Oakland Mills Community Association
Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045
Board Members: Jonathan Edelson, Chair ~ Chris Esoldo, Vice-chair
Lynn-Steven Engelke, Architectural Committee Chair
Liz Crammond ~ Bill McCormack Jr. ~ Larry Pretlow II ~ Paul Verchinski
Virginia (Ginny) Thomas, Columbia Council Representative

September 11, 2018

OMCA Regular Board Meeting

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:06 p.m.

Present: Jonathan Edelson, Board Chair; Chris Esoldo, Vice-chair; Lynn Engelke, Architectural Committee Chair; Ginny Thomas, Columbia Council Representative; Bill McCormack Jr. (arrived at 7:13 p.m.); Larry Pretlow II; Paul Verchinski; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

Absent:

Quorum present: Yes

Also present: See resident list.

Opening of Meeting

- **Mr. Verchinski** motioned to approve the August 28, 2018 minutes (ATTACHMENT "A"). **Mr. Esoldo** seconded, and the motion passed (4-0-1, **Mr. Esoldo** abstained).
- **Mr. Esoldo** motioned to accept the September 11th, 2018 agenda (ATTACHMENT "B"). **Mr. Verchinski** seconded, and the motion passed (5-0-0).

Resident Remarks

- Residents Doris and Ed Morgan asked questions about deer overpopulation as well as excessive leaves and installation of speed humps on Kilimanjaro Road. The board discussed the speed hump issue. **Ms. Cederbaum** said she would find out the results from the previous year's speed study on Kilimanjaro Road and share those results. She said she would also send other information about speed humps in school zones when she sent the results of the speed study.
- The Board discussed the excess of leaves and soil erosion at the corner of Stevens Forest Road and Kilimanjaro Road, as well as leaf issues on the median isles on Kilimanjaro Road. **Mr. Edelson** suggested contacting the Cinnamon Tree HOA to find out about leaf pick-up and measures to prevent erosion. The Board agreed that Ms. Thomas could contact Dennis Mattey, CA Director of Open Space and Facilities Services, about extending mowing contracts for leaf removal in the fall.
- The Board answered questions on preventing deer from eating plants. They also provided information on seasonal deer control measures as conducted by the Howard County Department of Parks and Recreation.

Old Business

CA FY20 Budget Requests

- **Ms. Cederbaum** reviewed the list of possible budget requests as discussed at the August 28th OMCA Board meeting.
- **Mr. Edelson** said CA had not yet given an estimate about stream erosion behind a property on Hayledge Court. He suggested that the Board ask that funds be set aside in the budget for stream erosion and give the Hayledge property as an example.
- **Ms. Cederbaum** said that the budget hearing was on September 27th and asked that the Board send any further budget requests to her.
- The Board agreed that Mr. Edelson and Ms. Cederbaum would draft the budget testimony with any additions the Board members requested.

East Columbia 50+ Center

- **Mr. Edelson** said that Howard County had pulled out of the running for the former Weis space in the OM Village Center due to Cedar's negotiations with another interested party.
- The Board discussed the pros and cons of a 50+ Center versus a multi-generational center. The Board also discussed Fran Lopresti's request during the August 28th Board meeting that the Board send a letter supporting project C0335 (Community Resources and Services Facility/Programs Enhancement) in the county's FY19 capital budget. After discussion, no action was taken on the matter.

Board Chair Report

- **Mr. Edelson** discussed HCPSS Superintendent Michael Martirano's plan for capital improvements. He suggested that the Board reiterate its stance on capital improvements and maintenance of OM schools.
- **Mr. McCormack** proposed that the OM Education Committee take a leadership role on the issue and put together an OMCA Education Plan Principles document with the following principles:
    1- Utilize and enhance existing capacity with capital dollars
    2- Any plans for capacity enhancement and/or redistricting must reduce the numbers and percentages of free and reduced meal (FARMS) students at Oakland Mills schools. Any plans which increase the number of FARMS students at any OM schools and continued neglect of TSES, OMMS, and OMHS will be met with potential legal action.
- **Mr. Edelson** said he agreed with Mr. McCormack's proposal and that much of it aligned with Oakland Mills Education Committee Goals, included in the Village Center Community Plan.

Columbia Council Representative Report

Ms. Thomas discussed issues that would be addressed at CA's September 13th work session.

Village Manager Report

- **Ms. Cederbaum** referred to the FY19 First Quarter Financial Report (ATTACHMENT "C"). A discussion ensued. **Mr. Edelson** motioned to approve the FY19 First Quarter Financial Report. **Mr. McCormack** seconded, and the motion passed (6-0-0).
- **Ms. Cederbaum** referred to her printed manager's report (ATTACHMENT "D").
- **Ms. Cederbaum** discussed the need for volunteers for the Fall Festival and asked to get the word out about volunteers. She reported that County Executive Allan Kittleman, County Councilmember Calvin Ball, and State Delegate Terri Hill would all be attending the festival and would give remarks at 12:15 p.m.

Committee Reports

Architecture Committee

- **Ms. Engelke** reported that Ms. Cederbaum had been interviewing potential candidates for the Covenant Advisor for Property Concerns position. She said that Ms. Cederbaum and Carrie Wenholz, Covenant

Advisor for Applications, were keeping up with complaints and completing property concern issues that were still open and needed follow-up.

- **Ms. Engelke** updated the Board on dead tree removal at the Verona.
- **Ms. Engelke** presented potential RAC member David Smith to the Board for consideration. After discussion, **Mr. Esoldo** motioned to approve David Smith as the new member of the RAC. **Mr. McCormack** seconded, and the motion passed (6-0-0).
- **Ms. Engelke** asked that a property needing consideration be added to the agenda for the September 25th Board meeting.

Education Committee

- **Mr. Edelson** shared draft questions for the Board of Education Candidates forum.
- **Mr. Edelson** reminded the Board of the Harlem Wizards game that would be played against teachers and staff of OM schools on October 17th. The event would be sponsored by the SFES PTA.

