



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

August 11, 2015

OMCA BoD Meeting

Mr. McCormack called the regular meeting of the OMCA Board of Directors to order at 7:04 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; Marcia White; Bill Woodcock; Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator

Also Present: Lynn Engelke, NEAC Committee Co-Chair; See Resident List

Opening of Meeting

- **Ms. Wisniewski** motioned that the agenda for August 11, 2015 (ATTACHMENT “A”) be approved. **Mr. Edelson** seconded and the motion passed (6-0-0).
- **Ms. Wisniewski** motioned to accept the July 23, 2015 OMCA Board meeting minutes (ATTACHMENT “B”). **Mr. Edelson** seconded and the motion passed (6-0-0).

Resident Remarks

- Resident Julia McCready talked about marketing Oakland Mills. She referred to the *Oakland Mills is Awesome* Facebook page that has been promoting all of the positives of Oakland Mills. She stated when she read the recent article in the Columbia Flier “it took the wind out of my sails.” She felt it undid the work that had been done the past year. She suggested that no Oakland Mills group can reach out to the press without first having the OMCA Board vote on it. She stated that it is very important as to how Oakland Mills is promoted.
- Resident Janice Santiago asked to revisit the installation of calming bumps on Kilimanjaro near the Oakland Mills MS and Oakland Mills HS. She also talked about the continuous trash that she finds on the median on Kilimanjaro. She asked if there was something that can be done as a community to take care of the trash. Resident Margaret Mauro responded relating to the calming bumps that Ms. Santiago should start with Howard County. **Ms. Cederbaum** stated that she will look at her previous notes regarding this issue.

Marketing Committee

- **Mr. Edelson** provided an overview of what the marketing committee is all about. He stated that its purpose is to get the word out about Oakland Mills. **Mr. Edelson** discussed the proposed new resident

survey (Attachment “C”). He is hoping the Board will approve the survey for distribution. **Mr. Edelson** read the proposed mission statement of the Marketing committee: *“The Oakland Mills Marketing Committee will work to promote Oakland Mills as a residential, business, and recreational destination. Objectives/How We Will Accomplish Our Mission: We will market to potential new homeowners by highlighting the benefits of living in OM through social media, print media, and collaboration with Columbia Association, Howard County, Howard County Public Schools, and local real estate agents. Using similar tools and partnerships, we will market Oakland Mills’ many amenities to potential visitors and businesses. We will market Oakland Mills as a potential incubator for new technology. We will market to people of all ages to live, work, and play in Oakland Mills.”*

- **Ms. Thomas** complimented the Marketing committee for their work. She also stated she would like to see the survey be approved with the understanding that minor changes may be made and any significant changes should be brought back before the Board.
- **Mr. Verchinski** motioned to accept the Marketing Resident Survey as submitted. **Ms. Thomas** seconded and the motion passed (6-0-0).

Neighborhood Enhancement Advisory Committee (ATTACHMENT “D”)

- **Mr. Verchinski** described the Neighborhood Enhancement Committee and what their purpose is. He acknowledged the policy and the proposed changes to be made. He requested that a straw vote be taken on each item. If there are enough Board members that agree with item, put forth a motion; if not enough Board members, have each Board member who does not agree with the particular item, explain his or her reasons as to why not.
- Committee Chair Lynn Engelke gave the timeline for the development of the proposed policy changes. She did state that the NEAC did not alert the media which resulted in the aforementioned published Flier article. She stated the committees’ reasons for putting forth these policy changes.
- **Mr. McCormack** requested to go through the proposed policy changes section by section, voting on each one at a time.
- Resident Matthew Threefoot questioned the process of voting on each individual section as opposed to voting on the entire document.
- **Ms. Cederbaum** clarified that the document that was being amended was a CA document titled “Covenant Enforcement Policy.” Ms. Engelke stated that the NEAC was looking to elaborate on the process in the “Covenant Enforcement Process” document.
- **Ms. White** stated that per their request she would like to meet with CA counsel before voting on anything in the policy. **Mr. McCormack** stated that when we get to the discussion regarding that section, **Ms. White** should make that comment.
- **Ms. Thomas** motioned to accept Section A. Goals and Objectives as written. **Mr. Verchinski** seconded.
- Resident Janice Rattley requested that before anything is changed, could the OMCA Board explain why the existing process is not working. **Mr. Verchinski** stated several issues that residents had brought up which led to the need for a change. He stated that in order for an outside developer to want to come into Oakland Mills, we have to make OM marketable.
- A vote was taken and the motion passed (6-0-0).
- **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 resident asked for clarification as to where the motion fits into proposed changes. A resident asked if databases will be available to the public. **Mr. McCormack** stated no, they will not be available to the

