



November 2, 2018

To: Columbia Association Board of Directors  
(**E-Mail: [Board.Members@ColumbiaAssociation.org](mailto:Board.Members@ColumbiaAssociation.org)**)  
CA Management

From: Andrew C. Stack, Board Chair

**The Columbia Association Board of Directors Meeting will be held on Thursday, November 8, 2018 at approximately 9:15 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 in Attendance                                  |         |
| (b) Remind people of meeting being recorded/broadcast                              |         |
| (c) Read Five Civility Principles  |         |
| 2. Announcement of Closed/Special Meetings Held/To Be Held                         | 1 min.  |
| 3. Approval of Agenda  | 1 min.  |
| 4. Disclosure of Conflicts of Interest   | 1 min.  |
| 5. Reports/Presentations   | 5 min.  |
| (a) Report from the CA Representatives to the Inner Arbor Trust Board of Directors |         |
| (b) Financial Reports - None   |         |
| 6. Board Action  |         |
| (a) Consent Agenda   | 1 min.  |
| 1. Approval of Minutes – September 27, 2018 BOD Meeting                            |         |
| 2. Approval of Minutes – October 25, 2018 BOD Meeting                              |         |
| (b) Board Votes  | 15 min. |
| 1. Chrysalis/LPP Pathway Location  |         |
| 7. Tracking Forms  | 5 min.  |
| (a) Tracking Form for Board Requests   |         |
| (b) Tracking Form for Resident Requests  |         |
| 8. Talking Points  | 2 min.  |
| 9. Adjournment – Anticipated Ending Time: Approximately 9:45 p.m.                  |         |

### **Next Board Work Session and Meeting**

**Thursday, December 13, 2018 – Board Work Session – Time TBD**

**Thursday, December 13, 2018 – Board Meeting – Approximate Time TBD**

**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.

Report from the Inner Arbor Trust , 10/30/18

The CA Board is invited to walk the proposed CA path on Nov. 10, 2018 at 10am, starting at the Chrysalis.

The Trust has been meeting with the major stakeholders in the Park to discuss the remaining pathway system. We anticipate additional capital funding for other parts of the pathway, perhaps in 2019. Thus, the CA grant has opened the door for other major funding sources to contribute as well. We are exploring additional grants and partnerships for solar covered parking, the Butterfly, and programming for 2019. These resources are both public and private.

We have had a series of meetings with various arts partners to promote cooperation and share mission and goals. The Trust plans to expand many of our 2018 initiatives, the Chrysalis Kids, the Chrysalis Caberet, the Columbia Orchestra and Big Band, Maker Faire, Winter Wonderland, and are adding opera, a Halloween/fall event, and other community based functions. We continue to offer quality arts and culture experiences to our community, free or very affordable. We hope that other organizations will also take advantage of our unique venue for a variety of memory-making experiences.

Lin Eagan  
Chair

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**DRAFT**  
**Minutes of the**  
**BOARD OF DIRECTORS MEETING**  
**Held: September 27, 2018**

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To be approved: November 8, 2018

A meeting of the Columbia Association Board of Directors was held on Thursday, September 27, 2018, at Columbia Association headquarters. Present were Chairman Andrew Stack and members Dick Boulton, Janet Evans (via phone, then arrived at 7:07), Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind (via phone, then arrived at 7:36), Ginny Thomas, Chao Wu (via phone), and Shari Zaret. Also present were CA Vice President/CFO Susan Krabbe and General Counsel Sheri Fanaroff.

**1. Call to Order:** The Board of Directors Meeting was called to order at 7:00 p.m. by Chairman Andrew Stack. Mr. Stack announced the directors and senior staff in attendance, reminded attendees that the meeting is being recorded and broadcast, and read CA's Five Civility Principles.

**2. Announcement of Closed/Special Meetings:**

The **Audit Committee** held a closed meeting on July 23, 2018. Members present were James Young, Gregg Schwind, Ginny Thomas and Dick Boulton. 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 (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 8:45 p.m. until 9:30 p.m. for CliftonLarsonAllen's review internal controls, and other communication with the external and internal auditors

The **Board of Directors** held a closed meeting on July 26, 2018. Members present were Dick Boulton, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Andy Stack, Virginia Thomas, and Shari Zaret. The vote to close the meeting was held during the June 28, 2018 Board of Directors meeting.

