



**oakland mills**  
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# Oakland Mills Community Association

## Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045

**Board Members:** Bill McCormack, Jr., Co-Chair~ Ginny Thomas, Co-Chair  
Jonathan Edelson, Vice-Chair ~ Kay Wisniewski, AC Chair ~ Paul Verchinski  
Marcia White ~ Bill Woodcock  
Reginald Avery, Columbia Council Representative

**October 13, 2015**

### OMCA BoD Meeting

**Ms. Thomas** called the regular meeting of the OMCA Board of Directors to order at 7:01 pm.

**Present:** Virginia Thomas, Board Co-Chair; Jonathan Edelson, Vice-Chair; Kay Wisniewski, AC Chair; Paul Verchinski; Marcia White; Reginald Avery, CA Board; Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator

**Also Present:** Kim Pruum, Special Assistant to Calvin Ball; Andy Stack, CA Board Vice-Chair; Bob Jenkins, Howard Hughes Corporation; Bill Rowe, Howard Hughes Corporation; See Resident List

### Opening of Meeting

- **Ms. Wisniewski** motioned that the agenda for October 13, 2015 (ATTACHMENT “A”) be approved. **Mr. Woodcock** seconded.
- **Ms. Wisniewski** motioned to add the following items to the October 13, 2015 agenda: 1. Authorization to testify at the Howard County Council Legislative Session on October 19 to support the \$50,000 item for a Feasibility Study regarding Redevelopment of the Oakland Mills Village Center, as proposed by the County Executive; 2. Authorization to testify in favor of Bridge Columbia funding at the October 23 public hearing regarding the Maryland Consolidated Transportation Plan; 3. Authorization to send a letter supporting Bridge Columbia planning funds to the Baltimore Regional Transportation Board; 4. Authorization to donate \$100 to the Oakland Mills High School Band. (We normally pay them \$100 for playing at the Fall Festival, but we had to cancel this year due to the State of Emergency.); 5. A donation in honor of OM Volunteers to the Forest Ridge After School Program. **Mr. Verchinski** seconded and the amendment passed (6-0-0)
- **Ms. White** motioned to amend the October 13, 2015 agenda to include under “New Business” a discussion regarding the meeting with County Executive Kittleman and Tom Carbo, Howard County Housing. **Mr. Woodcock** seconded and the motion passed (5-0-1).
- **Ms. Wisniewski** motioned to accept the amended agenda for October 13, 2015. **Mr. Edelson** seconded and the motion passed (6-0-0).
- **Mr. Edelson** motioned to accept the September 21, 2015 OMCA Board meeting minutes (ATTACHMENT “B”). **Ms. Wisniewski** seconded and the motion passed (6-0-0).

### Update on Multi Use Pathway from HCGH to Blandair Park

- Bob Jenkins, Howard Hughes Corporation, was present to update the OMCA Board and the Oakland Mills community about the multi-use pathway.
- All proposed plans have been approved Howard County.

- All of the required approvals for easements have been obtained. This includes Shadow Oaks, Emerson Hill, and Grand Pointe.
- Currently working on Howard County Hospital to Symphony Woods. This is taking longer than expected.
- Construction has begun on the path by Blandair.
- (**Bill McCormack** arrived at 7:10pm).
- Resident Jervis Dorton asked if there would be coordination with Howard County government regarding the lighting. Ms. Pruim stated Howard County is coordinating with Recreation and Parks to align with pathway. She will confirm. (Councilman Calvin Ball arrived).
- Resident Bob Bartolo asked about area of the pathway from Stevens Forest Road to the pedestrian bridge over Route 29. He asked if the pathway plans included the accommodation for the addition of pavement and includes tearing up the pathway for transit when Bridge Columbia is built.
- Mr. Jenkins responded that no, they did not want to wait Bridge Columbia to be approved. **Mr. Verchinski** stated that it is actually a designated transit path. Mr. Jenkins responded that it is only designated width wise.
- **Mr. McCormack** asked about the maintenance agreements and what they included. Mr. Jenkins responded they agreements are currently being reviewed.
- **Mr. Woodcock** asked what the timeframe was.  
Mr. Jenkins responded that they hope to be completed by Spring of 2016.
- **Mr. Edelson** asked about the signage on the path. Ms. Pruim responded that Howard County is supposed to be sending Councilman Ball signage plans. Mr. Jenkins stated that all signs will be in accordance with Howard County police.

### **Councilman Ball Update**

- Councilman Calvin Ball gave an update regarding Howard County council legislation to allocate monies from FY 2015 that have become available. This legislation will come before the Howard County Council on October 19, 2015 at 7pm at the George Howard Building. He discussed some of the issues within the bill. Residents asked what they could do. Councilman Ball suggested sending emails and possibly have the Board leadership reach out to the County Council.

### **Columbia Board of Directors Discussion**

- Andy Stack, Columbia Association Vice Chair, distributed a handout “Columbia Association Highlights FY15” (ATTACHMENT “C”).
- He announced that an open house at CA’s new headquarters will be held October 24<sup>th</sup> from 11am to 3pm.
- He announced a CA presentation regarding New Town Zoning will take place on October 28<sup>th</sup>.
- Mr. Stack distributed “FY-2015 Summary Report” (ATTACHMENT “D”) and “FY 2015 Capital Oakland Mills” (ATTACHMENT “E”).
- **Ms. Thomas** thanked CA for the \$25K allocation for facility study. **Mr. Avery** clarified that the \$25K is not just for the facility study but to look into options for Oakland Mills village.

