



**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 ~ Lynn-Steven Engelke  
Judy Gottsagen ~ Paul Verchinski  
Reginald Avery, Columbia Council Representative

**January 24, 2017**

### **OMCA Regular BoD Meeting**

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

**Present:** Ginny Thomas, Co-Chair; Bill McCormack, Co-Chair; Jonathan Edelson, Vice Chair; Kay Wisniewski, AC Chair; Judy Gottsagen, Paul Verchinski, Reginald Avery, CA Rep (Arrived at 7:20pm); Sandy Cederbaum, Village Manager; Brigitta Warren, Event & Administrative Coordinator

**Also Present:** Bob Bellamy, Covenant Advisor, Elinda Dennis, RAC; Susan Lynn, RAC; See resident list.

**Absent:** Lynn Engelke

### **Opening of Meeting**

- **Mr. Edelson** motioned to accept the January 24, 2017 agenda (ATTACHMENT "A"). **Ms. Wisniewski** seconded and the motion passed (6-0-0).
- **Ms. Thomas** motioned to accept the January 10, 2017 OMCA Board meeting minutes (ATTACHMENT "B"). **Mr. Edelson** seconded and the motion passed (6-0-0).

### **New Business**

#### **Proposed Architectural Guidelines**

- **Mr. McCormack** turned the meeting over to **Ms. Wisniewski, AC Chair**.
- Susan Lynn, RAC, indicated that she did have some changes that she would be forwarding to **Ms. Wisniewski**.
- She stated that she wanted to know what happened when a submitted exterior application is approved. Is there any follow-up? She suggested implementing a verification process. **Ms. Wisniewski** responded that she would ask the OMCA Covenant Advisors to poll other village covenant advisors to see if they have such a process.
- **Ms. Wisniewski** asked about a follow up process for a letter of compliance. **Mr. Bellamy** stated that when it is identified that a resident has not complied with the letter of compliance a follow up letter is sent if it is an egregious situation.
- **Ms. Wisniewski** stated she would ask Mr. Dudek how many letters of compliance he sent out and how many of those are compliant. She also suggested hosting a workshop for realtors about letters of compliance.
- Resident Claudia Hollywood asked if an approval for an alteration is given, is that for the lifetime of the property.

- Elinda Dennis, RAC, suggested attaching something for the resident to return to the OMCA office upon completion of the approved exterior alteration.
- **Mr. Verchinski** suggested attaching a postcard for the resident to return.
- **Mr. Edelson** suggested clarifying what residents are responsible for on their cul-de-sac and what the County and CA are responsible for. He also asked if it should be a requirement that all pools be covered when not in use. Ms. Dennis suggested checking the County regulations regarding the covering of pools.
- **Ms. Gottsagen** suggested that residents should be responsible for the items that they may have planted on the cul-de-sacs. **Ms. Cederbaum** stated that that may be hard to enforce.
- Resident Barbara Heazel suggested defining the term “similar style.” Ms. Heazel asked about Section 34.2.2; if a resident wants to turn architectural shingles back to a regular shingle. This is not addressed. Ms. Dennis stated that the RAC considers both shingles interchangeable.
- Resident Heazel asked if the old rules were being grandfathered in. She also suggested adding guidelines relating to protection from deer. She stated there are two issues: deer eating plants and male deer rubbing their antlers on trees.
- **Ms. Wisniewski** suggested a hyperlink to State/CA/County information. She stated that temporary remedies for deer prevention are not a problem, it is the permanent structures.
- Resident Marcia White was present to ask about guidelines relating to political signs. She addressed a recent situation that took place in her neighborhood of Thunder Hill. **Ms. Wisniewski** referred to an email that was sent by Sheri Fanaroff from CA legal Counsel regarding regulating political signs. Political signs are regulated by the County. Ed Marquardt is the Howard County Sign Code Inspector. A discussion regarding political signage ensued.
- **Mr. Verchinski** commended **Ms. Wisniewski**, Claudia Hollywood and the staff that worked on the revisions to the guidelines. He also stated that he hopes the discussion of signs won’t hold up furthering the guidelines.
- **Mr. Verchinski** suggested that on page 11 regarding oil storage tanks; change to read, “Exterior storage tanks will not be allowed.”
- **Mr. Verchinski** suggested that in Section 18.1.4, “doors constructed of metal or wood,” to add composite material.
- Resident Michael Smith asked in Section 42.2 and 42.4 how is the no commercial vehicles on grass enforced. **Mr. Bellamy** responded that he files a complaint with the Howard County Department of Planning and Zoning and they enforce the County regulation.
- Mr. Smith asked about commercial vehicles parked on the street. **Ms. Wisniewski** stated that the County enforces regulations regarding that. **Ms. Thomas** asked what if the commercial vehicle is parked in a cul-de-sac. **Mr. Bellamy** stated that if the commercial vehicle is blocking traffic, the County will ask that the vehicle be moved.
- Mr. Smith asked about Section 33.1 and Section 33.2. He stated that it should be removed. **Ms. Wisniewski** told the resident to call **Mr. Bellamy** if he sees a problem. A resident asked how to follow up and suggested residents will wonder why Oakland Mills does not address this issue in their guidelines. **Mr. Verchinski** suggested adding “Please call OMCA to discuss further.”
- Resident Heidi Knott asked if there was going to be anything that shows specifically what the 2017 updates are. **Ms. Wisniewski** stated she would send it to Ms. Knott.
- Ms. Knott asked if in Section 15.5, the statement that the fencing had to match preexisting adjacent fencing was too restrictive. She suggested using the work “compatible” instead of “match.”
- Ms. Knott asked regarding “Decorative Objects and Art,” what is this specific too? **Ms. Wisniewski** responded it refers back to statues and structures. Ms. Knott suggested adding the word permanent. Susan Lynn stated that something should be said regarding this issue due to some recent RAC decisions that were made.
- **Mr. McCormack** thanked everyone who was involved in the revision process.

