



oakland mills
we value connections

Oakland Mills Community Association

Village Board Meeting Minutes

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

Board Members: Jonathan Edelson, Chair ~ Kay Wisniewski, Vice-chair
Lynn-Steven Engelke, Architectural Committee Chair

Chris Esoldo ~ Judy Gottsagen ~ Bill McCormack Jr. ~ Paul Verchinski
Virginia (Ginny) Thomas, Columbia Council Representative

December 12, 2017

OMCA Regular Board Meeting

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:02 p.m.

Present: Jonathan Edelson, Board Chair; Kay Wisniewski, Vice-chair; Lynn Engelke, AC Chair; Ginny Thomas, Columbia Council Rep (left at 8:02 p.m.); Chris Esoldo; Judy Gottsagen; Bill McCormack Jr.; Paul Verchinski (left at 7:59 p.m.); Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

Opening of Meeting

- **Ms. Wisniewski** motioned to accept the November 28, 2017 OMCA Board meeting minutes (ATTACHMENT “A”). **Ms. Engelke** seconded, and the motion passed (7-0-0).
- **Ms. Gottsagen** motioned to accept the December 12, 2017 agenda (ATTACHMENT “B”). **Ms. Wisniewski** seconded, and the motion passed (7-0-0).

New Business

Thunder Hill Pool Diving Board or Climbing Wall—Facebook Results

- **Mr. Edelson** provided a history of the rock climbing wall at the Thunder Hill pool. CA said it would conduct a survey after one year of rock wall use. **Mr. Edelson** did not obtain survey results from CA, but he created an informal survey on the OM Board Discussion Facebook page. The results were as follows:
 - 27 in favor of a diving board
 - 3 in favor of a rock climbing wall
 - 3 either
- **Ms. Thomas** asked if it was possible to have both a rock climbing wall and a diving board. CA said no, that neither could be centered if both were installed, which would lead to safety concerns.
- **Mr. Edelson** asked whether the Board wanted to ask CA to remove the rock climbing wall and reinstall the diving board. He said the decision would need to be made soon so there would be time for CA to make changes to the pools before they open for the summer.
- **Mr. Verchinski** expressed his desire to vote on the issue immediately, rather than waiting for the January 9th Board meeting, as per Board policy.
- **Ms. Cederbaum** said that she asked a Thunder Hill swim team parent how the kids on the team felt about the rock climbing wall. The parent responded that they prefer the diving board.
- **Mr. Edelson** pointed out that rock climbing wall users have to wait in line longer for the wall than for a diving board, which discourages use of the wall.
- **Mr. Edelson** questioned whether a vote was needed on the issue since it was not OMCA business and would not affect the OM budget. He said a recommendation might be all that was needed. He asked the Board’s opinion, and they agreed that a vote was not needed.

- **Ms. Thomas** said CA's original intent when installing the rock wall was to attract more use of the Thunder Hill pool. Attendance did increase over the summer. **Ms. Cederbaum** said that the increased attendance could have been attributed to CA's Fun Times/Noodle program.
- **Mr. Esoldo** said he would like more statistics before making a recommendation to CA.
- **Mr. Edelson** said several Thunder Hill residents voted for the diving board. He pointed out that CA does not consider its pools neighborhood pools. They are for all CA residents. **Ms. Wisniewski** suggested the wording for the Board's recommendation be "Oakland Mills residents prefer..."
- The Board asked that **Ms. Carpenter and Ms. Cederbaum** create an email survey to seek more feedback. The Board will make a decision regarding the recommendation after it hears the results of the survey.

Old Business

HOA Driveway/Parking Space Status Update

- **Mr. McCormack** reported that he had sent out a survey to the Holly Court HOA. **Ms. Cederbaum** also shared a spreadsheet of the results of the survey she conducted with the other village managers. Ms. Cederbaum sent a new survey to the Village Managers asking them to forward it to their HOAs.
- **Ms. Wisniewski** asked if the Board still planned to schedule a meeting with the County. **Mr. Edelson** said yes, but that the Board still needed more information.

