City of Columbia, Missouri

Meeting Minutes - Draft

Community Land Trust Organization Board

Wednesday, May 6, 2026 6:30 PM	Regular Meeting	City Hall Conference Room 1A/1B, 701 E Broadway

I. CALL TO ORDER

The meeting was called to order at 6:35 pm by Stanton.

II. INTRODUCTIONS

Present at the start of the meeting were board members Anthony Stanton, Linda Head, Jaye Trotter, Douglas Hunt, Tracey Bush-Cook, and Diamond Tabron. City staff members Jacob Amelunke, and Kevin Gorsage were also in attendance.

Present: 6 - Anthony Stanton, Linda Head, Jeremy Trotter, Tracey Bush-Cook, Douglas Hunt and Diamond Tabron

Excused: 3 - Alexander LaBrunerie, Rikki Ascani and Sabra Mitchell

Non-Voting: 1 - Valerie Carroll

III. APPROVAL OF AGENDA

Motion to approve the agenda: Hunt
Motion to 2nd: Trotter
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

IV. APPROVAL OF MINUTES

Approval of April 1, 2026 Meeting Minutes

Attachments: CCLT 4.1.26 Meeting Minutes - Draft

CCLT Meeting Audio - 4.1.26

Motion to approve April 1, 2026 meeting minutes: Bush-Cook
Motion to 2nd: Trotter
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

IX. REPORTS

Treasurer's Report

Attachments: March '26 Financials Notes

March '26 Financial Statements

Motion to accept the treasurer's report: Head
Motion to 2nd: Buch-Cook
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

Administrative Services

Attachments: Land Trust Time 2026 - January - April

City staff unable to provide Trotter the documented in the way he wanted due to ADA compliance. Document attached gives information on what City staff does for the Columbia Community Land Trust.

Motion to accept the Land Trust report for administrative services: Stanton
Motion to 2nd: Head
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

XI. MOTION TO GO INTO CLOSED SESSION

Motion to go into closed session pursuant to RSMO 610.021 (2) Leasing purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor

Attachments: CCLT Closed Meeting Notice 5.6.26

Meeting went into closed session at 6:38pm.

Valerie Carroll arrived at 6:47pm.

Motion to go into closed session pursuant to RSMo 610.021 (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor: Hunt
Motion to 2nd: Stanton
Roll Call Vote:
Anthony Stanton: Yes
Linda Head: Yes
Jaye Trotter: Yes
Douglas Hunt: Yes
Tracey Bush-Cook: Yes
Diamond Tabron: Yes
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

Yes: 6 - Stanton, Head, Trotter, Bush-Cook, Hunt and Tabron

Excused: 3 - LaBrunerie, Ascani and Mitchell

Non-Voting: 1 - Carroll

Meeting came out of closed session at 7:03pm.

Motion to come out of closed session pursuant to RSMo 610.021 (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor: Hunt
Motion to 2nd: Stanton
Roll Call Vote:
Anthony Stanton: Yes
Linda Head: Yes

Jaye Trotter: Yes
Douglas Hunt: Yes
Tracey Bush-Cook: Yes
Diamond Tabron: Yes
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

Yes: 6 - Stanton, Head, Trotter, Bush-Cook, Hunt and Tabron

Excused: 3 - LaBrunerie, Ascani and Mitchell

Non-Voting: 1 - Carroll

VIII. NEW BUSINESS

ADA Compliance

City is moving forward with all public information having to be ADA compliant. This include any attachments from a meeting or documents published online. This has been difficult for staff as some things just don't work. With this being said, we are unable to take documents that are just handed out at the meetings anymore. Staff wants documents sent in early so Tiffani can review them and run them through the ADA tracker. Tabron stated that his employer is doing the same thing as well and any document provided for the public has to be accessible no matter what the person disability is. Amelunke stated as well that its not just the City as Columbia Housing Authority and other entities are doing this as well. Stanton asked about the time needed to be able to turn the documents in for Tiffani to convert them. The board discussed having the documents turned in 4 business days before the 24-hours deadline for publishing the agenda. Board suggested having the City's ADA compliance officer or lawyer come to the next meeting to discuss ADA more. Hunt suggested having Tiffani send out a reminder email about getting items turned in ahead of time. Head asked if there is someone who has a disability that is wanting to buy a Land Trust home if we would be able to accommodate them under ADA. Amelunke stated that we should be able to. Tabron stated that we should be able to accommodate them as well if the bank or other entities had not already done so already during the process.

Land Donation Policy Review

Hunt reviewed our current land donation policy and found that it's short and a little bit cryptic for people who actually wants to donate their home. This came about as Hunt been approached by several people who want to donate their home but don't know the ins and out of how to go about doing so. He created an information sheet (that may go to potential donors) that starts off with a summary that explains how the land trust works, then goes on to explain that people are starting to express interest in donating their houses. Hunt found a document from the California Association of Community Land Trusts that explains how donations can work and used it as a template to come up with one that fits for our situation. Hunt explained the different options for supporters who plan to move elsewhere such as an outright gift or a charitable bargain sale. He also explained the different options for supporters who plan to continue living in their home which include a will/trust, a beneficiary deed or a gift (or sale) of the land only. One thing that is pertinent to the policy we have written now is that donors will need to understand that not every house will meet CCLT needs. Stanton initial thought is to make sure the policy fits to our current situations so we could make those possible. His current solution is to fix our current policy so we could meet what our current potential donors are trying to do and then expand on it or solve the problem with things Hunt has learned. Stanton asked if our currently policy and procedure in place now will allow donations to happen. Both Hunt and Amelunke stated that our current policy will but its not covered as well as it could be.