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 or other legal matters, and (vi) 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. The meeting was closed from 11:15 p.m. until 12:30 a.m. to discuss legal matters and a contract issue.

The **Architectural Resource Committee** held a closed meeting on August 13, 2018 at Columbia Association headquarters. Members present were Sheri Fanaroff (arrived late), Deb Bach, Tom Mongo and Gracie Bradford. The vote to close the meeting was 3-0-0.

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 or other legal matters. The meeting was closed from 1:08 p.m. until 2:20 p.m. to discuss new and ongoing covenant cases.

The **Board of Directors** held a closed meeting on August 27, 2018. Members present were Dick Boulton, Lin Eagan, Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Andy Stack, Virginia Thomas, and Chao Wu. The Board Chair called a closed meeting of the Board of Directors under his authority as Chair to discuss a personnel issue. No vote was taken to close the meeting.

52 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-  
53 111(4)(i) discussion of matters pertaining to employees and personnel, and (iii) consultation with legal counsel  
54 on legal matters. The meeting was closed from 8:25 p.m. until 9:50 p.m. to discuss a personnel issue.  
55

56 The **Audit Committee** held a closed meeting on September 12, 2018 at CA headquarters. Members present  
57 were James Young, Ginny Thomas and Dick Boulton. The vote to close the meeting was 3-0-0.  
58

59 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111  
60 (4)(i) discussion of matters pertaining to employees and personnel, and (iv) consultation with staff personnel,  
61 consultants, attorneys, board members or other persons in connection with pending or potential litigation or  
62 other legal matters. The meeting was closed from 7:36 p.m. until 9:08 p.m. to review an outsourced audit report  
63 and hold an executive session with the auditor.  
64

65 The **Audit Committee** held an additional closed meeting on September 12, 2018 at CA headquarters. Members  
66 present were James Young, Gregg Schwind, Ginny Thomas and Dick Boulton. The vote to close the meeting  
67 was 4-0-0.  
68

69 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111  
70 (4)(i) discussion of matters pertaining to employees and personnel, and (iv) consultation with staff personnel,  
71 consultants, attorneys, board members or other persons in connection with pending or potential litigation or  
72 other legal matters. The meeting was closed from 10:00 p.m. until 10:38 p.m. to review internal audit reports  
73 and consultation with staff personnel on other legal matters.  
74

75 The **Audit Committee** held a closed meeting on September 25, 2018 at CA headquarters. Members present  
76 were James Young, Gregg Schwind, and Dick Boulton. The vote to close the meeting was 3-0-0.

77 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-111  
78 (4)(i) discussion of matters pertaining to employees and personnel. The meeting was closed from 7:30 p.m. until  
79 10:03 p.m. to interview and evaluate applicants for an Audit Committee community member position.  
80

### 81 **3. Approval of Agenda**

82 **Action:** Ms. McCord moved to approve the agenda. Ms. Thomas seconded the motion, which passed  
83 unanimously. Vote: 7-0-0

84 For: Mses. McCord, Thomas and Zaret; and Messrs. Stack, Boulton, Klein, and Schwind.  
85

### 86 **4. Disclosure of Conflict of Interest:** none

87  
88 *Ms. Evans arrived at 7:07 p.m.*  
89

### 90 **5. Resident Speakout:**

- 91 a) David Phillips, Columbia Festival of the Arts, spoke about the successful 2018 festival.
  - 92 b) Hilton Gluck, Ellicott City, spoke about the Hobbits Glen Golf Course.
- 93

### 94 **6. Chairman's Remarks:**

95 Mr. Stack submitted a written report. He also noted that he and Mr. Boulton have begun their annual visits to  
96 village board meetings.  
97

### 98 **7. Board Vote – Patuxent Branch Trail Easement Request from Howard County**

99 Dennis Matthey, Director of Open Space and Facility Services, said the engineering plans for the county's  
100 planned pathway are technically complete. He requested that the CA Board grant the easement associated with  
101 the Patuxent Branch Trail that the county requested, subject to staff review of the final construction and legal  
102 agreements.  
103

104 *Mr. Wu joined the call at approximately 7:30 p.m.*

105

106 *Mr. Schwind arrived at 7:38 p.m.*

107

108 Board members, joined by Howard County Constituent Services Director David Lee and Capital Projects  
109 Bureau Chief Raul Delerme, discussed issues regarding environmental concerns, safety, and landscaping  
110 related to the proposed pathway.

