

Minutes
Columbia Community Land Trust Organization Board
City Hall
701 E. Broadway, Columbia MO
July 15, 2020

BOARD MEMBERS PRESENT

Shirley Rhoades
Scott Cristal
Linda Head
Alex LaBrunerie
Anthony Stanton
Christopher Ross
Richard Mendenhall

BOARD MEMBERS ABSENT

Damon Ferlazzo
Susan Maze
Pat Fowler, Council Liaison, Non Voting

CITY STAFF

Randy Cole
Darcie Clark

I. CALL TO ORDER

The meeting was called to order by Stanton at 6:02 pm.

II. INTRODUCTIONS

Present at the start of the meeting were board members Rhoades, Mendenhall, LaBrunerie, Cristal, Stanton, Head, and Ross, city staff Clark and Cole and member of the public Brandi Nickels, a CCLT homeowner. Ferlazzo attended but did not participate via Zoom.

III. APPROVAL OF THE AGENDA

Motion to approve the Agenda: Stanton

Motion to 2nd: Head

Not Voting: Ferlazzo and Maze

Motion Passes: 7:0

IV. APPROVAL OF THE MINUTES

Motion to approve the Minutes: Stanton

Motion to 2nd: Cristal

Not Voting: Ferlazzo and Maze

Motion Passes: 7:0

V. REPORTS

Treasurer's Report: The previously discussed \$30,000 donation had not occurred yet but is anticipated.

Motion to approve the Treasurer's Report: Stanton

Motion to 2nd: Cristal

Not Voting: Ferlazzo and Maze

Motion Passes: 7:0

Donations received: Discussed during the treasurers report.

Ground Lease Payment Consideration: Cole shares that during the pandemic staff utilized the PayPal account to accept Ground Lease Payments, however, it became a bit confusing when transferring recurring donations and Ground Lease Payments into the proper bank account. Cole shared options with using QuickBooks, SmartPay with Providence Bank and PayPal. Quickbooks seemed to have competitive fees and would allow for one less system to track saving time for staff. The board votes to implement QuickBooks payments for Ground Lease payments.

Motion to approve the accepting QuickBooks for Ground Lease Payments: Stanton

Motion to 2nd: Head

Not Voting: Ferlazzo and Maze

Motion Passes: 7:0

Stanton requests that staff look into the fees being paid for by the person paying rather than the CCLT absorbing that cost.

Insurance Audit Results: Cole shares that the insurance had previously been set up to pay for the cost on the "back end" meaning that following an audit the insurance cost would be determined after the insurance year. Coles shares that he spoke to the insurance company and requested that the insurance costs be paid up front prior to building homes so that the CCLT can better budget and prepare for the costs. Stanton requests that a step by step guide be created for insurance.

Hauk Kruse Review of Financial Statements: Cole shared that the Hauk Kruse financial review is currently occurring and he and Clark turned in the information request on Monday and are awaiting additional instructions.

VI. OLD BUSINESS

John Hansman Builder Agreement: The CCLT attorney Caleb Colbert and builder John Hansman reviewed and approved the agreements for the CCLT. Cole shares that staff request the board approved the proposed agreements.

Motion to approve the Builder Agreements: Mendenhall

Motion to 2nd: Stanton

Not Voting: Ferlazzo and Maze

Motion passes: 7:0

Heritage Trail Sign for Miles Manor: Cole shares that he spoke with REDI and the estimated cost for the plaque is \$2,800. REDI offered to pay \$1,400. The board discusses fundraising for the remaining portion of the sign.

Motion to approve the Heritage Sale Sign for Miles Manor and also look for additional funds to

support the cost: Mendenhall
Motion to 2nd: Cristal
Not Voting: Ferlazzo and Maze
Motion passes: 7:0

VII. NEW BUSINESS

Potential Dates for Cullimore Cottages Groundbreaking and Meeting Social Distancing
Requirements: Cole shares that the CCLT plans to host a Ground Breaking for the Cullimore Cottages. Cole shares that the event will be outside at the site with no food and a smaller group with approximately 25 attendees and offering Facebook Live as a virtual option.

Ground Lease Payment Consideration: Mendenhall mentions that it may be a benefit to charge the homeowner for

VIII. 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.: Stanton

Motion the 2nd: Cristal

Not voting: Ferlazzo and Maze

Roll Call Vote:

Roades: Yes

Mendenhall: Yes

LaBrunerie: Yes

Cristal: Yes

Stanton: Yes

Head: Yes

Ross: Yes

The board entered closed session at 6:48 pm

Motion to go out of closed session pursuant to RSMO 610.021 (2) Leasing, purchase or sale of real estate.: Stanton

Motion the 2nd: LaBrunerie

Not voting: Ferlazzo and Maze

Roll Call Vote:

Roades: Yes

Mendenhall: Yes

LaBrunerie: Yes

Cristal: Yes

Stanton: Yes

Head: Yes

Ross: Yes

The board went out of closed session at 7:02 pm.

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Cole shares that CCLT attorney Caleb Colbert may have some changes to “beef up” the CCLT Ground Lease so that it is more specific to Missouri.

X. ADJOURNEMENT

Motion to adjourn: Stanton

Motion to 2nd: Head

Not Voting: Ferlazzo and Maze

Motion passes: 7:0

The meeting adjourned at 7:04 pm.