



**oakland mills**  
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# Oakland Mills Community Association Village Board Meeting Minutes

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

**January 26, 2016**

## **Architecture Committee Meeting**

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

**Also Present:** Keith and Mary Kline, 5411 Thunder Hill Road

**Absent:** Paul Verchinski; Bill Woodcock

**Ms. Wisniewski** called the Architectural Committee meeting to order at 6:33pm.

### **5411 Thunder Hill Road (Exterior Alteration Application ATTACHMENT “A”)**

**Mr. McCormack** motioned that the Oakland Mills AC deny the appeal of the decision to disapprove placing a large sculpture next to the lamppost in the front yard of 5411 Thunder Hill Road. **Ms. Thomas** seconded.

**Ms. Wisniewski** gave background information regarding the January 7, 2016 RAC decision regarding 5411 Thunder Hill Road. **Ms. Wisniewski** stated for the record that Susan Lynn, RAC member, emailed stating that the application was denied based on the proposed location of the sculpture.

Keith Kline, owner of 5411 Thunder Hill Road, stated his reasoning and supporting information for his appeal. A vote was taken and the RAC decision was overturned (4-1-0).

**Mr. McCormack’s** above stated motion was denied.

Architecture Committee Meeting adjourned at 6:48pm.

**Ms. Wisniewski** motioned to go into closed session at 6:49pm for reason “(4) Consultation with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation.” The motion passed (5-0-0).

The closed session of the OMCA Board adjourned at 6:59pm

## Regular OMCA BoD Meeting

**Mr. McCormack** called the regular meeting of the OMCA Board of Directors to order at 7:00 pm.

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

**Absent:** Paul Verchinski; Bill Woodcock; Reginald Avery, CA Board

**Also Present:** See Resident List

## Opening of Meeting

- **Ms. Thomas** motioned that the agenda for January 26, 2016 (ATTACHMENT “A”) be approved. **Mr. Edelson** seconded and the motion passed (5-0-0).
- **Ms. Wisniewski** motioned to accept the January 12, 2016 OMCA Board meeting minutes (ATTACHMENT “B”). **Ms. Thomas** seconded and the motion passed (5-0-0).
- **Mr. McCormack** announced the January 12, 2016 closed OMCA Board meeting that took place beginning at 9:20pm. The seven voting members of the OMCA Board were present; Sandy Cederbaum, Village Manager and Brigitta Warren, Event and Administrative Coordinator. The OMCA Board made a decision on potential legal matters. The closed meeting concluded at 9:38pm.

## New Business

- The OMCA Board discussed steps to be taken to change governing documents to hold an actual village election when either Board and/or CCR race is contested. **Ms. Cederbaum** stated that the village managers were already working with an attorney regarding possible village electronic voting and whether or not village elections will be held if race is not contested and the terms of Board members. The attorney fees will be covered by the villages Contingency Fund as part of the approval of the joint village request regarding online voting for village elections. **Ms. Cederbaum** has sent all relevant paperwork to Hickory Ridge Village Manager who is forwarding to attorney and will ask that Oakland Mills documents are reviewed first.

## OMCA Board Covenant Compliance Proposed Amendment to the By-law Implementation Procedures

- **Ms. Wisniewski** discussed proposed amendment to the By-law Implementation (ATTACHMENT “C”).
- **Ms. Wisniewski** motioned to amend the last statement to read “If a property remains out of compliance after 60 days and the Board member fails to provide evidence that all violations will be completely corrected within the next 30 days (90 days after election), the member will be permanently removed from the Board.” **Mr. McCormack** seconded.
- **Mr. Edelson** proposed an additional amendment to add the following statement,” for the remainder of that term.” **Ms. Thomas** seconded.
- **Ms. Thomas** motioned to remove the additional 30 days from the statement. **Mr. McCormack** seconded.
- A discussion was held regarding the amendments.
- **Ms. Thomas** withdrew her motion. **Mr. McCormack** seconded.
- **Mr. McCormack** restated **Ms. Wisniewski’s** original motion with **Mr. Edelson’s** proposed addition,

the OMCA Board motioned to amend the By-Law implementation procedures to read, “4) 60 Days after the new board takes office: If the property remains out of compliance at this point, the non-compliant member is suspended until he/she obtains a Letter of Compliance; if the property remains out of compliance after 60 days and the Board member fails to provide evidence that all violations will be completely corrected within the next 30 days (90 days after the election), the member will be permanently removed from the Board for the remainder of that Board’s term.” The motion passed (5-0-0).