Board Chair Report

- **Mr. Edelson** said other villages do not seem interested in the HOA driveway issue. He said he would be willing to send an email to the other village board chairs. **Mr. McCormack** agreed that it would be good to send an email explaining OM's reasoning for sending the survey in order to try to get more response. **Mr. Edelson** said he would follow up with the email and report to the Board.
- **Mr. Edelson** noted that the village center property owner Cedar had not decorated for the holidays. **Ms. Cederbaum** pointed this out to Cedar, and wreaths are now going up. **Mr. Edelson** also said **Ms. Cederbaum** noticed the trash building up behind the building, and Cedar is now cleaning up the trash.
- **Mr. Edelson** also said that loitering outside of Weis has increased. The store has also had issues with keeping the shelves stocked. He said a new assistant manager is filling in for the manager and is trying to deal with staffing and stocking issues.
- **Mr. Edelson** thanked Brigitta Warren and the OM staff, girl scouts, volunteers, and **Mr. Esoldo** for helping with Breakfast with Santa.
- **Mr. Edelson** said he is working on encouraging balanced coverage of Oakland Mills in the media. He said the media is reporting negative news but not good news like the *Concert for Kids*. He asked for Board support to take action and suggested that the Communications Committee could work on this issue.

CCR Report

- **Ms. Thomas** said CA would be holding a public hearing on the budget on January 18th at 7:30 p.m. at Slayton House.
- **Ms. Thomas** said stream erosion is becoming serious and costly. She said she wants to work with CA on how it is going to address the issue. She said she would also work with the OM Open Space committee on the issue.
- **Ms. Thomas** reported that the CA Board voted not to hear the BWI noise issue. **Ms. Thomas** voted against this at the meeting. She said she will try to get it heard again. Residents need the opportunity to be heard on the issue. **Mr. Edelson** agreed.
- **Ms. Cederbaum** said that CA would be visiting the neighborhood centers on December 29th, and she requested to be able to attend. **Ms. Thomas** said they could be inspecting the centers for budgetary

issues. **Mr. Edelson** said the Board would need to keep an eye on the issue since the neighborhood centers bring in rental income and other benefits for Oakland Mills. **Mr. McCormack** suggested that the Board should also keep an eye on who buys CA property in the village.

Manager's Report

- **Ms. Cederbaum** referred to her printed Manager's Report (ATTACHMENT "C"). She reported that an Oakland Mills family in Thunder Hill recently lost their home in a fire. She asked if the Board would like to give a donation to the family, and if the Board would like to wave policy and vote that night on the donation. The Board agreed that the vote needed to be done that night. **Mr. Edelson** motioned to make an emergency donation of \$100 to the GoFundMe fund for the family in Thunder Hill whose home burned down. **Ms. Thomas** seconded, and the motion passed (6-0-0).
- **Ms. Cederbaum** thanked Lavenia Nesmith for another successful season of Jazz in the Mills. The holiday show was sold out.
- **Ms. Cederbaum** reported on the upcoming improvements that will be made to The Other Barn. The Board discussed improvements that will be made to the Silo.

Committee Reports

Architectural Committee Report

Ms. Engelke said that Deb Buie, Covenant Advisor for Complaints, has recommended that a 15-day notice be sent to an OM property. The AC committee would be voting on the property at the January 9th Board meeting. She asked that the Board members drive by the home and familiarize themselves with the property.

Safety and Security

- **Ms. Gottsagen** referred to her printed Safety and Security report (ATTACHMENT "D") and Howard County Traffic Engineer Buck Bohmer's traffic accident report for Farewell and Stevens Forest Road (ATTACHMENT "E"). She said that there have been seven accidents at the intersection since 2013. She also said that she still has received no answer from the Howard County Police Department regarding reporting on Next Door.

