



oakland mills
we value connections

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

July 28, 2015

Architecture Meeting

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

Absent: Marcia White

Ms. Wisniewski called the Architectural meeting to order at 6:46pm.

9739 Owen Brown Road (ARCHITECTURAL ATTACHMENT "A")

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.

Ms. Bach stated she had emailed all Board members the amended list of violations that will be included in the 15 day notice per **Mr. Verchinski's** request.

Ms. Thomas asked **Ms. Bach** if the Board should proceed. **Ms. Thomas** asked about the basketball hoop close to the property. **Ms. Bach** said it was reported to TellHoCo. **Ms. Bach** also stated that due to the location of the basketball hoop, it is not necessarily the property of 9739 Owen Brown Road.

A vote was taken on the above motion and passed (5-0-0).

6129 Encounter Row (ARCHITECTURAL ATTACHMENT "B")

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 discussion ensued regarding correspondence with resident and the timeline that has elapsed. There was concern regarding how long the legal process takes.

Mr. Verchinski requested that the following email from resident Phil Engelke dated June 18, 2012 be read into the minutes:

"Hi Deb

Sorry to bother you while you're dealing with "tree wars" but I did stop by 6129 Encounter Row today. Deb, the property has not been repainted unless you would consider that its not raw siding as a paint job. It is still in two shades of green (here and there) and only partially repainted as it has been for years. The siding has been repaired with a material differnt than the original. There are exposed plugs where they have blown in

insulation all the way around the house. There is a rusted exposed pipe coming through the siding out of the kitchen wall. (a drain?)

The gutters are completely rotted through on the side of the house. and some are falling down. There is nailed up plywood under the glassed in atrium and it is peeling away from the house.

The house is a complete eyesore and to make matters worse its an eyesore on my street. 6129 cannot possibly fall within the covenant guidelines. How do I file a formal complaint about this property? I do have photos. Thanks for your help”

He questioned why the violations listed in the email were not addressed in a timely fashion and a part of the current 15 day notice. **Ms. Bach** stated that the violations listed in the 2012 email had been corrected and were a separate violation situation.

A vote was taken and passed (5-0-0).

Regular OMCA BoD Meeting

Mr. McCormack called the regular meeting of the OMCA Board of Directors to order at 7:08 pm.

Present: Bill McCormack, Jr., Board Co-Chair; Virginia Thomas, Board Co-Chair; Jonathan Edelson, Vice-Chair; Kay Wisniewski, AC Chair; Reginald Avery, CA Board; Paul Verchinski; Bill Woodcock; Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator

Absent: Marcia White

Also Present: Milton Matthews, CA President; Scott Templin, CA; Jeanne Lay; KC Lay; Rita Gupta; Anthea Pecot; See Resident List

Opening of Meeting

- **Ms. Wisniewski** motioned that the agenda for July 28, 2015 (ATTACHMENT “A”) be approved. **Ms. Thomas** seconded and the motion passed (4-0-0).
- **Ms. Thomas** motioned to accept the July 14, 2015 OMCA Board meeting minutes (ATTACHMENT “B”). **Mr. Woodcock** seconded and the motion passed (4-0-0).

Certificate of Appreciation Presentation to Scott Templin

- **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 (5-0-0).
- **Mr. McCormack** read the Certificate of Appreciation being given to Scott Templin for all of his assistance on the Oakland Mills Village Center Community Plan. Mr. Templin thanked the OMCA Board and staff.

Resident Remarks

- Girl Scout Troop 4869 members, KC Lay, Rita Gupta, and Anthea Pecot, discussed a service project they are currently working on regarding Monarch Butterflies – Milkweed Population Decline. An explanation of the project was given. In an effort to help with increasing milkweed, the three Girl Scout members have scattered milkweed seeds at Talbott Springs ES, Oakland Mills HS, Child’s Garden Nursery School. They are also handing out packets to residents who are interested. **Mr. McCormack**

asked if they were following up after scattering the seeds. They stated that yes; they are checking on the seeds at the school, watering them and ridding the plants of aphids.

- Resident Jeanne Lay, 4869 Girl Scout Troop Leader, was also present. She stated the Troop had also done other service projects, one being creating 47 first aid kits and giving them to the Soccer Association of Columbia.