The board discussed some possible open-ended language that could be expanded on for father discussion as each house will be a case by case basis. Stanton wants there to be a document that others can go through as a check list so all bases will be covered when no one in the room is still around. Amelunke stated that there is a way to do it right now that just lays it all out but agrees with Hunt that it would be good to have additional things in there to help clarification on what it all means.

Anthony Stanton stepped out at 7:12pm.
Anthony Stanton returned at 7:18pm.

Operating Cost Discussion

Current operating cost is $48,130.00 and that includes advertising, marketing, insurance, conference expenses, membership dues, office supplies, accounting fees, professional fees, QuickBooks, repairs and maintance and website/domains. Amelunke stated that last time they talked briefly about it, they discuss several ways to reduce some of those cost and raise our income. The Land Trust is kind of in a conundrum, as they have a lot of money to build and achieve their objective as an organization but don't need the machine to be able to do that according to Stanton. ARPA kind of through them for a loop as they cannot put that money towards operating cost. They are unable to operate outside of their means and will need money to put towards operating costs if they want to continue to exist. Stanton argued that the Land Trust has been existing on the sale of homes and not from money given by the City, while Amelunke stated that the City has always provided the Land Trust operating cost as far as staff has gone. Amelunke mentioned having staff look into the history to see what have been done in the past. Stanton wants the unrestricted funds to be raised and not obtain funds from the City. Amelunke had a meeting with the City Manager about the City's budget and there is still a plan for $30,000 or whatever amount Council approves to go to the Land Trust to help operate. Stanton does not want the city to sell out the Land Trust for just $30,000 or so. If the CCLT is going to ask money from the City, he wants it to cover all expenses and not be cheap. Stanton wants to continue to be independent and not rely on the City. Stanton mentioned the easiest path for the CCLT to obtain money is to build and get the money back from building until they meet the certain level of sustainability. Staff mentioned about raising ground lease payments for the ones that are able to and starting off future ground leases higher. Trotter suggested biting the bullet and doing more donation drives and grants. Tabron suggests concentrating on already existing homes. Trotter suggest having the board think of ways to help with their shortfall and bring those ideas to the next meeting for discussion.

Jaye Trotter stepped out at 7:50pm.
Jaye Trotter returned at 7:55 pm.

Diamond Tabron stepped out at 8:04pm.
Diamond Tabron returned at 8:08pm.

VII. OLD BUSINESS

Review Conflict of Interest Policy

Stanton has this agenda item as a place holder. The board did not have anything to add to for this meeting.

Marketing

Stanton has this agenda item as a place holder. The board did not have anything to add to for this meeting.

COMO Gives

Now called Central MO Gives. Registration is open. We just need to figure out what our campaign goal is. They pretty much do all the leg work for us, such as collection donations, sending out tax letters. Deadline to apply is end of June. Carroll suggest setting our campaign goal at $90,000.

Motion to allow Trotter to move forward with Central MO Gives and set the campaign goal to $50,000: Stanton
Motion to 2nd: Head
Not Voting: LaBrunerie, Ascani, and Mitchell
Motion passed: 6:0

Mailboxes at Cullimore Cottages

Mitchell sent an email to Trotter right before the meeting about speaking with Brad Atkins at Tiger Station. He pretty much gave Mitchell a hard no to delivering to individual mailboxes as it is the "preference" of the post office to do cluster boxes or individual mailboxes. Atkins possibly made an illegal statement by saying that if the cluster mailbox is removed, they will not deliver mail to anyone and will withhold it. Akins also mentioned that it's a safety issue being in the location it's in and advised it be moved to Rear Coats Alley as previously discussed. Trotter hasn't talked to Mitchell yet but suggest compromising and move the cluster mailboxes to the Rear Coats Alley location and then decide if we want to fight this later when there is a new station manager. When talking about safety issue, the board thinks the post office could be talking about the crime rate that is in the area. They are unsure how it could be a safety concern when they are the only 8 single family houses in mile radius around them that don't get their mail delivered to individual houses. Trotter mentioned possibly getting Caleb involved as it may be illegal to withhold mail if the mailboxes does get removed.

X. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

No comments from public or staff.
Carroll stated that Traffic Management plan was approved in the first of April. Eighth Street was added and ranked as 26 out of 125 streets for traffic calming projects. This was a petition Mitchell brought to the board a while back because of CCLT residents having safety concerns. The board circled back around to Central MO Gives to discuss giving Trotter the money to register for Central MO Gives.

Motion to approve the budget of $400 for the application of Central MO gives: Stanton
Motion to 2nd: Head
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0

XII. NEXT MEETING DATE

June 3, 2026

XIII. ADJOURNMENT

The meeting was adjourned at 8:36pm.

Motion to adjourn: Stanton
Motion to 2nd: Trotter
Not Voting: LaBrunerie, Ascani, Mitchell
Motion passed: 6:0