## Board Co-Chair Remarks

- **Ms. Thomas** stated that she had met with a developer and he stated that in Oakland Mills, perceived crime is the problem.
- **Ms. Thomas** also mentioned that the OMCA Village Board had received a thank you from the OMHS PTSA for the donation.

## Columbia Board of Directors Report

- **Mr. Avery** distributed his report (ATTACHMENT “C”).
- **Mr. Avery** stated that the Owen Brown CA Rep, Andy Stack, has suggested that CA give \$75K grant to the Inner Arbor Trust for the Chrsalylls to help with programming and events. A discussion ensued regarding where this money would go and if the OMCA Village Board agreed with giving this money. **Mr. Avery** stated that the CA Board will be voting on this issue on January 26, 2017.
- **Ms. Wisniewski** stated that based on the discussion it is the sense of the OMCA Board that they do not favor giving \$75K grant to the Inner Arbor Trust.

## Manager’s Report

- **Ms. Cederbaum** distributed her report (ATTACHMENT “D”).
- **Ms. Cederbaum** distributed the proposed 2017 Election Calendars and the names of the 2017 Election Monitoring Committee (ATTACHMENTS “E”, “F”, and “G”).
- **Ms. Wisniewski** motioned to approve both of the 2017 Election Calendars submitted and the Election Monitoring Committee. **Mr. Edelson** seconded and the motion passed (6-0-0). Ms. Cederbaum was asked to include the May 1 date for the start of the new board term.
- **Ms. Gottsagen** nominated Claudia Hollywood to serve on the Election Monitoring Committee. Ms. Hollywood agreed to serve on the committee.

## Committee Reports

### AC Report

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

### Arts Advisory

- **Mr. Verchinski** gave information regarding the Livable Home Tax Credit that will be available for seniors.

### Education

- **Mr. Edelson** stated that the Education Committee met this evening and discussed PARCC scores of the Oakland Mills schools that are currently using the ESM.
- The committee discussed HC school start times that have been proposed. The committee agreed with the PTA of Howard County that school start times should remain what they currently are.

### Housing

- **Mr. McCormack** has been asked to help Columbia Association with the guidelines for the

modernization of Downtown. He has been asked to solicit individuals from Oakland Mills that would be interested in helping with this process and will be getting more information about this.

- **Mr. McCormack and Ms. Thomas** will be meeting with Kelly Cimino, HC Housing Director regarding issues with 6141 Commitment Court.

## NEAC

- See report (ATTACHMENT "I").

## Safety and Security

- **Ms. Gottsagen** distributed her report (ATTACHMENT "J"). A correction that the information regarding the 9600 block of Rocksparkle, was actually Indian Camp Road.
- **Ms. Gottsagen** stated that the Safety and Security Committee will only be meeting as needed.

## Board Bulletin Board

- **Mr. Avery** stated that this year's state PTACH Convention will be held at the Sheraton in Columbia.
- **Mr. Edelson** announced Family Bingo night next Friday, February 3<sup>rd</sup> at The Other Barn.
- **Mr. Verchinski** asked if **Ms. Cederbaum** had the information about the CA Buy a Brick program. **Ms. Cederbaum** responded yes, she does and has included it in recent eNewsletters.

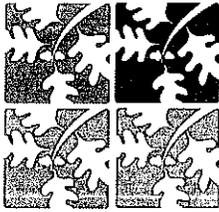
The regular OMCA Board meeting was adjourned at 9:01pm

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

## Action Items from January 24, 2017 OMCA Board Meeting

### Board and Staff Action Items:

- Review comments and suggestions regarding the Revised Architectural Guidelines. Meet and revise for resubmission.