Bulletin Board

- **Ms. Gottsagen** thanked **Ms. Cederbaum** for sending out an email containing information Ms. Gottsagen had sent her.
- The Board members wished everyone Happy Holidays and thanked everyone.

The regular OMCA Board open meeting was closed at 8:08.

Ms. Wisniewski motioned to go into closed session to discuss matters pertaining to employees and personnel. **Ms. Engelke** seconded, and the motion passed (6-0-0).

Mr. Edelson ended the closed session of the Board at 8:36 p.m.

Mr. Edelson went into open session again and adjourned the regular OMCA Board meeting at 8:36 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant

Action Items from December 12, 2017

Board: Mr. Edelson- send HOA Roadway survey to other board chairs

Communications Committee – discuss positive OM - PR
Board members – visit property for 15-day violation

Staff: Ms. Carpenter/Ms. Cederbaum – create and send a diving board or climbing wall survey to the listserv.
Ms. Cederbaum – submit \$100 donation to GoFundMe for Thunder Hill family

Action Items from November 28, 2017

Board

~~Mr. McCormack – contact Holly Court to get more specifics about paving, assessments, etc.~~

Staff:

Ms. Buie – provide the number of current foreclosed properties to board

Ms. Buie - investigate 6' fence options

~~Ms. Cederbaum – continue to gather villages' HOA parking information and incorporate Findings into a spreadsheet~~

~~Ms. Cederbaum – invite Mr. Engel (HC Housing Commission) to a January board meeting to discuss Verona~~

ACTION ITEMS FROM NOVEMBER 14, 2017

Board:

Ms. Thomas – Ask CA to investigate HOA roadway issue

Invite County DPZ to Board Meeting to discuss HOA roadway issue

Staff:

~~Ms. Cederbaum – ask village managers to poll HOAs about roadway ownership and financial ability to make repairs/maintenance/snow removal – ONGOING~~

Ms. Cederbaum – Contact Enterprise about Forest Ridge

ACTION ITEMS FROM OCTOBER 24, 2017

Board:

Committees – publicize meeting, solicit members

Staff:

Find out what the County requirements are to take ownership of HOA roadways

ACTION ITEMS FROM OCTOBER 10: - All complete

Board:

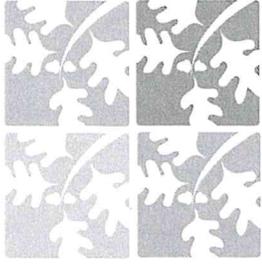
~~Oct. 24 meeting: Old Business Discussion on forest grove as presented by CA on 10/10.~~

~~Send Ms. Cederbaum suggestions for "Volunteer Donation" recipient(s).~~

Staff:

~~Ms. Cederbaum to provide Ms. Thomas with 5 years OM Cash Reserve history.~~

~~Ms. Cederbaum to revise Remote Attendance Policy and send to Board.~~



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Chris Esoldo ~ Judy Gottsagen ~ Bill McCormack Jr. ~ Paul Verchinski
Virginia (Ginny) Thomas, Columbia Council Representative

November 28, 2017

OMCA Regular Board Meeting

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:04 p.m.

Present: Jonathan Edelson, Board Chair; Kay Wisniewski, Vice-chair; Lynn Engelke, AC Chair; Ginny Thomas, Columbia Council Rep (arrived at 7:12 p.m.); Chris Esoldo; Judy Gottsagen; Bill McCormack Jr.; Paul Verchinski (arrived at 7:20 p.m.); Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

Also present: Chisha Johnson, Founder and Executive Director of The Jacaranda Center; Safire Windley, CA Youth & Teen Center Program Coordinator; Michael Johnson.

Opening of Meeting

- **Ms. Wisniewski** motioned to accept the November 14, 2017 OMCA Board meeting minutes (ATTACHMENT "A"). **Ms. Gottsagen** seconded, and the motion passed (6-0-0).
- **Mr. Esoldo** motioned to accept the November 28, 2017 agenda (ATTACHMENT "B"). **Ms. Wisniewski** seconded. **Ms. Engelke** moved to amend the agenda to correct the timing of the Jacaranda and Covenant Advisors presentations to allow sufficient time for each presentation. The meeting would then end at 8:50. The amendment and motion passed (6-0-0).

