



November 8, 2019

To: Columbia Association Board of Directors
(E-mail: Board.Members.FY20@ColumbiaAssociation.org)
CA Management

From: Andrew Stack, Board Chair

Columbia Association's Board of Directors will hold a Work Session on Thursday, November 14, 2019 at 7:00 p.m. at Columbia Association headquarters, 6310 Hillside Court, Suite 100, Columbia, MD 21046. The Work Session will be followed by a Board of Directors meeting.

BOARD WORK SESSION AGENDA

- | | 5 min. | Page Nos. |
|--|------------------|------------------|
| 1. Call to Order | | |
| (a) Announce Directors/Senior Staff Members in Attendance | | |
| (b) Reminder that work sessions are not recorded/broadcast | | |
| (c) Inquire if any Board members are attending remotely via phone | | |
| 2. Approval of Agenda | 1 min. | |
| 3. Resident Speakout | | |
| 3 Minutes per Individual; 5 Minutes per Group; 1 Minute for Response to Questions | | |
| 4. Work Session Topics | 120 min. | |
| (a) Neighborhood Centers – Discussion only. No votes will be taken. | <i>(60 min.)</i> | 3 - 27 |
| (b) Policy on Vehicular Events on CA-owned Land at Merriweather Park at Symphony Woods | <i>(30 min.)</i> | 28 – 29 |
| (c) Most Recent Development Tracker | <i>(15 min.)</i> | 30 – 40 |
| (d) Capital Projects and Open Space Updates | <i>(15 min.)</i> | 41 - 63 |
| 5. Adjournment – Approximately 9:30 p.m. | | |

BOARD MEETING AGENDA

- | | | |
|--|----------------|---------|
| 1. Call to Order | 5 min. | |
| (a) Announce Directors/Senior Staff Members in Attendance | | |
| (b) Reminder that the meeting is being recorded/broadcast | | |
| (c) Inquire if any Board members are attending remotely via phone | | |
| 2. Announcement of Closed/Special Meetings Held/To Be Held | 1 min. | |
| 3. Approval of Agenda | 1 min. | |
| 4. Disclosure of Conflicts of Interest | 1 min. | |
| 5. Consent Agenda | 1 min. | |
| (a) Approval of Minutes – October 24, 2019 | | 64 - 69 |
| 6. Board Votes – Reallocation of Funds for Chrysalis Pathway | 15 min. | 70 |
| 7. Chairman's Remarks | 3 min. | 71 – 72 |
| 8. Reports/Presentations | 5 min. | |
| (a) Report from the CA Representatives to the Inner Arbor Trust Board of Directors | | 73 |
| (b) Financial Reports – None | | |

- | | | | |
|-----|---|--------|----|
| 9. | Tracking Forms | 5 min. | |
| | (a) Tracking Form for Board Requests | | 74 |
| | (b) Tracking Form for Resident Requests | | 75 |
| 10. | Possible New Topics | 5 min. | |
| 11. | Talking Points | 2 min. | |
| 12. | Adjournment – Anticipated Ending Time: Approximately 10:15 p.m. | | |

Next Board Work Session and Meeting
Thursday, December 12, 2019 – Beginning at 7:00 p.m.

**ARRANGEMENTS FOR AN INTERPRETER FOR THE HEARING IMPAIRED CAN BE MADE BY
CALLING 410-715-3111 AT LEAST THREE DAYS IN ADVANCE OF THE MEETING.**

CA Mission Statement

Engage our diverse community, cultivate a unique sense of place, and enhance quality of life

CA Vision Statement

CA creates and supports solutions to meet the evolving needs of a dynamic and inclusive
community.

November 10, 2019

General Principles Regarding Neighborhood Centers

INTRODUCTION

There are a total of 14 Neighborhood Centers located in seven of Columbia's 10 villages. These buildings range in size from 586 to 4,400 square feet. Most were built early in Columbia's development — on average, they are 46 years old.

The Rouse Company's initial plans called for placing a Neighborhood Center in each of Columbia's neighborhoods. That plan was adjusted over time, reduced in scope and ultimately abandoned, providing Columbia with 14 Neighborhood Centers instead of 25 buildings. A majority of the Neighborhood Centers were built to residential standards and do not meet existing building codes for ADA compliance and energy conservation.

BACKGROUND

[Note that the background information is taken from research performed from papers available in the Columbia Archives.]

Although we think of the Neighborhood Center as a particular building, the original concept was quite different. It might best be described as a Neighborhood Center complex. The heart of the Neighborhood Center was to be the school. In the original plan a neighborhood would serve 300 to 500 families and the Neighborhood Center would have the following elements.

1. Lower school K-4
2. Nursery
3. Tot lot
4. Child care
5. Community rooms
6. Recreation site
7. Store
8. Terrace
9. Swimming pool
10. Playing fields
11. Park

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12. Parking lot

In a sense, a Neighborhood Center was a much smaller version of a Village Center. It was to be the focal point of the neighborhood, a place where people would gather.

In a document dated December 10, 1965, the proposal for Neighborhood Center One (which we now know as the Bryant Woods neighborhood in Wilde Lake) called for the center to serve 1,000 families and have the following elements:

1. Elementary school
2. Plaza
3. Preschool training
4. Community meeting room
5. Swimming pool
6. Convenience store

According to the December 10, 1965 document, the purpose of a Neighborhood Center is to be the focal point of neighborhood activity. A number of Neighborhood Centers (complexes) were built. By 1971, the Neighborhood Center concept had evolved to include the following elements.

1. Plaza (to contain a children's play area)
2. Parking for 40 cars
3. Commercial store of 3,000 sq ft
4. Community building of 1,000 sq ft
5. Nursery building of 6,400 sq ft
6. Swimming pool 82.5 ft by 42 ft with a 25x25 ft diving area
7. Training pool 20 ft by 40 ft
8. Community room/Bath house of 1,000 sq ft

In 1972, a task force produced a report, part of which addressed Neighborhood Centers. The report stated that what was originally intended as a place for formal and informal groups to meet had become a multifunctional facility of changing purpose with early childhood programs (specifically coops) expanding to become the major users of meeting rooms. It suggested that separate meeting space continue to be provided in neighborhood centers by either building larger facilities or attaching such a facility to the elementary school. Even in the very early years of Columbia, the original concept of community meeting space was being overtaken by other activities, particularly early childhood programs.

By 1973, the Neighborhood Center concept had further evolved. The Neighborhood Center can be viewed as part of the overall strategy of supporting the goal of creating a social and physical environment which will work for people, nourishing human growth. A Neighborhood Center was to have the following elements.

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1. Elementary school
2. Athletic fields
3. Free play area
4. Contained play area
5. Covered play area
6. Swimming pool & bathhouse
7. Enclosed community facility including
 - a. Community store with an eating area
 - b. Lounge area
 - c. Learning space for pre-school which can also be used for meeting and social space
 - d. Kitchen
 - e. Storage area & toilets

And a plaza area to link the various buildings. Once again, a key part of a Neighborhood Center was the elementary school.

By the end of 1971, the Rouse Company realized that placing a convenience store in each Neighborhood Center was not working. The stores were too close together to make them viable. The convenience store space started being used for other purposes. By 1978, the Neighborhood Center stores had the following uses.

- Bryant Woods (3,000 sq ft): 7-11
- Running Brook (3,000 sq ft): 7-11
- Faulkner Ridge (3,000 sq ft): American Pre-school
- Longfellow (3,000 sq ft): American Pre-school
- Swansfield (3,000 sq ft): CPRA
- Stevens Forest (3,000 sq ft): Nature's Way Pre-school
- Talbott Springs (3,000 sq ft): Columbia School for the Arts
- Talbott Springs (3,000 sq ft): vacant
- Thunder Hill (2,000 sq ft): a convenience store
- Thunder Hill (300 sq ft): storage for Soccer Association
- Thunder Hill (700 sq ft): vacant

The Neighborhood Center store space began to be used for educational purposes.

Clearly, the concept of a Neighborhood Center has evolved over time. Many of the commercial stores no longer exist. Not every neighborhood has an elementary school. And once the elementary school disappeared, the concept of being the focal point of the neighborhood was no longer viable. In fact, the Rouse Company eventually stopped building Neighborhood Centers.

DISCUSSION

From the evolving thought regarding Neighborhood Centers, one beings to understand why our

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current Neighborhood Centers buildings are so different - some are attached to pool houses, some are stand alone, the original ones are small as they were envisioned as meeting space and part of a larger complex and the later ones are large as they were envisioned to have several functions under one roof.

So what is the concept of a Neighborhood Center in 2020 and beyond? Clearly, Neighborhood Centers are not the focal point of a neighborhood. Many things have changed since the first concept of a Neighborhood Center was developed. Columbia is now developed (and undergoing redevelopment). People's lifestyles have significantly changed since the early years of Columbia. Another change is that we now think of the Neighborhood Center as a particular CA building. The elementary school, the store, the pool are all considered separate and not necessarily related to each other. We don't even consider them when discussing Neighborhood Centers.

The existing Neighborhood Centers are used (except MacGill's Common). They provide a service to those Villages. In six Villages which have Neighborhood Centers, usage is split between coop/nursery schools and meeting space. Some Neighborhood Centers are rented on a long term basis. Some are stand-alone and some are attached to pool houses. One neighborhood Center (MacGills Commons) is already proposed to be removed from service and the space it occupies to be used to improve the pool house to which it is attached.

In considering Neighborhood Centers, cost has to be a factor; not the only one, but still a factor. CA does not have unlimited funds. Another important factor is how can a Neighborhood Center best serve the community.

Even though the times have changed, there are two parts of the original concept which still remain: space for people to meet and coops/nursery schools.

As the CA Board is committed to developing a policy regarding Neighborhood Centers, the following should be considered and discussed. This will help provide guidance in crafting the policy.

Definition: A Neighborhood Center is a CA owned facility located in a Columbia neighborhood built for community, not recreational, use.

Why? This is how we now view a Neighborhood Center.

Philosophy: A Neighborhood Center is part of CA's overall strategy to create and nurture a social and physical environment which will work for people, nourishing human growth.

Why? It really is the philosophy from the beginning. If a Neighborhood Centers is not meeting CA's overall strategy to serve the community, then why is CA supporting it?

Purpose of a Neighborhood Center

1. The primary purpose of a Neighborhood Center is to provide inexpensive meeting space for the community.

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- a. *Why?* This was a key part of the concept from the very beginning and a concept which is still needed, can be met by CA (via the villages), and serves the community.
2. The secondary purpose is to provide space for coops/nursery school.
 - a. *Why?* This is also a part of the original concept for a Neighborhood Center.

New Neighborhood Centers: CA will not build any new Neighborhood Centers.

Why? 50 years later, Neighborhood Centers are not the focal point of a neighborhood. 11 Columbia neighborhoods (soon to be 12) have no Neighborhood Centers and all of them are successful. As shown in these neighborhoods, the need for meeting space can be provided in other ways.

Repair & Maintenance of Existing Neighborhood Centers: Since CA owns the facility, CA should continue to perform the normal repairs and maintenance needed to keep the facility operational.

Why? CA assets should be maintained. If CA believes an asset is no longer needed, then it should make the decision to dispose of the asset.

Issue: Should existing Coops/Nursery schools continue to use Neighborhood Centers?

Coops/Nursery schools quickly became part of a Neighborhood Center concept. Existing coops/nursery schools do provide a community service and were part of the original vision (it is not clear that the original vision considered coops & meeting space in the same facility). However, requirements for coops/nursery schools have changed considerably since the early days of Columbia. And the number of coops have decreased over the years. Nursery schools can be accommodated in commercial spaces. So long as the existing facility can serve a coop/nursery school they should continue to use the facility. However, should a coop/nursery school leave (or disband) a Neighborhood Center, there may be better community uses for that facility. One major point to consider is what happens if code changes make an existing Neighborhood Center unfit for a coop/nursery school? Expanding and bringing an existing building up to code is an expensive process. In this situation is the continued use of the facility the best way to serve the community or should other uses be considered?

Issue: Should there be kitchens in Neighborhood Centers?

Neighborhood Centers are not residential buildings, so kitchens have to meet commercial code. This requires space (many of the centers are not large) and funds to both meet code and to continue to operate. Having a microwave and a refrigerator is not a kitchen. Is it a wise use of CA funds to provide commercial kitchens in Neighborhood Centers? What are the benefits of such kitchens?

