

To: Columbia Community Land Trust (CCLT) Board
From: Randy Cole
Date: 3/11/2019
Subject: 3/12/2019 CCLT Agenda Item Summary Memo

This memo provides a summary of the 3/12/2019 Columbia Community Land Trust (CCLT) meeting agenda.

Six Fourth Avenue and 19 Third Avenue RFP

City of Columbia Homeownership Assistance Neighborhood Development program guidelines were amended to allow for the CCLT to issue an RFP for the development of affordable housing on eligible lots. City staff have provided a draft RFP for the CCLT to consider in order to develop affordable housing on 19 Third Ave and 6 Fourth Ave.

Lawrence Visit

City staff contacted Tenants to Homeowners, Inc. Lawrence Housing Trust staff regarding CCLT Board Members travelling to Lawrence in order to tour its Community Land Trust operations and current projects. The Tenants to Homeowners, Inc. Executive Director stated that Friday, April 5th would be a good day for a tour. City staff requests that CCLT Board Members review their calendars for availability on the 5th.

Directors and Officers Insurance Bid

TIG Advisors returned with a quote following the application submitted February 2019. The quote included the Directors and Officers Coverage at \$800 with the option of a 3-year policy term with locked in rates. The premium would continue to be due on an annual basis. Additional optional coverage was offered including Crime Coverage (Employee Theft, Forgery, theft of money inside/outside of premises, and coverage for money orders or counterfeit money), and Cyber Risk Liability (CCLT cyber liability if a data breach were to occur) which would increase coverage to \$1,721.

2020-2024 CCLT Strategic Plan Work Session

The CCLT's fiscal year runs from January through December. The CCLT currently has a 3-year Strategic Plan covering years 2017 thru 2019 and is in year 3 of that plan. City staff is recommending that the CCLT Board convene a strategic planning work session similar to what was conducted on March 4, of 2017. The purpose of the session will be to begin the process of setting the strategic direction and goals of the CCLT for January 2020 thru December 2022. City staff requests that CCLT Board Members consider a work session in late June of 2019 and to begin consider materials and data to help inform the discussion. Staff has attached feedback from the March 4, 2017 meeting to help reflect on where have come and what might helpful in determining the strategic direction of the CCLT from 2020-2022.