Safety and Security

Refer to printed report (ATTACHMENT "E")

Bulletin Board

- **Mr. Verchinski** reported that the Maryland Public Service Commission was considering adding 22 to 35 cents to everyone's electricity bill for five years and that such a charge would hurt low to moderate income households. Mr. Verchinski did not support this.
- **Mr. McCormack** reported that CA was installing playground equipment at the OM-17 (Landbreeze/Pastora Place) tot lot. He asked if the Board remembered CA proposing changes at the tot lot when it presented its plans for Oakland Mills tot lots at a previous Board meeting. **Mr. McCormack** said that CA should keep the Board in the loop for any changes it made to OM tot lots.
- **Mr. Edelson** said that he would be putting together a shared calendar for OM school PTAs so they could coordinate between the schools more effectively.
- **Mr. Esoldo** said that he would be conducting the village manager's yearly review and asked that the September 25th Board meeting have time set aside on its agenda for a closed session for the review. He also said that St. Vincent DePaul would have its annual chili cook-off on October 21st at the OM Interfaith Center and that volunteers were needed to bring chili. He said he would send a flier for the event to Ms. Cederbaum.
- **Mr. Pretlow** asked that the OM Outreach Committee be put on the next meeting agenda so that he could discuss his plans for the committee with the Board. **Mr. Edelson** said it could be brought back as Old Business.
- **Ms. Cederbaum** asked that the Board meet at 6:30 before the September 25th Board meeting to interview the two candidates for the vacant OM Board seat.

Mr. Edelson adjourned the regular OMCA Board meeting at 8:58 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant

Action Items:
9/11/18:
BOARD:
Mr. Edelson – Reiterate OMCA's stance with regard to capital improvements to OM schools
Ms. Thomas – ask Mr. Mattey about leaf removal from medians along Stevens Forest Road
Mr. Esoldo – prepare Ms. Cederbaum's performance appraisal for board review on 9/25/18
STAFF

Ms. Cederbaum – get recent vehicle studies for Kilimanjaro Road. Get code reference pertaining to speed humps in school camera zones.
Ms. Cederbaum – finalize budget testimony for CA budget hearing on 9/27/18
Ms. Cederbaum – Contact Cinnamon Tree Stevens Forest about erosion issues.

8/28/18:Board: Ms. Thomas and/or Mr. McCormack obtain dollar costs involved for CA to cover costs of erosion issue at 5258 Hayledge Court

Staff: Ms. Cederbaum – ~~send CA email regarding Castile Court Tot Lot and board request~~
~~Ms. Cederbaum- prepare and send BWI noise petition and cc's~~
~~Ms. Cederbaum – make sure Ms. Warren schedules the HS band performance to begin at 11 to coincide with the advertised opening of the Fall Festival~~
Ms. Carpenter – amend 7/10/18 minutes per board vote

ATTACHMENT A

Oakland Mills Community Association
Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045
Board Members: Jonathan Edelson, Chair ~ Chris Esoldo, Vice-chair
Lynn-Steven Engelke, Architectural Committee Chair
Liz Crammond ~ Bill McCormack Jr. ~ Larry Pretlow II ~ Paul Verchinski
Virginia (Ginny) Thomas, Columbia Council Representative

August 28, 2018

OMCA Regular Board Meeting

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:05 p.m.

Present: Jonathan Edelson, Board Chair; Lynn Engelke, Architectural Committee Chair; Ginny Thomas, Columbia Council Representative; Bill McCormack Jr. (arrived 7:09 p.m.); Larry Pretlow II; Paul Verchinski; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

Absent: Chris Esoldo

Quorum present: Yes

Also present: See resident list.

Opening of Meeting

- **Ms. Engelke** motioned to approve the August 14, 2018 minutes (ATTACHMENT "A"). **Mr. Edelson** seconded, and the motion passed (3-0-1, **Mr. Pretlow** abstained).
- **Mr. Verchinski** motioned to amend the August 28th, 2018 agenda (ATTACHMENT "B") to include his Maryland Public Service Commission meeting report during Old Business. **Ms. Thomas** motioned to amend the agenda to include a discussion of a change to the wording in the previously approved July 10th, 2018 meeting minutes during Old Business. **Ms. Engelke** motioned to amend the agenda to strike the Jordan Overlook proposal discussion from the agenda. A discussion ensued. A vote was taken as to whether to approve the amendments to the agenda, and the combined motion passed (5-0-0). The Board then voted to approve the August 28, 2018 agenda as amended (5-0-0).

Resident Remarks

- Resident George DeLaney spoke about extreme stream erosion behind his property at 5258 Hayledge Court and asked that the Board consider requesting that money to be set aside in applicable budgets for repairing the damage and preventing further erosion. The Board discussed the issue. **Ms. Thomas** said CA Watershed Manager John McCoy had been contacted about the issue and that he was in the process of evaluating the erosion. **Mr. Edelson** asked that CA's assessment of the cost of remediation be shared with OMCA so that the Board could consider it for its CA FY20 budget testimony. **Ms. Cederbaum** asked that emails sent concerning the issue be forwarded to her and the Oakland Mills office staff so they could be apprised of the situation.
- Fran LoPresti of the East Columbia 50+ Center steering committee read her statement concerning possible location of the center in Oakland Mills. She asked that the Board consider writing a letter to the County supporting project C0335 (Community Resources and Services Facility/Programs Enhancement)

as part of the FY19 capital budget. A discussion ensued. **Mr. Edelson** explained the process of setting the Board's meeting agendas and said if an OM Board member was interested in the subject, that the Board member could request that it be put on an OM Board meeting agenda for consideration.