Kirit Parmar, Owner of Former Exxon Site, Site Update

- Provided background information since his purchasing of the former Exxon site.
- He has spoken with Howard County government about possibly building office space with an upscale Dunkin Donuts on the bottom floor of the building. The County has indicated they will get back to him in 3-6 months regarding this proposal.
- He is spending a lot of money currently in maintenance, taxes, CA fees, and not getting any return revenue.
- **Ms. Thomas** asked Mr. Parmar who he was working with at the County. Mr. Parmar responded he had a meeting with County Executive Kittleman.
- Further discussion regarding different possible options for the site took place.
- **Mr. Edelson** referred to the Market Study that was recently completed that stated office space will not work within the village. He asked Mr. Parmar how long he would wait for an answer regarding the office space until he would go ahead and build the Dunkin Donuts/Baskin Robbins that he had discussed prior. Mr. Parmar responded, "That is the question."
- **Ms. Thomas** asked Mr. Parmar if he felt he had the legal right to put a gas station on the property. Mr. Parmar stated yes he did. The original deed was modified to include the possibility of building a gas station on this property.
- **Ms. Thomas** stated she has been asked by many residents if Mr. Parmar would be willing to tear up the concrete and plant grass at the site. Mr. Parmar stated that the property was already costing a lot of money.
- Mr. Parmar asked what suggestions the Board/residents have for the space. The residents replied a Dunkin Donuts.
- **Mr. Edelson** asked if Mr. Parmar has considered the newly empty bank building. **Mr. McCormack** asked if Mr. Parmar had considered meeting with other developers to work on the site together. Mr. Parmar stated he was supposed to meet with Steven Whalen. Mr. Parmar asked for the OMCA Board's assistance to help in working with County Executive Kittleman.

Neighborhood Enhancement Advisory Committee Report (ATTACHMENT "C")

- Committee Chair Lynn Engelke gave an introduction about the committee. The committee is looking at all things to do to improve Oakland Mills. The committee is first looking to address covenant issues. The committee came up with a draft proposal to submit to the OMCA Board for review "Oakland Mills Covenant Enforcement Process: Proposed Update – July 22, 2015" (ATTACHMENT "D").
- Resident Donna Koelle expressed concern over Section F, suggested changes.
- Resident Jon DiTimasso expressed concern over anonymity issue. **Mr. Verchinski** responded that some residents do not want to be anonymous and want follow up on the complaint they issued. Resident DiTimasso stated that that will need to be clarified in the document. Resident DiTimasso also stated he was uncomfortable with the idea of a resident filing a complaint and that complaint turning into a 360 degree review.
- **Mr. Edelson** stated the document was reasonable and well done. He did not agree with the curbside inspection of properties, this process needs to be careful and specific. Regarding the 360 degree review, it must first be clarified that the complaint is actually a violation. If the complaint is not a valid violation, a 360 review is not necessary.

- **Mr. Avery** stated that if the whole process if being reinvented, there needs to be clarification.
- **Ms. Thomas** stated that the committee did a great job. One item she suggested adding was some sort of data tracking system. She suggested setting up a subcommittee to develop a data collection system and have the proposed tracking system ready by August 6th. **Mr. Edelson** expressed concern over the quick timeline. **Ms. Cederbaum** stated that there is currently a data tracking system already set in place.
- **Mr. Woodcock** thanked the committee for their work. He agreed with the concerns regarding the anonymity issue and the concerns over immediately performing a 360 review. He also stated that it might be important to have the Covenant Advisor attend the Board meetings to give updates regarding architectural issues. He liked the idea of 2 Covenant Advisors.
- **Ms. Wisniewski** stated that the curbside review could look at the same issues that are reviewed by the newly adopted CA Abandoned Property Guidelines. She suggested additional items to be added to the list.
- Resident Barbara Heazel expressed her concern over the 360 degree review. She stated that it would be important to make sure the initial complaint is valid.
- **Mr. Dorton** wanted to add driveways and “junk” on the front porch as items that are problematic.
- **Ms. Wisniewski** suggested an educational piece of the covenants to help people understand what is included.
- Resident Paul Wisniewski stated that the complaint should not be made a violation until it needs to be. Provide residents the opportunity to correct the area of concern.
- Discussion was held as to how to proceed with the document and the suggested changes.
- **Ms. Thomas** motioned to defer *Section F. Evaluation* back to the Neighborhood Enhancement Advisory Committee. **Ms. Wisniewski** seconded and the motion passed (5-0-0).
- **Mr. McCormack** provided suggestions to proceed: 1. Subcommittee for data and tracking; 2. Getting residents’ feedback on proposal as it exists; and 3. Meet as a Board to talk about what we agree on and what we don’t.
- Discussion occurred regarding the 360 degree review and if it is appropriate the way it is suggested.
- Committee Chair Lynn Engelke listed the suggested changes to make to the document. **Ms. Thomas** motioned to accept the suggestions made to Chair Engelke. **Mr Verchinski** seconded.
- Clarification regarding how to proceed was proposed by **Ms. Thomas**. Chair Engelke will send changed document to the Board for review. The changed document will be given to Ms. Cederbaum to send out to residents and will be possibly voted on August 11th. A discussion regarding the next step occurred. **Mr. McCormack** stated that after Chair Engelke amends the document, it will come back to the OMCA Board. At the August 11th Board meeting further discussion will take place.
- (**Mr. Verchinski** stepped out of meeting).
- **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 (4-0-0).