Jacaranda Center Presentation

- Ms. Chisha Johnson, Founder and Executive Director of the Jacaranda Center for Family & Youth Development, presented an overview of a study being conducted in Oakland Mills. She gave a brief introduction to the organization and its mission to help individuals and families in the community thrive.
- Ms. Johnson said County Executive Allan Kittleman has established an initiative called Achieve 24/7. The Weekend Warrior Snack Packs and Roving Radish meal programs are part of this initiative. The program evolved as County Executive Kittleman looked at data from certain zip codes in the County. He wanted an initiative to explain why the data showed certain trends in certain zip codes. He needed a non-profit organization to conduct a study to determine the connection between families, neighborhoods, and student achievement. The County chose the Jacaranda Center to conduct the study. Stevens Forest was chosen because of the diverse nature of the neighborhood and the closeness of the schools. (Talbot Springs Elementary School was also included in the study because many of its families live in the Stevens Forest neighborhood.)
- The Jacaranda Center formed a local leadership team consisting of residents of Stevens Forest and leaders from the Jacaranda Center, the County, OM schools, and the community. A survey was generated and sent out to explore three specific things: families' hopes and dreams, what obstacles prevent them from achieving those dreams, and what families need in order to be successful. Now that the survey has been completed, the next step will be to find out how County resources can be harnessed to aid families and individuals in achieving their goals and dreams.

- Final results have not been published, but preliminary findings indicate several areas of concern, including:
 1. Fears and misconceptions (lack of knowledge about other cultures in the community)
 2. Lack of access to community resources (e.g. lack of transportation, language barriers, limited or no access to technology)
 3. Lack of youth and teen programs
 4. Lack of coordination between different organizations providing services and donations
- Ms. Johnson mentioned two events coming up next year that will help address these areas of concern. First, there will be a youth fair on April 13th, 2018 specifically geared towards teens and their needs. Second, a multiservice resource fair has been scheduled on June 2nd at Oakland Mills Middle School. This fair will bring several community resources together in one, easily accessible place for Stevens Forest families as well as other community residents.

Covenant Advisors' Quarterly Reports

- Ms. Deborah Buie, OM Covenant Advisor for Violations, presented her Activity Report for Covenant Violations/Complaints for the period September 1, 2017 to November 27, 2017 (ATTACHMENT "C"). A discussion ensued regarding property violations and how/if they had been resolved. **Ms. Engelke** said that she had learned about CA's Covenant violation process and said it was long but thorough. Ms. Buie said the compliance process is becoming more smooth and cohesive as she and the Covenant Advisor for Applications, Ms. Carrie Wenholtz, collaborate on properties. They have been inspecting properties together to aid in this process.
- Ms. Wenholtz, Covenant Advisor for Applications, presented her 2017-2018 2nd Quarter RAC Summary (ATTACHMENT "D"). Ms. Wenholtz said the research side of the process is becoming more efficient as data is transferred to the new database. A discussion ensued about the application process.

Old Business

Village Manager Performance Evaluation

- **Ms. Wisniewski** presented the amended Village Manager Performance Evaluation and timetable. **Mr. Esoldo** suggested that the evaluation be more about goals and objectives rather than an itemized list of tasks. He said the Village Manager should have the autonomy to perform his or her job. He suggested changing the scale to rate by whole numbers rather than by decimals, and he recommended eliminating the "zero" rating, making the rating 1 to 5 instead.
- **Ms. Engelke** pointed out that the evaluation could be changed at any time, but some kind of evaluation needed to be implemented as soon as possible.
- **Mr. Esoldo** asked if a vote would be needed to modify the evaluation. The Board agreed there would need to be a discussion, but not a vote.
- **Ms. Wisniewski** moved to accept the Village Manager Performance Evaluation with changes as discussed as the performance goals and plans for the Board FY 2017-2018. **Ms. Engelke** seconded, and the motion passed (6-0-1).