public. **Ms. Wisniewski** stated that a resident can follow up with a complaint that he/she made by asking the Covenant Advisor or Board member the status of the complaint.

- A vote was taken and the motion passed (6-0-0). **Mr. Verchinski** stated that once a case is submitted to the CA, it becomes public information.
- **Ms. White** asked for clarification regarding B. 3, bringing the complainant into the enforcement process. **Ms. White** disagreed with this and felt like it would be opening up a big can of problems. **Ms. Thomas** stated the complainant does not have to choose to be involved. Resident Margaret Mauro wanted the OMCA Board members to keep in mind the other side and not to forget those neighbors with less, some a lot less and to make resources available. She stated that no mercy should be taken towards the banks or for absentee landlords.
- **Ms. Thomas** stated that the Board is interested in finding out if there is pattern. Ms. Engelke stated that there is an asterisk that was added to acknowledge residents who may need outside help.
- A resident asked how the current system works. Ms. Engelke stated that CA defines the current system as a complaint driven system. A resident asked for clarification regarding the use of the word “staff member,” any staff member? **Mr. McCormack** stated that “Staff member” should be changed to Covenant Advisor. Resident Heidi Knott if sometimes might the complaint be retaliatory. **Mr. McCormack** stated that a violation is a violation.
- Resident Rattley asked if the covenant advisor has the authority to make the change to the property. **Mr. McCormack** stated that yes; the covenant advisory has the authority to request that the change be made. Resident Rattley asked if the covenant advisor can enforce it. **Mr. McCormack** stated no, the process is followed and then CA enforces it if necessary.
- **Mr. Verchinski** motioned to amend Section B. 3, the second sentence, change “staff member” to Covenant Advisor. **Mr. Edelson** seconded and the motion passed (6-0-0).
- **Ms. Thomas** motioned to accept the amended Section B. Process. **Mr. Woodcock** seconded and the motion passed (6-0-0).
- **Mr. McCormack** requested to go to Section D first and go back to section C.
- **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. **Ms. Thomas** suggested the following individuals to be a part of his committee: Bill Woodcock, Lynn Engleke, Phil Engelke, Sandy Cederbaum, Charles Thomas, Reginald Avery. **Mr. Edelson** suggested using the new data collection system and monitoring to see how long each part of the process takes. **Mr. Verchinski** called for a straw vote. **Mr. Woodcock** stated that somewhere along the lines there is a disconnect; the OMCA Board manages the Village Manager who manages the staff; so the OMCA Board has to own the process a little bit. **Mr. Avery** read Robert’s Rules of Order, pg. 15 regarding a request for a straw vote: *“A motion to take an informal straw poll to “test the water” in not in order because it neither adopts nor rejects a measure and hence is meaningless and dilatory. If the assembly wishes to discuss and take a vote on a matter without the vote constituting final action by the assembly, it may instead vote to go into committee of the whole or a quasi-committee of the whole.”*
- A vote was taken and the motion passed (5-1-0). **Mr Verchinski** opposed the motion.
- **Mr. Edelson** proposed two changes to Section C. Timeline: number 2; should wait until the complaint is verified and number 3 is more of an administrative thing. **Mr. McCormack** asked if **Mr. Edelson** had proposed language. Take the sentence “A copy of the complaint is sent to the complainant...and put it in Section 3. The language should be changed to “The complainant is notified based on their stated preference.” A discussion about proper placement ensued.
- **Mr. Verchinski** reiterated the definition of a 360 degree review per a resident request. He also requested to change the 4 letter process, to 3 letters. He wanted the process to be that there are 3 letters sent out by the Covenant Advisor and then have it go to CA. **Ms. Wisniewski** clarified the amount of time required by CA. There are certain legal minimums. **Mr. Verchinski** read from the CA Covenant Enforcement Process that stated “optional 3rd letter sent with 15-21 days...” **Mr. Edelson** stated that

