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# Oakland Mills Community Association Village Board Meeting Minutes

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

**Board Members:** Jonathan Edelson, Chair ~ Lynn-Steven Engelke, Architectural Committee Chair  
Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Larry Pretlow II ~ Paul Verchinski  
Bageshwar Verma ~ Virginia (Ginny) Thomas, Columbia Council Representative

**July 28, 2020**

**Link to YouTube recording of the June 23, 2020 OMCA Board Meeting:**

<https://youtu.be/egonl1BwLsI>

## **OMCA Regular Board Meeting**

This meeting was conducted via Zoom remote virtual conferencing due to the Covid-19 pandemic.

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

**Present:** Jonathan Edelson, Board Chair; Bill McCormack, Board Vice-chair; Lynn Engelke, Architectural Committee Chair; Ginny Thomas, Columbia Council Representative; Rebecca Bryant; Larry Pretlow; Paul Verchinski; Bageshwar Verma; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

**Quorum Present:** Yes

**Also Present:** see resident list; Councilmember Opel Jones' Special Assistant Michael Harris; Councilmember Opel Jones' District Aide Ashley Alston.

## **Opening of Meeting**

- **Ms. Thomas** motioned to approve the July 14, 2020 OMCA Board meeting minutes (ATTACHMENT A). **Ms. Engelke** seconded, and the motion passed (6-0-0).
- **Mr. McCormack** motioned to approve the July 28, 2020 OMCA Board meeting agenda (ATTACHMENT B). **Ms. Engelke** seconded, and the motion passed (6-0-0).

## **Resident Remarks**

Residents Alex Hekimian and Jill Crane spoke in favor of CA's legal action regarding Symphony Woods and asked that the Board express its support of CA's legal action.

## **New Business**

### ***FY21 Revised OMCA Budget Discussion***

**Ms. Cederbaum** explained that due to Covid-19, the 1<sup>st</sup> quarter financials of FY21 were more indicative of how OMCA's budget would be for FY21. She said she would review the FY21 1<sup>st</sup> Quarter OMCA Financials and put together a revised FY21 OMCA Budget. A discussion ensued about charging a fee for Letters of Compliance.

### ***FY22 CA Budget Request***

**Ms. Cederbaum** reviewed CA's FY22 Budget Input Request for the Villages (ATTACHMENT C). She asked that the Board consider proposals for Category 1 and 2 capital budget items for discussion at the August 11,

2020 OMCA Board meeting. **Ms. Thomas** suggest proposing a bathroom study for the upper level of The Other

Barn.

## **Old Business**

### ***Amendment to the CA/Village Management Contract***

**Mr. Edelson** reviewed the Amendment to the CA/Village Management Contract (ATTACHMENT D). **Mr. Verchinski** motioned to not approve the amendment to the CA/Village Management Contract. **Mr. McCormack** seconded, and the motion passed (7-0-0).

### ***CA Legal Action Regarding Symphony Woods***

**Mr. Edelson** reviewed CA's legal action regarding Symphony Woods. A discussion ensued. **Mr. McCormack** moved to send a letter to the Howard County Executive Calvin Ball, the County Council, CA, and the County delegation stating OMCA's support of CA's right to control its land—given any legal documents concerning this land—and ask the County to find County land on which to hold the Symphony of Lights this year and in the future. **Ms. Engelke** seconded, and the motion passed (6-0-0). **Ms. Thomas** asked that the letter also be sent to the other village managers and chairs.

### ***Howard County General Plan/Zoning CA Committee Village Board Representative***

**Mr. Edelson** motioned to send forth Mr. Verchinski's name for the OMCA representative to the CA committee established to focus on upcoming revisions to the Howard County General Plan/Zoning. **Mr. McCormack** seconded, and the motion passed (6-0-0).

### ***EIDL (Economic Injury Disaster Loan)***

**Mr. Edelson** reviewed the previous board discussion on an EIDL loan that OMCA had been approved for. He said that OMCA was also rewarded the Maryland Small Business Association Grant. A discussion ensued.

**Mr. Edelson** motioned to approve the acceptance of the Maryland Small Business Association Grant in the amount of \$10,000, approve all terms and conditions outlined in the grant, and approve Sandy Cederbaum, Oakland Mills Village Manager, as authorized signor for the grant on behalf of the Oakland Mills Community Association and absolve Ms. Cederbaum of all grant agreement terms and conditions. **Mr. McCormack** seconded, and the motion passed (6-0-0).