HOA Driveway/Parking Space Status Update

- **Ms. Cederbaum** shared her correspondence with other Columbia villages regarding their HOAs and private driveway issues.
- **Mr. Edelson** said he and **Ms. Cederbaum** discussed inviting County representatives to the November 28th OM Board meeting, but they felt that they should find more information before bringing the issue up with the County. They are planning on inviting the County to meet with the Board in January or February of 2018.
- A discussion ensued on the preparation of the HOAs for meeting with the County.
- **Ms. Wisniewski** asked how many other HOAs in the County are in need. **Mr. McCormack** said the

County would need to answer that question.

Board Chair Report

- **Mr. Edelson** reported that the Howard County School Board voted on redistricting. No changes were made to OM school attendance areas. He did report, however, that the Jump Start program would be expanded.
- **Mr. Edelson** said that there would be another Columbia Villages all-Chair meeting in January. At the meeting, he hopes to discuss the CA/villages' management contract. He said a joint committee could possibly be called with the village managers.
- **Mr. Edelson** shared his conversation with the Howard County Schools Communication Director about reporting positive news about schools.

CCR Report

- **Ms. Thomas** said CA would be holding a public hearing on the budget on January 18th at 7:30 p.m. at Slayton House. The public would be able to speak at this hearing. **Ms. Thomas** said the CA Board will vote on the final budget on February 22nd.
- **Ms. Thomas** mentioned New Town zoning and covenants. **Mr. Verchinski** said the interplay of zoning and covenants has been what makes Columbia unique. As such, both issues need to be addressed. **Ms. Thomas** said zoning needs to allow for village center flexibility regarding covenants.

Manager's Report

- **Ms. Cederbaum** referred to her Manager's Report (ATTACHMENT "E"). She shared the FY18 2nd Quarter Financials (ATTACHMENT "F"). **Mr. Edelson** motioned to accept the FY18 quarterly financials. **Ms. Wisniewski** seconded, and the motion passed (7-0-0).
- **Mr. Verchinski** asked about items on the task list that have been on the list for a long time but have not been resolved yet. **Ms. Cederbaum** answered that some of the ongoing issues have not been resolved because she is waiting for responses from the County. She said the Board can bring up any unresolved issues. **Mr. Verchinski** gave the example of housing. **Mr. Edelson** said Peter Engel, Executive Director of the Howard County Housing Commission could be invited to discuss issues regarding the Verona and maintenance of Verona at the first or second Board meeting in January 2018. **Mr. Verchinski** asked that **Ms. Cederbaum** bring old items on the task list to the Board's attention.

Committee Reports

Safety and Security

- **Ms. Gottsagen** referred to her printed Safety and Security report (ATTACHMENT "G"). She reported on her meeting with Officer Lopez and said it went well. She also mentioned **Ms. Cederbaum's** ride-along with Officer Lopez.
- **Mr. Edelson** asked if the committee could follow up with the police to see if they published reporting procedures on Next Door. **Ms. Gottsagen** said she would contact Lt. Jennifer Reidy to ask about Next Door.

Bulletin Board

- **Mr. Esoldo** said that he plans to wait until after the New Year to get more people involved in the Public Space Advisory Committee.
- **Mr. Verchinski** said he saw that **Ms. Cederbaum** sent out a communication regarding the County Executive's call for citizen input regarding his budget proposal. He asked if something was being put together for that. **Ms. Cederbaum** said that she will update last year's testimony. **Ms. Wisniewski** also recommended the ash tree replacement issue. **Mr. Edelson** suggested that the reallocation of funds for Stevens Forest and Whiteacre Streetscapes should also be recommended. He also suggested leaf

removal. **Ms. Gottsagen** suggested replacing the street sweeper with leaf removal since the street sweeper does not pick up leaves.

