

1
2
3
4
5
6
7
8
9
10
11
12
13

DRAFT
Minutes of the
BOARD OF DIRECTORS MEETING
Held: July 27, 2017

14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36

To be approved: September 28, 2017

37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

A meeting of the Columbia Association Board of Directors was held on Thursday, July 27, 2017 at Columbia Association headquarters. Present were Chairman Andrew Stack and members Dick Boulton, Lin Eagan, Janet Evans, Alan Klein, Milton Matthews, Nancy McCord, Gregg Schwind, Ginny Thomas, Chao Wu, and Shari Zaret. Also present was CA Vice President/CFO Susan Krabbe.

1. Call to Order: The Board of Directors Meeting was called to order at 7:31 p.m. by Chairman Andrew Stack.

2. Announcement of Closed/Special Meetings:

The **Audit Committee** held a closed meeting on June 26, 2017 at Columbia Association headquarters. Members present were Janet Evans, Nancy McCord, Gregg Schwind, and James Young. The vote to close the meeting was 4-0-0.

The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111 (4)(i) discussion of matters pertaining to employees and personnel; and §11B-111 (4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 8:10 p.m. until 9:13 p.m. to review internal audit reports and consultation with staff personnel on legal matters.

The **Architectural Resource Committee** held a closed meeting on July 10, 2017 at Columbia Association headquarters. Members present were Shari Fanaroff, Deb Bach, Evamarie Lambright, Tum Mungo and Gracie Bradford. The vote to close the meeting was 5-0-0.

The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111(4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation. The meeting was closed from 1:06 p.m. until 2:15 p.m. to discuss new and ongoing covenant cases.

The **Audit Committee** held a closed meeting on July 26, 2017 at Columbia Association headquarters. Members present were Janet Evans, Nancy McCord, Gregg Schwind, Ed Berman and James Young (via phone). The vote to close the meeting was 5-0-0. The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111 (4)(i) discussion of matters pertaining to employees and personnel; and §11B-111 (4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in connection with pending or potential litigation or other legal matters. The meeting was closed from 9:22 p.m. until 10:20 p.m. to discuss Cohn Reznick's review of internal controls and other communication with internal audit.

3. Approval of Agenda

Action: Mr. Schwind moved to add "State Highway Administration Stream Restoration Program" as Item 11 and suspend the rules to allow a vote on the issue. Ms. Thomas seconded the motion, which passed unanimously.

Action: The agenda, as amended, was approved unanimously.

52 **4. Disclosure of Conflict of Interest:** none

53 **5. Resident Speakout**

- 54 a) Alan Feinstein, Long Reach, spoke about the lack of signage at the Lakefront regarding the distance from
55 buildings people should stand when smoking. He also spoke about spots on pipes at Columbia Gym.
56 b) Tim Lattimer, Long Reach, spoke about the “We Are Still In” declaration in support of the Paris
57 Agreement regarding climate change.
58 c) Pat Hersey, Oakland Mills, spoke about the “We Are Still In” pledge regarding climate change and praised
59 CA’s efforts to reduce its carbon footprint.
60 d) Alisa Niefeld-Batiz, Oakland Mills, said CA should more widely promote its environment-friendly
61 practices.
62 e) Janet Rude, Oakland Mills, spoke about the “We Are Still In” pledge regarding climate change.
63 f) Ginger Scott, Wilde Lake: 1) thanked Nancy McCord for timely summaries of CA board meetings; 2) spoke
64 about alcohol sales at Fairway Hills golf course; and 3) supported the “We Are Still In” pledge.
65 g) Larry Lieberman, Town Center, spoke about the “We Are Still In” pledge regarding climate change.
66 h) Michael Cornell, River Hill, spoke about the “We Are Still In” regarding climate change.
67 i) Joel Hurewitz, Harper’s Choice, spoke about the “We Are Still In” pledge regarding climate change.
68

69 **6. Approval of Minutes** of June 22, 2017

70 **Action:** Ms. Thomas moved that the minutes of June 22, 2017 be accepted as presented. Mr. Boulton
71 seconded the motion, which passed unanimously.
72

73 **7. Chairman’s Remarks**

74 Mr. Stack noted the following meetings and events:
75 July 30 – August 28: Columbia Athletic Club will be closed for renovations
76 August 7: CA Board and Inner Arbor Trust Board joint meeting at CA
77 August 14: Ice Rink reopens
78 August 21: BOC meeting
79 September 9: 50th Birthday Plein Air celebration at Lakefront
80 September 14: CA work session
81

