



City of Columbia, Missouri

Meeting Minutes

Community Land Trust Organization Board

Tuesday, March 12, 2019

6:30 PM

Regular

Room 1C, City Hall

701 E. Broadway
Columbia

I. CALL TO ORDER

The meeting was called to order at 6:31 pm by Stanton.

II. INTRODUCTIONS

Present at the start of the meeting were board members Rhoades, Stanton, LaBrunerie, Mendenhall, city staff Cole and Clark, Council liaison Trapp, and CCLT homeowner Linda Head.

Present: 5 - Shirley Rhoades, Anthony Stanton, Alexander LaBrunerie, Paul Prevo and Richard Mendenhall

Excused: 1 - Susan Maze

Non-Voting: 1 - Michael Trapp

III. APPROVAL OF AGENDA

Staff Memo

Attachments: [CCLT Staff Memo 3-12-19](#)

Cole shares that the closed session is no longer needed.

Motion to Approve the Agenda as Amended: LaBrunerie

Motion to 2nd: Stanton

Not Voting: Prevo and Maze

Motion Passes: 4:0

IV. APPROVAL OF MINUTES

Approval of February 12, 2019 Minutes

Attachments: [Draft 2.12.19 CCLT Minutes](#)

Motion to Approve the draft February 12, 2019 Minutes: Stanton

Motion to 2nd: LaBrunerie

Not Voting: Prevo and Maze

Motion Passes: 4:0

V. REPORTS

February Treasurer's Report

Attachments: [February 2019 Financials](#)

LaBrunerie shared that there have been no big changes. Discussion is had about the

“unapplied cash payment”, it was clarified that it was a donation that went directly to a homeowners ground lease and mortgage.

Motion to Approve the Treasurer’s Report: Mendenhall

Motion to 2nd: Stanton

Not Voting: Prevo and Maze

Motion Passes: 4:0

Cullimore Cottages Update

Cole shares that the bid for professional services as well as the final plat have gone out, in addition to the design build for storm water infrastructure. Cole has been discussing with the engineers and City Purchasing Department for professional services and design. The final plat and build will likely be completed under the CCLT after the land it donated to the CCLT.

VI. NEW BUSINESS

6 Fourth Ave and 19 3rd Ave RFP

Attachments: [6 Fourth 19 Third Ave RFP 1-CCLT \(1\)](#)

Cole shares that an RFP is available for 6 Fourth Ave. and 19 Third Ave. for design build under the CCLT. Cole shares that there are potential options what can be built on 6 Fourth Ave. The lot on 19 Third Ave would likely be suited best with a single home with a rear loading garage, but following previous discussions a townhome with two units on 6 Fourth Ave could be a possibility to maximize the potential of the lot.

6:41 pm Paul Prevo arrives.

The board discusses the ability to sell an owner occupied townhome on 6 Fourth Ave. Cole offers adding “or a single family home” to have the opportunity for a developer to offer more than one option on the lot. Stanton brings up the possibility of renting the properties if the homes do not sell. He shares that all of the successful, top CLT’s in the country have rental properties. Extensive discussion is had about the future of rental in the CCLT. Trapp shares that if the CCLT would like to be “the answer to affordable housing” then the CCLT will need to work with rentals when they are ready. The group is interested in a condo situation to have a more diverse product, but they are interested in more information about the market of a condo. Prevo proposes potentially putting a four bedroom home on the property rather than potentially over extending themselves with the maintenance that could potentially come with a townhome. The board decides to put a 3 or 4 bedroom home on the RFP.

Motion to Approve the release of 6 Fourth Ave and 19 Third Avenue with the amendment to have a 3 or 4 bedroom 2 bathroom home proposal for 6 Fourth

Ave: Prevo

Motion to 2nd: Labrunerie

Not Voting: Maze

Motion Passes: 4:1

Rhoades shares that she would like to see larger homes that are affordable for families and feels that 1300 square feet for a 3 bedroom is small as the family grows, and gives an example of teenagers and their need for space. The board adds “a minimum of 1500 square foot” home to the RFP.

Motion to Approve the release of 6 Fourth Ave and 19 Third Avenue with the

amendment to have a 3 or 4 bedroom 2 bathroom home proposal with a minimum square footage of 1500 square feet for 6 Fourth Ave: Prevo

Motion to 2nd: Mendenhall

Not Voting: Maze

Motion Passes: 5:0

Lawrence Visit

Cole shares that the Land Trust in Lawrence, Kansas invited the CCLT to visit and offered April 5th. Cole shares that the Land Trust in Lawrence is what a mature and successful land trust is like. The group decides to send out a doodle poll to see what Friday would work best for the board. The group hopes to drive there in the morning and back in the afternoon.

Lynn Street Cottages Mowing/Snow Removal Bid

Attachments: [Lynn Street Lawn Care Bid Summary](#)

[Grizzly Bear Lawn Care Bid](#)

[McVey Mowing Bid](#)

[Mow-It-Alls Bid](#)

[Columbia Landcare Bid](#)

The board reviews the offered bids. The lowest mowing bid was through Grizzly Bear Lawn Care, but snow removal could potentially be more affordable. The board discusses the damages that occurred to the homes on Lynn Street while mowing and the miscommunication with snow removal. The board decides that if McVey will match the \$15 per home mowing cost they would approve their bid and only provide snow removal if the snow fall is greater than 2". If McVey does not want to meet the minimum the board asks that staff put out the bids again and ask for bids back by March 25th. Homeowner Head shares that the grass looked great, but there was miscommunication with the snow removal.

Motion to Approve McVey Mowing if they are able to mow at \$15 per mow: Prevo

Motion to 2nd: Mendenhall

Not Voting: Maze

Motion Passes: 5:0

Directors and Officers Insurance bid

Attachments: [D&O Insurance Proposal](#)

The board approved submitting the application for the Directors and Officers insurance at the previous meeting and the bid is back. The cost went up from \$750-\$800 for the same coverage. It was offered to lock in rates for three years, with additional optional coverages were offered at additional costs. The board elected to approve the same coverage with the three year rate lock in.

Motion to approve the Directors and Officer's Insurance with three year locked in rates and no additional optional coverage: Prevo

Motion to 2nd: Mendenhall

Not Voting: Maze

Motion Passes: 5:0

2020-2022 Strategic Plan Work Session

Attachments: [Strategic Planning Summary March 4, 2017](#)

Cole shares that in March 2017 the board had a planning meeting for the next three year strategic plan. Cole shares that in June he hopes to have a comprehensive strategic plan work session to plan for the next strategic plan. The group plans to put out a doodle poll for dates that work well for the group.

VII. 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.

Attachments: [CCLT Closed Meeting Notice 3.12.19](#)

CANCELED

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Cole shares that there has been a sales contract for 103 Lynn, staff is waiting to income qualify the individual prior to presenting anything formal in front of the board. This sale will trigger the board expansion as well, and homeowners will be added to the board.

IX. NEXT MEETING DATE

April 9, 2019

X. ADJOURNMENT

The meeting was adjourned at 7:52 by Stanton.