Issue: Should Neighborhood Centers have commercial uses?

Neighborhood Centers were envisioned as providing meeting space and early childhood education space. Commercial uses were to be in a separate building. Having commercial uses precludes using the space for meetings and other community activities.

Issue: Should Neighborhood Centers be used to provide meeting space?

Meeting space for the community was one of the key elements of the original Neighborhood Center concept and still remains a very important community use. However, would the community be better served if additional meeting space was provided in a Village Center? Do the smaller Neighborhood

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Centers provide adequate space for meetings and other community activities? Do they have adequate parking?

Issue: What to do about restrooms in Neighborhood Centers which do not meet current code? Restrooms need to be ADA-compliant and some of the existing Neighborhood Center restrooms do not meet code. Expanding the restrooms to meet code will reduce the amount of usable space. When does the amount of usable space decrease to where the facility does not adequately serve the community? For the smaller Neighborhood Centers and those whose primary use is coop/nursery school or for meetings, perhaps a single ADA-compliant restroom is all that would be needed. This would minimize space needed for a restroom.

Issue: Should space in Neighborhood Center attached to a pool house be used to improve the pool house?

Some of our pool houses to which Neighborhood Centers are attached need to be renovated and brought up to code (particularly regarding ADA accessibility). To do this, space from the Neighborhood Center could be used. This would reduce the amount of usable space in that Neighborhood Center. However, is the community better served by improving the pool house or by keeping the Neighborhood Center at its current size?

Issue: Do smaller Neighborhood Centers effectively serve the community?

Some of the existing Neighborhood Centers are small. For the ones without a coop/nursery school do they still adequately serve the community? Can the community be better served by additional space at the Village Center or in another larger building? Is there an optimal size for a Neighborhood Center? CA had a variety of Village Community Centers, but settled on a certain sized Community Center which seems to adequately serve those Villages. If CA stays with the concept of Neighborhood Center, should a similar approach to standardization be adopted?

Issue: Should an existing Neighborhood Center be rebuilt if it is destroyed or damaged beyond normal repair?

Issue: Are there other users for Neighborhood Centers?

Some ideas to consider - a teen center, partnering with HC Library (STEM), other partners who could use space to meet community needs.

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Neighborhood Centers Quick Review

There are a total of 14 Neighborhood Centers located in seven of Columbia's 10 villages. These buildings range in size from 586 to 4,400 square feet. Most were built early in Columbia's development — on average, they are 46 years old.

The Rouse Company's initial plans called for placing a Neighborhood Center in each of Columbia's neighborhoods. That plan was adjusted over time, reduced in scope and ultimately abandoned, providing Columbia with 14 Neighborhood Centers instead of 25 buildings. A majority of the Neighborhood Centers were built to residential standards and do not meet existing building codes for ADA compliance and energy conservation.

DS	1; Dorsey Hall (1515 sq ft) 1983; significant renovation 2015
HC	2; Longfellow (1285 sq ft) 1968; Swansfield (1440 sq ft) 1969
HR	No neighborhood centers
KC	1; MacGills Common (586 sq ft) 1982
LR	3; Jeffers Hill (3240 sq ft) 1976, Locust Park (2430 sq ft) 1972, Phelps Luck (4302 sq ft) 1973
OM	3; Stevens Forest (1380 sq ft) 1971, Talbott Springs (1302 sq ft) 1970, Thunder Hill (1169 sq ft) 1969
OB	No neighborhood centers
RH	1; River Hill (1681 sq ft) 1995
TC	No neighborhood centers
WL	3; Bryant Woods (1788 sq ft) 1967, Faulkner Ridge (1264 sq ft) 1967, Running Brooks (1401 sq ft) 1967

Harper's Choice

Village	Name of Neighborhood Center	Maximum Capacity (ex: 50 people; 35 people with tables)	Uses	Number of hours per week center is available	Usage Percentage (hours rented/hours available; on a weekly basis)	Percent of renters who are residents of Columbia	Hourly Charges for space (please specify resident, non-resident, non-profit, etc.)	What space is used exclusively for a commercial entity; please name entity	If a commercial use is specified, then how many hours per week	Any ideas for different uses of the Neighborhood Center space?
Harper's Choice	Swansfield	40 (we don't provide tables)	Daycare	55	100	100	\$1500/month	Happy Sprouts Day Care	55	
			Church Services	8	100 (Sunday Morning/Afternoon Use)	0	380/mth			
			Ghanian Association	3	100 (Sunday Night Use)	100	\$30/use			
			Rentals/Paid Mtgs.	Less than 1	1	100	Saturday Only - \$20/hr (Res. 4-hour Social); \$25/hr (Non-Res. 4-hour Social; \$20/hr (Res. 2-hr mtg); \$30/hr (Non-Res. 2-hr mtg)			
			Local Meetings	Less than 1	100	100	Mostly Free, but see above for pricing			
Harper's Choice	Longfellow	40 (we don't provide tables)	Drama Club	6	100 (Saturday Night Use)	100	\$65/use			
			Church Services	6	100 (Tuesday Night Use) 100 (Sunday Morning/Afternoon Use)	0	240/mth			
			Nursery School	37.5	100 for 9 months	100	\$1000/month			
			Rentals/iPaid Mtgs.	Less than 1	1	100	Saturday Only - \$20/hr (Res. 4-hour Social); \$25/hr (Non-Res. 4-hour Social; \$20/hr (Res. 2-hr mtg); \$30/hr (Non-Res. 2-hr mtg)			
			Local Meetings	Less than 1	100	100	Mostly Free, but see above for pricing			



August 30, 2019

Columbia Association
6310 Hillside Court, Suite 100
Columbia, MD 21046

Dear CA Board of Directors:

Along with this letter and as requested, you will find our completed Neighborhood Center Survey. However, all of the information we have been asked to provide to date has been focused on quantitative rather than qualitative data.

To begin, there are a few things to consider regarding some of the data points that you are seeking. First, our NCs are not staffed. Second, the notion of “hours rented/hours available” is a misnomer. The only time that we market available rental time is on Saturdays before 5 pm and when I say market, I mean in a hands off way; we do not aggressively promote these spaces as rental venues. Most of the event rentals at the NCs are childrens’ birthday parties; there is no alcohol permitted and again, the events are not staffed. Third, technically speaking, we really don’t have hours that are not available for some clients. For example, if one of our church groups wanted to hold a midnight service, we would permit that, but we do not market that timeframe as available. Similarly, if a local HOA wanted to hold a board meeting on a weekday evening, we would permit that. Fourth, we can only inform on the residential status of the person/entity who rents/leases our NC spaces, not those who participate in the programs that those rents/leases represent.

We agree that it is necessary to understand the costs involved in maintaining the NCs and we support that effort. All of us should have a clear understanding of costs, both current and future, of these facilities. We are intimately familiar, especially in more recent times, with the tremendous costs involved in maintaining these centers. As we’re sure you will recall, Longfellow NC went through a major renovation just over five years ago. More recently, the mold problem and subsequent remediation, cost all of us -- owner, operator, and tenants alike. In essence, it was a second major renovation in those short five years. We estimate that, between the fall of 2018 and summer of 2019, the Harper’s Choice Community Association (HCCA) lost roughly \$12,000 from tenants and renters at Longfellow and \$6,000 from our Swansfield NC day care provider which lost its license. I am pleased to report that the nursery school is back and we have replaced the day care with another provider.

Kahler Hall
5440 Old Tucker Row • Columbia, MD 21044
410-730-0770 • fax 410-730-8046
www.harperschoice.org

It is equally important however, to conduct an analysis of the benefits of the NCs, both monetary and in support of our village missions. The spreadsheet helps address the monetary portion of the analysis, but not the non-monetary, more subjective aspect of the NCs operations. For example, there appears to be a question of the amount of time that the centers are being utilized vs. the amount of time that they are available for use. While this is a legitimate area to look at, it is not as important as one may think. A stand-alone church, for instance, is used sparingly during a typical workweek. If one looks at the time available vs. the time used, one could come to the conclusion that the costs of the church operation are not worth it. Of course, this couldn't be further from the truth; the value of the church to the community is not found in the time utilized, but rather, in what is accomplished in that time.

We also have some concerns about questions that are aimed at distinguishing between renters/tenants being residents or not. If you are looking to find whether we're making more money on non-residents as opposed to residents, this question will get at that. However, we run a nursery out of Longfellow and a day care out of Swansfield. Most of those utilizing these services are likely going to be either residents or nonresidents who work in the area. So, from our perspective, both serve an equally important function in our Village and in Columbia as a whole.

As for the more general, non-monetary value of our NCs, our nonprofit nursery school has been in operation for 50 years. Clearly, it is serving a valuable need as the demand for the service has not dwindled in all of that time. Simply put, that service is priceless. While the timeframes may not match the 50 years of the nursery school's tenure, the other programs, such as our churches and day care center, are also priceless when it comes to meeting our mission and that of the Columbia Association. More specifically, HCCA's mission is to create and nurture community and to work to maintain the Village as an exceptional place for residents, businesses, property owners, and other stakeholders. CA's mission is to engage our diverse community, cultivate a unique sense of place and enhance quality of life.

When Longfellow was down and Swansfield had no daycare, at no time did anyone from our community even mention the need or desire to be rid of our NCs. In fact, it was everyone's inclination to ask out of concern, what happened with our Longfellow renters and tenants and whether we were able to take care of them. Similarly, the board was concerned with how long it would take to re-lease Swansfield, but not whether we should or shouldn't continue to serve our community with that NC.

We also take this opportunity to address Owen Brown Community Association's (OBICA) letter to the CA Board dated July 12, 2019. While we appreciate OBICA's right and desire to participate in this discussion in its entirety and to formulate and distribute their opinions on this subject matter, we are very disappointed in the tone and tenor of the notions expressed within. Most disappointing was the expression of an "us and them" mentality as opposed to a "we" mentality. If there's a belief that our NC renters and tenants have value only to Harper's Choice residents, that would be ill informed. As mentioned before, our new day care provider, our

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CA Board of Directors

nursery school, our churches, etc., serve not just the Harper's Choice population, but Columbia as a whole. This is true of all of the Villages and the Columbia Association. We're all in this together!

We appreciate your consideration of our comments and we look forward to working with you to come to a mutually agreeable position.

Sincerely,



Rebecca Beall
Chair
HCCA Board of Directors

Cc Board of Directors, HCCA
 Steve Ingley, Village Manager, HCCA

Long Reach										
Village	Name of Neighborhood Center	Maximum Capacity (ex: 50 people; 35 people with tables)	Uses	Number of hours per week center is available	Usage Percentage (hours rented/hours available; on a weekly basis)	Percent of renters who are residents of Columbia	Hourly Charges for space (please specify resident, non-resident, non-profit, etc.)	What space is used exclusively for a commercial entity; please name entity	If a commercial use is specified, then how many hours per week	Any ideas for different uses of the Neighborhood Center space?
Long Reach	Phelps Luck-Front Room	50	COMMUNITY USE-pre school, HOA meetings, non profit meetings, parent meetings, board meetings, self defense classes, birthday parties, graduation parties, weddings, Christenings, Baptisms, seminars, fraternal meetings, church	105	73%	55%	3 hr mtgs-\$65 CA/\$75 6hr party \$350 CA/\$425	not exclusive usage		Ongoing community usage is being obtained through a variety of different types of rentals.
Long Reach	Phelps Luck-Back Room	50	COMMUNITY USE-pre school, HOA meetings, non profit meetings, parent meetings, board meetings, self defense classes, birthday parties, graduation parties, weddings, Christenings, Baptisms, seminars, fraternal	105	70%	55%	3 hr mtgs-\$65 CA/\$75 6hr party \$350 CA/\$425	not exclusive usage		Ongoing community usage is being obtained through a variety of different types of rentals.
Long Reach	Locust Park	50	COMMUNITY USE-pre school, HOA meetings, non profit meetings, parent meetings, board meetings, self defense classes, birthday parties, graduation parties, weddings, Christenings, Baptisms, seminars, fraternal meetings, church	105	71%	55%	3 hr mtgs-\$65 CA/\$75 6hr party \$350 CA/\$425	not exclusive usage		Ongoing community usage is being obtained through a variety of different types of rentals.
Long Reach	Jeffers Hill	50	COMMUNITY USE-pre school, HOA meetings, non profit meetings, parent meetings, board meetings, self defense classes, birthday parties, graduation parties, weddings, Christenings, Baptisms, seminars, fraternal meetings, church	405	78%	55%	3 hr mtgs-\$65 CA/\$75 6hr party \$350 CA/\$425	not exclusive usage		Ongoing community usage is being obtained through a variety of different types of rentals.

