



March 6, 2020

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

From: Andrew C. Stack, Board Chair

The Columbia Association Board of Directors Work Session will be held on Thursday, March 12, 2020 at 7:00 p.m. at Columbia Association headquarters, 6310 Hillside Court, Suite 100, Columbia, MD 21046.

AGENDA

1. Call to Order	5 min.	Page Nos.
(a) Announce Directors/Senior Staff Members in Attendance		
(b) Remind attendees that Work Sessions are not Recorded/Broadcast		
(c) Inquire if any Board members are attending remotely via phone		
(d) Remind Board members to speak into the microphone		
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	165 min.	
(a) Presentation on Howard Hughes Corporation's Vision for Merriweather District and, possibly, the Lakefront Core or North Lakefront areas	(30 min.)	2
(b) Update on Additional Swim Lanes for the Clippers	(30 min.)	3 – 14
(c) Hyla Brook Easement Request	(15 min.)	15 – 25
(d) Discussion of the Most Recent Development Tracker	(15 min.)	26 – 37
(e) Capital Projects and Open Space Updates	(15 min.)	38 – 56
(f) Applicable State Legislation Discussion	(15 min.)	57 – 58
(g) Discussion on Next Steps regarding the Neighborhood Centers – Discussion only. No votes to be taken.	(45 min.)	
5. Chairman's Remarks	3 min.	59 -60
6. President's Remarks; Follow-Up Questions from the Board Members	10 min.	
7. Proposed New Topics	5 min.	
8. Adjournment – Anticipated Ending Time: Approximately 10:30 p.m.		

Next Board Meeting
Thursday, March 26, 2020 – 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.



DATE: 6 March 2020

TO: Columbia Association Board of Directors

FROM: Milton W. Matthews

SUBJECT: Presentation by Howard Hughes Corporation – Downtown Columbia Plans

Greg Fitchitt will give a presentation at the 12 March 2020 Board work session on Howard Hughes Corporation's Downtown Columbia plans, including the Merriweather District.

The presentation will last about twenty minutes, and an additional ten minutes will be allocated for questions and answers from Board members.

Aquatics Indoor Pools Schedule Update

Columbia
Association

What is Our Goal?



- Improve Clippers experience by centralizing practice
- Increase primetime swim lessons
- Increase Aqua Fitness classes at Columbia Gym
- Increase recreations and lap swim hours at Swim Center on weekends
- Improved Schedule Coordination

[illegible]

Potential Changes at Columbia Gym

Columbia Gym			
Activity	# Hours	# Lanes	Total Lane Hour Change
Swim Lessons	-4	4	-16
Aqua Fitness	2	4	8
Laps/Rec Swim	2	4	8

- Move Mon/Wed evening lessons to Swim Center
- Additional Friday morning and Tuesday evening AquaFit classes
- Two additional evenings of lap/recreation time
- Improved member experience with consistent M/W/F and Tu/Thu schedule

[illegible]

Potential Changes at The Supreme Sports Club

Supreme Sports			
Activity	# Hours	# Lanes	Total Lane Hour Change
Clippers	-24.5	5	-122.5
Laps Only	24.5	5	122.5

- Pool temp Increase from 79-80 to 81-82
- Mon - Fri Clippers practice moved to Swim Center
- Additional lanes for lap swimming

[illegible]

Potential Changes at The Columbia Swim Center

Columbia Swim Center (M-F)			
Activity	# Hours	# Lanes	Total Lane Hour Change
Laps Only	-7.5	6	-45
Laps & Rec	-6	6	-36
Clippers	20	6	120
Lessons	-4	6	-24
Lessons	7.5	6	45

- Main pool temp decrease from 84-85 to 82-83
- Both pools would be closed for Clippers or lessons after 3:30 pm
- Elimination of all lap and recreation swim time after 3:30 pm Mon - Fri
- Prime-time (5-6:30 pm) swim lessons in the main pool

The Columbia Swim Center

Columbia Swim Center (Sat/Sun)			
Activity	# Hours	# Lanes	Total Lane Hour Change
Splashdown	-5.5	6	-33
Lessons	0.5	6	3
Laps/Rec Swim	5	6	30

- Replace 30 min of Saturday Splashdown with additional lessons
- Replace Sunday Splashdown and open pool with Rec Swim

Summary of Changes

Total Changes		Notes
Total Lane Hour Change	Activity	
8	Swim Lessons	Gaining Prime Time Lesson Hours at SWC Losing CG M/W Nights
8	Aqua Fitness	Gaining more Aquafit at CG to meet unmet demand
2	Laps/Rec Swim	Losing M-F Lap/Rec Time at SWC. Gaining Sunday Rec Swim and Play Time 12-5p.
77.5	Laps	More Unrestricted Lap Swim Hours at SSC, losing prime time access at SWC
-2.5	Clippers	Losing 2.5 Lane hours, but gaining parent convenience coaching efficiency by having everyone at the same pools
-33	Splashdown	Losing Sunday Splashdown and 30 min from Saturday

Challenges



- Displaced Swim Center members
- Swim Center main pool temperature decrease from 84-85 to 82-83
- Columbia Gym lesson participants will have to travel to Swim Center on Mon and Wed





Easement Request Form

Date: 3/12/2020

Easement Grantee: Howard County Department of Public Works

Project Name: Hyla Brook Public Drainage & Utility Easement

Proposed Easement Location:

Village of Wilde Lake - Open Space Lot 2

Purpose of Proposed Easement:

Requesting a 20' Public Drainage & Utility Easement so Howard County can easily access the existing stormwater management facilities and other public utilities to be maintained as part of the public system.

Alternatives to Proposed Easement:

CA would continue to grant temporary access to our property in order for Howard County to access the public amenities. This process delays necessary repairs and maintenance, which can lead to safety issues for the residents of Columbia.

Briefly describe who will be impacted and how they will be impacted:

No impact to residences because it is just an easement dedication.

Additional Notes:

Recommend approval, subject to review and processing of final legal documents.