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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  
Lynn-Steven Engelke, Judy Gottsagen, Paul Verchinski  
Reginald Avery, Columbia Council Representative

**January 24, 2017  
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 10, 2017 meeting
- 7:05 p.m. Resident Remarks**
- 7:10 p.m. New Business**  
**Proposed Architectural Guidelines**, Community and Board Discussion  
(view the copy on the OM website at: [oaklandmills.org](http://oaklandmills.org))
- 8:00 p.m. Board Co-Chair Remarks**, Virginia Thomas and William R. McCormack
- 8:10 p.m. Columbia Board of Directors Report**, Reginald Avery
- 8:20 p.m. Manager's Report, Sandy Cederbaum**  
2017 Village Election Calendar  
Election Monitor Committee Chairs Approval and EMC Committee Members Approval
- 8:30 p.m. Architecture**, Kay Wisniewski  
**Arts Advisory**, Paul Verchinski  
**Education Committee**, Jonathan Edelson and John DiTomaso  
**Housing Committee**, Bill McCormack  
**Neighborhood Enhancement Advisory Committee**, Lynn Engelke  
**Safety & Security Committee**, Judy Gottsagen and Steve Gottsagen
- 8:45 p.m. Board Bulletin Board**
- 9:00 p.m. Adjourn**

Upcoming Events: for details on all events visit: [oaklandmills.org](http://oaklandmills.org)

All events listed below are held at The Other Barn, 5851 Robert Oliver Place, Columbia, MD 21045

Jan. 17, 7:00 – 8:00 pm, OMCA Safety and Security Committee

Jan. 24, 7:00 p.m., OMCA Board Meeting including discussion of the Proposed Revised Architectural Guidelines

Feb. 3, 6:30 pm, SFES/OMCA Family Bingo

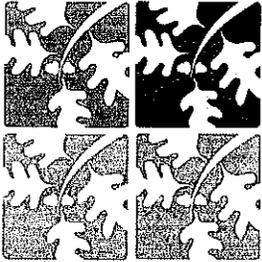
Feb. 14, 6:00 – 7:00 pm, OMCA Education Committee

Feb. 14, 7:00 pm, OMCA Board Meeting

Feb. 24, 10 am, Lively Arts for Little Ones

Feb. 28, 6:00 – 7:00 pm, OMCA Neighborhood Enhancement Advisory Committee

Feb. 28, 7:00 pm, OMCA Board Meeting



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Judy Gottsagen ~ Paul Verchinski  
Reginald Avery, Columbia Council Representative

**January 10, 2017**

### OMCA Regular BoD Meeting

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

**Present:** Ginny Thomas; Co-Chair, Bill McCormack; Co-Chair, Jonathan Edelson; Vice Chair, Kay Wisniewski; AC Chair, Lynn Engelke; Judy Gottsagen, Paul Verchinski, Sandy Cederbaum; Village Manager, Brigitta Warren; Event & Administrative Coordinator

**Also Present:** See resident list.

**Absent:** Reginald Avery; CA Rep

### Opening of Meeting

- **Ms. Wisniewski** motioned to accept the January 10, 2011 agenda (ATTACHMENT "A"). **Mr. Edelson** seconded and the motion passed (7-0-0).
- **Mr. Edelson** motioned to accept the December 13, 2016 OMCA Board meeting minutes (ATTACHMENT "B"). **Ms. Gottsagen** seconded and the motion passed (7-0-0).

**Mr. McCormack** stated that on December 13, 2016 the OMCA Board voted (6-0-0) to go into closed session at 8:53pm to discuss matters pertaining to employees and personnel and for consultation with staff personnel, consultants, attorneys, or other persons in connection with pending or potential litigation. The closed session adjourned at 9:50pm.

### Old Business

#### Police Trailer Art Mural Discussion (ATTACHMENT "C")

- **Ms. Gottsagen** stated that she and Mr. Gottsagen researched and found that there was no plan by the County to remove the police trailer
- **Mr. Edelson** stated that if we need to be careful what we ask for if we ask for the trailer to be removed. It could lead to the loss of the OM community police officer.
- **Ms. Thomas** stated that community policing is here to stay county and nationwide. If a developer comes in with a plan and it includes the removal of the trailer than possibly the trailer can be moved.
- **Mr. Verchinski** asked whether the wording on the art survey was okay and should the survey be sent out.
- **Ms. Engelke** asked if the HCPD was okay with the art mural, what the parameters are, what about the clean up before and after the project, supervision during the project, and estimate of what the cost is for everything. She also asked about the willingness to commit as far as OMCA Board time, staff time and

volunteer time.