River Hill

Village	Name of Neighborhood Center	Maximum Capacity (ex: 50 people; 35 people with tables)	Uses	Number of hours per week center is available*	Usage Percentage (hours rented/hours available; on a weekly basis)**	Percent of renters who are residents of Columbia* **	Hourly Charges for space (please specify resident, non-resident, non-profit, etc.)	What space is used exclusively for a commercial entity; please name entity	If a commercial use is specified, then how many hours per week	Any ideas for different uses of the Neighborhood Center space?
River Hill	Meeting Room	60 - Banquet 130 - Theatre Style	Private Rentals	102	84.38%	7%	CA Resident & Non-Profit	Large Storage Closet:	168 hrs/week	Senior Programs
			- Social				Discount = 10%	Montessori Preschool	(24 hrs/day)	Teen Programs
			- Meetings (nonprofit+)	Monday - Thursday			Children's Birthday	WuShu Martial Arts		Middle Schooler Activities
			- Classes	7 am - 9 pm			Party =			CA Classes
			- Leases (churches)	Friday			\$165/3 hours,			Non-profit Offices &
			Montessori Preschool	a.m.			\$75/hour additional			Related Programs/Trainings
			(8/19 - 8/20)	Saturday			Other Socials =			Multi-cultural Center
			Free Uses (varies)	am			\$399/5 hours,			ESOL Classes
			- Scout Troops	Sunday			\$75/ hour additional			Satellite Library Programs
			- Swim Teams	9 am - 10 pm			Meetings = \$35/hour			Organization
			- CA Aquatics Dept				Class Rates =			Partnerships
			- CA Training Programs				Start-up = \$18/hr			
			- CA Events (varies)				Regular = \$22/hr			
			- Village Meetings (occasionally)				Lein Payer = \$20/hr			
			Events							
			(varies from year to year)							
			e.g. Pool Party,							
			Talks,							
			RHCA/CA Watershed							
			Events							

Notes:

*Includes hours for the Montessori School that began in August 2019.

** Average usage based on a typical week of rentals at the Meeting Room and includes the hours used by the Montessori School.

***Based on FY19 rental contracts. However, multi-use renters have only been counted once.



August 20, 2019

Board of Directors
c/o Dennis Matthey
Columbia Association
6310 Hillside Court
Columbia, MD 21046

RE: Neighborhood Center Survey

Dear Members of the Board of Directors,

Please find attached the completed Neighborhood Center Survey for the River Hill Meeting Room.

The Neighborhood Centers play an important role in the life of Columbia and these roles naturally change over time. In River Hill's case, the Meeting Room was home to the association's offices prior to the construction of Claret Hall and was the central gathering place for residents in the early years of the village. The association's Board of Directors and Resident Architectural Committee met in the facility, the association's special events were held in the building, and space was rented for classes, social events, religious groups, and other similar uses. Once Claret Hall opened, the facility was rented for 10 years by a non-profit, cooperative nursery school that many children from throughout Columbia attended. During this time, the building continued to be rented out evenings and weekends for other uses. Following the closure of the co-op nursery school, the facility has twice housed another co-op nursery school while renovations were made to their location. For many years the River Hill Meeting Room housed a popular driver education school. Throughout its life, the building has been used for a wide variety of "free uses" that benefit the community including scout troop meetings and swim team events/meetings. Beginning in August 2019, the facility began, once again, to be utilized weekdays for a preschool/daycare program. The Neighborhood Centers in other villages have and continue to serve in similar capacities.

As you evaluate the survey responses from the villages, please recognize that it is highly likely that the methods used by each village to derive the responses may differ. Therefore, any comparisons you make must acknowledge this. Additionally, while we can measure revenue and

expenses and the number of uses, when considering the future of the Neighborhood Centers we must recognize their intrinsic value. We need to value the importance of these spaces to the communities they serve and their varied roles in building interpersonal connections. After all, the Columbia Association and the village associations were created to enhance the quality of life for Columbians and others who choose to work and play here. This responsibility takes many forms. Providing recreational facilities such as pools and gyms are just one method to fulfill this mission. When considering the Neighborhood Centers, let's also ask what needs do the Neighborhood Centers currently fill and how can they be used to better serve the Columbia community in the short and long term? Let's also remember, having a neighborhood center in one village doesn't just benefit the residents of that village or that village association. We are all better off when there are strong community connections.

We look forward to discussing the future of Columbia with you.

Sincerely,



Tony Miceli, Chairperson
Board of Directors

Cc: Dennis Matthey, CA
Village Board

Oakland Mills

Village	Name of Neighborhood Center	Maximum Capacity (ex: 50 people; 35 people with tables)	Uses	Number of hours per week center is available*	Usage Percentage (hours rented/hours available; on a weekly basis)	Percent of renters who are residents of Columbia**	Hourly Charges for space (please specify resident, non-resident, non-profit, etc.)***	What space is used exclusively for a commercial entity; please name entity	If a commercial use is specified, then how many hours per week	Any ideas for different uses of the Neighborhood Center space?****
Oakland Mills	Stevens Forest	25 seated; 75 standing but this is two rooms	Non-Profit 501C3, The Village in Howard, M-F; Church on F/Sun; HOA meetings during month in evenings; Late June through Late July "Adventures in Camp, for profit, privately owned	n/a	100%	33%	Columbia resident - \$40/hour; Non resident - \$50/hour	n/a	n/a	OM Board has not discussed this.
Oakland Mills	Thunder Hill	58 seated; 125 standing	Cooperative Nursery School since 1968; Adult Improve Drama Group; Summer swim team meeting/events	n/a	100%	50%	Columbia resident - \$40/hour; Non resident - \$50/hour	n/a	n/a	OM Board has not discussed this.
Oakland Mills	Talbott Springs	25 seated; 75 standing but this is two rooms	2 churches, Fri/Sat/Sun.; currently we do not have a weekday tenant. This is the first in 13 years w/out a tenant and we	n/a	100%	100%	Columbia resident - \$40/hour; Non resident - \$50/hour	n/a	n/a	OM Board has not discussed this.
				*Neighborhood Centers are self-serve, non-staffed facilities that do not have regular operating hours. They are only open and available during the hours in which they are leased/rented.	Varies based on rental contract	Varies based on rental contract				*OM Board briefly discussed the current Neighborhood Center issue but did not brainstorm at the time on potential uses. Board chair/manager will participate in 9/5/19 meeting



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



October 3, 2019

Columbia Association Board of Directors
6310 Hillside Court
Columbia, MD 21046

Dear CA Board of Directors:

“We inspire and engage our diverse community by providing programs, services, and amenities that foster a unique sense of place and enhance quality of life.” This is CA’s new mission statement. This is a shared mission and perfectly describes the unique existence of the neighborhood centers within our villages that serve as sense of place unlike any other in Columbia.

This letter supplements the neighborhood center spreadsheet requested this past summer. The information requested for the spreadsheet required statistical data. This letter provides an overview of the overall operation of the neighborhood centers.

Columbia’s neighborhood centers were purposefully created within the villages to serve as a center of community activity, a gathering spot, and meeting space. Fifty years later the neighborhood centers continue to serve this purpose.

Imagine a multi-generation venue in the heart of a village serving our diverse community. **Imagine** neighborhood centers, often described as “no frills,” which have evolved over the last 50 years which are home to the educational, programmatic, and recreational needs of the community at large. **Imagine no more** – Columbia’s neighborhood centers do just that.

Stevens Forest Neighborhood Center

Stevens Forest NC is fully occupied year round. Current tenants are The Village in Howard, Adventures in Camp, and a house of worship. Other current uses include local HOA Boards. Stevens Forest NC is truly a multi-generational center.

The Village in Howard (TVIH) occupies the facility weekdays, September through June. TVIH is a non-profit membership organization for Howard County residents’ age 55+ who wish to be a part of a community where members support each other as they remain in their own homes. TVIH builds community by providing activities and programs which educate, entertain, and connect members; and provides the bonus of decreasing isolation. TVIH promotes “neighbors helping neighbors” by assisting one another. The Stevens Forest neighborhood center is TVIH’s center to meet all of their needs.

The center is their “ideal” place because it is: affordable; one floor with easy, no stair entry; ample and easy parking; flexible, providing 2 separate rooms and an office; accessible restrooms; outdoor benches and tables for gathering and informal conversations; adjacent to the Stevens Forest Pool which has aquatic activities for seniors; and strong support from Oakland Mills management and staff.

Adventures in Camp (AIC)

Adventures in Camp (AIC) was established in 2004 and the Stevens Forest Neighborhood Center has been its home for the past 16 years. Stevens Forest is an ideal setting for the summer camp. Adventures in Camp is privately owned by a public school teacher, and every counselor is a local professional educator, or in college hoping to become a teacher. The neighborhood center is centrally located in the neighborhood and adjacent to the Stevens Forest tot lot and pool, both of which are used several times a week by the campers. AIC rents the center from mid-June through late August and provides before and after camp hours for those families who need additional camp time. Along with weekly educational and fun field trips AIC also provides reading, math, and writing enrichment. AIC is the perfect fit in Oakland Mills serving all of Columbia and provides a unique camping experience of “teacher run/summer fun.”

Additional uses of the Stevens Forest Neighborhood Center include weekend worship services and HOA meetings.

Thunder Hill Neighborhood Center

Oakland Mills Nursery School (OMNS)

The Oakland Mills Nursery School opened its doors at the Thunder Hill Neighborhood Center in 1970 and has been in operation ever since! What an amazing **50 years** of nurturing Columbia’s preschoolers in a parent/coop setting. OMNS leases the facility 5 days week running 2 sessions per day for children ages 3 – 5.

OMNS’s philosophy affirms the individual learning styles of each child. The spirit of play is present in all activities to promote the social, physical, intellectual and emotional development of the children. OMNS’s is aligned with and accredited by Maryland State Department of Education’s (MSDE) early childhood standards. OMNS promotes and builds relationships with families and community agencies. OMNS is recognized as a community partner with the majority of the families residing throughout Columbia.

Other Uses of Thunder Hill Neighborhood Center

The facility is rented throughout the year to a **Drama Improve Group**. The setting is perfect with the adjacent courtyard and restaurant. We have rented to this group for the past five years.

Thunder Hill Swim Team – the swim team uses the neighborhood center for meeting space, social space throughout the pool season. Other uses have been houses of worship, small family gatherings, and a driving school.

Talbott Springs Neighborhood Center

Until this September, Talbott Springs was home to preschool for the past 12 years. Our current tenants are two houses of worship renting the space on Friday, Saturday, and Sunday. During July and August the center space is donated to the Howard County Police Department one day a week for the Summer Youth Activity Program. HCPD School Resource Officers and HCPD's Youth Division run the program which is free and open to the community-at-large. Several years ago, the Oakland Mills staff facilitated a partnership between CA Aquatics and HCPD for free use of the Talbott Springs Pool for those attending the summer youth program. This is a great partnership for many of our young residents whose families could not afford a pool membership.

Currently we are brainstorming on the future use of the center. We have several ideas that we would love to share with the CA Board as we embark on the neighborhood center policy process.

We are working on finding a tenant for weekdays on a short term basis as we explore great possibilities and uses for TSNC.

Hours of Operation – All Centers

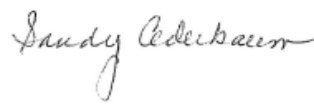
All of Oakland Mills neighborhood centers are surrounded by residential properties and not staffed by OMCA. Thus, we must be extremely cognizant of the village's responsibility to provide a safe and secure environment and not negatively impact on the surrounding community. SFNC is open during the hours it is rented to the longstanding tenants. Those tenants often request some night programs which are permissible. We do not rent the building for social parties. While this may have been acceptable 50 years ago, it is no longer the prudent way to manage a facility. On occasion we will rent to small business meetings and local non-profits for meetings and small gatherings.