**Mr. Edelson** motioned to approve acceptance of the EIDL in the amount of \$10,000, approve all terms and conditions outlined in the loan, and approve Sandy Cederbaum, Oakland Mills Village Manager as authorized signor for the loan on behalf of the Oakland Mills Community Association and absolve Ms. Cederbaum of all loan agreement terms and conditions. **Mr. McCormack** seconded, and the motion passed (6-0-0).

## **Board Chair Report**

**Mr. Edelson** reported that CA Board Chair Andrew Stack and CA Board Member Shari Zaret had sent him questions to email to the OMCA Board concerning a reassessment of the services CA provided. A discussion ensued. **Mr. Edelson** said he would email Mr. Stack and Ms. Zaret for further information.

**Mr. Edelson** asked for interested Board members to provide Ms. Cederbaum email addresses and to send in responses to a survey sent from the Howard County Mediation and Conflict Resolution Center (MCRC) by Monday, August 3 before he and Ms. Cederbaum discussed next steps with the MCRC Director.

## **CCR Report**

**Ms. Thomas** said she would keep the Oakland Mills Board and residents informed of the CA budget process. She asked if she could include the bathroom study and ice rink second sheet requests as part of her letter regarding CA's FY22 budget requests. The Board agreed.

## **Village Manager Report**

**Ms. Cederbaum** gave an update on staff and facilities during Covid-19.

## **Committee Reports**

### *Architecture Committee*

**Ms. Engelke** thanked Ms. Cederbaum and Ms. Warren for their work on the exterior alterations applications.

### **Board Bulletin Board**

**Mr. McCormack** thanked the RAC, OMCA covenant advisors, Ms. Engelke, Ms. Cederbaum, and Ms. Warren for their flexibility in working on the covenants and applications.

**Mr. Verma** said that the County had placed a video camera at the Stevens Forest roundabout to evaluate traffic patterns.

**Mr. Edelson** adjourned the regular OMCA Board meeting at 9:05 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



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**Board Members:** Jonathan Edelson, Chair ~ Lynn-Steven Engelke, Architectural Committee Chair  
Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Larry Pretlow II ~ Paul Verchinski  
Bageshwar Verma ~ Virginia (Ginny) Thomas, Columbia Council Representative

July 14, 2020

**Link to YouTube recording of the June 23, 2020 OMCA Board Meeting:**

<https://youtu.be/qXIKjfO9EpY>

## OMCA Regular Board Meeting

This meeting was conducted via Zoom remote virtual conferencing due to the Covid-19 pandemic.

**Mr. Edelson** called the regular meeting of the OMCA Board of Directors to order at 7:01 p.m.

**Present:** Jonathan Edelson, Board Chair; Bill McCormack, Board Vice-chair; Lynn Engelke, Architectural Committee Chair; Ginny Thomas, Columbia Council Representative; Rebecca Bryant (arrived 7:04 p.m.); Larry Pretlow (arrived at 7:07 p.m.); Paul Verchinski; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

**Absent:** Bageshwar Verma

**Quorum Present:** Yes

**Also Present:** see resident list; Councilmember Opel Jones' Special Assistant Michael Harris; Councilmember Opel Jones' District Aide Ashley Alston.

## Opening of Meeting

- **Mr. Verchinski** motioned to approve the June 23, 2020 OMCA Board meeting minutes (ATTACHMENT A). **Ms. Engelke** seconded, and the motion passed (4-0-0).
- **Ms. Engelke** motioned to approve the July 14, 2020 OMCA Board meeting agenda (ATTACHMENT B). **Mr. Verchinski** seconded, and the motion passed (4-0-0).

**Mr. Edelson** introduced Councilmember Opel Jones' new District Aide, Ashley Alston, who was present at the meeting.

## Resident Remarks

Resident Jessica Krupenie asked about an incident at LA Mart. **Mr. Edelson** said he inquired concerning the matter on behalf of the village and related what he had learned.

## New Business

### *Discussion of Columbia Association Legal Action Regarding Symphony Woods*

**Ms. Thomas** shared a written summary of a CA lawsuit involving Symphony Woods and the Symphony of Lights (ATTACHMENT C). She asked the board to consider taking a position in support of CA and suggested individuals and organizations that letters of support could be sent to. A discussion ensued.