111

112 **Action:** Mr. Boulton moved that the Board approve the easement request from Howard County associated  
113 with the Patuxent Branch Trail, subject to review of the plan by CA's Watershed Manager and coordination  
114 with the county regarding safety issues. Ms. Thomas seconded the motion.

115

116 **Action:** Mr. Schwind moved to table the motion until CA's Watershed Manager reviews the county's pathway  
117 plan. Ms. McCord seconded the motion, which failed. Vote: 4-4-0.

118

For: Mses. McCord and Zaret, and Messrs. Klein and Schwind

119

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

120

Abstain: none

121

122 A vote was then taken on Mr. Boulton's original motion. The vote failed, 4-4-0.

123

For: Mses. Evans, Thomas and Messrs. Boulton and Stack

124

Against: Messrs. Klein and Schwind, and Mses. McCord and Zaret

125

Abstain: none

126

127 **Action:** Mr. Schwind moved to direct CA's Watershed Manager to review the county's plan for Patuxent  
128 Branch Trail pathway and provide a written report on likely impacts to the watershed. Ms. Zaret seconded the  
129 motion, which passed. Vote: 6-2-0.

130

For: Messrs. Boulton, Klein and Schwind, and Mses. McCord, Thomas and Zaret

131

Against: Ms. Evans and Mr. Stack

132

Abstain: none

133

## 134 **8. Reports/Presentations**

135

### (a) President's Report

136

Milton W. Matthews submitted a written report.

137

### 138 (b) Report from the CA Representatives to the Inner Arbor Trust Board of Directors

139

Lin Eagan submitted a written report.

140

### 141 (c) Financial Reports

142

1. FY 2019 1<sup>st</sup> Quarter Financial Report

143

2. FY 2019 1st Quarter Financial Statements

144

CA Vice President/CFO Susan Krabbe submitted written reports.

145

### 146 (d) Dashboard

147

Ms. Krabbe submitted written reports.

148

## 149 **9. Budget Testimony – Village Community Associations and other Community Stakeholders**

150

a) Jonathan Edelson, Oakland Mills Community Association, spoke about the village's requests for the CA  
151 FY 20 budget.

152

b) Kevin McAliley, Wilde Lake Village Association, spoke about projects completed in FY19 with CA  
153 funding, and requests for the FY 20 budget.

154

c) Deborah Wessner, CA Watershed Advisory Committee, spoke about the committee's recommendations  
155 regarding budget items related to watershed projects and environmental stewardship.

- 156 d) Duane St. Clair, Howard County Pickleball Association, spoke about the committee's request to have the  
157 Locust Park tennis courts converted to permanent pickleball courts.  
158

## 10. Board Action

### (a) Consent Agenda

- 161 1. **Approval of Minutes** of July 26, 2018 BOD meeting  
162 The minutes were approved by consent
- 163 2. **Approval of Minutes** of July 26, 2018 BOD closed meeting
- 164 3. **Approval of Minutes** of June 28, 2018 BOD closed meeting  
165 All were approved by consent.  
166

## 11. Board Votes

### 1. Approval of IRS Form 990

169 **Action:** Ms. Thomas moved to approve CA's Form 990. Mr. Schwind seconded the motion, which  
170 passed. Vote: 8-0-0.

171 For: Mses. Evans, McCord, Thomas and Zaret; Messrs. Boulton, Klein, Schwind and Stack  
172 Against: none  
173 Abstain: none  
174

### 2. Resolution regarding Council Bill 70-2018: Zoning Counsel

176 **Action:** Mr. Boulton moved to send the letter to the county council supporting Council Bill 70-2018,  
177 which would require a zoning counsel to appear at Planning Board hearings at which there are  
178 requests to approve plans or aspects of development in Downtown Columbia. Mr. Klein seconded  
179 the motion.