### **Board Co-Chair Remarks**

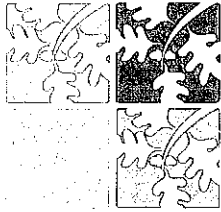
- **Ms. Thomas** thanked **Mr. Woodcock** for his work on the \$10K Village Community Association Revitalization Grant Request Form (ATTACHMENT “D”).
- The Board discussed the proposed grant request.
- **Ms. Thomas** motioned to accept the Revitalization Grant Request Form as written and for it to be forwarded to the Columbia Association. **Ms. Wisniewski** seconded. **Mr. McCormack** asked to amend the Grant Request Form by changing the word ‘threats’ to “impediments.” The motion passed with the requested amendment (5-0-0).

### **Board Bulletin Board**

- **Ms. Warren** announced that the Oakland Mills Winter/Spring 2016 Event Brochure should have arrived in all Oakland Mills residents’ mailboxes.
- **Mr. Edelson** thanked **Ms. Cederbaum** for her many emails that she sent out during the snow storm.
- **Ms. Thomas** would like to compliment Howard County and all that were involved in the snow removal. A discussion was held with attending residents regarding snow removal.
- **Ms. Wisniewski** also thanked **Ms. Cederbaum** for the information sent out during the snow storm. She also requested that the Oakland Mills eNews listserv be added to the OMCA Flier ad.

The regular OMCA Board meeting was adjourned at 7:47 pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator



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

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

**Architectural Committee: Jan. 26, 6:30 p.m.**  
**Architectural Appeal: 5411 Thunder Hill Road**

**January 26, 2016  
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 January 12, 2016 meeting
- 7:05 p.m. Resident Remarks**
- 7:10 p.m. New Business**  
Discuss steps to be taken to change governing documents to have OMCA only hold an actual village election when either Board and/or CCR race is contested.  
Board Covenant Compliance – proposed amendment to the By-Law Implementation Procedures, Kay Wisniewski
- 7:30 p.m. Board Co-Chair Remarks,**  
Virginia Thomas and Bill McCormack Jr.  
Discussion of the \$10,000 Grant Application to be submitted to the Columbia Association to be issued for issues pertaining to the Reinvention of Oakland Mills
- 8:15 p.m. Board Bulletin Board**
- 9:00 p.m. Adjourn**

**Closed Session:** The OMCA Board will meet in closed session to discuss three OM properties that are current CA legal cases pertaining to compliance related issues. The board will discuss each property and if they agree that the covenant issues have been corrected the board will request the Columbia Association, Inc. to remove the flag on the assessment files, and close the case as the violations listed on the original action have been resolved.

The closed session is pursuant to Maryland Home Owners Association Act the Oakland Mills Community Association Board of Directors voted to meet in closed session or adjourn an open session to a closed session in order to: Consult with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation.

**Upcoming Events:**

**Jan. 29, 10 a.m. Lively Arts for Little Ones,**

**<http://oaklandmills.org/event/lively-arts-for-little-ones-presents-pam-the-kindersinger-2/>**

**Jan. 30, 9:30 – 11:30 a.m. Real Estate Seminar**

**[http://oaklandmills.org/event/om-real-estate-seminar-3/?instance\\_id=4084](http://oaklandmills.org/event/om-real-estate-seminar-3/?instance_id=4084)**

**Feb. 9, 6:00 p.m. OMCA Education Committee**

**Feb. 9, 7:00 p.m. OMCA Board Meeting**

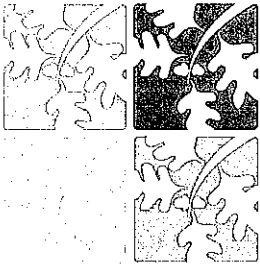
**Feb. 23, 6:00 p.m. OMCA Marketing Committee**