New Business

(**Mr. Verchinski** came back into the meeting.)

- **Ms. Thomas** stated that a decision needed to be made regarding the gas pumps on the former Exxon lot.
- **Ms. Thomas** discussed the CA budget process and what amount to request from CA during the budget process for a Sports Complex feasibility study Budget testimony to CA will include a request of \$200,000 for a sports complex feasibility study. A letter should be send to County Executive Kittleman and Councilman Ball with a request for \$100,000 for a feasibility study for a multi-use sports complex in Oakland Mills. She also suggested asking the delegation for \$100,000. **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 (5-0-0).
- **Mr. Woodcock** will write the letter to the County regarding this issue.

- **Ms. Wisniewski** will draft a letter to CA with a request for \$100,000 for a sports facility feasibility study to the County and to the state delegation letters will include statement or work.
- **Ms. Wisniewski** distributed a letter of compliance that was sent to new homeowners on Stevens Forest Road that are making significant changes to their property, dated July 24, 2015. **Mr. Verchinski** requested an addendum be sent regarding the changes being made to the property and their need for approval by the RAC or risk being asked to have those changes be taken down. **Ms. Cederbaum** will ask **Ms. Bach** to send the addendum.
- **Mr. Verchinski** brought up concern regarding the Grande Point trash enclosure and the location of trash enclosures overall in the Village. The location of the trash enclosures is something determined by the County and the County is not checking with OMCA, it is only checking in regards to zoning. **Mr. Avery** asked to table this discussion due to the late hour. **Mr. Verchinski** stated he is willing to bring this issue up again. He stated he had originally brought it up two years ago. **Mr. McCormack** asked **Mr. Verchinski** if he had an idea as to how to fix the issue. **Mr. Verchinski** stated it could be an issue for New Town Zoning. **Mr. Verchinski** stated that to deal with the immediate situation, a letter should be sent to Grande Point.

Board Bulletin Board

- **Ms. Woodcock** stated that it might be of interest to the OMCA Board to listen to the County Council hearing from 7/13 in regards to MIHU's.
- **Ms. Warren** announced the Oakland Mills Community Pool Party/National Night Out will be held next Tuesday, August 4th at 6:30pm.

The regular OMCA Board meeting was adjourned at 9:41 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

Follow Up:

Board: **Mr. Woodcock**: Letter to County Executive regarding Exxon lot and OM Board's position on future gasoline station.

Ms. Wisniewski, Letter to County Executive and Councilman Ball and to State Delegation requesting funds for a sports complex feasibility study

Staff: **Ms. Cederbaum** will ask **Ms. Bach** to attach an addendum to the letter sent to a property on Stevens Forest Road.



**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

6:45 p.m. Architecture Committee Meeting

July 28, 2015

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 July 14, 2015 meeting
- 7:05 p.m. Certificate of Appreciation Presentation to Scott Templin,
CA Community Planner, thanking him for his assistance with
The OM Village Center Community Plan.**
- 7:15 p.m. Resident Remarks**
- 7:20 p.m. Kirit Parmar, Owner of former Exxon Site, Site Update**
- 7:50 p.m. Neighborhood Enhancement Committee Report, Paul Verchinski & Lynn Engelke**
- 8:10 p.m. New Business**
- 8:20 p.m. Board Co-Chair Remarks, Virginia Thomas and Bill McCormack**
- 8:30 p.m. Board Bulletin Board**
- 9:00 p.m. Adjourn**

Upcoming Events:

July 28, OMCA Board, 7:00 p.m. Architecture Committee, 6:45 p.m.

August 4, OMCA Pool Party and National Night Out

August 11, OMCA Board, 7:00 p.m.

August 12, Solar Coop Presentation, 7:00 p.m.

~~August 25, OMCA Board, 7:00 p.m. CANCELLED~~

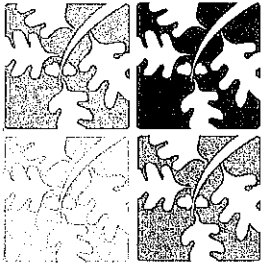
August 30, Jazz in the Mills Presents Kristine Key, 5:00 p.m.

Sept. 8, OMCA Board, 7:00 p.m.

Sept. 19, OM Flea Market, 9-noon

Sept. 22, OMCA Board, 7:00 p.m.

Oct. 3, 2015, Fall Festival, 11 - 4



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July 14, 2015

Regular OMCA BoD Meeting

Mr. McCormack called the regular meeting of the OMCA Board of Directors to order at 7:05 pm.

