



oakland mills
we value connections

Oakland Mills Community Association

Village Board Meeting Minutes

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

Board Members: Jonathan Edelson, Chair ~

Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Char Nado

Warren Wortman ~ Karin Emery, Columbia Council Representative

November 28, 2023

OMCA REGULAR BOARD MEETING

This meeting was hybrid and was held in-person at The Other Barn and virtually via Zoom.

Link to YouTube recording of the November 28, 2023 OMCA Board Meeting:

<https://youtu.be/3MZrgK69fjk?si=ZjSEZld2FdgNhCLf>

Due to lack of quorum, the Board held a community meeting until enough Board members were present for a quorum.

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:42 p.m.

Present: Jonathan Edelson, Chair; Bill McCormack Jr., Vice-chair; Karin Emery, Columbia Council Representative; Rebecca Bryant; Warren Wortman; Brigitta Warren, Village Manager; Amy Carpenter, Events and Administrative Coordinator.

Absent: Char Nado

Quorum Present: Yes

Also Present: OMCA Covenant Advisor for Applications Michael Vaughn, AC Appeal homeowner Frankline Asah; Howard County Council District 2 Aide Ashley Alston.

Opening of Meeting

- **Mr. McCormack** motioned to approve the November 14, 2023 OMCA Board Meeting minutes (ATTACHMENT A). **Mr. Wortman** seconded, and the motion passed (3-0-1).
- **Mr. McCormack** motioned to approve the November 28, 2023 Board Meeting agenda (ATTACHMENT B). **Mr. Edelson** suggested amending the agenda to accommodate the change in the meeting schedule due to an earlier lack of quorum. **Mr. Wortman** seconded, and the amended agenda was approved (4-0-0).

Architecture Appeal

Due to lack of quorum, the Architecture Committee was unable to meet to hear the appeal before the regular Board meeting and instead heard the appeal as part of the regular Board meeting. Mr. Frankline Asah, owner of 5571 Thunder Hill Road, was appealing the decision of the AC chair to deny a driveway expansion. The Board discussed new information provided by Mr. Asah and OMCA Covenant Advisor

Michael Vaughn. **Mr. McCormack** motioned to overturn the decision of the AC Chair. **Mr. Wortman** seconded, and the motion passed (3-0-1).

Old Business

Howard County Budget OMCA Priority Letter Draft

Mr. Edelson reviewed the draft Howard County Budget OMCA Priority Letter (ATTACHMENT C).

Mr. McCormack motioned to accept the priority list with suggested amendments to the letter. **Mr. Wortman** seconded, and the motion passed (3-0-1).

Village Manager Report

Ms. Warren shared the FY24 2nd Quarter Financials and variance memo (ATTACHMENT D). **Mr. McCormack** motioned to approve the FY24 2nd Quarter Financials. **Mr. Wortman** seconded, and the motion passed (4-0-0).

Ms. Warren shared her village manager's report (ATTACHMENT E). She also shared the draft 2024 OM Elections calendars (ATTACHMENT F).

New Business

The Board previously discussed Ho. Co. 4-24 in the community meeting held before the regular Board meeting.

Ho. Co. 10-24

The Board discussed Howard County Delegation's bill Ho. Co. 10-24, which would require village board and Columbia Council representative candidates to report donations and disbursements to the village in which they are running for election and would require those reports to be made available to the public (ATTACHMENT G). The Board agreed to use last year's testimony on a similar bill and include discussed changes.

Board Chair Report

Mr. Edelson discussed the Board's request through Councilmember Opel Jones' Special Assistant, Michale Harris, to hold a comprehensive discussion on traffic safety issues in Oakland Mills. He also said that there were no updates about the progress of the new 7-Eleven.

CCR Report

Ms. Emery reported that the CA Board was working with TransPro Consulting to conduct the search for the new President/CEO of Columbia Association. The CA Board would next meet in mid-December.

Committee Reports

Education

Mr. Edelson reported on his Maryland Public Information Act request about private donations for school auditoriums in Howard County. He said that he made the request using his OMCA Board member email.

Public Space

Mr. Wortman said that Jim Caffey spoke about Stevens Forest roundabout posts on Next Door and how to direct people on Next Door to report traffic issues effectively to the County. **Ms. Warren** said she would reach out to OM residents who were spearheading efforts to improve traffic issues in OM.

Bulletin Board

Ms. Carpenter reminded the Board and residents about Breakfast Snacks with Santa, which would be held the following Saturday.

Ms. Warren also reminded the Board and residents about the Jazz in the Mills Holiday Extravaganza concert and Gingerbread House decorating.

Mr. Edelson adjourned the OMCA Board meeting at 8:51 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



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<https://youtu.be/wVmKrM2-IdA>

Mr. McCormack called the regular meeting of the OMCA Board of Directors to order at 7:03 p.m.

Present: Bill McCormack Jr., Vice-chair; Karin Emery, Columbia Council Representative; Rebecca Bryant; Char Nado; Warren Wortman; Brigitta Warren, Village Manager; Amy Carpenter, Administrative Assistant.

Absent: Jonathan Edelson

Quorum Present: Yes

Also Present: Oakland Mills United Executive Director and Chief Executive Officer Samuel Hahn, Howard County Council District 2 Aide Ashley Alston.

Opening of Meeting

- **Mr. Wortman** motioned to approve the October 24, 2023 OMCA Board Meeting minutes (ATTACHMENT A). **Ms. Nado** seconded. **Mr. Wortman** asked to amend the minutes, and the Board passed the amended minutes (3-0-1).
- **Mr. Wortman** motioned to approve the November 14, 2023 Board Meeting agenda (ATTACHMENT B). **Ms. Bryant** seconded, and the motion passed (4-0-0).