180 **Action:** Ms. Thomas moved to amend the resolution to ask the county to require a zoning counsel to  
181 appear at Planning Board hearings at which there are requests to approve plans or aspects of  
182 development in any land in Columbia (not only Downtown Columbia). Mr. Klein seconded the  
183 motion, which failed. Vote: 4-4-0.

184 For: Mr. Klein and Mses. McCord, Thomas and Zaret  
185 Against: Messrs. Boulton, Stack and Schwind and Ms. Evans  
186 Abstain: none

187 A vote was then taken on Mr. Boulton's original motion, which passed. Vote: 7-0-1.

188 For: Messrs. Boulton, Klein, Stack and Schwind, and Mses. Evans, McCord, and Zaret  
189 Against: none  
190 Abstain: Ms. Thomas

## 12. Board Discussion

### (a) Howard County Phase 2 Land Development Regulations Assessment

192 Marsha McLaughlin, former Howard County Planning Director, gave an overview of the current zoning  
193 system and the process of re-writing development regulations. She and Board members discussed ways  
194 CA can help develop solutions to issues that impact Columbia that can be addressed as part of the county's  
195 rewrite of the development regulations.  
196  
197

## 13. Tracking Forms

- 199 (a) Tracking Form for Board Requests
- 200 (b) Tracking Form for Resident Requests  
201

## 14. Talking Points: Recording Secretary Valerie Montague read the Talking Points.

- 204 **15. Action:** Ms. McCord moved to hold a closed meeting of the CA Board of Directors on September 27,  
205 2018 under the Maryland Homeowners Association Act Section 11B-111(4)(i) Discussion of  
206 matters pertaining to employees and personnel, and (iii) Consultation with legal counsel on legal  
207 matters. Ms. Evans seconded the motion, which passed. Vote: 7-2-0  
208 For: Messrs. Boulton, Klein, Schwind, and Wu, and Mses. Evans, McCord and Zaret  
209 Against: Mr. Stack, Ms. Thomas  
210 Abstain: none  
211
- 212 **16. Action:** Ms. Thomas moved to hold a closed meeting of the CA Board of Directors on October 11, 2018  
213 under the Maryland Homeowners Association Act Section 11B-111(4)(iii) Consultation with  
214 legal counsel on legal matters. Ms. McCord seconded the motion, which passed unanimously.  
215 Vote: 9-0-0  
216 For: Messrs. Boulton, Klein, Schwind, Stack and Wu, and Mses. Evans, McCord, Thomas,  
217 and Zaret  
218 Against: none  
219 Abstain: none  
220
- 221 **17. Action:** Ms. Thomas moved to hold a closed meeting of the CA Board of Directors on November 27, 2018  
222 under the Maryland Homeowners Association Act Section 11B-111(4)(i) Discussion of matters  
223 pertaining to employees and personnel. Ms. McCord seconded the motion, which passed  
224 unanimously. Vote: 9-0-0  
225 For: Messrs. Boulton, Klein, Schwind, Stack and Wu, and Mses. Evans, McCord, Thomas,  
226 and Zaret  
227 Against: none  
228 Abstain: none  
229
- 230 **18. Adjournment:** The open meeting was adjourned at 10:25 p.m. A closed meeting was held following  
231 adjournment of the open meeting.

232 Respectfully submitted,

233

234

235 Valerie Montague

236 Recording Secretary

1 **DRAFT**  
2 **Minutes of the**  
3 **BOARD OF DIRECTORS MEETING**  
4 **Held: October 25, 2018**

5  
6 To be approved: November 8, 2018  
7

8 A meeting of the Columbia Association Board of Directors was held on Thursday, October 25, 2018 at Columbia  
9 Association headquarters. Present were Chairman Andrew Stack and members Dick Boulton, Lin Eagan, Janet  
10 Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind (initially via phone, then arrived at  
11 7:35 p.m.), Virginia Thomas, Chao Wu (arrived at 7:23 p.m.), and Shari Zaret. Also present was CA Vice  
12 President/CFO Susan Krabbe.  
13

14 **1. Call to Order:** The Board of Directors Meeting was called to order at 7:02 p.m. by Chairman Andrew Stack.  
15 Mr. Stack announced the directors and senior staff in attendance, reminded attendees that the meeting is being  
16 recorded and broadcast, and read CA's Five Civility Principles.  
17