New Business

CA FY20 Budget Requests

- **Ms. Cederbaum** referred to the FY20 CA Budget Request summary (ATTACHMENT "C").
- **Mr. Edelson** tabled discussion of the stream erosion issue at Hayledge Court until CA could assess the area and could give the Board a dollar amount to discuss for testimony at CA's September 27th budget hearing.
- **Mr. Verchinski** motioned that OMCA support the expansion of the Columbia Ice Rink. A discussion ensued. His motion was amended to specify expansion as a second sheet of ice. **Mr. Edelson** restated the amended motion that the Oakland Mills Community Association Board of Directors support expansion of the Columbia Ice Rink in the Oakland Mills Village Center to include a second sheet of ice. **Mr. Edelson** seconded Mr. Verchinski's amended motion, and the motion passed (5-0-0). This item would be included in OMCA's budget requests at the September 27th CA budget hearing.
- **Mr. McCormack** asked the Board to consider requesting that CA devote $150,000 of its FY20 budget to hiring an outside consultant to evaluate all of Columbia Open Space. The Board agreed to discuss and finalize his request at the September 11th OMCA Board meeting under Old Business.
- The Board discussed CA's request for funding in the CA FY20 budget of Stevens Forest Neighborhood Center ADA interior upgrades and Talbott Springs Neighborhood Center ADA renovation design.

Draft Petition to FAA regarding NextGen Flight Noise from BWI

- **Mr. Verchinski** motioned that the letter he had prepared at the Board's request (ATTACHMENT "D") be adopted by the Board and sent to Mr. Daniel K. Elwell, Acting Administrator of the Federal Aviation Administration on behalf of Oakland Mills Village. **Mr. McCormack** seconded. A discussion ensued. **Mr. Edelson** proposed that Mr. Verchinski's motion be amended to change the word "letter" to "petition." The Board voted on the amended motion, and the motion passed (5-0-0).
- The petition would be sent after minor editorial corrections were made. **Ms. Thomas** requested that the petition also be sent to the other Columbia village boards, and the Board agreed.

Old Business

Castile Court Tot Lot Follow-up Regarding Survey

- **Mr. McCormack** reported the results of the survey he, Gerry Witte, and Judy Gottsagen conducted with residents who lived near the Castile Court tot lot (ATTACHMENT "E"). The survey showed that many residents preferred to keep the tot lot open with improvements to equipment and sightlines and that residents were not using the tot lot because it was not maintained. A discussion ensued.
- The Board agreed to ask CA to come back to the Board with two options: a plan and timeline for improving the Castile Court tot lot and an alternative plan if the tot lot was closed. **Ms. Cederbaum** said she would sent the Board's request to CA.

Maryland Public Service Commission (PSC) Report

- **Mr. Verchinski** reported on the PSC's August 22nd meeting, which he attended. He relayed the Board's questions to the PSC and Verizon during the meeting. Regarding labeling of Verizon's boxes, the commission could not agree on the issue. Regarding keeping Verizon's OM email address open indefinitely, Verizon said it did not think the email address needed to remain open indefinitely and that residents could call 1-800-VERIZON for phone box repair requests after the email address was closed.
- **Mr. Verchinski** said he requested a copy of the commission's report and that if the report was in the

proper format, a map could be developed that would show where Verizon's boxes were located around the village.

Amendment of the July 10th 2018 Board Meeting Minutes

Ms. Thomas gave her reasoning for changing the wording of her comments in the July 10th Board meeting minutes. A discussion ensued. **Mr. Edelson** motioned to change the wording "expand the existing facility" to "expand what is commonly known as the old Columbia Bank." **Mr. Verchinski** seconded, and the motion passed (5-0-0).

Board Chair Report

- **Mr. Edelson** gave an update on vacancies in the Village center. Ms. Thomas reported on a survey conducted by Jacaranda Center as part of the Achieve 24 initiative regarding the Village center.
- **Mr. Edelson** reported on the Education Committee's progress on the Board of Education Candidates Forum that it would be holding on October 15th. The committee finalized questions for the candidates which will be sent to them prior to the forum.

Columbia Council Representative Report

Ms. Thomas gave the CA Board's meeting timeline and agendas for September to November.

Village Manager Report

- **Ms. Cederbaum** referred to her printed manager's report (ATTACHMENT "F").
- **Ms. Cederbaum** said that a new covenant advisor for property concerns was needed.
- **Ms. Cederbaum** spoke about the next Jazz in the Mills concert with Lavenia Smith (September 16th), which would also be a celebration of OM's 50th Birthday. She asked if any Board members wanted to attend that they let her know.
- **Ms. Cederbaum** also reported on OM's annual Fall Festival. **Mr. McCormack** requested that the OMHS band performance begin at the start time for the festival instead of earlier so that attendees would not inadvertently miss the band's performance. **Ms. Cederbaum** said she was sending a letter of invitation to state delegates, the county executive, and OM's county councilmember, Dr. Calvin Ball, asking for them or their representatives to attend and speak.
- **Mr. McCormack** asked when the pedestrian bridge would be officially opening. **Ms. Cederbaum** said it would officially open mid-September but that an opening event date had not been received yet.

Bulletin Board

- **Mr. Verchinski** said that the property on the corner of Red Branch and Route 108 had been bought by a gas station.
- **Mr. McCormack** suggested that Mr. Esoldo, who would be attending the next village boards all-chairs meeting on behalf of Mr. Edelson, take a list of recent positions the OM Board had taken. He said that the list could be distributed and then Mr. Esoldo could ask if the other village boards would like to take similar positions. He also thanked the Board for working together well.
- **Mr. Edelson** thanked Mr. Verchinski for attending the PSC's meeting on his behalf and Mr. Esoldo for representing him at the Blandair Park Phase 3 groundbreaking ceremony.
- **Ms. Engelke** expressed disappointment that the village needed to find a new covenant advisor for property concerns and thanked Ms. Cederbaum for acting quickly to hire another one.
- **Ms. Cederbaum** thanked OM Safety and Security Co-chair Judy Gottsagen for organizing Bike with a Cop.