### ***CA Request for Village Representatives at CA Workshops Regarding the Howard County Planning & Zoning General Plan***

**Mr. Verchinski** reported that the Howard County Department of Planning and Zoning had given Columbia Association an opportunity to express its position on New Town Zoning in the new Howard County General Plan. CA had asked that representatives from all of the village boards attend workshops to discuss what this position should be. The first workshop would be held July 30<sup>th</sup>. The Board agreed to bring the issue back as Old Business at the July 28<sup>th</sup> OMCA Board meeting.

### **Old Business**

#### ***Oakland Mills Priorities Regarding Howard County Government and the OM community***

**Mr. Edelson** reviewed OMCA's Priority List for the County Executive (ATTACHMENT D). **Ms. Bryant** asked to include curb cuts in the list. Councilmember Opel Jones' Special Assistant Michael Harris asked that the issue be emailed to him and District Aide Alston.

**Ms. Thomas** asked to add reviewing maintenance and services that CA currently covered but which Howard County covered in other areas outside of Columbia, such as median strips and social services. She suggested that Howard County and CA could form more cost-effective partnerships in these areas.

**Ms. Engelke** expressed concern that these were substantial additions which had not been discussed in previous meetings.

**Mr. McCormack** motioned to approve the OMCA Priority List for Howard County with the addition of curb cuts and the CA/Howard County funding issue. **Mr. Verchinski** seconded, and the motion passed (5-0-1).

#### ***OM Public Space Committee Chair***

**Mr. Edelson** motioned to nominate Warren Wortman as Chair of the Public Space Advisory Committee. **Mr. McCormack** seconded, and the motion passed (6-0-0).

#### **Board Chair Report**

**Mr. Edelson** reported on CA's meeting with the village boards, chairs, and managers. He also reported that CA had informed the villages that the CA/Village Management Contract amendment was "take it or leave it" and could not be negotiated on. Seven of the ten villages that had not yet signed the management contract amendment were considering this information before taking action. A discussion ensued. The Board agreed to discuss this issue on July 28, 2020 under Old Business.

**Mr. Edelson** said that the Director of the Howard County Mediation and Conflict Resolution Center had reached out and asked that Board members who wished to participate be reminded about providing their emails to Ms. Cederbaum or complete the surveys they were sent.

#### **CCR Report**

**Ms. Thomas** reported on reopening of CA sports clubs and budget issues due to Covid-19. A discussion ensued about CA prioritization of services, raising assessment charges, and informing residents of services CA provided.

#### **Village Manager Report**

**Ms. Cederbaum** reported on CA's recommendations for air filtration and circulation at The Other Barn. She informed the board that all renters through October had either canceled or postponed events due to Covid 19. Ms. Cederbaum also reported that she had ordered various types of sanitizing dispensers, masks, gloves, plexiglass enclosures, UV air purifiers as part of Covid-19 safety measures.

**Ms. Cederbaum** said that the village had been approved for the EIDL loan, and the board discussed issues related to accepting the loan. The matter would be discussed further at the July 28, 2020 Board meeting.

**Ms. Cederbaum** discussed the Sprinkler Stroll that Stevens Forest neighborhood residents were organizing.

### **Committee Reports**

#### *Architecture Committee*

**Ms. Engelke** reported on RAC meetings and letters of compliance.

**Mr. Edelson** adjourned the regular OMCA Board meeting at 8:59 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant

DRAFT



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**Oakland Mills Community Association  
Village Board**

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

**Board Members:** Jonathan Edelson, Chair; Bill McCormack Jr., Vice-Chair

Lynn-Steven Engelke, Architecture Committee Chair;

Rebecca Bryant, Larry Pretlow II, Paul Verchinski, Bageshwar Verma

**Columbia Council Representative:** Virginia (Ginny) Thomas

**Oakland Mills Board of Directors Meeting  
Tuesday, July 28, 2020 – 7 p.m.**

**Oakland Mills Community Association is inviting you to a scheduled Zoom meeting.**

**You may join the meeting beginning at 6:50 p.m.** You will be placed in a “waiting room” and zoom host will admit. All participant’s audio will be muted upon “entry”. Please note that you will be required to upgrade the zoom application to 5.0 and if you have not already done so you will be required to before entry to our meeting. There is not cost involved.

