. Very concerned.

Town is hiring attorney. We have firm fixed price with the construction.

14. Adjournment

Meeting adjourned by Mayor Myrick at 9:01 a.m.

Mayor

Attest:

Town Clerk

General Fund
Payments Journal (Summary)
9/1/2024 to 9/30/2024

Check Date	Check / Reference #	Payee	Amount
1000 Town of CL Checking 9683			
9/6/2024	EFT	RWS Cloud Services	96.00
9/6/2024	1727	Jeffrey Stewart	640.00
9/6/2024	1726	Oklahoma Uniform Building	48.00
9/6/2024	1725	Oklahoma Facility Services LLC	785.00
9/6/2024	1724	Susan Kimmel	300.00
9/6/2024	1723	Kiamichi Electric	116.00
9/6/2024	1722	Dan Hurd	2,100.00
9/6/2024	1721	Cross Telephone Co	97.00
9/6/2024	1720	Carlton Landing Fire and	2,000.00
9/12/2024	GJ-10117	Pittsburg County Clerk	903.45
9/13/2024	1730	OPEH&W	1,777.98
9/13/2024	1729	OKMRF	3,191.44
9/13/2024	1728	Oklahoma Facility Services LLC	785.00
9/13/2024	EFTPS	EFTPS	5,197.82
9/13/2024	A-10168	Amanda K Harjo	1,622.02
9/13/2024	A-10167	James G Buckley	3,779.37
9/20/2024	1734	Jeffrey Stewart	640.00
9/20/2024	1733	Quill LLC	490.49
9/20/2024	1732	Oklahoma Facility Services LLC	785.00
9/20/2024	1731	Kay Robbins Wall	600.00
9/23/2024	EFT	Oklahoma Tax Commission	776.00
9/27/2024	1738	Pied Piper Service	84.00
9/27/2024	1737	McAlester News Capital	34.51
9/27/2024	1736	Elan Financial Services	1,377.09
9/27/2024	1735	Crawford & Associates, P.C.	120.00
9/27/2024	A-10170	Amanda K Harjo	1,622.02
9/27/2024	A-10169	James G Buckley	3,571.86
9/30/2024			88.90
1000 Town of CL Checking 9683 Totals			\$33,628.95

Report Options

Check Date: 9/1/2024 to 9/30/2024

Display Notation: No

Fund: General Fund

Item No. _____

Date: October 19, 2024

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to amend, revise, approve or deny the Carlton Landing Board of Trustees meeting schedule for the year 2025 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting, or take any other appropriate action.

INITIATOR: Greg Buckley, Town Administrator

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: The meeting schedule maintains the Board of Trustee meetings on the third Saturday of each month to immediately follow the Economic Development Trust meeting. Location of the meeting will be:

10B Boulevard, Carlton Landing, OK 74432
Carlton Landing Academy - Cafeteria

Meeting Dates:

January 18	July 19
February 15	August 16
March 15	September 21
April 12*	October 18
May 17	November 15
June 21	December 20

* -Denotes meeting date not on the 3rd Saturday

FUNDING: None

EXHIBITS: Notice of Meeting Schedule

RECOMMENDED ACTION: Approve Carlton Landing Board of Trustees meeting schedule for the year 2025 and set the meeting start time immediately following the Carlton Landing Economic Development Trust meeting.

**TOWN OF CARLTON LANDING
REGULAR MEETING SCHEDULE OF THE BOARD OF TRUSTEES
2025**

By action of the Board of the Board of Trustees on October 19, 2025, all Regular Meetings of the Carlton Landing Board of Trustees for calendar year 2025 will be held on the 3rd Saturday of each month at 10B Boulevard, Carlton Landing, OK also known as the Carlton Landing Academy "Cafeteria" immediately following the meeting of the Carlton Landing Economic Development Trust, unless otherwise stated in the posted Agenda/Notice.

<u>MONTH</u>	<u>DATE</u>
January	January 18, 2025
February	February 15, 2025
March	March 15, 2025
April	April 12, 2025*
May	May 17, 2025
June	June 21, 2025
July	July 19, 2025
August	August 16, 2025
September	September 20, 2025
October	October 18, 2025
November	November 15, 2025
December	December 20, 2025

* - denotes a different date than the 3rd Saturday.