### **New Business**

#### **NEAC Committee**

- “Section D. Implementation” of the new Covenant Policy was distributed with changes (ATTACHMENT “F”). **Ms. Thomas** motioned to accept the proposed Section D. Implementation. **Ms. Wisniewski** seconded. A discussion regarding the process following the approval of Section D. ensued.

- **Mr. Woodcock** motioned to amend the motion to state that **Ms. Cederbaum** would be in charge of devising the job description, the plan for both positions and lead the advertising, recruitment and filling of this position. In the spirit of that motion he stated he hoped **Ms. Cederbaum** would call on the Board for help if needed. **Ms. Wisniewski** seconded.
- **Mr. Woodcock** clarified that there would be a committee that Ms. Cederbaum would head but would include members of the board as well to fill these positions as the second phase of the Covenant Staffing Committee.
- **Ms. Thomas** stated she thinks the motions should be in two parts.
- **Mr. Woodcock** withdrew his motion to amend.
- **Mr. McCormack** reiterated that the motion on the floor that has been seconded is to create two part time covenant advisor positions manned by two people. The motion passed (7-0-0).
- **Mr. Woodcock** motioned to create a committee to again devise the position descriptions, perform the hiring functions and work on getting these positions filled and to move that this committee be chaired by Ms. Cederbaum and the people who would be on it would be the three Board members who were on the committee who created the first part of the process, **Ms. Wisniewski, Ms. Thomas and Mr Woodcock** along with a suggestion of having Chuck Thomas and Lynn Engelke also on the committee. **Ms. Wisniewski** seconded.
- **Mr. Avery** suggested having **Ms. Cederbaum** put together the specifics of the position and bring them back to the Board.
- **Mr. Edelson** agreed with **Mr. Avery**, but also stated that non-elected members of the OMCA Board not be involved in personnel issues. **Mr. Woodcock** withdrew having Lynn Engelke and Chuck Thomas be a part of the committee.
- **Ms. White** agreed with **Mr. Edelson** and also brought up the need to fill the positions quickly.
- **Mr. Verchinski** volunteered to take the place of Lynn Engelke and Chuck Thomas as a member of the Board.
- **Mr. Edelson** stated that the open meeting rules would then apply.
- **Mr. McCormack** reiterated the motion on the table that the Board form a committee, chaired by **Ms. Cederbaum**, to assist in the process to select two part-time Covenant Advisors; the committee shall comprise of **Ms. Cederbaum, Ms. Wisniewski (AC Chair), Ms. Thomas, and Mr. Woodcock**. A vote was called and the motion passed (7-0-0).

### **Board to Reconsider Votes from Previous Meetings**

- **Ms. Thomas** motioned to rescind the votes on all motion passed during the July 28, 2015, August 11, 2015 and September 8, 2015 OMCA Board meetings because of the fact that one of the OMCA Board members who voted was out of compliance and therefore not eligible to vote (ATTACHMENT “G”). **Mr. Edelson** seconded.
- **Mr. Verchinski** expressed his concern about a “by-law” violation and submitted his statement below (ATTACHMENT “H”).

October 13, 2015

I AM VERY CONCERNED ABOUT THIS BY- LAW VIOLATION. IT SHOULD NEVER HAVE OCCURRED AND I PERSONALLY HOLD STAFF ACCOUNTABLE. FLASHBACK TO WHEN I CONSIDERED RUNNING FOR THE BOARD. I RECEIVED A LETTER DATED FEBRUARY 11, 2014 WHICH STATED IN BOLD AND ITALICISED LETTERS THE FOLLOWING:

BECAUSE OF THIS RESPONSIBILITY, THE OAKLAND MILLS BY LAWS STATE THAT MEMBERS OF THE OMCA BOARD MUST OBTAIN A " CERTIFICATE OF COMPLIANCE" WITHIN 60 DAYS OF ELECTION TO THE BOARD

WE WHO WERE ELECTED IN 2014 WERE TOLD IN NO UNCERTAIN TERMS THAT WE HAD TO COMPLY IN ORDER TO SERVE ON THE BOARD . KAY, I VAGUELY REMEMBER HAD TO REPAINT A FRONT DOOR. BILL MCCORMACK HAD TO DO SOME MAINTENANCE WORK.

FAST FORWARD TO TODAY. EVERYONE RUNNING FOR THE BOARD IN 2015 GETS THE SAME LETTER YET THIS YEAR A BOARD MEMBER WAS GIVEN A PASS FOR SOMETIME AND THE BOARD WAS NOT INFORMED. THE RAMIFICATIONS ARE THAT WE NOW HAVE TO REDO OUR MOTIONS. SAD TO SAY THAT THIS SITUATION HAS OCCURRED IN THE PAST PER DISCUSSIONS WITH CURRENT BOARD MEMBERS. APPARENTLY, IN ONE CASE A BOARD MEMBER WAS ALLOWED TO STAY AND VOTE FOR AN ENTIRE YEAR WITHOUT SECURING A CERTIFICATE OF COMPLIANCE.

ENQUIRING MINDS HAVE TO ASK, WHY HAVE SOME BOARD MEMBERS BEING GIVEN A PASS AND WHAT OTHER ISSUES ARE OUT THERE THAT HAVE NOT BEEN BROUGHT TO THE BOARD'S ATTENTION?

