

3/2/2026	Jake	Site visit N8th	0.50
3/2/2026	Tiffani	Logged ground lease payments, accepted ground lease payment in office, documented in QB and sent email receipt, sent signing reminders	0.50
3/3/2026	Jake	Check discuss getting check, site visit Cullimore, Discuss Trees, Bioret.	1.00
3/3/2026	Tiffani	Paid Cincinniti Insurance invoice and documented in QB	0.25
3/4/2026	Jake	Discuss Bragg inspection with Geoff,	0.50
3/5/2026	Kevin	Work on Bragg Agreement	2.00
3/5/2026	Molly	Review Bragg purchase documents	0.75
3/5/2026	Jake	Discuss Bragg Check process with Geoff, Lynn, Hickman check, Discuss close with Tiff, Kevin, Molly, Update Bill on progress	1.00
3/5/2026	Tiffani	Wrapped up everything in QB, downloaded bank statement and emailed Landon	0.25
3/6/2026	Jake	Meet Geoff at Bragg, Do a walk thorough to check for items in need of repair, Site visit n8th,	3.00
3/6/2026	Tiffani	Made a deposit and enterd in QB, dicussed closing of Bragg with bank and Jake	0.50
3/9/2026	Jake	Site Visit Cullimore, Check on Lynn, Discuss upcoming week w/ Cullmore and Closing	1.00
3/9/2026	Molly	Email with title about Bragg documents	0.50
3/9/2026	Tiffani	Had a phone discussion with someone interested in a CCLT home & sent her an email, logged CCLT donations and initiate PayPal Transfer, created donation letter and sent for signature.	0.75
3/10/2025	Jake	Site visit Cullimore, Discuss and fill out FinCEN, Fill out again, discuss close, Discuss Cullimore	2.00
3/10/2026	Molly	Review Bragg documents, discuss funding	0.75
3/10/2026	Tiffani	Followed up with Landon about financials, logged ground lease payments, discussed obtaining check for closing with Kevin and Jake, Submitted check request for closing, downloaded financial notes and statements	2.25
3/11/2025	Jake	Discuss unlicense car parked on 9 Third, Discuss CO for Cullimore, find issues, discuss with Bulding and site W/Tif, send email W/issues to Grove	2.50
3/12/2026	Jake	3 Calls to BCT about closing, 1 Email about closing, Discuss Cullimore issues with Bill, Discuss Cullimore at Staff meeting, questions on signing for close and FinCEN docs	3.00
3/13/2026	Jake	Site visit AM, Geoff Call about Bragg close, Email about Bragg, Call Anthony about Bragg, Call BCT about Bragg, Call Tracy about Cullmore, Call Steve Fritz about Cullimore Trees, Discuss ARPA deposit for CCLT close, Cullimore site visit pm	7.00
3/13/2026	Tiffani	Logged ground lease payments, sent signing reminder, emailed signed donation letter and followed up about the donation, gave Doug a donation update, submitted request to start utilities for Bragg, contacted Ameren to set up account for Bragg, picked up APRA check, deposited into bank and entered in QB	1.50
3/16/2026	Jake	Discuss CO for Cullimore W/Daryl, Discuss Closing W Geoff, Work on Yard at Cullimore, Clean Cullimore(sat) Meet Anthony and discuss FinCEN	3.00
3/16/2026	Molly	Review final docs for 115 Lynn, locate banking information for Bragg closing tomorrow	0.75
3/17/2025	Jake	Snake pit discussion w/Daryl building and site, Closing info discussions with Geoff, Closing schedule change to 4	1.50
3/17/2026	Tiffani	Logged ground lease payments, prepared Convergence Accounting invoice & sent for signatures, paid Convergence Accounting invoice and documented in QB, Sent Landon an email about the Bragg purchase, transfered money and obtained cashier check for the Bragg purchase, prepared and made a deposit, entered transfers and cashier check into QB	1.50
3/18/2025	Jake	Discuss next steps for Homeperk/Chain of Houses.	1.00
3/18/2026	Molly	Follow up on 115 Lynn escrowed ground lease payment with lender and homeowner, complete post-closing tasks for 115 Lynn to finalize file	2.50
3/18/2026	Tiffani	Sent email to add Bragg home to insurance, logged ground lease payment, looged donation in QB and on spreadsheet, sent donation letter for signature & Placed in mail, prepared and made a deposit	0.75
3/19/2025	Jake	Check on Bragg home	1.00
3/19/2025	Kevin	Went to 3921 Bragg to inspect	1.00
3/20/2026	Tiffani	Accpeted ground lease payment in person, entered in QB and on spreadsheet	0.25
3/23/2026	Molly	Discuss possible resale with realtor for current CCLT homeowner	0.25
3/23/2026	Tiffani	Set up utilites and Ameren accounts for both 1107 & 1109 N 8th St	0.75
3/24/2026	Tiffani	Reponded back to solid waste about roll carts for the 8th St homes, sent out & logged ground lease payments	0.75
3/25/2026	Tiffani	Logged ground lease payment, transfered money back to ARPA account from donations for the Bragg purchase & logged transfer in QB, sent out quourm email, put together draft agenda and sent to staff	0.75
3/26/2026	Tiffani	Logged ground lease payments. Sent follow up email for insurance	0.25
3/30/2026	Molly	Reviewed CCLT ARPA legal docs with Kevin	0.50
3/30/2026	Kevin	Reviewed CCLT ARPA legal docs with Kevin	0.50