Present: Bill McCormack, Jr., Board Co-Chair; Virginia Thomas, Board Co-Chair; Jonathan Edelson, Vice-Chair; Paul Verchinski; Marcia White; Bill Woodcock; Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator

Absent: Kay Wisniewski, AC Chair; Reginald Avery, CA Board

Also Present: Gerry Witte, PSAC; Deb Bach, Covenant Advisor; See Resident List

Opening of Meeting

- **Ms. Thomas** motioned that the agenda for July 14, 2015 (ATTACHMENT "A") be approved. **Mr. Woodcock** seconded and the motion passed (6-0-0).
- **Ms. Thomas** motioned to accept the June 23, 2015 OMCA Board meeting minutes (ATTACHMENT "B"). **Mr. Woodcock** seconded and the motion passed (6-0-0).

Resident Remarks

- Resident Jervis Dorton was present to discuss maintenance of properties in Oakland Mills. He does not feel the current system is working. The current By-Laws and Policies are not stringent enough. He would like to see them rewritten.
- **Ms. Thomas** asked how Oakland Mills Covenants compare to other Columbia villages. Resident Dorton responded that he had not read the other villages covenants.
- **Mr. McCormack** stated that the attorney that the OMCA Board hired looked at the covenants and gave a response. The Board is in the process of reviewing her response and determining where to go from there.
- **Mr. Edelson** stated that he agrees changes need to be made by Oakland Mills, but other agencies involved need to stay on top of appearance related items; leaning signs, mismatched patching.
- Resident stated that covenants do not seem to be enforced relating to proper maintenance of homes. **Mr. McCormack** stated that the OMCA Board is currently working on that.

- **Mr. Verchinski** stated that a newly formed Neighborhood Enhancement Advisory Committee will be meeting to address this issue on Wednesday, July 22nd, at 7pm.
- Resident Michael Knott stated that when looking at other HOA's, please keep in mind what entity is responsible for what.

New Business

Abandoned Notice Resolution for Mowing – 6151 Agail Place (ATTACHMENT “C”)

- **Deb Bach, Covenant Advisor**, was present to answer any questions regarding the request. She stated that CA is ready to go if the OMCA Board votes yes.
- **Mr. Woodcock** asked if the resolution was going to cover anything beyond mowing. **Ms. Bach** responded that the resolution includes the exterior lot overall.
- **Mr. Edelson** asked for a clarification regarding CA's Abandoned Property Policy. He also asked about a 360 degree review. **Ms. Bach** stated that the 360 has been done and all violations have been included plus an additional 2 violations that were brought to her attention.
- **Ms. White** asked if CA would continue to mow as long as needed.
- **Ms. Bach** responded yes.
- **Mr. Verchinski** asked why no there was not a check on “...place a flag on assessment properties...” or “...deny use of CA facilities...” **Ms. Bach** responded that there is currently no know owner.
- **Mr. Verchinski** asked if a 15 day notice and if a second 15 day notice had been sent. **Ms. Bach** stated that the property is abandoned. **Mr. Verchinski** stated that there is an address, why can't we send a notice.
- **Ms. Bach** stated that currently it is most important to get the grass mowed.
- **Mr. Edelson** motioned to approve signing and sending the resolution to CA. **Mr. McCormack** seconded and the motion passed (6-0-0).

CA FY17/18 Budget Discussion, Oakland Mills Budget Requests

- Gerry Witte, PSAC Chair, was present with his amended CA budget request (ATTACHMENT “D”). **Ms. White** motioned to have Mr. Witte's statement attached to the OMCA CA FY17/18 Budget Request that will be submitted by the OMCA Board. **Mr. Edelson** seconded and the motion passed (6-0-0).
- Mr. Witte also updated the Board regarding the bamboo growth on Encounter Row and Camelback. The bamboo has been removed. He also stated that regarding the wooden fence that was broken and causing a hazard, **Mr. Edelson** had given him a person to contact at the HRD, but he has not been able to get in touch.
- The CA FY 17/18 Budget Input Schedule was distributed (ATTACHMENT “E”).
- **Ms. Cederbaum** stated that she and Susan Azoulay, OMCA Facility Coordinator, will do a walkthrough of all of OMCA's buildings to see if anything is needed and should be included on the request.
- **Mr. Verchinski** asked to include a request to inquire about the required update of the CA and Villages Management Agreement Administering the New Town of Columbia. This document was last updated in 2007 and is supposed to be updated every 3-4 years.
- **Mr. Edelson** requested that the \$100,000 fund for village requests be continued.
- **Ms. Cederbaum** stated that CA's legal department has requested a full-time “Covenants Administrator.” The OMCA Board agreed to support the request for funding for this position. **Ms. Cederbaum** also asked if the OMCA Board supported the continuation of funding for Columbia Swims and if they were going to request funding for the feasibility study for the Oakland Mills Multi Use Sports Complex. The Board agreed to request and/or support both of these items.

- **Mr. McCormack** would like CA to look into deer management; possibly having the mowing schedule 40% minimally mowed; 40% not mowed.
- **Mr. Edelson** stated he would like to see a request in the funding for a program with Officer Buchanan to engage at-risk youth. He also stated the reduced rate at the Talbott Springs pool should continue.