- A vote was taken and the motion passed (6-0-1).
- **Ms. Thomas** motioned to reconsider the votes taken during the July 28, 2015, August 11, 2015 and September 8, 2015 OMCA Board meetings. **Ms. Wisniewski** seconded and the motion passed (6-0-1).
- **Ms. Wisniewski** motioned to authorize to testify at the Howard County Council Legislative Session on October 19, 2015 to support the \$50,000 item for a Feasibility Study regarding Redevelopment of the Oakland Mills Village Center, as proposed in the County Executive's Budget. **Mr. Edelson** seconded and the motion passed (7-0-0).
- **Ms. Wisniewski** motioned to authorize **Mr. Verchinski** to testify in favor of Bridge Columbia funding at the October 23, 2015 public hearing regarding the Maryland Consolidated Transportation Plan. **Ms. Wisniewski** seconded and the motion passed (7-0-0).
- **Mr. Edelson** motioned to authorize a letter be sent supporting Bridge Columbia planning funds to the Baltimore Regional Transportation Board. **Ms. Thomas** seconded and the motion passed (7-0-0).
- **Mr. Edelson** motioned to donate \$100 to the Oakland Mills High School Band. (We normally pay them \$100 for playing at the Fall Festival, but we had to cancel this year due to the State of Emergency). **Ms. Thomas** seconded and the motion passed (7-0-0).

- **Ms. White** motioned to donate \$100 to OMHS National Art Honors Society for their time and expenses repainting the Robert Oliver sidewalk logo. **Ms. Thomas** seconded. A discussion regarding the OMCA Donation Policy occurred. **Ms. White** amended her motion to state “reimburse” the OMHS National Art Honors Society for their supplies and their time. **Mr. Edelson** seconded and the motion passed (7-0-0).
- **Ms. Thomas** motioned to give a donation of \$200 in honor of OM Volunteers to the Forest Ridge After School Program. **Mr. Edelson** seconded and the motion passed (7-0-0).

### **Managers’ Report**

- **Ms. Cederbaum** distributed her report (ATTACHMENT “I”). **Ms. Thomas** asked for a status report regarding the \$10K grant request. **Ms. Cederbaum** stated she had not heard anything, but would follow-up.

### **Architecture Committee**

- **Ms. Wisniewski** distributed her report (ATTACHMENT “J”).

### **Arts Advisory**

- **Ms. White** distributed her report (ATTACHMENT “K”). **Ms. White** also gave information regarding the upcoming village flag contest.

### **Education**

- **Mr. Edelson** stated that the education committee will be inviting the Oakland Mills cluster Board of Education representative to the November Education meeting. The committee has selected 5 topics to be discussed. He also announced that donation requests to the OMCA Board are due by October 13<sup>th</sup> (today).

### **Housing**

**Mr. McCormack** emailed out meeting minutes. He stated that the Real Estate Seminar went well and was well attended. **Ms. Thomas** thanked **Mr. Verchinski** for putting it together as well as **Ms. Cederbaum** and **Ms. Warren**.

### **Marketing**

- **Mr. Edelson** distributed his report (ATTACHMENT “L”). One change is that CA has, as of today, provided addresses for new Oakland Mills residents to receive the survey.

### **NEAC**

- Emailed out the minutes from the September 21, 2015 NEAC meeting. The committee would like to see Section 22 regarding maintenance be placed in the Covenants section of the website along with some additional information.
- In light of multiple requests for changes wanting to be made to the website, **Mr. Edelson** suggested changes be coordinated with the Marketing Committee.

### **Safety**

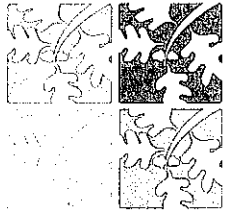
- **Mr. Woodcock** stated that Officer Buchanan will hopefully be present to give an update of any issues at the October 27, 2015 OMCA Board meeting.

### **Board Bulletin Board**

- **Ms. Warren** stated that she was sorry the Festival had to be canceled. The weather did not cooperate.
- **Ms. Cederbaum** thanked **Ms. Warren** for her hard work putting the Festival together and due to the long term planning the Festival takes, it is not something that can just be rescheduled to another date.
- **Ms. White** asked about the missing agenda item regarding the meeting between three of the OMCA Board members and County Executive Kittleman, and Tom Carbo regarding the Grand Pointe apartments. She asked that in the future if a meeting of such great importance is to take place, even last minute, if the entire Board can be notified. A discussion regarding future handling of such a situation took place.

The regular OMCA Board meeting was adjourned at 9:56 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator



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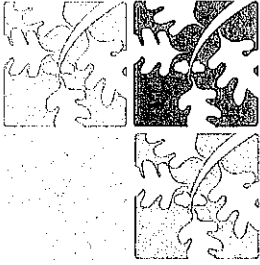
**Oakland Mills Community Association  
Village Board Meeting AGENDA**

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045  
**Board Members:** Virginia Thomas, Co-Chair; Bill McCormack, Co-Chair,  
Jonathan Edelson, Vice Chair; Kay Wisniewski, Architecture Chair  
Paul Verchinski; Marcia White; Bill Woodcock  
Reginald Avery, Columbia Council Representative