18 **2. Announcement of Closed/Special Meetings:**  
19

20 The **Risk Management Committee** held a closed meeting on September 27, 2018 at Columbia Association  
21 headquarters. Members present were Milton W. Matthews, Susan Krabbe, Nancy McCord, and Shari Zaret. The  
22 vote to close the meeting was 4-0-0.  
23

24 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-  
25 111(4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in  
26 connection with pending or potential litigation or other legal matters. The meeting was closed from 6:33 p.m.  
27 until 6:55 p.m. to review general liability self-insurance program and claims activity.  
28

29 The **Board of Directors** held a closed meeting on September 27, 2018. Members present were Dick Boulton,  
30 Janet Evans, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Andy Stack, Virginia Thomas,  
31 and Shari Zaret. The vote to close the meeting was 6-2-0.  
32

33 For: Messrs. Boulton, Klein and Schwind, and Mses. Evans, McCord and Zaret  
34 Against: Ms. Thomas and Mr. Stack  
35

36 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-  
37 111(4)(i) Discussion of matters pertaining to employees and personnel, and (iii) Consultation with legal counsel  
38 on legal matters. The meeting was closed from 10:37 p.m. until 11:50 p.m. to discuss release of closed meeting  
39 minutes and matters concerning an employee.  
40

41 The **Architectural Resource Committee** held a closed meeting on October 8, 2018. Members present were  
42 Sheri Fanaroff, Deb Bach, Tom Mungo, and Gracie Bradford. The vote to close the meeting was 4-0-0.  
43

44 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-  
45 111(4)(iv) consultation with staff personnel, consultants, attorneys, board members or other persons in  
46 connection with pending or potential litigation or other legal matters. The meeting was closed from 1:07 p.m.  
47 until 1:48 p.m. for discussion of new and ongoing covenant cases.  
48

49 The **Board of Directors** held a closed meeting on October 11, 2018. Members present were Dick Boulton, Lin  
50 Eagan, Alan Klein, Milton W. Matthews, Nancy McCord, Gregg Schwind, Andy Stack, and Virginia Thomas.  
51 The vote to close the meeting was held during the September Board of Directors meeting.



52 The closed meeting was authorized under the Maryland Homeowners Act, Md. Code, Real Property §11B-  
53 111(4)(iii) Consultation with legal counsel on legal matters. The meeting was closed from 10:30 p.m.  
54 until 11:30 p.m. to discuss potential legislation.  
55

### 56 **3. Approval of Agenda**

57 **Action:** Ms. Thomas moved to approve the agenda. Ms. Eagan seconded the motion. Mr. Stack suggested  
58 switching items 10(c) and (d). Mr. Klein suggested moving Item 10(d) so that it immediately follows  
59 Item 10(a). The Board agreed. Mr. Stack also said that Mr. Wu requested moving Item 7 so that the  
60 vote would occur at 7:30 p.m. or later. The motion to approve the agenda, as amended, passed  
61 unanimously. Vote: 9-0-0  
62 For: Mses. Eagan, Evans, McCord, Thomas, and Zaret; Messrs. Stack, Boulton, Klein, and Schwind  
63

### 64 **4. Disclosure of Conflict of Interest:** none

### 65 **5. Resident Speakout:**

- 66 a) Ginger Scott, Wilde Lake, spoke about Fairway Hills Golf Course.
  - 67 b) Tom Scott, Wilde Lake, spoke about Fairway Hills Golf Course.
- 68

### 69 **6. Chairman's Remarks:**

70 Mr. Stack submitted a written report.

### 71 **8. Reports/Presentations** (*moved up on the agenda*)

- 72 (a) Report from the CA Representatives to the Inner Arbor Trust Board of Directors  
73 Ms. Eagan submitted a written report.