82 Mr. Stack also said he enjoyed the 50th birthday party at Merriweather. And he thought the discussions were
83 good at the county’s development regulations meetings with the village boards and with the general public.
84 He has begun scheduling meetings with each village board during September through November.
85

86 **8. Reports Submitted**

87 (a) President’s Report

- 88 - Mr. Matthews is now chair of the Sustainability Task Force at Howard Community College.
89 - General Counsel Shari Fanaroff received a national award from the First Chair organization as an in-
90 house counsel who has “made significant contributions to the legal community.”
91 - Megan Hart, lifeguard cluster leader for Kendall Ridge and other pools, became the first CA lifeguard
92 to receive a Golden Guard award from an international firm that audits standards for aquatic safety.
93 - Ms. Evans said CA should do more to promote its sustainability efforts.
94 - Mr. Matthews, Michelle Miller and Leslie Barnet met with Acting School Superintendent Michael
95 Martirano about ways CA can continue to collaborate with the Howard County Public School System.
96 - In response to questions from Board members, CA staff said:
97 o HVAC work is being done at the Athletic Club.
98 o Mr. Matthews serves on the boards of directors for the Howard County Chamber of
99 Commerce, Downtown Columbia Partnership, and Downtown Columbia Arts and Culture
100 Commission.
101 o CA Community Planner Scott Templin said CA is collaborating with the county’s Economic
102 Development Authority to institute a Columbia Village Centers Retail Development Program

103 to strengthen village centers as retailing and community gathering destinations. CA has met
104 with village center merchants and village managers to promote the program. CA will provide
105 the Board with a written outline of the process that will be followed, and will provide the
106 Board with regular updates about the progress of the program.

- 107 ○ Nothing has been finalized with Orchard Development re: Long Reach Village Center.
- 108 ○ Amy Gowan, Deputy Director of the county's Planning and Zoning Department, said the
- 109 county may enter into an agreement with Long Reach Village Center developers in August.

110
111 (b) Report from the CA Representative to the Inner Arbor Trust Board of Directors

112 Ms. Eagan provided a written report.

113 (c) Financial Reports –

- 114 1. FY 2017 Financial Statements and Independent Auditor's Report – Columbia Association, Inc.
- 115 2. December 31, 2016 Financial Statements and Independent Auditor's Report – Columbia Association,
- 116 Inc. Incentive Savings Plan and Trust
- 117 3. FY 2017 Fourth Quarter Financial Report

118
119 Ms. McCord said auditors met with Board Finance Committee and said the auditors commended CA staff for
120 being well trained and working proactively.

121
122 **9. Board Action**

123 (a) Consent Agenda

- 124 1. Annual Charge Rate and Cap for the FY 2019 and Conditional FY 2020 budget.
 - 125 2. Proposed FY 2019 and Conditional FY 2020 Capital and Operating Budget Parameters
- 126 By consent, the Board approved the charge rate and cap for the FY 2019 and conditional FY 2020 budgets
127 and the conditional FY 2020 capital and operating budget parameters.

128
129 (b) Board Votes

- 130 1. Proposed Charges for FY 2018 for Advisory Committees
 - 131 i. Columbia Aquatics Advisory Committee
 - 132 ii. Columbia Art Center Advisory Committee
 - 133 iii. Green and Golf Advisory Committee
 - 134 iv. Health and Fitness Advisory Committee
 - 135 v. Information Technology Advisory Committee
 - 136 vi. International and Multicultural Advisory Committee
 - 137 vii. Senior Advisory Committee
 - 138 viii. Teen and Middle School Advisory Committee
 - 139 ix. Tennis Advisory Committee
 - 140 x. Watershed Advisory Committee

141 **Action:** Mr. Chao moved that the Board approve all advisory committee charters except the one for
142 the Art Center Advisory Committee. Ms. Eagan seconded the motion, which passed unanimously.

143
144 **Action:** Mr. Schwind moved that the Board add an item to the Columbia Art Center Advisory
145 Committee's charge: that it consider the feasibility and placement of a piece of permanent public art on
146 Columbia Association land. Ms. McCord seconded the motion.

147
148 **Action:** After discussion, Mr. Schwind amended his motion to substitute "one or more pieces" for "a
149 piece." The amendment passed. Vote: 8-2-0.