Mr. Edelson adjourned the regular OMCA Board meeting at 9:25 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant

Action Items:

Board: Ms. Thomas and/or Mr. McCormack obtain dollar costs involved for CA to cover costs of erosion issue at 5258 Hayledge Court

Staff: Ms. Cederbaum – send CA email regarding Castile Court Tot Lot and board request
Ms. Cederbaum- prepare and send BWI noise petition and cc's
Ms. Cederbaum – make sure Ms. Warren schedules the HS band performance to begin at 11 to coincide with the advertised opening of the Fall Festival
Ms. Carpenter – amend 7/10/18 minutes per board vote

DRAFT

ATTACHMENT B

oakland mills
we value connections

Oakland Mills Community Association
Village Board

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045
Board Members: Jonathan Edelson, Chair; Chris Esoldo, Vice Chair;
Lynn-Steven Engelke, Architecture Committee Chair;
Bill McCormack Jr., Larry Pretlow II, Paul Verchinski
Columbia Council Representative: Virginia (Ginny) Thomas

Oakland Mills Board of Directors Meeting
Tuesday, September 11, 2018

7:00 p.m.	**Opening of meeting** Approve Minutes from August 28, 2018 Board Meeting Approve Agenda for September 11, 2018 Board Meeting
7:05 p.m.	**Resident Remarks** (5 min)
7:10 p.m.	**Old Business** **CA FY20 Budget Requests**, Board Discussion (10 min) **East Columbia 50+ Center**, design input to send to County, Board Discussion (10 min)
7:30 p.m.	**Board Chair Report**, Jonathan Edelson (10 min)
7:40 p.m.	**Columbia Council Rep. Report,** Virginia (Ginny) Thomas (10 min)
7:50 p.m.	**Village Manager Report**, Sandy Cederbaum (10 min) FY19 1st Quarter Financial Report, Discussion and Vote
8:00 p.m.	**Committee Reports** (10 min) **Architecture,** Lynn Engelke (15-day letter and CA Resolution) **Education,** Jonathan Edelson
8:15 p.m.	**Board Bulletin Board** (5 min)
8:20 p.m.	**Adjourn**

Upcoming Events – for event details go to http://oaklandmills.org
All events are held at The Other Barn unless otherwise noted
Sept. 11, OMCA Board Meeting, 7:00 p.m.
Sept. 16, Jazz in the Mills featuring Lavenia Nesmith, 5:00 – 8:00 p.m.
Sept. 25, OMCA Education Committee, 6 p.m.
Sept. 25, OMCA Board Meeting, 7:00 p.m.
October 6, Fall Festival 11am – 4 p.m.
October 9, OMCA Board Meeting, 7 p.m.
Oct. 15, BOE Candidates' Forum, 7 – 9 p.m.

ATTACHMENT C

C:\Users\Debbi\Documents\Village Spreadsheets\[OMCA Fin Stmt FY19 Qtr 1.xlsm]Stmt of Financial Pos

Input cells

Village: Oakland Mills
Fiscal Year: FY19
Quarter: 1
Date Prepared: 31-Aug-18

STATEMENTS OF FINANCIAL POSITION
May 1 - July 31

	FY19	FY18	Variance
ASSETS			
CASH AT END OF PERIOD:			
Cash (Petty Cash)	100	100	0
Cash (Checking Accounts)	131,460	190,013	(58,553)
Cash (Savings Accounts)	181,864	89,687	92,177
Short term investments	20,479	20,468	11
Total Cash and Investments	**333,903**	**300,268**	**33,635**
Accounts Receivable	899	732	167
Loan Receivable	0	0	0
Prepaid Expenses	0	0	0
Inventory	0	0	0
Other Current Assets	**899**	**732**	**167**
Furniture, Fixtures and Leasehold Improvements	97,501	96,106	1,395
Accumulated Depreciation	(95,346)	(91,807)	(3,539)
Net Furniture and Fixtures	**2,155**	**4,299**	**(2,144)**
TOTAL ASSETS	**336,956**	**305,299**	**31,657**
LIABILITIES AND NET ASSETS			
Accounts Payable	3,324	2,597	727
Amount Payable to CA for excess cash reserves	19,813	21,346	(1,533)
Security Deposits	18,785	21,735	(2,950)
Sales Tax	0	0	0
Deferred Revenue - CA	98,333	100,399	(2,066)
Deferred Revenue - Other	2,700	0	2,700
Accrued Liabilities - Payroll	10,674	28,378	(17,704)
Accrued Liabilities - Other	21,591	737	20,854
Long Term Debt Due Within 1 Year	0	0	0
Subtotal - Short Term Liabilities	**175,221**	**175,192**	**29**
Long Term Debt Due After 1 Year	0	0	0
Unrestricted Net Assets.			
Beginning of year	113,999	91,377	22,622
Increase/(Decrease) in Unrestricted Net Assets for Year	**47,736**	**38,730**	**9,006**
Net Assets - Year-to-Date	**161,735**	**130,107**	**31,628**
TOTAL LIABILITIES & NET ASSETS	**336,956**	**305,299**	**31,657**