Mayor

Attest: Town Clerk-Treasurer

(Published in McAlester News-Capital _____)

Item No. _____

Date: October 19, 2024

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to amend, revise, approve or deny opening a checking account at Firststar Bank and authorize the following signatories: Mary Myrick, Chuck, Mai, Heather Scott, Clay Chapman, Kris Brule, Amanda Harjo and Susan Kimmel, or take any other appropriate action.

INITIATOR: Greg Buckley, Town Administrator

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: The Town has been using Bank of Oklahoma for its regular banking accounts. There have been challenges dealing with BOK when we have needed to make changes or request services. The local Eufaula branch is somewhat convenient for depositing checks, but the branch closes at 5:00 pm. Our regular checking accounts are charged a monthly bank fee of around \$89.00 each month and are non-interest bearing.

Staff has looked at a few different banks on their banking service options. Firststar Bank offers the ability to do remote check deposit and an earnings credit to off-set banking fees. The off-set of banking fees would be a direct savings and the remote deposit would save staff time in having to get to the bank by 5:00 pm.

Staff would recommend opening checking account(s) at Firststar Bank and transitioning our banking operations to Firststar Bank. This would allow time to evaluate Firststar Bank services before closing accounts with BOK. Moving our regular banking services would not impact or change having BOK for TIF funds and serving as Trustee Bank.

FUNDING: None

EXHIBITS: Firststar Bank Proforma

RECOMMENDED ACTION: Approve opening a checking account at Firststar Bank and authorize the following signatories: Mary Myrick, Chuck, Mai, Heather Scott, Clay Chapman, Kris Brule, Amanda Harjo and Susan Kimmel.

Prospect Name: Town of Carlton Landing Ok
 Prospect Address:

Account type if known:
 Account Number:

Proforma prepared by: JG

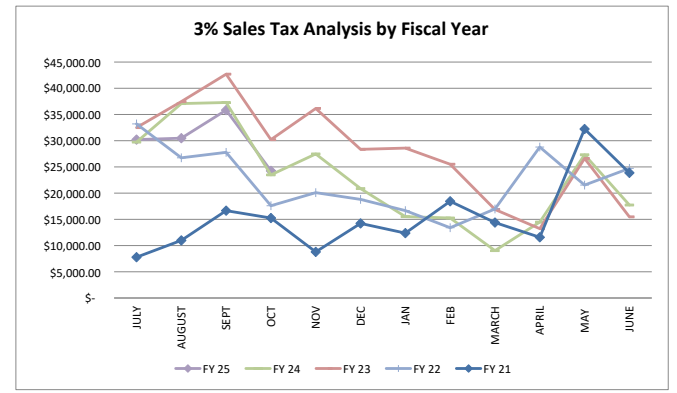
Proforma is based on sampling received, and is only an estimate of fees.