- **Mr. Verchinski** responded that he has had discussion with the police department and they are interested in having the art mural done. He stated the issues that are being brought up should have been brought up months ago.
- **Ms. Engelke** stated that she thought the issue was still in the discussion phase and not in the final stages. **Ms. Engelke** gave suggestions as to other ways we might utilize the students' art work.
- **Ms. Thomas** thanked **Mr. Verchinski** for all of his work.
- A discussion regarding whether this should be volunteer work or a paid commitment took place as well as issues of liability.
- **Mr. McCormack** also thanked **Mr. Verchinski** for his work and stated that there has already been a unanimous vote to go forward with this project.
- **Ms. Cederbaum** raised a question regarding what on the trailer was going to be painted.
- **Mr. Verchinski** responded that he had given the art teacher pictures of all four sides of the trailer who stated she could make it work. He also stated that he had spoken with Officer Buchanan and he thought it was a good idea.
- Further discussion took place.
- **Mr. McCormack** suggested meeting with the art teacher.
- **Mr. Verchinski** made a motion to have the art survey go out to Oakland Mills residents.
- **Ms. Thomas** stated her concern with the wording of the survey.
- **Ms. Cederbaum** asked if the art teacher gave artwork that was specific to the various sides of the trailer. **Mr. Verchinski** responded yes.
- **Mr. Verchinski** suggested putting in a disclaimer stating "Please note, this project will take place in stages."
- **Mr. Edelson** referred back to **Ms. Engelke's** concern regarding future maintenance.
- **Ms. Engelke** put forth a counter motion to delay voting on the survey until the OMCA Board meets with the OMHS art teacher.
- **Mr. Edelson** seconded **Mr. Verchinski's** motion.
- **Mr. Verchinski** stated that it is his understanding that the survey will go out with an added disclaimer. **Mr. Edelson** responded yes.
- After further discussion, **Mr. Verchinski** withdrew his motion and stated **Ms. Engelke** can proceed as she would like. **Mr. Edelson** withdrew his second of **Mr. Verchinski's** motion.
- **Ms. Engelke** made a motion to delay the sending of the art survey until we get more information.
- **Mr. McCormack** stated that **Ms. Engelke's** motion received no second so **Mr. Verchinski** will proceed with sending out the art survey with the disclaimer language added.

## **New Business**

### **Employee Handbook**

- **Ms. Cederbaum** distributed hard copies to the OMCA Board members of the proposed revised Employee Handbook. She gave background information regarding the development of the handbook.
- Suggestions were made regarding possible changes to the handbook.
- **Ms. Wisniewski** motioned to accept the employee handbook. **Mr. Edelson** seconded.
- **Ms. Thomas** asked what the cost was to put together the handbook. **Ms. Cederbaum** responded \$2200.
- **Ms. Cederbaum** requested that any suggested changes to the handbook be sent to her in writing.
- A discussion regarding the "References" section of the handbook was discussed. **Ms. Cederbaum** will follow up with CA regarding this issue.
- **Mr. Edelson** stated he would like to see the handbook passed aside from a few minor edits.
- **Ms. Thomas** stated that suggestions should be given to **Ms. Cederbaum** by January 24<sup>th</sup> and the OMCA Board should plan to vote on the Handbook with the suggested changes at the February 14<sup>th</sup>

OMCA Board meeting.

- **Ms. Wisniewski** amended her original motion to approve the Employee Handbook at the February 14<sup>th</sup> OMCA Board meeting. **Mr. Edelson** seconded and the motion passed (7-0-0).

### Board Co-Chair Remarks

- **Ms. Thomas** suggested that we reinstate the Personnel Committee to look at the donation policy and staff bonuses along with other personnel issues.
- **Ms. Wisniewski and Mr. Edelson** stated they were not in favor. **Mr. Edelson** stated that we already have the OMCA Board to do that. He also stated that we have already discussed and revised the donation policy three times.
- A discussion regarding whether or not a personnel committee to look at these issues is necessary and a brief discussion of the budget process took place.
- **Ms. Thomas** suggested that she would like the Board to be more proactive.
- **Ms. Wisniewski** motioned that **Mr. Edelson and Ms. Engelke** take the lead providing a review of the budget and personnel policies. **Ms. Gottsagen** seconded and the motion passed (7-0-0).

### Manager's Report

- **Ms. Cederbaum** distributed her report (ATTACHMENT "D").
- **Ms. Cederbaum** also distributed a copy of a memorandum from Susan Krabbe, CA, regarding the "Village Board Input with Staff responses for the FY 2018 Conditional Budget." (ATTACHMENT "E"). **Ms. Cederbaum** stated she had just received this information at the end of the day today and will be looking at it and reviewing. She did point out the information regarding funding for a Property Standards Evaluator. She asked that the OMCA Board to review and suggest a response.
- **Ms. Cederbaum** also relayed information regarding the village signs that will be brought out for Columbia's 50<sup>th</sup> Celebration. She stated that the signs will become a permanent display in the new "Kennedy Gardens". The villages have requested \$10K of the village contingency funds to be used to pay the artist who will be fixing the signs to complete the project. Contingency Fund request is pending.
- **Mr. Edelson** asked about the individual village signs in the villages and if anything had happened regarding them. **Ms. Cederbaum** stated we should ask CA as to what the timeline is for this project.

### Committee Reports

#### Safety and Security

- **Ms. Gottsagen** distributed her report (ATTACHMENT "F").
- **Ms. Gottsagen** stated that there have been 3 recent accidents at the Stevens Forest/ Farewell Road proposed roundabout location. She also announced there would be a Consumer Protection Presentation on May 17, 2017 at 6:30pm at The Other Barn led by the Howard County Office of Consumer Affairs and an officer from HCPD
- **Ms. Gottsagen** stated that there had been a fire on Rocksparkle this past Sunday evening. She suggested donating a small gift card to the family.
- **Ms. Gottsagen** motioned to donate a \$100 Visa gift card to the family. **Ms. Thomas** seconded and the motion passed (7-0-0). **Ms. Cederbaum** stated she would purchase the gift card and bring to Mr. Diaz, SFES Principal.

