



# Oakland Mills Community Association Village Board Meeting Minutes

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

**Board Members:** Jonathan Edelson, Chair ~ Lynn Engelke, Architectural Committee Chair  
Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Jerome Rollerson ~ Warren Wortman  
Virginia (Ginny) Thomas, Columbia Council Representative

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**January 24, 2023**

**Link to YouTube recording of the January 24, 2023 OMCA AC Appeal and Board Meeting:**  
[https://youtu.be/mnG\\_Gg4VPxl](https://youtu.be/mnG_Gg4VPxl)

## **OMCA ARCHITECTURAL COMMITTEE APPEAL**

This meeting was conducted virtually.

**Ms. Engelke** called the meeting of the Architectural Committee to order at 6:32 p.m.

**Present:** Lynn Engelke, Architectural Committee Chair; Jonathan Edelson, OMCA Board Chair; Bill McCormack, OMCA Board Vice-chair; Warren Wortman; Jerome Rollerson; Rebecca Bryant

**Quorum Present:** Yes

**Also Present:** OM Village Manager Sandy Cederbaum; OMCA Covenant Advisor Michael Vaughn; OMCA Administrative Assistant Amy Carpenter; Kim Thompson (owner of the property being appealed); RAC Chair David Smith; RAC Member Lisa Dillard.

**Ms. Engelke** presented information on procedure. She then presented the appeal, which had been made by the owners of 5205 Farm Pond Lane, Nathan and Kim Thompson.

Residential Architecture Committee member David Smith explained the RAC's reasons for denying the application. Ms. Thompson then stated her reasons for the appeal.

**Mr. Edelson** motioned to uphold the Architectural Committee Chair's decision. **Ms. Bryant** seconded, and the motion failed (2-4-0).

**Mr. McCormack** motioned to overturn the AC Chair's decision with the stipulations that the shed's location remain the same and the homeowner change the color of the shed to brown. **Ms. Bryant** seconded, and the motion passed (4-2-0).

**Ms. Engelke** adjourned the meeting of the OMCA Architectural Committee at 7:02 p.m.

## OMCA REGULAR BOARD MEETING

This meeting was held virtually.

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

**Present:** Jonathan Edelson, Chair; Lynn Engelke, AC Committee Chair; Bill McCormack, Vice-chair; Rebecca Bryant (left at 8:27 p.m.); Jerome Rollerson; Warren Wortman; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

**Absent:** Ginny Thomas

**Quorum Present:** Yes

**Also Present:** OMCA Events and Facility Coordinator Brigitta Warren; Howard County Council District 2 Aide Ashley Alston; see resident list.

### Opening of Meeting

- **Mr. Rollerson** motioned to approve the January 10, 2023 OMCA Board Meeting minutes (ATTACHMENT A). **Mr. McCormack** seconded, and the motion passed (4-0-0).
- **Mr. McCormack** motioned to approve the January 24, 2023 Board Meeting agenda (ATTACHMENT B). **Ms. Bryant** seconded, and the motion passed (6-0-0).

### Resident Remarks

Resident Brawnlyn Patterson spoke about excessive speed and failure to stop at the intersection of White Acre and Thunder Hill Roads. She said she had been in contact with the County about the issue. **Ms. Cederbaum** asked that she and the Board be copied on any emails Ms. Patterson sent to the County so they could be aware of the County's response. Ms. Patterson also said she had been working with the Howard County Arts Council on placing art in certain locations around Oakland Mills. **Ms. Cederbaum** cautioned about graffiti art on tunnel walls. There were already graffiti issues on CA paths and in the tunnels, and graffiti art and other mural art might attract more graffiti. She was supportive of art in other venues. **Mr. Edelson** requested that Ms. Alston call him during the week to discuss unresolved traffic issues.

### Old Business

#### *OMCA's CA Senior Advisory Representative*

**Mr. Wortman** motioned to recommend John Cooney as OMCA's CA Senior Advisory Committee representative. **Mr. Rollerson** seconded, and the motion passed (6-0-0).

#### *OMCA 2023 Election Guidelines*

**Ms. Cederbaum** shared the revised OMCA 2023 Election Guidelines (ATTACHMENT C). **Mr. Edelson** said that the company OMCA was planning to use for online voting, Intelliscan, also could handle the election printing and mailing, as well as tabulation of mail-in ballots and had done so successfully for other villages, including Wilde Lake, which in previous years had received Oakland Mills' mailed ballots at their office. OMCA did not yet have an estimate from Intelliscan of how much it would cost. A discussion ensued. **Mr. Wortman** motioned to approve the change to the Election Guidelines to allow Intelliscan to handle the election printing/mailing and the mail-in ballot tabulation if their quote was no more than 10% of the cost of using the old company and doing the count in-house, and

if Intelliscan's quote exceeded 10%, the Board would convene a special session to consider the new quote before making the final determination on the language. **Mr. McCormack** seconded, and the motion passed (6-0-0).

**Ms. Cederbaum** shared the draft Candidate Financial Disclosure Statements (ATTACHMENT D) and Candidate Financial Disclosure text for the Election Guidelines. A discussion about the language for the statements and election guidelines ensued. **Mr. Rollerson** motioned to accept the language as amended in the 2023 Election Guidelines section F. **Mr. Wortman** seconded, and the motion passed (6-0-0). **Mr. Wortman** motioned to accept the Election Guidelines as amended, contingent on the provision in the Board's first motion on the Intelliscan language. **Ms. Engelke** seconded, and the motion passed (6-0-0).

### ***CA Play Areas***

**Mr. McCormack** discussed the CA play area issue. He shared the OMCA Open Space Advisory Committee's recommendations and SWOT analysis as outlined during the OSAC's January 18<sup>th</sup> meeting (ATTACHMENT E). **Ms. Bryant** said she was willing to attend the CA work session to present in-person. The recommendations would also be submitted electronically. **Mr. McCormack** motioned to accept the recommendations of the Open Space Advisory Committee and bring them to CA. **Mr. Rollerson** seconded, and the motion passed (5-0-0).

### ***2023 OMCA Election Monitor Committee and Calendars***

**Ms. Cederbaum** shared the list of proposed election monitor committee members and chairs (ATTACHMENT F). **Mr. McCormack** motioned to approve the list of election committee members and chairs. **Mr. Rollerson** seconded, and the motion passed (5-0-0).

**Ms. Cederbaum** shared the revised OMCA 2023 Election Calendars (ATTACHMENT G). **Mr. McCormack** motioned to accept the calendars as amended. **Ms. Engelke** seconded, and the motion passed (5-0-0).

### ***Board Chair Report***

**Mr. Edelson** reported that two bills had been reintroduced in the Maryland State House and were now at the committee level: Homeowners' Bill of Rights (formerly HB1060, reintroduced as HB0029) and HOA Repair and Rehabilitation Funds (formerly HB1061, reintroduced as HB0055). Both were bills that the Board had supported before. The Board agreed to send testimony supporting both bills.

**Mr. Edelson** said that a court case regarding an in-home business that a former resident had brought against OMCA, CA, and the County had been dismissed.

### ***Village Manager's Report***

**Ms. Cederbaum** gave her final report before retirement. She thanked the Board for its friendship and support. New Village Manager Brigitta Warren had been training with Ms. Cederbaum every day.

**Ms. Cederbaum** reported that The Other Barn's fireplace needed repair.

Ms. Warren said she was looking forward to working with the Board.

## **Committee Reports**

### ***Public Space***

**Mr. Wortman** shared an update from the Public Space Committee's January meeting (ATTACHMENT H). He reported that Lightning View Road would be undergoing repairs in 2023 and the County might add sharrows (shared bicycle/car lanes).

The proposed bicycle/pedestrian path that would run under Highway 29 from Toby's Diner and under Broken Land Parkway to Stevens Forest Road near Allview had received \$3 million in federal funding as well as \$1 million from the County.

Construction on the Dobbin Road path would start in 2023.

**Mr. Wortman** said that he would be speaking to the County Executive during the County's listening session about the Orchard Green/Red Branch Road path and crosswalk. He planned to mention the Board's support of the project.

**Mr. Wortman** said that the Howard County Active Transportation Open House would take place at the Elkridge Library on February 21<sup>st</sup>, the same night as the OMCA Public Space Committee's next meeting, so the committee would hold a hybrid meeting at the Elkridge library to coincide with the County's open house.