Summary of Costs:	Volume	Service Fee	BOK	Service Fee	Firststar	
General Account Services						
Monthly Maintenance Charge	1	\$ -	\$ -	\$ 8.00	\$ -	*Waive
			\$ -		\$ -	
Total Account Services						
Depository Services						
Deposits	3	\$ -	\$ -	\$ -	\$ -	
Deposited Checks	3	\$ -	\$ -	\$ 0.08	\$ -	*Waive
Credits	0	\$ -	\$ -	\$ -	\$ -	
Chargeback Fee	0	\$ -	\$ -	\$ 5.00	\$ -	
Total Depository Services			\$ -		\$ -	
Paper Disbursement Services						
Checks Paid	19	\$ -	\$ -	\$ 0.15	\$ -	*Waive
Total Disbursement Services			\$ -		\$ -	
Remote Deposit Capture						
Remote Deposit Per Item Fee	3	\$ -	\$ -	\$ 0.10	\$ -	*Waive
Remoted Deposit Lease Fee (Single Feed)	1	\$ -	\$ -	\$ 25.00	\$ 25.00	
Remoted Deposit Lease Fee (Multi-Feed)	0	\$ -	\$ -	\$ 35.00	\$ -	
Remote Deposit Monthly Maintenance	1	\$ -	\$ -	\$ 35.00	\$ 35.00	
Remote Deposit Additional Account (Monthly)	0	\$ -	\$ -	\$ 10.00	\$ -	
Total Additional Services			\$ -		\$ 60.00	
Wire Origination Service						
Incoming Domestic Wire	0	\$ -	\$ -	\$ 12.00	\$ -	
Outgoing Domestic Wire	0	\$ -	\$ -	\$ 12.00	\$ -	
Incoming International Wire	0	\$ -	\$ -	\$ 45.00	\$ -	
Outgoing International Wire	0	\$ -	\$ -	\$ 45.00	\$ -	
Wire Notification Charge	0	\$ -	\$ -	\$ 5.00	\$ -	
Return Wire Fee	0	\$ -	\$ -	\$ 10.00	\$ -	
Total Wire Origination			\$ -		\$ -	
ACH Origination Services						
ACH Monthly Maintenance Fee	1	\$ -	\$ -	\$ 35.00	\$ 35.00	
ACH Credit Originated (Per item)	7	\$ -	\$ -	\$ 0.15	\$ -	*Waive
ACH Debit Originated (Per item)	0	\$ -	\$ -	\$ 0.15	\$ -	
Total ACH Origination Service			\$ -		\$ 35.00	
Stop Payment						
Manually Requested Stop Payment	0	\$ -	\$ 0.00	\$ 25.00	\$ -	
Online Requested Stop Payment (Check only)	0	\$ -	\$ -	\$ 10	\$ -	
Total Stop Payment Service			\$ 60.00		\$ -	
Sweep Services						
ZBA (monthly, per account)	0	\$ -	\$ -	\$ 10.00	\$ -	
Loan Service Sweep	0	\$ -	\$ -	\$ 100.00	\$ -	
Total Dynamic Transfer Service			\$ -		\$ -	
Positive Pay Services						
Monthly Maintenance (Check or ACH)	0	\$ -	\$ -	\$ 40.00	\$ -	
Monthly Maintenance Bundle (Check and ACH)	1	\$ -	\$ -	\$ 60.00	\$ 60.00	
Additional Account Charge (Monthly)		\$ -	\$ -	\$ 10.00	\$ -	
Items Processed (Per Item)	3	\$ -	\$ -	\$ 0.10	\$ -	*Waive
Total Positive Pay Services			\$ -		\$ 60.00	
TOTAL AA COST					\$ 155.00	
TOTAL EARNINGS CREDIT:				1.00%	\$ 903.04	\$169.86 *Exception Earnings Credit
TOTAL COST minus EARNINGS CREDIT			\$ -		\$ -	
TOTAL SAVINGS VS COST					\$ -	\$
AVERAGE BALANCE		\$1,063,254.21		\$1,063,254.21		\$200,000 *Possible balance after investing

NOTE: Service Charges may vary based on Earnings Credit Rate, Balances, and Volumes.