**Feb. 23, 7:00 p.m. OMCA Neighborhood Enhancement Advisory Committee**

**Feb. 23, 7:00 p.m. OMCA Board Meeting**

**Feb. 26, 10 a.m. Lively Arts for Little Ones, Musical Fun with Mr. Hyson**

**DRAFT**



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## Oakland Mills Community Association Village Board Meeting Minutes

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

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

**January 12, 2016**

### OMCA BoD Meeting

**Mr. McCormack** called the regular meeting of the OMCA Board of Directors to order at 7:03 pm.

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

**Also Present:** Bob Bellamy, Covenant Advisor for Violations; Carrie Wenzholz, Covenant Advisor for Applications; Community Residents

### Opening of Meeting

- **Ms. Thomas** motioned that the agenda for January 12, 2016 (ATTACHMENT "A") be approved. **Mr. Woodcock** seconded and the motion passed (6-0-0).
- **Ms. Thomas** motioned to accept the December 8, 2015 OMCA Board meeting minutes (ATTACHMENT "B"). **Mr. Woodcock** seconded and the motion passed (6-0-0).

### Resident Remarks

- Resident Heather Fepe was present to express her concern regarding a new part time employee hour limitation within CA that affects her daughter. She is concerned that Columbia Association is redefining Columbia, making it an unaffordable place to live.
- **Mr. Avery** gave some further information. He asked the OMCA Board for their support when discussing this issue with the CA Board.
- **Mr. McCormack** stated that the issue will be readdressed later in the meeting.

### New Business

- **Ms. Wisniewski** introduced the newly hired Covenant Advisors for OMCA; **Bob Bellamy** – Covenant Advisor for Violations and **Carrie Wenzholz** – Covenant Advisor for Applications. Mr. Bellamy's email is [Propertyconcerns@oaklandmills.org](mailto:Propertyconcerns@oaklandmills.org) and Ms. Wenzholz's email is [Applications@oaklandmills.org](mailto:Applications@oaklandmills.org).
- **Ms. Thomas** welcomed them both and stated she is looking forward to working with them. She stated she has two items she would like to work on them with in the future: developing an online resource directory for residents to have access to and to determine a timeframe for each task related to covenants.

- **Mr. McCormack** thanked **Mr. Woodcock, Ms. Wisniewski, Ms. Thomas and Ms. Cederbaum** for serving on the hiring committee.

### **Goals and Plans for Board and Staff (Salary and Bonus Policies)**

- **Mr. Edelson** stated that the Board and its committees set goals. He stated he thought it was a good goal for the newly elected Board to develop at the beginning of their term.
- **Mr. McCormack** stated he was thinking more of a long term process for future boards.
- **Mr. Woodcock** stated he felt that goals for a Board should be developed at the beginning of their term, but goals/plans for the OMCA staff should be developed. Parameters of staff salaries and bonuses should be developed.
- **Mr. Verchinski** stated that the OMCA Board should talk to other Village Board Chairs regarding how they set salaries, etc.
- **Mr. McCormack** stated that based on the conversation at the last combined Village Board Chair meeting, each village does something different in regards to staffing. He suggested creating an OMCA Board subcommittee to address this topic.
- **Ms. Thomas** suggested herself; **Mr. Edelson, Mr. Woodcock, and Ms. Cederbaum** make up the committee to handle this task. She also suggested utilizing community volunteers with human resource experience and have them sign a confidentiality statement.
- **Mr. Edelson** recommended the OMCA Board check on privacy laws for the state of Maryland before asking community residents to serve on a committee dealing with personnel issues.
- **Mr. Verchinski** stated he wants the OMCA Board to better utilize community volunteers with certain needed skills where applicable.
- **Ms. White** stated she is not opposed to using community volunteers but the OMCA Board should be prudent how they use them.
- **Ms. Cederbaum** asked to be a part of this committee and to be sure that the committee knows what the OMCA staff does on a day to day basis.
- **Mr. Verchinski** motioned for a subcommittee be formed to look at salary and bonus policies for Oakland Mills and to take into account the salary study that is currently being finalized and also ascertain what other Board policies are in Columbia. The subcommittee be formed by **Ms. Thomas, Mr. Woodcock, Mr. Edelson and Ms. Cederbaum** at a minimum and that volunteers from the Oakland mills community be included provided that this is permitted legally. **Ms. Thomas** seconded and the motion passed (7-0-0).
- **Ms. Wisniewski** gave a point of clarification; the subcommittee is looking at the existing process and policy not looking at current staff positions.