### ***Education Committee***

**Mr. Edelson** reported that there would be public hearings and work sessions on the proposed FY2024 HCPSS capital budget. This budget was important because it included OMMS renovations and would need continued community involvement.

### **Bulletin Board**

Board members wished Ms. Cederbaum well on her retirement. Ms. Warren reminded everyone about Ms. Cederbaum's retirement open house.

**Ms. Engelke** said she attended the Oakland Mills Interfaith Center Green Team's meeting, which gave an update on recent green improvements to the Interfaith Center grounds. The team thanked Oakland Mills for its donation as well as Yards Alive for its continued support. She said that they were asking for volunteers to help with Maryland's Plan to Plant 5 Million Trees.

**Mr. Edelson** thanked Sandy for her service and dedication and also thanked her whole family for their support through the years.

**Ms. Cederbaum** thanked the Board and said she would miss the Board and community members.

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

Respectfully submitted: Amy Carpenter, Administrative Assistant



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**Board Members:** Jonathan Edelson, Chair ~ Lynn Engelke, Architectural Committee Chair  
Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Jerome Rollerson ~ Warren Wortman  
Virginia (Ginny) Thomas, Columbia Council Representative

**January 10, 2023**

**Link to YouTube recording of the January 10, 2023 OMCA Board Meeting:**

[https://youtu.be/NzCka\\_5R-Yg](https://youtu.be/NzCka_5R-Yg)

## 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 7:00 p.m.

**Present:** Jonathan Edelson, Chair; Lynn Engelke, AC Committee Chair; Bill McCormack, Vice-chair; Ginny Thomas, Columbia Council Representative; Rebecca Bryant (arrived 7:07 p.m.); Warren Wortman; Sandy Cederbaum, Village Manager; Amy Carpenter, Administrative Assistant.

**Absent:** Jerome Rollerson

**Quorum Present:** Yes

**Also Present:** OMCA Events and Facility Coordinator Brigitta Warren; Howard County Council District 2 Aide Ashley Alston; see resident list.

## Opening of Meeting

- **Mr. Wortman** motioned to approve the December 13, 2022 OMCA Board Meeting minutes (ATTACHMENT A). **Ms. Engelke** seconded, and the motion passed (4-0-0).
- **Mr. Wortman** motioned to approve the January 3, 2023 OMCA Special Board Meeting minutes (ATTACHMENT B). **Mr. McCormack** seconded, and the motion passed (4-0-0).
- **Ms. Thomas** motioned to approve the January 10, 2023 Board Meeting agenda (ATTACHMENT C). **Ms. Engelke** seconded, and the motion passed (4-0-0).

## Resident Remarks

Resident Martin Bishop asked about CA leadership issues. **Mr. Edelson** explained that the Board had discussed the issue in the December 13<sup>th</sup> Board meeting and that the Board did not know any details beyond what residents knew. **Ms. Thomas** referred to a press release sent out by the CA Board.

## **New Business**

### ***OM Representative to CA Senior Advisory Committee***

**Mr. Edelson** reviewed a letter of interest from John Cooney for the position of OM representative to the CA Senior Advisory Committee (ATTACHMENT D). The subject would be brought back as Old Business at the January 24th Board meeting.

### ***2023 OMCA Election Guidelines and Calendars***

**Ms. Cederbaum** shared the 2023 OMCA draft election guidelines (ATTACHMENT E) and draft elections calendars (ATTACHMENT F). The Board asked Ms. Cederbaum to add draft language to the guidelines for their consideration regarding Board candidates' voluntary disclosure of donations and expenditures for campaigning purposes with deadlines of March 10<sup>th</sup> for initial disclosure and April 10<sup>th</sup> for final disclosure. The revised guidelines, calendars, and Election Monitor Committee volunteers would be brought back as Old Business at the January 24<sup>th</sup> Board meeting.

## **Old Business**

### ***CA Play Areas***

**Mr. McCormack** reported that CA would be discussing CA play areas, formerly known as tot lots, at its February 9th work session. The OM Open Space Advisory Committee would be meeting on January 18<sup>th</sup> at 7:00 p.m. to discuss the issue.

### **Board Chair Report**

**Mr. Edelson** announced that the Board had hired a new village manager, Brigitta Warren (current OMCA Events and Facilities Coordinator), effective January 27<sup>th</sup>, 2023.

### **CCR Report**

**Ms. Thomas** spoke about CA votes in village elections and said that the subject would be discussed at the upcoming CA board work session on January 12th. The votes would only be used to fulfill the village elections quorum requirements. She asked for input from the Board about the issue.

**Ms. Thomas** gave an update on Lake Elkhorn Watershed stream restoration. Alternative stream restoration plans were being presented for consideration. She asked for input from the Board about the issue.

### **Village Manager's Report**

**Ms. Cederbaum** thanked the Board for its village manager search and welcomed Ms. Warren as the next village manager. She reported that OM would be hiring a facilities coordinator and an event coordinator to replace the positions Ms. Warren had been filling.

## **Committee Reports**

### ***Architectural Committee***

**Ms. Engelke** reported that Carl McKinney had volunteered to join the RAC committee. **Mr. McCormack** motioned to nominate Carl McKinney as a RAC committee member. **Mr. Wortman** seconded, and the motion passed (5-0-0).

### ***Education Committee***

**Mr. Edelson** reported that the elementary school concerts were taking place in January and February, including the OMHS cluster schools' String-a-palooza concert at OMHS on January 31<sup>st</sup> and February 1<sup>st</sup>. **Ms. Engelke** commented on the successful, student-run OMHS holiday parade in December.

### ***Public Space Committee***

**Mr. Wortman** gave an update on the Orchard Green/Red Branch Road path and crosswalk. Howard County Bureau of Engineering's Chris Singleton, who would be the project manager if the crosswalk/path received funding, encouraged residents to speak about the subject at the County listening sessions. Howard County Councilmember Christiana Rigby also suggested getting the issue on the County's priority letter for the Maryland Department of Transportation. **Ms. Cederbaum** suggested asking the Gelfmans or the current owner of the Columbia Station office building on Route 108 to support the path with the County. The building, which had a Subway restaurant and other businesses, did not have a pedestrian path leading to it and would benefit from the Orchard Green/Red Branch Road path and crosswalk.

### **Bulletin Board**

**Mr. McCormack** thanked Ms. Cederbaum for her years of service to Oakland Mills and said he looked forward to working with Ms. Warren.

**Mr. Edelson** adjourned the OMCA Board meeting at 8:46 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



**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 Engelke, Architecture Committee Chair;

Rebecca Bryant, Jerome Rollerson, Warren Wortman

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

**Oakland Mills Board of Directors Virtual Meeting Agenda  
Tuesday, January 24, 2023  
7:00 p.m.**

**Oakland Mills Architecture Committee, 6:30 p.m.**

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**\*\*Use the same Zoom link for both the Architecture Committee meeting and the Board meeting.**

**Join Zoom Meeting**

**Topic: OMCA Board of Directors Meeting**

**Time: Jan 24, 2023 07:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/88159967905>

**Meeting ID: 881 5996 7905**

**One tap mobile**

**+13017158592,,88159967905# US (Washington DC)**

**Meeting ID: 881 5996 7905**

**Find your local number: <https://us02web.zoom.us/u/kcbxgpC5Bi>**

**Architecture Committee**

**6:30 p.m.**

**Architecture Committee – Appeal  
5205 Farm Pond, shed location**

**Oakland Mills Board of Directors**

**7:00 p.m.**

**Opening of meeting**

Approve Minutes from January 10, 2022 Board Meeting

Approve Agenda for January 24, 2023 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.**

**OLD BUSINESS**

**CA Senior Advisory Committee Representative selection, Board Discussion (5 min)**

**Election Guidelines Review, Draft Financial Statement, Election Calendar, EMC, Board Discussion (20 min)**

**CA Play Area Discussion, Board Discussion (15 min)**

**7:55 p.m. OMCA Board Chair Report, Jonathan Edelson (10 min)**

**8:05 p.m. Columbia Council Rep. Report, Virginia (Ginny) Thomas (10 min)  
Vice-Chair Columbia Association Board of Directors**

**8:15 p.m. Village Manager Report, Sandy Cederbaum (10 min)**  
Financial and Operations Update

**8:25 p.m. Committee Reports (10 min)**

**Architecture, Lynn Engelke, Chair**

**Open Space Advisory Committee, Bill McCormack and Gerry Whitte, Co-Chairs**

**Public Space, Warren Wortman, Chair**

**Education, Jonathan Edelson, Chair**

**8:35 p.m. Board Bulletin Board (5 min)**

**8:40 p.m. Adjourn**

~~Draft to Oakland Mills Board: Jan. 10, 2023~~

~~Draft to Oakland Mills Board: Jan 24, 2023~~

Approved by the Oakland Mills Board:

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## OAKLAND MILLS COMMUNITY ASSOCIATION, INC. ELECTION GUIDELINES AND REGULATIONS

Village Elections are officially guided by Article VIII, Section 8 of the By-laws. In addition, tradition, experience, and press deadlines contribute to the effective administration of an annual election. These rules and regulations draw from the By-Laws and past elections to serve as guidelines for the Village Board, the staff, and the Election Monitor Committee before, during, and after the village elections. The procedures are described according to the timeline of the election activities.

