



April 6, 2018

To: Columbia Association Board of Directors
CA Management

From: Andrew C. Stack, Board Chair

The Columbia Association Board of Directors Work Session will be held on Thursday, April 12, 2018 at 7:30 p.m. at Columbia Association headquarters, 6310 Hillside Court, Suite 100, Columbia, MD 21046.

AGENDA

- | | |
|---|------------------|
| 1. Call to Order | 5 min. |
| (a) Announce Directors/Senior Staff Members in Attendance | |
| (b) Remind People that Work Sessions are not Recorded/Broadcast | |
| (c) Read Five Civility Principles | |
| 2. Approval of Agenda | 1 min. |
| 3. Resident Speakout
(Limited to the topics of the work session only, per the "Policy on Conduct of Work Sessions of Board of Directors and Board Committees" adopted by the CA Board of Directors on August 28, 2008) | |
| 4. Chairman's Remarks | 3 min. |
| 5. President's Remarks; Follow-Up Questions from the Board Members | 10 min. |
| 6. Work Session Topics | 130 min. |
| (a) Sister Cities Presentation – Liyang, China | <i>(15 min.)</i> |
| (b) Briefing on the Plans for the Athletic Club Closure | <i>(45 min.)</i> |
| (c) Fairway Hills Beverage Cart | <i>(10 min.)</i> |
| (d) Plan for Neighborhood Centers | <i>(60 min.)</i> |
| 7. Adjournment – Anticipated Ending Time: Approximately 10:15 p.m. | |

Next Board Meeting

Thursday, April 26, 2018 – 7:30 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

Working every day in hundreds of ways to make Columbia an even better place to live, work, and play.

CA Vision Statement

Making Columbia the community of choice today and for generations to come.

April 5, 2018

Chair's Remarks April 12, 2018 Board Work Session

<u>Date</u>	<u>Activity</u>	<u>Time</u>
Apr 8, 2018	Art Reception at Bernice Kish Gallery (Slayton House)	3:00 PM
Apr 9, 2018	MD Non-Profits Board Governance workshop (Howard County Conservancy)	4:30 PM RR
Apr 11, 2019	Design Advisory Panel meeting regarding Dorsey Overlook (new apartment complex on Rt. 108 Dorsey's Search)	7:00 PM
Apr 12, 2018	CA Board work session	7:30 PM
Apr 13, 2017	Blossoms of Hope Gala Reception and Ribbon Awards Ceremony (Columbia Art Center)	6:00 PM
Apr 15, 2018	Historic Oakland Weddings & Events Showcase (Town Center; event fee)	1:00 PM
Apr 17, 2018	Volunteering Made Easy	6:00 PM RR
Apr 19, 2017	Volunteer Leaders training	6:30 PM RR
Apr 19, 2018	Continuation of Planning Board meeting regarding Lakefront Core Neighborhood (work session only, no testimony)	7:00 PM
Apr 19, 2018	Planning Board hearing on Erickson Living Proposal	7:00 PM
Apr 20, 2018	Long Reach Indoor Tennis Facility Grand Opening	6:00 PM
Apr 20, 2018	Lively Arts for Little Ones presents Oh Susanna (The Other Barn; event fee)	10:00 AM
Apr 21, 2018	GreenFest (Howard Community College)	10:00 AM
Apr 21, 2018	Time Bank Skillshare Fair & Swap + Repair Cafe (part of Greenfest at HHC; NOTE: must pre-register for Repair Cafe)	Noon
Apr 22, 2018	Explore Columbia's Sister Cities: 5 Countries in 4 Hours (The Mall in Columbia)	1:00 PM
Apr 26, 2018	CA Board meeting	9:00 AM
Apr 28, 2018	Village elections	varies

Apr 30, 2018	Athletic Club closed for renovations (reopen in late fall 2018)	
May 3, 2018	Spending Affordability briefing for CA Board and community	6:00 PM
May 5, 2018	Open Streets Activity (Long Reach High School)	1:00 PM
May 7, 2018	Zoning Board hearing regarding Long Reach Village Center redevelopment	7:30 PM

RR = Registration Required

Dinner with Howard County Chamber Executive Board went well; thanks to Janet Loughran for arranging it. On April 5th, spoke at the Women's Democratic Alliance meeting about Village Board duties and responsibilities. The Women's Democratic Alliance is focused on empowering Howard County women for social, political and community action and engagement. The other panelists include Bess Caplan, Wilde Lake Village Board; Shari Zaret, King's Contrivance Village Board and Lynn Foehrkolb, Town Center Village Board.



Date: March 29, 2018

To: Members of the CA Board of Directors

Thru: Milton Matthews, President

From: Michelle Miller, Community Services Director

cc: Leslie Barnett, Assistant Director, Community Services
Laura Smit, International Exchange & Multicultural Programs Manager

Re: Establishing a new Sister City with Liyang, China Presentation

CA's International Exchange program and the China Sister City Planning Committee are interested in developing a new sister city relationship for Columbia with the city of Liyang, China.

Members of the China Sister City Planning Committee will be making a presentation at the April 12, 2018 CA Board of Directors Work Session. They will be providing the reasons why they are proposing that CA move forward with establishing a new sister city relationship with Liyang, China.

Background on Proposed New Chinese Sister City Relationship for Columbia

The **China Sister City Planning Committee**, a subcommittee of Columbia Association's International & Multicultural Advisory Committee to CA's International Exchange & Multicultural Programs (IEMP), is proposing a new sister city relationship for Columbia. The city being proposed is **Liyang, Jiangsu Province, People's Republic of China**. The China Sister City Planning Committee, which has developed this relationship, is composed of volunteers who are of Chinese heritage as well as non-Chinese-Americans with an interest in China and Chinese culture.

Why establish a new sister city relationship with a city in China?

Columbia currently has four Sister Cities: two in Europe (Cergy-Pontoise, France - est.1977 and Tres Cantos, Spain - est.1990), one in West Africa (Tema, Ghana - est. 2014), and one in the Caribbean/Western Hemisphere (Cap-Haitien, Haiti - est. 2016). Liyang, China would be Columbia's **5th Sister City**, providing the residents of Columbia with opportunities for people-to-people relationships with a country that has 5,000 years of history, a population of 1.4 billion people (1/5th of humanity) and is a world power with investments in every continent. In the United States there are over 200 sister, county and state relationships with communities (to in the People's Republic of China. A sister city relationship with a city in China would help advance understanding of China and its rich cultural heritage.

Large Chinese-American Community in Columbia/Howard County

There are over 8,000 Chinese-Americans living in Columbia/Howard County and there are 3 Chinese weekend schools here with ~1,500 Chinese-American students and 200 non-Chinese-American families taking language and culture classes.

How was the relationship between Columbia and Liyang developed?

In late 2015, Liyang was selected from list of **8 candidate cities** by a group of Chinese-American community members seeking to identify a Sister City for Columbia in China. In Jan. 2016, representatives from the Chinese-American community proposed Liyang as Chinese sister city for Columbia to **CA's International & Multicultural Advisory Committee (IMAC)** which agreed to further explore the proposal. CA's **China Sister City Planning Committee** was created to study the feasibility of creating a sister city relationship with Liyang.

Why Liyang?

The current Chair of the China Sister City Planning Committee was born in Liyang. Under his leadership, the China Committee has worked closely with Success International Mutual Liaison Services, a Maryland-based company that specializes in China - U.S. youth exchanges. Success International has a close working relationship with the Liyang Mayor's office, as well as the Liyang Ministry of Foreign Affairs and the Ministry of Commerce, and has been bringing students from Liyang High School to Maryland for the past few years. Some of these Chinese students have visited Columbia during CA's European summer high school exchange and have participated in activities here in Columbia.

Columbia/Howard County Delegation visited Liyang in Oct 2017

Success International organized a tour to China in October 2017 for a Delegation of 21 people from Columbia/Howard County (including CA Board members Alan Klein and Dick Boulton, State Delegate Eric Ebersole and former Howard County Executive Liz Bobo). The Delegation spent three days in Liyang and was favorably impressed with the city and its surroundings. During this trip, a Letter of Intent was signed between the two cities to further pursue the Sister City relationship.

Why is Liyang a good choice for Columbia?

Liyang is a small city by Chinese standards (population 780,000) with more than 2,300 years of history. It is located 143 miles west of Shanghai in Jiangsu province, southern China. Jiangsu is a leading southern Chinese province in education, tourism, technology and business. Surrounded by many mountains, lakes, white tea farms and a bamboo forest, Liyang attracts many visitors, both domestic and international tourists. Liyang has earned the distinction, "Town of Longevity" due to its clean, beautiful environment, healthy lifestyle and excellent healthcare system. A famous tea ceremony is held every two years in Liyang. With access to a well-developed road and highway network, many nearby airports, and a high-speed train system, Liyang is easily reached from the cities of Shanghai and Beijing. Liyang boasts a nationally-renowned education system and some of their high schools already participate in overseas student exchange programs, both virtual and in-person. Columbia and Liyang share similar values such as environmental stewardship, high educational standards, quality of life for their residents and enhancing international relationships as evidenced by the existence of existing Sister City relationships in Canada, Europe and the U.S.