New Business

Howard County Budget OMCA Priority Letter Draft

Mr. McCormack reviewed the draft Howard County Budget OMCA Priority Letter to be sent to County Executive Calvin Ball, with an additional copy to be sent to Councilmember Opel Jones (ATTACHMENT C). The letter was intended to only be a draft as requested by the County to help prepare for Citizens Budget Hearings. A discussion ensued.

Old Business

Review of Donation Requests Received by October 15, 2023 Deadline

Mr. McCormack reviewed the donation requests (ATTACHMENT D). The Board discussed proposed amounts for each organization. **Mr. Wortman** motioned to make donations in the amount of \$200 for Oakland Mills United, \$200 for The Village in Howard, \$500 for Stevens Forest PTA, \$100 for SFES

Battle of the Books, \$1000 for OMHS, \$1500 for OMHS Fine Arts Boosters, \$1000 for OMMS PTSA, and \$500 for THES PTA. **Ms. Nado** seconded, and the motion passed (4-0-0).

CCR Report

Ms. Emery proposed to the CA board during budget discussions that outdoor pools be free during the month of July, but the CA board's vote on exploring the cost did not pass. She said that some budget decisions were being made based on outdated plans such as the 2008 watershed plan and asked specifically that the watershed plan be updated. She reported that the operations committee would be holding a meeting to decide on next quarter's CA board meeting agendas and that residents could listen or watch live. **Ms. Emery** reported that the CA board would be meeting soon to vote on the search for a new CA president/CEO and that TransPro had been hired to handle the search.

Village Manager's Report

Ms. Warren shared her Village Manager's Report (ATTACHMENT E). She also shared the timeline for the Architectural Guidelines process. The Architectural Guidelines Committee was currently putting together recommendations. **Ms. Warren** said she would make a draft of their recommendations and present them to the Board in December so board members could review the recommendations over winter break. The Board would then add its own recommendations and discuss before sending the proposed revised architectural guidelines to CA legal for review. The goal was to be done with the entire process before the end of the Board year in April 2024.

Bulletin Board

Ms. Warren said that she would be holding a staff thank you get-together the following Monday.

Mr. Wortman thanked Howard County Council District 2 Aide Ashley Alston for offering to follow up on residents' unresolved See Click Fix and Tell HoCo entries. He said action had immediately been taken following his report to Ms. Alston. **Mr. Wortman** also said that he and his family were hosting a Serbian individual as part of the Baltimore World Trade Center exchange program.

Mr. McCormack said that the trees in front of the Exxon on Stevens Forest Road and Broken Land Parkway had been removed due to safety. The trees were blocking light from light fixtures so that employees could not view the entire parking lot. **Mr. McCormack** asked Ms. Alston to look into Encounter Row and the cracks in the road that had been filled with tar. The cracks were very uneven, causing rough driving over them. He also reported the CA Play Area study had opened October 27 and would continue to be open until November 27. **Ms. Emery** said that all people in a household could complete the survey, including children and teens.

Mr. McCormack adjourned the OMCA Board meeting at 8:30 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



Oakland Mills Board of Directors Meeting Agenda

Board Members: Jonathan Edelson (Chair/Acting AC Chair), Bill McCormack Jr. (Vice-chair), Char Nado; Rebecca Bryant, Warren Wortman; **Columbia Council Representative:** Karin Emery

Tuesday, November 28, 2023 – 7:00 p.m. Hybrid Meeting

In-person at The Other Barn

5851 Robert Oliver Place, Columbia, MD, 21045

OR Online via Zoom (participation not guaranteed due to possible tech issues):**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/85769527870>

Meeting ID: 857 6952 7870

Dial by your location

• +1 301 715 8592 US (Washington DC)

Meeting ID: 857 6952 7870

Find your local number: <https://us02web.zoom.us/j/85769527870>

Architecture Committee

6:30 p.m.

Appeal - 5571 Thunder Hill Road

Oakland Mills Board of Directors

7:00 p.m.

Opening of Meeting (5 min)

Jonathan Edelson., Board
Chair

- Approve Minutes from November 14, 2023 Board Meeting
- Approve Agenda for November 28, 2023 Board Meeting

7:05 p.m.

Resident Remarks (3 minutes per resident, 10 minutes)

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

- **Ho. Co. 4-24, Columbia Association Annual Charge – Lease Requirements, Governing 2 Documents, and Income Tax Subtraction Modification 3, Discussion (10 min)**

- **Ho. Co. 10–24, Candidates for Village Board or Columbia Council in a Village of Columbia**
– 2 Reports of Donations and Disbursements
3, Discussion (10 min)

7:35 p.m.	OLD BUSINESS	
	<ul style="list-style-type: none"> • Howard County Budget OMCA Priority Letter Drafts, Discussion and Vote (10 min) 	
7:45 p.m.	Board Chair Report, (10 min)	Jonathan Edelson, Board Chair
7:55 p.m.	Columbia Council Rep Report (10 min)	Karin Emery, CCR Rep
8:05 p.m.	Village Manager Report (15 min)	Brigitta Warren, Village Manager
	<ul style="list-style-type: none"> • FY24 2nd Quarter Financials • 2024 Elections Calendars • Operations Update 	
8:20 p.m.	Committee Reports	
	<ul style="list-style-type: none"> • Architecture (5 min) 	Jonathan Edelson, Acting Chair
	<ul style="list-style-type: none"> • Education (5 min) 	Jonathan Edelson, Chair
	<ul style="list-style-type: none"> • Public Space (5 min) 	Warren Wortman, Chair
8:35 p.m.	Board Bulletin Board	
8:40 p.m.	Adjourn	
Upcoming Events	Breakfast Snacks with Santa	Sat., Dec. 2 nd , 9:00 a.m.
	Jazz in the Mills, Holiday Extravaganza	Sun. Dec. 3 rd , 5:00 p.m.
	Gingerbread House Decorating	Wed., Dec. 13 th , 6:30 p.m.
	Holidays Lights in the Courtyard	Sat., Dec. 16 th , 5:00 p.m.