The Board of Directors of the Oakland Mills Community Association (OMCA) affirms their great appreciation for and confidence in the Oakland Mills Election Monitoring Committee (EMC). The OMCA Board confirms that Oakland Mills continues to adhere rigorously to fair election standards and established guidelines. These guidelines are finalized by the EMC and approved by the OMCA Board prior to each year's OMCA election day. After finalization, the guidelines for that election day cannot be altered or amended.

At its discretion and based on village, county, state, or federal circumstances, the Oakland Mills Board of Directors may decide that village elections will be held remotely (partially or fully). This would include the authority to provide for online voting and mail-in ballots, cancel on-site voting and on-site ballot counting, and cancel on-site election events.

All questions regarding the elections should be directed to the Election Monitor Committee Chair(s).

### GOALS

The following major goals have been identified in administering village elections:

1. The election should be fair and be perceived as fair by the establishment of clear procedures.
2. The election procedures should encourage potential candidates to run in the election and encourage people to vote.
3. Elections should be efficient and run at a reasonable cost.

### Non-Contested Election

In 2016 the Members of the Association passed a by-law amendment stating that if the number of candidates for the Board of Directors was equal to or less than the number of open seats, those candidates who submitted a valid candidate application and met other criteria required for holding a seat on the Board of Directors would be deemed elected with the one-year term of office beginning May 1. The members also passed a by-law amendment stating that if the number of candidates for the Columbia Council Representative seat was equal to or less than one candidate, that candidate who submitted a valid candidate application and met other criteria required for holding the Oakland Mills seat on the Columbia Council would be deemed elected, with the one-year term of office beginning May 1.

If both races are non-contested, there will be no election held. An election will be held if either or

both races are contested.

## "ELECTION ADMINISTRATIVE RULES AND REGULATIONS"

### I. BEFORE ELECTION

#### A. Selection of Election Monitor Committee and Chair

1. Appointment by Village Board
  - a. The Village Board is responsible for appointing the Election Monitor Committee by Jan. 31. The Committee will number at least 5 people.
  - b. The Chair(s) of the Election Monitor Committee is appointed by the Village Board.
2. Duties and responsibilities of Election Chair(s) and Committee
  - a. The chair(s) must be completely familiar with the rules and regulations of the election. The chair works very closely with the Village Manager to ensure that the By-Law requirements are met and that all duties are performed. However, it is the chair's ultimate responsibility to the Oakland Mills Village Board that the election conforms to the By-Laws and that all deadlines as required by the By-Laws are met.
  - b. The chair(s) or chair's designee is responsible for explaining the rules and procedures of the election to all candidates. Candidate packets are prepared by village staff and made available to candidates.
  - c. The committee coordinates Candidates' Night/Candidates' Forum, and the chair or chair's designee(s) traditionally serves as moderator.
  - d. The committee is responsible for training poll workers. It is particularly important that all poll workers clearly understand how to determine voting eligibility, how to read the voters lists, and how to handle special problems.
  - e. The Village Manager, chair(s), or chair's designee prepares all material needed for counting ballots. The chair(s) or chair's designee is responsible for validating or not validating all "irregular" ballots received.
  - f. The chair(s) or chair's designee acts as spokesperson for the Committee and, after the election, is responsible for compiling final election results, handling challenges to the election, and submitting an election report to the Village Board.
3. Personal qualities of Election Chair(s)
  - a. With the duties and responsibilities of this position also comes the need to handle pressure and, sometimes, confrontations with people who have personal investments in the election results. The chair's style of dealing fairly and authoritatively with candidates and volunteers is critical for a fair election.
  - b. It is preferable that the chair(s) have previously worked on the Election Monitor Committee.

#### B. Schedule for Election

1. Setting Election Day

The Village Manager is responsible for setting the date of the election with other Village Managers so that elections are held simultaneously throughout Columbia. Election Day will be Saturday April 22, 2023.
2. Setting election schedule
  - a. The Village Manager prepares an election timetable based on the By-Law requirements after the Election Day is established. Important dates are outlined below:

- April: required month for village elections
- By Jan 31: appointment of Election Monitor Committee and the election chair
- 45 or more days prior to election: begin accepting candidate applications
- 45 or more days prior to election: eligibility date for members in good standing
- 30 or more days prior to election: finish accepting candidate applications; deadline date for candidates' statements established by EMC
- Within 10 days of the deadline for receipt of candidate statements, publish candidate statements online and post at The Other Barn.
- All mail-in ballots must be postmarked on or before April 2221, 2023 and received by April 27, 2023.
- 5 days after posting of election results: deadline for written challenges to elections
- Within 5 days of receiving a challenge: Election Monitor Committee will meet
- 5 days after election or until disposition of any challenge: chair will hold ballots
- By May 9, 2023 results: certify election

- b. The Village Manager will consider the need for transition time between the election of Village Boards and their taking office on May 1 to allow time for challenges to take place and for the election results to be accepted by the Board.

**C. Candidate Application** – In 2021 Members of the Association approved a by-law amendment to **Sections 8.02 and 8.03 of the Oakland Mills Community Association By-Laws**. The By-Law amendment eliminates the requirement for submitting a nomination petition and adds the requirement to submit a candidate application. The candidate can submit only one application, either for the Oakland Mills Board of Directors or for the Columbia Council Representative.

**Members of the Association – OMCA Articles of Incorporation, Article EIGHTH (approved by the members of the Association on July 28, 2017):**

The Affairs of the corporation shall be managed by at least (5) directors, all of whom shall be members of the Association as of the date of their election and through their entire term. If a director ceases to be a member before that director's term expires, that director's seat shall be considered vacant and the remaining members of the Board of Directors may fill that position pursuant to the procedures provided herein and in the By-Laws.

**OMCA By-Law Change, Section 2.03 (approved by members of the Association on April 29, 2017):**

**Section 2.03 – Change the title to: Election and Removal of Directors**

**Section 2.03 – Add the following sentence to the end of the paragraph:**

If a director is no longer a member of the Association before the expiration of that director's term, the Board of Directors may remove that director from office and appoint a successor.

1. Preparation

Each candidate application shall show the full name and address of the candidate, their signature, and the office they are seeking. A candidate whose name is on a lease must submit a copy of the lease along with their candidate

application. This will be kept in confidence and only used to validate the candidate's address.

2. Validation

A member of the Election Monitor Committee will declare the candidate application valid when the requirements of section Preparation 1-a are met.

**The following resolution was passed by the Oakland Mills Board on February 28, 2017 and effective immediately:**

To ensure that Oakland Mills residency can be established for candidates for the Oakland Mills Board of Directors and the Oakland Mills Representative to the Columbia Council, the Oakland Mills Election Monitoring Committee will adopt the following criteria to establish the residency of candidates, effective as of the 2017 election cycle:

- The election committee will perform a State Department of Assessments and Taxation (SDAT) online search to confirm candidates claiming property ownership in Oakland Mills.
- If the election committee is unable to confirm ownership, or if the candidate leases property in Oakland Mills:
  - Candidates will present to a member of the committee a valid and current government-issued identification including a driver's license, state identification card, passport, or other state or federal government issued identification displaying the candidate's name, photograph, and home address.
  - Candidates will present to a member of the committee a signed original, current lease or deed with candidate's address, valid dates, and signature(s).
  - Candidates will present to a member of the committee a current (issued within one month of the election filing date) utility bill for services at a fixed address that includes candidate's name and address (e.g., landline telephone, gas, electric, water, cable bill)
  - Address on each of the three documents presented should match to establish residency at that address.