Estimated Cost to CA of adding Liyang, China as a Sister City: Adding Liyang as a 5th sister city for Columbia will not require increases in CA staffing. The existing Program Manager for International Exchange & Multicultural Programs and her part-time Assistant will manage the Liyang sister city relationship along with an engaged volunteer Liyang Sister City Committee. Hosting of Chinese exchange visitors will be at homes of community members, and any travel to China by residents of Columbia will be at their own expense. It is estimated that annual administrative expenses would be approximately \$1,000 (copies/printing, office supplies, mailing/postage, meeting refreshments, official gifts and cards). If the Mayor of Liyang visits Columbia to sign the agreement, there would be some one time expenses of \$1,000 - \$2,000 for hosting the Chinese delegation including hotel, meals, signing ceremony expenses).

Next Steps

If the Columbia Association Board of Directors approves the China Committee's request to create a sister cities relationship between Columbia and Liyang, the official partnership agreement will be signed. The China Sister City Planning Committee will be renamed the "Columbia - Liyang Sister City Committee" and it would begin to explore the possibility of developing youth and adult exchanges in coordination with CA International Exchange & Multicultural Programs staff and IMAC.

China Sister City Planning Committee Members

* = Traveled to China with the Columbia/Howard County Delegation in Oct. 2017

1. **Liz Bobo*** - Former State of Maryland Delegate representing West Columbia, 1994-2014; Former Howard County, MD County Executive, 1986-1990; member of Tema Sister City Committee; member of Cap-Haitien Sister City Committee
2. **Magdalena Castro Lewis*** - Chair of Tres Cantos Sister City Committee; member of IMAC; former Vice President for Programs, National Alliance for Hispanic Health, 1993 to 2016; Current Co-President of ALMA, Hispanic Consulting and Translation Services, LLC.
3. **Boyang Chen** - High school student
4. **Hui Dong** - Born in Liyang; Chair of China Sister City Planning Committee; Senior Engineer at Becton, Dickinson and Company (BD).
5. **Amy Feng** - community member - Application Architect at FTI consulting
6. **Marcy Gitt*** IMAC Committee (previous Vice Chair)
Retired Program Manager for China Adoption for an International Agency
7. **Warren Gitt*** - Retired Global Vice President of Product Management and Business Development for K2M Inc., a spinal implant company
8. **Jun Han*** - President, Success International Mutual Liaison Services
Member of China Sister City Planning Committee
9. **Barbara Kellner*** - Former Director of Columbia Archives; Vice-Chair of China Sister City Planning Committee, member of Cergy-Pontoise Sister City Committee
10. **Linda Potsiadlo*** - Member of IMAC member; member of Cergy-Pontoise Sister City Committee; Faculty member, Notre Dame of Maryland University; retired HCPSS ESOL teacher
11. **Andrew Qian** - High School student
12. **Carol Jo Roeder*** - Member of IMAC; Member of Cergy-Pontoise Sister City Committee

13. **Fangqun Shi** - President, Sci-Asia International Culture Exchange Center
14. **Maria Angelica Vargas** - Director of International Business Development at Howard County Economic Development Authority
15. **Sunyu Wang** - High School Student
16. **Chao Wu** - Vice-Chair of China Sister City Planning Committee, Columbia Association Board Member, Senior Engineer at Hillcrest Labs
17. **Frank Xu** - Community member; Associate Professor of Computer Science and Director of the Cyber Security Program at Bowie State University
18. **Jean Xu** - President, Chinese-American Parent Association of Howard County

CA Staff:

19. **Laura Smit*** - Manager, CA International Exchange & Multicultural Programs
20. **Grace Chang**, Assistant, CA International Exchange & Multicultural Programs

LIYANG (CHINA) INTEREST GROUP

Members of the ***Liyang Interest Group*** do not attend Sister City Committee meetings, but wish to be notified of events connected to creating a Chinese sister city, attending the signing ceremony, Chinese cultural activities, hosting Chinese visitors in the future, participating in youth and adult exchanges, traveling to China, etc.

Denee Barr

Paul Nolan

Mei Du

Alice Pham

Jieyao Feng

Larry Schoen

Allison Gross

Judy So

Bell Hong

Kit Strauss

Ru Huang

Ronggai Sun

Rick Jiang

Jerry Wang

Len Lazarick

Jingshan Wang

Tai Liang

Tianqi Wu

Zhilin Liao

Alice Xue

Anguo Liu

Angela Zhang

Wendy Liu

Jennifer Zhang

Yi Lu

Yuang Zhang

Jun Luo

Hao Zhou

Lucy Lu

Xi Zhou

Helen Zou

Criteria for Selecting a Sister City

Columbia Association (CA) manages Columbia's sister cities relationships. CA staff and a Sister City Planning Committee composed of volunteers from the community who are interested in that city and culture give careful and extensive consideration to each potential sister city relationship prior to creating a new sister city affiliation.

What is a sister city?

Sister Cities International defines a sister city relationship as a broad-based, long-term partnership between two communities in two countries. Sister city organizations promote peace through people-to-people relationships — with programs varying greatly from basic cultural exchange programs to shared research and development projects between cities with relationships.

Why does Columbia have sister cities?

Columbia has from its early beginning maintained an active interest in fostering international understanding, hosting events celebrating Columbia's diverse cultures, and connecting the people of Columbia/Howard County to the people of its sister cities through its relationships. Columbia Association is a member of Sister Cities International which "promotes peace through mutual respect, understanding, and cooperation – one individual, one community at a time." The sister cities mission is in accord with James Rouse's vision for Columbia: creating a community which is centered around people and is racially, culturally and economically integrated.

Sister city affiliations are considered in the light of these criteria:

1. Sustainability/Growth Potential

- Local leaders and community members committed to nurturing the relationship
- Genuine interest on both sides in people-to-people relationships
- Long-term commitment to the relationship
- Realistic assessment of what makes a successful sister cities relationship
- Means of maintaining and expanding relationships built upon shared demographic, economic, and/or other ties
- Ability to separate personal beliefs from political, economic and cultural realities

Criteria for Selecting a Sister City continued....

2. Government/Geography

- Stable, recognized government at national and local levels
- Small city by comparison to other cities in their country
- Similar governmental and geographic levels relative to own country
- Maintain natural environment and interest in working on “green” initiatives
- Government of proposed city is strongly interested in the relationship
- Convenient to get to by air, train and roads from capital or major city

3. Educational/Cultural/Environmental/Economic Conditions

- Experience with a variety of youth and adult exchanges with other sister cities
- Adequate financial support for exchanges and maintenance of relationship
- Established artistic and cultural environment
- Potential for mutually beneficial exchanges
- Academic institutions which could support bilateral affiliations and exchanges
- Potential for economic and business relationships on both sides
- Opportunities for tourism - cultural and environmental
- Existing connections between people in the two cities



DATE: April 6, 2018
TO: Columbia Association Board of Directors
FROM: Dan Burns, Director, Department of Sport and Fitness
SUBJECT: **Briefing on the Plans for the Athletic Club Closure**

Continuing the conversation begun on March 22, 2018, additional information will be provided on the plans for the Athletic Club Closure for renovation. Questions and answers will follow the information presented.

Information may also be found on CA's website at
www.columbiaassociation.org/facilities/columbia-athletic-club-upgrades/.



April 9, 2018

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

From: Dan Burns, Director of Sport and Fitness

RE: Sale of alcoholic beverages from the beverage cart at Fairway Hills Golf Club

History

Prior to the opening of the Fairway Hills Golf Club, it was agreed upon by the CA Board that beer and wine would only be sold from the clubhouse and adjacent patio during the application process. This provision was included by the Howard County in the original liquor license issuance in 1995. The policy has been in place since then despite the provision not being included in the reissuance of the license in January, 2006.

The request was brought before the CA Board again on October 25, 2007 for consideration. The Board heard discussion and two votes were taken. The first motion was to approve the recommendation of the CA Board's (Performance Oversight) Committee to rescind the 1995 CA Board policy that prohibits the sale of alcoholic beverages on the Fairway Hills golf course. The motion failed 3-5-0. A second motion was proposed that would rescind the policy in holes covered by Dorsey Search and Town Center but to maintain it on holes covered by Wilde Lake also failed 3-5-0.

In recent years, this has been a topic that has been discussed by the Golf and Green Committee as creating a perception of Fairway Hills as not as attractive of a destination to golfers as the other courses in Howard and neighboring counties. Given the current challenges with regard to the growth of rounds in the golf industry in general, the Golf and Green Committee believes that lifting this policy and the negative perception that goes with it would be a competitive benefit to golf in Columbia. As such, they have established gaining acceptance of the sale of alcoholic beverages from the beverage cart at Fairway Hills as one of their annual charges.