Contact Information

Name: _____

E-mail: _____

Phone #: _____

Easement Requests

MARCH 12, 2020

Columbia
Association

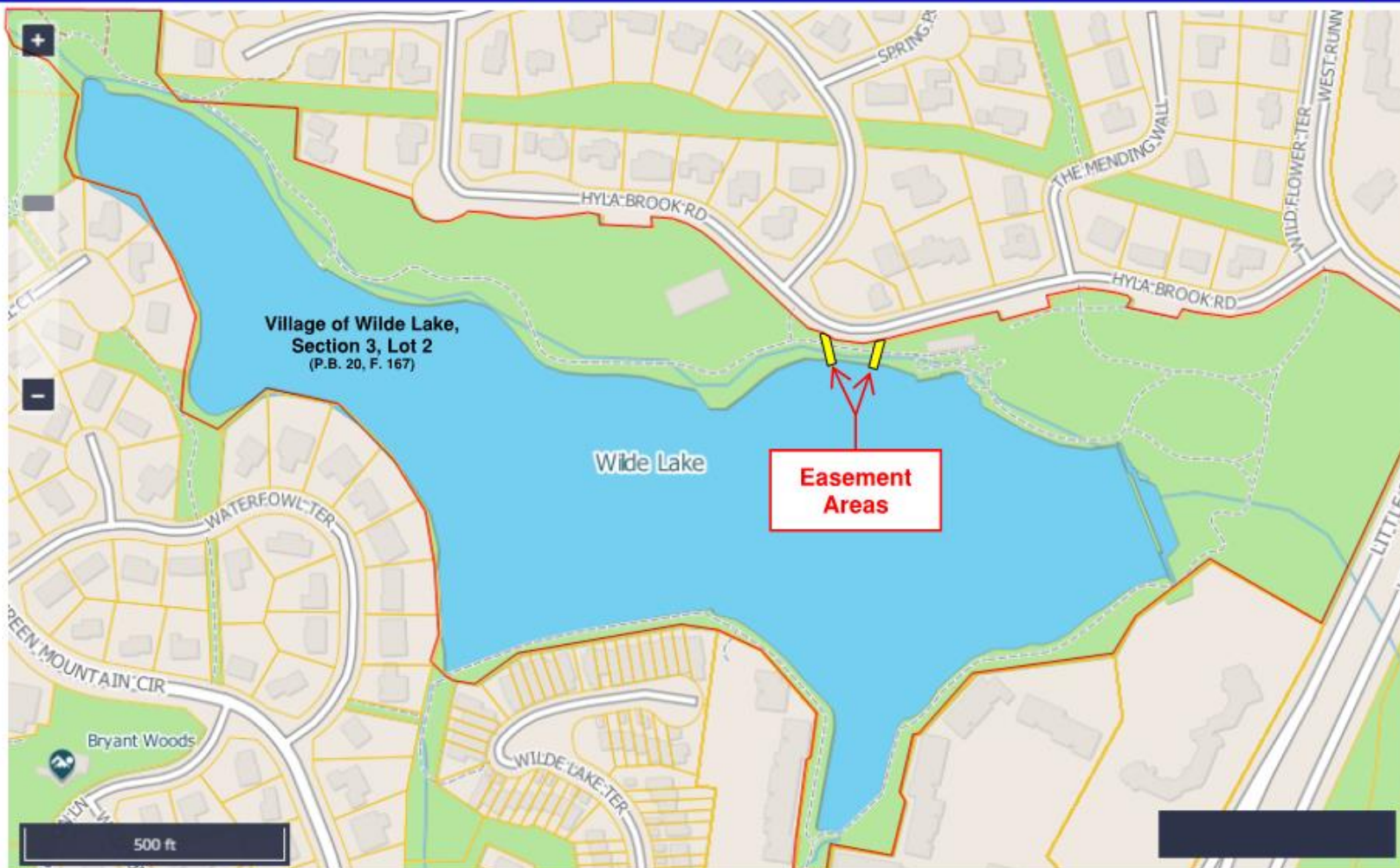
Requested Easements

1. Hyla Brook – Wilde Lake: Public Drainage & Utility Easement to be maintained as part of the public sewer system.



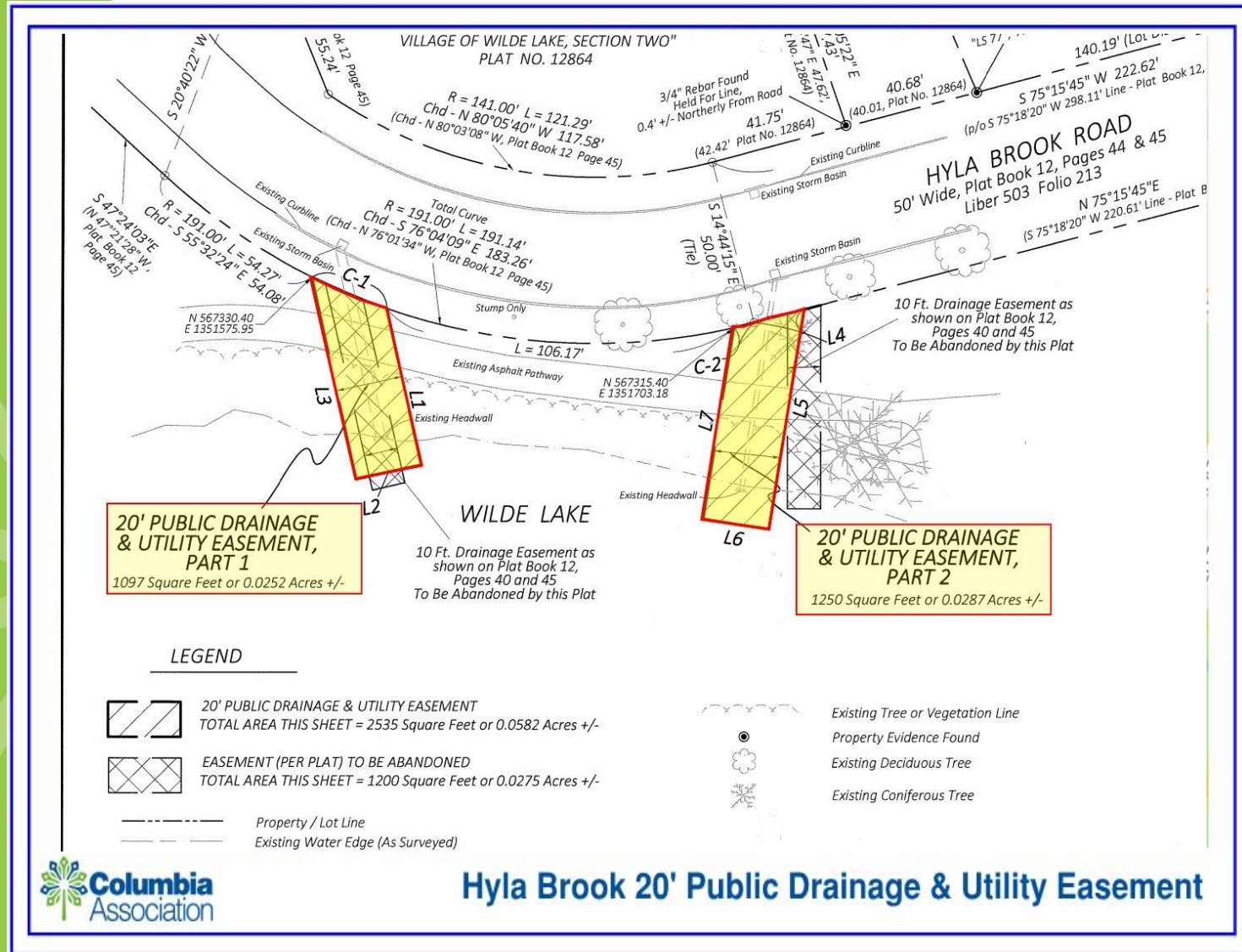
Wilde Lake Hyla Brook

Vicinity Map



Easement Detail

Hyla Brook



Hyla Brook Public Drainage & Utility Easement

Hyla Brook

Easement

- Howard County Department of Public Works is requesting a Drainage & Utility Easement on CA Open Space Lot 2, allowing the existing stormwater management facilities and other public utilities to be easily maintained as part of the public system

Staff Review Comments

- No consideration easement

Staff Recommendation

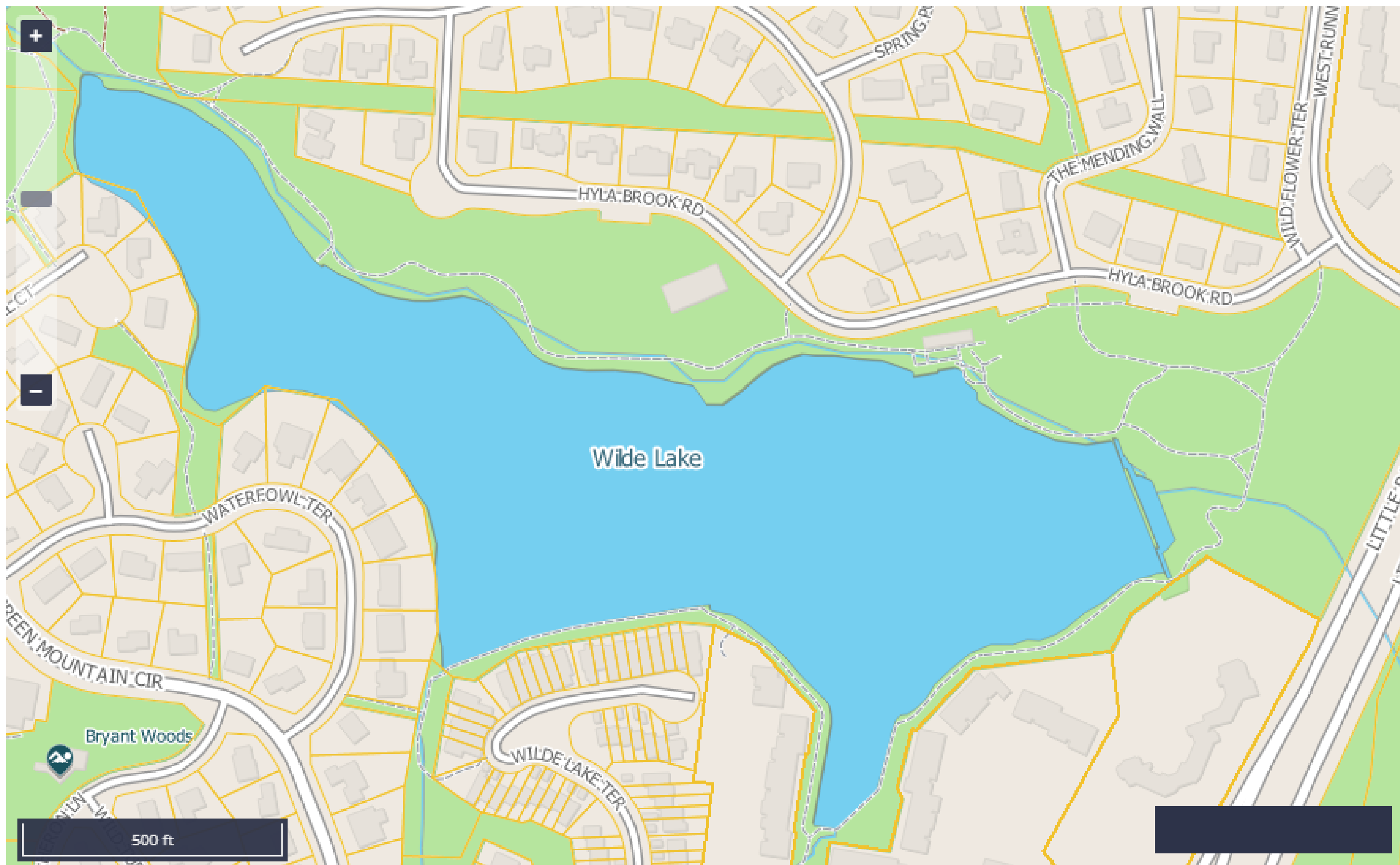
- Approval subject to staff review of the final plans and documents