**Tuesday, October 13, 2015 (Revised)  
Oakland Mills Board of Directors Meeting  
7:00 p.m.  
The Other Barn**

- 7:00 p.m. Opening of meeting**  
Approve the agenda for tonight's meeting  
Approve the minutes from the September 21, 2015 meeting
- 7:05 p.m. Resident Remarks**
- 7:10 p.m. Bob Jenkins and Bill Rowe, Howard Hughes Corporation**  
Update on the Multi-Use Path from HCGH to Blandair Park
- 7:30 p.m. Columbia Board of Directors Discussion, Andy Stack, Vice Chair, CA Board and Reginald Avery, CA Board Member from Oakland Mills**
- 8:15 p.m. New Business**  
**NEAC Report**  
**Board to Reconsider Votes from Previous Meetings**
- 8:30 p.m. Board Co-Chair Remarks, Virginia Thomas and Bill McCormack**
- 8:45 p.m. Columbia Board of Directors Report, Reginald Avery**
- 8:55 p.m. Manager's Report, Sandy Cederbaum**
- 9:00 p.m. Architecture Committee, Kay Wisniewski**  
**Arts Advisory Committee, Marcia White**  
**Education Committee, Jonathan Edelson**  
**Housing Committee, Bill McCormack**  
**Marketing Committee, Jonathan Edelson**  
**Neighborhood Enhancement Advisory, Paul Verchinski**  
**Safety Committee, Bill Woodcock**
- 9:15 p.m. Board Bulletin Board**
- 9:25 p.m. Adjourn**

**Upcoming Events:** Oct. 21, Master Gardener, 7 p.m.; Oct. 27, OM Board Meeting, 7 p.m.; Nov. 4, Workshop with County, 7 p.m.; Nov. 13, Volunteer Reception, 7 p.m.



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# Oakland Mills Community Association Village Board Meeting Minutes

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**Board Members:** Bill McCormack, Jr., Co-Chair~ Ginny Thomas, Co-Chair  
Jonathan Edelson, Vice-Chair ~ Kay Wisniewski, AC Chair ~ Paul Verchinski  
Marcia White ~ Bill Woodcock  
Reginald Avery, Columbia Council Representative

## September 21, 2015

### OMCA BoD Meeting

**Mr. McCormack** called the regular meeting of the OMCA Board of Directors to order at 7:07 pm.

**Present:** Bill McCormack, Jr., Board Co-Chair; Virginia Thomas, Board Co-Chair; Jonathan Edelson, Vice-Chair; Kay Wisniewski, AC Chair; Paul Verchinski; Marcia White; Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator; Deb Bach, Covenant Advisor

**Absent:** Reginald Avery, CA Board

**Also Present:** See Resident List

### Opening of Meeting

- **Mr. Edelson** motioned that the agenda for September 21, 2015 (ATTACHMENT "A") be approved with amendments. **Ms. Wisniewski** seconded and the motion passed (6-0-0).
- **Mr. Edelson** motioned to accept the amended September 8, 2015 OMCA Board meeting minutes (ATTACHMENT "B"). **Ms. Wisniewski** seconded and the motion passed (6-0-0).

### Committee Reports

#### Architecture

- The 2014-2015 Annual Report to the Board of Directors was distributed (ATTACHMENT "C").
- **Mr. McCormack** asked if the 80 complaints listed were spread over all twelve months. **Ms. Bach** replied May 1, 2014-July 1, 2014 had the heaviest concentrations.
- **Mr. McCormack** asked if 82/year is normal. **Ms. Bach** replied that that number is pretty high.
- **Mr. Edelson** asked if there were multiple violations at one property are they only listed once. **Ms. Bach** replied yes.
- **Ms. Thomas** asked how many exterior alteration applications are for tree removal. **Ms. Bach** stated she does not know, but she can look it up. **Ms. Bach** explained the process when an application is received.
- **Ms. White** asked when vehicles are in Oakland Mills purview. **Ms. Bach** replied if a vehicle is parked in the street and there is a problem, the police non-emergency number should be called. A car parked anywhere on a property except in the driveway with a flat tire, up on blocks, etc. is within Oakland Mills covenant purview. **Ms. Bach** explained the vehicle process relating to townhome communities.
- **Mr. Verchinski** asked if the 103 Letters of Compliance requests meant that those many homes were sold in Oakland Mills. **Ms. Bach** stated yes, but some sellers don't go through OMCA.
- **Mr. Verchinski** asked about foreclosures in Oakland Mills.



- Resident Janice Rattley asked if trash cans in improper locations were in violation of the covenants. **Ms. Bach** asked Resident Rattley to forward the property addresses with trash can violations.

### Arts Advisory

- **Ms. White** met with Keirsten Bram, OMHS Art Teacher. Ms. Bram and her honors art students will be repainting Robert Oliver Place. They will also be designing flags for the village center. The theme will be “Celebrate Oakland Mills.”
- **Ms. White** still has not heard from Food Lion about the use of space. She is still looking into it as well as looking into the use of the bank space.
- **Mr. Verchinski** asked about the backs of the buildings that line up along what will be the multi-use pathway. **Ms. White** stated she had previously walked the path with **Ms. Bach** and felt the best option for a possibly painting a mural would be on the back of the ice rink building.

### Education

- Distributed education committee report last Board meeting on September 8<sup>th</sup>. **Mr. Edelson** met with Brian Wallace, Assistant Administrator from OMHS, and asked about the renovation upheaval. Mr. Wallace recommended contacting County and State government representatives to encourage them to set funds aside for the needed renovations.

### Marketing

- Distributed marketing report last Board meeting on September 8<sup>th</sup>. **Mr. Edelson** discussed the “Tell Your Story” project that the marketing committee is working on. This project will begin on October 3<sup>rd</sup> at the Fall Festival.

### NEAC

- The minutes from the last NEAC meeting were emailed to the OMCA Board. During today’s meeting, a discussion was held regarding what a property evaluation survey should include. The NEAC will be coming to the Board with some new items for discussion.