Background

Fairway Hills is the only golf course in Howard County that does not permit the sale of alcoholic beverages from the beverage cart. Currently, golfers are permitted to purchase alcoholic beverages at the pro shop and take them on to the course with them for consumption. Golfers are currently permitted to purchase two alcoholic beverages at the clubhouse per transaction. The golfer is permitted to return to the clubhouse mid round and purchase two more beverages.

The beverage cart currently operates on Saturday, Sundays and holidays from 9 am until 3 pm beginning Memorial Day and continuing through Labor Day. The cart may also be available outside of those times by request for larger outing. The cart makes an average 3 circuits of the course. This may vary depending on the volume of golfers on the course at any given time. The expectation is that hours of operation would not change based on a change in policy regard the sale of alcoholic beverages.

A typical Saturday or Sunday at Fairway Hills Golf Club will see approximately 100 rounds (golfers) being played. Currently Fairway Hills sells an average of 33 alcoholic beverages for every 100 rounds. For comparison, Timbers of Troy, a comparable local course owned by Howard County, sells an average of 50 alcoholic beverages per 100 rounds. Although not an equivalent club, Hobbit's Glen's alcoholic beverage sales from the turn house and cart are on par with Timbers of Troy. Based on this information there is not an expectation that Fairway Hills would see a substantial increase in the amount of alcoholic beverages purchased based on a change in policy.

Maryland requires that all staff that sells alcoholic beverages be SafeServe- Alcohol certified. SafeServe-Alcohol is a training program that teaches responsible alcohol sales and service management. Each CA team member must attend a class and pass a proctored exam in order to receive their certification. In addition to the oversight by the SafeServe trained staff, course rangers (staff) are constantly circulating the course to assist the golfers, improve speed of play and monitor the behavior of the golfers as needed.

In response to previous concerns with regard to the lack of available restrooms, staff has installed four portable toilets on the course. There are two each between holes 4 and 5 and where holes 12 and 16 pass each other. This placement provides 3 additional restroom opportunities in addition to the clubhouse during the course of an 18-hole round.

Recommendation

The sale of alcoholic beverages from the cart at Fairway Hills is viewed as a competitive playing field leveler to the course and not an opportunity to increase revenue. Investigation has shown that this is a benefit that is far more perception than a reality. Staff believes that the sale of alcoholic beverages will not significantly increase the consumption of those beverages during the course of a round. In the minds of some golfers, the lack of the opportunity to purchase alcoholic beverages from the cart does place Fairway Hills in a lower tier of choice when it comes to deciding where to play their rounds or hold their outings. With the additional restrooms, SafeServe-Alcohol training and rangers on the course, many of the previous concerns expressed in the past have been addressed and have proven effective at Hobbit's Glen, the other courses in Howard County and across the country. Based on these improvements staff recommends that the CA Board rescind the restriction prohibiting the sale of alcoholic beverages from the cart at Fairway Hills.

OFFICE OF
THE BOARD OF LICENSE COMMISSIONERS FOR HOWARD COUNTY
ELLCOTT CITY, MARYLAND 21043



Ethel B. Hill
Chairperson
John R. Horan
Vice Chairperson
Michael A. McFarland
William Neault
John L. Peoples, Jr.

Denise King
Administrator

January 26, 2006

Ronald S. Schimel, Esquire
Miles & Stockbridge, P.C.
10490 Little Patuxent Parkway, Suite 300
Columbia, MD 21044

Re: Columbia Association, Inc., t/a Fairway Hills Golf Club

Dear Mr. Schimel:

Enclosed you will find a copy of the Board's Decision and Order concerning the application for a resident agent change on the Class GC Beer and Light Wine 7 day on-sale license for Columbia Association, Inc., t/a Fairway Hills Golf Club.

If you have any questions concerning this matter, please feel free to contact me at 410-313-2008.

Sincerely,

A handwritten signature in cursive script that reads "Denise E. King".

Denise E. King
Administrator
Board of License Commissioners

Enclosure

DEK/hs

cc: File

(410) 313-2008

TTY Number: (410) 313-6401
E-Mail: <http://www.co.ho.md.us/council.html>

Fax Number: (410) 313-3297



IN THE MATTER OF THE APPLICATION*	BEFORE THE ALCOHOLIC
OF DONALD VANDEUSEN, ROBERT *	
GOLDLMAN AND CHARLES *	BEVERAGE HEARING BOARD
RHODENHAMEL ON BEHALF OF *	
COLUMBIA ASSOCIATION, INC., t/a *	FOR
FAIRWAY HILLS GOLF CLUB FOR A *	
CHANGE OF CLASS ON THE CLASS *	HOWARD COUNTY, MARYLAND
GC BEER AND LIGHT WINE 7 DAY ON *	
SALE LICENSE *	
	*

DECISION AND ORDER

The Board of License Commissioners for Howard County (the "Liquor Board"), pursuant to Rule 1.02(A) of the Rules and Procedures, has delegated the authority to hear and decide cases to the Alcoholic Beverage Hearing Board for Howard County, Maryland (the "Hearing Board"). Hereinafter, the Liquor Board and the Hearing Board are referred to, collectively, as the "Boards." This is a Proposed Decision and Order which shall become final, as provided in Rule 6.13, unless a request for a new hearing, under Rule 6.14, is filed with the Liquor Board and the Liquor Board decides to re-hear the case, as provided in Rule 6.15.

On December 13, 2005, the Alcoholic Beverage Hearing Board of Howard County heard the application of Donald VanDeusen, Robert Goldman and Charles Rhodehamel on behalf of Columbia Association, Inc., t/a Fairway Hills Golf Club, for a change of resident agent from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine and Liquor 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia road, Columbia, MD 21044. The hearing was properly advertised pursuant to Article 2B of the Annotated Code of Maryland. The applicants were represented by Ronald S. Schimel, Esquire.

A letter dated September 21, 2005, from the attorney for the applicant enclosing the application; a letter dated October 4, 2005, from the attorney for the applicant enclosing the fully executed liquor license application; a memorandum dated November 15, 2005, from the Liquor Board to the Alcohol Beverage Inspector, Department of Inspections, Licenses and Permits, Environmental Health and Department of Planning and Zoning; the background investigation on the applicants from the Liquor Inspector dated October 26,

2005; a memorandum dated December 5, 2005, from the Department of Planning and Zoning; a memorandum dated November 3, 2005, from Environmental Health; a letter dated November 15, 2005, to the Department of Finance; a letter dated December 1, 2005, from the Department of Finance, stating all property taxes have been paid; a letter dated November 15, 2005, to the Comptroller of the Treasury; a letter dated December 1, 2005, from the Comptroller of the Treasury; a fax transmission dated November 17, 2005, to the attorney for the applicants attaching a letter dated November 15, 2005, notifying them of the hearing date and the necessity to advertise; letter dated December 8, 2005, from the attorney for the applicant enclosing the certification of advertisement from the Howard Sun and Patuxent Publishing; a memorandum dated November 28, 2005, from the Alcohol Beverage Inspector stating the premises had been posted were presented to the Hearing Board and entered into record.

Donald VanDeusen, Assistant Secretary and manager for Columbia Association, Inc., t/a Fairway Hills Golf Club, was sworn and testified that he has been a Howard County resident for thirty five years. Mr. VanDeusen testified that he is a retired Howard County teacher, and is currently employed 60-80 hours per week at Fairway Hills Golf Club. Mr. VanDeusen testified that he is alcohol certified, and that he understands the rules and regulations governing the sale of alcoholic beverages.

Robert Goldman, Vice President for Columbia Association, Inc., t/a Fairway Hills Golf Club, was sworn and testified that he is responsible for all sports facilities owned by Columbia Association. Mr. Goldman testified that Donald VanDeusen will report to Bob Bellemey, and Mr. Bellemey reports to him. Mr. Goldman testified that he is not alcohol certified, but that he will attend a class.

Based on the evidence presented at the hearing, the Alcoholic Beverage Hearing Board makes the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT

1. The Hearing Board finds that Donald VanDeusen, Robert Goldman and Charles Rhodenhamel on behalf of Columbia Association, Inc., t/a Fairway Hills Golf Club, has applied for a change of resident agent from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia Road, Columbia, MD 21044.
2. The Hearing Board finds that the applicants are fit and proper persons to hold an alcoholic beverage license, a finding necessary to grant the application.

3. The Hearing Board finds that Donald VanDeusen has been a Howard County resident for more than two years, is a registered voter, and a full time manager of Columbia Association, Inc., t/a Fairway Hills Golf Club.

4. The Hearing Board finds that the granting of a resident agent change from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia Road, Columbia, MD 21044, is necessary for the accommodation of the public.

5. The Hearing Board finds that the granting of this application will not unduly disturb the peace and safety of the residents of the neighborhood.

CONCLUSIONS OF LAW

1. The Hearing Board concludes that Donald VanDeusen, Robert Goldman and Charles Rhodenhamel on behalf of Columbia Association, Inc., t/a Fairway Hills Golf Club, has applied for a change of resident agent from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia Road, Columbia, MD 21044.