Former Exxon Site

- **Mr. McCormack** read the resolution stating that the OMCA Board does not support a gas station on the former Exxon site as it is not compatible with the Oakland Mills Village Center Community Plan.
- **Ms. Thomas** stated that the OMCA Board should take a position for no gas station so it is on record.
- **Mr. Edelson** stated that according to the VCCP anything within the Village boundary has to come before the Board. He also stated that he would like to have the lot owner come in and talk to the OMCA Board before any action is taken.
- **Ms. Thomas** requested that the owner be invited to either the 7/28 or the 8/11 Board meeting.
- **Mr. Verchinski** stated that the FDP for the site allows a gas station regardless of the VCCP.
- **Ms. White** stated that there are limitations as to what can go on that property. **Ms. Thomas** responded that the limitations are in the deed.
- **Mr. McCormack** stated the OMCA Board should move forward.
- **Mr. Verchinski** motioned to put forth a resolution stating that the OMCA Board does not support a gas station on the former Exxon site as it is not compatible with the Oakland Mills Village Center Community Plan. **Ms. Thomas** seconded and the motion passed (6-0-0).

Board Co-Chair Remarks, Virginia Thomas and Bill McCormack, Co-Chairs

Ms. Thomas stated that the OMCA Board met with Councilman Calvin Ball and discussed many of the current projects affecting Oakland Mills: Multi Use Pathway, Streetscape, Reinventing Oakland Mills, Bridge, New Town Zoning, and Education.

Manager's Report

- **Ms. Cederbaum** distributed her report and the Request for Funds from the Villages Contingency Fund Village Employee Salary Study (ATTACHMENT "F" and "G").
- She stated that 5 villages have approved the fund request for this purpose, 2 villages have not yet met. She will get an update from the Village Manager's meeting in August. This type of study has not been done since 2007. It is at a zero cost to the villages.
- **Mr. Edelson** asked why there was no overall standard for all villages.
- **Mr. Verchinski** asked if CA determines the village manager categories. **Ms. Cederbaum** responded, no the company hired will compile the job descriptions as part of their study. **Mr. Edelson** asked if CA does it for the villages as a whole or for each individual village. **Ms. Cederbaum** stated that it is for all the villages as a whole.
- **Mr. Edelson** asked if a presentation would be made to each village Board. **Ms. Cederbaum** stated that the salary study company would meet with the village board along the way.
- **Mr. Edelson** motioned to support the use of the villages' contingency fund for the village employee salary study. **Mr. Woodcock** seconded and the motion passed (5-1-0). **Mr. Verchinski** voted against supporting the use of the villages' contingency fund for the village employee salary study since all staff had received annually approximately a 3% annual COLA since 2007 or approximately a 25% increase in pay therefore there was no need for a study.

Committee Reports

Education

- The education committee did not meet today. **Mr. Edelson** has followed up with the Board of Education regarding busing students to Stevens Forest ES. He gave background information regarding this issue.

Marketing

- **Mr. Edelson** stated the mission and the objective for the committee are still being developed. A suggestion the committee is looking to pursue is attaching Oakland Mills to Blandair Park, among other ideas that were discussed at the meeting. The committee will be putting together a survey to distribute to Oakland Mills residents to help put together a marketing strategy.
- **Ms. Thomas** suggested writing a letter to County Executive to get signage for Oakland Mills regarding Blandair Park with a cc to John Byrd.

Safety

- **Mr. Woodcock** reported that after speaking with property management regarding the abandoned cars at Grande Pointe that were brought to the OMCA Board's attention at the last Board meeting by Officer Buchanan have all been removed.
- Resident Freudis Beckerman asked about addressing the bike path and its safety. **Mr. Verchinski** requested a letter be written to CA regarding maintaining all 50 feet of pathway as the downtown partnership agrees to maintain the full 50 feet of the pathway, the bridge to Stevens Forest Road. **Mr. Verchinski** motioned to have a letter sent to CA stating as follows: that as part of the easement agreement between Howard Hughes and the downtown partnership that they be responsible for maintaining the full 50 feet of the easement as long as they have the easement. **Ms. Thomas** seconded and the motion passed (6-0-0).

Housing

- **Mr. McCormack** stated that a 2011 HUD study focused on the deconcentration of low income housing. The Supreme Court and President Obama in the last month have reinforced their want to deconcentrate low income housing. **Mr. McCormack** will be emailing Tom Carbo, HC Director of Housing, to set up a meeting to start making this happen in Columbia.
- **Ms. Thomas** asked about 6141 Commitment Court. A request was made by the OMCA Board asking Howard County Department of Housing to change the way the county does business, change the County guidelines; when selling a house, but the OMCA Board has not seen the changes. **Mr. McCormack** will email Tom Carbo about 6141 Commitment Court. A resident requested that the County be contacted regarding the mess and debris that is being left at this address while it is being worked on. **Mr. McCormack** will email Tom Carbo regarding this issue.