Oakland Mills Community Association
The Other Barn • 5851 Robert Oliver Place
Columbia, MD 21045
 410-730-4610 • oaklandmills.org



November 15, 2023

Howard County Executive Dr. Calvin Ball
 George Howard Building
 3430 Court House Drive
 Ellicott City, MD 21043

Dear County Executive Ball:

Thank you for this opportunity to share priorities for FY25 that the Oakland Mills Community Association (OMCA) hopes to accomplish in partnership with the County. The OMCA Board of Directors has discussed and agreed to the priorities listed below. We welcome the opportunity to discuss the priorities with you, in person, and invite County Executive Ball and/or County staff to attend an Oakland Mills Board of Directors meeting.

PRIORITY LIST - priorities all are short-term and not listed in any priority order.

SCHOOLS and EDUCATION

Deferred School Maintenance

Each year we continue to testify in support of timely funding of deferred maintenance projects for Oakland Mills Middle and Oakland Mills High School. **We are asking you to include funding of long overdue deferred renovations of OMMS and OMHS in fiscal years 2025 and 2027, respectively. More specifically, funding for OMMS must start in FY 2025 through the end to ensure it's completed on time.** Over \$100 million in deferrals equates to health and safety repairs-including replacing an HVAC system that the school system concluded could no longer support an environment conducive to learning.

This is a serious issue that needs serious attention and commitment of future collaboration between the county and the school system to ensure these long-neglected schools, which serve much higher-than-average populations of students from traditionally underrepresented backgrounds, can provide safe and healthy environments for students and teachers before another decade passes. The request to provide timely funding for deferred maintenance projects ensures that ALL schools meet the same health and safety standards and provide modern amenities to students regardless of their backgrounds.

SAFE and COMPREHENSIVE COMPLETE STREET PROJECT FOR ENTIRE LENGTH OF STEVENS FOREST ROAD

Several years ago, the community was approached by HC DPW to discuss two streetscape projects. While we are appreciative of the aesthetically enhanced Whiteacre Road, we are concerned that the project did not address the many safety issues that exist on Stevens Forest Road.

Members of the Oakland Mills Board and Public Space committee sent numerous letters, including videos, documenting the unsafe conditions along the entire stretch of Stevens Forest Road. Stevens Forest Road is the main road into Oakland Mills and the only main roadway in the ten villages of Columbia that have residential driveways directly on the road. Most importantly, Stevens Forest Road has four nearby schools that students walk to and from.

We have had several productive meetings with County officials who understand the issues of concern. We greatly appreciate the recent upgrade to the traffic signal at Stevens Forest and Kilimanjaro, which prohibits right turns while pedestrians cross Stevens Forest. **On behalf of the community, we would like to ask for a comprehensive study of Stevens Forest Road, including and from the roundabout at Stevens Forest Rd. and Farewell Road to the intersection of Stevens Forest and Whiteacre Road to determine what other improvements are necessary.**

Tree Removal And Timely Replacement

Dead/dying trees that pose a safety risk must be removed.

We understand the difficult budget decision that County must make across all departments. At the same time, **we support funding for Public Works for the staffing and equipment necessary for a timely and comprehensive tree removal and replacement program.**

Routine Roadway Median Maintenance

The only type of maintenance the medians get in Oakland Mills is through a mowing agreement with Columbia Association during the spring and summer months. There is no maintenance to the medians at any other time.

Currently, the leaves that have fallen on median strips will remain until the spring when the median is mowed, clogging storm drains and piling up on roads.

Residents continually face arduous task of raking and bagging leaves on and around their property. There has to be a better solution for residents.

Once again, we ask the County to follow the lead of other local jurisdiction and fund a leaf vacuum removal process and begin with a pilot program in Oakland Mills. (Locally Montgomery County, University Park and the Village of Rockville have such programs.)

Removal of Leaves in Bike Lanes

We are very grateful for the wonderful bike lanes that were installed along Oakland Mills Road and other locations throughout our community. However, these lanes become unsafe and ultimately unusable with the large amounts of leaves that pile up in them. **We ask that the County please find a regular maintenance routine that will work to keep the bike lanes clear of leaves and other debris throughout the year.**

BLANDAIR PARK

The popularity of Blandair Park is evidenced by the number of large events held throughout the year along with the great playgrounds and ball fields. However, the Oakland Mills community often feels the

burden of the popularity of the park and does not receive all the benefits it could from having this great amenity in our cOMmunity.

Oakland Mills supports the park and provides the county accessory playing fields and parking for Blandair events. We are asking the County to help support the Oakland Mills village merchants in the same spirit that our community supports the large-scale events that draw thousands to Blandair.

Investing economic development funds by providing directional signs promoting the Oakland Mills merchants would provide a simple and unique opportunity for the County to work with Oakland Mills merchants and promote our village shops and restaurants. A strong community/county partnership will hopefully lead to thriving business for our new and longstanding merchants.