### **Board Co-Chair Remarks**

- **Ms. Thomas** stated that Chesapeake Realty is the new owner of Grand Pointe. The deal has not yet been finalized. If the deal becomes final, there will still be a trial period. **Ms. Thomas** recommended they be invited to a Board meeting.
- **Ms. Wisniewski** is working on the final version of the Developers Packet which is a summary of the VCCP to give to potential investors and developers

### **Columbia Board of Directors Report**

- The CA Board held a closed meeting on January 11, 2016. There is a CA Board meeting on January 14, 2016 that is open initially, but then the CA Board will go into closed session again.
- The CA Board will be discussing a land swap between Long Reach and HRD.

- **Mr. Avery** stated that CA has decided to make the city in Haiti one of the CA Sister Cities. CA will be sending community members and a CA Board member to visit the sister city.
- **Mr. Avery** stated that the CA draft budget has come out. Please review and let **Mr. Avery** know your comments.
- **Mr. Avery** stated that Milton Matthews contract is up for renewal in April.
- **Mr. Verchinski** stated that he is a fan of the sister cities program, but if CA is looking to cut costs, it is not a necessity. He asked the CA Board to consider zero based budgeting.
- **Mr. Avery** made a motion for the Village Board of Oakland Mills support a revision and end of the CA practice of cutting part time and seasonal employee hours to avoid having to pay health benefits and other benefits. **Mr. Edelson** seconded.
- **Mr. Woodcock** requested more information from CA. **Mr. Avery** stated he would need some time to find the answers to the questions asked.
- **Mr. Verchinski** motioned to table the motion. **Ms. White** seconded and the motion was tabled (7-0-0).

### Manager's Report

- **Ms. Cederbaum** distributed Manager's Report (ATTACHMENT "C"). **Ms. Cederbaum** handed out the "2016 Oakland Mills Election Calendar" for approval (ATTACHMENT "D"). **Ms. Thomas** motioned to approve Bob Berlett and Bob Bartolo as Election Committee Co-Chairs and to approve the proposed Election Monitoring Committee. **Mr. Edelson** seconded and the motion passed (7-0-0).
- **Ms. Thomas** motioned to approve the 2016 Oakland Mills Election Calendar. **Ms. Wisniewski** seconded and the motion passed (7-0-0).
- **Mr. McCormack** asked about putting the proposed bylaw regarding the "election not being contested then voting will not be held..." on the 2016 Election Ballot. **Ms. Thomas** also asked about the quorum requirement. The issue will be discussed at the January 26, 2016 Board.
- **Ms. Cederbaum** distributed the FY17/18 Budget Request – Testimony September 3, 2015" for the Board to have (ATTACHMENT "E").
- **Ms. Cederbaum** described background regarding the donation request from Thunder Hill ES (ATTACHMENT "F"). **Ms. Thomas** requested that the OMCA Donation Policy be reviewed and clarified.
- **Ms. Thomas** motioned to approve the donation request by Thunder Hill ES for \$500.00. **Mr. Edelson** seconded and the motion passed (7-0-0).

### Committee Reports

#### Architecture Committee

- See distributed report (ATTACHMENT "G"). A discussion ensued regarding a survey of residents about art sculptures on homeowners' property.

#### Arts Advisory Committee

- See distributed report (ATTACHMENT "H"). It was decided a survey would be send out with one question and a section for comments.

#### Education Committee

- See distributed report (ATTACHMENT "I").

#### Housing Committee

- Real Estate Seminar on Saturday, January 30, 2016 at The Other Barn.
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### **Marketing Committee**

- See distributed email copy (ATTACHMENT “J”).

### **Neighborhood Enhancement Advisory Committee (NEAC)**

- See distributed report (ATTACHMENT “K”).

### **Safety Committee**

- See distributed email (ATTACHMENT “L”).