- 74
  - 75 (b) Financial Reports -- none
- 76

### 77 **9. Board Action**

- 78 (a) Consent Agenda

- 79 1. Approval of Minutes of September 27, 2018 BOD meeting (*Mr. Stack asked to delay approval until*  
80 *November*)
- 81 2. Approval of Minutes of September 27, 2018 BOD closed meeting
- 82 3. Approval of Minutes of August 27, 2018 BOD closed meeting
- 83 4. Approval of Recommended Appointment of the Community Member to the Audit Committee
- 84 5. Approval of Recommended Appointment of the Owen Brown Representative to the Watershed  
85 Advisory Committee

86  
87 Items 2 through 5 were approved by consent.

- 88
- 89 (b) Board Votes

- 90 1. Next steps for the Fairway Hills Golf Course  
91 Sport and Fitness Director Dan Burns and Open Space & Facility Services Director Dennis Matthey  
92 responded to questions from Board members about staff's recommendation to replace a bridge destroyed  
93 by flooding at Fairway Hills near Hole 18.

94  
95 *Mr. Wu arrived at 7:23 p.m.*

96  
97 *Mr. Schwind arrived at 7:35 p.m.*

98  
99 **Action:** Ms. Evans moved to approve CA's staff's recommendation to authorize spending up to  
100 \$250,000 to replace a bridge destroyed by flooding at Fairway Hills Golf Course near Hole 18. Ms.  
101 Thomas seconded the motion, which passed. Vote: 8-2-0.

102 For: Mses. Eagan, Evans, McCord, and Thomas; Messrs. Boulton, Klein, Stack and Wu

103 Against: Mr. Schwind and Ms. Zaret  
104 Abstain: none  
105

106 **7. Board Vote** – Patuxent Branch Trail Easement Request from Howard County (*moved down on the agenda*)  
107

108 **Action:** Ms. McCord moved to reconsider the vote taken during the September 27 Board meeting  
109 regarding Howard County’s request for an easement at Patuxent Branch Trail. Mr. Boulton  
110 seconded the motion, which passed. Vote: 9-1-0.

111 For: Messrs. Boulton, Klein, Stack, Schwind, and Wu; Mses. Eagan, Evans, McCord, and  
112 Thomas

113 Against: Ms. Zaret

114 Abstain: none

115 **Action:** Mr. Schwind moved that the easement agreement include a requirement that CA staff approve the  
116 landscaping plan for the area. Ms. Thomas seconded the motion, which passed unanimously.

117 Vote: 10-0-0.

118 **Action:** Ms. Zaret moved to amend the motion to add a requirement that the county to build a split rail  
119 fence on the river side of the trail to help ensure safety. Mr. Wu seconded the motion. During  
120 discussion, Ms. Zaret agreed to substitute “appropriate” for “split rail” in her motion to require  
121 fencing. The motion failed. Vote: 4-6-0.

122 For: Mses. Zaret and McCord and Messrs. Klein and Stack

123 Against: Mses. Evans, Eagan, and Thomas; Messrs. Boulton, Schwind, and Wu

124 Abstain: none

125 **Action:** The Board voted to approve the easement request from Howard County associated with the  
126 Patuxent Branch Trail, subject to review of the plan by CA’s Watershed Manager and  
127 coordination with the county regarding safety issues, and CA staff approval of the related  
128 landscaping plan. The amended motion passed. Vote: 8-2-0.

129 For: Messrs. Boulton, Stack, Schwind, and Wu; Mses. Eagan, Evans, McCord, and Thomas

130 Against: Mr. Klein and Ms. Zaret

131 Abstain: none

132 **9. Board Action** (*continued*)

133 (b) Board Votes

134 2. Three Easement Requests from Howard County

135 Ms. Thomas moved to grant three easements requested by Howard County (for Willow Bend in Dorsey’s  
136 Search, Upper Little Patuxent in Dorsey’s Search, and Hometown Pond in Owen Brown). Mr. Wu  
137 seconded the motion, which passed unanimously. Vote: 10-0-0.  
138

139 3. Draft Charges for FY 2019 – Climate Change and Sustainability Advisory Committee

140 CA Energy Manager Jeremy Scharfenberg answered member’s questions about the committee’s charges.

141 Ms. Thomas moved to approve the committee’s FY 2019 charges. Mr. Wu seconded the motion, which  
142 passed unanimously. Vote: 10-0-0.  
143