Art Advisory

- **Ms. White** explained a program she has been looking into called *Artomatic*. She has looked into the space by Food Lion, but has not been successful receiving return calls. She is planning on contacting the manager of Food Lion to see if they can let her in that space.

- She has contacted the Oakland Mills HS GT Arts teacher to see if her students could paint Robert Oliver artscape. She is also looking for the students to design banners to hang on the poles in the village center to enhance area.

Neighborhood Enhancement Advisory Committee

- The first meeting of this committee was held on June 1, 2015. Many ideas were discussed. The second meeting will be held on July 22nd at 7pm at The Other Barn. The committee is looking for input from residents.

Board Bulletin Board

- **Ms. Warren** announced that the Lyme Disease Presentation will take place on Thursday, July 23rd at 7pm at The Other Barn. The HC Health Department will be there as well as Kandice Dickover, Howard County Lyme Disease Support Group.
- **Ms. Cederbaum** stated that at the July 28th meeting, a resolution would be given from the OMCA Board to Scott Templin, CA, to acknowledge appreciation for his work on the OM Village Community Center Plan.
- **Mr. Woodcock** discussed assessing how we as a village are doing using Outcome Based Management. **Ms. Thomas** added that she thinks this is a positive idea and would like to see the Board and the Village staff work together and asked if this is something the Board would like to go forward with. **Mr. Verchinski** motioned to have a Board subcommittee set up to explore outcome management for both the management and the staff and that the subcommittee would report back on what the recommendations find. **Mr. Woodcock** seconded and the motion passed (6-0-0).
- **Mr. Verchinski** stated that he would like to follow up after the meeting with Councilman Ball regarding New Town Zoning. The County is moving ahead with regulations for New Town Zoning and it will affect all ten villages. **Mr. Verchinski** asked to put a motion forward to instruct Sandy as follows: to secure \$35,000 from the Villages Contingency Fund to hire a lawyer versed in New Town Zoning to represent all ten villages to evaluate County and other proposals for the impact on the 10 villages. **Mr. Verchinski** stated that he feels this is a crucial step at this time. **Ms. Thomas** seconded the motion.
- **Ms. Thomas** questioned if it had to be a lawyer, as opposed to an individual who specializes in zoning. **Mr. Verchinski** disagreed, stating it should be a lawyer. **Ms. White** asked to table the motion. **Mr. Edelson** seconded tabling the motion at this time. **Mr. Verchinski** gave additional reasoning as to why he felt it was important for the villages to get ahead on this issue. He also suggested **Ms. Thomas** and **Mr. McCormack** speak with other village Board chairs regarding this issue. **Mr. Edelson** asked **Ms. Cederbaum** if the Village Contingency Fund can be used for something that does not impact all ten villages. **Ms. Cederbaum** responded she is not sure, but she will look into that. **Mr. McCormack** asked for clarification as to how to proceed if a motion has been made to table the motion and the motion to table has been seconded. **Ms. Warren** stated that if a motion has been made to table a motion and the motion to table is seconded, a vote should be taken as to whether to table the motion. If the motion to table is granted, discussion of the motion should stop and the motion does not come back up for discussion until it is put back on the table at a later meeting. **Mr. Woodcock** called for a Point of Order, what motion was being discussed. **Mr. Woodcock** stated he is in favor of tabling the motion as more information is needed as to where the other villages are on this matter. **Ms. Thomas** stated that we do need to move fast on this issue and meet with the other Village Board chairs. **Mr. Edelson** stated that we should move quickly and he is not sure if finding out where the other villages are on this matter needs to be in an official meeting. **Mr. McCormack** called for a vote regarding tabling the motion. The motion passed (4-2-0). **Mr. Verchinski** and **Ms. Thomas** voted against tabling the motion.
- **Mr. Verchinski** announced the Solar Coop Information Session will take place on Wednesday, August

12th at 7pm at The Other Barn. OMCA is looking to get somewhere around 25% cut on solar installation within all of homeowners in Columbia.

The regular OMCA Board meeting was adjourned at 9:29 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

Follow Up:

Board: Mr. McCormack will contact Mr. Carbo about 6141 Commitment Court with regard to Construction debris and unkempt site.

Ms. Thomas and Mr. McCormack will contact the other village board chairs to set up a meeting to discuss New Town Zoning.

Staff: Ms. Cederbaum will inform the other villages that the board passed the request for Funds from the Contingency Fund for a salary study of all village employees.

Ms. Cederbaum will send a letter to Milton Matthews requesting that CA require HHC and The Downtown Partnership to maintain the entire 50' right of way on the multi-use Path from the bridge to Stevens Forest Road.