### NEAC

- **Ms. Engelke** had her NEAC meeting this evening.

- She stated the January 7<sup>th</sup> workshop was well attended and went off great. She thanked **Ms. Cederbaum and Ms. Warren** for their assistance with the event. The next workshop will be on April 8<sup>th</sup>.
- The revised Architecture Guidelines have been completed and are posted on the OM website and available at The Other Barn for people to come and review and make comments until January 24<sup>th</sup>. At the January 24<sup>th</sup> OMCA Board meeting there will be time allotted for community input. She stated that the Guidelines will be submitted to the Board with changes to vote on at the February 14<sup>th</sup>, pending legal review. The guidelines will take effect on March 14<sup>th</sup> pending legal review.
- The committee is looking at the property standards evaluation and figuring out strategies to resubmit to the OMCA Board.

### **Housing**

- **Mr. McCormack** will be working with **Ms. Thomas** on the Public Nuisance Bill.

### **Education**

- **Mr. Edelson** stated that the Education Committee postponed their meeting from this evening due to lack of attendance.
- **Mr. Edelson** will be inviting Dr. Bess Altweger, Howard County School Board representative to the OM School cluster, to the March Education meeting.
- **Mr. Edelson** attended a meeting with other representatives from schools using the ESM pilot program. He will be working on developing a family survey to be distributed towards the end of January or early February.
- **Mr. Edelson** acknowledged the story of a student from SFES who dressed up as Ruth Bader Ginsburg for a Superhero day at SFES. Her story reached Ms. Ginsberg who in turn wrote her a handwritten personal note in return. The story has gone viral and was even featured on the Facebook page of Good Morning America.
- **Ms. Thomas** asked **Mr. Edelson** if he would be interested in inviting Dr. Altweger to a regular Board meeting with the community. He stated both ways have been done, the education committee meeting or the regular Board meeting.

### **Arts Advisory**

- **Mr. Verchinski** asked when the OMCA Board would like to vote on the survey results. **Mr. Edelson** asked if we had an estimate cost from the art teacher on costs. **Mr. Verchinski** responded that he was with the understanding that OMCA would pay for whatever is needed. He also stated that cost would depend on which renderings were selected.
- **Mr. Edelson** suggested that the OMCA Board vote on the renderings at the February 28<sup>th</sup> Board meeting.

### **Architecture Committee**

- **Ms. Wisniewski** distributed her report (ATTACHMENT "G").

### **Board Bulletin Board**

- **Mr. Edelson** congratulated the Kaplan and Cederbaum family on their new arrival.

The regular OMCA Board meeting was adjourned at 9:21pm

The OMCA Board went into a closed session meeting at 9:23pm.

Respectfully submitted: Brigitta Warren, Event and Administrative Coordinator

### **Action Items from January 10, 2017 OMCA Board Meeting**

#### **Board Action Items:**

- **Edelson and Engelke** to take the lead on providing a proactive budget review, including but not limited to specific personnel policies relating to the budget.
- OM Board to Vote on Art Mural Selection on February 28, 2017
- Board to hold hearing on proposed AC guidelines on Jan. 24 and vote on Feb. 14, pending legal review
- **Edelson** will invite Dr. Altwerger to either a March Education Committee Meeting or March OMCA Board Meeting.

#### **Staff Action Items:**

- Warren to send art survey w/added language
- Cederbaum to check w/CA regarding "reference wording" in Employment Handbook
- Cederbaum will review CA comments to OMCA CA FY18 budget requests
- Cederbaum will gather board edits to Employment Handbook by Jan. 24 and circulate revised draft to board for Feb. 14 discussion and vote.
- Cederbaum will find out timeline for new village identification signs
- Cederbaum will purchase a gift card for the family displaced by fire

#### **Board and Staff Action Items:**

- Board to submit suggested edits to Employment Handbook to Sandy by Jan. 24
- Board to read through CA comments to OMCA FY18 budget requests

The Columbia Association January 4<sup>th</sup> meeting was a work session that leaned mostly on proposed Amendment to the FY18 Conditionally Approved Operating and Capital Budgets.

Staff projected an increase in net assets of \$3,807,000, the same amount in the Conditional FY 18 Operating Budget approved by the Board of Directors in February 2016. The projected capital budget of \$17,000,000 reflects changes among projects and no change to the total.

The following dates provide a look at what will be coming up in the month of February:

**Friday, February 3, 2017** Board-recommended threshold adjustments made to the Conditional FY 18 Budget including proposed revisions, delivered to the Board.

- **Procedures or rules:**
  - **Not applicable – not a meeting.**
- **Format for information:**
  - **Documentation (as described for January 6) will be revised as necessary and redistributed to the Board.**
- **Process:**
  - **Board members to review in preparation for deliberation on February 9, 2017.**

**Thursday, February 9, 2017** Second deliberation by the Board on the Conditional FY 18 Budget with the adjustments and inputs. This is a scheduled Board work session meeting that is open to the public.