We look forward to working with the CA Board regarding the creation of the CA Neighborhood Center Policy. Please feel free to contact either of us with any questions you have or additional information you need.

Sincerely,



Jonathan L. Edelson, Board Chair
Jledelson.omca@gmail.com



Sandy Cederbaum, Village Manager
manager@oaklandmills.org

Wilde Lake

Village	Name of Neighborhood Center	Maximum Capacity (ex: 50 people; 35 people with tables)	Uses	Number of hours per week center is available*	Usage Percentage (hours rented/hours available; on a weekly basis)	Percent of renters who are residents of Columbia**	Hourly Charges for space (please specify resident, non-resident, non-profit, etc.)***	What space is used exclusively for a commercial entity; please name entity	If a commercial use is specified, then how many hours per week	Any ideas for different uses of the Neighborhood Center space?****
Wilde Lake	Bryant Woods	50	Non-profit Montessori Nursery School since 1969, religious services, meetings, band rehearsals, classes	n/a	100%	67%	Columbia resident - \$32/hour; Non resident - \$35/hour	n/a	n/a	No
Wilde Lake	Faulkner Ridge	35	Cooperative Nursery School since 1968, CA summer camps, meetings, religious services, improv club, classes	n/a	100%	80%	Columbia resident - \$27/hour; Non resident - \$30/hour	n/a	n/a	No
Wilde Lake	Running Brook	35	Cooperative Nursery School since 1969, CA camps, meetings, religious services, classes	n/a	100%	83%	Columbia resident - \$27/hour; Non resident - \$30/hour	n/a	n/a	No
				*Neighborhood Centers are self-serve, non-staffed facilities that do not have regular operating hours. They are only open and available during the hours in which they are leased/rented.		**Varies from year to year. Figures provided are for FY2019.	***FY2019 rates			****The Wilde Lake Village Board discussed this question at its August 5, 2019 meeting.

September 6, 2019

To: Nancy McCord

Fr: Kristin Shulder

RE: Wilde Lake Neighborhood Centers

Overview

Wilde Lake Community Association manages three neighborhood centers located in the Village of Wilde Lake. The centers do not have on-site staff and do not have regular operating hours. Renters are required to do their own set ups and clean ups. During the school year, the centers are primarily used by nursery schools. The centers are available during evenings and weekends for HOA & club meetings, classes and church services.

	BRYANT WOODS	FAULKNER RIDGE	RUNNING BROOK
Room Capacity	50	35	35
Building Size	1,788 sq. ft.	1,264 sq. ft.	1,401 sq. ft.
Activity Space	1,044 sq. ft.	775 sq. ft.	966 sq. ft.

Bryant Woods Neighborhood Center

[Bryant Woods Montessori Children's House](#) has been the main tenant at BWNC since 1969. BWMCH is a non-profit nursery school. In May 2018, BWMCH signed a two year lease for the 2018/2019 and 2019/2020 school years. In accordance with the lease, BWMCH has use of the neighborhood center Mondays through Thursdays (8:30am-8:30pm) and Fridays (8:30am-4:30pm) from late August through mid-June. In FY2019, the school also rented the center for three weeks during the summer for a camp program.

In FY2019, BWNC was used by regular renter Glorious Gospel Ministries each Sunday through the year. It was also rented by other groups for meetings and band rehearsals during evenings and weekends. BWNC is located in a residential neighborhood on Green Mountain Circle near the Bryant Woods neighborhood pool.

Faulkner Ridge Neighborhood Center

[Wilde Lake Children's Nursery](#) has operated out of FRNC since 1968. WLCN is a non-profit cooperative nursery school. The school signs a one year lease for use of the center from September through June. For FY2020, WLCN has use of the neighborhood center Mondays through Fridays, 9am-3pm.

During the summer, CA camps rents the center for its programs. In FY2019, CA used the space for six weeks for “Camp C.O.O.K.” and before & after camp care. The location is ideal for summer camp because it is attached to the Faulkner Ridge neighborhood pool. The camp program includes daily outdoor pool time.

In FY2019, FRNC was rented to a small church for six months on Sundays and, occasionally used for small board, HOA and improv club meetings during the evenings and weekends. FRNC is located on Marble Faun Way off of Faulkner Ridge Circle.

Running Brook Neighborhood Center

[Running Brook Children's Nursery](#) was established in 1969. RBCN is a non-profit cooperative nursery school. The school signs a one year lease each year for use of the center from September through June. For FY2020, RBCN has use of the neighborhood center Mondays through Fridays, 8am-4pm.

During the summer, CA camps rents the center for its programs. In FY2019, CA used the space for ten weeks for “My First Camp” and before & after camp care. The location is ideal for summer camp because it is next door to the Running Brook neighborhood pool. The camp program includes daily outdoor pool time.

In FY2019, RBNC was also rented by two regular clients during evenings and weekends: Bosniak-American Islamic Community (Saturdays from September through June) and Running Brook Condominium Association.

Cooperative Nursery Schools

Cooperative nursery schools, like Wilde Lake Children's Nursery and Running Brook Children's Nursery, provide a unique community building opportunity. The schools are run with parent volunteers. There are teachers on staff, but parents are scheduled to help out in the classroom and with all aspects of running the school, including administrative support, cleanup and food prep. Because parents are giving their time for free, the schools operate with few paid staff and at lower costs than traditional preschools. Cooperative nursery schools allow parents to get to know other parents and children.

DRAFT - Neighborhood Centers Discussion & Decision Timeline

Date	Activity	Purpose
25 July 2019	Send survey to Villages	Purpose of the survey is to collect usage data from the Villages and any ideas they have regarding neighborhood centers
21 Aug 2019	Survey Responses Due	Collect Villages response to survey
5 Sept 2019	Meet with Village Chairs	Discuss Neighborhood Centers topic with Chairs; solicit Villages help with the discussion and decision
10 Oct 2019	Review and discuss data collected	CA Board work session (public); review the usage data, financial data; capital spending data for neighborhood centers
14 Nov 2019	Discuss general principles for Neighborhood Centers	CA Board work session (public); discuss potential general principles to guide policy on Neighborhood Centers
Dec/Jan	Meet with Villages	Meeting with Villages to discuss potential general principles
Jan 2020	Feedback from Villages	Villages provide feedback to CA Board regarding general principles and impact they foresee on their particular centers
23 Jan 2020	Finalize general principles	CA Board regular meeting (public); with input from Villages
12 Mar 2020	Draft potential policy	CA Board work session (public);
26 Mar 2020	Adopt Neighborhood Center Policy	CA Board meeting (public); finalize and adopt the new Neighborhood Center policy

Draft - 11/14/19

COLUMBIA ASSOCIATION POLICY REGARDING VEHICULAR TRAFFIC IN SYMPHONY WOODS

Merriweather Park at Symphony Woods (“the Park”) is an urban park designed and intended for pedestrian experiences. It is the obligation of Columbia Association (CA) to protect these approximately 51 acres of green space at the heart of Columbia’s newly urbanizing downtown for the use of current and future generations. As a result, this policy is intended to state CA’s position on vehicular traffic on its property in the Park.

The Park surrounds Merriweather Post Pavilion (MPP), now owned by the Downtown Columbia Arts and Culture Commission (DCACC). Because it is impossible to access MPP without crossing CA property, decades ago CA granted certain ingress and egress easements to the then owner of MPP. The intention and terms of those easements were to allow people and vehicles to get to and from MPP by crossing certain portions of the Park. These easements are perpetual and run with the land, although an easement can be modified with the approval of the parties to the easement.

More recently, CA granted an easement to Inner Arbor Trust (IAT) to develop and operate a cultural, arts and entertainment park within the Park. With the acknowledgment of CA, IAT entered into a reciprocal easement agreement which now runs to the benefit of DCACC as the owner of MPP. Among other provisions, that agreement modified one of the old easements providing access on the east side of the Park.

CA acknowledges that these easements provide certain rights to (and impose certain obligations on DCAAC regarding) ingress and egress to MPP. It is CA’s position, however, that those rights are not unqualified and that those easements limit use to reasonable means to get to and from MPP. Moreover, in order for the exercise of the easement rights to be reasonable, CA also believes that all vehicular use of the roadways must meet the guidelines established by CA for the protection of the Park.

Given the foregoing, as a matter of policy, CA opposes any further “drive-through events” through the Park. “Drive-through events” are defined as events in which people remain in moving vehicles and drive in a steady stream observing installations or other entertainment or activities from their vehicles. The Park’s infrastructure is not designed for such intense driving experiences. Moreover, the potential damage from long lines of slow-moving cars threatens not only the land but also the environment. Such activity is in direct conflict with CA’s strategic initiative to take additional steps to further reduce environmental impacts on CA-owned

property. This strategic initiative and the corresponding steps align with a primary goal in CA's 2019 Strategic Plan, which is to become a statewide leader in environmental sustainability.

This policy is not intended to oppose the use of vehicles on roadways within CA's property in accordance with the terms of the easements.

Approved by CA Board of Directors November __, 2019

Columbia Development Tracker

November 4, 2019



The Columbia Development Tracker incorporates projects or development proposals going through their entitlement and/or planning review process. The tracker is composed of four separate sections, which are listed below in order of appearance:

1. Upcoming development related public meetings
2. Previous development related public meetings and decisions
3. Newly submitted development plans
4. Previously submitted development proposals and decisions/status

This monthly report is produced by CA's Office of Planning and Community Affairs with information compiled from Howard County Government

Upcoming Development Public Meetings

Project	Village	Meeting Date, Time, and Location	Meeting Type	Stage in the Development Review Process	CA Staff Recommendation
BA-19-001S An application for a sign variance was submitted for multiple signs located at 9123 MD Route 108 (Old Annapolis Road) in order to replace existing signs following expansion of the existing use and construction of bioretention facilities.	Near Oakland Mills	11/5/2019 6:30 pm 3430 Court House Dr. Ellicott City, MD 21043	Hearing Examiner (Board of Appeals)	Final approval of variance request	No action recommended. Impacts are minimal.
ZB-1120M Enterprise Homes, Inc. A proposal to amend the Columbia New Town District Preliminary Development Plan to increase the allowable number of approved dwelling units (excluding Downtown) by 300 for the purpose of redeveloping five mixed-income multi-family developments containing 300 existing affordable housing units. The redevelopment proposal is for a total of 600 multi-family units (300 affordable units and 300 market rate) on properties located in West Columbia.	Harper's Choice & Wilde Lake	11/6/2019 6:30 pm 3430 Court House Dr. Ellicott City, MD 21043	Zoning Board	Final decision. The Planning Board previously voted to recommend approval	Columbia Association will testify in support of this proposal to redevelop five properties to meet modern housing standards and continues to provide affordable housing opportunities in Columbia.