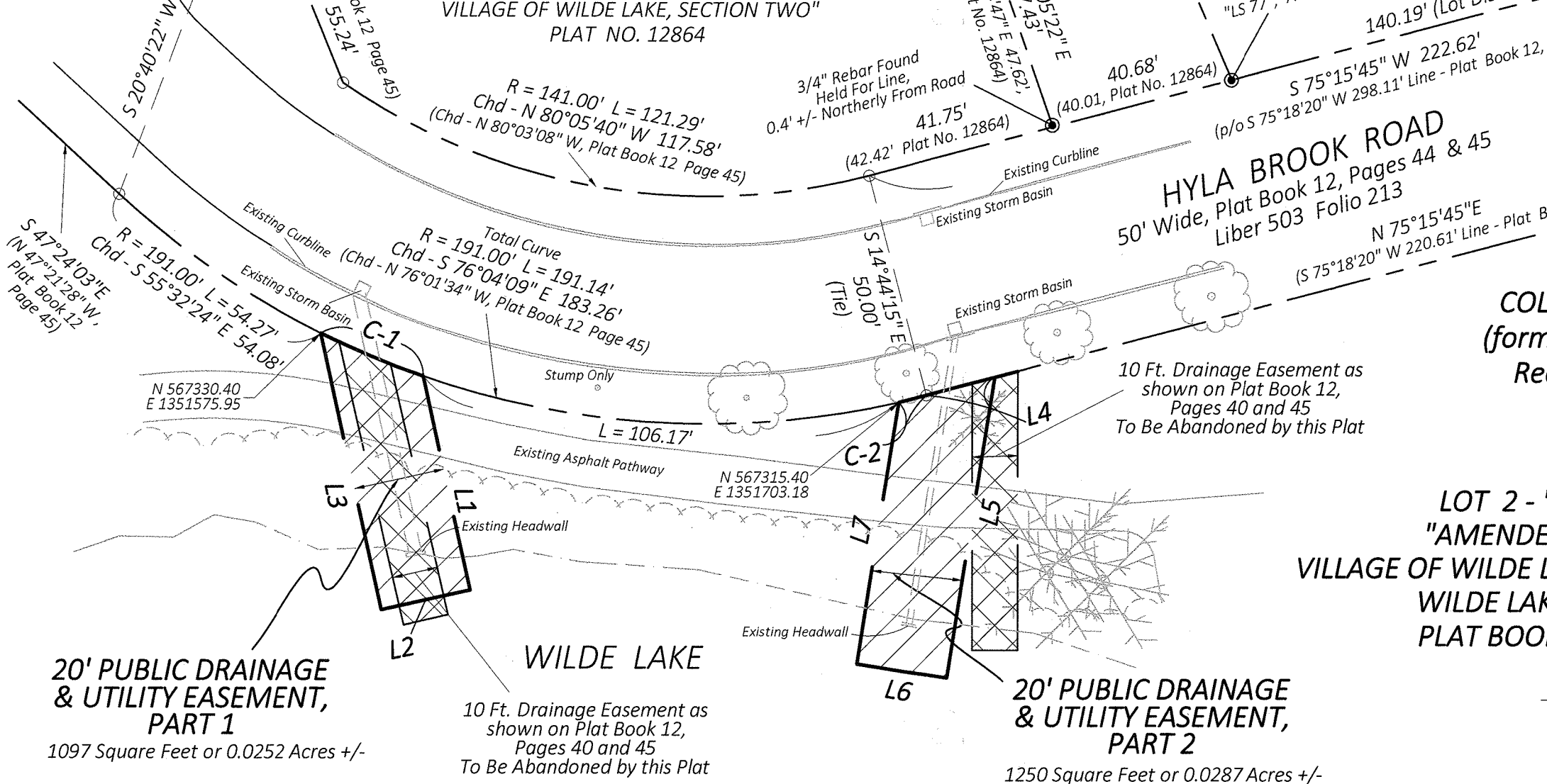
Upcoming Easement Requests

- No Pending Requests

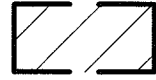









LEGEND

-  20' PUBLIC DRAINAGE & UTILITY EASEMENT
TOTAL AREA THIS SHEET = 2535 Square Feet or 0.0582 Acres +/-
-  EASEMENT (PER PLAT) TO BE ABANDONED
TOTAL AREA THIS SHEET = 1200 Square Feet or 0.0275 Acres +/-

Property / Lot Line

Existing Water Edge (As Surveyed)

RESOLUTION AUTHORIZING EASEMENT

The Columbia Association (“CA”) Board of Directors (the “Board”) has considered whether to grant an easement, subject to staff final review, to Howard County Department of Public Works relating to stormwater management facilities and other public utilities on CA Open Space Lot 2, Village of Wilde Lake, Section 3, a copy of which is attached to this Resolution (the “Easement”). The Board makes the following findings with respect to the Easement:

1. The execution and performance of the Easement is taken exclusively for the promotion of the social welfare of the people of Columbia;
2. The Easement is expected to produce civic betterments or social improvements consisting of improved public safety; and
3. The Easement produces benefits for the people of Columbia that are necessary incidents to the accomplishment of CA’s purpose to promote the social welfare of the people of Columbia.

Having made these findings, the Board hereby authorizes the execution of the Easement on behalf of CA.

BE IT SO RESOLVED

_____, 2020

Columbia Development Tracker

March 6, 2020



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
SDP-74-122, Snowden Crossing, LLC A Site Development Plan redline revision for a property located at 7090 Deepage Drive on Snowden River Parkway. The applicant is proposing a 2,100 SF addition to the existing retail and restaurant building and a 300 SF outdoor seating area, construction of a drive-through access lane for a fast food restraint and a setback adjustment for a dumpster and other minor structures associated with the drive thru.	Owen Brown	3/19/2020 7:00 pm 3430 Court House Dr. Ellicott City, MD 21043	Planning Board	Final Decision	Staff is reviewing the details of this proposal and determining if there are adverse impacts associated with the proposed placement of new structures and setback adjustment requests.
ZB-1119M HRVC Limited Partnership, C/O Kimco Realty Corp 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. The Planning Board previously voted to recommend approval of the PDP amendment.	Hickory Ridge	4/1/2020 & 4/8/2020 6:00 pm 3430 Court House Dr. Ellicott City, MD 21043 Continuation of hearing from 7/24/2019, 9/4/2019, 9/25/2019 (cancelled) 11/07/2019, 1/15/2020, 1/29/2020, 2/5/2020	Zoning Board	Final public meeting and decision	No action recommended. The Village of Hickory Ridge is opposing this development as submitted and requesting alterations to the plan. CA planning staff will closely monitor this case.

Upcoming Development Public Meetings

Project	Village	Meeting Date, Time, and Location	Meeting Type	Stage in the Development Review Process	CA Staff Recommendation
<p>BA 19-002C - Gyung Hyang Garden Presbyterian Church</p> <p>The owners of property at 8665 Old Annapolis Road, Columbia have submitted a Conditional Use application to operate a day care in the existing church and to add a playground on the adjacent property.</p>	Near Long Reach	<p>4/09/2020 6:00 pm</p> <p>3430 Court House Drive Ellicott City, MD 21043</p>	Hearing Examiner	Final decision would be applied to site plan approvals and future permit applications.	No action recommended.
<p>Erickson at Limestone Valley ZB-1118M</p> <p>A proposal to rezone 62.116 acres from B-2 & RC-DEO to CEF-M for development of a continuing care retirement community and to permit the expansion/relocation and architectural enhancement of the existing Freestate Gasoline Service Station. Property under consideration is located off MD 108 at 12170 Clarksville Pike.</p>	Near River Hill	<p>4/15/2020 6:00 pm</p> <p>3430 Court House Drive Ellicott City, MD 21043</p>	Zoning Board	<p>Evaluation for change to CEF-M zoning</p> <p>Planning Board previously recommended approval</p>	CA staff is monitoring this proposal. CEF zone requires enhancements that exceed minimum standards and staff is evaluating the applicant's proposed amenities. Amenities could include parks, dog parks, recreation facilities, enhanced environmental open space, bike, pedestrian, and transit improvements, etc.