**Oakland Mills Community Association is inviting you to a scheduled Zoom meeting.**

Topic: Oakland Mills Board of Directors\_July 28, 2020\_7 p.m.

Time: Jul 28, 2020 08:00 PM Eastern Time (US and Canada)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87202574491>

Meeting ID: 872 0257 4491

One tap mobile

+13017158592,,87202574491# US (Germantown)

+19294362866,,87202574491# US (New York)

Dial by your location

+1 301 715 8592 US (Germantown)

Meeting ID: 872 0257 4491

Find your local number: <https://us02web.zoom.us/j/87202574491>

**7:00 p.m.**

**Opening of meeting**

Approve Minutes from July 14, 2020 Board Meeting

Approve Agenda for July 28, 2020 Board Meeting

**7:05 p.m.**

**Resident Remarks, 3-minute remarks (10 min)**

Please note that meeting attendee’s audio is muted. If you wish to participate in Resident Remarks please “raise your hand” which is one of the options available for participants and appears as an icon on the screen.

- 7:15 p.m. NEW BUSINESS (15 min)**
- FY21 Revised OMCA Budget Discussion**, OM Manager and OM Board (5 min)
- FY22 CA Budget Request Discussion**, OM Board (10 min)
- 7:30 p.m. OLD BUSINESS (30 min)**
- CA/Village Management Contract Amendment, Discussion**, OM Board
- Discussion of Columbia Association legal action regarding Symphony Woods**, OM Board (15 min)
- Village Board representative to serve on a CA Committee to follow issues regarding the the Howard County General Plan/Zoning**, OM Board (5 min)
- Eidl Loan discussion/decision**, Board Discussion (Eidl previously discussed on 7/14 under Manager’s Report (10 min)
- 8:00 p.m. Board Chair Report**, Jonathan Edelson (10min)
- 8:10 p.m. Columbia Council Rep. Report**, Virginia (Ginny) Thomas (10 min)  
**Vice-Chair of the Columbia Association Board of Directors**  
Update of CA’s financial situation and opening of facilities.
- 8:20 p.m. Village Manager Report**, Sandy Cederbaum (5 min)  
Current facility and operations update, financial update
- 8:25 p.m. Committee Reports**  
**Architecture**, Lynn Engelke, Chair (5 min)
- 8:30 p.m. Board Bulletin Board** (5 min)
- 8:35 p.m. Adjourn**





To: Village Managers  
From: Kristin Russell  
Cc: Susan Krabbe  
Subject: Input for the FY 2022 Budget

For years, the budget development process for Columbia Association (CA) has used a format that included creating proposed financial work plans covering two fiscal years. Through multiple steps and over numerous months, ultimately, the CA Board of Directors (Board) would approve budgets (operating and capital) for the more immediate of the two fiscal years and put in place conditional budgets for the second fiscal year. Although updated over the years, this budget development process has been no match for the uncertainty and resulting challenges of the COVID-19 pandemic and the downturn in the economy.

As you know, starting in mid-March, CA was subjected to a state-mandated closure of its facilities and cancellation of many of its fee-based programs, services and activities. These mandated actions severely impacted CA and will continue into the future to produce major revenue losses for the organization.

For FY 2021, which began on April 1, 2020, we are projecting a reduction in revenue of almost 30%. As a result, the conditional FY 2022 budgets (operating and capital) are no longer realistic, viable financial work plans for CA.

The FY 2022 budget process will begin anew with CA's new fiscal realities in mind. In preparing for this process, which will begin in September 2020, we are soliciting input from Columbia's village community associations, important partners with our organization.

As you think about your goals for your community association and for CA in the next fiscal year, please submit only those new operating initiatives and/or capital projects you believe are absolutely essential to include in the FY 2022 budget, given the financial uncertainties CA faces. I would appreciate your response no later than Thursday, September 10, 2020, via email or postal delivery. Note that all requests will be shared with the CA Board of Directors.