Ms. Cederbaum will write to Rec and Park asking for signage at Blandair Park to Direct folks to the Oakland Mills Village Center.

DRAFT

**GOOD NEIGHBORS / GOOD NEIGHBORHOODS
Oakland Mills Neighborhood Enhancement Advisory Committee**

**MEETING NOTES
22 July 2015, 7:00-8:30 pm**

This was the second meeting of the Neighborhood Enhancement Advisory Committee. Over 46 people attended.

A. The agenda began with introductions, during which people voiced their reasons for attending and their areas of interest and concern. These included:

1. Threats to property values
2. Foreclosed, abandoned, and condemned houses
3. Residential and commercial property maintenance issues
4. Long-term covenant compliance problems with no resolution
5. Maintenance of CA properties in Oakland Mills
6. Lack of covenant enforcement
7. Lack of communication re status of covenant enforcement/resolution
8. Lack of easy access to or information about the covenants -- What is or isn't a violation?
9. HOA responsibilities for covenant compliance
10. OM/CA/HC jurisdiction over problematic properties
11. OM/CA/HC jurisdiction over number of people residing in a house, number and parking of vehicles, etc.
12. Increasing 'curb appeal' of houses
13. Safety and security concerns
14. Storage of trash cans
15. Driveway maintenance
16. Newspapers in driveways

B. The goals for the meeting were outlined as follows:

than Oakland Mills have revised these processes within the past two years. In light of current market conditions, and as recommended by legal advice obtained by the Board, the Oakland Mills Covenant Enforcement Process is overdue for review.

22 July 2015: NEAC meeting to be held to consider a draft revision to the Oakland Mills Covenant Enforcement Process, based on research and review findings. An updated Covenant Enforcement should include tight deadlines, foster transparency, and respect the rights of all residents. When finalized, the proposed revision will be presented to the Oakland Mills Board for their consideration.

D. Review: Issues and Procedures in Other Columbia Villages

The draft proposed update of the Oakland Mills Covenant Enforcement Process was grounded in research into best practices followed by the other nine Columbia Villages, as well as the guidelines from the Columbia Association. A summary of the findings was handed out to all attendees for their review.

The following, from Wilde Lake Village, was brought forward by one attendees for consideration:

From time to time (approximately every three years), the Wilde Lake Community Association employs a Property Standards Evaluator to perform curbside inspections of properties within Wilde Lake. These evaluations are intended to be a "spot check" and to make property owners/residents aware of observed violations. Notification is normally via postcard and lists the items on the property that may need to be addressed. The Wilde Lake Community Association also maintains a copy of each property evaluation.

Wilde Lake Guidelines (rev. 2015)
<http://www.wildelake.org/forms/Guidelines.pdf>

A similar suggestion was put forward at the 1 June 2015 NEAC meeting.

After a lengthy and detailed discussion of pros, cons, and possible adaptations, it was **unanimously approved** that NEAC propose that to the Oakland Mills Village Board that OM institute an inspection procedure 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. These evaluations are intended to make the Village Board aware of the prevalence and scope of issues and to make property owners/residents aware of observed violations. Notification will normally be made via postcard and will list the items on the property that may need to be addressed. The Oakland Mills Village Association also will also maintain a copy of each property evaluation.

E. Discussion: Draft Proposed Update to the Oakland Mills Covenant Enforcement Process

A copy of the draft proposed update was handed out to all attendees. The co-chairs led a point-by-point discussion of the proposal.

The NEAC Co-chairs as well as the current OM Architecture Committee Chair, the OM Village Board Co-chair, and the immediately past OM Architecture Committee Chair responded to all questions that were raised during the discussion. As a result, two additions and one correction to the document were made. A copy of the amended document is attached.

At the end of the meeting, those attending **unanimously approved** submitting the draft proposed update, as amended during the meeting, to the Oakland Mills Village Board at the 28 July 2015 meeting for them to take under consideration. Following the Village Board meeting, the proposal will be made publicly available to all Oakland Mills residents for their comments.

1. Review the Committee's goals, organization, and accomplishments to-date
2. Review the outcomes of the 01 June 2015 meeting, including notes and suggestions *
3. Summarize research about issues and procedures in the other nine Columbia Villages *
4. Discuss the draft of proposed recommendations for the Village Board for updates to the Oakland Mills Covenant Compliance Process *

** NOTE: Electronic copies of these documents were sent to everyone on the NEAC mailing list; hard copies were available at the meeting.*

C. Review: Committee Goals and Accomplishments as of 21 July 2015

26 May 2015: The Oakland Mills Village Board established the Neighborhood Enhancement Advisory Committee (NEAC) as an official committee of the Board. The committee's proposed scope of work may include, but is not limited to, (1) identifying methods for systematically resolving problems involving foreclosed, abandoned, and deteriorating properties; (2) advocating on behalf of Oakland Mills before the Howard County Planning Board and other County departments; (3) advising the Oakland Mills Village Board about the plan for the New Town district and actions regarding the plan; (4) advising the Oakland Mills Village Board about Howard County ordinances regarding on-street parking of oversized vehicles; and (4) beginning discussions with the Howard County police department about re-locating the Oakland Mills police substation.

