

**oakland mills**  
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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

**February 14, 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 24, 2017 meeting
- 7:05 p.m. Resident Remarks**
- 7:10 p.m. Old Business**  
**Final Draft Employment Handbook, Board Vote**
- 7:30 p.m. New Business**  
**Public Space Advisory Committee Update, Gerry Witte, Committee Chair**  
**Discussion to establish a Design Advisory Committee, Full Board, Phil Engelke**
- 8:10 p.m. Board Co-Chair Remarks, Virginia Thomas and William R. McCormack**
- 8:20 p.m. Columbia Board of Directors Report, Reginald Avery**
- 8:30 p.m. Manager's Report, Sandy Cederbaum**
- 8:40 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**
- 8:50 p.m. Board Bulletin Board**
- 9:00 p.m. Adjourn**

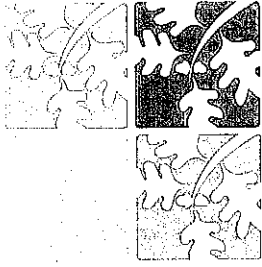
**Feb. 14, 7:00 pm, OMCA Board Meeting**

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

**Feb. 28, 6:00 – 7:00 pm, OMCA Education Committee**

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

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



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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 word “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 9:01 pm

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.

## Public Space Advisory Committee

Status Update  
February 2017

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## Accomplishments

- 1) Oakland Mills grass cutting changes (Impetus for PSAC)
- 2) SF Pond silt runoff problem correction
- 3) SFES Tree Planting – resident concerns
- 4) OM massive wooden Safety Fences (4) update
- 5) Assisted with OM12 Tot Lot repair several times
- 6) Bamboo removal (2) - others on Private property
- 7) OM "Beautification" Projects
  - a) Patriot Lane Pond
  - b) Farewell Road
- 8) Assisted with annual OM Clean-up Day Activities

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## Accomplishments – cont'd

- 1) Established a working relationship with OSMD
- 2) Made budget recommendations to CA Board (2)
- 3) Some involvement with Other Villages (limited success) - Brian England\* key contact
  - a) Presented at Hickory Ridge Board meeting
  - b) Working with Bess Caplan (Wilde Lake)
- 4) Met\* with CA President/CEO Milton Matthews who later initiated an effort to collect open space related-plans, policies, programs and management protocols and make electronic copies available

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## Accomplishments – cont'd

- 1) CA Established a Partnership Learning and Sustainability (PALS) program
- 2) Attempt to establish an Columbia-wide Open Space Working Group to present a collective recommendation on the need to have a formal Open Space Plan developed  
→ *fizzled out*

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## Some Current Concerns

- 1) No current perceived community crisis
- 2) Lack of consistent committee and community support
- 3) No clear plan for Invasive Vegetation Management ( a Columbia-wide concern)
- 4) Increase in advertising signs, unclear disposition of utility boxes, need to upgrade street signage
- 5) Need to encourage direct community reporting; [open.space@columbiaassociation.org](mailto:open.space@columbiaassociation.org); TellHoCo

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## Overall Status

- 1) Acceptable but slow progress
- 2) Some issues – Open Space. Utility boxes, street signage, advertising sign proliferation, etc
- 3) Apparent overlap with other committees:
  - 1) Architectural Advisory Sub-committee
  - 2) RAC
- 4) Does Columbia need a "Columbia Trust" like the "Inner Arbor Trust" to provide overall guidance? (A Brian England Idea)

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**Manager's Report**

**Submitted by Sandy Cederbaum on February 10 for the February 14, 2017 Oakland Mills Board Meeting**

**Staffing:** Susan Azoulay will leave her position at Oakland Mills to pursue retirement options. Susan has been here since 2003 her leaving will be a huge loss for Oakland Mills. Plans are to fill her position and have Susan stay until the new staff member is trained.

**Refer to Task list** for pending board and committee issues.

**Art Mural Survey** – 166 responses received from the email list of almost 1200.

**Round About – Stevens Forest/Farewell** – Projected slightly delayed due to HC staffing issues.

Traffic Calming on Farewell – Carol Brain and John DiTomasso are forming a committee to move forward with the traffic calming (street humps) on Farewell Road. First meeting is a TOB on Monday, Feb. 13 at 7:00 pm

**Pedestrian Overpass** – Phil Nelson said he'd contact me when they County had made a design choice

**Elections** – Candidate Packets available on 2/14/17

Info night for potential candidate (new to board/CCR) will be held at TOB on Mon. Feb. 27 at 6:30 p.m. CA will hold 2 sessions which I will attend representing the Village Managers the sessions are for those interested in running for a CCR seat. Seven CCR seats are up for election.

**Bingo** – many thanks to SFES PTA for co-sponsoring the event. About 180 attended.

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

**Employee Handbook** – Final draft but not final formatting. That will be done when all changes to text have been made.

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

Will begin review of 3<sup>rd</sup> quarter financials and preparation of draft FY18 budget.

Safety and Security Committee  
Feb. 14, 2017

We held a large meeting on Jan. 26 for 6 streets that had requested resources for safety/security concerns.

This is a summary of the meeting held on January 26, 2017 with Officer Luke Buchanan and residents from six streets within the Village of Oakland Mills.