Orchard Green Path Extension along Route 108

The Oakland Mills Village Board of Directors supports extending a path from the Orchard Green tot lot to the Red Branch Road light on MD 108, providing safe and legal pedestrian and bicycle access to the Red Branch Rd. businesses. However, we need a small budget and commitments from the state, Howard County, and the Columbia Association to make this connection.

The relatively inexpensive solution is to add a pedestrian crosswalk at the light at Red Branch Rd. However, the crosswalk requires a connecting pathway. The Bike Howard plan suggests adding a shared-use pathway along the south side of MD 108 (about 50 yards). The Columbia Association has an existing path to the Orchard Green tot lot that could be extended to the shared-use path. This solution involves three parties: MDOT for the pedestrian crosswalk, Howard County for the shared-use pathway, and the Columbia Association for the Orchard Green tot lot path extension.

We are requesting the County's help to facilitate a budget for the shared-use pathway and gain commitments for this much-needed Complete Streets solution.

Howard County Hospital

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Thank you for providing the opportunity to present our priorities and thank you and your team for making our County such a great and "happy" place to live, work, and play.

Sincerely,

Oakland Mills Board of Directors



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Oakland Mills Board of Directors

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The Other Barn
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Columbia, MD 21045

November 28, 2023

TO: Jackie Tuma, CPA, CFE, CA Director of Audit and Advisory Services Auditor
Andre' Miller, Senior Auditor, Office of Audit and Advisory Services
Dennis Matthey, CA Interim President/CEO

FROM: Brigitta Warren, Village Manager, Oakland Mills Community Association

SUBJ: FY24, 2nd Quarter Financial Variance Memo

Revenue:

- 1. CA Annual Charge Share:** Budget estimate error.
- 5. Special Events:** Have had great turnouts to events.

Expenses:

- 10. Janitorial Wages:** Recategorized into Janitorial Expense.
- 11. Contract Labor:** Bookkeeper has provided additional hours.
- 12. Payroll Benefits:** Quarter benefits more than anticipated will likely balance out by year end.
- 16. Operating Expenses:** Less expenses due to less postage since emails are preferred method of communication and resale packets are now downloadable and do not need to be mailed.
- 21. Other Printing:** Have cut down on resale packets and welcome packets since they can be found online.
- 24. Taxes:** Due to billing schedule and will balance out by year end.
- 26. Repairs and Maintenance:** Costly repairs and general wear and tear on old equipment.
- 27. Furniture, Fixtures and Equipment:** Purchase of new equipment.

Input cells

Village: Oakland Mills
 Fiscal Year: FY24
 Quarter: 2
 Date Prepared: 17-Nov-23

STATEMENTS OF FINANCIAL POSITION
May 1 - October 31

	<u>FY24</u>	<u>FY23</u>	<u>Variance</u>
ASSETS			
CASH AT END OF PERIOD:			
Cash (Petty Cash)	100	100	0
Cash (Checking Accounts)	126,599	185,845	(59,246)
Cash (Savings Accounts)	164,653	151,891	12,762
Short term investments	21,033	20,622	411
Total Cash and Investments	<u>312,385</u>	<u>358,458</u>	<u>(46,073)</u>
Accounts Receivable	0	0	0
Loan Receivable	0	0	0
Prepaid Expenses	0	0	0
Inventory	0	0	0
Other Current Assets	<u>0</u>	<u>0</u>	<u>0</u>
Furniture, Fixtures and Leasehold Improvements	131,341	131,341	(0)
Accumulated Depreciation	(114,640)	(107,790)	(6,850)
Net Furniture and Fixtures	<u>16,701</u>	<u>23,551</u>	<u>(6,850)</u>
TOTAL ASSETS	<u>329,086</u>	<u>382,009</u>	<u>(52,923)</u>
LIABILITIES AND NET ASSETS			
Accounts Payable	0	21,058	(21,058)
Amount Payable to CA for excess cash reserves	0	40,202	(40,202)
Security Deposits	18,590	19,240	(650)
Sales Tax	0	0	0
Deferred Revenue - CA	84,114	0	84,114
Deferred Revenue - Other	0	5,595	(5,595)
Accrued Liabilities - Payroll	8,822	8,971	(149)
Accrued Liabilities - Other	11,563	25,092	(13,529)
Long Term Debt Due Within 1 Year	0	0	0
Subtotal - Short Term Liabilities	<u>123,089</u>	<u>120,159</u>	<u>2,930</u>
Long Term Debt Due After 1 Year	<u>0</u>	<u>0</u>	<u>0</u>
Unrestricted Net Assets:			
Beginning of year	163,812	199,478	(35,666)
Increase/(Decrease) in Unrestricted Net Assets for Year	<u>42,184</u>	<u>62,372</u>	<u>(20,188)</u>
Net Assets - Year-to-Date	<u>205,997</u>	<u>261,850</u>	<u>(55,853)</u>
TOTAL LIABILITIES & NET ASSETS	<u>329,086</u>	<u>382,009</u>	<u>(52,923)</u>