1 June 2015: NEAC held an initial exploratory and organizational meeting 2015, during which attendees raised dozens of concerns and made suggestions for solutions.

June-July 2015: NEAC reviewed processes followed in Oakland Mills and researched those followed in the other nine Columbia villages. The majority of villages other

GOOD NEIGHBORS • GOOD NEIGHBORHOODS
Oakland Mills Neighborhood Enhancement Advisory Committee

OAKLAND MILLS COVENANT ENFORCEMENT PROCESS: PROPOSED UPDATE
22 July 2015

A. Goals and Objectives

One of the reasons Oakland Mills is a special place is that all property is subject to the Oakland Mills Covenants. These covenants are designed to:

- Encourage environmental excellence
- Preserve the design integrity and architectural quality of Oakland Mills land and dwellings
- Maintain aesthetic standards that make Oakland Mills an attractive and desirable place to live
- Prevent the deterioration of neighborhoods by following the original philosophy of enforcing good maintenance and property standards

These objectives are accomplished through the architectural review system and covenant enforcement. The Covenants give the Architectural Committee the responsibility to set rules and procedures for architectural controls, as well as the power to interpret the covenants and allow exceptions to their restrictions. There are similar covenants for each of the other Villages in Columbia.

Oakland Mills is over 40 years old. What were acceptable building practices 40 years ago may not be today, just as what is acceptable today may not be five years from now. Available and popular colors, material, and design features will differ from the developers' original concepts for Oakland Mills. Furthermore, the maintenance demands for older properties are much different from those the community faced even 20 years ago. Therefore, it is imperative that the Board review and revise the covenant procedures regularly to ensure that Oakland Mills continues to prosper.

B. Process

Residents who have a complaint regarding property maintenance, concerns about residential exterior changes, and other issues pertaining to covenant enforcement, are welcome to submit a covenant complaint form. This form is available online and in print. The form is completed and dated by the Oakland Mills Covenant Advisor and copies go to the Oakland Mills Village Manager and the Architecture Committee Chair. A staff member evaluates the complaint to determine which organization is responsible. Depending on the nature of the complaint, issues will be dealt with by the Covenant Advisor directly or will be referred to the County, the Columbia Association, the State Highway Administration, or another organization.

C. Timeline

1. Receipt of complaint by Covenant Advisor.
2. Within three working days of receiving the complaint, it is dated, a complaint case number is assigned, and it is entered into an official database. A copy of the complaint is sent to the complainant, the Architecture Committee Chair, and the Village Manager.
3. Within three working days of date of complaint, the Covenant Advisor and an Architecture Committee member visit the site for a 360° inspection of property.
4. If violations are confirmed, the property owner is notified by letter, setting firm deadlines for response and/or correction, as follows:
 - A first letter is sent within three working days of the inspection, notifying the property owner of the violations and setting a deadline for correction. The letter will specify that all violations must be remedied within six-months of the date of this first letter. *
 - If there is no response from the property owner within 14 days of the first letter, a second letter is sent, re-stating the deadline for correction.
 - If there is no response from the property owner within 14 days of the second letter, a third letter is sent, re-stating the deadline for correction.
 - If there is no response from the property owner within 14 days of the third letter (i.e. six weeks from the date of the original complaint), the Village Board sends a 15-day warning notice to the property owner.
5. If there is no response to the 15-day warning notice and if violations are not corrected, the Village Board approves submission of the case to the Columbia Association Architectural Resource Committee (ARC) for action.

** Note that, for fairness, this process is tightly followed and is the same for all complaints. However, in special circumstances, extensions can be authorized by the Architecture Committee Chair, in consultation with the Village Board. Any extensions given to a violator include follow-up timeframes that must be strictly kept, or the process continues.*

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 provides help in submitting applications, refers applicants to the Architectural Guidelines available in the Oakland Mills Village Association office, gives

advice about available resources, and educates residents about the Covenants and the Covenant process.

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 until the work is completed satisfactorily.

E. Oversight

Covenant enforcement is the legal responsibility of the Village Board. The enforcement process is carried out by the Violation Covenant Advisor, who reports to the Village Manager. The Village Manager discusses difficult cases with the Board on a case-by-case basis and seeks their advice. The Village Manager and the Architectural Committee Chair oversee the entire covenant enforcement process.

F. Evaluation

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. These evaluations are intended to make the Village Board aware of the prevalence and scope of issues and to make property owners/residents aware of observed violations. Notification will normally be made via postcard and will list the items on the property that may need to be addressed. The Oakland Mills Village Association also will also maintain a copy of each property evaluation.