Upcoming Development Public Meetings

Project	Village	Meeting Date, Time, and Location	Meeting Type	Stage in the Development Review Process	CA Staff Recommendation
<p>PB-448; FDP-DC-L-2, Lakefront Neighborhood</p> <p>HRD submitted a proposal that includes the Neighborhood Design Guidelines, Neighborhood Concept Plan and Implementation Plan for the Lakefront Neighborhood and a FDP for a portion therein. The development proposal is for a maximum of some 775 residential units, 150,000 square feet of retail and restaurant uses and 200,000 square feet of office uses.</p>	<p>Columbia Non-Village, Downtown Lakefront Neighborhood</p>	<p>11/07/2019 7:00 pm</p> <p>3430 Court House Dr. Ellicott City, MD 21043</p>	<p>Planning Board – Decision Making Role</p>	<p>Public Meeting and final decision</p>	<p>CA planning staff presented this case to the CA Board of Directors at their 10/10/2019 meeting and discussed potential issues, concerns, and recommendations. CA will participate in the hearing to raise these issues.</p>
<p>ZB-1119M</p> <p>HRVC Limited Partnership, C/O Kimco Realty Corp</p> <p>The applicant has submitted a request to amend the Preliminary Development Plan for Columbia's New Town District for the purpose of redeveloping the Hickory Ridge Village Center.</p> <p>The Planning Board previously voted to recommend approval of the PDP amendment.</p>	<p>Hickory Ridge</p>	<p>11/13/2019 6:30 pm</p> <p>3430 Court House Dr. Ellicott City, MD 21043</p> <p>Continuation of hearing from 7/24/2019, 9/4/2019, 9/25/2019 (cancelled)</p>	<p>Zoning Board</p>	<p>Final public meeting and decision</p>	<p>No action at this time.</p> <p>CA planning staff will closely monitor this case.</p>

Upcoming Development Public Meetings

Project	Village	Meeting Date, Time, and Location	Meeting Type	Stage in the Development Review Process	CA Staff Recommendation
BA 19-029-C The Community Ecology Institute who is the owner of property at 8000 Harriet Tubman Ln has submitted a conditional use application for charitable or philanthropic institutions offices and educational programs to provide space for a non-profit organization.	Near Hickory Ridge	11/14/2019 6:30 pm 3430 Court House Dr. Ellicott City, MD 21043	Hearing Examiner (Board of Appeals)	Final approval of conditional use based on evaluation of criteria	CA is supportive of CEI's mission and the proposed use at this location.
Sheraton Redevelopment – Phase II The owner of property at 10207 Wincopin Circle, Columbia, MD (the existing Sheraton hotel) is proposing to redevelop the existing hotel/conference center adding residential, commercial, and recreational uses.	Columbia Non-Village, Lakefront Neighborhood	11/25/2019 6:00 pm Slayton House 10400 Cross Fox Lane Columbia, MD 21044	Pre-submission Community Meeting	Community meeting prior to submission of development plans	CA staff will attend

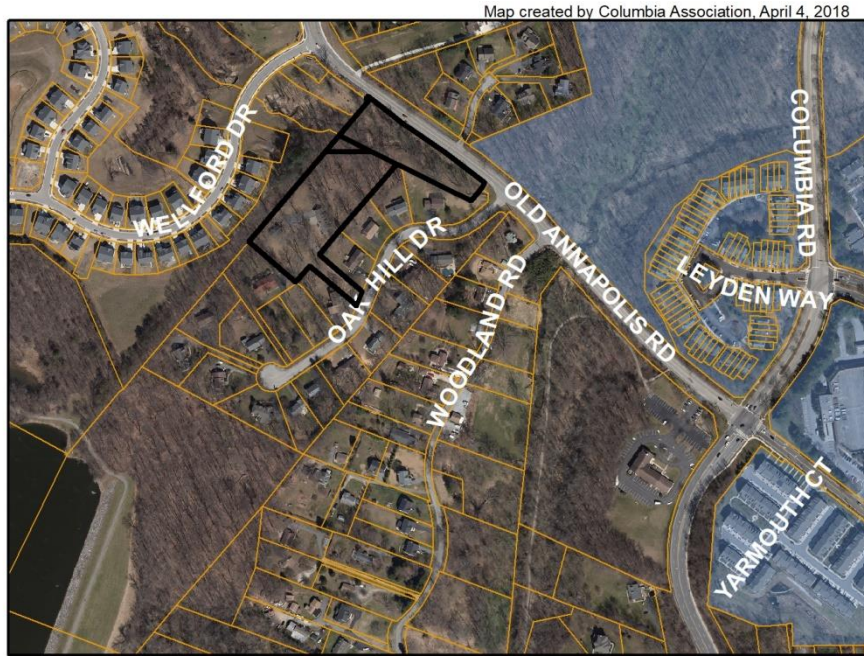
Previous Development Related Meetings and Decisions

Project	Village	Meeting Date, Time, and Location	Meeting Type	Decision	Stage in the Development Review Process	CA Staff Recommendation
The Mall in Columbia Refresh Brookfield Properties is proposing renovations to their outdoor entrances with a focus on the main eastern pedestrian plaza area.	Columbia Non-village, Downtown Mall	10/16/2019 7:00 pm 3430 Court House Dr. Ellicott City, MD 21043	Design Advisory Panel	DAP made several motions related to suggested design improvements.	Input prior to submission of plans	No action recommended.
SDP-18-005, Crescent Neighborhood Area 3 HRD submitted a redline revision to an approved SDP proposing the replacement of a pad site retail building with a 250-room, 15 story, <170 ft. tall hotel. Previous proposals present to the DAP included a request for additional height, however the application as submitted shows the height to be in compliance with the approved FDP The redline revision also alters the amount of ground-floor retail space and includes increases in residential units within a previously approved mixed-use building (423 to 436 units).	Columbia Non-Village, Downtown Crescent Neighborhood	10/17/2019 7:00 pm 3430 Court House Dr. Ellicott City, MD 21043	Planning Board – Decision Making Role	Approved 5-0	Public Meeting and final decision	CA planning staff finds no issues or concerns with the redline proposal. No action recommended.

Newly Submitted Development Plans

F-20-027,

Near Dorsey's Search



Property Boundary CA Owned or Leased Property Columbia Area

Project Description: The owner of property at 9692 Oak Hill Road submitted a Final Plan associated with the proposal to build 6 single family detached houses on three parcels consisting of a total 4.25 acres. The property is currently developed with one home and one accessory structure.

Submitted: 10/30/2019

Zoning: R-20

Decision/Status: Under review

Next Steps: Technical review and decision by Department of Planning and Zoning.

CA Staff Recommendation: No action recommended – the proposed development of this parcel is consistent with the surrounding density and zoning.

WP-20-037, GWYNN Park Dr. Outfall Stabilization

Dorsey's Search



Property Boundary CA Owned or Leased Property Columbia Area

Project Description: Alternative compliance was requested in order to remove a specimen tree, for limited disturbance from forest conservation requirements and for submission of an SDP; all associated with necessary work to perform stream restoration/outfall stabilization work at the end of Gwynn Park Drive through private back yards onto County property.

Submitted: 10/18/19

Zoning: R-20 Low Density Res.

Decision/Status: Under review

Next Steps: Review and decision by Department of Planning and Zoning.

CA Staff Recommendation: No action recommended

Newly Submitted Development Plans

WP-20-035, Cedar Creek, Phase 1 and 2

Near Hickory Ridge and River Hill

Map created by Columbia Association, November 1, 2019



Property Boundary CA Owned or Leased Property Columbia Area

Project Description: The owner of property at 7600 Grace Drive requested and was granted a deadline extension for payment of fees and submission of final plans associated with two previously reviewed and approved Final plans; F-18-041 & F-18-109.

Submitted: 10/17/19

Zoning: CEF-R, Community Enhancement Floating-Res

Decision/Status: Approved 10/18/19

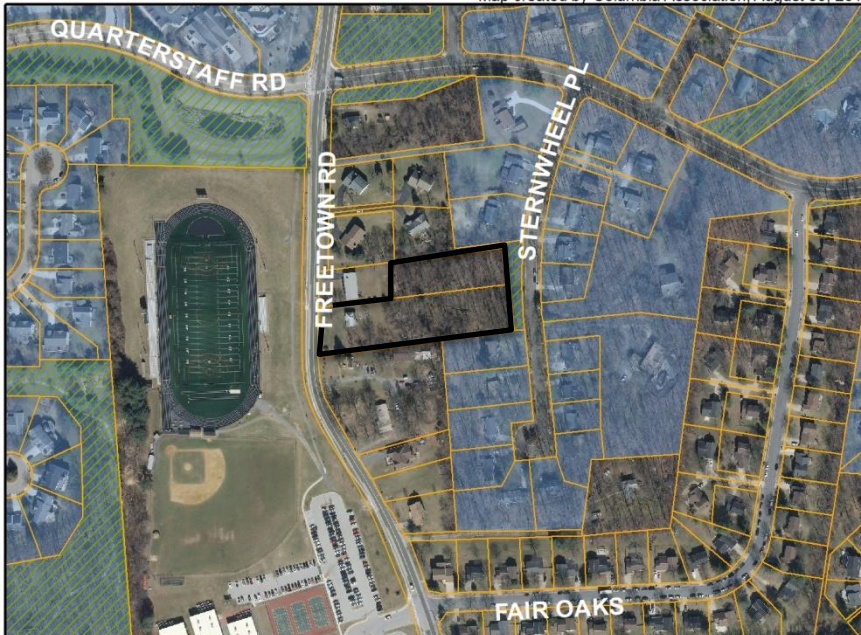
Next Steps: none

CA Staff Recommendation: No action recommended; limited to no impact associated with this action.

SDP-20-015

Near Hickory Ridge

Map created by Columbia Association, August 30, 2018



Property Boundary CA Owned or Leased Property Columbia Area

Project Description: The owner of property at 6549 Freetown Road submitted a Site Development Plan proposing to build 5 single-family detached dwelling units on 2 acres of property currently developed with 1 existing single-family home.

Submitted: 10/15/19

Zoning: R-12

Decision/Status: Under review

Next Steps: Technical review and decision by Department of Planning and Zoning

CA Staff Recommendation: No action recommended – the proposed development of this parcel is consistent with the surrounding density and zoning.

Columbia Development Tracker (November 2019)						Last Updated 11/1/2019	
This is the monthly status summary of previously proposed development and redevelopment projects in Columbia.							
Previous Development Proposals and Decisions							
Project	Latest Submission or Meeting Date	Project Description	Village	Zoning	Decision/Status	Stage in the Development Review Process / Next Steps	CA Staff Recommendation
F-18-041 Cedar Creek - Phase 1 (Renamed from Simpson Oaks)	5/7/2018, 10/16/2017, 2/25/2019	The owner of property on Grace Drive submitted a final plan for phase 1 of their development of ~60 acres. The plan consists of 46 single-family detached home lots and 83 town home lots, 12 open space parcels and 8 future residential parcels to be developed under Phase 2.	Near Hickory Ridge and River Hill	CEF-R	Deemed Technically Complete on 3/21/2019	Final subdivision plan prior to submitting an SDP	No action recommended, plan appears consistent with original site plan concepts and previous plan submissions.
SDP-19-032 Brightview Columbia	11/13/2018, 1/7/2019, 2/27/2019	A site development plan was submitted in association with the proposed development of a 90 unit age-restricted apartment on ~ 6.69 acres for property located at the southeast quadrant of Martin Road and Seneca Drive.	Near Hickory Ridge	CEF-M	Signed/Final Approval 10/16/2019	Review by DPZ technical staff. Final step in development review process pending conditional use approval by the Hearing Examiner for the proposed age-restricted use.	No action recommended – development is consistent with concept plan approved as part of CEF-M zoning change.
SDP-19-025 Cedar Creek Bridge and Trail	11/21/2018, 2/28/2019, 5/28/2019	An SDP was submitted for an environmental trail connecting the Cedar Creek development to the Robinson Nature Center. This project is a community enhancement and a condition of approval for CEF-R associated with the adjacent Cedar Creek residential development on Grace Drive.	Near River Hill & Hickory Ridge	NT	Submit Revised	Technical review by staff	No action recommended – development is consistent with concept plan approved as part of CEF-R zoning change.
SDP-19-022, Cedar Creek - Phase 1	1/18/2019, 4/11/2019	The owner of property at 7600 Grace Drive submitted a site development plan for 7 buildable lots (five single-family attached homes & 2 single family detached) which are part of a larger development proposal at this site	Near River Hill	CEF-R	Technically complete on 5/23/2019	DPZ staff level review and decision	No action recommended – project is consistent with prior approvals and substantially conforms to the approved concept plan.
FDP-DC-L-2	1/17/2019, 4/30/2019, 7/25/2019	Howard Research and Development Corporation submitted a Final Development Plan for an area in the Lakefront North neighborhood of Downtown Columbia. The proposal includes mixed-use retail, medical office, and residential development consisting of 775 units on 13 acres of property located between Little Patuxent Pkwy and Lake Kittamaqundi and north of Wincopin Circle. The most recently revised submission reduced the proposed medical/office square footage from 1,050,000 to 200,000 SF. The proposal continues to include 150,000 SF of Retail/Restaurant space and 775 dwelling units	Downtown Columbia, Non-Village	NT	Under Review	Planning Board Hearing	No action recommended. CA staff is closely monitoring this project and will review all submissions.