**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>
FY 25	\$ 30,207.68	\$ 30,479.68	\$ 35,835.29	\$ 24,249.68									\$ 120,772.33
FY 24	\$ 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
FY 23	\$ 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
FY22	\$ 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
FY21	\$ 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
FY20	\$ 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
FY19	\$ 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
FY18	\$ 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
FY17	\$ 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>
FY 25	\$ 2,258.14	\$ 1,436.84	\$ 1,705.25	\$ 1,786.17									\$ 7,186.40
FY 24	\$ 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
FY 23	\$ 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
FY22	\$ 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
FY21	\$ 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
FY20									\$ 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>
FY 25	\$ 10,599.41	\$ 19,262.01	\$ 27,126.43	\$ 15,011.71									\$ 71,999.56
FY 24	\$ 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
FY 23	\$ 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
FY22	\$ 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
FY21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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 Sep 2024 Sep 2024 Actual	Year-To-Date Jul 2024 Sep 2024 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
Non-Departmental Revenues						
Budget Carryover						
3999	Fund Balance Carryover	0.00	0.00	115,829.00	115,829.00	0.00%
Total Budget Carryover		\$0.00	\$0.00	\$115,829.00	\$115,829.00	
Other Revenue						
4012	Alcohol Beverage Tax	91.53	327.51	900.00	572.49	36.39%
4100	Building Permits/Inspection Fe	786.00	5,403.37	18,000.00	12,596.63	30.02%
4105	Business License and Permits	0.00	408.42	400.00	(8.42)	102.11%
4011	Lodging Tax	27,126.43	56,987.85	75,000.00	18,012.15	75.98%
4500	Miscellaneous Revenue	5,000.00	15,000.00	60,000.00	45,000.00	25.00%
4015	Pittsburgh County Sinking Fund	903.45	1,823.00	57,500.00	55,677.00	3.17%
4000	Sales Tax	36,047.04	97,015.80	225,000.00	127,984.20	43.12%
9001	Transfer IN from CLEDT	9,771.37	29,481.22	120,148.00	90,666.78	24.54%
4005	Use Tax	1,705.25	5,400.23	10,000.00	4,599.77	54.00%
4010	Utility Tax	0.00	2,992.86	12,000.00	9,007.14	24.94%
Total Other Revenue		\$81,431.07	\$214,840.26	\$578,948.00	\$364,107.74	
Non-Departmental Revenues Totals		\$81,431.07	\$214,840.26	\$694,777.00	\$479,936.74	
Revenue		\$81,431.07	\$214,840.26	\$694,777.00	\$479,936.74	
Gross Profit		\$81,431.07	\$214,840.26	\$694,777.00	\$0.00	
Expenses						
Administration						
Personal Services						
5020	Employer Paid Insurance	1,733.26	3,378.19	27,420.00	24,041.81	12.32%
5025	Employer Retirement Contributi	1,429.24	5,739.77	18,660.00	12,920.23	30.76%
5000	Salaries	13,967.60	48,729.72	186,603.00	137,873.28	26.11%
5010	Social Security	1,089.13	3,789.73	14,573.00	10,783.27	26.01%
5015	Unemployment Tax	0.00	0.00	3,810.00	3,810.00	0.00%
5030	Vehicle/Cell Allowance	324.85	974.55	3,900.00	2,925.45	24.99%
Total Personal Services		\$18,544.08	\$62,611.96	\$254,966.00	\$192,354.04	
Materials & Supplies						
5510	Building Maintenance & Repairs	84.00	231.50	380.00	148.50	60.92%
5530	Miscellaneous	0.00	0.00	100.00	100.00	0.00%
5500	Office Supplies	0.00	149.33	1,400.00	1,250.67	10.67%
5520	Software Programs/ Services	0.00	0.00	345.00	345.00	0.00%
Total Materials & Supplies		\$84.00	\$380.83	\$2,225.00	\$1,844.17	
Other Services						
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	1,278.19	1,704.84	6,960.00	5,255.16	24.49%
6040	School, Training, Travel	0.00	810.00	6,000.00	5,190.00	13.50%
6000	Utilities	213.00	889.57	4,400.00	3,510.43	20.22%
Total Other Services		\$1,491.19	\$3,754.41	\$19,390.00	\$15,635.59	
Administration Totals		\$20,119.27	\$66,747.20	\$276,581.00	\$209,833.80	
General Government						
Personal Services						
5000	Salaries	300.00	900.00	3,600.00	2,700.00	25.00%
5010	Social Security	0.00	0.00	275.00	275.00	0.00%

Statement of Revenue and Expenditures

		Current Period Sep 2024 Sep 2024 Actual	Year-To-Date Jul 2024 Sep 2024 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Expenses						
General Government						
Personal Services						
5015	Unemployment Tax	0.00	0.00	72.00	72.00	0.00%
Total Personal Services		\$300.00	\$900.00	\$3,947.00	\$3,047.00	
Materials & Supplies						
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	533.40	647.38	1,500.00	852.62	43.16%
5505	Postage	0.00	0.00	600.00	600.00	0.00%
5520	Software Programs/ Services	96.00	785.88	7,900.00	7,114.12	9.95%
Total Materials & Supplies		\$629.40	\$1,433.26	\$38,960.00	\$37,526.74	
Other Services						
6030	Community Support Agreements	3,280.00	10,240.00	51,500.00	41,260.00	19.88%
6035	Dues & Memberships	15.99	547.97	4,001.00	3,453.03	13.70%
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	2,868.00	12,912.00	60,200.00	47,288.00	21.45%
6010	Publication & Notice Expense	34.51	34.51	2,500.00	2,465.49	1.38%
6045	Road & Trail Maintenance	2,355.00	6,675.00	30,233.00	23,558.00	22.08%
6040	School, Training, Travel	40.00	768.00	3,500.00	2,732.00	21.94%
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%
Total Other Services		\$8,593.50	\$31,177.48	\$182,234.00	\$151,056.52	
Capital Outlay						
7010	Projects	0.00	0.00	90,829.00	90,829.00	0.00%
Total Capital Outlay		\$0.00	\$0.00	\$90,829.00	\$90,829.00	
Debt Service						
8000	GO Bond Payments	0.00	0.00	55,600.00	55,600.00	0.00%
8500	Interest Expense	88.90	181.11	0.00	(181.11)	0.00%
Total Debt Service		\$88.90	\$181.11	\$55,600.00	\$55,418.89	
Transfers Out						
9503	Transfer OUT to Reserve Fund	0.00	0.00	20,000.00	20,000.00	0.00%
Total Transfers Out		\$0.00	\$0.00	\$20,000.00	\$20,000.00	
General Government Totals		\$9,611.80	\$33,691.85	\$391,570.00	\$357,878.15	
Expenses		\$29,731.07	\$100,439.05	\$668,151.00	\$567,711.95	
Revenue Less Expenditures		\$51,700.00	\$114,401.21	\$26,626.00	\$0.00	
Net Change in Fund Balance		\$51,700.00	\$114,401.21	\$26,626.00	\$0.00	