2. The Hearing Board concludes that the applicants are fit and proper persons to hold an alcoholic beverage license.

3. The Hearing Board concludes that Donald VanDeusen meets the requirements of Rules 1.09(R), 1.09(S) and 2.10 of the Board's Rules and Regulations concerning resident agent qualifications.

4. The Hearing Board concludes that the granting of a resident agent change from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia Road, Columbia, MD 21044, is necessary for the accommodation of the public.

5. The Hearing Board concludes that the granting of this application would not unduly disturb the peace and safety of the neighborhood.

For the foregoing reasons, it is this 24 day of January, 2006, by the Alcoholic Beverage Hearing Board of Howard County ORDERED that Donald VanDeusen, Robert Goldman and Charles Rhodehamel on behalf of Columbia Association, Inc., t/a Fairway Hills Golf Club, have applied for a change of resident agent from Carolyn Lovelace to Donald VanDeusen on the Class GC Beer and Light Wine and Liquor 7 day on sale license for a 6252 square foot building and 204 acres located at 5100 Columbia road,

Columbia, MD 21044, be and the same is hereby GRANTED subject to the following conditions:

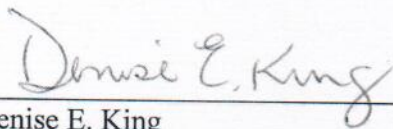
1. That this PROPOSED DECISION AND ORDER shall become final when the applicant complies with the following conditions:

(a) That the applicants complete an alcohol awareness course;
and

(d) Failure to fulfill the above conditions and obtain the license before February 28, 2006, shall render this proposed Decision and Order null and void.

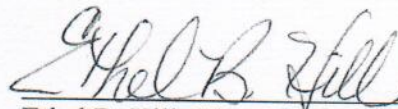
ATTEST:

ALCOHOLIC BEVERAGE HEARING
BOARD OF HOWARD COUNTY,
MARYLAND



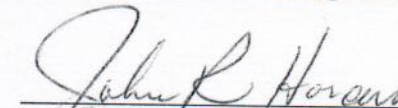
Denise E. King
Administrator

John L. Peoples, Jr., Chairperson

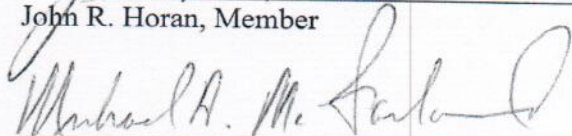


Ethel B. Hill, Vice-Chairperson

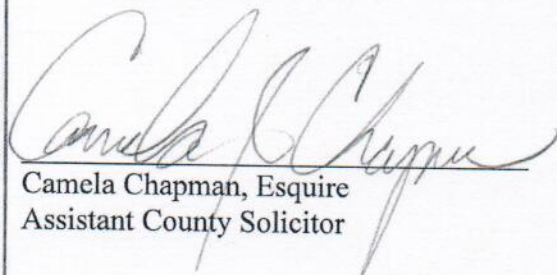
REVIEWED BY HOWARD COUNTY
OFFICE OF LAW
BARBARA M. COOK
COUNTY SOLICITOR



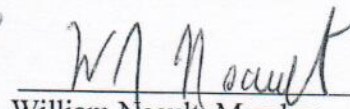
John R. Horan, Member



Michael A. McFarland, Member



Camela Chapman, Esquire
Assistant County Solicitor



William Neault, Member



October 19, 2007

To: Columbia Association Board of Directors
Advisory Committee Chairpersons
Village Board Chairs
Village Managers
Members of the Press
CA Management

From: Barbara Russell, Board Chair

The Columbia Association Board of Directors Meeting will be held on Thursday, October 25, 2007 at 7:30 p.m. at the Columbia Association Building, 10221 Wincopin Circle, Columbia, MD 21044.

AGENDA

1. Call to Order
2. Board Monitoring Form Reminder
3. Announcement of Closed/Special Meetings Held/To Be Held
4. Approval of Agenda
5. Approval of Minutes September 27, 2007
6. Resident Speakout
7. Board Member Comments
8. Chairman's Remarks
9. President's Report
10. Committee Reports
 - (a) Performance Oversight Committee
 - ▶ Consent Agenda
 - Proposed Financial Transaction
 - Approval of an Additional \$85,000 for The Other Barn Renovations
 - Adoption of Proposed Format Changes to the Quarterly Board Report
 - ▶ Discussion
 - Sale of Alcoholic Beverages at Fairway Hills Golf Course
 - ▶ Chair's Report
 - Update on the Physicians Referral Program
 - (b) External Relations Committee
 - ▶ Consent Agenda
 - ▶ Discussion
 - Sales Tax on Health Club Services
 - Framework for the Creation of a Watershed Plan for the Columbia Association
 - ▶ Chair's Report

- (c) Board Operations Committee
 - ▶ Consent Agenda
 - Release of Confidential Governance Memo
 - Tracking Form for Items in Committee
 - Policy for Attachments to CA Board Minutes
 - ▶ Discussion
 - Governance Memo
 - Timeline for President/CEO Search
 - Policy on Board Members Attending Board Meetings by Telephone
 - ▶ Chair's Report
- (d) Planning and Strategy Committee
 - ▶ Consent Agenda
 - ▶ Discussion
 - Health Care Benefits for Village Community Association Employees
 - ▶ Chair's Report
- 11. Tracking Forms
 - (a) Tracking Form for Board Requests
 - (b) Tracking Form for Resident Requests
 - (c) Tracking Form for Agenda Requests
- 12. Talking Points
- 13. Adjournment

Next Board Meeting: Tuesday, November 20, 2007
(Note Change in Date Due to the Thanksgiving Holiday)

ARRANGEMENTS FOR AN INTERPRETER FOR THE HEARING IMPAIRED CAN BE MADE BY
CALLING 410-715-3111 OR TDD 410-715-3129 TWO DAYS IN ADVANCE OF THE MEETING.

MINUTES
BOARD OF DIRECTORS MEETING
Held: Thursday, October 25, 2007

Approved February 28, 2008

In accordance with written notice the Board of Directors Meeting convened on Thursday, October 25, 2007 at the Columbia Association Building. The following Members were present: Ms. Barbara Russell, Chair, Mr. Phil Kirsch, Vice Chair, Ms. Gail Broida, Mr. Miles Coffman, Mr. Evan Coren, Ms. Cynthia A.S.H. Coyle, Mr. Henry Dagenais, Mr. Tom O'Connor, and Ms. Maggie Brown, President. Mr. Michael Cornell and Ms. Pearl Atkinson-Stewart were not present.

CALL TO ORDER – The Board of Directors Meeting was Called to Order at 8 pm, following a Special Meeting of Board of Directors.

BOARD MONITORING FORM REMINDER – Board Operations Committee members were reminded to fill out the form.

ANNOUNCEMENT OF CLOSED/SPECIAL MEETINGS HELD/TO BE HELD – Ms. Russell announced the following closed/special meetings held: **Performance Oversight Committee, October 17, 2007, 10-10:40 pm**, in accordance with HOA Section 11B-111(4)(vi), for consideration of the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the homeowners association. (Vote to close 2). **Board of Directors Meeting, October 25, 2007, 6:30 – 8 pm**, in accordance with HOA Section 11B-11(4)(iv) to consult with staff personnel, consultants, attorneys or other persons connecting with pending or potential litigation. (Vote to Close - Unanimous). **Board of Directors Special Meeting (Open), October 10, 2007**, to discuss whether or not to change the scheduled meeting dates (on calendar) of the County concerning downtown framework, and to extend the deadline for rendering input.

APPROVAL OF AGENDA – Mr. Coffman Moved to Approve the Agenda. Mr. Coren seconded. Mr. Kirsch requested that item (c)(iii), Policy for Attachments to CA Board Minutes be moved from Consent to Discussion Agenda. The Agenda, as amended, Passed Unanimously.

APPROVAL OF MINUTES – **September 27, 2007** – Mr. O'Connor Moved to Approve the Board Minutes of September 27, 2007. Mr. Coffman seconded. The Minutes, as amended, Passed Unanimously.

RESIDENT SPEAKOUT – Mr. Alex Hekimian (ABC) spoke about the Resident's Request for Speakout; Mr. Stephen Meskin (TC) spoke about Health Insurance for Village Employees. The following residents spoke about their opposition to the sale of alcohol from Mobile Carts at Fairway Hills Golf Course: Ms. **Helen Ann Schwartz**

Proposed Financial Transaction; Approval of an Additional \$85,000 for the Other Barn Renovations; and Adoption of Proposed Format Changes to the Quarterly Board Reports were all Approved by Unanimous Consent.