- **Mr. Edelson** thanked the Good Hope Presbyterian Church in Fulton for donating Thanksgiving turkeys with trimmings to Stevens Forest and Forest Ridge. He also thanked **Ms. Cederbaum** and the OM staff for putting together the volunteer dinner. He thanked **Ms. Cederbaum** for coordinating the winter hats, gloves, and scarves drive with the schools.
- **Ms. Cederbaum** mentioned the OM Village 50th Birthday Breakfast and Brainstorming event that will take place on January 13th.

Mr. Edelson adjourned the OMCA Board meeting at 8:56 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant

Action Items from November 28, 2017

Board

Mr. McCormack – contact Holly Court to get more specifics about paving, assessments, etc.

Staff:

Ms. Buie – provide the number of current foreclosed properties to board

Ms. Buie - investigate 6' fence options

Ms. Cederbaum – continue to gather villages' HOA parking information and incorporate Findings into a spreadsheet

Ms. Cederbaum – invite Mr. Engel (HC Housing Commission) to a January board meeting to discuss Verona

ACTION ITEMS FROM NOVEMBER 14, 2017

Board:

Ms. Thomas – Ask CA to investigate HOA roadway issue

Invite County DPZ to Board Meeting to discuss HOA roadway issue

Staff:

Ms. Cederbaum – ask village managers to poll HOAs about roadway ownership and financial ability to make repairs/maintenance/snow removal - ONGOING

Ms. Cederbaum – Contact Enterprise about Forest Ridge

ACTION ITEMS FROM OCTOBER 24, 2017

Board:

Committees – publicize meeting, solicit members

Staff:

Find out what the County requirements are to take ownership of HOA roadways

ACTION ITEMS FROM OCTOBER 10: - All complete

Board:

~~Oct. 24 meeting: Old Business Discussion on forest grove as presented by CA on 10/10.~~

~~Send Ms. Cederbaum suggestions for "Volunteer Donation" recipient(s).~~

Staff:

~~Ms. Cederbaum to provide Ms. Thomas with 5 years OM Cash Reserve history.~~

~~Ms. Cederbaum to revise Remote Attendance Policy and send to Board.~~

DRAFT



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Architectural Chair, Lynn-Steven Engelke, Chris Esoldo, Judy Gottsagen,
Bill McCormack Jr., Paul Verchinski
Columbia Council Representative: Virginia (Ginny) Thomas

Oakland Mills Board of Directors Meeting Agenda December 12, 2017 7:00 p.m.

- 7:00 p.m.** **Opening of meeting**
Approve Minutes from November 28, 2017 Board Meeting
Approve Agenda for December 12, 2017 Board Meeting
- 7:05 p.m.** **Resident Remarks**
- 7:10 p.m.** **New Business**
Thunder Hill Pool Diving Board or Climbing Wall – Facebook Survey Results
(5 minutes)
- 7:15 p.m.** **Old Business**

HOA driveway/parking space ownership status update – Board discussion (5 min)
- 7:20 p.m.** **Board Chair Report**, Jonathan Edelson (10 min.)
- 7:30 p.m.** **Columbia Council Rep. Report**, Virginia (Ginny) Thomas (10 min.)
- 7:40 p.m.** **Manager’s Report**, Sandy Cederbaum (10 min.)
- 7:50 p.m.** **Committee Reports** (10 min.)
Architecture Committee, Lynn Engelke (possible 15 day final letter)
- 8:00 p.m.** **Board Bulletin Board** (5 min.)
- 8:05 p.m.** **Adjourn**
- 8:05 p.m.** **Closed Session: Board to go into closed session to discuss personnel matters.**

Upcoming Events – for event details go to <http://oaklandmills.org>

All events are held at The Other Barn unless otherwise noted

Dec. 9, Breakfast w/Santa, SOLD OUT

Dec. 12, 7:00 p.m., OMCA Board Meeting

Dec. 13, 6:30 p.m., Gingerbread House Making, advance tickets only

DEC. 26 Board Meeting Is Canceled

Jan. 12, 10 a.m., Lively Arts for Little Ones presents Pam the Kindersinger
Jan. 13, 9:30 – 11:30 a.m., Breakfast and Brainstorming for OM's 50th

DRAFT

Manager's Report

Submitted by Sandy Cederbaum on Dec. 8, 2017 for the Dec. 12, 2017 Oakland Mills Board Meeting Updated Task list submitted.