Upcoming Development Public Meetings

Project	Village	Meeting Date, Time, and Location	Meeting Type	Stage in the Development Review Process	CA Staff Recommendation
<p>BA 19-032C - The Muslim Family Center</p> <p>This project would convert a residential building, located at 5796 Waterloo Road, to a religious facility. The building fronts on Waterloo Road, near its intersection with Snowden River Parkway. It is adjacent to a neighboring single family home and a senior living facility. The property consists of 1.11 acres and the proposed project is an allowable conditional use in the R-20 zone. Conditional use approval by the Hearing Examiner is required.</p>	Near Long Reach	<p>04/21/2020 6:00 PM</p> <p>3430 Court House Dr. Ellicott City, MD 21043</p>	Hearing Examiner	Final decision would be applied to site plan approvals and future permit applications.	No action recommended. The use is appropriate given development in the area and its location fronting a minor arterial roadway. Sufficient open space buffer exists between the subject property and neighboring New Town zoned single-family home neighborhoods.

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
Dorsey Overlook An 82-unit apartment development is proposed at the northeast quadrant intersection of MD 108 and Columbia Road	Near Dorsey's Search	2/10/2020 6:00 pm Linden Hall 4765 Dorsey Hall Drive Ellicott City, MD 21042	Pre-submission Community Meeting	Not a decision-making meeting	Community meeting prior to submission of development plans	No action recommended – the proposed development of this parcel is consistent with permitted zoning. Staff will monitor this case.
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	2/12/2020 6:30 pm 3430 Court House Dr. Ellicott City, MD 21043	Zoning Board	Approved with conditions. Decision and order pending.	Final decision. The Planning Board previously voted to recommend approval	Columbia Association has prepared testimony in support of this proposal. The project serves multiple community needs and provides benefits to current and future residents in addition to the surrounding community.

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
BA-19-031-C New Path Reformed Church A conditional use application was submitted proposing the construction of a new religious facility on currently undeveloped land located at 10425 Clarksville Pike (Route 108).	Near Harper's Choice	2/20/2020 (Rescheduled from 1/16/20) 6:00 pm 3430 Court House Dr. Ellicott City, MD 21043	Hearing Examiner	Granted 2/16/2020	Final decision would be applied to site plan approvals and future permit applications.	No action recommended. No discernable impact associated with this proposal.
BA-19-010C DarAl Taqwa, Inc. An application was submitted to expand the existing conditional use for a religious use located at 10740 Clarksville Pike, Ellicott City in order to construct an outdoor playground, basketball court and expand the existing parking lot. (Associated with BA-94-37E & BA 09-011C)	Near Harper's Choice	2/27/2020 6:00 pm 3430 Court House Dr. Ellicott City, MD 21043	Hearing Examiner	Decision Pending	Final decision would be applied to site plan approvals and future permit applications.	No action recommended. No discernable impact associated with this proposal.

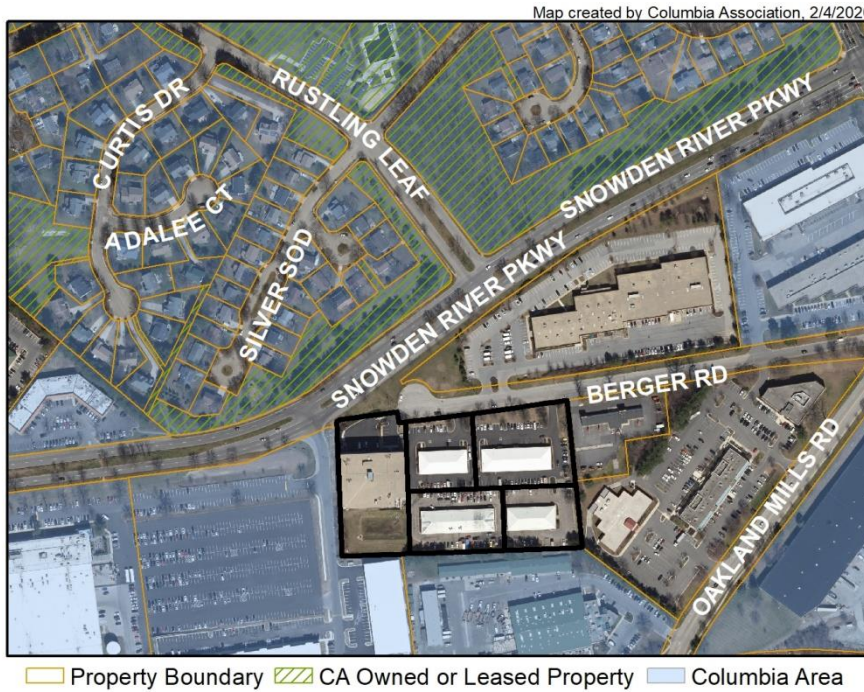
Previous Development Related Meetings and Decisions

Project	Village	Meeting Date, Time, and Location	Meeting Type	Decision	Stage in the Development Review Process	CA Staff Recommendation
<p>Erickson at Limestone Valley ZB-1118M</p> <p>A proposal to rezone 62.116 acres from B-2 & RC-DEO to CEF-M for development of a continuing care retirement community and to permit the expansion/relocation and architectural enhancement of the existing Freestate Gasoline Service Station. Property under consideration is located off MD 108 at 12170 Clarksville Pike.</p>	Near River Hill	<p>3/04/2020 6:00 pm</p> <p>3430 Court House Drive Ellicott City, MD 21043</p>	Zoning Board	The hearing was delayed to address a preliminary matter. The hearing has been rescheduled for April 15 th .	<p>Evaluation for change to CEF-M zoning</p> <p>Planning Board previously recommended approval</p>	CA staff is monitoring this proposal. CEF zone requires enhancements that exceed minimum standards and staff is evaluating the applicant's proposed amenities. Amenities could include parks, dog parks, recreation facilities, enhanced environmental open space, bike, pedestrian, and transit improvements, etc.
<p>Arnold's Corner, SDP-20-031</p> <p>A site development plan was submitted proposing 18 single-family detached homes on what was formerly Grandfather's Garden Club (5320 Phelps Luck Road)</p>	Village of Long Reach	<p>3/05/2020 7:00 pm</p> <p>3430 Court House Drive Ellicott City, MD 21043</p>	Planning Board	Approved	Final Decision	No action recommended

Newly Submitted Development Plans

ECP-20-029, EZ Storage Expansion

Near Owen Brown and Columbia Non-Village



Project Description:

The owners of property at 9265 Berger Road submitted an Environmental Site Plan associated with the expansion of the storage facility.

Submitted: 2/4/2020

Zoning: M-1, Industrial

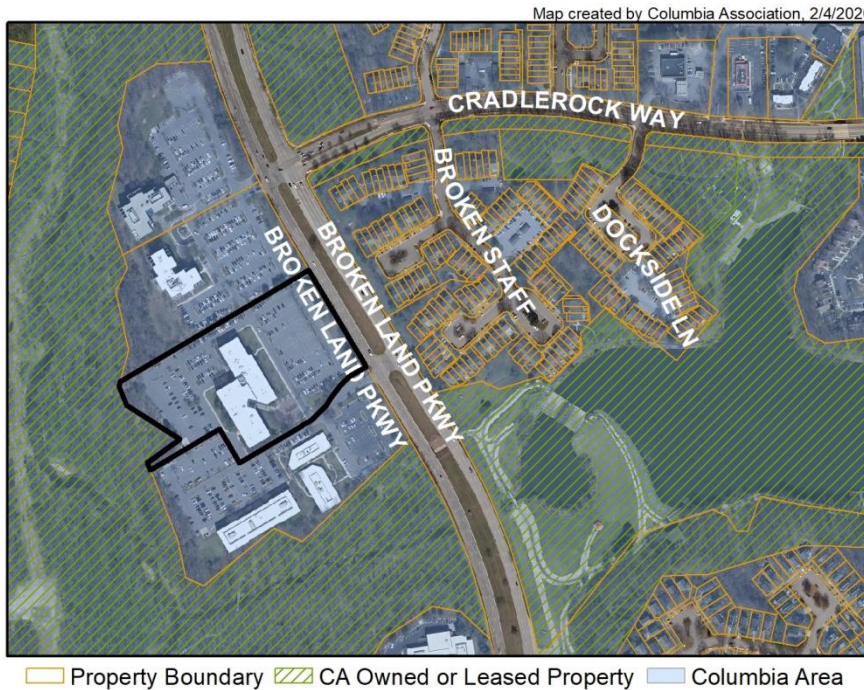
Decision/Status: Under review

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

CA Staff Recommendation: No action recommended - The applicant will need to meet current design standards as determined by the Development Engineering Division.