- **Procedures or rules:**
  - **The Board-approved “Policy on Conduct of Work Sessions” applies.**
- **Format for information:**
  - **Documentation distributed on January 6 will be revised and redistributed based on input received to date.**
- **Process:**
  - **Board members will discuss the conditional FY 18 Budget with the adjustments and inputs.**

**Thursday, February 23, 2017** CA Board discussion and vote to approve the final FY 18 Budget revisions and annual charge rate and cap for FY 18. This is a scheduled meeting of the Board, the agenda for which will include the vote on the budget.

- **Procedures or rules:**
  - **Robert’s Rules of Order apply, as this is a regular Board of Directors meeting.**
- **Format for information:**
  - **Documentation distributed for February 9 will be revised and redistributed based on input received to date.**
- **Process:**
  - **The Board will discuss and vote on the proposed FY 18 Budget revisions and annual charge rate and cap for FY 18.**

There are operating budget new initiatives that are coming up and will be voted on at our next meeting this coming Thursday. The first initiative was presented by the Board Chair, Andy Stacks who is requesting \$75,000. This is considered a grant that will be used to allow programming for the Chrysalis.

The grant would be similar to the grants, initiated by CA and that are available to other organizations that contribute to the quality of life in Columbia, according to Andy Stack's request.

Each village has also request for consideration by the Board of Directors:

**Kings Contrivance** is asking for items in the Capital budget like sprinkler system, HVAC roof units and the noise level in the banquet room to be addressed in this current fiscal year.

**Owen Brown**, is looking for funding for pond maintenance at Grace Pond and funding to expand the Community Center parking lot by at least ten spaces.

**Wilde Lake** is looking for funding to conduct a Property Standard Evaluator Program in FY2018. They are also requesting funding for bathhouse renovations at the Running Brook Neighborhood Pool in FY2018. The Wilde Lake Village Board also asked that the CA Board continue to retain funds in the final FY2018 budget for their bio-retention facility.

**Kings Contrivance** asked items listed in previous years to update the Amherst House that those items will be funded this current fiscal year. They also asked that the Assessment Share formula will be revisited sooner than plan.

Other organizations have included their request for funding from CA to include requesting funding from the Senior Advisory Committee for; a dedicated indoor court for pickleball, continuing to help fund the Howard County Health Survey, developing information program for aging successfully in Columbia and requesting electric exterior door openers that are ADA accessible to all CA facilities.

The Budget process will continue to move forward.

Reg Avery  
Oakland Mills  
Columbia Association Representative

**Manager's Report**

**Submitted by Sandy Cederbaum on January 20 for the January 24 Oakland Mills Board Meeting**

**Pending and Resolved Issues**

**6141 Commitment** – Ms. Cimino shared an email that she received from OM Board Co-Chairs and inquired about a drainage concern at 6141 Commitment Court. Bob Bellamy will follow up w/drainage complaint (from adjacent properties) that was submitted by Housing Department.

**CA FY18 Budget:**

Attached is an email and response between me and Jane Dembner regarding the OMCA FY18 budget requests. It appears, according to Jane and previous correspondence, as though we would have needed to submit a request for PSE funding last year prior to the FY17/18 budget. My other questions have not been answered yet.

**Art Mural Survey** – 110 responses received from the email list of almost 1200. We will resend a few more times and only those who have not responded will be able to (so that we don't get repeat submissions).

**Round About – Stevens Forest/Farewell** – I sent two emails requesting status of project. No response.

**Pedestrian Overpass** – emailed Phil Nichols to see about status of design selection and he replied saying he'd let me know when he had more info.

**Elections** – Attached are draft calendars and committee members

**Daily Issues that Manager is working on:**

Processed and mailed W2 and 1099s to employees and contractors.

Working on income/expenses spreadsheets from 2014 – 2016 for each facility as part of the assessment share review.

**Employee Handbook** – Going through entire handbook and making edits discussed at last meeting and based on comments received from Jonathan E. Please email comments on or before Tues. Jan. 24th.

**Bookkeeping, payroll, daily facility and HR issues.**

**Facility Related:**

Working w/Electrician on issue of emergency lighting failure after Dec. power outage.

Alarm company replacing one outside camera.

Open Space issues – Talbott Springs gate enclosure and trash can

Open Space – submitted work order to look at pole light failure in police trailer lot

Working w/CA on replacement soffit and hanging lights for loft

Ordered additional carpet runners for silo landings

Working with CA to add a handrail on the steps leading into Silo and inside Silo door.



## 2017 Oakland Mills ELECTION CALENDAR

This calendar is based on a contested race for either OM Board or Columbia Council Rep.