### **Board Bulletin Board**

- **Mr. Edelson** stated that the HCPD Bike Path police officers visit and read to SFES students.
- **Ms. Cederbaum** stated that a tree had fallen on a house on Camelback Lane. No one was hurt and neighbors are seeing if the family needs assistance from the community.
- **Mr. Woodcock** stated that the Board should look at the Chesapeake Community Partners website to find out what they are about.
- **Mr. Verchinski** testified on behalf of the Board regarding having the \$2 million reinstated. He felt this should be reinforced with a letter from the OMCA Board.
- **Ms. Thomas** asked if anyone was working on getting a letter to Howard County regarding the Bike Master Plan relating to Bridge Columbia. Ms. Cederbaum will forward information to be furnished by the Bridge Columbia committee.

The regular OMCA Board meeting was adjourned at 9:20 pm.

**Mr. Edelson** motioned for the Board to go into closed session for “Consultation with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation.” **Ms. Wisniewski** seconded and the motion passed (7-0-0).

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

**From:** Kathryn Wisniewski [<mailto:kdwisni@yahoo.com>]

**Sent:** Thursday, January 21, 2016 12:04 PM

**To:** Jonathan Edelson

**Cc:** bill woodcock; Marcia White; Ginny Thomas; sandy cederbaum; Paul Verchinski; Bill McCormack; Reg Avery Anne

**Subject:** Amendment to Clarify the Board Policy on Members Whose Properties are Non Compliant

Guys,

To address any confusion regarding the last item of the procedures for dealing with Non-Compliant Board Members, I will propose the following amendment at the January 26th meeting.

If a property remains out of compliance after 60 days and the board member fails to provide evidence that all violations will be completely corrected within the next 30 days (90 days after the election), the member will be permanently removed from the Board.

The only reason for tacking on the extra 30-day option was to allow for unavoidable construction delays, due to weather or the contractor's inability to get the requisite materials. If you don't want any wriggle room at all, then the last item would be amended to read as follows:

If a property remains out of compliance after 60 days, the member will be permanently removed from the Board.

These are just procedures, which we can amend at any time.

Now let's pray we are able to meet next Tuesday!

Kay

**Current By-Law:**

Amendment to Article II Board of Directors, Section 2.03 Election of Directors.  
(approved by the majority of those members casting votes in the Village Election on April 17, 1999)

IN ORDER TO SERVE ON THE VILLAGE BOARD, CANDIDATES OWNING PROPERTY IN OAKLAND MILLS, MUST, UPON ELECTION, OBTAIN A CERTIFICATE OF COVENANT COMPLIANCE WITHIN 60 DAYS.

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**By-Law Policy Implementation:**

Upon election, all board members who own property in Oakland Mills must obtain a Letter of Covenant Compliance. If the Covenant Advisor determines that the property is not in compliance, the member must bring it into compliance within 60 days of the election. Board members who do not bring their property into compliance within 60 days are not permitted to vote at meetings of the Village Board and the Architecture Committee. Failure to submit and carry out a reasonable timeframe for compliance will result in permanent removal from the Board.

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- 1) Upon election of the board, the Covenant Advisor will immediately inspect each board member's property and issue a Letter of Covenant Compliance or a Letter of Non-Compliance.
  - A letter to a non-compliant board member must include the text of the by-law amendment with a reminder that the property needs to be brought into compliance within 60 days of the election. It must instruct the non-compliant board member contact the Covenant Advisor to acknowledge receipt of the letter, submit a timeframe for compliance, and request a date for re-inspection.
  - Copy of Letters of Non-Compliance and Letters of Compliance must be sent to Village Manager, Board Chair(s), and Architecture Committee Chair.
  
- 2) **30 Days after receiving initial letter:** If the non-compliant member does not respond to the Covenant Advisor after 30 days, the Covenant Advisor will send the board member a second letter.
  - Content of letter to include a reminder of the 60-day deadline, a request that the Board Member contact the Covenant Advisor with a timeline, and a date for re-inspection.