SDP-20-042, Lakeview Retail

Owen Brown



Project Description: The owner of property located on Broken Land Parkway north of Patuxent Woods Dr. is proposing a single multi-tenant retail building, including a fast food restaurant, on a pad site between Broken Land Parkway and the existing office buildings at 9801, 9821, & 9861 BLP. The proposed use is permitted under the current FDP but subject to Planning Board approval of landscaping plans.

Submitted: 2/25/2020

Zoning: NT, New Town

Decision/Status: Under review

Next Steps: Planning Board

CA Staff Recommendation: Staff is monitoring this project and will review plans for landscaping/signage impacts.

Newly Submitted Development Plans

F-20-055

Town Center



Project Description: A final subdivision plan was submitted in order to record a private storm water management easement and 2 public storm drain easements on open space lot 2.

Submitted: 2/10/2020

Zoning: NT, New Town

Decision/Status: Under Review

Next Steps: Recordation

CA Staff Recommendation: No action recommended

Columbia Development Tracker (March 2020)						Last Updated 3/6/2020	
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-19-025 Cedar Creek Bridge and Trail	11/21/2018, 2/28/2019, 5/28/2019, 1/6/2020	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.
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	Approved/Signed 2/27/2020	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, 11/25/2019	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.
F-19-088, Arnold's Corner	8/9/2019, 11/5/2019	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	Technically complete 12/9/2019	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.
SDP-20-009 F-20-11 Eden Brook	9/20/2019, 12/05/2019, 1/29/2020	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	Under Review	Review and decision by Department of Planning and Zoning.	No action recommended. Must comply with previous concept plan and relevant code requirements.
SDP-20-008, Dunwoody Property	9/4/2019; 11/26/2019	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	Technically Complete 1/28/2020	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.

Columbia Development Tracker (March 2020)

Last Updated 3/6/2020

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-20-015 Atholton Overlook	10/15/2019, 12/20/2019	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.	Near Hickory Ridge	R-12	Technically Complete 1/21/2020	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.
Ellicott Gardens II WP-20-049	11/14/2019	Alternative compliance requesting the removal of five specimen trees in the location of the proposed building and parking lot. The owners of property at 5513 & 5511 Waterloo Road are proposing to develop an 80 unit apartment building on 3 acres of property partially developed with an existing surface parking lot. This is a Howard County Housing Commission project.	Near Long Reach	POR	Submit Revised	Review and decision by Department of Planning and Zoning.	No action recommended
SDP-20-031 Arnold's Corner	12/20/2019	A site development plan was submitted proposing 18 single-family detached homes on what was formerly Grandfather's Garden Club (5320 Phelps Luck Road).	Village of Long Reach	NT	Approval of Planning Board granted 3/5/2020	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.
SDP-20-027 Ellicott Gardens II	12/23/2019	The owners of property at 5513 & 5511 Waterloo Road are proposing to develop a 70 unit apartment building on 3 acres of property partially developed with an existing surface parking lot. This is a Howard County Housing Commission project.	Near Long Reach	POR	Submit Revised	Review and decision by Department of Planning and Zoning.	No action recommended
ECP-20-026, Zubairi Property	2/4/2020	The owners of property at 6811, 6813, & 6815 Martin Rd submitted an Environmental Site Plan for three single family detached homes on three lots.	Near Hickory Ridge	R-SC	Under Review	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.
F-20-001, Robinson Overlook	1/28/2020	The owner of property at 7410 Grace Drive submitted an originals final subdivision plan associated with 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	Recorded	Review and recordation	No action recommended

Columbia Development Tracker (March 2020)					Last Updated 3/6/2020		
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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-20-051 & 52, Columbia Harper's Choice	1/10/2020	Final subdivision plans were submitted for CA open space in association with stream restoration work.	Village of Harper's Choice	NT	Under Review	Review and recordation	No action recommended.

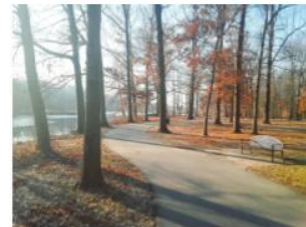
Open Space and Facility Services March 2020 Update

March 12, 2020

Open Space


Standard of Care Guidelines

March 2020



Columbia
Association

Standard of Care Guidelines



The Standard of Care Guidelines will define the expectations of how we manage and maintain open space as a Columbia asset.


Standard of Care Guidelines

Process

Several departments participated in the creation of the standards, adding necessary expertise including:

- ❑ Open Space Operations
 - ❑ Open Space Maintenance
 - ❑ Landscape Services
- ❑ Capital Improvement Projects
- ❑ Watershed Management
- ❑ Energy Management

Standard of Care Guidelines




Process

Formalizing the standards involved review of:

- ❑ Past and current practices
- ❑ Industry specific best management practices
- ❑ Practices of similar organizations
 - ❑ County Rec. and Parks
- ❑ Local, regional, and national standards and codes

Standard of Care Guidelines




Process

Formalizing the standards involved review of:

- ❑ Available resources
- ❑ Environmental impact
- ❑ Sustainability goals

Standard of Care Guidelines



Intended Use

- ❑ Training
- ❑ Communication
 - ❑ Internal/external
- ❑ Planning and scheduling
- ❑ Budget preparation
- ❑ Quality control

Purpose

Columbia open space is maintained by Open Space Management (OSM) in collaboration with Capital Improvement Projects and Watershed Services team members. The purpose of the Standard of Care Guidelines (SOCG) is to set expectations for staff performance and guide decisions regarding the allocation of resources. These guidelines also serve to communicate OSM standards to the users of open space, CA's Board of Directors, and other stakeholders to foster communication and to promote accountability.

These standards were written to support and further the mission and vision of Columbia Association:

Mission: *Engage our diverse community, cultivate a unique sense of place and enhance quality of life.*

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

OSM strives to protect open space for future generations and to promote quality experiences for open space users. To accomplish these intentions, the Standard of Care Guidelines address safety, usability, environmental sustainability, and aesthetic considerations.

Safety: Promoting safety for all who use or work on open space is fundamental to OSM activities.

Usability: Open space is maintained so that it can be experienced and enjoyed. Amenities are maintained in a manner that supports the intended use.

Environmental Sustainability: The protection and enhancement of natural resources is a key consideration in land management decisions. Environmental stewardship is a core value of Columbia Association.

Aesthetic Considerations: OSM strives to make open space appealing and to cultivate a unique sense of place. Maintaining and enhancing the aesthetic experience for users builds value for the community.

It is anticipated that the Standard of Care Guidelines will be updated, in whole or in part, in response to changes in management strategies, budgetary considerations, and public preferences so that it continues to reflect OSM's scope of services and expectations for staff performance.

The Standard of Care Guidelines create a framework of maintenance standards that are achievable under normal circumstances and adaptable to the myriad of open space variations that exist within the natural setting that creates a 3,600 acre Columbia open space system. Weather patterns and unexpected human behavior can upset planned activities and change priorities quickly. Open space conditions are also quite variable from one location to another and a "one standard fits all" approach is not always appropriate. Deviations from the given standards herein can be expected due to the diverse nature of Columbia open space and the features therein.

Overview- Columbia Open Space

Columbia Association (CA) is a nonprofit community services corporation that offers recreational, cultural and community services to the residents of Columbia, Maryland. Columbia, home to more than 100,000 people, was founded in 1967 by James Rouse. Rouse sought to build a complete city that would respect the land and provide for the growth of people. As Columbia was developed, extensive open space areas were set aside as a permanent asset for residents.

Today, Columbia Association owns and manages approximately 3,600 acres of open space. Most of this acreage is wooded stream valleys. Maintaining and enhancing the open space system is the mission of these divisions of Columbia Association's Open Space and Facility Services Department: Open Space Management (OSM), Capital Improvement Projects (CIP), and Watershed Services (WS).