### UPDATE Grand Pointe Apartment Complex

- Mr. Carbo stated that the “Housing Commission never decided, indeed it never met to consider, bidding on Grand Pointe.” As Executive Director, Mr. Carbo, stated that he “intends to recommend that the Commission not bid, but only the Commissioners can make that decision.”
- **Mr. McCormack, Ms. Thomas and Ms. Wisniewski** attended an emergency meeting with County Executive Kittleman, his Chief of Staff, Diane Wilson and Tom Carbo last Friday, September 18<sup>th</sup>. They asked to be put on the next Housing Commission meeting agenda and to be notified when that meeting is. **Ms. White** stated she was unaware of this meeting taking place and would have liked to have been notified. She would have liked to have heard more from the Housing Commission regarding the possible bidding on Grand Pointe. **Mr. Edelson** stated he would still like to hear what the Housing Commission is going to do with Verona; has to be compatible with VCCP.
- **Mr. McCormack** explained entire timeline regarding Grand Pointe.
- **Ms. White** asked to read a letter from resident Daniel Kirk-Davidoff. **Mr. McCormack** stated that the Board had previously decided that letters sent to the Board with a request for them to be read at a meeting was denied and letters sent to the Board will not be read at Board meetings.

**Mr. Woodcock arrived at 8:37 p.m.**

### **New Business**

- Upcoming seminar information distributed (ATTACHMENT “D”).
- **Mr. Edelson** stated he had concerns with the tone of the seminar. He requested that more objective questions be asked or that it be a Columbia-wide meeting.
- **Ms. Cederbaum** will ask Village Managers if they would like to present this seminar together. The Board also requested that the seminar format be reworded.

### **Manager's Report**

- **Ms. Cederbaum** distributed the updates from her September 8<sup>th</sup> Managers Report (ATTACHMENT “E”) as well as the FY16 1<sup>st</sup> Quarter Financials (ATTACHMENT “F”). **Ms. Cederbaum** explained variances in financials.
- **Ms. Thomas** asked about \$50K availability from the OMCA budget for the feasibility study. Discussion regarding where money can be budgeted for the feasibility study occurred. **Ms. Thomas** stated that the County Executive has designated \$50K in his current budget to contribute towards the feasibility study. **Ms. Cederbaum** stated that the OMCA Board could apply for \$10K that is available for all of the villages. **Ms. Thomas** requested Ms. Cederbaum send her and **Mr. McCormack** the application.
- **Mr. McCormack** requested that the OMCA Board preapprove the application that will be sent to the committee for the \$10K. **Mr. Verchinski** motioned to apply for the grant from CA designated as the Village Community Association Revitalization Grant for \$10K required for the feasibility study for redevelopment of Oakland Mills; specifically for the sports complex. **Ms. Wisniewski** seconded and the motion passed (5-0-0).
- **Ms. Wisniewski** voted to approve the FY16 1<sup>st</sup> Quarter Financials as submitted. **Mr. Edelson** seconded and the motion passed (5-0-0).

### **Board Bulletin Board**

- **Ms. Warren** reminded all that the Oakland Mills Fall Festival will take place October 3<sup>rd</sup> from 11am to 4pm. There is a great line up of entertainers, crafters, community vendors and food.
- **Ms. Cederbaum** stated that the flea market was held on September 19th and there was a pretty good turnout.
- **Mr. Edelson** announced the launch of “Tell Your Story” that will take place at the Festival on October 3<sup>rd</sup>.
- **Mr. Woodcock** apologized for being late.

The regular OMCA Board meeting was adjourned at 9:12 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator



**COLUMBIA ASSOCIATION HIGHLIGHTS**

**FY 15**

**FY 15 Projects Completed**

Dog Park Opened  
New Owen Brown Tennis Clubhouse Opened  
Lake Kittamaqundi Pathway Loop Completed  
Haven on the Lake Opened  
New Hobbits Glen Golf Course Clubhouse Opened

**New CA Headquarters Location Selected**

**CA Received ENERGY STAR Award from EPA for Reducing its Energy Usage**

**Community and Communications**

New Covenant Policy on Abandoned Houses  
New Online Membership Purchase Capability  
Village Center Market Study Completed  
New Sister City - Tema, Ghana  
CA Reorganization Completed  
New CA Board Room with Enhanced Communications in the new  
Headquarters Building

**FY 2017/2018 Budget**

Major Focus on Facility Repair/Replacement/Upgrade and Accessibility  
Facility Assessment  
Largest Proposed CA Capital Budget  
Ten-Year Capital Plan

## FY-2015 Summary Report

CA has completed FY-2015 and the independent auditors have delivered their preliminary report to the CA Board of Directors. Here is my quick synopsis of how CA did in FY-2015 (1 May 2014 to 30 April 2015). Figures are rounded to the nearest thousand dollars.

Annual Charge Income	\$34,922,000	Money CA raises from the Annual Charge
Interest/Debt Repayment	<b>\$(1,136,000)</b>	Net of interest & bond /loan principal payments
Subtotal	\$33,786,000	
Providing services	<b>\$(17,690,000)</b>	Overall net operating cost for CA services
Subtotal	\$16,096,000	
Capital projects	<b>\$(17,361,000)</b>	Funds spent on capital projects
Cash Shortfall	<b>\$(1,265,000)</b>	

CA ended FY-2015 with a cash shortfall of \$1,265,000. This was covered by short term borrowing. For comparison, CA had a cash shortfall of \$4,557,000 in FY-2014. In terms of CA debt, at the end of FY-2015, the debt was \$30,089,000 (short term debt \$1,229,000 and long term debt \$28,860,000). This compares to FY-2014 where CA had a debt of \$29,714,000 (short term debt \$27,012,000 and long term debt \$2,702,000). CA debt increased by \$375,000. CA paid off all the Senior Secured Bonds and now has a 15 year bank loan with a 3.63% interest rate.