- Copy of 30-day reminder letter to be sent to the Village Manager, Board Chair(s), and Architecture Committee Chair.
- 3) **50 Days after receiving initial letter:** Covenant Advisor will give a status update to the Village Manager, Board Chair(s), and AC chair on all Board Members who have properties that remain out of compliance. This will include correspondence between Covenant Advisor and Board member as well as a summary of conversations and copies of emails.
  - 4) **60 Days after new board takes office:** If the property remains out of compliance at this point, the non-compliant member is suspended until he/she obtains a Letter of Compliance. If the property remains out of compliance after 60 days and the member fails to provide evidence that all violations will be completely corrected within the next 30 days (90 days after the election), the member will be permanently removed from the board for the remains of that board's term.

Approved by Oakland Mills Board of Directors 1\_26\_16

DRAFT

January 25, 2016

Oakland Mills Community Association

Village Community Association Revitalization Grant Application

Background: The recent Oakland Mills Village Center Community Plan (VCCP), produced by the Oakland Mills Village Board, and Columbia Market Analysis and Economic Development Services Study (aka, "The Village Center Master Plan"), produced by the Columbia Association, describe visions for redevelopment of the Oakland Mills Village Center and properties immediately neighboring the village center. Oakland Mills received funding from Howard County, as well as the Columbia Association, for a feasibility/market study for the redevelopment of the Oakland Mills Village Center, to be overseen by the Howard County Department of Planning and Zoning. Oakland Mills is very grateful for this support.

However, these projects do not describe the full needs of the village. The above-cited documents, and pending feasibility study, have all addressed, and will address, possibilities for village redevelopment. Oakland Mills lacks the ability to effectively identify and address the impediments that stand in the way of village redevelopment. Therefore we request funding for a consultant who will identify the roadblocks that stand in the way of the vision of Oakland Mills as a vibrant, diverse village with a thriving village center and active, connected community, and who will identify strategies to overcome those roadblocks.

Goals/ Workplan: The consultant will perform tasks similar to and possibly including, but not limited to, the following tasks:

- Perform land use record research on the existing village center commercial properties to learn of any deed restrictions which may prohibit or limit certain future uses;
- Review Howard County Code and relevant regulations to identify roadblocks to changing residential zoning density in Oakland Mills;
- Ascertain the current residential zoning density allowed in Oakland Mills;
- Identify code/regulations that provide "competitive advantage" to attract residents and businesses to other areas of Howard County, which are not currently available to Oakland Mills;
- Inform village leadership as to strategies that can allow Oakland Mills to also avail themselves of the above-mentioned "competitive advantages"
- Work with village leadership on a plan of action which the village may implement in order to advocate effectively for the changing of code/regulations which will allow for more private sector investment in Oakland Mills.

Project Timeline:

January, 2016: award of \$10,000 Community Revitalization Grant

February, 2016: identify and hire consultant

February-early March, 2016: interview village board to gain full flavor of the vision for the future of Oakland Mills

Remainder of March, 2016: study relevant Columbia Association and Howard County policies, regulations, and code; interview Columbia Association and Howard County decision makers and leaders

April 1, 2016: present findings and recommendations to Oakland Mills Village Board and discuss possible strategies to overcome threats to Oakland Mills revitalization

April 15, 2016: Decide upon strategies

May 1, 2016: Begin efforts to overcome threats to Oakland Mills revitalization

**Village Community Association Revitalization Grant Request Form**

Date: January 26, 2016 Amount Requested: \$10,000.<sup>00</sup>/<sub>100</sub>  
 Name of Village: Oakland Mills Contact Person: Sandy Cederbaum  
 Contact Person: Community Assoc. Contact Email: \_\_\_\_\_  
 Phone: 410-730-4610 Address: manager@oaklandmills.org

Type of funds, please check appropriate box:

- Additional funds for existing project - Please attach original application and answer questions 3-5
  New project – Please answer questions 1-5
  Property Standards Evaluator – Please answer questions 3-5

