



City of Columbia, Missouri

Meeting Minutes

Community Land Trust Organization Board

Tuesday, November 12, 2019
6:30 PM

Regular

Room 1C, City Hall
701 E. Broadway
Columbia

I. CALL TO ORDER

The meeting was called to order by Stanton at 6:30 pm.

II. INTRODUCTIONS

Present at the start of the meeting were board members Rhoades, Mendenhall, Head, Maze and Stanton and city staff Clark and Cole.

Present: 7 - Shirley Rhoades, Anthony Stanton, Alexander LaBrunerie, Paul Prevo, Susan Maze, Richard Mendenhall and Linda Head

III. APPROVAL OF AGENDA

Motion to Approve the Agenda: Stanton

Motion to 2nd: Mendenhall

Not Voting: LaBrunerie and Prevo

Motion Passes: 5:0

IV. APPROVAL OF MINUTES

Draft October 8, 2019 meeting minutes

Attachments: [Draft 10.8.2019 CCLT Minutes.pdf](#)

Motion to Approve the Minutes: Stanton

Motion to 2nd: Mendenhall

Not Voting: LaBrunerie and Prevo

Motion Passes: 5:0

V. REPORTS

Treasurer's Report

Attachments: [October Financials.PDF](#)

[Budget vs. Actuals FY 2019 Budget - FY19 P&L .pdf](#)

Cole shared that there was another draw for 19 Third Avenue. In regards to the accounts there is not currently a lot in assets but the board is currently under budget for the year. Cole shares that Clark has been reaching out to accountants to identify a third party accountant to do a review for 2019 financials and an audit for 2020.

Motion to Approve the Treasurer's Report: Stanton

Motion to 2nd: Mendenhall

Not Voting: LaBrunerie and Prevo

Motion Passes: 5:0

Cullimore Cottages/N. 8th Street Update

Cole shared that an architect has been procured by the City to draw up plans to purchase for the Cullimore Cottages project and in the future. Bids for the sewer and site prep are being gathered as well.

Alex Labrunerie arrives 6:35pm.

VI. OLD BUSINESS

CCLT Homeowner Bylaw Amendment

Attachments: [Resolution Amending Bylaws-11-12-19.pdf](#)

CCLT Homeowner Bylaw Amendment: Cole shared that a report to Council was done and Cole shared that Council preferred that the CCLT align with the ordinance and amend their guidelines to match.

6:40 pm Prevo arrives.

Motion to Approve the CCLT Homeowner Bylaw Amendment: Mendenhall

Motion to 2nd: Maze

Motion Passes: 6:1

Draft Attendance Policy Recommendation

Attachments: [Draft Attendance Policy Recommendation.pdf](#)

Maze shared a request for an attendance policy similar to other boards and commissions. Discussion is had about preferred policies and the board requests their thoughts be drafted by their attorney Caleb Colbert.

Draft 2020-2021 CCLT Strategic Plan Mission/Vision and Goals

Attachments: [CCLT Strategic Plan 2020-2021-draft goals.pdf](#)

Cole shares the vision and mission from the last meeting. Prevo and Mendenhall request the word "safe" be defined. The group decides to take out the word "safe". The goals are discussed. Cole shares that there is no action needed and the goals will be approved at the next meeting with the two year plan. There is discussion about having a plan greater than two years, but decided that at this time, the plan will be two year as that is when the agreement with the City is over or ready for renewal.

VII. NEW BUSINESS

Real Estate Services Procurement-19 Third Avenue

Cole shares that 19 Third Avenue is nearly completed and needs to be listed. The hope is to send out an RFP to Brian Toohey with the board of realtors and the current realtor David Ballenger for a bids on realtor fees for the listing agent. The board votes to release the RFP for a realtor.

N. 8th Street Development Financing RFP

Attachments: [Request for Proposals-Development Financing.pdf](#)

Cole shares that he plans to send the request out to all of the local banks in the area. In the past the group has had 1 percent financing on the construction loan. The banks must meet requirements with their CRA credits and this project could help with banks CRA credits.

N. 8th Request for Proposals-Home Construction

Attachments: [Cullimore Cottages RFP-Draft 1.pdf](#)

Because the designs from architect Nick Peckham are not complete the group elects to move the development financing RFP to the December meeting.

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.

Attachments: [CCLT Closed Meeting Notice 11.12.19.pdf](#)

The board entered closed session at 8:02 pm.

Motion to go into closed session pursuant to RSMO 610.021 (2)

Motion to go into closed session: Prevo

Motion to 2nd: Stanton

Roll Call Vote:

Stanton: Yes

Maze: Yes

Head: Yes

Prevo: Yes

Rhoades: Yes

LaBrunerie: Yes

Mendenhall: Yes

Yes: 7 - Rhoades, Stanton, LaBrunerie, Prevo, Maze, Mendenhall and Head

Excused: 1 - Trapp

The board exits closed session at 8:05 pm.

Motion to go out of closed session pursuant to RSMO 610.021 (2)

Motion to go out of closed session: Prevo

Motion to 2nd: Mendenhall

Roll Call Vote:

Stanton: Yes

Maze: Yes

Head: Yes

Prevo: Yes

Rhoades: Yes

LaBrunerie: Yes

Mendenhall: Yes

Yes: 7 - Rhoades, Stanton, LaBrunerie, Prevo, Maze, Mendenhall and Head

Excused: 1 - Trapp

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Prevo and Maze both share that they applied for reappointment for the CCLT board.

Cole shared that he has been in contact with an anonymous potential donor about the cost to build the homes including solar panels etc. A donor acceptance policy will be worked on and likely added to the strategic plan.

X. NEXT MEETING DATE

December 10, 2019

XI. ADJOURNMENT

Motion to adjourn: Mendenhall

Motion to 2nd: Maze

Motion passes: 7:0