Below is a table which shows the breakdown of the Annual Charge amount billed via Villages for FY-2015 (figures are from July 2014). The Village figures include both residential and commercial within the boundaries of a village. Commercial and Industrial properties are industrial/offices parks outside of a village. The "Unassigned" category is a mixture of commercial and residential properties which can't be assigned to a village.

<i>Non-Village</i>		<i>Village</i>		<i>%</i>
Commercial	\$3,723,888	Dorsey's Search	\$2,411,377	8.30
<u>Industrial</u>	<u>\$1,922,035</u>	Harper's Choice	\$2,352,421	8.10
Subtotal	\$5,645,923	Hickory Ridge	\$3,379,165	11.64
		King's Contrivance	\$2,965,404	10.21
<u>Unassigned</u>	<u>\$263,826</u>	Long Reach	\$4,476,306	15.41
Non Village Total	\$5,909,749	Oakland Mills	\$2,151,657	7.41
		Owen Brown	\$3,357,880	11.56
		River Hill	\$3,464,422	11.93
Village Total	\$29,038,895	Town Center	\$2,858,421	9.84
		<u>Wilde Lake</u>	<u>\$1,621,841</u>	<u>5.60</u>
<u>Overall Total</u>	<u>\$34,948,644</u>	<u>Village Total</u>	<u>\$29,038,895</u>	<u>100</u>

**FY 2015 CAPITAL  
OAKLAND MILLS**

**AMOUNT: \$425,170.00**

**Major Projects**

Thunder Hill Neighborhood Center Plaza Renovation  
Ice Rink  
Teen Center Upgrades  
Stevens Forest Pool Upgrades  
Pushcart Pond Planning Funds

**Note:** All villages include company-wide water quality, watershed, pathways, tot lots, parking lots, bridge replacements, Going Green and Building Energy Retrofits, vehicles and equipment, company-wide HVAC replacements, facilities and equipment upgrades, and IT improvements.

The FY 2015 capital budget is \$13,819,000.00. Funds were allocated for (1) possible indoor pool architectural and engineering [\$250,000.00]; (2) engineering and architectural funding for an indoor tennis facility [\$350,000.00]; and (3) the Horse Center parking lot paving [\$28,000.00]. These amounts are not included in the village totals.

**Assessment Share**

The FY 15 Assessment Share for Oakland Mills was \$383,028.00. The total Assessment Share in FY 15 for all Village Community Associations was \$2,973,544.00.

**Questions Raised Last Year (2014)**

1. **Covenant Enforcement**

*New policy on covenant enforcement for abandoned houses has been adopted.*

2. **New Enhanced Ice Rink for Village**

*Facility assessment for Ice Rink scheduled for FY-2016. Once CA determines what is needed, then factor upgrades/repairs into long-range capital plan.*

**The covenant staffing subcommittee, established by the Oakland Mills Village Board, recommends adoption of the following Implementation section of the Oakland Mills Covenant Enforcement Process. This section covers staffing of covenant functions to best serve Oakland Mills residents.**

#### **D. Implementation**

**There are two separate Covenant Advisors – one for applications, one for violations.**

**The role of the Applications Covenant Advisor is to assist applicants seeking approval for property alterations from the Resident Architectural Committee. The Applications Covenant Advisor, among other things, provides help in submitting applications, refers applicants to the Architectural Guidelines available in the Oakland Mills Village Association office, gives advice about available resources, educates property owners about the Covenants and the Covenant process, and performs other duties as assigned.**

**The role of the Violation Covenant Advisor is to enforce the legal documents all Oakland Mills property owners signed in a manner that is impartial and friendly, but firm. The Violation Covenant Advisor receives and records complaints received from residents, employs knowledge of residential and commercial construction and maintenance practices to assess the complaint, sets deadlines, and follows up on each violation, in accordance with the timeline established by the Architecture Committee, until the work is completed satisfactorily. In addition, the Violation Covenant Advisor responds to requests for Letters of Compliance and performs other duties as assigned.**

**July 28, 2015**

**Mr. McCormack** motioned to approve sending a 15 day notice to the owner at 9739 Owen Brown Road and a resolution to the Columbia Association to commence legal action against the property for maintenance and/or unapproved exterior alterations. **Mr. Edelson** seconded. A vote was taken on the above motion and passed (6-0-0).

**Mr. McCormack** motioned to approve sending a 15 day notice to the owner at 6129 Encounter Row and a resolution to the Columbia Association to commence legal action against the property for maintenance and/or unapproved exterior alterations. **Mr. Edelson** seconded. A vote was taken and passed (6-0-0).

**Ms. Wisniewski** motioned that the agenda for July 28, 2015 (ATTACHMENT "A") be approved. **Ms. Thomas** seconded and the motion passed (5-0-0).

**Ms. Thomas** motioned to accept the July 14, 2015 OMCA Board meeting minutes (ATTACHMENT "B"). **Mr. Woodcock** seconded and the motion passed (5-0-0).

**Ms. Wisniewski** moved that the OMCA Board proclaim its deep appreciation to Scott Templin and the Columbia Association for greatly facilitating and ultimately publishing the Oakland Mills Village Center Community Plan. **Ms. Thomas** seconded and the motion passed (6-0-0).

**Ms. Thomas** motioned to defer *Section F. Evaluation* back to the Neighborhood Enhancement Advisory Committee. **Ms. Wisniewski** seconded and the motion passed (6-0-0).