more letters in a shorter time is more effective. **Ms. White** stated she thinks the timeline is fair and stated that she was with the understanding that the OMCA Board cannot vote on this section until they have met with the CA attorneys. A discussion took place regarding the appropriate timeline for letters to be sent and how letters are sent to ensure delivery in proper timeframe. **Mr. Edelson** proposed 2 timelines, one if the property owner does respond and one if they do not.

- Resident Jon Ditimasso does not agree with the 360 degree review proposed in the new changes. He also questioned whether it was necessary for the AC to become involved in the complaint right at the beginning as proposed. He stated that the initial observation of the property should be left up to the paid staff member assigned to do that. A discussion ensued as to when the AC should get involved. **Mr. Avery** cautioned the OMCA Board regarding the AC getting involved too early.
- **Mr. McCormack** suggested that the Board vote on Section C. after modifications have been made and the OMCA Board has met with the CA attorneys during a closed meeting on September 1st at 7pm. All of the Board agreed.
- **Mr. McCormack** discussed Section 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.”* He proposed three changes: in the 2nd sentence delete “Violation”; 3rd sentence, place “Village Manager” with AC Chair; and the final sentence should state, “The ultimate responsibility of the enforcement of the covenants rests with the OMCA Board. **Mr. McCormack** motioned to accept Section E with his proposed amendments. **Ms. Thomas** seconded and the motion passed (6-0-0).

New Business

- **Mr. McCormack** announced the Real Estate Education Seminar to be held at The Other Barn on September 30, 2015 from 7pm to 8:30pm. **Mr. McCormack** also announced that he and **Ms. Thomas** along with village staff are working on an additional educational seminar (ATTACHMENT “E”).

CCR Report

- **Mr. Avery** stated that CA headquarters will be moving to its new location on Friday August 21st.

Manager’s Report

- **Ms. Cederbaum** distributed her report (ATTACHMENT “F”).

Committee Reports

Arts Advisory

- **Ms. White** stated that last week she and the Food Lion manager were able to get into the vacant spot next to Food Lion. She stated it would be a great space for her proposed art program, “Artomatic.” The Food Lion manager proposed it to his upper manager who responded “hold off.” She asked what her next steps should be. **Mr. McCormack** to possibly ask what the exact issues were. **Ms. White** stated she will continue to work on this. She is also considering the old Columbia Bank space.

Education

- **Mr. Edelson** stated that the HC BOE central office sent him the question responses from the State of Our Schools meeting. They are available on the OM website. The Oakland Mills cluster now has a new BOE representative, Ellen Flynn Giles. Stevens Forest ES is testing the electronic sign in front of the school to share multiple messages at a time.

- **Mr. Avery** stated that Dr. Foose announced that Oakland Mills MS will be an extension of the early school model this coming year.

Board Bulletin Board

- **Mr. Woodcock** asked what the next steps are as far as following up with the County Executive regarding the Bridge. He does not want it to fall off of the radar.
- **Mr. Edelson** stated that the Forest Ridge backyard Bible study has built a new pathway from the building to the playground.
- **Ms. Cederbaum** thanked **Ms. Warren** for the OM community best pool party ever. She also thanked all of the OMCA Board member who were present.
- **Mr. Verchinski** announced the Solar Coop Presentation that will be held August 12th from 7-8pm in The Other Barn.
- **Ms. Thomas** read thank you letter from the Girl Scouts.