➤ **Discussion**

Sale of alcoholic Beverages at Fairway Hills Golf Course - Members discussed Rescinding a 1995 CA Board policy that prohibits the sale of alcoholic beverages on the Fairway Hills Golf Course. **Ms. Coyle** explained the basis for the Committee's position, and their request that staff distribute fliers to the neighborhood homes surrounding the golf course, informing them of a potential change in policy. She noted that there was a 2-1 response in favor of the committee's decision. **Ms. Coyle** said there are 543 households surrounding the golf course; 15 responded against the change, and 6 responded in favor of the change. She said the Board needs to respond to the request of the residents. **Mr. Kirsch** noted that the Wilde Lake Board was also against it; but noticed that no Golfer has spoken regarding their desire to have alcohol; why haven't they come forward. He said there is a policy, and questioned why change it? Everyone has been happy for 12 years. **Mr. Coffman** asked for the County Policy on this subject, and how many Golf Committees participated in this process. He noted that people (golfers) are usually respectful of the course. Some of the things listed, against allowing alcohol, rarely happen; there appears to be a lot of hysteria. **Mr. Goldman** discussed the history of the liquor license, which was obtained in 1995, that would have allowed the sale of alcohol at Fairway Hills. He noted the concerns that were raised by residents at that time (1995), despite the fact that there had been no incidents to report on the sale of beer and wine from mobile carts at Hobbit's Glen, and that it is common practice at golf courses throughout the country, the CA Board set a policy. **Mr. Goldman** said members of Fairway Hills Golf Club have requested this service, and regularly ask why CA does not sell beer and wine on the course. He highlighted the competitive disadvantages in not allowing it. **Mr. Goldman** noted that there have not been problems at pools relative to alcohol; signs are posted. He stated staff's recommendation that the Board rescind the 1995 policy that prohibits the sale of alcoholic beverages at the golf course. **Mr. Dagenais** noted the number of e-mails received against rescinding the policy; and questioned if anyone had ever been removed from the course for drunkenness, and how much money does CA make from the sale of alcohol?

Mr. O'Connor said he believes this to be making a mountain out of a molehill. This matter has been discussed both pro and con. In response to the discussion on the list of items (pro and con), he explained that there were more negative responses because they were from residents around the course - setting them up for negative responses; the incidents noted are not fact, but what "if". **Mr. O'Connor** said we are spending too much time on this subject; because there is a policy, the Board has to make a decision. **Ms. Broida** said one of the questions raised by the Town Center board was relative to age of the golfer; are they carded. **Ms. Russell** said her village was not in favor of rescinding the policy, and that people who live on the course are probably better judges of what is happening on the course. She will not be voting to rescind

the policy. **Mr. Goldman** proposed a compromise for consideration. He suggested that the Board rescind the 1995 policy for all areas of the golf course except the area that is in Wilde Lake (holes 13,14,15). He said this would be consistent with the fact that both the Dorsey Search and Town Center Village Boards had voted to support staff's recommendation, and almost all of the opposition to the recommendation had come from residents of Wilde Lake.

Ms. Russell called for the Motion to approve the Committee's Recommendation to rescind the 1995 CA Board Policy that prohibits the sale of alcoholic beverages on the Fairway Hills Golf Course. The Motion Failed 3-5-0. For: Mr. Coffman, Mr. Dagenais, and Mr. O'Connor; Opposed: Ms. Broida, Mr. Coren, Ms. Coyle, Mr. Kirsch, and Ms. Russell.

Mr. O'Connor Moved to rescind the Policy that prohibits the sale of alcoholic beverages in DS (15) and TC (2); otherwise keep the Policy in affect at WL (3). Mr. Coffman seconded. The Motion failed 3-5-0. For: Mr. Coffman, Mr. Dagenais, and Mr. O'Connor; Opposed: Ms. Broida, Ms. Coyle, Mr. Coren, Mr. Kirsch, and Ms. Russell.

- **Chair's Report – Ms. Coyle** said the Performance Oversight Committee and Staff are working on the bidding of the Salary Compensation Study; have had some discussions with some of the contractors, and will have something to report in the next two weeks. She noted the excellent Quality Improvement and CSS presentation given at their last meeting. Ms. Coyle spoke about the updated recycling program and has asked CA staff to look at recycling at open space. She indicated that Mr. Goldman would be making a presentation on "Fit Beginnings".

Mr. Goldman introduced the "Fit Beginnings" program, a Physicians Referral Exercise Program, as another new way to support CA athletic facilities. He discussed what is included in the program, and how to get started. Mr. Goldman responded to questions from members regarding the benefit to CA, focus on CA residents, does it support non-residents, does it address the concerns of the aging population, is it cost affective, and other related questions. More information will follow.

(b) External Relations Committee

- **Consent Agenda**

- **Discussion**

- Sales Tax on Health Club Services

Mr. Dagenais discussed the Governor's Proposal to tax Health Club Services. The Committee recommended that the CA Board take action regarding the issues as described. Members noted their concern that this is an ongoing situation and something CA has always opposed, because healthy lifestyles should not be taxed; the Government should be working to encourage physical activity, instead of taxing health club services that discourage exercise and joining clubs. The

Resident Concerns – Tom and Ginger Scott
March 29, 2018

Potential Increases in Negative Golfer Behaviors

- Urination along golf course in view of neighbors. (Signs do not explain that this is indecent exposure, which is prohibited by Howard County law.)
- Loud and rowdy behavior.
- Litter and debris in neighbors' yards.
- Trespassing or intruding on private property.
- Poorly hit balls damaging homes and striking neighbors.
- Frequent use of four-letter words.

Philosophical Issues

- Comparing Fairway Hills with Hobbits Glen. The two are not comparable and should be contrasted, rather than compared. In particular, Hobbits was in place when most Hobbits Glen homes were built. CA's own consultant advised that Running Brook holes not be used because of proximity of existing homes. Technology has improved golf clubs and balls, but hasn't increased the distance from homes.
- Sending wrong message to young people about mixing sports and alcohol.
- Selling more than moderate amounts of alcohol to golfers.
- Staff making up their own rules rather than following CA Board's policy – i.e., selling beer from carts in 2006/07 in direct contradiction of Board decision not to sell beer on the course – and then misleading CA president about the policy. Also, making substantive design changes in course without going through redline process.



April 5, 2018

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: Neighborhood Center Strategic Plan

This memo recommends the implementation of a long term strategy to reduce the number of neighborhood centers from 14 existing neighborhood centers to 6. Several of the neighborhood centers are currently in need of, or will soon be in need of, significant capital allocations for maintenance of existing programming. Ongoing capital and operating expenditures associated with the neighborhood centers will create an additional 30 year commitment to the neighborhood center concept. Rather than simply continuing to fund the neighborhood centers status quo, staff recommends that the CA Board consider whether or not the value added from the neighborhood centers is consistent with funding requirements and if not, implement a long term strategy to reduce the number of neighborhood centers from 14 to 6.

Background:

There are 14 neighborhood centers distributed in what might best be described as an arbitrary manner across 7 of the 10 Columbia Villages. The 14 neighborhood centers range in size from 586 to 4,900 square feet and were primarily built in Columbia's early development; thus, they average 45 years old. The majority of the buildings were built to residential standards and do not meet existing building codes for ADA compliance and energy conservation. I asked Barbara Kellner, former CA archivist, to research the neighborhood center concept in the Columbia Archives and while no specific information is available, she found that Mort Hoppenfield said the following:

“A neighborhood center consists of K-5 elementary school supplemented by daycare and preschool centers, a small convenience store, a swimming pool, park and playgrounds. The neighborhood center is seen as a complementary set of facilities and services convenient to the most place bound member of an urban community.”

Anecdotally, the CA neighborhood centers were initially developed as daycare co-ops managed and staffed on a voluntary basis by immediate neighbors. Over time, the co-op daycare concept has largely given way to for-profit daycares independently operated and serving the local, as well as the larger, Howard County community. The small convenience stores have all closed, save for the Running Brook 7-11, and the K-5 elementary schools are far fewer in number than CA's 14 neighborhood centers. The Columbia landscape has changed significantly over the last 50 years and what was cutting edge when Columbia was founded could not have imagined the internet and cell phones and video games and two wage earner families.

Recommendation:

With an average age of 45 years old, the neighborhood centers present a substantial capital and operating challenge to CA resources. It is not a question of whether or not the neighborhood centers are used, but rather whether or not the long term capital and operating expenditures add commensurate value to the Columbia community. Staff is recommending the CA Board approve a plan to take the Locust Park Neighborhood Center out of service at the end of this fiscal year and to replace the building footprint with a passive park. The same thought process would be applied to 7 of the remaining 13 neighborhood centers, ultimately leaving 6 in service. CA acknowledges that the Community Associations may derive net income from the neighborhood centers. In those cases, the reduction in net income that a Community Association derives from a neighborhood center could be offset through an increased grant from CA to the respective Community Associations, based on CA review of financial statements and lease and rental documents, a mutually agreed upon two or three year average of the net income derived, etc.

The Columbia concept to create a better and more livable city should remain constant, but the manner in which we provide services to the community should adapt to changing priorities as CA moves forward.

