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### Oakland Mills Neighborhood Enhancement Advisory Committee Notes from the 27 October 2015 Meeting

#### STATUS REPORT

NEAC reported that the Committee's proposed amendments to the OM Covenant Enforcement Process were presented to the OM Board and acted on as follows:

Sections A. Goals and Objectives, B. Process, and E. Oversight: The Board passed these three sections on 11 August 2015, with some minor changes.

Section C. Timeline: The OM Board voted on this section at their September 8th Board meeting..

Section D. Implementation: The OM Board adopted the use of two part-time Covenant Advisors: Covenant Advisor for Violations (20-25 hours/week) and Covenant Advisor for Exterior Applications and Resident Education (15-20 hours/week). Applications are due by November 16 at the OMCA office. Detailed job descriptions are posted on the OMCA web site.

Section F. Evaluation: At their meeting on July 28th, the OM Board tabled this section, sending it back to NEAC for review and elaboration. This section reads in part as follows: *Every three years, on a rotating basis (one neighborhood each year), the Oakland Mills Village Association will employ a Property Standards Evaluator to perform curbside inspections of all properties (single family, townhouses, condominiums, apartments, and commercial) within Oakland Mills.*

#### VILLAGE-WIDE PROPERTY SURVEY

The focus of tonight's meeting was to continue the process of researching and creating specifications for a proposed village-wide assessment of all residential and commercial properties, as per instructions made by the Board on 28 July 2015.

Prior to the meeting, NEAC co-chairs requested updated information from the Village Manager about the experiences of other Columbia Villages in conducting property standards evaluations. No new information was provided. Major questions that continue to be addressed include:

1. Frequency and type of evaluation (curbside, 360°, 180°)
2. Number and required hours for evaluators
3. Cost and funding source
4. Items evaluated
5. Method for notifying residents of upcoming evaluation
6. Method for issuing notification of violations and actions required

Item #2 was discussed. The consensus was to employ one evaluator, 40 hours per week until the PSE was completed. Discussion centered on having 2 evaluators but there was a concern that the PSE for a property might not be the same from each evaluator. Discussion then centered on how a PSE might be done most efficiently. A digitized PSE form should be developed that can be marked up on a portable tablet, information transferred via download to the FORTIS property file and also printed on a notification postcard to the property owner. This approach would negate having to do multiple entries with a risk in transposition of information.

Discussion then centered on what might be needed in a PSE. The original NEAC recommendation was to inspect all properties subject to the OMCA Covenants (single family, townhouses, condominiums, apartments, and commercial). There are 7 sub-HOAs within OMCA and 4 apartment complexes. The 7 sub-HOAs may or may not require a PSE. The NEAC recommends that the OMCA Board meet with the sub-HOAs prior to this PSE review to ascertain if they are doing their own annual Covenant review or deferring to OMCA for Covenant review and complaints. (Wilde Lake meets with their sub-HOAs semi-annually to discuss issues of mutual concern). The 4 apartment complexes constitute approximately 1000 units out of the 3400 units in OM. These need to be reviewed, but should be done jointly with each property manager so that the PSE issued is understood for each apartment complex. OMCA has a number of individual commercial property owners. These owners should be invited to meet with the PSE evaluator so that a joint evaluation can be undertaken.

Item#3 was discussed based on Andy Stack's request on page 99 of the draft CA budget for the remaining 7 Columbia Villages to do a Property Standards Evaluation (PSE) prior to the 50<sup>th</sup> Columbia Anniversary. CA staff's comments stated that \$25,000 should be adequate for each Village and that the source of funding should be the Village Contingency fund that currently has approximately \$400,000 available. The committee agreed that this would be a one time Village wide PSE in preparation for the Columbia 50<sup>th</sup> anniversary. Subsequent PSE's should be built into the OMCA annual budget for a neighborhood by neighborhood PSE on a rotating basis. This constitutes the NEAC recommendation for this item.

### **Oakland Mills Website Maintenance Information**

This item was again discussed. It was agreed that the CA "Policy on Covenant Enforcement with respect to Vacant and Abandoned Residential Property" should be posted on the OMCA web site. Discussion also covered what Realtors know/don't know about OMCA Covenants. (John Toner at his real estate briefing did not address this question). It was suggested that a You Tube video be developed for Realtors to be posted on the OMCA web site as an educational service.

### **NEXT MEETING**

24 November 2015, 6 – 7pm, at The Other Barn.