The election committee will develop a process and check sheet to ensure each candidate meets these criteria and will return rather than retain the documentation to the candidate for protection of privacy after two election committee members review the documentation. The election committee will determine whether the candidate for the Columbia Council has Oakland Mills residency and whether the candidates for the Oakland Mills Community Association Board of Directors have Oakland Mills residency, per the OMCA by-laws, and report to the Village Manager and sitting Board of Directors prior to finalization and printing of election ballots.

**D. Election Information Packets** – Election Information Packets can be viewed and downloaded from the Oakland Mills [website](#) or available at The Other Barn. Email [manager@oaklandmills.org](mailto:manager@oaklandmills.org) to obtain a hard copy of the packet.

1. Preparation and distribution of packets
  - a. The Village Manager and Village Staff are responsible for the preparation of election information packets for candidates.

2. Contents of information packets
  - a. The information packets shall include, for Columbia Council Representative:
    - 1) CA Articles of Incorporation and By-Laws
    - 2) Calendar of Important Columbia Association Board of Director meetings/events
    - 3) All of the following:
  - b. For Village Board:
    - 1) Village Articles of Incorporation and By-Laws
    - 2) Election Guidelines and Regulations
    - 3) Calendar for election
    - 4) Recent copies of the e-newsletter.
    - 5) Other information about the village as prepared by the Village Manager.
    - 6) Association Approved Budget
    - 7) Candidate Application
  - c. The Village Board appoints the members of the Architectural Committee. It has been the practice in Oakland Mills that the Village Board appoints itself as the Architectural Committee. Information regarding Board Member architectural covenant compliance shall be included in the election packet.

#### **E. Candidates' Statements**

1. Length - Candidates' official statements must be 150 words or less. All words in excess of 150 will be deleted from the statement. Candidates will also be asked to supply a shorter 100-word statement (all words in excess of 100 will be deleted from the short statement) for use when space will not allow printing the official statements. Statements will be published exactly as submitted by the candidate.
2. Publication
  - a. Complete statements are published 10 days after the date for candidate statements to be submitted.
  - c. The statements shall be posted on the Oakland Mills website, in the lobby of The Other Barn, and on the front door of The Other Barn.

#### **F. Volunteers for Election Day**

1. Recruiting
  - a. The Village Manager is responsible for recruiting workers to staff the polls on election day.
  - b. The Election Monitor Committee chair or a member from the committee is responsible for the supervision of poll workers on election days and for answering their questions during election hours.
2. Training
  - a. Each poll worker must be specifically trained.
  - b. Poll workers should be asked to arrive at least 10 minutes before their shifts begin to review and observe procedures.

#### **G. List of Eligible Voters**

1. Acquiring voters list
  - a. The Village Manager is responsible for securing a list of eligible voters according to the Village By-Laws.
  - b. The list of property owners shall be obtained from the CA assessment office.
  - c. The list of apartment tenants shall be a list of apartment dwelling units, not residents of the units, for each apartment complex.

## 2. Format of list

- a. Two lists of property owners should be available at the polls, one printed out in alphabetical order by owner, one by address. Both are important to validate all possible ballots.
- b. A current list of apartment dwelling units must be available.

**H. Online Voting** – On November 9, 2021 the Oakland Mills Board of Directors approved the option to **allow online voting** for Oakland Mills village elections. Voter eligibility remains the same, and a voter can choose to vote **EITHER** online, by mail-in ballot, or in person on election day.

**Only one form of voting will be accepted: either online, mail-in, or in person. If multiple ballots are received from the same address, NO ballots from that address will be counted.**

Oakland Mills will use an outside company, Intelliscan (company), to print and mail the election mailing to residents, and receive mail-in ballots, and online voting. The company will tabulate mail-in ballots and online voting. All mail-in ballots will be retained by the company. All votes are anonymous whether cast online, mail-in, or in-person. The OMCA election chair(s) will receive a list from the company that handles the online voting which shows the address of the property that voted. At the conclusion of online voting, OMCA will receive a spreadsheet that lists all votes cast. OMCA will not receive any information that identifies how a particular property voted as the spreadsheet will be anonymized. No one from the company handling Oakland Mills elections will be a member of or affiliated with the Oakland Mills Community Association in any way beyond the provision of online voting services.

## I. Regular and Mail-in Ballots

### 1. Preparation

- a. The Village manager and village staff are responsible for the preparation of all ballots.
- b. The order of candidate names on the ballot is determined by lottery at the time that the candidate applications are verified. Names are “drawn” by an election committee member with either another member or OMCA staff member present, in person or electronically, to verify order drawn. Names will be listed on the ballot according to the order that they were drawn.

### 2. Mail-in ballots: mail-in ballots are available as provided by the By-Laws.

- a. **Each ballot will contain an online voting code specific to the property address.** The code should be used to vote online and can only be used one time. Once the online vote is cast, it cannot be deleted or changed. **If a property casts an online vote and also sends a mail-in ballot and/or votes in-person, no vote will be counted.**
- b. The ballot will be enclosed in the election mailing and can be used as a mail-in ballot if the voter chooses to vote by mail-in ballot.
- c. If choosing to vote by mail-in ballot, the ballot should be submitted by mail in the return envelope provided by the village. The Election Committee shall accept mail-in ballots postmarked on or before April ~~2021~~, 2023 and received by April ~~2027~~, 2023.
- d. The return envelope flap of the mail-in ballot shall have space for the sender’s Oakland Mills address and a check box indicating that the sender is an owner or lessee. By checking the box the sender shall attest to the fact

that they are a valid property owner or valid lease holder at the address listed on the return envelope flap.

- e. ~~Oakland Mills has a joint Business Reply Mail account with other Columbia villages. All mail in ballots are sent to the Wilde Lake Community Association and held securely by the Wilde Lake Village Manager. The Oakland Mills Election Monitor Committee Chair(s) are authorized to obtain Oakland Mills sealed ballots from Wilde Lake and keep the ballots in their possession for validation and counting. Mail-in ballots will be returned to the company, scanned and tabulated. All ballots will be retained by the company.~~
3. Procedures for validating ballots
    - a. Ballots will be ~~validated by the Election Monitor Committee~~ tabulated by the company.
    - b. ~~Under the authority of the Election Monitor Committee Chair(s), mail in ballots may be validated prior to election day. On election day or during the five days thereafter, all ballots shall be validated and counted. All ballots postmarked by April 21, 2023 will be accepted if received by April 27, 2023.~~

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**IV. Campaigning** - Candidates' volunteers who serve in any capacity for Oakland Mills Community Association as elected members or as volunteers (with the exception of the members of the Election Monitor Committee) can actively campaign for or against candidates. **This must be done separately from their volunteer roles for the Association.**

**Campaign Signs and Campaigning:** The Oakland Mills Election Monitor Committee will follow the Howard County Sign Code as it pertains to sign codes and the Oakland Mills Architectural Guidelines.

- Here is a link to the Howard County Sign Code:  
<http://library.municode.com/index.aspx?clientID=14680&stateID=20&statename=Maryland>
- Here is link to the Oakland Mills Architectural Guidelines:  
[https://oaklandmills.org/wp-content/uploads/2017/09/Guidelines\\_04-25-17-revision\\_Final-Approved-Version-FINAL-TO-USE-FOR-WEBSITE.pdf](https://oaklandmills.org/wp-content/uploads/2017/09/Guidelines_04-25-17-revision_Final-Approved-Version-FINAL-TO-USE-FOR-WEBSITE.pdf)

Additionally, no campaign signs are permitted on Columbia Association property. CA properties in the Oakland Mills village center area are the Ice Rink, The Teen Center, The Other Barn, sidewalk/courtyard in front of and around all facilities, and the parking lot behind Dunkin' where the police office is located. Additionally, it is recommended that candidates contact ~~Cedar Realty Trust~~ Klein Enterprises (owners of the Oakland Mills Village Center) for permission to campaign in the village center. Candidates can contact ~~Cedar's~~ Klein Enterprises property manager. Contact the village manager for ~~Cedar's~~ Klein's property manager contact information.