CA Neighborhood Center Profiles						
Village (7)*	Neighborhood Center (14)	Address	Date Built	Date Renovated	Square Footage (w/out pool)	Est. Assessed Building Value
<u>Dorsey Search</u>	Dorsey Hall Meeting Room	4765 Dorsey Hall Drive	1983	2015; L1	1515	\$340,875
<u>Harper's Choice</u>	Longfellow Neighborhood Center	5267 Eliots Oak Rd	1968	2014; L2	1285	\$289,125
	Swansfield Neighborhood Center	5659 Cedar Lane	1969	2008; L3	1440	\$324,000
<u>King's Contrivance</u>	MacGills Common Meeting Room	10025 Shaker Dr	1982	2015; L2	586	\$131,850
<u>Long Reach</u>	Jeffers hill Neighborhood Center	6030 Tamar Dr	1976	2005; L1	3240	\$729,000
	Locust Park Neighborhood Center	8995 Lambskin Ln	1972	2003; L1	2430	\$546,750
	Phelps Luck Neighborhood Center	5355 Phelps Luck Dr	1973	2002; L1	4302	\$967,950
<u>Oakland Mills</u>	Stevens Forest Neighborhood Center	6061 Stevens Forest Rd	1971	2016; L3	1302	\$292,950
	Talbott Spring Neighborhood Center	9660 Basket Ring Rd	1970	2002; L2 (ext.)	1169	\$263,025
	Thunder Hill Neighborhood Center	5134 Thunder Hill Rd	1969	1998; L1	1380	\$310,500
<u>River Hill</u>	River Hill Meeting Room	6330 Trotter Rd	1995	2018; L2	1681	\$378,225
<u>Wilde Lake</u>	Bryant Woods Neighborhood Center	10451 Green Mountain Circle	1967	2016; L3	1788	\$402,300
	Faulkner Ridge Neighborhood Center	15018 Marble Faun Ct	1967	2013; L3	1264	\$284,400
	Running Brook Neighborhood Center	5730 Columbia Rd	1969	2013; L3	1401	\$315,225
<u>*Villages without neighborhood centers</u>						
Hickory Ridge						
Owen Brown						
Town Center						
<u>Heading</u>	<u>Definition</u>					
Date Renovated	Work completed within the past 20 years; L1:>\$100,000; L2: \$50,000 - \$100,000; L3: <\$50,000					
Est. Assessed Building Value	Based on existing building condition and square footage					
Minimal Work Required	Capital expenses and repairs to maintain structural integrity, watertight envelope and minimal aesthetic values					
Optimal Work Required	Capital expenses associated with ADA related improvements and mid term capital expenses for windows, siding and door systems					
CA Operating Costs (annual repairs & maintenance)	Building operating costs greater than \$1,000 such as minor HVAC and plumbing repairs					
Annual Interest & Depreciation	Interest expense is the cost of financing capital expenses. Depreciation is the method of allocating the capital cost of a fixed asset over its estimated economic useful life. Both interest and depreciation are annual expenses.					
Ongoing Annualized Capital	Cost of major capital projects such as HVAC and roof replacements spread over 30 year depreciation schedule					
Village Operating Costs	Building operating costs including maintenance and repairs less than \$1,000 per occurrence					

CA Neighborhood Center Estimated Capital & Operating Expenses

Village (7)*	Neighborhood Center (14)	Minimal Work Required	Est. Cost of Minimal Work	Need by Date	Optimal Work Required	Est. Cost of Optimal Work	Est. Ongoing Annualized Capital Expenditures	Est. CA Operating Costs	Annual Interest & Depreciation	Neighborhood Operating Costs	Estimated Neighborhood Center Operating Cost
<u>Dorsey Search</u>	Dorsey Hall Meeting Room	none	N/A	N/A	none	N/A	\$2,912.00	\$6,105.45	\$29,439.00	Not availale	\$8,411.28
<u>Harper's Choice</u>	Longfellow Neighborhood Center	Gutters & Downspouts	\$2,500	1 to 2 yrs	skylights	\$4,600	\$2,932.00	\$5,178.55	\$12,862.85	Not available	\$7,134.32
	Swansfield Neighborhood Center	Interior re-fresh, paint, flooring, cabinets	\$25,000	1 to 3 yrs	none	N/A	\$3,148.00	\$5,803.20	\$14,414.40		\$7,994.88
<u>King's Contrivance</u>	MacGills Common Meeting Room	none	N/A	N/A	ADA parking, access, and restrooms	\$171,000	\$1,492.00	\$2,361.58	\$5,865.86	Not available	\$3,253.47
<u>Long Reach</u>	Jeffers Hill Neighborhood Center	Flooring, ceiling, cabinetry, paint, roof	\$70,000	1 to 2 yrs	additional ADA restooms, HVAC	\$101,000	\$6,684.00	\$13,057.20	\$32,432.40	\$13,224.00	N/A
		Structural repairs, flooring, ceiling, cabinetry, interior doors, partial drywall replacement, roof, windows, gutters & downspouts, ext. doors	\$212,000	1 to 3 yrs	ADA restrooms, parking & access	\$96,000	\$3,867.00	\$9,792.90	\$24,324.30	\$11,481.00	
	Locust Park Neighborhood Center										N/A
	Phelps Luck Neighborhood Center	Flooring, ceiling, cabinetry, paint, roof	\$75,000	1 to 2 yrs	HVAC, fully compliant restooms, ADA parking and access	\$104,000	\$7,368.00	\$17,337.06	\$43,063.02	\$44,526.00	N/A
<u>Oakland Mills</u>	Stevens Forest Neighborhood Center	Flooring, ceiling, cabinetry, paint	\$35,000	1 to 2 yrs	HVAC	\$30,000	\$2,856.00	\$5,247.06	\$13,033.02	Not available	\$7,661.76
	Talbott Spring Neighborhood Center	Flooring, cabinetry, roof, paint	\$50,000	1 to 3 yrs	ADA Restrooms, ADA parking and access, HVAC	\$105,000	\$2,912.00	\$4,711.07	\$11,701.69		\$7,228.70
	Thunder Hill Neighborhood Center	Flooring, cabinetry	\$10,000	1 to 3 yrs	ADA parking and access	\$45,000	\$3,432.00	\$5,561.40	\$13,813.80		\$6,490.29
<u>River Hill</u>	River Hill Meeting Room	none	N/A	N/A	none	N/A	\$2,733.00	\$6,774.43	\$16,826.81	Not available	\$9,332.91
<u>Wilde Lake</u>	Bryant Woods Neighborhood Center	Cabinetry, roof, gutters & downspouts	\$35,000	1 to 3yrs	Interior & exterior doors, ADA parking and access	\$45,000	\$4,333.00	\$7,205.64	\$17,897.88	Not available	\$9,926.98
		Flooring, cabinetry, roof, gutters & downspouts	\$25,000	1 to 3yrs	lighting, ADA parking and access	\$79,000	\$2,888.00	\$5,093.92	\$12,652.64		\$7,017.73
	Faulkner Ridge Neighborhood Center										
	Running Brook Neighborhood Center	Flooring, ceiling, cabinetry, paint, roof, gutters & downspouts	\$35,000	1 to 3yrs	Siding, fully compliant restooms, ADA parking and access	\$77,000	\$2,428.00	\$5,646.03	\$14,024.01		\$7,778.35
Total			\$574,500			\$857,600	\$49,985.00	\$99,875.49	\$262,351.68	\$69,231.00	\$151,461.67
Estimated Village Operating Cost: Square footage estimates based on Long Reach actuals reduced by 20%											

CA Neighborhood Center Estimated Income & Utilization

Village (7)*	Neighborhood Center (14)	Revenue Generated	Ongoing Usage %	Periodic Usage
<u>Dorsey Search</u>	Dorsey Hall Meeting Room	\$14,400.00	100%	0%
<u>Harper's Choice</u>	Longfellow Neighborhood Center	\$16,740.00	42%	1%
	Swansfield Neighborhood Center	\$17,520.00	57%	1%
<u>King's Contrivance</u>	MacGills Common Meeting Room	\$6,360.00	N/A	N/A
<u>Long Reach</u>	Jeffers hill Neighborhood Center	\$39,808.00	63%	5%
	Locust Park Neighborhood Center	\$32,324.00	62%	5%
	Phelps Luck Neighborhood Center	\$95,230.00	61%	Front 3% Back 8%
<u>Oakland Mills</u>	Stevens Forest Neighborhood Center	\$13,020.00	79%	5%
	Talbott Spring Neighborhood Center	\$13,950.00	62%	8%
	Thunder Hill Neighborhood Center	\$8,160.00	51%	3%
<u>River Hill</u>	River Hill Meeting Room	\$25,908.00	37%	N/A
<u>Wilde Lake</u>	Bryant Woods Neighborhood Center	\$27,980.00	55%	1%
	Faulkner Ridge Neighborhood Center	\$20,000.00	68%	2%
	Running Brook Neighborhood Center	\$20,000.00	52%	3%

Revenue Generated - Does not include periodic events, social events, meetings etc...

On Going Usage % - Percentage of times used by recurring, leased or rented tenants over total available leased building time, under current facility operating schedule.