Columbia Development Tracker (November 2019)						Last Updated 11/1/2019	
This is the monthly status summary of previously proposed development and redevelopment projects in Columbia.							
Previous Development Proposals and Decisions							
Project	Latest Submission or Meeting Date	Project Description	Village	Zoning	Decision/Status	Stage in the Development Review Process / Next Steps	CA Staff Recommendation
SDP-19-049	3/5/2019, 5/20/2019, 7/15/2019	A Site Development Plan was submitted for a property located at 9199 Red Branch Road. The SDP is proposal is to tear down of the existing building and replace it with a three-story self-storage facility.	Columbia Non-village	NT	Technically Complete 8/19/2019	Technical review and decision by DPZ staff	No action recommended. Per the FDP, self-storage facilities are a permitted use and this project is consistent with surrounding uses.
F-19-062 Atholton Overlook	3/7/2019, 5/1/2019	The owner of property at 6549 Freetown Road submitted a final subdivision plan proposing to build 5 single-family detached dwelling units on 2 acres of property currently developed with 1 existing single-family home.	Near Hickory Ridge	R-12	Technically Complete 6/6/2019	Technical review and decision by Department of Planning and Zoning	No action recommended – the proposed development of this parcel is consistent with the surrounding density and zoning.
PB 449 SDP-19-055 Robinson Overlook	4/1/2019, 6/17/19, 10/8/2019, 10/29/19	The owner of property at 7410 Grace Drive submitted Site Development Plan for 48 dwelling units spread between five residential apartment buildings. This is a Howard County Housing Commission project with a low, moderate, and mixed income housing structure.	Near Hickory Ridge	POR	Under Review	Next Steps - Planning Board	No action recommended. The use is permitted in the POR zone and CA planning staff is supportive of this mixed-income proposal.
SDP-19-050 Oak Hill Subdivision	3/28/2019, 6/13/2019	The owner of property at 9692 Oak Hill Road is proposing to build 6 single family detached houses on three parcels consisting of a total a 4.25 acres. The property is currently developed with one home and one accessory structure.	Near Dorsey's Search	R-20	Technically Complete 7/25/2019	Technical review and decision by Department of Planning and Zoning	No action recommended – the proposed development of this parcel is consistent with the surrounding density and zoning.
ECP-19-048 Gateway Medical Office Building	3/26/2019	The owner of property at 8201 John McAdam Dr. submitted an environmental concept plan for the commercial development of one parcel.	Columbia Non-Village, Gateway District	POR	Applicant must submit revised plan	Technical review and decision by Department of Planning and Zoning	No action recommended - The applicant will need to meet current design standards as determined by the Development Engineering Division.
SDP-19-065 Hidden Ridge	6/4/2019, 8/19/2019	The owner of property at 10685 & 10689 Owen Brown Road submitted a subdivision plan for 1 open space lot and 12 single-family attached homes on ~4.9 acres of land behind the Abiding Savior Lutheran Church.	Near Hickory Ridge	R-SC	Deemed Technically Complete 9/26/2019	Final subdivision plan prior to submitting a SDP	No action recommended – the proposed development of this parcel is consistent with the surrounding density and permitted zoning.
SDP-19-068 Taco Bell	6/18/2019	A Site Development Plan was submitted for the Taco Bell located at 7102 Minstrel Way. The existing building will be replaced with a new building (also Taco Bell) and adjustments made to the site design.	Village of Owen Brown	NT	Submit Revised	Planning Board	No action recommended – staff will monitor this project to ensure adequate landscape buffering is proposed between the project and Snowden River Parkway.

Columbia Development Tracker (November 2019)						Last Updated 11/1/2019	
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SDP-19-057 Cedar Creek Phase 1	6/12/2019, 9/23/2019	The owner of property at 7600 Grace Drive submitted a site development plan for 122 units associated with the greater development of this 66.8 acre site. Details of the site development plan are pending.	Near River Hill & Hickory Ridge	CEF-R	Submit Revised	Review and decision by Department of Planning and Zoning	No action recommended – Staff will monitor. The project must be in substantial compliance with concept plan approved as part of the CEF-R rezoning.
ECP-20-003 East Columbia 50+ Center	8/21/2019	An Environmental Concept Plan was submitted for a 2 story standalone community center to be located at 6600 Cradlerock Way, adjacent to the East Columbia Library. This facility is to replace the existing center located within the library.	Village of Owen Brown	NT	Submit Revised	Technical review and decision by Department of Planning and Zoning	No action recommended - The applicant will need to meet current design standards as determined by the Development Engineering Division.
SDP-20-005, Hilltop Landing II	8/12/2019	A property owner at 10949 Hilltop Lane has submitted a site development plan proposing to construct four single family detached homes on one acre of property where 1 home currently exists.	Near Hickory Ridge	R-SC	Deemed technically Complete 9/10/2019	Technical Review and decision by Department of Planning and Zoning	No action recommended – the proposed development of this parcel is consistent with the surrounding neighborhood and permitted density.
F-19-088, Arnold's Corner	8/9/2019	A Final subdivision plan was submitted proposing 18 single-family detached homes on what is currently Grandfather's Garden Club (5320 Phelps Luck Road).	Village of Long Reach	NT	Submit Revised	Technical review and decision by Department of Planning and Zoning	No action recommended – the proposed development of this parcel is consistent with prior approvals and the surrounding density and zoning.
ECP-19-069, Jordan Overlook	8/9/2019	The owner of property at 9211, 9214, 9215, & 9219 Jordan River Road (access from Canvasback Dr.) submitted an Environmental Concept Plan associated with the proposed development of 12 single family detached homes on 5.45 acres of property. The permitted density of this parcel would typically limit development to 11 SFD units; however, the applicant may pursue extra imported density from a sending property participating as the R-ED Neighborhood Preservation Parcel. The project would then be developed under the applicable regulations, with ultimate review by the Planning Board.	Near Oakland Mills	R-20	Submit Revised	Technical review and decision by Department of Planning and Zoning	No action recommended - The applicant will need to meet current design standards as determined by the Development Engineering Division.

Columbia Development Tracker (November 2019)						Last Updated 11/1/2019	
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Project	Latest Submission or Meeting Date	Project Description	Village	Zoning	Decision/Status	Stage in the Development Review Process / Next Steps	CA Staff Recommendation
WP-20-030	9/30/2019	The owner of property at 9190 Red Branch Road requested a deadline extension to complete administrative paperwork associated with SDP-19-034 which is for stream and buffer restoration. The stream restoration is required to address mediation of prior site violations currently under active enforcement measures.	Columbia Non-village, Oakland Ridge Industrial Park	NT	Approved 10/25/2019	Technical review and decision by Department of Planning and Zoning.	No action recommended.
SDP-20-009 F-20-11 Eden Brook	9/20/2019	A Site Development Plan and Final Plan were submitted in association with the proposed development of 24 single-family attached age-restricted houses at the SW corner of Guilford Road and Eden Brook Drive on the historic Wildwood House site.	Near Kings Contrivance	R-12	Submit Revised	Review and decision by Department of Planning and Zoning.	No action recommended. Must comply with previous concept plan and relevant code requirements.
F-20-017, Columbia Horse Center	9/17/2019	CA filed a record plat to record a public easement for a fire hydrant located at the Horse Center. The CA Board of Directors previously approved the easement.	Columbia non-village, near Kings Contrivance	NT	Recorded 10/28/2019	Recordation	No action recommended.
PB-448; FDP-DC-L-2	9/12/2019	HRD submitted a Final Development Plan for a section of the Lakefront Neighborhood. The development proposal is for a maximum of 775 residential units, 150,000 square feet of retail and restaurant uses and 200,000 square feet of office uses.	Columbia Non-Village, Downtown Lakefront Neighborhood	NT	Scheduled for Planning Board Hearing	Planning Board	Staff is monitoring this project closely and is preparing testimony to the Planning Board related to concerns previously presented to the CA Board on 10/10/2019.
WP-20-022, Sewall's Orchard Pond 3 Repair	9/4/2019	Alternative Compliance was requested in association with a retrofit to an existing storm water management pond related to calculation of the forest conservation requirement.	Near Long Reach	R-SC	Under Review	Technical review and decision by Department of Planning and Zoning.	No action recommended.
SDP-20-008, Dunwoody Property	9/4/2019	A Site Development Plan was submitted to build an additional single-family detached home on a property located at 9794 Old Annapolis Rd.	Near Dorsey's Search	R-20	Submit Revised	Technical review and decision by Department of Planning and Zoning.	No action recommended – the proposed development of this parcel is consistent with the surrounding density and permitted zoning.



Open Space and Facility Services November 2019 Update

November 14, 2019

Columbia
Association

Capital Improvement Projects

Tennis Courts Updated

Vantage Park



Re-Built Weirs

Jackson Pond



AFTER

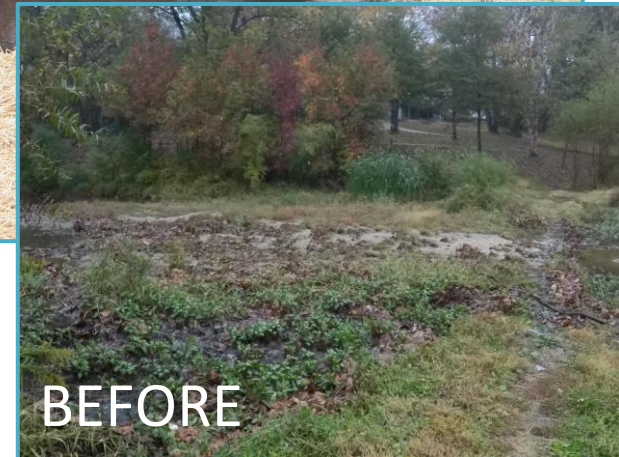


Forebay Sediment Removal

Jackson Pond



AFTER



BEFORE

Sediment Removal

Pushcart Pond



Capital Improvement Projects

Tot Lot Refurbishment Manorhill Lane



BEFORE

Pathway Paving

Sharp Antler



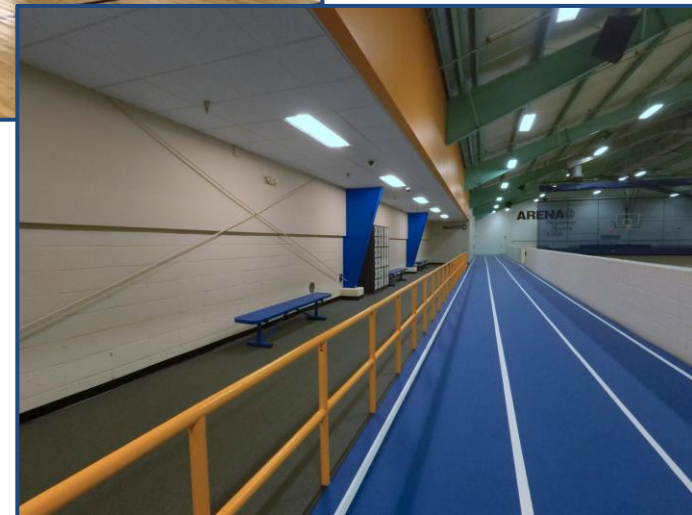
Construction

Arena Improvements Supreme Sports Club



Construction

Arena Improvements Supreme Sports Club



Construction

HVAC and Fence Improvements

Supreme Sports Club



Construction

Phase II Construction Supreme Sports Club



Construction

Phase II Construction Supreme Sports Club



Construction

Phase II Construction Supreme Sports Club



Open Space Management

Test Plots Maintenance Facility



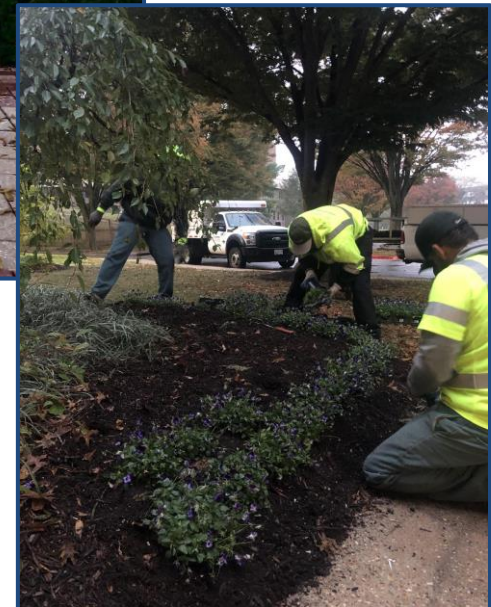
Open Space Management

BikeAbout Long Reach



Planting Annuals

Locations Across Columbia



Community Engagement

Bioretention Clean-Up and Pull & Plant Events River Hill



Community Engagement

Plant Swap & Rain Garden Workshop

Owen Brown Village Office



Community Engagement

Columbia Families in Nature Planting

Faulkner Ridge Circle Bioretention Facilities



Community Engagement

Solar Coop Information Session

River Hill Meeting Room



Laura Nelson, Administrative Assistant



No Board action requested or
required





**Draft Minutes of the
BOARD OF DIRECTORS MEETING
Held October 24, 2019**

To be Approved: November 14, 2019

A meeting of Columbia Association's Board of Directors was held on Thursday, October 24, 2019 at Columbia Association headquarters. Present were Chairman Andrew Stack, Vice Chair Virginia Thomas, and members Dick Boulton, Renee DuBois, Lin Eagan, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, and Shari Zaret. Also present was CA General Counsel Sheri Fanaroff. Board member Rafia Siddiqui was not present.