- Tues., Jan. 24** Election Committee members and Chair appointed
- Tues., Feb. 14** 9:00 a.m. **“Candidate Packets,” including “Nomination Petitions” are available.**
- Mon., Feb. 27** 6:30 p.m. at The Other Barn **Information Session on Serving on OM Board/CCR** Refreshments and Conversation - learn more about serving on the Oakland Mills Board or as a Columbia Council Representative.
- Fri., March 3** 4:00 p.m. Candidate **“Nomination Petitions due.**
- Drawing of names to determine placement order on the election ballot.**
- Mon., March 6** **Candidate Statements due (email preferred to [manager@oaklandmills.org](mailto:manager@oaklandmills.org) and [events@oaklands.org](mailto:events@oaklands.org))**
- Late March/Early April** Election Newsletter w/Ballot to be mailed to every OM property, single family, townhome, condo, apartments.
- Tues., April 4** 7:00 p.m. – 8:30 p.m. **Election Forum**
- Fri., April 28** **Deadline for receiving mail-in ballots. No business reply mail is delivered on Saturday.**
- Sat., April 29** 8:30 a.m. to 5:00 p.m. **Voting at The Other Barn**  
5:30 p.m. **Vote counting at The Other Barn begins**

# 2017 Oakland Mills ELECTION CALENDAR

This calendar is based a non-contested Election for BOTH OM Board and CCR.

- Tues., Jan. 24** Election Committee members and Chairs appointed
- Tues., Feb. 14** 9:00 a.m. “Candidate Packets,” including “Nomination Petitions” are available.
- Mon., Feb. 27** 6:30 p.m. at The Other Barn **Information Session on Serving on OM Board/CCR** Refreshments and Conversation - learn more about serving on the Oakland Mills Board or as a Columbia Council Representative.
- Fri., March 3** 4:00 p.m. Candidate “Nomination Petitions due.
- If both races are non-contested (7 or less nomination petitions for OM Board and 1 or less nomination petition for CCR the Election Monitor Committee Co-Chairs will deem the candidates elected for the term beginning May 1, 2017 – April 30, 2018)**
- Monday, March 6** Candidate Statements due (email preferred) to [manager@oaklandmills.org](mailto:manager@oaklandmills.org) and [events@oaklands.org](mailto:events@oaklands.org)  
Statements are due from all candidates regardless of whether the election is contested or non-contested.

For a non-contested election for both OM Board and CCR the candidate statements will be emailed to distribution list, posted on the OM website, posted and available at The Other Barn and included in the villages Election Supplement in the Columbia Flier.

**May 1, 2017** 2017-2018 Board and CCR Term Begins

EMC

Updated 1/8/14

Listed Below are the core committee members - M who review election docs, attend meetings, work pools

<b>Berlett</b>	<b>Bob</b>	<b>5456 Hound Hill Court</b>	<b>410-997-3863</b>	<b>Columbia</b>	<b><u>Berlett@juno.com</u></b>	Co-Chair
<b>Bartolo</b>	<b>Bob</b>	<b>9570 Long Look Lane</b>	<b>410-730-1833</b>		<b><u>bobsadj@aol.com</u></b>	Co-Chair

**Gettleman Jerry 5447 Hound Hill Ct. 410-730-3935 jgettleman@verizon.net**

**Koelle Donna 6145 Forty Winks Way 410-730-7856 islands12@verizon.net**

**Lesane Lenore 6207 Stevens Forest Rd 401-596-6172 onepinki@verizon.net**

**Heazel Barbara 9413 Bullring Lane 4436360845 Paddlebow-barb@yahoo.com**

**Gottshagen Steve 9584 Castile Ct 410-730-1352 sigotts1@verizon.net ?**

## Additional Committee members

Phil Dopkowski

Judy Dopkowski

Charlotte Cook

Ken Cederbaum ballot counting

Cathy Berlett ballot counting

Sadj Bartolo ballot counting

Donna El

Judy Gettleman ballot counting

Brigitta Warren

Michael Knott

Phil Dopkowski

Marc Tolson

Alison Kaplan ballot counting

Harris Kaplan ballot counting

Kimberley Humphrey

## AC Chair Report

January 24, 2017

As Lynn Engelke described in her NEAC report, work on the Guideline revisions is in the community response stage.

One resident raised the issue of putting more restrictions on political signs. Unfortunately, in this instance, because of Freedom of Speech rulings by federal courts, a Homeowners Association cannot make its guidelines more stringent than those of Howard County.

Although the county's sign code does place restrictions on political signs, when Bob Bellamy contacted Ed Marquardt, the Sign Code Inspector in Department of Inspections, Licensing and Permits last October, he learned that the county has been advised not to enforce the Sign Code provision on political signs, out of legal concerns. In practice, a political sign can be any size and say anything as long as it does not block a sightline to an intersection in a way that creates an unsafe condition.

In response to a question from Ginny Thomas, Carrie Wenholz polled the other Covenant Advisors as to how they follow up when a request for a Letter of Compliance reveals covenant violations.

Our policy, which is in line with the other villages, is to send a friendly letter to the new homeowner explaining the situation. The letter includes a welcome statement, a copy of the letter of Non- Compliance, and details on what they need to do to become compliant.

Carrie reports that during 2016 she received at least three Applications for Exterior Alterations from the new owners in response to these letters. Others have contacted the Covenant Advisors and asked what needs to be done.

I can ask Tom Dudek to include in his annual report the exact number of Letters of Compliance that remain unresolved.

Since we are a complaint-driven system, it will be hard to devise a procedure to close the loop. Carrie points out that the new owner was not responsible for the violation and should be given time to bring the property into compliance. Our policy serves this purpose.