- 1. Proposal Summary:** The Proposal Summary should be about one paragraph of 1-3 sentences and should include a general description of the use that will be made of the funds.
- 2. Background:** Provide an explanation of the problem that has created the need for the program that will be funded by the requested grant. It should provide evidence that the problem exists as well as how the proposed project will contribute to a solution to the problem or will reduce the harmful impact of the problem.
- 3. Project Description:** Give a detailed description of the program that will be funded by the requested grant. Explain the duration of time during which the funds will support the project, list the goals of the project, how they will be achieved, how success or failure will be measured, and why this project cannot be accomplished as part of the Village(s) operating budget.
- 4. Project Timeline:** Provide a timeline that shows the chronological order in which the activities listed under each goal heading will be undertaken and/or completed.
- 5. Budget:** Provide complete table below (expand as necessary)

Expense – be specific	Total projected expense	Amount funded from grant
<i>See attached</i>	<i>\$10,000</i>	<i>\$10,000</i>

**Submitted by:**

Board Chair (By signing this, I affirm that the Village Board has approved this request):

WILLIAM R. Mc CORMACK JR  
 Print Name      Signature      Date 1-26-16

**Village Manager:**

Sandy Cederbaum  
 Print Name      Signature      Date January 26, 2016

**Please Do Not Write Below ~ For Administrative Purposes Only**

<b>Date Received:</b>		
<b>Date Revitalization Grant Committee Met:</b>		
<b>Members Present:</b>		
<b>Committee Vote:</b> /    /	<b>Request Approved</b>	<b>Request Denied</b>
<b>Amount Approved:</b>		
<b>Date Disbursement Issued:</b>		
<b>Date Requestor's Invoice Received:</b>		
<b>Signature of Grant Administrator:</b>		



January 26, 2016

## **Oakland Mills Community Association**

### **Village Community Association Revitalization Grant Application**

**Background:** The recent Oakland Mills Village Center Community Plan (VCCP), produced by the Oakland Mills Village Board, and Columbia Market Analysis and Economic Development Services Study (aka, “The Village Center Master Plan”), produced by the Columbia Association, describe visions for redevelopment of the Oakland Mills Village Center and properties immediately neighboring the village center. Oakland Mills received funding from Howard County, as well as the Columbia Association, for a feasibility/market study for the redevelopment of the Oakland Mills Village Center, to be overseen by the Howard County Department of Planning and Zoning. Oakland Mills is very grateful for this support.

However, these projects do not describe the full needs of the village. The above-cited documents, and pending feasibility study, have all addressed, and will address, possibilities for village redevelopment. Oakland Mills lacks the ability to effectively identify and address the impediments that stand in the way of village redevelopment. Therefore we request funding for a consultant who will identify the roadblocks that stand in the way of the vision of Oakland Mills as a vibrant, diverse village with a thriving village center and active, connected community, and who will identify strategies to overcome those roadblocks.

**Goals/ Work plan:** The consultant will perform tasks similar to and possibly including, but not limited to, the following tasks:

- Perform land use record research on the existing village center commercial properties to learn of any deed restrictions which may prohibit or limit certain future uses;
- Review Howard County Code and relevant regulations to identify roadblocks to changing residential zoning density in Oakland Mills;
- Ascertain the current residential zoning density allowed in Oakland Mills;
- Identify code/regulations that provide “competitive advantage” to attract residents and businesses to other areas of Howard County, which are not currently available to Oakland Mills;
- Inform village leadership as to strategies that can allow Oakland Mills to also avail themselves of the above-mentioned “competitive advantages”;
- Work with village leadership on a plan of action which the village may implement in order to advocate effectively for the changing of code/regulations which will allow for more private sector investment in Oakland Mills.

**Project Timeline:**

**Late January – early February, 2016:** Award of \$10,000 Community Revitalization Grant.

**February, 2016:** Identify and hire consultant.

**February-early March, 2016:** Interview village board to gain full flavor of the vision for the future of Oakland Mills.

**Remainder of March, 2016:** Study relevant Columbia Association and Howard County policies, regulations, and code; interview Columbia Association and Howard County decision makers and leaders.

**April 1, 2016:** Present findings and recommendations to Oakland Mills Village Board and discuss possible strategies to overcome impediments to Oakland Mills revitalization.

**April 15, 2016:** Decide upon strategies.

**May 1, 2016:** Begin efforts to overcome impediments to Oakland Mills revitalization.

**Approved by the Oakland Mills Board of Directors  
January 26, 2016**