Fund Balances

Beginning Fund Balance	1,413,254.78	1,350,553.57	0.00	0.00	0.00%
Net Change in Fund Balance	51,700.00	114,401.21	26,626.00	0.00	0.00%
Ending Fund Balance	1,464,954.78	1,464,954.78	0.00	0.00	0.00%

General Fund
Income Statement
9/1/2024 to 9/30/2024

Sep 2024
Sep 2024
Actual

Revenue

Other Revenue

Sales Tax	36,047.04
Use Tax	1,705.25
Lodging Tax	27,126.43
Alcohol Beverage Tax	91.53
Pittsburgh County Sinking Fund	903.45
Building Permits/Inspection Fe	786.00
Miscellaneous Revenue	5,000.00
Transfer IN from CLEDT	9,771.37

Revenue	\$81,431.07
Gross Profit	\$81,431.07

Expenses

Personal Services

Salaries	14,267.60
Social Security	1,089.13
Employer Paid Insurance	1,733.26
Employer Retirement Contributi	1,429.24
Vehicle/Cell Allowance	324.85

Materials & Supplies

Office Supplies	533.40
Building Maintenance & Repairs	84.00
Software Programs/ Services	96.00

Other Services

Utilities	213.00
Rent	1,278.19
Publication & Notice Expense	34.51
Professional Services	2,868.00
Community Support Agreements	3,280.00
Dues & Memberships	15.99
School, Training, Travel	40.00
Road & Trail Maintenance	2,355.00

Debt Service

Interest Expense	88.90
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Expenses	\$29,731.07
Income (Loss) From Operations	\$51,700.00
Net Income (Loss)	\$51,700.00

Report Options

Period: 9/1/2024 to 9/30/2024
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
9/1/2024 to 9/30/2024

Trans. Date	Trans. Number	Dep #	Name / Description	Receipts & Credits	Checks & Payments	Balance
General Fund						
Town of CL Checking 9683						
			Beginning Balance			907,269.30
9/3/2024	R-00663		Pittsburg County RWD #20	5,000.00		912,269.30
9/6/2024	1720		Carlton Landing Fire and		2,000.00	910,269.30
9/6/2024	1721		Cross Telephone Co		97.00	910,172.30
9/6/2024	1722		Dan Hurd		2,100.00	908,072.30
9/6/2024	1723		Kiamichi Electric		116.00	907,956.30
9/6/2024	1724		Susan Kimmel		300.00	907,656.30
9/6/2024	1725		Oklahoma Facility Services		785.00	906,871.30
9/6/2024	1726		Oklahoma Uniform Building		48.00	906,823.30
9/6/2024	1727		Jeffrey Stewart		640.00	906,183.30
9/6/2024	EFT		RWS Cloud Services		96.00	906,087.30
9/9/2024	R-00664		Pittsburg County Clerk	994.98		907,082.28
9/9/2024	R-00665		Oklahoma Tax Commission	35,835.29		942,917.57
9/9/2024	R-00666		Oklahoma Tax Commission	27,126.43		970,044.00
9/9/2024	R-00667		Oklahoma Tax Commission	1,705.25		971,749.25
9/11/2024	R-00668		Oklahoma Tax Commission	211.75		971,961.00
9/12/2024	GJ-10117		Pittsburg County Clerk		903.45	971,057.55
9/13/2024	1728		Oklahoma Facility Services		785.00	970,272.55
9/13/2024	1729		OkMRF		3,191.44	967,081.11
9/13/2024	1730		OPEH&W		1,777.98	965,303.13
9/13/2024	A-10167		James G Buckley		3,779.37	961,523.76
9/13/2024	A-10168		Amanda K Harjo		1,622.02	959,901.74
9/13/2024	EFTPS		EFTPS		5,197.82	954,703.92
9/20/2024	1731		Kay Robbins Wall		600.00	954,103.92
9/20/2024	1732		Oklahoma Facility Services		785.00	953,318.92
9/20/2024	1733		Quill LLC		490.49	952,828.43
9/20/2024	1734		Jeffrey Stewart		640.00	952,188.43
9/20/2024	R-00669		Kerney Homes	786.00		952,974.43
9/23/2024	EFT		Oklahoma Tax Commission		776.00	952,198.43
9/24/2024	R-00671		CLEDT	9,771.37		961,969.80
9/27/2024	1735		Crawford & Associates,		120.00	961,849.80
9/27/2024	1736		Elan Financial Services		1,377.09	960,472.71
9/27/2024	1737		McAlester News Capital		34.51	960,438.20
9/27/2024	1738		Pied Piper Service		84.00	960,354.20
9/27/2024	A-10169		James G Buckley		3,571.86	956,782.34