Village: Oakland Mills
Fiscal Year: FY24
Quarter: 2
Date Prepared: 17-Nov-23

SUMMARY STATEMENTS OF ACTIVITIES
May 1 - October 31

	<u>Actual Quarter</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>		<u>YTD Prior Year</u>
<u>REVENUES</u>						
1 CA Annual Charge Share	89,687	184,149	188,924	(4,774)	Requires Comment	181,454
2 Lease & Rental	36,591	101,188	97,381	3,807		146,018
3 Tuition & Enrollment	0	0	0	0		0
4 Interest	136	253	10	243		10
5 Special Events	5,800	13,440	10,400	3,040	Requires Comment	10,971
6 Fees	0	0	0	0		17
7 Miscellaneous	90	240	200	40		345
8 Gain/loss on Disposal of Asset	0	0	0	0		0
Total Revenue	<u>132,304</u>	<u>299,270</u>	<u>296,915</u>	<u>2,356</u>		<u>338,816</u>
<u>EXPENSES</u>						
9 Staff Salaries	66,861	134,243	146,600	(12,357)		143,928
10 Janitorial Wages	0	0	2,700	(2,700)	Requires Comment	3,409
11 Contract Labor	2,987	5,512	3,000	2,512	Requires Comment	1,785
12 Payroll Benefits	6,113	13,352	18,700	(5,348)	Requires Comment	26,163
13 Payroll Taxes	5,249	11,011	11,000	11		10,012
14 Janitorial Expense	11,241	20,601	20,385	216		22,055
15 Fees	4,073	11,315	13,350	(2,035)		17,016
16 Operating Expenses	834	1,905	2,870	(965)	Requires Comment	1,972
17 Business Expenses	265	703	805	(102)		132
18 Insurance	49	7,640	8,300	(661)		7,149
19 Advertising	3,073	6,051	5,250	801		4,582
20 Newsletter	0	0	0	0		0
21 Other Printing	0	575	2,400	(1,825)	Requires Comment	686
22 Donations/Contributions	0	0	0	0		0
23 Special Events	6,639	13,239	13,000	239		11,389
24 Taxes	(766)	(766)	600	(1,366)	Requires Comment	(400)
25 Utilities	11,312	19,394	17,150	2,244		12,993
26 Repairs & Maintenance	3,573	6,278	8,900	(2,622)	Requires Comment	9,934
27 Furniture & Fixtures	1,097	2,615	750	1,865	Requires Comment	207
28 Total Expenses Before Depreciation	<u>122,600</u>	<u>253,668</u>	<u>275,760</u>	<u>(22,092)</u>		<u>273,012</u>
29 Depreciation	<u>1,709</u>	<u>3,418</u>	<u>3,418</u>	<u>0</u>		<u>3,432</u>
30 Total Expenses	<u>124,309</u>	<u>257,086</u>	<u>279,178</u>	<u>(22,092)</u>		<u>276,444</u>
Increase/(Decrease) in Unrestricted Net Assets	<u>7,995</u>	<u>42,184</u>	<u>17,737</u>	<u>24,448</u>		<u>62,372</u>

Input cells

Village: Oakland Mills
 Fiscal Year: FY24
 Quarter: 2
 Date Prepared: 17-Nov-23

DETAILED STATEMENTS OF ACTIVITIES
May 1 - October 31

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
REVENUES					
1 CA Annual Charge Share	89,687	184,149	188,924	(4,774)	181,454
A. CA Base Annual Charge Share	84,114	168,228	168,227	1	163,594
B. CA Medical Reimbursement	5,159	15,093	19,868	(4,775)	17,016
C. Other CA Reimbursement	414	828	829	(0)	844
D. Payment to CA for excess cash reserves	0	0	0	0	0
2 Lease & Rental	36,591	101,188	97,381	3,807	146,018
A. Room Rentals	23,566	82,342	84,200	(1,858)	122,808
B. Leases	12,600	16,371	12,181	4,190	22,760
C. Retained Deposits	425	2,475	1,000	1,475	450
3 Tuition & Enrollment	0	0	0	0	0
A. Classes	0	0	0	0	0
B. Camps	0	0	0	0	0
C. Other	0	0	0	0	0
4 Interest	136	253	10	243	10
5 Special Events	5,800	13,440	10,400	3,040	10,971
6 Fees	0	0	0	0	17
A. Copier	0	0	0	0	4
B. Late Fees	0	0	0	0	4
C. Postage	0	0	0	0	0
D. Notary	0	0	0	0	9
E. Other	0	0	0	0	0
7 Miscellaneous	90	240	200	40	345
A. Sales	90	240	200	40	345
B. Newsletter Ads	0	0	0	0	0
C. Catering/Food Service	0	0	0	0	0
D. Other	0	0	0	0	0
8 Gain/loss on Disposal of Asset	0	0	0	0	0
Total Income	132,304	299,270	296,915	2,356	338,816