**Ms. Thomas** motioned to accept the suggestions made to Chair Engelke. **Mr Verchinski** seconded. **Ms. Wisniewski** called for a Point of Order; a motion was left on the table. The motion put forth by **Ms. Thomas** was voted on and passed (5-0-0).

**Mr. Woodcock** motioned to write a letter to Howard County that it is the position of the Oakland Mills Village Association is against the placement of any gas pumps at the former Exxon site in Oakland Mills. **Ms. Thomas** seconded and the motion passed (6-0-0).

**August 11, 2015**

**Ms. Wisniewski** motioned that the agenda for August 11, 2015 (ATTACHMENT "A") be approved. **Mr. Edelson** seconded and the motion passed (7-0-0).

**Ms. Wisniewski** motioned to accept the July 23, 2015 OMCA Board meeting minutes (ATTACHMENT "B"). **Mr. Edelson** seconded and the motion passed (7-0-0).

**Mr. Verchinski** motioned to accept the Marketing Resident Survey as submitted. **Ms. Thomas** seconded and the motion passed (7-0-0).

**Ms. Thomas** motioned to accept Section A. Goals and Objectives as written. **Mr. Verchinski** seconded. A vote was taken and the motion passed (7-0-0).

**Ms. Wisniewski** motioned to add the following to the “Covenant Compliance Process,” dated January 8, 2006 to be inserted below Item A.6 “7. The Covenant Advisor enters every complaint into the Covenant Compliance Log (Created in August 2015) that tracks in detail the status of each complaint until full resolution. Effective August 12, 2015, all complaints submitted to the Covenant Advisor will be recorded and tracked in this log. All preexisting open complaints shall also be entered and tracked.” **Ms. Thomas** seconded the motion. A vote was taken and the motion passed (7-0-0).

**Mr. Verchinski** motioned to amend Section B. 3, the second sentence, change “staff member” to Covenant Advisor. **Mr. Edelson** seconded and the motion passed (7-0-0).

**Ms. Thomas** motioned to accept the amended Section B. Process. **Mr. Woodcock** seconded and the motion passed (7-0-0).

**Ms. Thomas** motioned that the OMCA Board set up a subcommittee to actually hear from the Board and any AC member some things that you want addressed in terms of evaluation of pros and cons of coming up with a staffing change. **Mr. McCormack** seconded. A vote was taken and the motion passed (6-1-0). **Mr. Verchinski** opposed the motion.

**Mr. McCormack** motioned to accept Section E with his proposed amendments. **Ms. Thomas** seconded and the motion passed (7-0-0).

### **September 8, 2015**

**Mr. Verchinski** motioned that the agenda for September 8, 2015 (ATTACHMENT “A”) be approved. **Ms. White** seconded and the motion passed (6-0-0).

**Mr. Edelson** motioned to accept the August 11, 2015 OMCA Board meeting minutes (ATTACHMENT “B”). **Mr. Woodcock** seconded and the motion passed (6-0-0).

**Ms. Thomas** motioned to accept the NEAC Covenant Violations Process Section C: Timeline as amended. **Mr. Verchinski** seconded and the motion passed (7-0-0).

**Ms. Thomas** motioned to accept the “*NEAC Covenant Violation Process Section C Timeline*” (*as revised*).

**Mr. McCormack** seconded and motion passed (5-0-0). (**Mr. Verchinski** and **Ms. Wisniewski** did not vote as they were discussing specific wording).

**Ms. Thomas** proposed writing a letter to the County Executive and the County Council that it was very important to change the current process and eliminate the process of fee in lieu. **Mr. Woodcock** motioned to write the proposed letter. **Mr. McCormack** seconded and the motion passed (6-0-0). (**Ms. Wisniewski** stepped out of the meeting and did not vote).



**Ms. Thomas** motioned to approve the guiding principles of the Marketing Committee. **Mr. McCormack** seconded and the motion passed (7-0-0).

**Ms. Wisniewski** voted to move the meeting to a closed session to discuss legal and personnel issues. **Mr. Edelson** seconded and the motion passed (7-0-0).

October 13, 2015

I AM VERY CONCERNED ABOUT THIS BY- LAW VIOLATION. IT SHOULD NEVER HAVE OCCURRED AND I PERSONALLY HOLD STAFF ACCOUNTABLE. FLASHBACK TO WHEN I CONSIDERED RUNNING FOR THE BOARD. I RECEIVED A LETTER DATED FEBRUARY 11, 2014 WHICH STATED IN BOLD AND ITALICISED LETTERS THE FOLLOWING:

BECAUSE OF THIS RESPONSIBILITY, THE OAKLAND MILLS BY LAWS STATE THAT MEMBERS OF THE OMCA BOARD MUST OBTAIN A " CERTIFICATE OF COMPLIANCE" WITHIN 60 DAYS OF ELECTION TO THE BOARD

WE WHO WERE ELECTED IN 2014 WERE TOLD IN NO UNCERTAIN TERMS THAT WE HAD TO COMPLY IN ORDER TO SERVE ON THE BOARD . KAY, I VAGUELY REMEMBER HAD TO REPAINT A FRONT DOOR. BILL MCCORMACK HAD TO DO SOME MAINTENANCE WORK.

FAST FORWARD TO TODAY. EVERYONE RUNNING FOR THE BOARD IN 2015 GETS THE SAME LETTER YET THIS YEAR A BOARD MEMBER WAS GIVEN A PASS FOR SOMETIME AND THE BOARD WAS NOT INFORMED. THE RAMIFICATIONS ARE THAT WE NOW HAVE TO REDO OUR MOTIONS. SAD TO SAY THAT THIS SITUATION HAS OCCURRED IN THE PAST PER DISCUSSIONS WITH CURRENT BOARD MEMBERS. APPARENTLY, IN ONE CASE A BOARD MEMBER WAS ALLOWED TO STAY AND VOTE FOR AN ENTIRE YEAR WITHOUT SECURING A CERTIFICATE OF COMPLIANCE.