The regular OMCA Board meeting was adjourned at 9:50 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

Follow Up:



**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

August 11, 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 28, 2015 meeting
- 7:05 p.m. Resident Remarks**
- 7:10 p.m. Marketing Committee, Jonathan Edelson**
- 7:15 p.m. Neighborhood Enhancement Advisory Committee, Paul Verchinski**
- 8:15 p.m. New Business**
- 8:20 p.m. Board Co-Chair Remarks, Virginia Thomas and Bill McCormack**
- 8:30 p.m. Columbia Council Report, Reginald Avery**
- 8:40 p.m. Manager's Report, Sandy Cederbaum**
- 8:50 p.m. Committee Reports**
Architecture, Kay Wisniewski
Arts Advisory, Marcia White
Education, Jonathan Edelson
Housing, Bill McCormack
Safety, Bill Woodcock
- 9:10 p.m. Board Bulletin Board**
- 9:20 p.m. Adjourn**

Upcoming Events:

August 11, Education Committee 6 – 7 p.m

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

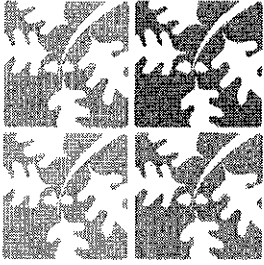
August 12, Solar Coop Presentation, 7:00 p.m.

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

August 25, 2015, Neighborhood Enhancement Advisory Committee, 7:00 p.m.

August 25, 2015, Marketing Committee, 6 – 7:00 p.m.
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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 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 (6-0-0).

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 (6-0-0).

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 (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).

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 (6-0-0).
- **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.

New Resident Questionnaire (Draft)

Welcome to the Village of Oakland Mills! You are receiving this survey because you moved to Oakland Mills within the past 3 years. The Oakland Mills Marketing Committee, created by the Oakland Mills Village Board to promote Oakland Mills as a residential, business, and recreational destination, is asking residents to share their Oakland Mills story. We are very interested in learning more about why you chose to make Oakland Mills your home and what will influence your decision to live in Oakland Mills long-term. Your response to this survey can be completely anonymous, but if you would like follow up contact or are interested in joining the Marketing Committee, please fill out the contact information at the end of the form.

If you have questions or comments beyond what the survey asks, please do not hesitate to contact the Marketing Committee chair, Jonathan Edelson, at jledelson.omca@gmail.com, or Oakland Mills Village Manager Sandy Cederbaum at manager@oaklandmills.org.

Thank you for participating, and welcome to Oakland Mills!

1. How did you first learn about Oakland Mills? (Select one)
 - a. Lived nearby (Enter city or county)
 - b. Lived in Oakland Mills before
 - c. Work nearby
 - d. Oaklandmills.org
 - e. Columbia Flier/Howard County Times
 - f. Other print media
 - g. Family or Friends
 - h. Real estate agent
 - i. Spoke with Oakland Mills staff
 - j. Drove through while visiting another Howard County attraction
 - k. Visited an Oakland Mills attraction (e.g. pool, Blandair Park, ice rink, Village Center, The Other Barn, etc.)
 - l. Attended worship or events at the Interfaith Center
 - m. Other _____
2. What influenced your decision to move to Oakland Mills? (Check all that apply)

Programmer note: selection order will randomize to minimize order bias

 - a. Housing selection (i.e. types of housing)
 - b. Housing prices
 - c. Schools
 - d. Howard County services
 - e. Recreational amenities (e.g., pools, Blandair Park, ice rink, etc.)
 - f. Columbia Association
 - g. Proximity to work
 - h. Proximity to transit
 - i. Established community
 - j. Diversity

- k. Proximity to Town Center (mall, Merriweather, college, etc)
 - l. Near family
 - m. Rouse Vision
 - n. Other _____
3. Prior to moving to Oakland Mills, where else did you consider living? (Check all that apply)
- a. Another Columbia Village
 - b. Another Howard County town
 - c. Outside of Howard County
4. Where did you live immediately prior to Oakland Mills? (Select one)
- a. Another Columbia Village
 - b. Another Howard County town
 - c. Another Maryland county
 - d. Another state
5. What amenities or businesses do you use in Oakland Mills? (Check all that apply)
- Programmer note: selection order will randomize to minimize order bias*
- a. Food Lion
 - b. Lucky's
 - c. Vennari's
 - d. Second Chance
 - e. Bangkok Garden
 - f. Barber Shop
 - g. Liquor Store
 - h. Little Caesars
 - i. OM Cleaners
 - j. Ice Rink
 - k. Pools
 - l. Blandair Park
 - m. Walgreen
 - n. Philly's Best
 - o. Columbia Teen Center
 - p. Interfaith Center
 - q. The Other Barn events (e.g., concerts, adult programs, children's programs, etc.)
 - r. OM Pharmacy
 - s. Stevens Forest Professional Center Doctors
 - t. Nursery Schools
 - u. Montessori Schools
 - v. Tot Lots/playgrounds
 - w. Pathways
 - x. Tagis Hair Design
 - y. Doubletree
 - z. Columbia Medical Campus (Knoll 1 and 2)
 - aa. Other _____