Individual ~~store owners~~ store owners should be contacted for any type of campaigning within the stores.

The Oakland Mills Board of Directors has no role in the manner in which candidates choose to campaign.

## II. DURING THE ELECTION

**\*Please note that if a decision is made to cancel or alter on-site voting, some of the provisions below will not be applicable and all ballots will be cast online, received by mail, or placed in the secure box affixed the front exterior wall of The Other Barn.**

### A. Voting Time and Place

1. Location  
Voting takes place at The Other Barn, 5851 Robert Oliver Place, Columbia, and possible other locations at the discretion of the EMC.
2. Hours for polls to be open:  
In order to encourage voter turnout, polls *may* be open Friday hours as well as Saturday hours. **Voting in 2023 will take place at The Other Barn on Saturday, April 23-22 only from 8:30 a.m. – 5:00 p.m.**
3. Visibility and location of polling sites
  - a. Voting tables should be in a clear, obvious place, not obstructed by other special events or displays.
  - b. People setting up poll sites should be aware of the electioneering boundaries.

### B. Who Can Vote

1. Owners of property in Oakland Mills and tenants with a lease on property in Oakland Mills
  - a. If a property is jointly owned, the voting right is jointly held, so only one vote may be cast.
  - b. If a "fee simple" lot, condominium or cooperative unit is leased to a tenant, the tenant is also entitled to cast one vote per unit.
2. Eligibility and identification
  - a. A member who has resided in Oakland Mills at least 45 days prior to the election is eligible to vote. The actual date is set by the Election Monitor Committee.
  - b. For on-site voting only: A member will be considered eligible to vote if they can present identification showing that they rent and/or own at an address subject to Columbia Association assessment within Oakland Mills Village. On-site voters who do not have identification with them will be asked to sign a form providing their name and address and attest to the fact that they are an Oakland Mills property owner or valid leaseholder.
  - c. For mail-in voting only: The mail-in ballot envelope flap shall have space to attest to voter eligibility.
  - d. The election mailer shall include voter eligibility and identification requirements.

### C. Voters Lists and Procedures for Validating Ballots at the Polls

Online voting will close at NOON on April ~~22~~<sup>21</sup>, 2023. Prior to the opening of polls on April 22, 2023 at 8:30 a.m., The the Election Committee will have will receive from the company a list of all properties that voted online and by mail-in ballot. **Only one form of voting will be accepted. If a property submits multiple ballots, whether online, by mail, or in person, NO ballots will be counted for that property.**

1. Voters lists
  - a. There should be at least two poll workers and poll workers will determine the best method to efficiently verify voter information utilizing voter lists and apartment dwelling lists.
2. Validation of property owners

- a. After showing suitable ID, property owners whose names are on the voters list will be checked off by the poll worker. A ballot will then be issued to them. (See 2b above for those who do not have ID.)
- b. After showing suitable identification, property owners **whose names are not on the voter lists** will place their ballots in a cover envelope with their name and address on the outside, and the ballot, in the envelope, will be placed in the ballot box.
- c. After showing suitable ID, an apartment tenant will be checked off the apartment unit at the appropriate address. Apartment tenants will also be asked if they have lived at the address for at least 45 days. (See 2b above for those who do not have ID.)

#### D. Electioneering

##### 1. Electioneering boundaries

- a. There shall be no electioneering within the area established annually by the Election Monitor Committee. Boundaries established for 2023 are:

**No electioneering may take place** inside The Other Barn or inside the courtyard, or on the sidewalk area directly in front of, on the side or behind The Other Barn (except as outlined below) or the parking lot on the side of The Other Barn or the parking lot in the rear of The Other Barn.

**Electioneering may take place** in front of and behind the CA Youth & Teen Center and on the sidewalk in front of the Courtyard up to the end of the Courtyard fence where the sidewalk leads to the handicap door of The Other Barn and the same area behind the Courtyard. **Electioneering may also take place** to the left of The Other Barn (when looking at the building from the street) on the section of the sidewalk abutting Robert Oliver Place and in front of the grass area.

Candidates may not stand under the canopy in front of The Other Barn entrance doors.

Candidates and their supporters must adhere to all electioneering boundaries.

No electioneering means that no canvassing, electioneering, campaigning, or posting of any campaign material is permitted within the zone. "Posting of any campaign material" includes wearing any article of clothing, hat, sticker, or button that indicates support of or opposition to any candidate, question, or political party.

**However**, electioneering does not apply to a voter going to vote in his or her polling place. A person on his or her way to vote may wear campaign paraphernalia or carry, but not distribute, campaign literature. He/she must leave the voting zone promptly after voting.

- b. Poll workers should take care to remove any electioneering hand-outs from the voting tables and from anywhere else in The Other Barn

##### 2. Violations

- a. The Election Monitor Committee chair(s) or their designee is responsible for

- warning candidates and their representatives if they electioneer within the electioneering boundary.
- b. If a serious problem results, the Election Monitor Committee should document the violations in writing and may recommend that the Village Board invalidate the election.

### III. AFTER THE ELECTION

**Election results shall be provided to the community on or after April 29~~27~~, 2023, which is the deadline for receiving mail-in ballots.**

#### A. Vote Count

1. Setting up for the vote count
  - a. Members of the Election Monitor Committee and assigned helpers shall count the **in-person** ballots. The chair is responsible for the smooth processing and counting of the ballots.
  - b. The vote count shall be held in a room separate from post-election socializing.
  - c. Candidates (and/or their representatives) are permitted to be present in the counting room but they may not verbally question the counting or any other election procedures. If they have any objections to the procedures, they must submit a written challenge. **If the election vote counting is held remotely there will be no option to observe vote counting.**
2. Preparation and validation of ballots
  - a. All ballots will first be scanned to be sure none has more than 7 votes cast for Village Board slots and no more than 1 vote cast for Columbia Council Representative. If part of the ballot is invalid, only the invalid section will not be used in the count.
  - b. ~~The Election Monitor committee chair and designee(s) will open all mail-in validated ballots. These ballots will be added to the other ballots.~~ The Election Monitor Chair will then determine the validity of the ballots that were cast by voters who were not on the voter list. (Ballots were placed in sealed envelopes.)
3. Counting the ballots
  - a. The ballots are divided into piles of up to 40 ballots and each pile of ballots is assigned to two counters.
  - b. Each counter records ballots on a counting grid. The grid shall be numbered vertically from 1 to 40 and have candidates' names across the top. Each ballot shall be assigned a separate line.
  - c. Each counter counts one pile of 40 ballots on a separate grid. The two grids are totaled and compared for accuracy. If a discrepancy exists, the pile of 40 ballots shall be recounted until the discrepancy is resolved.
4. Official election results - Official election results shall be released by the Election Monitor Committee Chair(s) after all mail-in ballots received by the deadline are counted.
5. Challenge procedure
  - a. Challenges must be in writing or sent by email and submitted to the Election Monitor Committee chair within 5 calendar days after the release of the election results. After receiving a challenge, the committee shall meet within 5 days for discussion on the challenge and, if necessary, to make any recommendations to the Village Board.
  - b. The committee is not required to consider any challenges, unless they could affect the results of the election, until after the election is certified. The committee should then evaluate the election procedures and the complaint and make recommendations in the final report of the election.

6. Certification of results

- a. The Village Board shall certify, or invalidate, the election after reviewing the election report submitted by the Election Monitor Committee.
- b. The committee must submit its report **by Tuesday, May ~~4<sup>th</sup>~~, 2023.**

**Oakland Mills Community Association  
Candidate Financial Disclosure Statement**

**Submission Date: March 10, 2023**

\*Submission of this statement is encouraged but not required for the 2023 Oakland Mills Community Association election.

Candidate Name: \_\_\_\_\_

Candidate running for: (check one)

Oakland Mills Board of Directors

Oakland Mills Columbia Council Representative

Please check one line below:

I have not received any monetary campaign contributions as of this date.