Village: Oakland Mills
Fiscal Year: FY24
Quarter: 2

DETAILED STATEMENTS OF ACTIVITIES
May 1 - October 31

	Actual Quarter	YTD Actual	YTD Budget	Variance	YTD Prior Year
EXPENSES					
9 Staff Salaries	66,861	134,243	146,600	(12,357)	143,928
10 Janitorial Wages	0	0	2,700	(2,700)	3,409
11 Contract Labor	2,987	5,512	3,000	2,512	1,785
12 Payroll Benefits	6,113	13,352	18,700	(5,348)	26,163
13 Payroll Taxes	5,249	11,011	11,000	11	10,012
14 Janitorial Expense	11,241	20,601	20,385	216	22,055
A. Cleaning Service	7,473	14,188	11,800	2,388	10,718
B. Setup & Breakdown	2,814	5,056	7,250	(2,194)	9,699
C. Floors, Carpets and Windows	198	198	75	123	212
D. Supplies	755	1,158	1,260	(102)	1,426
15 Fees	4,073	11,315	13,350	(2,035)	17,016
A. Accounting	1,035	1,920	2,090	(170)	2,295
B. Legal	0	2,781	5,000	(2,219)	0
C. Performance	0	0	0	0	0
D. Audit	0	0	0	0	8,009
E. Web	1,038	1,633	960	673	1,257
F. Other	2,000	4,981	5,300	(319)	5,455
16 Operating Expenses	834	1,905	2,870	(965)	1,972
A. Office Supplies	0	0	0	0	0
B. Program Supplies	409	979	1,000	(21)	354
C. Cost of Goods Sold	0	200	140	60	0
D. Postage	66	72	910	(838)	0
E. Staff Development	0	64	0	64	0
F. Catering/Food Service	0	0	0	0	0
G. Other	360	591	820	(229)	1,618
17 Business Expenses	265	703	805	(102)	132
A. Mileage	174	375	235	140	80
B. Food (Business Meals)	90	280	470	(190)	0
C. Other	0	47	100	(53)	52
18 Insurance	49	7,640	8,300	(661)	7,149
19 Advertising	3,073	6,051	5,250	801	4,582
20 Newsletter	0	0	0	0	0
21 Other Printing	0	575	2,400	(1,825)	686
22 Donations/Contributions	0	0	0	0	0
23 Special Events	6,639	13,239	13,000	239	11,389
24 Taxes	(766)	(766)	600	(1,366)	(400)
25 Utilities	11,312	19,394	17,150	2,244	12,993
A. Gas & Electric	9,298	15,955	14,400	1,555	10,933
B. Water & Sewer	581	1,066	1,150	(84)	951
C. Telephone	1,433	2,373	1,600	773	1,109
26 Repairs & Maintenance	3,573	6,278	8,900	(2,622)	9,934
A. Building	2,535	4,328	6,550	(2,222)	7,193
B. Equipment	1,038	1,950	2,350	(400)	2,741
C. Rental	0	0	0	0	0
D. Vandalism	0	0	0	0	0
E. Other	0	0	0	0	0
27 Furniture, Fixtures and Equipment	1,097	2,615	750	1,865	207
28 Total Expenses Before Depreciation	122,600	253,668	275,760	(22,092)	273,012
29 Depreciation	1,709	3,418	3,418	0	3,432
30 Total Expenses	124,309	257,086	279,178	(22,092)	276,444
Increase/(Decrease) in Unrestricted Net Assets	7,995	42,184	17,737	24,448	62,372

**Manager's Report
Oakland Mills Community Association
November 28, 2023**

FY24 Qtr. 2 Financials

- Review and Vote

2024 Election Calendars

- Contested and Non-Contested Election Calendar for review.

Facility Updates:

- CA Facilities will be doing their annual walkthrough of all facilities Wednesday, 11/30.
- I will be meeting with John McHugh from CA and a rep from the company who will be installing the upstairs bathroom on Tuesday, December 12th. I should have more details on the specific schedule following that meeting.
- Jan Clark, from CA who has been the Landscape Services Manager at CA for 23 years is retiring.

Event Update:

- Tickets for Breakfast with Santa and Gingerbread House Decorating are now on sale on Eventbrite. They are available on a first come, first served basis. The Holiday Lights in the Courtyard does not need a ticket and will be held on December 16th. The DMV food truck will be there with hot cocoa, popcorn and other goodies available for sale. All information is available on the Oakland Mills website and Facebook page.
- Tickets for the Holiday Extravaganza, featuring the Manny Kellough Sextet this Sunday, December 3rd are sold out.
- We are excited for Breakfast with Santa and the Jazz in the Mills Holiday Extravaganza that will be held this upcoming weekend.
- I attended the reception of the unveiling of the CA Quilt that Oakland Mills contributed last Thursday, November 16th at the Columbia Art Center. It was very nice. The quilt will be on display at the Columbia Arts Center until November 30th and then villages can request to have it on display at their venue.

Misc.

- The Architectural Guidelines Revision Committee has had their third meeting. We have gotten through all of the guidelines and are now working on adding two

additional guidelines as well as our final revisions. I have adjusted the committee timeline and sent to all Board members.

- Our Columbia Community Cares Holiday Toy Collection is occurring at The Other Barn between now and December 7th. People can drop off unwrapped donations during regular business hours and we will get them to CCC on December 8th. The toys will be part of the annual toy giveaway at Oakland Mills High School on December 16th.
- Our Staff Holiday Event is scheduled for next Thursday, December 7th.



2024 Oakland Mills ELECTION CALENDAR

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

Tues. Jan. 9	Election Committee members and Chair appointed 2024 Election Guidelines approved by the Oakland Mills Board
Tues. Feb. 13	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 .
Thurs. Feb. 15	Columbia Association Candidate Info Night (for those running for CA Board): <i>Link</i> to event
Wed. Feb. 21	6:30 p.m. Information Session on Serving on OM Board/CCR. Learn more about serving on the Oakland Mills Board or as a Columbia Council Representative.
Fri. March 1	4:00 p.m. “Candidate Application” due. Candidate Application can be submitted on or before March 1 at 4:00 p.m. by email to manager@oaklandmills.org . Staff member will be at The Other Barn on March 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 4	Candidate Statements (both 150 and 100 word count) due - statements must be sent by email to both manager@oaklandmills.org and office@oaklandmills.org. Statements are expected from all candidates, regardless of whether the election is contested or non-contested.
Fri. March 8	First Financial Contribution Disclosure Statement due
April 1 – April 19	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 2	7:00 p.m. to 8:30 p.m. Election Forum – Hybrid Forum-virtual and in-person). Link for Forum:
Mon. April 12	Second Financial Contribution Disclosure Statement Due
Sat. April 20	8:30 a.m. to 5:00 p.m. Voting at The Other Barn* *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 19, 2024 and received by April 26, 2024 will be counted.
Online voting will end on April 20, 2024 at noon.