Village: Oakland Mills
Fiscal Year: FY19
Quarter: 1
Date Prepared: 31-Aug- 8

SUMMARY STATEMENTS OF ACTIVITIES
May 1 - July 31

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
REVENUES					
1 CA Annual Charge Share	98,333	98,333	98,333	0	100,402
2 Lease & Rental	90,165	90,165	90,400	(235)	95,054
3 Tuition & Enrollment	0	0	0	0	0
4 Interest	3	3	8	(5)	3
5 Special Events	5,737	5,737	5,750	(14)	5,935
6 Fees	138	138	58	80	70
7 Miscellaneous	984	984	954	30	582
8 Gain/loss on Disposal of Asset	0	0	90	(90)	0
Total Revenue	195,360	195,360	195,593	(233)	202,046
EXPENSES					
9 Staff Salaries	80,611	80,611	80,000	611	90,270
10 Janitorial Wages	1,727	1,727	1,500	227	1,856
11 Contract Labor	0	0	125	(125)	55
12 Payroll Benefits	7,648	7,648	7,650	(2)	9,191
13 Payroll Taxes	6,547	6,547	6,625	(78)	7,700
14 Janitorial Expense	11,217	11,217	11,400	(183)	12,260
15 Fees	2,770	2,770	2,375	395	2,992
16 Operating Expenses	1,394	1,394	1,863	(469)	1,156
17 Business Expenses	648	648	695	(47)	1,108
18 Insurance	7,182	7,182	7,500	(318)	7,827
19 Advertising	2,860	2,860	3,000	(140)	1,878
20 Newsletter	3,760	3,760	4,000	(240)	3,960
21 Other Printing	179	179	200	(21)	944
22 Donations/Contributions	200	200	200	0	0
23 Special Events	7,176	7,176	7,000	176	4,677
24 Taxes	0	0	0	0	0
25 Utilities	9,298	9,298	9,700	(402)	9,431
26 Repairs & Maintenance	3,409	3,409	3,700	(291)	6,633
27 Furniture & Fixtures	0	0	0	0	130
28 Total Expenses Before Depreciation	146,625	146,625	147,533	(908)	162,068
29 Depreciation	999	999	937	62	1,248
30 Total Expenses	147,624	147,624	148,470	(846)	163,316
Increase/(Decrease) in Unrestricted Net Assets	47,736	47,736	47,123	613	38,730

C:\Users\Debbi\Documents\Village Spreadsheets\[OMCA Fin Stmt FY19 Qtr 1.xlsm]Detailed Stmt of Activities

Input cells

Village: Oakland Mills
Fiscal Year: FY19
Quarter: 1
Date Prepared: 31-Aug-18

DETAILED STATEMENTS OF ACTIVITIES
May 1 - July 31

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
REVENUES					
1 CA Annual Charge Share	**98,333**	**98,333**	**98,333**	**0**	**100,402**
A. CA Base Annual Charge Share	91,780	91,780	91,780	0	93,707
B. CA Medical Reimbursement	6,554	6,554	6,554	0	6,327
C. Other CA Reimbursement	0	0	0	0	368
D. Payment to CA for excess cash reserves	0	0	0	0	0
2 Lease & Rental	**90,165**	**90,165**	**90,400**	**(235)**	**95,054**
A. Room Rentals	88,676	88,676	88,700	**(24)**	92,325
B. Leases	679	679	700	**(21)**	664
C. Retained Deposits	810	810	1,000	**(190)**	2,065
3 Tuition & Enrollment	**0**	**0**	**0**	**0**	**0**
A. Classes	0	0	0	**0**	0
B. Camps	0	0	0	**0**	0
C. Other	0	0	0	**0**	0
4 Interest	**3**	**3**	**8**	**(5)**	**3**
5 Special Events	**5,737**	**5,737**	**5,750**	**(14)**	**5,935**
6 Fees	**138**	**138**	**58**	**80**	**70**
A. Copier	0	0	0	**0**	16
B. Late Fees	34	34	0	**34**	0
C. Postage	0	0	0	**0**	0
D. Notary	47	47	50	**(4)**	32
E. Other	58	58	8	**50**	22
7 Miscellaneous	**984**	**984**	**954**	**30**	**582**
A. Sales	984	984	950	**34**	582
B. Newsletter Ads	0	0	0	**0**	0
C. Catering/Food Service	0	0	0	**0**	0
D. Other	0	0	4	**(4)**	0
8 Gain/loss on Disposal of Asset	**0**	**0**	**90**	**(90)**	**0**
Total Income	**195,360**	**195,360**	**195,593**	**(233)**	**202,046**

Village: Oakland Mills
Fiscal Year: FY19
Quarter: 1

DETAILED STATEMENTS OF ACTIVITIES
May 1 - July 31

EXPENSES	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
9 Staff Salaries	80,611	80,611	80,000	611	90,270
10 Janitorial Wages	1,727	1,727	1,500	227	1,856
11 Contract Labor	0	0	125	(125)	55
12 Payroll Benefits	7,648	7,648	7,650	(2)	9,191
13 Payroll Taxes	6,547	6,547	6,625	(78)	7,700
14 Janitorial Expense	11,217	11,217	11,400	(183)	12,260
A. Cleaning Service	7,103	7,103	6,850	253	5,729
B. Setup & Breakdown	2,826	2,826	3,000	(174)	5,382
C. Floors, Carpets and Windows	0	0	500	(500)	0
D. Supplies	1,288	1,288	1,050	238	1,149
15 Fees	2,770	2,770	2,375	395	2,992
A. Accounting	1,045	1,045	750	295	0
B. Legal	0	0	0	0	263
C. Performance	0	0	0	0	0
D. Audit	0	0	0	0	0
E. Web	728	728	625	103	732
F. Other	997	997	1,000	(3)	1,997
16 Operating Expenses	1,394	1,394	1,863	(469)	1,156
A. Office Supplies	0	0	0	0	0
B. Program Supplies	737	737	925	(188)	633
C. Cost of Goods Sold	120	120	88	32	100
D. Postage	0	0	300	(300)	150
E. Staff Development	0	0	0	0	0
F. Catering/Food Service	0	0	0	0	0
G. Other	537	537	550	(14)	273
17 Business Expenses	648	648	695	(47)	1,108
A. Mileage	201	201	245	(44)	315
B. Food (Business Meals)	151	151	150	1	369
C. Other	296	296	300	(4)	424
18 Insurance	7,182	7,182	7,500	(318)	7,827
19 Advertising	2,860	2,860	3,000	(140)	1,878
20 Newsletter	3,760	3,760	4,000	(240)	3,960
21 Other Printing	179	179	200	(21)	944
22 Donations/Contributions	200	200	200	0	0
23 Special Events	7,176	7,176	7,000	176	4,677
24 Taxes	0	0	0	0	0
25 Utilities	9,298	9,298	9,700	(402)	9,431
A. Gas & Electric	7,587	7,587	8,000	(413)	8,403
B. Water & Sewer	889	889	900	(11)	246
C. Telephone	822	822	800	22	782
26 Repairs & Maintenance	3,409	3,409	3,700	(291)	6,633
A. Building	2,728	2,728	3,000	(272)	5,632
B. Equipment	681	681	700	(19)	1,001
C. Rental	0	0	0	0	0
D. Vandalism	0	0	0	0	0
E. Other	0	0	0	0	0
27 Furniture Fixtures and Equipment	0	0	0	0	130
28 **Total Expenses Before Depreciation**	146,625	146,625	147,533	(908)	162,068
29 Depreciation	999	999	937	62	1,248
30 **Total Expenses**	147,624	147,624	148,470	(846)	163,316
Increase/(Decrease) in Unrestricted Net Assets	47,736	47,736	47,123	613	38,730