To enhance the open space experience, Columbia Association is responsible for constructing and maintaining more than 117 miles of pathways and sidewalks, a dog park, 174 tot lots, 14 basketball courts and seven tennis courts. The pathways, public spaces and water views around the three lakes (Lake Elkhorn, Wilde Lake and Lake Kittamaquundi) attract high numbers of people year-round. CA's open space around Merriweather Post Pavilion is rapidly becoming another center of activity. In addition, CA's extensive recreational facilities managed by the Department of Sport and Fitness and the community buildings managed by the Department of Community Services are located on CA open space. With exclusion of CA's golf courses, grounds management services for these 45+ properties is provided by OSM in collaboration with CIP and WS.

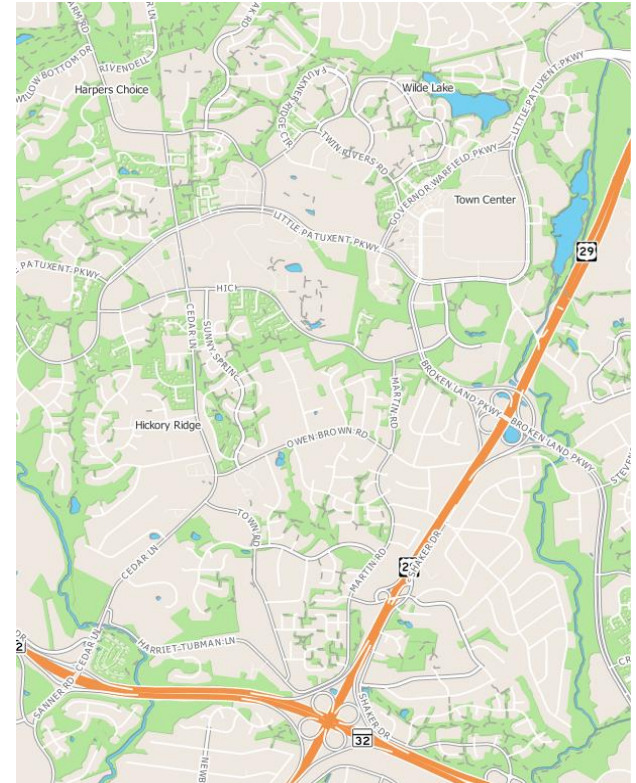


Table of Contents



Standard of Care Guidelines

Purpose

Overview of CA Space

Standard of Care Guidelines

A. Pathways and Pavements

A-1	Asphalt Pathway
A-2	Unit Pavers
A-3	Concrete Sidewalks
A-4	Mulched Pathways
A-5	Pathway Erosion
A-6	Parking Lots

B. Structures

B-1	Boardwalks, Decks and Piers
B-2	Bridges
B-3	Pavilions and Pergolas
B-4	Overpasses and Underpasses

C. Play and Active Recreation

C-1	Tot Lots
C-2	Ball Courts
C-3	Playfields
C-4	Fitness Equipment

D. Park Furnishings and Features

D-1	Benches and Picnic Tables
D-2	Trash Bins and Bag Stations
D-3	Artwork
D-4	Fountains
D-5	Burial Sites

E. Signs

E-1	Village and Facility Identification
Signs	
E-2	Pathway Directional Signs
E-3	Informational Signs

F. Lawns and Turf Grass

F-1	Premium Lawns
F-2	Lawns
F-3	Turf Grass
F-4	Low Maintenance Grass
F-5	Lawn Shoulders

G. Landscape Plantings

G-1	Trees and Shrubs
G-2	Annuals
G-3	Perennials

H. Vegetation Management

H-1	Pathway Pruning
H-2	Forest Management and Reforestation
H-3	Invasive Species
H-4	Native Meadows
H-5	Shorelines

I. Water Resources

K-1	Dams
K-2	Lakes
K-3	Ponds
K-4	Bioretention Facilities
K-5	Floating Wetlands

J. Recycling and Waste Management

J-1	Recycling
J-2	Waste
J-3	Composting and Vegetative

A - Pathways and Pavements

Description/Context:

Columbia Association manages an extensive paved pathway system, a number of plazas and other pedestrian spaces, along with parking lots and driveways to support vehicles.

There are approximately 117 miles of pathways and sidewalks maintained by Columbia Association. Pathways wind through a variety of environments. Many provide routes for children to walk to school. Most pathways are asphalt, either standard or permeable. The pathway network provides circulation routes for pedestrians and cyclists, as well as vehicular access for emergency services and maintenance vehicles. Pathway widths vary. However, widths of 10 feet are desirable to accommodate maintenance and emergency vehicles.

Other pavements on CA open space include brick and concrete unit pavers, and concrete pavement. Unit pavers are used to highlight and focus attention to portions of the site.

Parking lots, parking spaces, and other vehicular accommodations are an essential part of Open Space Management's responsibility. A key requirement is to ensure that vehicular accommodations, together with pedestrian routes, allow for barrier-free accessibility to all CA buildings and key open space areas in accordance with the ADA.

Maintenance Objective:

Create a safe and enjoyable experience when using paved surfaces. Remove trash and debris on a routine basis. Maintain pathway edges from erosion. Repair broken or damaged paving materials in a timely manner.

Environmental Sustainability Goal:

To preserve and protect natural resources wherever possible. This includes using reclaimed and local materials when making repairs and limiting methods of maintenance that use excessive amounts of energy, when possible. To protect water quality by controlling runoff and sediment through bioretention facilities and the prevention and repair of erosion.



A-1 Pathways and Pavements – Asphalt

Application

This applies to standard asphalt pavement and permeable asphalt pavement. Permeable asphalt is found on the Cross-Columbia Pathway.

Ongoing Maintenance

- Pick up trash and debris biweekly or as needed
- Sweep or blow asphalt to maintain clean/safe surface (monthly or as needed)
- Permeable asphalt: Clean drainage pipes, inlets, stone edge drains, etc., in or draining to the subbase on a regular basis

Annual/Periodic Maintenance

- Inspect surface and repair/fill cracks or minor failures (annually)
- Identify and mark safety issues (i.e. potholes, root bumps, edge sloughing, erosion with caution tape, temporary fencing or paint. Repair promptly
- Remove debris and eroded soils following storms and floods.
- Identify areas with ponding water. Develop action plan to resolve localized drainage issues
- Permeable asphalt: Sweep twice annually, at minimum, with vacuum unit to reduce sediment accumulation

Snow Removal

- Prioritize school routes
- Use deicers in moderation. Standard asphalt: Calcium magnesium acetate or pretreated salt may be used. Permeable asphalt: Use magnesium chloride
- Permeable asphalt: Plowing should be done carefully, with blades set 1" higher than normal. Plowed snow should not be directed to permeable asphalt

Major Maintenance Projects/Design Goals

- Renovations — mill and overlays
- Reconstruction — pavement removal, base augmentation and new asphalt



Resources:

Bicycle Policy & Design Guidelines Maryland State Highway Administration

https://www.roads.maryland.gov/OHD2/Bike_Policy_and_Design_Guide.pdf

Asphalt Institute, (2019) [Pavement Distress Summary](#)

Howard County MD DPW (No Date), *Permeable Paving: Operation and Maintenance*

<https://www.wsdot.wa.gov/publications/manuals/fulltext/M22-01/1515.pdf>

B - Structures

Description/Context:

Built structures provide some of the most iconic amenities in CA open space. Many of these structures — including bridges, piers, boardwalks, pavilions, underpasses & overpasses — literally and figuratively work to create greater connections within our natural systems and community. There are 276 bridges and boardwalks that span over rivers, streams and gullies. Overpasses and underpasses provide additional connection throughout the community that avoid vehicular traffic for pedestrians and bicyclists. CA's many piers give the opportunity to walk out above our lakes and ponds to gain a different perspective or to become closer to these freshwater ecosystems. Along with our pavilions, they provide unique gathering spaces and a unique sense of place that are both memorable and cherished within the community.

These guidelines apply to pavilions, piers, bridges, overpasses, underpasses, and elevated walks or trails constructed with planked materials or concrete and designed for pedestrians, cyclists and limited vehicular circulation. Minimum width of 10 feet is desirable. Anticipated vehicle loading requirements dictate structural design.

Maintenance Objectives:

To create a safe experience when using bridges, boardwalks, piers or pavilions. Remove all trash and debris on a routine basis. Inspect structures for damage/hazards and mitigate issues in a timely manner.

Environmental Sustainability Goal:

To use sustainable building materials such as FSC certified lumber and composite plastic materials, where applicable. Preserve natural environments wherever possible. Provide greater access to nature through built structures.



B-1 Structures – Boardwalks, Decks and Piers

Application

Boardwalks, decks and piers allow people to linger close to Columbia's lakes.