May 1, 2024 **2024-2025 Board and CCR Term Begins**

2024 Oakland Mills ELECTION CALENDAR

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

- Tues. Jan. 9** Election Committee members and Chairs appointed.
2023 Election Guidelines approved by the Oakland Mills Board.
- Tues. Feb. 13** 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.
- Thurs. Feb. 15** **Columbia Association Candidate Info Night** (for those running for CA Board): *Link* to event
- Wed. Feb. 21** 6:30 p.m. **Information Session on Serving on OM Board/CCR.** Learn more about serving on the Oakland Mills Board or as a Columbia Council Representative.
- Fri. March 1** 4:00 p.m. **“Candidate Application” due.**
Candidate Application can be submitted on or before March 1 at 4:00 p.m. by email to manager@oaklandmills.org. Staff member will be at The Other Barn on March 1 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, 2024 – April 30, 2025.**
- Mon. March 1** **Candidate Statements (both 150 and 100 word count) due—statements must be sent by email to both manager@oaklandmills.org and 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 2** **Virtual “Meet the Candidates”, 7 p.m. – 8 p.m.**
Follow this link:
- April 1 – April 19** 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.)
- Tues., April 23** **OMCA Board confirms appointment of candidates as Board members and CCR for the 2024-2025 Board Term.**
- May 1 2024** **2024-2025 Board and CCR Term Begins**

**Columbia Association Annual Charge – Lease Requirements, Governing Documents, and
Income Tax Subtraction Modification**

Ho. Co. 4-24

By: Delegate Hill

For the purpose of requiring a written lease for residential real property in Columbia in 6 Howard County to include information on the annual charge assessed by the 7 Columbia Association under certain circumstances; requiring certain homeowners 8 associations to include a certain provision related to the annual charge in their 9 governing documents; allowing a subtraction modification under the Maryland 10 income tax for a certain annual charge during certain taxable years; and generally 11 relating to annual charges in Columbia in Howard County. This bill requires editing, noted in red, and is still in drafting. The final bill text will be posted when available.

N1, Q3

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Bill No.: __

Requested:

Committee:

Drafted by: Morgan

Typed by: Julia

Stored - 10/25/23

Proofread by _____

Checked by _____

By: **Delegate Hill**

A BILL ENTITLED

1 AN ACT concerning

2 **Columbia Association Annual Charge – Lease Requirements, ~~Governing~~**

~~3 Documents,~~ and Income Tax Subtraction Modification

4 **Ho. Co. 4-24**

5 FOR the purpose of requiring a written lease for residential real property subject to the
6 Columbia Association annual charges in Columbia in

7 Howard County to include information on the annual charge ~~assessed by the~~

~~8 Columbia Association~~ under certain circumstances; and requiring certain
9 homeowners

~~10 associations to include a certain provision related to the annual charge in their~~

~~11 governing documents;~~ allowing a subtraction modification under the Maryland

12 income tax for a certain annual charge during certain taxable years; ~~and generally~~

~~13 relating to annual charges in Columbia in Howard County.~~

14 BY repealing and reenacting, without amendments,

15 Article – Real Property

16 Section 8-208(b)

17 Annotated Code of Maryland

18 (2023 Replacement Volume)

19 BY repealing and reenacting, with amendments,

20 Article – Real Property

21 Section 8-208(c)

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

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1 Annotated Code of Maryland
2 (2023 Replacement Volume)

~~3 BY adding to~~
~~4 Article - Real Property~~
~~5 Section 11B-113.7~~
~~6 Annotated Code of Maryland~~
~~7 (2023 Replacement Volume)~~

8 BY repealing and reenacting, without amendments,
9 Article - Tax - General
10 Section 10-207(a)
11 Annotated Code of Maryland
12 (2022 Replacement Volume and 2023 Supplement)

13 BY adding to
14 Article - Tax - General
15 Section 10-207(pp)
16 Annotated Code of Maryland
17 (2022 Replacement Volume and 2023 Supplement)

18 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
19 That the Laws of Maryland read as follows:

20 **Article - Real Property**

21 8-208.

22 (b) A landlord who rents using a written lease shall provide, upon written request
23 from any prospective applicant for a lease, a copy of the proposed form of lease in writing,
24 complete in every material detail, except for the date, the name and address of the tenant,
25 the designation of the premises, and the rental rate without requiring execution of the lease
26 or any prior deposit.

27 (c) (1) A lease shall include:

28 [(1)] (I) A statement that the premises will be made available in a
29 condition permitting habitation, with reasonable safety, if that is the agreement, or if that

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1 is not the agreement, a statement of the agreement concerning the condition of the
2 premises;

3 [(2)] (II) The landlord's and the tenant's specific obligations as to heat,
4 gas, electricity, water, and repair of the premises; and

5 [(3)] (III) A receipt for the security deposit as specified in § 8-203.1 of this
6 subtitle.

7 (2) (I) IN THIS PARAGRAPH, "ANNUAL CHARGE" MEANS THE
8 ANNUAL CHARGE ASSESSED BY THE COLUMBIA ASSOCIATION ON
9 RESIDENTIAL AND COMMERCIAL REAL
10 PROPERTY IN COLUMBIA IN HOWARD COUNTY SUBJECT TO THE COLUMBIA
11 ASSOCIATION COVENANTS.