In addition, please keep in mind the process that was implemented previously to identify, set priorities for, and address Category III capital requests for the community and neighborhood buildings. With that process in mind, I ask that you and your boards focus on proposed projects other than Category III capital requests, since those are not included in the budget as specific line items. Category III items are requested as they are identified – either by village managers or by CA staff and then are prioritized. Highest priority is given to those projects that are critical or potentially critical to address legal or safety reasons and those that provide a rapid return on investment (including energy efficiency projects) and those that will address/reduce predictable deterioration and associated maintenance costs.

As you know, CA capital projects and associated funding are segmented into three categories:

- Category I projects are approved by the CA Board of Directors that are focused on meeting the Board's strategic goals and providing improved quality of life venues for Columbia residents. These projects are specifically identified and approved by the Board in the budget process. Examples include watershed improvement projects and renewable energy improvements.
- Category II capital projects are those that are phased, non-recurring or considered to be major re-investments in facilities, as well as projects that are \$200,000 or greater and exceed the allocated amount for the program or facility requesting the project. These projects are specifically identified and approved by the Board in the budget process. Examples in the FY 20 budget include specific major upgrades to facilities, lake dredging, the purchase of new vehicles or large-scale energy projects.
- Category III capital projects include those that are for periodic maintenance and/or upgrades to facilities. Category III projects are not specifically called out in the budget and the amount approved by the Board in the budget process is the total capital parameter less the amounts for both Categories I and II.

Your proposed new initiatives and major capital projects will be among those considered by the CA Board of Directors at a work session on October 29, 2020. During that work session, straw votes will be taken for each new initiative and each budget request to determine if that item should be included in the proposed FY 2021 budget. If you have any questions, please contact me via email at [Kristin.Russell@ColumbiaAssociation.org](mailto:Kristin.Russell@ColumbiaAssociation.org) or by phone at 410-715-3166.

Thank you very much for your participation and for helping to ensure that a nationally acclaimed "quality of life" remains a leading attribute of the Columbia community for years to come.

Attachment: CA Board Approved FY 2022 Budget Schedule

AMENDMENT TO MANAGEMENT CONTRACT

THIS AMENDMENT TO MANAGEMENT CONTRACT (the "Amendment") is made and entered into as of May \_\_\_, 2020 by and between COLUMBIA ASSOCIATION, INC. ("CA") and OAKLAND MILLS COMMUNITY ASSOCIATION, INC. (the "Association").

WHEREAS, CA and the Association entered into a Management Contract dated August 24, 2018 (the "Contract"); and

WHEREAS, CA and the Association desire to amend certain terms and conditions of the Contract, and the exhibits thereto and incorporated therein, as set forth below.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements hereinafter contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CA and the Association agree as follows:

1. The title of Exhibit E3 is hereby amended by deleting the word "Compare" and replacing it with the word "Compute."

2. The last paragraph of Exhibit E3 entitled "*Line 9) Remittance Amounts*" is hereby amended by inserting the following: "No payment shall be required to be made in FY 2021 for excess cash reserves for FY 2020."

3. The first sentence of Section D(3) of Exhibit B entitled "Facility Capital Projects, Repairs and Maintenance," is hereby amended by deleting "\$1,000" and replacing it with "\$2,000." The second sentence of that section is hereby amended by deleting "\$1,200" and replacing it with "\$2,400."

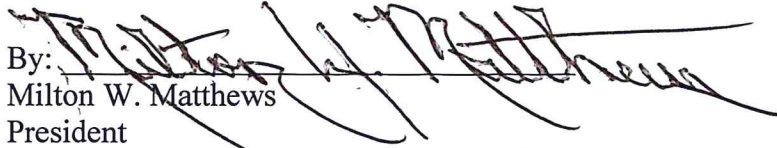
4. Section D(5) of Exhibit B is hereby amended by deleting "\$1,000" and replacing it with "\$2,000."

5. Unless otherwise set forth in this Amendment, all capitalized and/or defined terms shall have the same meaning as those set forth in the Contract.

6. All other terms, covenants and conditions of the Contract shall remain the same and continue in full force and effect and shall be deemed unchanged, except as such terms, covenants and conditions of the Contract have been amended or modified by this Amendment.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to Management Contract as of the day and year first above written.

**COLUMBIA ASSOCIATION, INC.**

By:   
Milton W. Matthews  
President

**OAKLAND MILLS COMMUNITY ASSOCIATION, INC.**

By: \_\_\_\_\_  
Print Name and Title