Ongoing Maintenance

- Remove trash and debris from boardwalk surface
- Inspect deck, railings, and structure for damage, splinters, graffiti or trip hazards
- Check railings and attachments for structural integrity.
- Remove leaves
- Removal of waterfowl fecal material
- Clean all surfaces with pressure washer and brush, as necessary

Annual/Periodic Maintenance

- Visual inspection of the boardwalk and decks should include decking condition, railing condition, fasteners, walls and drainage, as well as identifying any trip hazards or graffiti
- Replace rotting or damaged deck boards
- Identify any safety-related issues and repair when identified
- After major storm events, remove any flood debris and conduct a visual inspection of all structural components, abutments, piers, etc. If damage is observed, initiate a formal structural inspection by a Professional Engineer (PE)
- Use flathead structural deck screws if nails are not sufficient for holding deck boards in place

Major Maintenance Projects/ Design Goals

- Wood decking replacement – as needed
- Wood structure replacement – as needed
- Structural inspection and report by a Professional Engineer as conditions and structural integrity warrants



Resources:

Bicycle Policy & Design Guidelines Maryland State Highway Administration

https://www.roads.maryland.gov/OHD2/Bike_Policy_and_Design_Guide.pdf

American Wood Protection Association, [AWPA Website](#)

C – Play and Active Recreation

Description/Context:

Columbia Association open space provides opportunities for play and active recreation, including tot lots, basketball courts, tennis courts, pickleball courts, and play fields. While soccer fields, baseball fields and football fields suitable for organized league play are also found in Columbia, they are provided by Howard County Recreation and Parks and are not found on CA open space.

Tot lots, or small play areas, are plentiful on CA open space. Presently, there are currently 174 tot lots in the inventory. The pathway system was designed so that most if not all people could easily walk from their home to a tot lot. Tot lots traditionally include a wooden “fort,” a swing set, spring rockers, and a bench. Some include sandboxes. Currently, when wooden structures and swing sets must be replaced, CA installs more durable metal equipment. While most tot lots are along pathways and not accessible by car, CA developed six “super tot lots” near CA parking lots in order to provide opportunities for children of all abilities. These are designed to ADA accessibility standards and include more equipment and larger combination play structures.

The basketball, tennis and pickleball courts on CA open space provide opportunities for outdoor play without membership.

Maintenance Objectives:

To provide a safe and enjoyable experience for all users. To inspect amenities for safety and functionality issues on a routine basis. Removal of trash and graffiti on a routine basis. Repair or replace damaged or vandalized parts within a timely manner.

Environmental Sustainability Goal:

Use sustainable building materials in the construction of tot lots. Provide recycling cans for users. Provide native pollinator habitat through the use of native plants. Implore sustainable land management techniques. These areas are ideal locations for pollinator gardens with educational signage.

C-1 Play and Active Recreation – Tot Lots

Application

Standard applies to 174 tot lots throughout all villages.

Ongoing Maintenance

- Inspect play structures for defects.
- Redistribute mulch under play structures.
- Rake and remove debris from sandboxes.
- Clean signage, labels and benches.
- Remove trash.
- Check for hazards/remove broken glass.
- Check for and remove vandalism.
- Unclog drains in spring rockers.
- Inspect and treat for pests such as bees and wasps.
- Blow and remove debris .
- Inspect for hazardous trees/limbs overhanging play area.
- Treat or remove weeds.
- Mow and trim around tot lots.
- Frequent inspections.

Annual/Periodic Maintenance:

- Check/tighten the bolts and replace worn parts.
- Add/rotate mulch.
- Major inspection.
- Pressure wash play structures and benches (more frequently if needed).
- Reseal play structures, picnic tables and benches.
- Inspect for poor drainage (ponding, erosion etc.).
- Clean rubberized surface.

Major Maintenance Projects/Design Goals


- Replace 1x/20 years.
- Remove and replace mulch 1x/7 years.
- Replace timber borders 1x/20 years.
- Install/replace drainage 1x/20 years



Resources:

ASTM Playground Standards F1487, F1292, F2075, F223, F2479, F1951
National Parks and Recreation Certified Playground Inspector Handbook
National Parks and Recreation Certified Playground Inspector Field Guide
Equipment Manufacturers Installation Guide


Standard of Care Guidelines



Adherence

- ❑ Achievable under normal circumstances
- ❑ Adaptable to a myriad of site variations
- ❑ Annual review and adjustments as needed

Standard of Care Guidelines

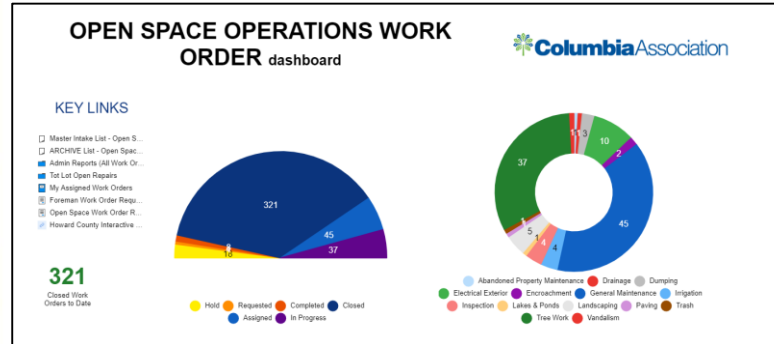


Challenges

- ❑ Weather
- ❑ Unintended human impacts
- ❑ Site variability
- ❑ Pest outbreaks (ash borer)

Standard of Care Guidelines

Management



Town Center Plaza Inspection

Instructions:
If any items are not checked "yes" then maintenance, a repair or replacement is needed. Most items should be fixed within 1 business day. Broken equipment must be removed or repaired promptly. Work order #s should be attached to the corresponding inspection row.

Inspector Name

Inspector Email

Light poles

Clean of dirt and cobwebs

Select

Paint in good condition

Select

Lighting is adequate

Select

Access cover are present and secured

Select

Benches

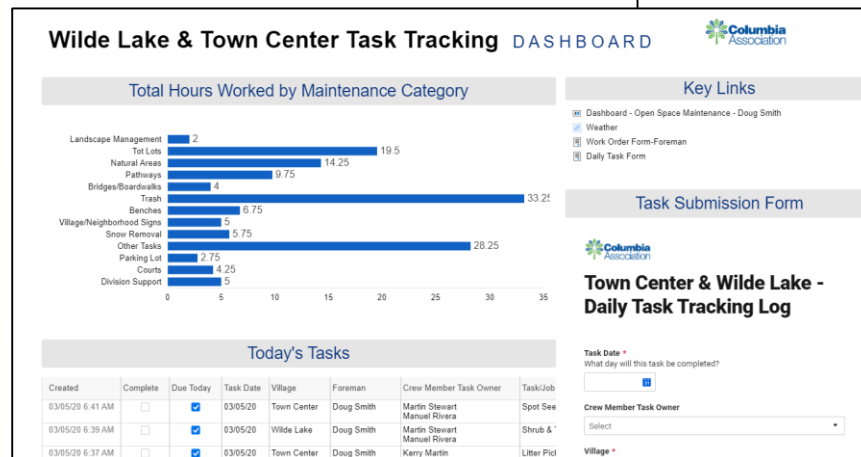
Benches clean of dirt and cobwebs

Select

Railings, posts are secure

Select

Benches paint and stain are in good condition



Standard of Care Guidelines

Questions?



TO: COLUMBIA ASSOCIATION BOARD OF DIRECTORS
FROM: KAREN TURCAN ON BEHALF OF SHERI V.G. FANAROFF
RE: 2020 LEGISLATIVE SESSION – MEMO 5
DATE: MARCH 5, 2020

This is the fifth memo to the Board regarding the 2020 General Assembly session, summarizing proposed legislation that may be of interest to or impact CA and providing the dates set for hearings on those bills.

A. PROPOSED LEGISLATION

SB 1056 - Real Property - Deletion of Unlawful Ownership Restrictions - Exemption From Fees and Surcharges

This bill is the parallel to HB 1077, described in Sheri's February 20, 2020 memo to the Board regarding this legislative session.

HB 1628 - Sales and Use Tax - Rate Reduction and Services

This bill would have altered the definitions of "taxable price" and "taxable service" for the purposes of certain provisions of the law governing the sales and use tax. It would have imposed the tax on certain labor and services, which would have resulted in Maryland's sales tax expanding to cover virtually all services that CA provides. This would have increased the tax burden on Columbia residents and CA. We sent a letter expressing our concerns with the bill and opposing it. The bill was also opposed by organizations such as the International Health, Racquet & Sportsclub Association (IHRSA), the Chesapeake Region Chapter of the Community Associations Institute (CAI), and the Howard County Chamber of Commerce. There was a large turnout in opposition to this bill, which led the House Ways and Means Committee to vote against it. As a result, it will not proceed for any further consideration this session.

