



# City of Columbia, Missouri

## Meeting Minutes

### Community Land Trust Organization Board

---

Wednesday, August 3, 2022

6:30 PM

Regular Meeting

Room 1A/1B, City Hall

701 E Broadway

---

#### I. CALL TO ORDER

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

#### II. INTRODUCTIONS

Present at the start of the meeting were board members LaBrunerie, Bush-Cook, Stanton, Head, Maze, and Trotter. Fowler attended via Zoom. City staff Timothy Teddy, Jacob Amelunke, Darcie Clark, and Molly Fair were also in attendance.

**Present:** 6 - Anthony Stanton, Alexander LaBrunerie, Susan Maze, Linda Head, Jeremy Trotter and Tracey Bush-Cook

**Excused:** 3 - Shirley Rhoades, Scott Cristal and Christopher Ross

**Non-Voting:** 1 - Pat Fowler

#### III. APPROVAL OF AGENDA

**Motion to approve the agenda:** Stanton

**Motion to 2nd:** Head

**Not voting:** Rhoades, Cristal, and Ross

**Motion passes:** 6:0

#### IV. APPROVAL OF MINUTES

**Attachments:** [Draft 7.13.2022 CCLT Minutes](#)

**Motion to approve the draft July 13, 2022 meeting minutes:** Stanton

**Motion to 2nd:** LaBrunerie

**Not voting:** Rhoades, Cristal, and Ross

**Motion passes:** 6:0

#### V. REPORTS

**Attachments:** [June 2022 Financials](#)

Treasurer's Report: LaBrunerie presented that the June financials were normal with no major changes.

**Motion to accept the June 2022 Financials:** Stanton

**Motion to 2nd:** Maze

**Not Voting:** Rhoades, Cristal, and Ross

**Motion passes:** 6:0

#### VI. NEW BUSINESS

**Attachments:** [Quickbooks Renewal](#)

Quickbooks Annual Renewal: Clark shared that it will cost \$860.00 to renew Quickbooks this year. Staff has had no complaints with the software and recommends renewing.

**Motion to approve Quickbooks annual renewal: Maze**

**Motion to 2nd: LaBrunerie**

**Not Voting: Rhoades, Cristal, and Ross**

**Motion passes: 6:0**

Cullimore Fence Request: Amelunke shared that the homeowner at 1100 Rear Coats has requested permission to install a 6 foot tall wooden privacy fence in part of his back yard. The homeowner would like to install the fence due to issues he has had with theft and people driving through his yard. A similar request for a fence was approved at a June 2022 CCLT meeting. Stanton commented that he would like a requirement in place for a consistent type of fencing. Maze shared her concern that if a certain type of fence is required, that may cause a financial barrier to some homeowners, and lack of a fence can be a safety issue. Amelunke suggested that the Board could set a standard for future fence requests or continue to review them on a case by case basis. Stanton stated that he would like to continue to review them on a case by case basis.

**Motion to approve a 6 foot privacy fence in the agreed upon areas per Staff recommendation: Maze**

**Motion to 2nd: Stanton**

**Not Voting: Rhoades, Cristal, and Ross**

**Motion passes: 6:0**

**Attachments:** [CCLT-By-Laws-Amended-7-9-19](#)

[Board Member Removal Letter](#)

Board Member Attendance Discussion: Clark shared that a few days ago Stanton reached out to Staff about removing Chris Ross from the CCLT Board. Ross has not attended a meeting since July 28, 2021. Per CCLT by-laws, after a Board member misses three consecutive meetings it is possible to vote to remove them from the Board. If the Board votes tonight to remove Ross, he could appeal to be reinstated if he attends the next meeting. Staff can send a certified letter to Ross informing him of the Board's decision, if he does not respond it will be considered a resignation and Staff will let the City Clerk's office know that the Board position is open.

**Motion to send a certified letter to Chris Ross regarding his Board position: Maze**

**Motion to 2nd: Stanton**

**Not Voting: Rhoades, Cristal, and Ross**

**Motion passes: 6:0**

## VII. OLD BUSINESS

CCLT Transition Discussion: Maze shared that the Board will be discussing sending a Letter of Intent to the Columbia Housing Authority during closed session. She also shared that herself and Stanton met with the City Manager to discuss the CCLT's options with the City.

## VIII. MOTION TO GO INTO CLOSED SESSION

**Attachments:** [CCLT Closed Meeting Notice 8.3.2022](#)

Board requests Staff and members of the public to leave the room.

The meeting went into closed session at 6:59pm.

**Motion to go into closed session pursuant to RSMO 610.021 (1) Legal actions,**

causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys, and pursuant to Section 610.021(12) RSMo sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.:

Maze

Motion to 2nd: Stanton

Not voting: Rhoades, Cristal, and Ross

Roll call vote:

LaBrunerie: Yes

Bush-Cook: Yes

Stanton: Yes

Head: Yes

Maze: Yes

Trotter: Yes

Motion passes: 6:0

**Yes:** 6 - Stanton, LaBrunerie, Maze, Head, Trotter and Bush-Cook

**Excused:** 3 - Rhoades, Cristal and Ross

**Non-Voting:** 1 - Fowler

Board requests Staff and members of the public to return to the room.

The meeting went out of closed session at 7:43pm.

**Motion to go out of closed session pursuant to RSMO 610.021 (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys, and pursuant to Section 610.021(12) RSMo sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.:**

Maze

Motion to 2nd: Stanton

Not voting: Rhoades, Cristal, and Ross

Roll call vote:

LaBrunerie: Yes

Bush-Cook: Yes

Stanton: Yes

Head: Yes

Maze: Yes

Trotter: Yes

Motion passes: 6:0

**Yes:** 6 - Stanton, LaBrunerie, Maze, Head, Trotter and Bush-Cook

**Excused:** 3 - Rhoades, Cristal and Ross

**Non-Voting:** 1 - Fowler

## IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

LaBrunerie shared that the Board approved sending a Letter of Intent to the Columbia Housing Authority. The CCLT lawyer will send the LOI, and the Board will wait for a response to the LOI before having the next meeting.

Kasey Hammock with Partner for Better spoke as a member of the public. She shared that she is a consultant for non-profits, and could help the CCLT obtain additional funding. She also shared that there is a sliding scale cost for her services, and that she has experience with grant writing and some experience with affordable housing. Clark shared that if the Board is interested in Ms. Hammock's services that the CCLT policy guidelines would need to be consulted, and that there may need to be an RFP process. Clark also recommended verifying that procuring Ms. Hammock's services would be allowed within the terms of the LOI to the Columbia Housing Authority.

Trotter stated that at one time in the past he had asked Staff to determine which direction traffic should be going on Rear Coats, and wanted to follow up on that. He also shared that there is often disruptive traffic in the early morning hours going southbound from nearby businesses. Amelunke shared that when that was inquired about previously, Traffic Management Staff had indicated that there would need to be more traffic on Rear Coats to designate it a one-way street. Amelunke will follow up with Traffic Management again to see what can be done at this time.

#### **X. NEXT MEETING DATE**

October 5, 2022

#### **XI. ADJOURNMENT**

The meeting was adjourned at 8:01pm.

**Motion to adjourn: Head**

**Motion to 2nd: Stanton**

**Not voting: Rhoades, Cristal, and Ross**

**Motion passes: 6:0**