All monetary campaign contributions received as of this date are listed below.

**All campaign contributions above \$50 need to be included below.**

<b>CONTRIBUTOR NAME</b>	<b>BUSINESS/ CORPORATION (if applicable)</b>	<b>AMOUNT OF DONATION</b>

\*Additional rows of table will be part what final copy looks like

**Oakland Mills Open Space Advisory Committee  
January 18, 2023, Meeting  
SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis of Playground Areas (PA)**

**Executive Summary**

Open Space in Columbia is consistently ranked number 1 in resident priority surveys. The Open Space Advisory Committee (OSAC) sees Open Space as the Crown Jewel of Columbia. In preparation for the CA Board discussion of playground areas in a February 9<sup>th</sup> work session the OSAC performed a SWOT analysis of the playground areas in Oakland Mills.

The SWOT analysis provided many excellent observations, concerns, ideas and suggestions. We want to focus on the opportunities for CA to enhance the playground areas and make the following recommendations:

- Look at land near the three neighborhood pools for enhanced socialization/recreation opportunities, and educational opportunities concerning nature's environment for the residents and students at the nearby neighborhood schools.
- Create multigenerational opportunities for recreation with exercise station courses, a variety of play equipment, areas for pick-up games, Frisbee tossing and unstructured play, seating and tables with built-in boards for checkers, chess.
- Promote/Advertise PA as crown jewels of neighborhoods and points of pride to bring people together. Ex. Create Open Space Day celebration akin to Earth Day celebration.
- Make PA more environmentally friendly with pollinator gardens, rain gardens, storm water management, and educate people about these features. Make the ponds key focal points.

To bring these recommendations to fruition in a comprehensive manner that avoids unintended consequences and missed opportunities we recommend that:

- CA work with HoCo by Design consultants to create a community involvement driven Open Space Plan for the next 50 years. Educate the residents on best practices that work well elsewhere, on updated safety standards and multigenerational designs that may necessitate reconfiguration of playground areas and their locations. Pilot these ideas in Oakland Mills.

**Oakland Mills Open Space Advisory Committee**  
**January 18, 2023, Meeting**  
**SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis of Playground Areas (PA)**

**Meeting Summary**

**Attendees** – Bill McCormack Jr., Co-Chair, Gerry Witte, Co-Chair, Ginny Thomas, Lynn Engelke, Rebecca Bryant, Judy Gottsagen, Jessica Mahajan, Pat Gilreath, Dianne Beil, Iris Mars

**Summary**

Ten people participated via ZOOM meeting and email to perform a SWOT analysis of the playground areas in Oakland Mills. Post meeting the SWOT listings were sent out to the participants, and they were asked to indicate their top 5 SWOT items of importance. Not all participants responded, and some named more than 5.

Those items which were indicated more than once are listed here:

**Strengths**

3.

**Weaknesses**

1.  
2.  
5.

**Opportunities**

1.  
3.  
4.  
7.  
8.  
9.

**Threats**

1.

The SWOT analysis and items of importance indicate an opportunity for CA to enhance playground areas in open space, the Crown Jewel of Columbia, to attract all generations of Columbians.

**Note:**

One participant submitted a SWOT of the Stevens Forest playground, and another submitted an example of playground concepts. Both are attached to the SWOT Analysis.

**Oakland Mills Open Space Advisory Committee**  
**January 18, 2023, Meeting**  
**SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis of Playground Areas (PA)**

**SWOT Analysis**

**Strengths**

1. PA provide a hyper-local gathering place for nearby residents to meet and enjoy a sense of community.
2. Stevens Forest Neighborhood Center PA has a lot of equipment, and Pastora Place PA has improved equipment and a large grassy area where kids can run and play.
3. PA are land mark destinations. They provide a place to walk to for recreation.
4. PA get people outside.
5. PA are spread throughout Oakland Mills.
6. PA fill a much needed recreation role within Oakland Mills which has intentionally designed small lots.
7. PA grassy areas provide a place for kids and dogs to run.
8. PA are linked by pathway system.
9. PA with a bench allow adults to sit and socialize while they watch kids play.
10. PA with trash and recycling cans and dog bags help keep areas clean.

**Weaknesses**

1. PA location distribution that was designed over 50 years ago and may not be ideal today.
2. Small PA lack sufficient equipment and often have old equipment.
3. PA are designed for a very narrow age range of very young kids.
4. PA lack equipment for disabled people.
5. PA usually only have one bench which is a limitation when multiple adults are present.
6. Changing demographics can vary the use of a PA. Ex. Homes nearby go from families to empty nesters.
7. PA cost a lot to maintain.
8. PA are not designed for multi-generational users.
9. Newer safety rules (fall areas) limit the number of pieces of equipment at PA.
10. Some PA are hidden from view.
11. Sight lines have become more closed, less safe.
12. CA does not promote/advertise PA as a way to reduce child obesity, and to get kids away from screen time.

## **Opportunities**

1. Make PA more environmentally friendly with pollinator gardens, rain gardens, storm water management, and educate people about these features.
2. Find the best locations for PA to gather more diverse families/users together in a community meeting space where people can socialize.
3. Promote/Advertise PA as crown jewels of neighborhoods and points of pride to bring people together. Ex. Create Open Space Day celebration akin to Earth Day celebration.
4. Look at land near the three neighborhood pools for enhanced socialization/recreation opportunities, and educational opportunities concerning nature's environment for the residents and students at the nearby neighborhood schools.
5. Pilot some ideas in Oakland Mills.
6. CA work with HoCo by Design consultants to create community involvement driven Open Space Plan for the next 50 years. Determine the best practices and what works well elsewhere.
7. Promote unstructured play opportunities in PA.
8. Create multigenerational opportunities for recreation with a variety of play equipment, areas for pick-up games, Frisbee tossing, seating and tables with built-in boards for checker, chess.
9. Create intergenerational exercise stations courses.

## **Threats**

1. Darkness, lack of open sight lines, drug dealing in PA, and a lack of security on the paths.
2. Theft/vandalism of "Slippery when wet" signs at the pathway bridges.
3. Deer in PA eating vegetation.
4. PA can become money pits when design and quality require too much maintenance.
5. Lack of use.
6. Poor design/maintenance makes PA eyesore.
7. Somebody gets hurt.
8. Changing demographics.
9. Competing areas.
10. Videos, YouTube, TikTok, screen time.
11. Inflation.
12. Lack of parts availability.
13. Lack of variety of equipment.
14. Lack of creativity and innovation.
15. Lack of Village Board and community involvement.

## **Attachments:**

Stevens Forest PA SWOT analysis  
Playground concepts

Oakland Mills Open Space Advisory Committee  
Bill McCormack Jr. and Gerry Witte, Co-Chairs  
1-19-23

**Oakland Mills Open Space Advisory Committee**

**January 18, 2023, Meeting**

**SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis of Playground Areas (PA)**

**Email Responses**

**From:**william.r.mccormack@verizon.net,**To:**jandnmahajan@icloud.com, diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, gilreathpat@icloud.com, ihmars@yahoo.com, tinyteacherj@verizon.net, rebecca.bryant.omca@gmail.com, ginny.thomas65@gmail.com, gwitte22@yahoo.com, william.r.mccormack@verizon.net,**Subject:**SWOT draft**Date:**Thu, Jan 19, 2023 6:59 pm**Attachments:**Oakland Mills Open Space Advisory Committee PA S.W.O.T. Analysis.docx (15K),Stevens Forest PA SWOT Analysis.docx (13K), Playground concepts.pptx (6471K)Hi Team,

Attached are the draft SWOT Analysis of the Playground Areas in OM, a Power Point of Playground concepts, and an individual's SWOT Analysis of the Stevens Forest Playground Area.

I propose attaching the Power Point and SWOT of Stevens Forest to the main SWOT Analysis.

Thanks for participating last night via ZOOM or email.

I've added the email comments to the draft SWOT analysis.

I've combined items in a few places where I felt it made sense.

If you feel any wording should be fine tuned, please send the fine tuning to me and copy everyone else.

Please pick your five most important items. It can be any mix of SWOT items. If you have less than five, that's fine. Please send to all of us.

Here are my top 5.