Village: Oakland Mills
Fiscal Year: FY19
Date Prepared: 31-Aug-18

BUDGET SPREADSHEET BY QUARTER

	1st Quarter FY19	2nd Quarter FY19	3rd Quarter FY19	4th Quarter FY19	Annual Budget FY19
REVENUES					
1 CA Annual Charge Share	**98,333**	**98,333**	**98,333**	**98,333**	**393,334**
A. CA Base Annual Charge Share	91,780	91,780	91,780	91,780	367,119
B. CA Medical Reimbursement	6,554	6,554	6,554	6,554	26,215
C. Other CA Reimbursement	0	0	0	0	0
D. Payment to CA for excess cash reserves	0	0	0	0	0
2 Lease & Rental	**90,400**	**39,400**	**19,000**	**36,300**	**185,100**
A. Room Rentals	88,700	37,000	16,000	33,300	175,000
B Leases	700	1,400	2,000	2,000	6,100
C. Retained Deposits	1,000	1,000	1,000	1,000	4,000
3 Tuition & Enrollment	**0**	**0**	**0**	**0**	**0**
A. Classes	0	0	0	0	0
B. Camps	0	0	0	0	0
C. Other	0	0	0	0	0
4 Interest	**8**	**8**	**8**	**6**	**30**
5 Special Events	**5,750**	**8,000**	**3,000**	**1,250**	**18,000**
6 Fees	**58**	**58**	**58**	**56**	**230**
A. Copier	0	0	0	0	0
B Late Fees	0	0	0	0	0
C. Postage	0	0	0	0	0
D. Notary	50	50	50	50	200
E Other	8	8	8	6	30
7 Miscellaneous	**954**	**304**	**304**	**304**	**1,866**
A. Sales	950	300	300	300	1,850
B. Newsletter Ads	0	0	0	0	0
C. Catering/Food Service	0	0	0	0	0
D. Other	4	4	4	4	16
8 Gain/loss on Disposal of Asset	**90**	**90**	**90**	**90**	**360**
Total Income	**195,593**	**146,193**	**120,793**	**136,339**	**598,920**

Village: Oakland Mills
Fiscal Year: FY19
Date Prepared: 31-Aug-18

BUDGET SPREADSHEET BY QUARTER

	1st Quarter FY19	2nd Quarter FY19	3rd Quarter FY19	4th Quarter FY19	Annual Budget FY19
EXPENSES					
9 Staff Salaries	80,000	70,000	90,000	75,000	315,000
10 Janitoria Wages	1,500	1,500	1,500	1,500	6,000
11 Contract Labor	125	125	125	125	500
12 Payroll Benefits	7,650	10,750	10,500	10,100	39,000
13 Payroll Taxes	6,625	6,625	6,625	6,625	26,500
14 Janitoria: Expense	11,400	13,550	11,350	11,000	47,300
A. Cleaning Service	6,850	6,000	5,500	5,150	23,500
B. Setup & Breakdown	3,000	6,000	4,300	4,300	17,600
C. Floors Carpets and Windows	500	500	500	500	2,000
D. Supplies	1,050	1,050	1,050	1,050	4,200
15 Fees	2,375	3,825	3,825	4,275	14,300
A. Accounting	750	750	750	750	3,000
B. Legal	0	500	500	1,000	2,000
C. Performance	0	0	0	0	0
D. Audit	0	0	0	0	0
E. Web	625	625	625	625	2,500
F. Other	1,000	1,950	1,950	1,900	6,800
16 Operating Expenses	1,863	2,163	2,138	3,736	9,900
A. Office Supplies	0	0	0	0	0
B. Program Supplies	925	925	925	925	3,700
C. Cost of Goods Sold	88	88	88	86	350
D. Postage	300	300	300	1,900	2,800
E. Staff Development	0	100	100	100	300
F. Catering/Food Service	0	0	0	0	0
G. Other	550	750	725	725	2,750
17 Business Expenses	695	870	670	1,245	3,480
A. Mileage	245	245	245	245	980
B. Food (Business Meals)	150	525	325	700	1,700
C. Other	300	100	100	300	800
18 Insurance	7,500	2,500	1,000	1,000	12,000
19 Advertising	3,000	750	750	2,000	6,500
20 Newsletter	4,000	7,180	4,200	7,180	22,560
21 Other Printing	200	600	2,100	2,100	5,000
22 Donations/Contributions	200	200	250	250	900
23 Special Events	7,000	6,000	6,000	6,000	25,000
24 Taxes	0	980	-600	0	380
25 Utilities	9,700	9,800	6,400	8,700	34,600
A. Gas & Electric	8,000	8,500	5,000	7,300	28,800
B. Water & Sewer	900	500	600	600	2,600
C. Telephone	800	800	800	800	3,200
26 Repairs & Maintenance	3,700	8,300	3,900	8,400	24,300
A. Building	3,000	7,500	3,000	7,500	21,000
B. Equipment	700	800	900	900	3,300
C. Rental	0	0	0	0	0
D. Vandalism	0	0	0	0	0
E. Other	0	0	0	0	0
27 Furniture & Fixtures	0	200	400	2,400	3,000
28 Total Expenses Before Depreciation	147,533	145,918	151,133	151,636	596,220
29 Depreciation	937	937	937	939	3,750
30 Total Expenses	148,470	146,855	152,070	152,575	599,970
Increase/(Decrease) in Unrestricted Net Assets	47,123	-662	-31,277	-16,236	-1,050