Periodic Usage - Percentage of times used by non-recurring facility users (meetings, social events) over total available leased building time, under current facility operating schedule

Locust Park	
Estimated Annual Income	\$ 32,324.00
<u>Estimated Expenses</u>	
CA Operating Costs	\$ 9,792.90
Annual Interest & Depreciation	\$ 26,257.80
Village Operating Costs	\$ 11,481.00
Total Annual Estimated Expenses	\$ 47,531.70
Estimated Increase (Decrease) in Net Assets	\$ (15,207.70)
<u>Proposed Improvements</u>	
Minimal	\$ 212,000
Optimal	\$ 96,000
Sub-total	\$ 308,000
Interest (15yrs at 4.5%)	\$ 116,086
Total	\$ 424,086
<u>30yr Cost Analysis</u>	
Estimated Income	\$ 969,720
<u>Estimated Expenses</u>	
Depreciation Expense - Improvements	\$ 366,005
Interest Expense - Improvements	\$ 136,086
Loss on Disposal of Assets	\$ 111,034
CA Operating Costs	\$ 293,787
Village Operating Costs	\$ 344,430
Total	\$ 1,251,342
Estimated Increase (Decrease) in Net Assets	\$ (281,622)

Dorsey Hall	
Estimated Annual Income	\$ 14,400.00
<u>Estimated Expenses</u>	
CA Operating Costs	\$ 6,105.45
Annual Interest & Depreciation	\$ 29,439.00
Estimated Village Operating Costs	\$ 8,411.28
Total Annual Estimated Expenses	\$ 43,955.73
Estimated Increase (Decrease) in Net Assets	\$ (29,555.73)
<u>Completed Improvements</u>	
Full Building Renovation	\$ 883,166
Sub-total	\$ 883,166
Interest (15yrs at 4.5%)	
Total	\$ 883,166
<u>30yr Cost Analysis</u>	
Estimated Income	\$ 432,000
<u>Estimated Expenses</u>	
Depreciation Expense - Improvements	\$ 926,846
Interest Expense - Improvements	
Loss on Disposal of Assets	\$ -
CA Operating Costs	\$ 183,164
Village Operating Costs	\$ 252,338
Total	\$ 1,362,348
Estimated Increase (Decrease) in Net Assets	\$ (930,348)

Neighborhood Center Discussion

Presentation to the Board of Directors
04.12.2018



Columbia
Association

Introduction

Neighborhood Center Discussion

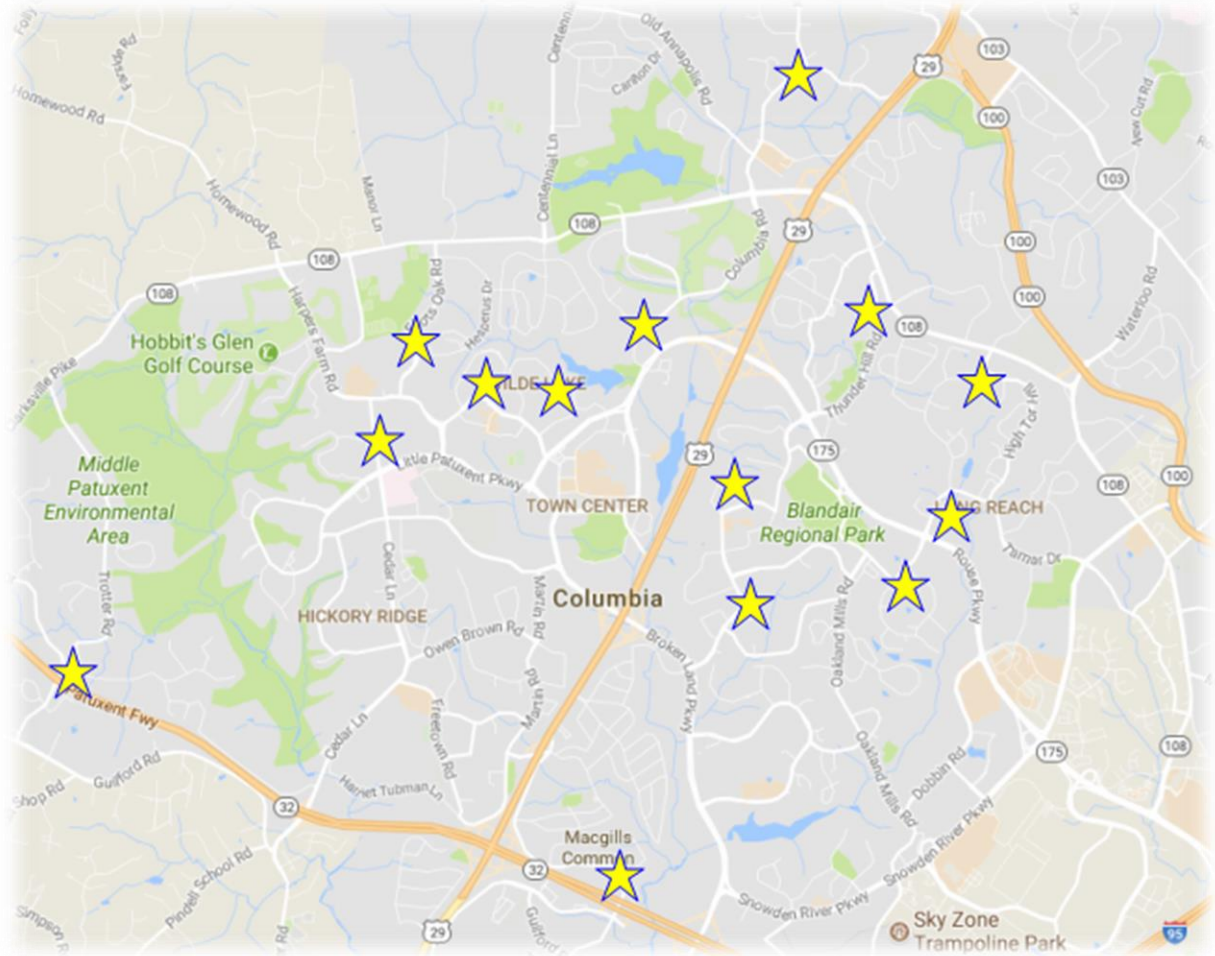


CA owns 14 neighborhood centers which are maintained jointly with the village associations. The neighborhood centers day to day operations and rental programs are under the purview of the village associations. The neighborhood centers are primarily used as daycares and for church gatherings, and other village rentals.

CA construction department staff conducted an evaluation of all 14 facilities to assess major building components, remaining useful life of building systems, and assign value to necessary capital repairs. In addition, ongoing operating income and expenses were analyzed for strategic consideration regarding long term building operations relative to CA's other operating and capital initiatives.

NC Locations (14 total)

CA Neighborhood Centers



By village

CA Neighborhood Centers

Dorsey's Search : 1
Harper's Choice : 2
King's Contrivance : 1
Long Reach : 3
Oakland Mills : 3
River Hill : 1
Wilde Lake : 3

Three villages, Hickory Ridge, Owen Brown, and Town Center have no neighborhood centers



Profiles



Avg. Size
1,770 ft²

CA Neighborhood Centers

Neighborhood Center	Village	Year Built	Size (ft ²)
Dorsey Hall Meeting Room	Dorsey Search	1983	1515
Longfellow Neighborhood Center	Harper's Choice	1968	1,285
Swansfield Neighborhood Center	Harper's Choice	1969	1,440
MacGills Common Meeting Room	King's Contrivance	1982	586
Jeffers Hill Neighborhood Center	Long Reach	1976	3,024
Locust Park Neighborhood Center	Long Reach	1972	2,430
Phelps Luck Neighborhood Center	Long Reach	1973	4,302

Profiles



Avg. Size
1,770 ft²

CA Neighborhood Centers

Neighborhood Center	Village	Year Built	Size (ft ²)
Stevens Forest Neighborhood Center	Oakland Mills	1971	1,380
Talbott Springs Neighborhood Center	Oakland Mills	1970	1,302
Thunder Hill Neighborhood Center	Oakland Mills	1969	1,169
River Hill Meeting Room	River Hill	1995	1,681
Bryant Woods Neighborhood Center	Wilde Lake	1967	1,788
Faulkner Ridge Neighborhood Center	Wilde Lake	1967	1,264
Running Brook Neighborhood Center	Wilde Lake	1967	1,401

Continuation of Service

Dorsey Hall Meeting Room

Original Build Date: 1983
Renovation Date: 2015
Renovation Cost: \$ 883,166

Scope of renovation work: ADA accessibility, expansion of footprint from 651 ft² to 1,515 ft², life safety additions (fire alarm, sprinkler systems), new mechanical, electrical, plumbing systems, new finishes, stormwater management and parking lot improvements



Continuation of Service

Dorsey Hall Meeting Room

Total Annual Income: \$ 14,400
Total Annual Expenses: \$ 43,955
Annualized Return: \$(29,555)

Long Term (30yr) Return On Continuation of
Services (\$883,166 capital re-investment)

Long Term Income: \$ 432,000
Long Term Expense: \$1,362,348
Long Term Return: \$ (930,348)