1. Call to Order: The Board of Directors Meeting was called to order at 7:08 p.m. by Chairman Andrew Stack. Mr. Stack announced the directors in attendance and reminded attendees that the meeting was being live-streamed and recorded.

Mr. Stack called upon Mr. Matthews to introduce Kristin Russell, director, Planning and Community Affairs. Ms. Russell, who has several years of planning experience in New Jersey and the metropolitan New York area, spoke briefly and expressed her enthusiasm about working at CA.

2. Announcement of Closed/Special Meetings Held/To Be Held

CA's **Board of Directors** held a closed meeting on October 18, 2019 at Columbia Association (CA) headquarters. Members present were Chairman Andrew Stack, Vice Chair Virginia Thomas, Dick Boulton, Renee DuBois, Lin Eagan, Alan Klein, Milton W. Matthews, Nancy McCord, and Shari Zaret. The vote to close the meeting was 7-1-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iii), Consultation with legal counsel on legal matters. The meeting was closed from 12:15 a.m. until 12:42 a.m. to review easements.

The **Architectural Review Committee** held a closed meeting on October 14, 2019. Members present were Sheri Fanaroff, Deb Bach, Ed Gordon, Anne McKissick, and Carl McKinney. The vote to close the meeting was 5-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iv), Consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 1:04 p.m. until 2:25 p.m. to new and ongoing covenant cases.

CA's **Board of Directors** held a closed meeting on October 3, 2019 at the Owen Brown Community Association. Members present were Chairman Andrew Stack, Vice Chair Virginia Thomas, Dick Boulton, Renee DuBois, Lin Eagan, Janet Evans (arrived at 8:00 p.m.), Alan Klein, Rafia Siddiqui, and Shari Zaret. The vote to close the meeting was 8-0-0. (The vote was taken prior to the arrival of Ms. Evans.)

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(i), Discussion of matters pertaining to employees and personnel and (iii), Consultation with legal counsel on legal matters. The meeting was closed from 7:10 p.m. until 9:00 p.m. to review easements and the process for the President/CEO's evaluation.

The **Risk Management Committee** held a closed meeting on September 26, 2019 at CA headquarters. Members present were Susan Krabbe, Milton W. Matthews, Lin Eagan, Nancy McCord, Rafia Siddiqui, and Shari Zaret. The vote to close the meeting was 6-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iv), Consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 6:35 p.m. until 7:00 p.m. to review the general liability self-insurance program and incidents.

The **Audit Committee** held a closed meeting on September 23, 2019 at CA headquarters. Members present were James Young, Dick Boulton, Renee DuBois, Timothy Redmond, and Rafia Siddiqui. The vote to close the meeting was 5-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(i), Discussion of matters pertaining to employees and personnel and (iv), Consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 8:02 p.m. until 9:15 p.m. to review several internal audit reports and to consult with staff personnel on legal matters.

The **Architectural Review Committee** held a closed meeting on September 9, 2019. Members present were Sheri Fanaroff, Deb Bach, Gordon MacPhee, and Anne McKissick. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Association Act, Md. Code, Real Property §11B-111(4)(iv), Consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 1:00 p.m. until 2:35 p.m. to new and ongoing covenant cases.

3. Approval of Agenda

Action: Ms. Thomas moved to approve the agenda. Mr. Boulton seconded the motion, which passed unanimously.

4. Disclosure of Conflict of Interest: none

5. Resident Speakout:

- (a) Joan Lancos, Hickory Ridge, spoke about funding for the Downtown Columbia Partnership.
- (b) Patrick Harrington, Oakland Mills, spoke about an indoor pool.
- (c) Children + Company Preschool, Long Reach, spoke about the Phelps Luck Community Center.
- (d) Bill Santos, representing the Columbia Aquatics Advisory Committee, spoke about pools.
- (e) Ray LeVesque, Long Reach, spoke about an indoor pool.
- (f) Ginger Scott, Wilde Lake, spoke about Haven on the Lake.
- (g) Ed Coleman, Long Reach, spoke about pools and neighborhood centers.
- (h) Pamela Kumar, Dorsey's Search, spoke about Haven on the Lake.
- (i) James Forest, Ellicott City, spoke about an indoor pool.
- (j) Nina Basu, Inner Arbor Trust, spoke about CA's budget.
- (k) Rhonda-Cheree Johnson, Long Reach, spoke about neighborhood centers and an indoor pool.

6. Consent Agenda

- (a) Approval of Minutes – September 26, 2019 Board Meeting and October 10, 2019 Special Board Meeting – Approved by consent
- (b) Appointment to the Architectural Review Committee – Approved by consent

7. Board Votes

- 1. Ratify Straw Votes taken on October 17, 2019 to Include Proposed Major Capital Projects and New Operating Initiatives in the FY 21/FY 22 Budgets
Mr. Stack asked Board members to identify those initiatives which they wished to discuss further that evening. The initiatives identified by the Board were:

103 Capital Requests

104 3; 1-10 – Neighborhood Center Renovations pending completion of Neighborhood Centers Study
105 10; 1-17 – Long Reach Regional Pathway
106 13; 1-20 – Town Center Lakefront Renovations
107 14; 1-21 – Columbia-Wide Tot Lot Renovations pending CA Board Approval of the Tot Lot Policy
108

109 Operating Requests

110 4; 3-8 – Community Services – Community Outreach Position for diverse communities
111 5; 3-10 – Community Services – Temporary Funding for Arts Festival
112 6; 3-12 – Community Services – Temporary Funding for Downtown Columbia Partnership
113 7; 3-14 – Community Services – Temporary Funding for Inner Arbor Trust Operations
114

115 Mr. Stack then suggested those proposed major capital projects and new operating initiatives for FY21/FY
116 22 not designated for discussion be approved for inclusion in the draft FY 21/FY 22 budget in a single vote.
117

118 Mr. Boulton moved that the major capital projects and new operating initiatives not designated for further
119 discussion at the October 24, 2019 Board meeting be included in the FY 21/FY22 draft budget to be
120 submitted to CA’s Board of Directors and the community in December 2019. Ms. McCord seconded the
121 motion. The motion passed by a vote of 8-1-0.

122 For: Messrs. Boulton, Klein, and Stack; and Mmes. Eagan, Evans, McCord, Thomas, and Zaret
123 Against: Ms. DuBois
124 Abstain: None
125

126 Mr. Boulton moved that capital request 3; 1-10, Neighborhood Center Renovations pending completion of
127 Neighborhood Centers Study, be included in the FY 21/FY 22 draft budget to be submitted to CA’s Board of
128 Directors and the community in December 2019. Ms. McCord seconded the motion.
129

130 Ms. Evans moved to add an amendment to the motion to stipulate “if the two originally designated
131 neighborhood centers pass the criteria for renovation, that they go first.” Ms. Eagan seconded the motion.
132 The motion was approved unanimously.
133

134 Mr. Stack called for a vote on Mr. Boulton’s original motion, now including the amendment. The vote to
135 approve the amended original motion was unanimous.
136

137 Ms. Evans moved that capital request 10; 1-17, Long Reach Regional Pathway, be included in the
138 FY21/FY22 draft budget to be submitted to CA’s Board of Directors and the community in December 2019.
139 Ms. Eagan seconded the motion.
140

141 In response to a question, it was noted that funding for this request is included in the FY22 budget.
142

143 Mr. Stack called for a vote. The motion was approved unanimously.
144

145 Ms. Thomas moved that capital request 13; 1-20, Town Center Lakefront Renovations, be included in the
146 FY 21/FY 22 draft budget to be submitted to CA’s Board of Directors and the community in December
147 2019. Ms. McCord seconded the motion.
148

149 It was noted this request includes funds to repair the seawall at the Lakefront.
150

151 Mr. Stack called for a vote. The motion was approved unanimously.
152

Ms. DuBois moved that capital request 14; 1-21, Columbia-Wide Tot Lot Renovations pending CA Board Approval of the Tot Lot Policy, be included in the FY 21/FY 22 draft budget to be submitted to CA's Board of Directors and the community in December 2019. Mr. Boulton seconded the motion.

Discussion centered on the need to develop a policy for tot lot renovations.

Mr. Stack called for a vote. The motion was approved by a vote of 8-1-0.

For: Messrs. Boulton, Klein, and Stack; and Mmes. DuBois, Eagan, McCord, Thomas, and Zaret

Against: Ms. Evans

Abstain: None

Ms. McCord moved that operating request 4; 3-8, Community Services – Community Outreach Position for diverse communities, be included in the FY 21/FY 22 draft budget to be submitted to CA's Board of Directors and the community in December 2019. Ms. Zaret seconded the motion.

The proposed funds include money for salary and supplies. Outreach will be made to a variety of community groups.

Mr. Stack called for a vote. The motion was approved by a vote of 8-1-0.

For: Messrs. Boulton, Klein, and Stack; and Mmes. DuBois, Eagan, Evans, McCord, and Zaret

Against: Ms. Thomas

Abstain: None

Mr. Boulton moved that operating initiative 5; 3-10, Community Services – Temporary Funding for Arts Festival, be included in the FY 21/FY 22 draft budget to be submitted to CA's Board of Directors and the community in December 2019. Ms. Eagan seconded the motion.

Ms. Miller noted that this three-day, free event sponsored by CA is a major component of the annual Festival of the Arts.

Mr. Stack called for a vote. The motion was approved unanimously.

Ms. Eagan moved that operating initiative 6; 3-12, Community Services – Temporary Funding for Downtown Columbia Partnership be included in the FY 21/FY 22 draft budget to be submitted to CA's Board of Directors and the community in December 2019. Mr. Stack seconded the motion.

Discussion focused on the purpose of the Downtown Columbia Partnership; why CA has only one seat on its board of directors; other sources of its funding; and how its money is used.

Mr. Boulton moved to amend the original motion to reduce the amount of funding in FY21 to \$100K, contingent upon CA Board's review of the Downtown Columbia Partnership's budget. Ms. DuBois seconded the motion. The motion failed by a vote of 4-5-0.

For: Messrs. Boulton and Stack, and Mmes. Eagan and McCord

Against: Mr. Klein and Mmes. DuBois, Evans, Thomas, and Zaret

Abstain: None

Ms. McCord moved that the amount of funding be reduced to \$100K for FY21 and that funding for FY22 be contingent upon CA Board's review of the Downtown Columbia Partnership's budget. Ms. Eagan seconded the motion. The motion failed by a vote of 4-5-0.

For: Mr. Stack and Mmes. Eagan, McCord, and Zaret

Against: Messrs. Boulton and Klein, and Mmes. DuBois, Evans, and Thomas

Abstain: None

Mr. Stack called for a vote of Ms. Eagan's original motion to include the operating initiative in the draft budget to be presented in December 2019. The motion failed by a vote of 2-7-0.

For: Mr. Stack and Ms. Eagan

Against: Messrs. Boulton and Klein, and Mmes. DuBois, Evans, McCord, Thomas, and Zaret,

Abstain: None

Ms. McCord moved that operating initiative 7; 3-14, Community Services – Temporary Funding for Inner Arbor Trust Operations, be included in the FY 21/FY 22 draft budget to be submitted to CA's Board of Directors and the community in December 2019. Ms. Eagan seconded the motion.

Board members expressed their support of the Inner Arbor Trust's (IAT) programming and their desire to help fund IAT's operating expenses.

Mr. Stack called for a vote. The motion passed by a vote of 7-2-0.