6. Since you moved to Oakland Mills, has it lived up to your expectations? If so, in what ways? If not, in what ways? *Programmer's note – open –ended response*
7. If you were to recommend Oakland Mills to a friend, how would you describe its most attractive features? *Programmer's note – open –ended response*
8. If you could change something about Oakland Mills, what would you change?
Programmer's note – open –ended response
9. Looking to the future, what is most likely to influence your decision to continue living in Oakland Mills? *Programmer's note – open –ended response*

Demographic Questions

1. How many people live in your household? (Select one)
 - a. 1
 - b. 2
 - c. 3
 - d. 4
 - e. 5 or more
2. How many children under 18 live in your household? (Select one)
 - a. 0
 - b. 1
 - c. 2
 - d. 3 or more
3. If you have school-aged children in your household, what schools do they attend?
(Check all that apply)
 - a. Oakland Mills schools (Oakland Mills HS, Oakland Mills MS, Stevens Forest/Talbott Springs/Thunder Hill ES)
 - b. Other Howard County public school
 - c. Private school
 - d. Home school
4. What is your age range?
 - a. 20-29
 - b. 30-39
 - c. 40-49
 - d. 50-59
 - e. 60-69
 - f. 70 and over
 - g. Do not wish to answer
5. What is the age range of other adults living with you? (Select all that apply)
 - a. 20-29
 - b. 30-39
 - c. 40-49
 - d. 50-59
 - e. 60-69

- f. 70 and over
- g. Do not wish to answer
- 6. In which Oakland Mills neighborhood do you live? (Select one)
 - a. Stevens Forest
 - b. Talbott Springs
 - c. Thunder Hill
- 7. What type of home do you have? (Select one)
 - a. Apartment
 - b. Condominium
 - c. Town home
 - d. Single family home
- 8. Do you own or rent? (Select one)
 - a. Own
 - b. Rent
- 9. When did you move to Oakland Mills?
 - a. 2012
 - b. 2013
 - c. 2014
 - d. 2015
 - e. Before 2012

Please check here and provide contact information if you would like to be added to the Oakland Mills Community Association listserv and receive community news and events information:

____ Yes, add me to the listserv.

Name: _____

e-mail address: _____

Telephone number: _____

Additional comments or questions:

PROPOSAL TO AMEND THE OAKLAND MILLS COVENANT ENFORCEMENT PROCESS

Submitted 11 August 2015 by the Neighborhood Enhancement Advisory Committee (NEAC), an official committee of the Oakland Mills Village Board of Directors

BACKGROUND

26 May 2015: The Oakland Mills Board established The Neighborhood Enhancement Advisory Committee (NEAC) as an official committee of the Board. The committee's proposed scope of work included identifying methods for addressing problems involving foreclosed, abandoned, and deteriorating properties.

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. In light of current market conditions, and as recommended by legal advice obtained by the Board, the Oakland Mills Covenant Enforcement Process was determined to be overdue for review. An update of the Covenant Enforcement was drafted to include tight deadlines, foster transparency, and respect the rights of all residents.

18 July 2015: A draft proposal to update the Oakland Mills Covenant Enforcement Process was sent to NEAC membership for review and comments. Membership was encouraged to attend a committee meeting on 22 July 2015 to voice their comments about the draft proposal.

22 July 2015: NEAC held a full, open meeting, with 47 Oakland Mills residents attending, to consider the draft revision to the Oakland Mills Covenant Enforcement Process, based on research and review findings. Following discussion and three minor changes, the draft proposal was unanimously approved for submission to the Oakland Mills Village Board for their consideration.