General Fund
Bank Register
9/1/2024 to 9/30/2024

Trans. Date	Trans. Number	Dep #	Name / Description	Receipts & Credits	Checks & Payments	Balance
9/27/2024	A-10170		Amanda K Harjo		1,622.02	955,160.32
9/30/2024					88.90	955,071.42
Town of CL Checking 9683 Totals				\$81,431.07	\$33,628.95	\$955,071.42
General Fund Totals				\$81,431.07	\$33,628.95	\$955,071.42
Report Totals				\$81,431.07	\$33,628.95	\$955,071.42

Records included in total = 37

General Fund
Balance Sheet
For Period Ending 9/30/2024

Book Value
Sep 2024
Actual

Assets

Current Assets

Cash

2018 GO Bond Checking	69,786.67
2020 GO Bond Checking	79,877.47
2024 GO Bond Checking	79,107.25
BOK 3045 Rev Bond 2020	(51,708.07)
BOK 4044 Rev Bond 2021	51,708.07
Sinking Fund Checking 3087	64,298.32
Town of CL Checking 9683	955,071.42

Accounts Receivable

Deposit with County-Rd Repairs	86,922.00
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Other Current Assets

Due from other Governments-Tax	59,878.00
Due from other Governments-Tax	1,237.00
Due from TIF Fund	80,883.87
Franchise Tax Receivable	2,486.00

Total Current Assets	\$1,479,548.00
Total Assets	\$1,479,548.00

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	622.00
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Accrued Liabilities

Deferred Revenue	(613.00)
Deferrred Revenue	613.00
Payroll Payable	1,909.00

Payroll Liabilities

EFTPS Payable	2,981.32
OK Employment Security Payable	0.02
OK Tax Commission Payable	(89.00)
OkMRF Payable	2,143.87
OPEH&W Payable	1,438.72

Total Current Liabilities	\$9,005.93
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Long Term Liabilities

Long Term Debt

2017 GOB	(52,000.00)
2018 GOB	(21,200.00)
2020 GOB	(21,390.00)
2024 GOB	79,107.25

Other Liabilities

Due to CLEDT	6,795.00
Due to TIF	14,275.04

Total Long Term Liabilities	\$5,587.29
Total Liabilities	\$14,593.22

General Fund
Balance Sheet
For Period Ending 9/30/2024

Book Value
Sep 2024
Actual

Fund Balance

Accumulated Surplus (Deficit)

Fund Balance	1,464,954.78
Total Fund Balance	\$1,464,954.78
Total Liabilities and Equity	\$1,479,548.00

Town Administrator's Report October 19, 2024

- H&G Alley Project – Brant Warrick, attorney, has completed a preliminary review of the information he requested. He is comfortable with the Town's position and actions taken. We discussed several possible courses of action. Mr. Warrick plans to provide a recommendation the first part of November so it can be on the November Board meeting.
- Nature Center Facility–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.
- Carlton Landing Academy Improvements – Playground equipment and shade structure for the basketball court has been ordered. Contractors have been secured for the work for the Storage building and repairs to the decks and handrails. Fence contractor has been selected. We are working to coordinate the various projects and contractors.
- Carlton Landing Academy School Lease – Kay and I have worked on a new Lease Agreement between 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 completed the repairs and expansion of the playground. They did a great job.
- Website – I am looking at vendors to update the Town's website. I had one demo which looked good. It is the parent company, CivicPlus, that does our codification program, Municode. I submitted a request to obtain the CarltonLandingOK.gov domain.
- Vacation – reminder, I will be out of the office October 21-25. I will be available by phone and email.

Thank you.