150 For: Messrs. Boulton, Klein, Schwind, Stack, and Wu; Mses. McCord, Thomas and Zaret

151 Against: Mses. Eagan and Evans

152 Abstain: none

153

154 **Action:** Mr. Boulton moved that the Board approve the revised proposed charges for the Columbia
155 Art Center Committee. Mr. Schwind seconded the motion, which passed. Vote: 9-0-1.
156 For: Messrs. Boulton, Klein, Schwind, Stack, and Wu; Mses. Eagan, McCord, Thomas and
157 Zaret
158 Against: none
159 Abstain: Ms. Evans
160

161 **10. Board Discussion**

162 (a) New Town Zoning

163 Planning Director Jane Dembner gave an overview of the history of New Town Zoning in Columbia and
164 the zoning process. She listed several issues to consider when assessing development regulations for New
165 Town:

- 166 - Outside of Downtown Columbia and the village centers, owners of non-residential New Town-zoned
167 land who want to change their property’s land use often need permission from the original petitioner,
168 HRD.
- 169 - Overall land use minimums and maximums may need to be amended to address current development
170 trends or to influence land use changes.
- 171 - Outside of downtown, residential land is essentially built out.
- 172 - There are 265 recorded New Town Final Development Plans, plus amendments, with no
173 comprehensive visual for the approved land use framework for Columbia.
- 174 - Transitioning employment industrial areas/corridors
- 175 - There are no redevelopment and infill standards for New Town.
- 176 - Outparcels are sometimes developed in ways that are not compatible with the look of Columbia.
- 177 - There are no Moderate Income Housing Unit requirements for New Town-zoned land.
- 178 - The development/re-development project review process for Downtown and village centers is very
179 complex.
- 180 - The New Town zoning district regulations have no “purpose” statement.

181
182 She and Howard County Planning Director Valdis Lazdins addressed Board members’ questions regarding
183 zoning classifications, the zoning process for New Town and for village centers, and the role of a consultant
184 Howard County has hired to assess its development process. Ms. Dembner said the consultant advised the
185 county to determine what it values, then determine what is happening that seems to be a violation of those
186 values.

187
188 The county plans to revise its development regulations in a few years. Mr. Lazdins said he would try to
189 arrange for the consultants to meet with the CA Board in November.

190
191 Ms. Dembner will send Board members tonight’s presentation, including the list of issues. Mr. Stack urged
192 Board members to list additional issues, if they see fit, and to note what they consider good characteristics of
193 Columbia planning and how current practices might detract from those characteristics.

194
195 *Mr. Boulton left at 10:03 p.m.*

196
197 (b) Plan for Young Adults

198 Mr. Matthews presented an outline of potential steps to produce recommendations for increasing ways for
199 young adults to become more engaged in Columbia, including increasing participation in CA’s Sports and
200 Fitness programs and activities. Board members suggested that, in addition to suggesting ways to increase
201 interest in existing programs, CA also determine what kinds of additional activities might appeal to young
202 adults, such as community leadership training or new community places to simply hang out.

203
204 **11. State Highway Administration Stream Restoration Program**

205 Open Space Director Dennis Matthey and Watershed Manager John McCoy described a stream restoration

206 grant competition funded by the Maryland State Highway Administration (SHA) that would enable SHA to
207 fulfill stream remediation and maintenance requirements for private land affected by highway runoff. The
208 SHA plans to make several awards to gain permanent easements so it can hire contractors to install, inspect,
209 and perpetually maintain stream restoration projects. CA staff recommends that the Board authorize CA
210 staff to issue letters of intent for potential perpetual easements associated with the SHA stream restoration
211 program. The potential easements are near Lake Kittamaqundi, Wilde Lake tributary, and near Patriot Pond
212 in Oakland Mills. The letters of intent are a requirement for the proposals. The deadline for submitting
213 proposals is August 31, 2017.

214 **Action:** Mr. Wu moved that the Board authorize CA staff to issue letters of intent for easements associated
215 with the Maryland State Highway Administration stream restoration program. Mr. Klein seconded
216 the motion, which passed unanimously. Vote: 9-0-0.

217

218 **12. Tracking Forms**

219 (a) Tracking Form for Board Requests

220 (b) Tracking Form for Resident Requests

221

222 Mr. Schwind repeated Ms. Evans' earlier request that a column be added to tracking forms to enable members to
223 click on links and see how issues have been resolved.

224

225 **13. Talking Points** Recording Secretary Valerie Montague read the Talking Points.

226

227 **14. Adjournment:** The meeting was adjourned at 10:47 p.m.

228

229 Respectfully submitted,

230

231 Valerie Montague

232 Recording Secretary