ENQUIRING MINDS HAVE TO ASK, WHY HAVE SOME BOARD MEMBERS BEING GIVEN A PASS AND WHAT OTHER ISSUES ARE OUT THERE THAT HAVE NOT BEEN BROUGHT TO THE BOARD'S ATTENTION?

**Manager's Report, Sandy Cederbaum  
Oakland Mills Community Association  
October 13, 2015**

Assisted NEAC with information gathering on PSE from village and covenant staffing information and attended meetings relating to the same.

Reviewed the staff remarks from the FY17/FY18 budget submissions and will discuss those with village managers at upcoming meeting and will report back to board.

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Facility Inspections: participated in annual facility inspections with CA of all four OM facilities.

Attending a meeting with CA contractors which was followed up a ½ day facility survey of the Other Barn - structural and mechanical as part of CA's facility assessment.

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Fall Festival – made the determination to cancel the Fall Festival based on the weather forecast and the State of Emergency. We had to err on the side of caution. This was a difficult decision.

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Along with Marcia White helped to organize the pavement painting on the sidewalk and on Robert Oliver Place.

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Worked through a month long Verizon phone hacking issue which was successfully resolved.

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# Attachment J

Since the current Covenant Advisor, Deb Bach, is resigning, effective October 16, the Board will need to move promptly in replacing her. (The recommendation to adopt a Two-Person model will be discussed under the Agenda item regarding the Staffing Committee's recommendations.)

Fortunately, our Village Manager served as Covenant Advisor in Dorsey's Search so we will have the benefit of her experience in the interim, along with the services of Tom Dudek, who works on Compliance Letters and other AC tasks.

The **new process**, using the Timelines approved by the Board in September, are in what I think of as the Beta Test Phase. This gives us a chance to see if any of the language needs tweaking before we eventually publish the complete new process. The main clarification at this point is that when a resident DOES respond to a violation notice and demonstrates willingness to correct the problem, the Covenant Advisor has up to 6 months to work on remedial action.

If it repairs take longer than that, the Covenant Advisor and AC Chair present the issue to the Architecture Committee to ask for additional time. (Complicated repairs often need longer timelines because of contractor schedules, weather, etc.) This also gives the Board a chance in cases of financial hardship to explore county rehab funds, etc.

I think that was the Board's intent; it's just a matter of clarifying it in the Timeline.

As part of the process, I've made **11 site visits** and validated 9 of the complaints. I am now glad that we didn't set 5 working days as a hard and fast deadline for initial site visits because it was impossible to get a good look at several properties during the extended rainfall the week of the hurricane. Other than that, it's not a burdensome task because it doesn't require a 360 review--just an assessment as to whether the items listed in the complaint are valid.

For future reports, what would be useful? Do you want monthly data on complaints, updates on cases that are currently with CA, RAC approvals? Also, as part of the job description, do you want the Covenant Advisor(s) to attend the first meeting of each month or would you prefer a summary from me?

Kay Wisniewski'  
AC Chair

**Arts Advisory Committee Report**

October 13, 2015



Before



After



At Work



Pizza Break

Oakland Mills High School Arts Honors Students and their teacher, Kiersten Bram, repainted the Oakland Mills Village logos on Robert Oliver Place on October 5 and 6. The students worked for several hours each afternoon after school and did an excellent job!

I would like to request that a donation be made by the board to the OMHS National Art Honor Society, Attn: Kiersten Bram, 9410 Kilimanjaro Rd., Columbia, 21045. The money would be used for field trips, supplies, and projects for these students.

Coming up:

- Flag design contest Village wide
- Public mural in Village center
- Community art/food/music? event Spring 2016

**Marketing Oakland Mills  
Help Us Tell Our Story!  
October 13, 2015**

1. New Resident Survey Implementation: CA staff have not yet provided the addresses we need to reach out to residents of OM who have purchased here within the last three years.
2. Tell Your Story! Unfortunately, the Fall Festival was cancelled due to inclement weather. Oakland Mills High School identified four journalism students to help with filming and video editing. The committee and OM staff will work together on an alternate kick-off event. A new resident of OM joined the Marketing Committee and brings with him years of experience in media. He has offered to contact a local TV producer to hold a workshop with the OMHS students who volunteered for the Tell Your Story! kickoff event. The Marketing Chairperson will collaborate between school administration and our committee member to arrange this.
3. Website: Committee information is much easier to locate on the website now. On the "Committees" page, each committee is listed in alphabetical order, and clicking the + symbol next to the committee opens all of its contact information, reports, and other relevant documents.
4. The Marketing Committee met on September 21 and discussed other ways to market OM. These include:
  - Developing an Oakland Mills One-Pager highlighting community attributes for potential development, businesses, and residents.
  - Inviting newsmakers with local ties to speak to the community (Marketing Chairperson is already working on one person)
  - Broadcasting information about our residents - who are they? what are their talents and accomplishments? This could be done by soliciting information from residents and featuring a person in each newsletter.
5. The Chairperson reviewed the draft letter from Bridge Columbia to the Baltimore Regional Transportation Board and provided demographic statistics about the Oakland Mills Census Tract to bolster the argument that the Bridge would serve a socially and economically diverse community needing economic development.