Strategic Discussion

Locust Park Neighborhood Center

Total Annual Income: \$ 32,324
Total Annual Expenses: \$ 47,531
Annualized Return: \$(15,207)

Long Term (30yr) Return On Continuation of
Services (\$308,000 capital re-investment)

Long Term Income: \$ 969,720
Long Term Expense: \$1,251,342
Long Term Return: \$ (281,622)



**Village of
Dorsey's
Search**

Dorsey Hall Meeting Room



1515 ft²



1,515ft²

Dorsey Hall Meeting Room

- Completely re-built in 2015
- Current Usage: Year-round day care center
- Fully ADA Compliant
- No capital work required at this time

Recommendation

Continue current operations with ongoing maintenance

**Village of
Harper's
Choice**

Longfellow



1,285 ft²



Village of Harper's Choice



1,285 ft²

Longfellow

- Current use: day care center
- Connected to Longfellow pool bathhouse
- Remodeled bathrooms and pool house in 2014
- ADA compliant parking, entrance, and bathrooms
- Capital work required at this time: \$2,500

Recommendation

Continuation of service pending major renovation or tenant vacates facility

**Village of
Harper's
Choice**

Swansfield



1,440 ft²



Village of Harper's Choice



1,440 ft²

Swansfield

- Current use: day care center
- Connected to Swansfield pool bathhouse
- Existing ADA compliant parking, entrance, and bathrooms
- No capital work required at this time

Recommendation

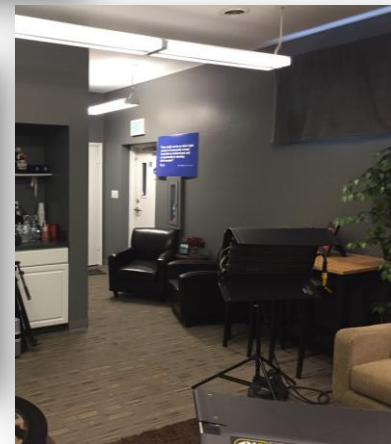
Continue current operations with ongoing maintenance

**Village of
King's
Contrivance**

MacGill's Common Meeting Room



586 ft²





586 ft²

MacGill's Common Meeting Room

- Current Usage: CA video studio
- Interior finish upgrades in 2015
- Connected to MacGills Pool bathhouse
- ADA compliance would require building addition
- Cost of ADA improvements: \$171,000 (if current footprint is utilized)

Recommendation

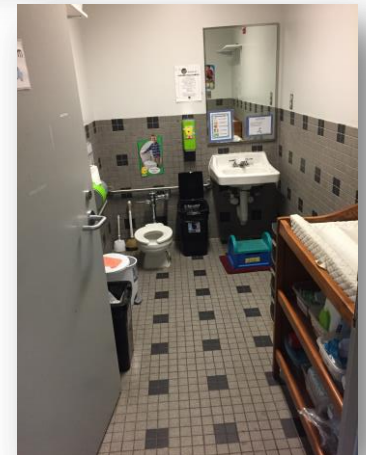
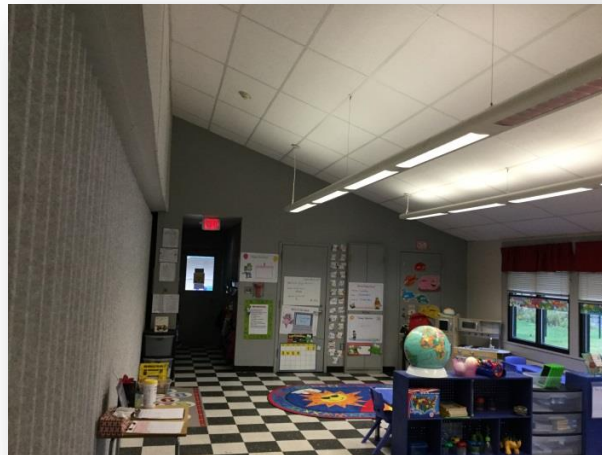
Continuation of service pending ADA compliance requirements or tenant vacates facility

**Village of
Long
Reach**

Jeffer's Hill



3,240 ft²



Village of Long Reach



3,240 ft²

Jeffer's Hill

- Current usage: – day care center, village rentals
- Minimal accommodations for ADA have been made; full compliance would require major renovation
- Separate pool house
- Capital work required at this time: \$70,000

Recommendation

Continuation of service pending ADA compliance requirements or tenant vacates facility

**Village of
Long
Reach**

Locust Park



2,430 ft²





2,430 ft²

Locust Park

- Current usage – day care center
- Separate pool house
- Lacks ADA parking and accessible route
- Extensive repairs needed
- Capital work required at this time: \$308,000

Recommendation

Remove from service in FY20 due to extensive necessary repairs and ADA requirements and replace with passive park

**Village of
Long
Reach**

Phelps Luck



4,302 ft²

Village of Long Reach



4,302 ft²

Phelps Luck

- Current usage: day care center; long-term church
- Separate pool house
- Lacks ADA parking, accessible route, and fully compliant restrooms
- Capital work required at this time: \$75,000

Recommendation

Continuation of service with ongoing maintenance

**Village of
Oakland
Mills**

Stevens Forest



1,380 ft²





1,380 ft²

Stevens Forest

- Current usage – day care
- Separate pool house
- Generally in compliance with ADA requirements
- Capital work required at this time: \$35,000

Recommendation

Continuation of service pending full ADA compliance requirements

**Village of
Oakland
Mills**

Talbott Springs



1,302 ft²



1,302 ft²

Talbott Springs

- Current usage –day care center
- Connected to Talbott Springs pool bathhouse
- ADA restrooms would require major renovation
- ADA access to pool is technically infeasible
- Capital work required at this time: \$50,000

Recommendation

Continuation of service pending ADA compliance requirements or tenant vacates facility

**Village of
Oakland
Mills**

Thunder Hill



1,169 ft²



1,169 ft²

Thunder Hill

- Current usage – day care center
- Connected to Thunder Hill pool bathhouse
- Lacks ADA parking; requires repairs for ADA bathrooms
- Capital work required at this time : \$10,000

Recommendation

Continue current operations with ongoing maintenance

**Village of
River Hill**

River Hill Meeting Room



1,681 ft²



Village of River Hill



1,681 ft²

River Hill Meeting Room

- Current usage – Village rentals
- Connected to River Hill pool bathhouse
- Fully ADA compliant
- No capital work required at this time

Recommendation

Continue current operations with ongoing maintenance

**Village of
Wilde
Lake**

Children's Center



1,788 ft²

Bryant Woods



Village of Wilde Lake



1,788 ft²

Bryant Woods

- Current usage – Montessori school
- Connected to Bryant Woods pool bathhouse
- Interior generally in compliance with ADA requirements
- Capital work required at this time: \$35,000

Recommendation

Continue current operations with ongoing maintenance

**Village of
Wilde
Lake**

Children's Center
10000
10000
10000



1,264 ft²

Faulkner Ridge



Village of Wilde Lake



1,264 ft²

Faulkner Ridge

- Current usage – day care center
- Connected to Faulkner Ridge pool bathhouse
- Pool is in compliance with ADA requirements
- Capital work required at this time: \$25,000

Recommendation

Continuation of service pending major renovation or the current tenant vacates facility. At that time, building would be repurposed for an ADA pool bathhouse

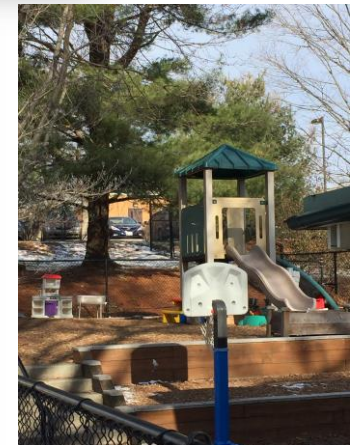
Village of Wilde Lake

Children's Center



1,401 ft²

Running Brook



Village of Wilde Lake



1,401 ft²

Running Brook

- Current usage – day care center
- Connected to Running Brook pool bathhouse
- Lacks ADA parking, access, and restrooms; compliance would require major renovation
- Capital work required at this time: \$35,000

Recommendation

Continuation of service pending major renovation or the current tenant vacates facility. At that time, building would be repurposed for an ADA pool bathhouse

Recommendations

- CA will evaluate an offset to the village association for operating losses from closing neighborhood centers with additional CA grant allocations. Passive parks will replace the building footprint where buildings are removed
1. FY20: Demolish Locust Park Neighborhood Center replace with passive park.
 2. Pending: (CA will coordinate with Village Associations)
 - Repurpose Running Brook and Faulkner Ridge for ADA pool bathhouse improvements when current tenant vacates.
 - Replace Stevens Forest and Jeffers Hill Neighborhood Centers with passive park when current tenants vacate.
 - Take out of Service Talbott Springs, Longfellow and MacGills Common, when current tenants vacate
 3. On-going: Maintain Bryant Woods, Dorsey Hall, River Hill, Thunder Hill, Swansfield and Phelps Luck Neighborhood Centers