Village: Oakland Mills
Fiscal Year: FY19
Date Prepared: 4/7/2018 REVISED 8/31/18

BOARD APPROVED OPERATING BUDGET

	Budget FY19	Budget FY18	Estimate -1	Budget Variance -1 tc FY19 $	%	Current Year Est vs Next Year Budget $	%
REVENUES							
1 CA Annual Charge Share	**393,334**	**401,605**	**422,953**	**(8,271)**	**-2%**	**(29,619)**	**-7%**
A. CA Base Annual Charge Share	367,119	374,821	374,827				
B CA Medical Reimbursement	26,215	26,784	25,310				
C Other CA Reimbursement	0	0	1,470				
D Payment to CA for excess cash reserves	0	0	21,346				
2 Lease & Rental	**185,100**	**175,000**	**185,100**	**10,100**	**6%**	**0**	**0%**
A. Room Rentals	175,000	166,000	175,000				
B. Leases	6,100	6,000	6,100				
C. Retained Deposits	4,000	3,000	4,000				
3 Tuition & Enrollment	**0**	**0**	**0**	**0**	**#DIV/0!**	**0**	**#DIV/0!**
A. Classes	0	0	0				
B. Camps	0	0	0				
C. Other	0	0	0				
4 Interest	**30**	**50**	**10**	**(20)**	**-40%**	**20**	**200%**
5 Special Events	**18,000**	**16,000**	**19,200**	**2,000**	**13%**	**(1,200)**	**-6%**
6 Fees	**230**	**290**	**190**	**(60)**	**-21%**	**40**	**21%**
A. Copier	0	30	0				
B. Late Fees	0	0	0				
C. Postage	0	0	0				
D. Notary	200	200	165				
E. Other	30	60	25				
7 Miscellaneous	**1,866**	**2,000**	**2,000**	**(134)**	**-7%**	**(134)**	**-7%**
A. Sales	1,850	1,980	1,950				
B. Newsletter Ads	0	0	0				
C. Catering/Food Service	0	0	0				
D. Other	16	20	50				
8 Gain/loss on Disposal of Asset	**360**	**360**	**0**	**0**	**0%**	**360**	**#DIV/0!**
Total Income	**598,920**	**595,305**	**629,453**	**3,615**	**1%**	**(30,533)**	**-5%**

Village: Oakland Mills
Fiscal Year: FY19

BOARD APPROVED OPERATING BUDGET

	Budget FY19	Budget -1	Estimate -1	Budget Variance -1 to FY19 $	%	Current Year Est vs Next Year Budget $	%
EXPENSES							
9 Staff Salaries	**315,000**	**300,000**	**302,200**	**15,000**	**5%**	**12,800**	**4%**
10 Janitorial Wages	**6,000**	**4,700**	**5,200**	**1,300**	**28%**	**800**	**15%**
11 Contract Labor	**500**	**0**	**2,000**	**500**	**#DIV/0!**	**(1,500)**	**-75%**
12 Payroll Benefits	**39,000**	**44,000**	**38,770**	**(5,000)**	**-11%**	**230**	**1%**
13 Payroll Taxes	**26,500**	**24,000**	**25,600**	**2,500**	**10%**	**900**	**4%**
14 Janitorial Expense	**47,300**	**45,150**	**43,650**	**2,150**	**5%**	**3,650**	**8%**
A. Cleaning Service	23,500	25,000	22,050				
B Setup & Breakdown	17,600	15,000	16,400				
C Floors, Carpets and Windows	2,000	350	1,400				
D. Supplies	4,200	4,800	3,800				
15 Fees	**14,300**	**19,500**	**16,005**	**(5,200)**	**-27%**	**(1,705)**	**-11%**
A. Accounting	3,000	0	0				
B. Legal	2,000	2,000	2,500				
C. Performance	0	0	0				
D. Audit	0	3,000	3,000				
E. Web	2,500	2,000	1,780				
F Other	6,800	12,500	8,725				
16 Operating Expenses	**9,900**	**7,140**	**7,080**	**2,760**	**39%**	**2,820**	**40%**
A Office Supplies	0	0	0				
B Program Supplies	3,700	3,400	3,300				
C. Cost of Goods Sold	350	360	460				
D. Postage	2,800	2,600	2,600				
E Staff Development	300	300	120				
F. Catering/Food Service	0	0	0				
G Other	2,750	480	600				
17 Business Expenses	**3,480**	**4,200**	**3,280**	**(720)**	**-17%**	**200**	**6%**
A Mileage	980	1,200	980				
B Food (Business Meals)	1,700	2,200	1,500				
C Other	800	800	800				
18 Insurance	**12,000**	**12,000**	**11,300**	**0**	**0%**	**700**	**6%**
19 Advertising	**6,500**	**7,000**	**5,400**	**(500)**	**-7%**	**1,100**	**20%**
20 Newsletter	**22,560**	**22,560**	**22,000**	**0**	**0%**	**560**	**3%**
21 Other Printing	**5,000**	**9,500**	**4,000**	**(4,500)**	**-47%**	**1,000**	**25%**
22 Donations/Contributions	**900**	**4,500**	**7,200**	**(3,600)**	**-80%**	**(6,300)**	**-88%**
23 Special Events	**25,000**	**19,500**	**25,000**	**5,500**	**28%**	**0**	**0%**
24 Taxes	**380**	**420**	**380**	**(40)**	**-10%**	**0**	**0%**
25 Utilities	**34,600**	**34,260**	**33,885**	**340**	**1%**	**715**	**2%**
A Gas & Electric	28,800	27,560	27,800				
B. Water & Sewer	2,600	2,100	2,885				
C Telephone	3,200	4,600	3,200				
26 Repairs & Maintenance	**24,300**	**19,000**	**23,400**	**5,300**	**28%**	**900**	**4%**
A Building	21,000	14,000	20,100				
B Equipment	3,300	5,000	3,300				
C Rental	0	0	0				
D. Vandalism	0	0	0				
E. Other	0	0	0				
27 Furniture & Fixtures	**3,000**	**10,000**	**10,000**	**(7,000)**	**-70%**	**(7,000)**	**-70%**
28 **Total Expenses Before Depreciation**	**596,220**	**587,430**	**586,350**	**8,790**	**1%**	**9,870**	**2%**
29 Depreciation	**3,750**	**3,000**	**3,000**	**750**	**25%**	**750**	**25%**
30 **Total Expenses**	**599,970**	**590,430**	**589,350**	**9,540**	**2%**	**10,620**	**2%**
Increase/(Decrease) in Unrestricted Net Assets	**(1,050)**	**4,875**	**40,103**	**(5,925)**	**-122%**	**(41,153)**	**-103%**