## **GOOD NEIGHBORS • GOOD NEIGHBORHOODS**

### **Oakland Mills Neighborhood Enhancement Advisory Committee Report for January 2017 (Submitted 22 January 2017)**

#### **COMMITTEE MEETING: 10 January 2017**

**ATTENDEES:** Jervis Dorton, Lynn Engelke, Anne Fairbairn, Pat Gilreath, Judy Gottsagen, Claudia Hollywood, Paul Verchinski, and Kay Wisniewski

#### **OUTREACH TO OAKLAND MILLS COMMUNITIES**

- Encouraged by the enthusiasm of the guest speakers at our November 29, 2016 meeting (Bob Anantua, The Build Haiti Foundation; Roslyn Linder, Outreach and Volunteer Coordinator, FIRN; Sylvia Maldonado, Community Outreach Coordinator, FIRN; and Laura Smit, Program Manager, International Exchange & Multicultural Programs, Columbia Association) we discussed ways we can work together with these groups in the future. Judy volunteered to explore possibilities for the organizations to participate in International Night at Stevens Forest Elementary School. Lynn volunteered to contact former colleagues at Fairfax County Public Schools to learn more about how their Mothers' Morning language classes increased participation in school and community events in general.

#### **RENEW.REHAB.REPLACE WORKSHOPS**

- The January 7, 2017 workshop (*Universal Design Strategies For Aging In Place*) was a great success. With introductions from Councilperson Calvin Ball and Columbia 50th Birthday manager Marlys East, presentations were led by Karen Pitsley AIA (specialist in Universal Design and Aging in Place), Kelly Cimino (Director of Howard County Department of Housing and Community Development), Ofelia Ross (Manager, Home and Community Based Services Division, Howard County Office of Independence and Aging), and Mary McGraw (Programs/Marketing Director, The Village in Howard). Despite the bad weather, all seats were filled. 43 people signed in and many others slipped in past the sign-in desk. In addition to Oakland Mills residents, attendees included residents of 8 other villages: Harpers Choice, Hickory Ridge, Kings Contrivance, Long Reach (6), Owen Brown (6), River Hill, Town Center, and Wilde Lake. In discussing followup, it was suggested that presenters be contacted for permission to post their slides on the OM website.
- The next workshop (*Sustainable Landscaping: Rethinking Columbia's Lawns and Gardens*) is scheduled for April 28, 2017. To date, one speaker (a landscape architect) has been confirmed. In discussion, suggestions for topics included watershed issues, rain gardens, and Howard County's reimbursement program; recommendations for presenters included Master Gardeners and CA. Lynn will meet with Sandy to identify additional possible presenters and to continue planning.

#### **ARCHITECTURE GUIDELINES SUBCOMMITTEE**

- The NEAC Architectural Guidelines subcommittee (Co-Chair Claudia Hollywood), Board members (Co-Chair Judy Gottsagen and Lynn Engelke), Architecture Committee Chair Kay Wisniewski, and OMCA staff (Sandy Cederbaum, Bob Bellamy and Carrie Wenholz) met for the final time on December 6, 2016. Kay and Lynn did final editing and formatting, and following the established timeline, on January 3, 2017 Sandy sent out a notice to residents that the draft revisions are available for public comment on the OM website and in the Other Barn and will be reviewed in a public hearing on January 24, 2017. The revisions will be finalized in early 2017 after the public hearing, a Board vote, and consultation with CA attorneys.

NEAC JANUARY 2017 REPORT, CONT.

**PROPERTY STANDARDS EVALUATION**

- Discussion focused on plans for reviewing proposal documents previously submitted to the Board, rewriting and refocusing the earlier NEAC proposal, and gathering examples of PSE surveys conducted or being conducted by other Villages (Harpers Choice, Hickory Ridge, and Wilde Lake). It was decided to ask Sandy to invite representatives from Harpers Choice to a future NEAC meeting, with the goal of learning from the experience of a comparable village in order to help us to outline a reasonable timeline and process, to identify desired outcomes, and to review the survey's benefits/return on investment.

**UPCOMING EVENTS**

- January 28, 2017 NEAC meeting
- April 8, 2017: *RENEW. REHAB. REPLACE. Sustainable Landscaping: Rethinking Columbia's Lawns and Gardens*

REPORT	BEGINS	01/09/2017	Incident	Weapon Used	Injury	Arrest Made	Notes
Date Reported	Time	Location					
01/13/2017	PM	9600 block Rocksparkle Road	Theft	No	No		Home owner reported several items stolen from in front of the home.
1/14/2017 thru 1/16/2017	?	5700 block Stevens Forest Road	Theft	No	No		Unknown suspects(s) gained entry to the maintenance room of the apartment complex and stole electronics.
01/16/2017	11:16 AM	5800 block Stevens Forest Road	Break-in and Entry	No	No		Unknown suspect(s) gained entry to two vacant apartments through a window. No further information.
01/16/2017	PM	9600 block Rocksparkle Road	Vandalism	No	No		Home owner reported damage to light post and building. Also yard decorations smashed.
REPORT	ENDS	01/23/2017					