Information

- It was stated that Oakland Mills Village Center has reduced the amount of loitering and drinking.
- The Banning Program is in place.
- No loitering or trespassing signs are posted.
- The Second Chance has chosen not to post no loitering/trespassing signs
- Siam Spice may need help registering for the banning program.
- Steve and I will visit each of these businesses.

Concerns and Action

- Loitering and random cars parked at a dead end that is unlit.
  - \* Police responded to a call concerning the cars parked in this area.
  - \* Residents working on having a light put in by the county.
- Houses occupied by random people
  - \* When we have the house numbers, the rental license will be checked.
- Drug activity, and suspicious people approaching children.
  - \* Police will increase their patrols.
- 3 properties, all owned by the same absentee landlord, are not maintained, have random people coming and going into these houses, and an unlicensed van is in the driveway of one house.
- Vandalism, and personal property theft.
  - \* Install motion sensor lighting. Call police if you see unknown or suspicious individuals.

We also received the following concerns:

- Traffic problems and a minor accident in front of SFES during dismissal time.
  - \* After talking to Officer Buchanan, the police are monitoring the traffic on a more regular basis. SFES has a large number of children being transported to and from school.
- Glass and other debris in the tunnel from SFES.
  - \* Sandy Cederbaum continues to have this cleaned up, and the police are going into the tunnel at least twice a week.



- Suspicious solicitor was seen going up to various households, using his phone.
  - \* Police responded to a call, and spoke to the individual.

A Safety and Security Neighborhood meeting is planned for a street having issues with students following dismissal.

Steve and I will be riding with Officer Buchanan to see the police prospective of our community, in the near future.

REPORT	BEGINS	01/23/2017	Location	Incident	Weapon Used	Injury	Arrest Made	Notes
01/23/2017	10:44 AM	5400 block Twin Knolls Road	Car Theft	No	No		2014 Silver Chevy Malibu GA tag 056555723	
01/24/2017	7:00 AM	Babylon and Camelback	Suspicious Car	No	No		Gray 4-door car parked at this intersection for 45 minutes. Driver remained inside car.	
01/26/2017	PM	9500 block Pamplona Road	Theft	No	No		Delivered package stolen from front of house.	
01/29/2017	2:59 AM	5700 block Stevens Forest Road	Burglary	No	No		Suspect(s) gained entry to residence through unlocked door. Stole jewelry and electronics.	
01/30/2017	PM	9500 block Pamplona Road	Theft, Trespassing	No	No		Resident reported money taken from unlocked car. School age children trespassing in back yards - some yards fenced in.	
01/30/2017	PM	9500 block Pamplona Road	Panhandling	No	No		Adult male asked resident for money to pay for a towed vehicle. Resident declined.	
01/31/2017	PM	Oakland Mills Barber Shop	Loitering, Alcohol	No	No		Resident reported money exchange, loitering, and drinking in the Oakland Mills Barber Shop.	
01/31/2017	3:00 PM	5900 block Stevens Forest Road	Robbery	No	No		Victim approached by 3 males who displayed handgun. Victim surrendered money to suspects.	
01/31/2017	3:33 PM	5800 block Thunder Hill Road	Burglary	No	No		Suspect(s) gained entry by breaking ground level window. Stole electronics and other items.	
01/31/2017	5:43 PM	5600 block Oakland Mills Road	Burglary	No	No		Suspect(s) gained entry through basement door. Jewelry stolen.	

Date Reported	Time	Location	Incident	Weapon Used	Injury	Arrest Made	Notes
02/02/2017	3:30 AM	Castile Court	Theft	No	No		Suspect(s) entered car rummaging through consoles and glove boxes. Police responded to resident's call.
02/02/2017	AM	Patchin Court	Theft	No	No		Suspect(s) entered car rummaging through consoles and glove boxes. Money taken. Police called.
02/02/2017	AM	Rocksparkle Road	Theft	No	No		Suspect(s) entered car rummaging through consoles and glove boxes. Nothing taken.
02/04/2017	AM	Encounter Row	Theft	No	No		Resident reported that a suspect gained entrance to a car and stole change.
02/06/2017	4:57 PM	8900 block Old Montgomery Road	Robbery	No	No		Adult male victim reported he was approached by two male suspects on walking path who demanded his wallet. The victim did not have a wallet, and the suspects stole his eyeglasses and a pair of gloves and fled.
02/06/2017	PM	Oakland Mills Road and Downdale Place	Recovered Stolen Vehicle	No	No	✓	An officer patrolling the neighborhood observed a parked vehicle that matched the description of a vehicle reported stolen on Feb. 3. The officer determined the license plate number matched that of the stolen vehicle, and a short time later observed three male juvenile suspects entering the vehicle. Police conducted a traffic stop and arrested the three suspects without incident.

02/07/2017	11:00 AM to 4:00 PM	Forty Winks Way	Suspicious Solicitor	No	No		Police called to location after resident reported a suspicious solicitor roaming from house to house.
02/07/2017	PM	Offshore and Meadow Green	Large Number of Cars/ Kids	No	No		Police called to location after resident reported a large number of kids and cars parked at the dead end. Police responded. This is a location in need of a street light.
02/08/2017	AM	Tunnel Beneath Stevens Forest Road	Litter, including Shattered Glass	No	No		Residents reported broken glass and inappropriate items found in tunnel. Village manager requested tunnel cleaning. Police continue to patrol tunnel biweekly.
REPORT	ENDS	02/13/2017					