Action Items from previous meetings are at the bottom of this email.

Board Action Item: Consider a donation to the family whose house in Thunder Hill was destroyed by fire. Family of 6 displaced, everything lost.

Bridge Columbia – some members of BC met on 12/7/17 with Clive Graham (HC Transportation) and Phil Nichols (County Exec. office).

Bridge Naming – the County informed the group that the refurbished bridge w/geodesic design will be named Bridge Columbia. No date has been set for the official opening and naming but a soft opening may be set as soon as early January. *I will make sure that OMCA is a key player in the naming event.*

Transit Development Plan (TDP) plan is about to be released and will recognize Bridge Columbia Transitway as a key component of the most important east-west corridor in the county. However, the study findings are that the corridor will not warrant significant funding/development during the five year life of this TDP and maybe not until 2030 or so. Attached to this report is Chapter 7 of the TDP which discusses the findings and a short summary of the TDP is attached. The TDP will be heard by the County Council on or about Jan. 18, 2018.

The Bridge Columbia committee will meet in early January to decide how they want to proceed.

Facilities Meeting with Construction and Open Space Senior Staff – 11/29/2017

Construction (Dennis Matthey, Al Edwards, Phil Mertens, Jeremy Scharfenberg) Open Space (Dan D'amore, Sean Harbaugh, Rob Plummer)

Open Space: Reviewed CA OS projects including the SF Tunnel area, Talbott Springs playground hand rail and new gate, Tot Lot OM 12 replacement spring toys, Tot Lot OM 10 will be monitored more frequently, 10 markers have been placed in the ground around the wooded area off of the Woodblock Path behind Patchin to monitor any forest encroachment that may occur. They will continue to do more pathway work, and are doing replacement surfacing at the Stevens Forest large playground. Work will begin on some rotted areas on the Courtyard pergolas. I will be taking a tour of the tot lots and playgrounds soon.

I thanked OS for their assistance with the Fall Festival and all of the assistance on a daily basis. We inform OS of our winter schedules so that they know when we are open and holding events when the weather is inclement. They are responsible for snow removal at all centers which includes pathways and parking lots.

Construction:

Jeremy Scharfenberg discussed the HVAC replacement schedule which, for the Other Barn, is FY 20/21. SFNC has had all new LED lights both inside; TSNC has had all new LED lights as well. THNC has had lights retrofitted to LED and has a new HVAC system.

I asked them to look into making one restroom (they are gender neutral) handicap accessible which may be possible by removing the stall partition. CA will look into this.

The Other Barn:

Silo: I discussed the moisture issue in the silo and reminded them that someone fell last year. The silo has not insulation and no ventilation. CA will address this immediately by closing the top of the silo where there appears to be an opening in the wall, sealing the dome, installing a fan at the top of the silo, and replacing the

floor covering with a safer surface that will repel the moisture that accumulates. They continue to take measurement and monitor the “bulge” in the Silo yearly.

Electrical Renovation

Electrical system replacement for HVAC is underway and the electrical system replacement for the rest of the facility will occur when we are closed for rentals Jan/Feb 2018.

Soffit lights will be replaced.

HVAC systems will be replaced in FY20/21

Dumbwaiter is not scheduled for replacement yet. We have not had any failures in several months. Most parts have been replaced.

Elevator Area – Inside and Door will be painted in Jan/Feb.

Roof – replacement in early 2018.

Holiday Giving – hat/scarves/glove drive and toy drive through Dec. 15

Oakland Mills 50th Planning: An initial planning meeting has been set for Sat. Jan. 13 from 9:30 – 11:30 a.m.