26 July 2015: The approved proposal was released to the Oakland Mills community for comment. Residents were encouraged to attend the 28 July 2015 Oakland Mills Village Board meeting to voice their comments about the proposal.

28 July 2015: The approved proposal, as amended on 22 July 2015 (version dated 28.07.2015), was submitted by NEAC to the Oakland Mills Board of Directors at the regular public meeting of the Board. At that meeting, the Board accepted the proposal for consideration, unanimously approved three changes, and also approved releasing the document to the Oakland Mills community for comment prior to a Board vote.

31 July 2015: The proposal, as amended and approved by the Board at their 22 July 2015 meeting (version dated 30.07.2015), was released to the Oakland Mills community for comment. Residents were encouraged to attend the 11 August 2015 Oakland Mills Village Board meeting to voice their comments about the proposal.

PROPOSED AMENDMENTS

Incorporating changes made during the 28 July 2015 Board meeting and the comment period following, the NEAC proposes the following three amendments to the Oakland Mills Covenant Enforcement Process.

Amendment #1

To add a new section (**B. Process**) to the current Covenant Enforcement Process document to outline in detail (1) the procedures for filing a complaint and (2) the data collecting and tracking system that will be employed in reference to complaints, and (3) followup steps that will be undertaken. Wording as follows.

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. The Covenant Advisor then enters the complaint into a data reporting and tracking system, following protocols put in place by the Oakland Mills Architecture Committee. In submitting a complaint, a resident may choose to (1) remain anonymous, (2) be named only in the Village records, or (3) be named both in Village records and in discussions with the property owner cited in the complaint. 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 Columbia Association, the Howard County Public Works Department, or another organization.

Amendment #2

To amend Section A (Village) of the current Covenant Enforcement Process to achieve the goals of tightening deadlines, fostering transparency, and respecting the rights of all residents. Amendment #2 re-names the current 6-step process outlined in Section A (Village) (attached) as **C. Timeline**. Wording as follows:

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 the official Oakland Mills data reporting and tracking 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 coordinate to visit the site jointly or individually to assess reported violations.

take it out of 2 & put it in 3
The complainant is notified based on their stated preference"

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.* The letter also will indicate that if there is no response within 15 days, a 360° inspection of the property will be conducted.
 - If there is no response from the property owner within 15 days of the first letter, a 360° inspection is conducted and a second letter is sent, including both the original violations and any discovered during the 360° inspection and re-stating the deadline for correction.
 - If there is no response from the property owner within 15 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 15 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.*

Amendment #3

To add a new section **(D. Implementation)** to the current Covenant Enforcement Process document to clarify the complex roles and responsibilities involved in the Covenant Enforcement process. Wording as follows:

D. Implementation

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

The role of the Covenant Applications Advisor is to assist applicants seeking approval for property alterations from the Resident Architectural Committee. The Covenant Applications 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 Covenant Compliance Advisor is to enforce the legal documents all Oakland Mills property owners signed in a manner that is impartial and friendly, but firm.

The Covenant Compliance 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.

NOTE:

The three proposed amendments proposed above add clarity and specificity to the Covenant Enforcement Process, which is outlined in very general terms in Section B of the Oakland Mills Architectural Committee By-Laws (approved by the Oakland Mills Board of Directors 4/10/90 and amended 2/13/96), as cited in its entirety below. Because the proposed amendments do not conflict with nor alter this section, an amendment to the Architectural By-Laws is not required.

Section B: Covenant Violations

1. Report of possible violations of the Oakland Mills Covenants are investigated by the Covenant Advisor who will determine whether reported problems are violations of the Oakland Mills Covenants. The Covenant Advisor will attempt to resolve Covenant violations and will report those which cannot be resolved to the Architectural Committee.
2. Architectural Committee members will visit the site of violations reported by the Covenant Advisor and will, at a public meeting, determine whether to send a 15-day Notice. If such a notice is sent and there is no acceptable response, the Architectural Committee may recommend that the board of Directors ask the Columbia Association to join it in legal action to resolve the violation.