B. STATUS UPDATES

Ho. Co. 28-20 – Howard County Butterfly Building Design

This bond initiative, described in Sheri's January 3, 2020 memo, was passed by the Howard County Delegation on February 12th. As a result, it will move forward to the General Assembly for further consideration.

HB 218 - Condominiums and Homeowners Associations - Annual Meetings

This bill, described in Sheri's February 7, 2020 memo, received an unfavorable committee report. As a result, it was withdrawn and will not proceed for any further consideration.

C. HEARING DATES

Hearing Date – Time	Bill Number	Title	Cross-filed Bill
2/5 – 8:30 a.m.	Ho. Co. 28-20	Howard County Butterfly Building Design	---
1/15 – 9:00 a.m.	Ho. Co. 35-20	Howard County Long Reach Head Start Center	---
2/13 – 7:30 p.m.	Ho. Co. 40-20	Howard County Long Reach Village Center Revitalization	---
2/5 – 8:30 a.m.	Ho. Co. 11-20	Howard County – Moderate Income Housing Unit Requirements – Prohibition Against Fee-in-Lieu	---
2/5 – 8:30 a.m.	Ho. Co. 15-20	Howard County – Ethics – Limit on Developer Contributions	---
1/9 - 2:15 p.m.	SB 88	Abandoned Property in Possession of a Museum	HB 21
1/16 - 3:00 p.m.	SB 107	Real Property - Common Ownership Communities - Payment of Fees	---
1/28 - 1:00 p.m.	SB 293	Condominiums and Homeowners Associations - Amendments to Declarations and Governing Documents	HB 25
2/4 - 1:00 p.m.	SB 386	Cooperative Housing Corporations, Condominiums, and Homeowners Associations - Reserve Studies	HB 58
2/14 - 12:00 p.m.	SB 472	Homeowners Associations - Adopted Annual Budget - Submission to Lot Owners	---
3/11 - 12:00 p.m.	SB 652	Real Property - Condominiums and Homeowners Associations - Governing Bodies	---
2/25 - 12:00 p.m.	SB 734	Electric Vehicle Recharging Equipment for Multifamily Units Act	HB 111
3/12 - 1:00 p.m.	SB 1056	Real Property - Deletion of Unlawful Ownership Restrictions - Exemption From Fees and Surcharges	HB 1077
2/12 - 1:00 p.m.	HB 21	Abandoned Property in Possession of a Museum	SB 88
1/28 - 1:00 p.m.	HB 25	Condominiums and Homeowners Associations - Amendments to Declarations and Governing Documents	SB 293
1/28 - 1:00 p.m.	HB 58	Cooperative Housing Corporations, Condominiums, and Homeowners Associations - Reserve Studies	SB 386
2/4 - 1:00 p.m.	HB 111	Electric Vehicle Recharging Equipment for Multifamily Units Act	SB734
2/11 - 1:00 p.m.	HB 218	Condominiums and Homeowners Associations - Annual Meetings	---
2/4 - 1:00 p.m.	HB 240	Real Property - Homeowners Associations - Number of Declarant Votes	---
2/11 - 1:00 p.m.	HB 279	Real Property - Restrictions on Use - Low-Impact Landscaping	---
2/11 - 1:00 p.m.	HB 444	Homeowners Associations - Powers, Boards of Directors, Voting, Meetings, and Rules	---
2/18 - 1:00 p.m.	HB 556	Condominiums and Homeowners Associations - Amendment of Governing Documents	---
2/18 - 1:00 p.m.	HB 592	Real Property - Regulation of Common Ownership Community Managers	---
2/18 - 1:00 p.m.	HB 929	State Real Estate Commission - Property Managers - Registration	---
2/25 - 1:00 p.m.	HB 1054	Real Property - Governing Bodies of Common Ownership Communities - Member Training	---
2/25 - 1:00 p.m.	HB 1077	Real Property - Deletion of Unlawful Ownership Restrictions - Exemption From Fees and Surcharges	SB 1056
3/3 - 1:00 p.m.	HB 1519	Homeowners Associations - Assessments - Lien Priority	---
3/2 - 1:00 p.m.	HB 1628	Sales and Use Tax - Rate Reduction and Services	---

March 6, 2020

Chair's Remarks

March 12, 2020 CA Board Work Session

<u>Date</u>	<u>Activity</u>	<u>Time</u>
Mar 8, 2020	Visionary Women: Paving the Way Reception (Art Center)	2:00 PM
Mar 10, 2020	Wilde Reading Series: Reuben Jackson and Edgar Silex (Art Center)	7:00 PM
Mar 10, 2020	Gardening Seminar: Deterring Deer (Amherst House in Kings Contrivance)	7:00 PM RR
Mar 10, 2020	Fun and Games for the Whole Family (Supreme Sports Club)	8:00 PM
Mar 11, 2020	Black N Black Movie Screen & Discussion (Howard Community College, DH100)	11:00 AM
Mar 11, 2020	Climate Change & Sustainability Advisory Committee meeting (Long Reach Indoor Tennis facility)	7:00 PM
Mar 12, 2020	CA Board work session	7:00 PM
Mar 13, 2020	Rainbow Theater Presents: Science Spectacular with Rocket Reba (Slayton House in Wilde Lake)	10:00 AM RR
Mar 13, 2020	Luck O' The Irish Family Bingo (Hawthorn Center in Hickory Ridge)	7:00 PM
Mar 14, 2020	CA Open House (see website for details)	8:00 AM
Mar 14, 2020	Hands On CPR, AAED, NarCan Training (The Other Barn in Oakland Mills)	10:00 AM
Mar 14, 2020	World of Dance: U-Jam House Party Fitness Class (Supreme Sports Club)	Noon
Mar 14, 2020	Time-Bank DIY Skill Share Fair (The Barn in Oakland Mills)	1:00 PM
Mar 16, 2020	Salon Series: Women Pioneers in Filmmaking (Art Center)	7:00 PM
Mar 16, 2020	Master Gardener: Invasive Plants (Claret Hall in River Hill)	7:00 PM
Mar 17, 2020	Fun and Games for the Whole Family (Supreme Sports Club)	8:00 PM
Mar 19, 2020	Senior Advisory Committee meeting	2:30 PM
Mar 20, 2020	Lively Arts for Little Ones Presents Mr. Gabe (The Other Barn in Oakland Mills)	10:00 AM RR

Mar 21, 2020	Columbia Clean-up Day (see website for details)	9:00 AM
Mar 22, 2020	Explore Columbia's Sister Cities: Five Countries In Four Hours (The Mall in Columbia)	1:00 PM
Mar 23, 2020	Health & Fitness Advisory Committee meeting (Haven By The Lake)	7:00 PM
Mar 23, 2020	Audit Committee meeting	7:00 PM
Mar 23, 2020	Butterfly Gardening - Master Gardeners presentation (Stonehouse in Long Reach)	7:00 PM RR
Mar 24, 2020	Volunteering Made Easy session	5:30 PM RR
Mar 24, 2020	Salon Series: Woman as Object Or Woman as Subject (Art Center)	7:00 PM
Mar 24, 2020	World Languages Cafe (East Columbia 50+ Senior Center)	7:00 PM
Mar 24, 2020	Fun and Games for the Whole Family (Supreme Sports Club)	8:00 PM
Mar 26, 2020	CA Board meeting	7:00 PM
Mar 28, 2020	Searching For Spring (Columbia Sports Park)	10:00 AM RR
Apr 1, 2020	Zoning Board hearing (continuation) on Hickory Ridge Village Center (George Howard Building)	6:00 PM
Apr 1, 2020	International & Multicultural Advisory Committee meeting	7:00 PM
Apr 4, 2020	Green Fest (Howard Community College; see website)	10:00 AM

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

Attended the State of Business in the County speech by County Executive Ball (hosted by the Howard County Chamber at Turf Valley). Dr. Ball's speech covered topics such as transportation, education, and housing as related to business in the County.

Attended Howard Hughes Corporation's event celebrating the 10th Anniversary of the Downtown Columbia Plan approval. In addition, several other CA Board members were in attendance. Several former County Council members and County Executive were also in attendance. HHC recognized Jean Moon for work over the years. HHC gave a donation in Jean's name to the Howard County Poetry & Literature Society. Pat Kennedy, former CA President, made the presentation on behalf of HHC.