Holiday Events:

Jazz in the Mills Holiday Extravaganza – Many thanks to Lavenia Nesmith for a successful 2017 Jazz in the Mills Series culminating with a sell-out extravaganza event which was held on Dec. 3. 220 attended. The 2018 Jazz in the Mills will begin on March 25, 2018 and 4 shows have been scheduled.

Breakfast w/Santa will be held on Sat. Dec. 9 (Sold Out) and **Gingerbread House** event is on Wed. Dec. 13. OM Resident Chris Toscano has organized a **Holiday Caroling Event** on Thurs. Dec. 14 (Facebook event posting)

I will be meeting with village managers next week and we will be discussing the Management Contract and forming a task force of to review and suggest changes to the village board. We will also be discussing the health benefits from CA and when CA will cover the costs associated with new hires and change in status of employees who receive benefits.

Daily Issues that Manager is working on:

Meeting w/staff to review their performance appraisal and goals.

Year-end reporting for payroll taking place in the next few weeks.

Bookkeeping, payroll, daily facility and HR issues.

Payroll, 401K audit and processing, employee HR issues, meeting agendas, and staff meetings along with facility related issues.

Social Media Postings in the past two weeks

Facebook:

Other Barn – pictures from events, updated cover and profile

Oakland Mills Village – agenda, school news, eNEWS, holiday giving drive, brainstorming event, Shade structure PR from County, County Exec. Citizens Budget hearing testimony, Christmas Caroling, hat/glove drive, Ice Skating Club Nutcracker Police Flagging, Police Holiday Safety tips, holiday toy drive

NextDoor – all events scheduled through March, 2018, holiday giving drive

Emails – County Exec. budget hearing, DPZ Stakeholders meeting, Holiday Drive, Brainstorming, School News, ENEWS, Education Committee Meeting, shade structure PR from County, OMCA Testimony to County Executive, Christmas Caroling, Holiday toy drive, pathway work on behind Soaring Hill

Listserv: 1256 emails

Action Items from November 28, 2017

Board

~~Mr. McCormack – contact Holly Court to get more specifics about paving, assessments, etc.~~

Staff:

Ms. Buie – provide the number of current foreclosed properties to board

Ms. Buie - investigate 6' fence options

Ms. Cederbaum – continue to gather villages' HOA parking information and incorporate Findings into a spreadsheet – I have sent three requests

Ms. Cederbaum also sent manager's updated HOA survey

~~Ms. Cederbaum – invite Mr. Engel, HC Housing Commission to an upcoming meeting (he will attend on 1/9/17)~~

ACTION ITEMS FROM NOVEMBER 14, 2017

Board:

Ms. Thomas – Ask CA to investigate HOA roadway issue

Invite County DPZ to Board Meeting to discuss HOA roadway issue

Staff:

~~Ms. Cederbaum – ask village managers to poll HOAs about roadway ownership and financial ability to make repairs/maintenance/snow removal~~ Request made, awaiting responses

~~Ms. Cederbaum – notify donation requestors and process checks for distribution~~

Ms. Cederbaum – Contact Enterprise about Forest Ridge

Action Items from previous meetings:

ACTION ITEMS FROM OCTOBER 24, 2017

Board:

Committees – publicize meeting, solicit members

Staff:

Find out what the County requirements are to take ownership of HOA roadways – awaiting board discussions

In response to your April 2017 inquiry about accidents on Stevens Forest Road at Farewell Road. Since Jan 1, 2013 there have been 7 reported accidents. All angle collision type.

Accident year:

2013 – 1

2014 – 1

2015 – 0

2016 – 2

2017 – 3

Observed operational deficiencies provided justification for this project. Drivers turning left from Farwell conflicting with drivers attempting the left onto Farewell were blocking each other's line of sight. A roundabout should also alleviate concerns about speeding on Stevens Forest Road.

Buck Bohmer, BCE, Project Manager