**Manager's Report, Sandy Cederbaum
Oakland Mills Community Association
August 11, 2015**

WP-16-002

Submitted to DPZ 7/2/176; Zoning RC-DEO Decision: Under Review

Project Description: Howard County is seeking a waiver from the requirement to submit a site development plan for Phase III of Blandair Regional Park.

(Received word of this via August Development Tracker on 8/6/15 4:15 p.m. from CA; forwarded the Tracker to Board and reviewed copying pages 7 & 8)
Sent an email to John Byrd/Raul Delarme asking for details on the waiver request. Below is a copy of the email from Raul Delarme dated Friday, Aug. 8 at 4:43pm.

Sandy,

I will have my project manager respond to your e-mail below. I believe this waiver is to allow us to place excess soil that will be needed for Phase III from the current Phase 2 project. Soil is needed for future Phase 3 and the road construction.

I will have our Project Manager send you a copy of our latest preliminary design for Phase 3. We are in the process of finalizing the plan for Phase 3. Upon completion, we will send you the final layout for review.

Should you have any questions, please contact me.

**Thanks,
Raul**

(have not heard from Project Manager but will follow up)

Met with Ginny Thomas, Bill McCormack, Paul Verchinski and John Toner to discuss a Real Estate Workshop presenter will be John Toner, Oakland Mills will be the sponsor which will be held on Sept. 28, 2015

Met with Ginny Thomas, Bill McCormack to review the draft copy of the Covenant Violations Log. This was a review of the log in hard copy only.

Met with Ginny Thomas and Bill McCormack to discuss personnel issues and to discuss the idea of a workshop which will focus on housing issues, rental licenses, house inspections, health department issues, County issues, bad landlord issues. We are looking at a Fall evening for this.

Met with Jonathan Edelson to create the Covenant Violations Log, met with Kay Wisnewski to demo the log.

Budget: Working on FY16 1st quarter financials

Created several versions of the draft Covenant Violations Log.

Continued the Prepare for Success email campaign

Prepared monthly insurance spreadsheet for rentals

Attending Marketing Committee Meeting – working with Jonathan Edelson and Brigitta committee related items.

*Correspondence: Letters prepared and sent to County Executive Kittleman regarding the board vote on non-support for a service station on that site. Email to Phil Nichols of the County Exec. Office thanking him for attending National Night Out and the resolution to the board for hosting the event. Brigitta Warren followed up with thanks HCPD and HCFD.

Neighborhood Centers: met with preschool presidents as they prepare for the upcoming school year.

Village Contingency Fund Request for Salary Study: Attended the Contingency Fund committee meeting – Committee approved the Salary Study funding request.

Events: Assisted with and attend OM Pool Party/National Night Out; Processed Payroll, 401K, held personnel meetings, discussed facility related issues with staff and CA.

Educational Seminar

Sponsor: Oakland Mills Community Association, Oakland Mills Housing Committee, Oakland Mills Neighborhood Enhancement Advisory Committee

Possible Dates: Wed. October 28 or Wed. November 4

Time: 7:00 p.m. – 8:30 p.m.

Audience: General Public

Panel Discussion with the following Howard County Departments:

Department of Licensing, Inspections, Permits

Topics: Building Inspections

~condition of properties

~when does DILP get involved and their role

Rental Regulations

~ how do you measure how many live in a house

~ How do you prove residents are “related”

Rental Licenses

~ Bad Landlords

~ How do they pull a rental license

Health Department

Topics: Concern with health related situation pertaining to a property

When does Health Department get involved and their role

Police Department

Topics: Community follow-up after Police get calls

~how much and when is information shared

Who does HCPD share information with regarding repeat calls to properties

~if rental property – who is contacted

What happens with repeat community problems

Housing Department

Topics: Bad Landlords

~ how can county protect a community from bad landlords

~ what other department share information regarding bad landlords

ie. those that repeatedly have questionable renters

How does Housing work with other departments to stop landlords with repeated problem tenants from getting a license.

How can County get a bad landlord bill passed?

County Council, Councilman Ball

Topics: Bad Landlord legislation

Vacant/Abandoned property legislation