Opportunity 6

Opportunity 4

Opportunity 3

Threat 1

Weakness 1

My goal would be to get the final product to the OM Village Board on Sunday so they would have about 48 hrs. to review it before Tuesday's Board meeting.

Again, thanks so much. I'm pretty excited about our work.

Thx,

Bill

**From:**tinyteacherj@verizon.net,**To:**william.r.mccormack@verizon.net, jandnmahajan@icloud.com, diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, gilreathpat@icloud.com, ihmars@yahoo.com, rebecca.bryant.omca@gmail.com, ginny.thomas65@gmail.com, gwitte22@yahoo.com,**Subject:**Re: SWOT draft**Date:**Thu, Jan 19, 2023 9:52 pm

Thank you for initiating this process. My top 5 most important items are

Opportunity 4

Opportunity 9

Opportunity 1

Threats 1

Threats 5

Strength 3

**From:** jandnmahajan@icloud.com, **To:** william.r.mccormack@verizon.net, **Cc:** diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, gilreathpat@icloud.com, ihmars@yahoo.com, tinyteacherj@verizon.net, rebecca.bryant.omca@gmail.com, ginny.thomas65@gmail.com, gwitte22@yahoo.com, **Subject:** Re: SWOT draft **Date:** Fri, Jan 20, 2023 4:14 pm

Hi everyone,  
I love that someone mentioned the importance of unstructured play. That's another Strength of the Stevens Forest PA—kids have been creating forts and whole pretend communities in the woods around the pond for at least the seven years we've been here. It's amazing to see.

My top 5:

Opportunity 7

Opportunity 8

Opportunity 9

Opportunity 1 Weakness 5

Jessica

**From:** ihmars@yahoo.com, **To:** jandnmahajan@icloud.com, diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, gilreathpat@icloud.com, tinyteacherj@verizon.net, rebecca.bryant.omca@gmail.com, ginny.thomas65@gmail.com, gwitte22@yahoo.com, william.r.mccormack@verizon.net, **Subject:** Re: SWOT draft **Date:** Sun, Jan 22, 2023 5:19 pm  
Just to get back to you, I love the idea of the artwork being incorporated into the playground as shown in the PPT. I like the idea of each play area having a theme. If they are to be considered a destination, they could also have a name related to the theme. Such as Gnome Hollow or something. The villages could engage people in creating these themes and names. Using the play-area-as-destination concept, there could be a standard set of items there, e.g., trash cans, recycling bins, pet waste stations, emergency call, benches, etc.

Top positives:

Strength 1, 3: gathering place, landmark

Opportunity 1, 3: education about environment, Earth Day activities

Opportunity 7, Weakness 12: promoting health through play area use

Top negatives:

Weakness 1, 10, 11: distribution, location, sight lines

Weakness 2: equipment type, design, and orientation to age groups and people with disabilities

Sorry to group these together, but they seem similar in theme to me!

**From:** gilreathpat@icloud.com, **To:** william.r.mccormack@verizon.net, **Cc:** jandnmahajan@icloud.com, diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, ihmars@yahoo.com, tinyteacherj@verizon.net, rebecca.bryant.omca@gmail.com, ginny.thomas65@gmail.com, gwitte22@yahoo.com, **Subject:** Re: SWOT draft **Date:** Sun, Jan 22, 2023 9:18 pm

Hi Bill and others,  
I was only able to receive the audio of the zoom meeting, and so later I was blown away by the pictures from the Marty Snook Memorial Park! The carvings were so creative, and I suspect, inspire a lot of ideas of use in the playing of different age children. It would be wonderful to have even one such innovative sculpture in a few of our play areas! I imagine the cost of the sculptures was a large portion of the \$60,000 cost of the Park.

Back to what might now be achievable:

My top 5:

Opportunities 7

Opportunities 8

Opportunities 1

Weaknesses 2

Weaknesses 3

Strengths 3

Sorry, that's 6!

The PAs in Thunder Hill are old, haven't been reworked, only have a trash can, and none of the other amenities. Even the playground at Thunder Hill Elementary lacks a trash can!

There is one PA at the base of Etta Ct, (off Bluecoat), which is designated as Handicapped.

I hope we can see some changes in the works.

Bill, Thanks for your impersonation of Sandy!

Pat

**From:**rebecca.c.bryant@gmail.com,**To:**william.r.mccormack@verizon.net,**Cc:**jandnmahajan@icloud.com, diannebeil@dbgroup.us, lynn.s.engelke@gmail.com, gilreathpat@icloud.com, ihmars@yahoo.com, tinyteacherj@verizon.net, ginny.thomas65@gmail.com, gwitte22@yahoo.com,**Subject:**Re: SWOT draft**Date:**Sun, Jan 22, 2023 8:08 pmThank you Bill! I agree perfectly with Jessica's top 5.

My top 5:

Opportunity 7

Opportunity 8

Opportunity 9

Opportunity 1

Weakness 5

Thanks for a well run meeting. Looking forward to the continued discussion.

Rebecca

## **Stevens Forest PA SWOT Analysis**

### **This is one member's contribution**

I'm very passionate about the Stevens Forest playground area (as you may remember from previous times we've met to talk this over). Every day, but especially before and after school, the open space is always busy. From the playground to the area around the pond to in front of the pool, all the space is used by kids, families, caregivers, adults out for walks, and dog walkers.

#### **Strengths-**

- convenient location
- lots of options for play, exercise, and relaxation for people of all ages
- easy sight lines for caregivers to monitor kids
- the hill behind the pool is beloved by adults and kids on snowy days
- flat field in front of pool works well for kids to play soccer or football
- lots of bird life
- safe gathering place for older siblings to wait and do homework or relax before picking up younger siblings

#### **Weaknesses**

None

#### **Opportunities**

- could use more benches
- swings are always busy
- not much equipment for adults to use (like stretching bars that could also double as monkey bars for kids)
- plant education: native walnuts could be harvested through a demonstrated with CA Open Space managers, better use of the native plant garden

#### **Threats**

- possibly invasive species in the woods

The SF playground area is the primary one my family uses so I don't have any comments on the smaller tot lots. The open space with a tot lot nearest the SF pool is popular with dog owners and kids.

# A Natural Approach to Play Areas

## Martin “Marty” L. Snook Memorial Park Halfway, Maryland

Twenty trees, dead and needing removal, are transformed into an environmentally-sensitive themed space for passive and creative play

### **COST: \$60,000**

Maryland Department of Natural Resources Program Open Space Projects  
Washington County, Maryland, county budget

### **CREATORS**

County Park Staff, Washington County MD  
Jason Stoner of Chain Effect, based in Fairfield PA

## Marty's Mythical Woods Natural Play Area

This space is intended to give your children the space and permission to imagine, play and enjoy nature.

Please build a fort, tame the dragon, pretend you're a creature, or just enjoy the trees.

Please stay within the marked boundary and leave objects behind for others to enjoy.

Have Fun!  
Take pictures and  
share with others!



## Marty's Mythical Woods "Play Rules"

This section is designated for off-trail play.  
Play at your own risk, this is an unsupervised area  
intended for ages 2-12

Do not play on broken or damaged equipment.  
Please report it.

Do not play without adequate safety surfacing  
below and around the equipment.



No helmets, necklaces or drawstrings while on the  
equipment.

Watch your head. Do not run under bridges, decks,  
stairs or other equipment.

Be careful when the equipment is  
wet. Do not play on snowy or icy  
equipment.



Last, but not least, have fun!

