ATTACHMENT D

Manager's Report

Submitted by Sandy Cederbaum on Sept. 6, 2018 for Sept. 11, 2018

Staff Update: Collecting resumes, will do a few preliminary interviews and then convene Lynn, Jonathan, and Chris for official interviews in the next week if possible.

Board Candidates: Three interviews set up for Sept. 11 between 6 and 7 p.m. Board will interview two candidates on Sept. 28 at 6:30 p.m.

Daily Issues that Manager is working on:

Replacement Silo – Replacement flooring ordered and likely to be installed in mid-October.

Neighborhood Centers: Potential daycare tenant for TSNC. New HVAC unit installed at SFNC and Village in Howard has moved back in for the year. Dealing with wasps on the playground at THNC – CA handling. Other than that all if going well.

High School grounds: brought concern of tall grass/no mow area to HCPSS grounds maintenance. Jonathan has also gotten involved.

Dunkin Donuts: Submitted a report with comments received on the Dunkin proposal – board members received the report.

Shopping Center: Reported dumping behind Weis that Cedar will take care of.

Bookkeeping, payroll, daily facility and HR issues.
FY 19 1st Quarter Financials being compiled, Payroll, 401K processing, employee HR issues, meeting agendas, and staff meetings along with facility related issues.

Festival: Entertainment lined up w/OMHS Marching Band (will start at 11 a.m.) once again opening the festival, food vendors and many vendors have already signed up. SFES PTA will once again have a hot dog/drink and snack booth. Invitations to speak sent to County Executive, Councilman Ball, Senator Guzzone and Delegate Hill.

Emails Listserv: 1280 emails (+4)

ATTACHMENT E

Safety and Security Committee Report
Sept. 11, 2018

A Safe Place To Handle Transactions

Have you arranged to buy or sell an item from an on line site. In order to stay safe when meeting this unknown person, the Howard County Police Department has arranged three safe areas for this exchange.
Two designated parking spaces, marked with yellow signs are available at:

The Northern District Station at 3410 Court House Drive, Ellicott City;
The Southern District Station at 11266 Scaggsville Road, Laurel; and
The Community Outreach at 10741 Little Patuxent Parkway, Columbia.

You may also use the lobby of each station. These areas are video recorded 24/7/365. If the buyer or seller refuses to meet you at one of these locations, you should reconsider the safety of the transaction.

Preventing Bicycle Theft

Registration
Now that school has begun, bicycles might be ridden to school. Your bike should be locked in the bike rack at your school.
To help prevent the theft of your bicycle you should register your bike with the Police Department. This is a free service offered to all Howard County residents to assist you with managing your bike information and report if it is stolen. Once your bike is registered, the Police Department will mail you an assigned serial number to identify your bike. You will register your bike on line by going to
https://www.howardcountymd.gov/Departments/Police/Programs-and-Services
Bike Registration

Finding a Bike
Many bicycles are found along the pathways. These are usually stolen bikes. You can call the non -emergency police number 410-313-2200 to have the bike picked up by an Auxiliary Officer.

Lost Bike
If your bike has been stolen call 410-313-2200 so a report can be taken by a Police Officer.
Bikes should never be left unattended; nor should garage doors be left open. This is an invitation for your bike to be quickly taken.

Home Security Survey

An Auxilliary Officer will come to your house to complete and review the security of your home by calling 410-313-4795.

Oakland Mills Safety and Security Committee							
REPORT	BEGINS	08/10/2018					
Date Reported	Time	Location	Incident	Weapon Used	Injury	Arrest Made	Notes
8/9-10/2018	Overnight	9600 block Basket Ring Road	Theft from Vehicle	No	No		Resident reported cash stolen.
08/12/2018	1:03 PM	5700 block Oakland Mills Road	Theft from Vehicle	No	No		Resident reported multiple vehicle break-ins. Various items stolen.
8/14-26/2018	In range	9600 block Basket Ring Road	Vehicle Theft	No	No		Resident reported a gray Toyota RAV-4, tags MD/9BE0123, stolen.
9/5-6/2018	Overnight	5700 block Stevens Forest Road	Vehicle Break-in	No	No		Resident reported five vehicles affected - various items stolen.
09/07/2018	Morning	Farewell Road	Vehicle Vandalism	No	No		Resident reported tires punctured by nails. Car located in driveway. Police notified.
09/10/2018	3:00 PM	Broken Land Pkwy. and Stevens Forest Road	Vehicle Accident	No	No		Resident reported a 2 car accident on Broken Land Parkway heading west.
REPORT	ENDS	09/10/2018					