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12 (II) IF A LANDLORD SHALL INCLUDE IN A LEASE FOR RESIDENTIAL REAL PROPERTY
13 SUBJECT TO THE ANNUAL CHARGE REQUIRES A TENANT TO PAY ALL OR PART

14 OF AN ANNUAL CHARGE AS A PART OF THE RENT, THE LEASE SHALL INCLUDE:

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15 1. NOTICE OF THE AMOUNT OF THE ANNUAL CHARGE, IF
16 ANY,
17 THAT IS INCLUDED IN THE RENT;

18 2. A DESCRIPTION OF HOW THAT AMOUNT ANNUAL
19 CHARGE IS
20 CALCULATED; AND

21 3. A REFERENCE TO THE COLUMBIA ASSOCIATION DEED,
22 AGREEMENT AND DECLARATION OF COVENANTS, EASEMENTS, CHARGES AND LIENS,
23 WHICH CONTAINS A DESCRIPTION OF DESCRIPTION OF THE RIGHTS AND PRIVILEGES
24 17 AFFORDED TO THE TENANT AS AS A RESIDENT OF RESIDENTIAL REAL PROPERTY
25 SUBJECT TO THE TENANT'S PAYMENT OF ALL OR
26 18 PART OF THE ANNUAL CHARGE.

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19 11B-113.7.

20 (A) IN THIS SECTION, "ANNUAL CHARGE" MEANS THE CHARGE ASSESSED
21 BY
22 THE COLUMBIA ASSOCIATION ON RESIDENTIAL REAL PROPERTY IN COLUMBIA IN

22 HOWARD COUNTY.

23 (B) THIS SECTION APPLIES ONLY TO THE COLUMBIA ASSOCIATION AND
THE

24 HOMEOWNERS AND TENANT ASSOCIATIONS FOR RESIDENTIAL REAL PROPERTIES
WHICH ARE LOCATED IN COLUMBIA IN HOWARD COUNTY AND ARE SUBJECT TO THE
COLUMBIA ASSOCIATION COVENENTS

(C) A HOMEOWNERS ASSOCIATION SHALL INCLUDE IN ITS DECLARATION, BYLAWS,
OR RULES A notification that the resident is considered a resident of a community subject to ca
covenants and governing documents, the name of the village in which the tenant is considered to be
resident, and informing them of, or referring them to, information regarding their rights and
responsibilities as residents of the community under ca covenants and governing documents 11B-
113.7.

20 (A) IN THIS SECTION, "ANNUAL CHARGE" MEANS THE CHARGE ASSESSED BY

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21 THE COLUMBIA ASSOCIATION ON RESIDENTIAL REAL PROPERTY IN COLUMBIA IN

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22 HOWARD COUNTY.

23 (B) THIS SECTION APPLIES ONLY TO THE COLUMBIA ASSOCIATION AND
THE

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24 VILLAGE COMMUNITY ASSOCIATIONS FOR THE VILLAGES OF COLUMBIA IN HOWARD

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25 COUNTY.

26 (C) A HOMEOWNERS ASSOCIATION SHALL INCLUDE IN ITS DECLARATION,

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27 BYLAWS, OR RULES A PROVISION STATING THAT IF A TENANT PAYS ALL OR PART OF

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3

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18.75 pt

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~~1 AN ANNUAL CHARGE, FOR THE DURATION OF THE TENANCY TO WHICH THE ANNUAL~~

~~2 CHARGE APPLIES:~~

~~3 (1) THE TENANT MAY EXERCISE THE RIGHTS AND PRIVILEGES OF LOT~~

~~4 OWNERSHIP; AND~~

~~5 (2) THE LOT OWNER MAY NOT EXERCISE THE RIGHTS AND~~

~~6 PRIVILEGES OF LOT OWNERSHIP.~~

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7.35"

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7 SECTION 2. AND BE IT FURTHER ENACTED, That the Laws of Maryland read
8 as follows:

9 Article – Tax – General

10 10-207.

11 (a) To the extent included in federal adjusted gross income, the amounts under
12 this section are subtracted from the federal adjusted gross income of a resident to determine
13 Maryland adjusted gross income.

14 (PP) (1) (I) IN THIS SUBSECTION THE FOLLOWING WORDS HAVE THE
15 MEANINGS INDICATED.

16 (II) "ANNUAL CHARGE" MEANS THE CHARGE ASSESSED BY THE
17 COLUMBIA ASSOCIATION ON RESIDENTIAL REAL PROPERTY IN COLUMBIA IN
18 HOWARD COUNTY.

19 (III) "RESIDENT" MEANS:

20 1. A HOMEOWNER; OR

21 2. A TENANT, IF ALL OR PART OF THE ANNUAL CHARGE
22 IS PAID BY THE TENANT UNDER THE TERMS OF THE LEASE.

23 (2) THE SUBTRACTION ALLOWED UNDER SUBSECTION (A) OF THIS
24 SECTION INCLUDES THE AMOUNT OF THE ANNUAL CHARGE PAID BY A RESIDENT OF
25 COLUMBIA IN HOWARD COUNTY.

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1 SECTION 3. AND BE IT FURTHER ENACTED, That Section 1 of this Act shall take
2 effect October 1, 2024.

3 SECTION 4. AND BE IT FURTHER ENACTED, That, except as provided in Section
4 3 of this Act, this Act shall take effect July 1, 2024, and shall be applicable to all taxable
5 years beginning after December 31, 2023.