**Oakland Mills Election Monitor Committee**  
2023 Election

**Co-Chairs:**

Bob Bartolo  
Bob Berlett

**Committee:**

Barb Haezel  
Judy Gottsagen  
Steve Gottsagen  
Jean Rosenberg  
Bob Rosenberg  
Pat Gilreath  
Claudia Hollywood

**Ballot Counter** – those named above and others as needed on election day and approved by EMC chairs

**Sealed Ballot Retrieval and Verification**

Oakland Mills Village Manager  
Oakland Mills Board/Administrative Assistant



# 2023 Oakland Mills ELECTION CALENDAR

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

- Tues. Jan. 24** Election Committee members and Chair appointed  
2023 Election Guidelines approved by the Oakland Mills Board
- Tues. Feb. 14** 9:00 a.m. “Candidate Packets” available online. and, if requested, a hard copy may be obtained by sending an email to [manager@oaklandmills.org](mailto:manager@oaklandmills.org).
- Thurs. Feb. 16** Columbia Association Candidate Info Night (for those running for CA Board)  
[LINK](#) to event
- Wed. Feb. 22** 6:30 p.m. **Virtual Information Session on Serving on OM Board/CCR.** Learn more about serving on the Oakland Mills Board or as a Columbia Council Representative.  
**Session will be held virtually, use this link to attend:**  
<https://us02web.zoom.us/j/86348627702>
- Fri. March 3** 4:00 p.m. “Candidate Application” due.  
Candidate Application can be submitted on or before March 3 at 4:00 p.m. by email to [manager@oaklandmills.org](mailto:manager@oaklandmills.org). Staff member will be at The Other Barn on 3/3 at 4:00 p.m. for those who would like to hand deliver the candidate application.  
**Drawing of names to determine placement order on the election ballot.**
- Mon. March 6** **Candidate Statements (both 150 and 100 word count) due - statements must be sent by email to both [manager@oaklandmills.org](mailto:manager@oaklandmills.org) and [office@oaklandmills.org](mailto:office@oaklandmills.org).**  
Statements are expected from all candidates, regardless of whether the election is contested or non-contested.
- April 1 – April 20** Oakland Mills Covenant Advisor will inspect each Board candidate’s property and issue either a Letter of Covenant Compliance or a Letter of Non-Compliance. (Refer to By-Laws and Covenant Compliance Policy in the Board Candidate Packet.)
- Late March/  
Early April** **Election Newsletter w/Ballot to be mailed to every OM property, single family home, townhome, condo, and apartment.**
- Tues. April 4** 7:00 p.m. to 8:30 p.m. **Election Forum – Possible Hybrid Forum-virtual and in-person).** Link for Forum:  
<https://us02web.zoom.us/j/81137453085>
- Sat. April 22** 8:30 a.m. to 5:00 p.m. **Voting at The Other Barn\***  
Voting at The Other Barn following all Covid protocols that may be in place.  
**\*Members of the association who are eligible to vote have the option of voting one of three ways: online (details to be included in election mailing), by absentee ballot, or in person on election day at The Other Barn.**

All ballots postmarked on or before April 21, 2023 and received by April 27, 2023 will be counted.  
Online voting will end on April 21, 2023 at noon.

**May 1, 2023** **2023-2024 Board and CCR Term Begins**

# 2023 Oakland Mills ELECTION CALENDAR

This calendar is based a **non-contested** Election for BOTH OM Board and Columbia Council Representative (CCR).

- Tues. Jan. 24** Election Committee members and Chairs appointed.  
2023 Election Guidelines approved by the Oakland Mills Board.
- Tues., Feb. 14** 9:00 a.m. “Candidate Packets” available online. A hard copy may be obtained by sending an email to [manager@oaklandmills.org](mailto:manager@oaklandmills.org).
- Thurs. Feb. 16** **Columbia Association Candidate Info Night** (for those running for CA Board)  
[LINK](#) to event
- Wed. Feb. 22** 6:30 p.m. **Virtual Information Session on Serving on OM Board.** Learn more about serving on the Oakland Mills Board. Session will be held virtually, use this link to attend: <https://us02web.zoom.us/j/86348627702>
- Fri. March 3** 4:00 p.m. “Candidate Application” due.  
Candidate Application can be submitted on or before March 3 at 4:00 p.m. by email to [manager@oaklandmills.org](mailto:manager@oaklandmills.org). Staff member will be at The Other Barn on 3/3 at 4:00 p.m. for those who would like to hand deliver the candidate application.
- If both races are non-contested (7 or less candidate applications for OM Board and 1 or less candidate application for CCR), the Oakland Mills Board will deem the candidates elected for the term beginning May 1, 2023 – April 30, 2024.**
- Mon. March 6** **Candidate Statements (both 150 and 100 word count) due**—statements must be sent by email to both [manager@oaklandmills.org](mailto:manager@oaklandmills.org) and [office@oaklandmills.org](mailto:office@oaklandmills.org). Statements are expected from all candidates regardless of whether the election is contested or non-contested.
- For a non-contested election for both OM Board and CCR, the candidate statements will be emailed to a distribution list, posted on the OM website, front door of The Other Barn, and Facebook.
- Tues. April 4** **Virtual “Meet the Candidates”, 7 p.m. – 8 p.m.**  
Follow this link: <https://us02web.zoom.us/j/81137453085>
- April 1 – April 20** Oakland Mills Covenant Advisor will inspect each Board candidate’s property and issue either a Letter of Covenant Compliance or a Letter of Non-Compliance. (Refer to By-Laws and Covenant Compliance Policy in the Board Candidate Packet.)
- Tuesday April 25** **OMCA Board confirms appointment of candidates as Board members and CCR for the 2023-2024 Board Term.**
- May 1, 2023** **2023-2024 Board and CCR Term Begins**



Oakland Mills Community Association  
Public Space Committee Meeting Minutes  
(ZOOM)

**oakland mills**  
we value connections

Tuesday, January 17, 2023

Attendees:

- Warren Wortman, chair
- Mike Westendorf
- Marc Klein
- Jim Caffey

Discussion(s):

- **BAG** Bicycle Advisory Group highlights from the January 17th meeting:
  - Thunder Hill Road between Lightning View Road and MD 108 will be resurfaced this summer, 2023 (tentative), and sharrows will be added. The usefulness of sharrows was questioned, and alternatives will be considered.
  - Funding of \$3 million for the [South Entrance Trail](#) has been secured through the 2023 Omnibus Appropriations Bill. Construction is expected to begin in 2023. This is Phase I of the project, extending from the South Entrance Road, under US 29 and Broken Land, to Stevens Forest Rd.
  - The Howard County Council passed [CB57-2022](#) (Howard County Vision Zero Act - 2022), requiring the Department of Police to notify the Office of Transportation and the Director of Public Works (DPW) of pedestrian and bicycling fatalities and serious injuries within six months; requiring the DPW to conduct an infrastructure review; and publishing that review on the Howard County Website. *Introduced by Christiana Rigby.* Although this bill pertains to Howard County roads, Maryland has passed a similar bill for state roads.
  - Construction of the [Dobbin Road Path](#) is anticipated for Phase I (Oakland Mills Rd to McGaw Rd) and Phase II (McGaw Rd to MD 175) beginning in FY2023. Phase III ( MD 175 to Old Dobbin Rd) is complete. MDOT plans to modify the Dobbin Rd/MD 175 intersection to accommodate bike crossings.
  - Ted Cochran reported that 2000 bikes were given away last year through Free Bikes for Kidz
- **Orchard Green Trail** Warren Wortman intends to speak at the [2023 Howard County Listening Session](#) on Wednesday, January 25th, at the 50+ Senior Center in Ellicott City. He will express support for the MD 108 pathway, the crosswalk at Red Branch Road, and the path from the Orchard Green Tot Lot. Click [here](#) to see his testimony. Others are encouraged to speak at any of the listening sessions or to submit an email to [Future@howardcountymd.gov](mailto:Future@howardcountymd.gov). We will reach out to the Glenmont HOA President to discuss the MD 108 multi-use path. Also, we will visit the Subway on MD 108 to talk to the manager about the path and reach out to the owner of the building. We will also reach out to the neighborhood for support of this project.
- **Traffic Circle** Mike Westendorf reports the traffic circle in Jeffers Hill is bigger than the one on Stevens Forest Rd and is still not complete.
- **OMHS hill on Thunder Hill Rd** The possibility of a Weed Warrior project was discussed for the Thunder Hill Rd hill near the OMHS.

- **FB4K** [Free Bikes for Kidz](#) gave away 2000 bikes in 2022.
- **Bike Corral** [Bike HoCo](#) is asking for volunteers to serve on a bike corral committee.

**Future Events:**

- [2023 HoCo County Exec Listening Sessions](#)
- Howard County Active Transportation Open House, Feb 21, 5-8 PM, Elkridge Library
- Bike MD Symposium, Feb 8, Annapolis City Hall.

**Next Meeting:** Feb 21st, 7:00 pm - Elkridge Library and Zoom