For: Mr. Stack and Mmes. DuBois, Eagan, Evans, McCord, Thomas, and Zaret

Against: Messrs. Boulton and Klein

Abstain: None

Ms. McCord moved that the Board discuss increasing the annual charge rate from 68¢ to 69¢, costing the average homeowner about \$20 per year and increasing revenue by an extra \$500K per year, allowing CA to fund other initiatives. Ms. Zaret seconded the motion.

Concern was expressed that such a decision needed public input, and that no advance notice had been given regarding potential discussion of this subject. There was also concern that such an increase might be financially difficult for some residents.

The motion failed by a vote of 3-4-2.

For: Mr. Klein and Mmes. Eagan and McCord

Against: Messrs. Boulton and Stack, and Mmes. Evans and Thomas

Abstain: Mmes. DuBois and Zaret

2. Next Steps for Haven on the Lake, including Recommendations

Dan Burns, director, Sport & Fitness, briefed the Board on Haven on the Lake (HOTL). HOTL continues to progress and positive changes have made in the last two years. The facility serves a population wanting a mind/body, healing-environment facility, as opposed to a gym-type fitness facility. Mr. Burns recommends that HOTL be given an opportunity to continue operating as a wellness-based facility, and that spa services be reintroduced. An organization uniquely positioned to manage a spa for CA has been identified. Mr. Burns believes a two-year period is needed to evaluate the efficacy of the recommendation.

Mr. Boulton made a motion to accept staff's recommendation to continue to provide spa services and enhance the programming to further maximize the wellness opportunities that are beginning to define Haven on the Lake. Ms. McCord seconded the motion.

Mr. Stack proposed an amendment to Mr. Boulton's motion that, at the end of FY 2022 that staff come back to the Board with a comparison between the actual financials against the pro forma financials. Discussion ensued and Mr. Stack withdrew his amendment.

Ms. Evans made a motion to add the following clause to the end of Mr. Boulton's motion - "that a quarterly statement comparing actuals to the pro formas be provided beginning six months after the start of the spa."

Ms. Thomas seconded the motion. The motion passed unanimously.

Mr. Stack called for a vote on Mr. Boulton's motion, now including the amendment. The vote to approve the amended original motion was unanimous.

Ms. Zaret called the Board's attention to the late hour of the evening (10:30 p.m.), and noted several topics remained on the agenda. The Board agreed to discuss the New Indoor Pool Feasibility Study and to adjourn at 11:00 p.m.

8. Board Discussion – New Indoor Pool Feasibility Study

Mr. Burns presented a summary of the Indoor Pool Feasibility Study updated in October 2019. The Locust Park outdoor pool location was identified as the most suitable site for development, and would require removing the current outdoor pool; neighborhood center; and some, or all of the tennis courts. Development would include an eight-lane, 25-yard lap pool, locker rooms with lockers and showers, offices for coaches, storage, lobby, and utility space. Three scenarios for building options were presented, as were pre-construction and construction costs, annual net operating costs for the new indoor facility, annual net operating costs for the Swim Center, and the combined annual net operating costs for the new indoor facility and Swim Center.

Board members discussed the information, noted the expenditures involved, and asked questions. Funding issues were of concern.

Adjournment: The meeting was adjourned at 11:03 p.m.

Due to the length of the meeting and the desire to end the meeting at 11:00 p.m., the following topics on the agenda for the October 24, 2019 Board of Directors meeting were not addressed:

9. Chairman's Remarks

10. Reports/Presentations

11. Tracking Forms

12. Possible New Topics.

13. Talking Points

Respectfully submitted,

Janet F. Loughran

Executive Assistant to the President/CEO



November 8, 2019

To: Columbia Association Board of Directors
Milton W. Matthews, President/CEO

From: Dennis Matthey, Director of Open Space & Facilities Services

cc: Susan Krabbe, Vice President & Chief Financial Officer

Subject: Reallocation of Chrysalis Pathway Design Funds

In FY 2019, the Columbia Association Board of Directors approved a grant of \$230,000 to Inner Arbor Trust for design and engineering services associated with the installation of a pathway from Little Patuxent Parkway to the Chrysalis in Symphony Woods. The pathway design has been shared with the CA Board previously, with opportunities provided to walk the pathway alignment.

The design process is substantially complete and there is approximately \$70,000 remaining of the \$230,000 grant. CA staff is requesting CA Board approval to repurpose the remaining balance of \$70,000 for pathway construction-related activities.

November 8, 2019

Chair's Remarks

November 14, 2019 CA Board Work Session/Meeting

<u>Date</u>	<u>Activity</u>	<u>Time</u>
Nov 9, 2019	Supreme Sports Club Arena Grand Reopening Party (see website)	7:00 AM
Nov 9, 2019	Town Center Holiday Craft Fair (Oakland Manor)	10:00 AM
Nov 9, 2019	Wilde Lake Artfully Wilde Craft Fair (Slayton House)	10:00 AM
Nov 10, 2019	Veterans Day Parade & Celebration (Lakefront Plaza; note: Parade down Little Patuxent Parkway will start at 9:30 AM and ceremony will start at 11:00 AM)	9:30 AM
Nov 10, 2019	Warriors for Warriors (Haven on the Lake, see website)	10:00 AM
Nov 12, 2019	Technology Cafe at the East Columbia Senior Center (see website)	3:30 PM
Nov 12, 2019	Wilde Reading Series (Art Center; see website)	7:00 PM
Nov 13, 2019	Climate Change & Sustainability Advisory Committee (Long Reach Indoor Tennis facility)	7:00 PM
Nov 14, 2019	CA Board work session/meeting	7:00 PM
Nov 15, 2019	T-shirt Printing Class (Kahler Hall, Harper's Choice)	5:00 PM RR
Nov 16, 2019	CA's Cornucopia Open House (see website)	8:00 AM
Nov 16, 2019	Recycle room air conditioners/humidifiers (Sports Park)	9:00 AM
Nov 16, 2019	Time Bank Skill Share Fair and Swap (East Columbia 50+ Senior Center)	1:00 PM RR
Nov 18, 2019	France/Spain High School Exchange Trips information session (see website)	7:00 PM
Nov 21, 2019	Senior Advisory Committee meeting	2:30 PM
Nov 22, 2019	Kings Contrivance Family Fun Bingo (Amherst House)	7:00 PM RR
Nov 24, 2019	CA's Turkey Shoot Golf Event (Fairway Hills)	9:30 AM RR

Nov 24, 2019	Hickory Ridge Holiday Craft Shop (Hawthorn Center)	2:00 PM
Dec 2, 2019	Board Operations Committee meeting	7:00 PM
Dec 4, 2019	International & Multicultural Advisory Committee meeting	7:00 PM
Dec 6, 2019	Long Reach Holiday Greens workshop (Stonehouse)	7:00 PM RR
Dec 7, 2019	River Hill Breakfast with Santa (Claret Hall)	8:00 AM RR & 10:00 AM RR
Dec 7, 2019	Wilde Lake Breakfast with Santa (Slayton House)	9:00 AM RR
Dec 7, 2019	Kings Contrivance Lunch with Santa (Amherst House)	11:30 AM RR
Dec 8, 2019	Oakland Mills Jazz in the Mills (Other Barn)	5:00 PM RR
Dec 9, 2019	Art Center Advisory Committee meeting (Art Center)	6:30 PM
Dec 9, 2019	Audit Committee meeting	7:00 PM
Dec 10, 2019	Technology Cafe (East Columbia 50+ Senior Center)	3:30 PM
Dec 10, 2019	France/Spain High School Exchange Trips information session (see website)	7:00 PM
Dec 10, 2019	Wilde Reading Series (Art Center; see website)	7:00 PM
Dec 11, 2019	Climate Change & Sustainability Advisory Committee (Long Reach Indoor Tennis facility)	7:00 PM
Dec 12, 2019	CA Board work session/meeting	7:00 PM
Dec 14, 2019	Harper's Choice Pizza with Santa (Kahler Hall)	11:00 AM RR
Dec 14, 2019	Kings Contrivance Cookies with Santa (Amherst House)	2:00 PM RR

RR = Registration Required or there is a Cost associated with this Activity

- Have completed visits to all the Villages. I want to thank each of the Villages for allowing me time on their agendas to meet with them and answer questions. The Village Boards appreciated the visit and the information provided.
- Attended the Awards Ceremony where Milton was recognized as one of MD's most admired CEOs. It was quite nice.
- Attended the Columbia Archives' Music & Memories event at Merriweather Post pavilion. It was very enjoyable.

Inner Arbor Trust, November 2019

Hops 'n Harvest was very successful and the Park provided a tranquil background for the 2000+ participants. The only issue was not being able to access the L-Barn bathrooms in MPP. After waiting over 3 years for the DCACC to build the shared-use bathrooms, the Trust is considering building them for the Park.

The next day Mini-Maker Faire was home to 40 presenters throughout the Park, delighting kids and adults with Legos extraordinaire, hand-crafted gnomes, high flying drones, and much more.

The planning for the Trust's winter festival, Ice 'n Fire, is proceeding well. Kicking off with a Frosty Fun Run on November 30, our partners, the Community Action Council and Girls on the Run, report over 500 tickets already sold. The festival is a walking event featuring colorful interactive displays, fire pits, community performances, Santa, the Ice Queen Palace, ice sculpture, and adult and child scavenger hunts. It will begin on November 30 and continue on weekends only through December, for eight nights of festivities.

The CA Board has been invited to walk the altered CA path. The County path is also laid out, but, as of today, these funds are still being held pending IMA's agreement to allocate a weekend for the County's Wine in the Woods festival.

The Trust and IMA will be entering into a mediation with retired Judge Dennis Sweeney, with the goal of reaching a reasonable working agreement.

The Trust is thankful for the support given by CA and the CA Board and hopes that the 2020 season will bring more art and activity to the Park, especially since the CA pathway will provide easy access and a sense of place.

Lin Eagan
Chair

Board Request Tracking Log
FY 20
As of November 7, 2019

	A	B	C	D	E	F
1	<u>Originator</u>	<u>Issue/Task Description</u>	<u>Origination Date</u>	<u>Assigned To (Department)</u>	<u>Due Date</u>	<u>Resolution</u>
2	Shari Zaret	Would like a copy of the policy on easements	4/25/2019	General Counsel	5/25/2019	E-Mail sent 5/24/2019
3	Ginny Thomas	Please provide a legal opinion on the flooding issue on May Day Court	5/7/2019	General Counsel	5/31/2019	E-Mail sent 5/22/2019
4	Ginny Thomas	Request to coordinate a group of tennis and pickleball players to analyze the court usage issues	2/5/2019	President's Office	6/30/2019	President/CEO spoke with Ms. Thomas
5	Dick Boulton	Questions from Dick Boulton re: grants in his e-mail dated 5-15-19	5/16/2019	Community Services	6/16/2019	E-mail sent 6/3/2019
6	Andy Stack	Please send the Design Advisory Panel (DAP) comments re: the apartments in Dorsey's Search along Route 108 to the BOD when they become available	05/24/19	Planning and Community Affairs	When Available	E-mail sent on 7/19/2019
7	BOD	Provide BOD members with the link to the Maryland Homeowners Association Act	6/13/2019	General Counsel	7/13/2019	E-mail sent 6/14/2019
8	BOD	Share the list of Board-related policies with Messrs. Boulton and Stack and Ms. Zaret	6/13/2019	General Counsel	7/31/2019	Materials shared on 7/31/2019
9	Ginny Thomas, et al	Please evaluate the total availability (clear title) of the existing 50' wide Columbia Transitway for its future use in transit and pedestrian travel.	10/21/2019	Open Space and Facility Services	12/13/2019	
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Resident Request Tracking Log
FY 20
As of November 8, 2019

	A	B	C	D	E	F
1	<u>Originator</u>	<u>Issue/Task Description</u>	<u>Origination Date</u>	<u>Assigned To (Department)</u>	<u>Due Date</u>	<u>Resolution</u>
2	Tom and Ginger Scott	(1) Remove massive tree on open space near their house; (2) Evaluate the stability of other tall trees on CA open space adjoining their property; (3) Remove any CA tree in danger of falling on their house	5/2/2019	Open Space and Facility Services	6/30/2019	Dennis Mattey spoke to Mr. and Mrs. Scott on 6/28/2019.
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