144 **10. Board Discussion**

145 (a) Gateway Redevelopment as an Innovation District

146 CA Director of Planning and Community Affairs Jane Dembner and Larry Twele, CEO of the Howard  
147 County Economic Development Authority, briefed the Board on Howard County’s plan to develop an  
148 economic development innovation district at Columbia Gateway that would include mixed-use housing,  
149 office and retail.  
150

151  
152

- 153 (d) Communications Process for Board Queries Received via CA’s Website  
154 CA Chief Marketing Officer Laura Sitler briefed the Board on ways members of the public contact the  
155 Board and CA’s process for responding to the public and informing the Board of those responses.  
156
- 157 (b) Howard County Phase 2 Land Development Regulations Assessment  
158 Jane Dembner and CA Community Planner Jessica Bellah presented maps highlighting the location of  
159 various types of open space in Columbia and which entities own the land. They also discussed creating  
160 Open Space zoning districts that would make it easier to distinguish New Town Open Space from all  
161 other Open Space lands. They agreed to provide digital and printed maps re: each of the villages’ Open  
162 Space areas.  
163
- 164 (c) Capital Projects and Open Space Update (Symphony Woods)  
165 Dennis Matthey and Landscape Architect Timothy Prigg discussed ways to restore and protect the soil, turf  
166 and trees in Merriweather Park at Symphony Woods, which is subject to intensive use. Mr. Matthey will  
167 make sure possible paths are staked out soon and will invite the Board members to see the proposed  
168 paths.  
169

170 **11. Tracking Forms**

- 171 (a) Tracking Form for Board Requests  
172 (b) Tracking Form for Resident Requests

173 **12. Talking Points:** Recording Secretary Valerie Montague read the Talking Points.

174 **13. Adjournment:** The meeting was adjourned at 10:46 p.m.

175 Respectfully submitted,

176 Valerie Montague  
177 Recording Secretary  
178  
179

Board Request Tracking Log  
 FY 19  
 As of November 1, 2018

	A	B	C	D	E	F
1	<u>Originator</u>	<u>Issue/Task Description</u>	<u>Origination Date</u>	<u>Assigned To (Department)</u>	<u>Due Date</u>	<u>Resolution</u>
2	Gregg Schwind	CA's process for investigating and resolving sexual harassment complaints	5/31/2018	Office of the General Counsel	7/26/2018	7/26/2018
3	Ginny Thomas	One-page summary of the process used to study the neighborhood centers	6/9/2018	Open Space and Facility Services	7/13/2018	E-mail sent to the BOD on 7/13/2018
4	Chao Wu	CA Board Expenses - 2017-2018	7/9/2018	CFO's Office	8/9/2018	E-mail sent to the BOD on 8/2/2018
5		How many FY/PT employees and their costs				
6		How much spent on the meeting				
7		How much spent on stakeholders dinners				
8		How much spent on BOD members gift cards/benefits				
9		How much spent on outside consulting hired by the BOD				
10		Include any other expenses associated with the BOD				
11	Janet Evans	Request for data related to harassment complaints	9/19/2018	Office of the General Counsel	10/31/2018	E-mail sent to the BOD on 11/1/2018
12	Ginny Thomas	Equipment and Programming changes in the upstairs fitness space at the Supreme Sports Club	10/1/2018	Sport and Fitness	11/1/2018	E-mail sent to the BOD on 10/22/2018
13	Ginny Thomas	Use of plastic containers/bags at CA facilities	10/10/2018	Sport and Fitness	11/10/2018	

Board Request Tracking Log  
 FY 19  
 As of November 1, 2018

	A	B	C	D	E	F
1	<u>Originator</u>	<u>Issue/Task Description</u>	<u>Origination Date</u>	<u>Assigned To (Department)</u>	<u>Due Date</u>	<u>Resolution</u>
14	Ginny Thomas	Resolution for Columbia's "Bike Guy" - What has been done in the past and what does CA staff recommend?	10/17/2018	President's Office	11/17/2018	
15	Ginny Thomas	Jordan parcel near Dalton	10/17/2018	Planning and Community Affairs	11/17/2018 (information will be provided at the 11/8/18 BOD work session)	
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Resident Request Tracking Log  
 FY 19  
 As of November 2, 2018

	A	B	C	D	E	F
1	<u>Originator</u>	<u>Issue/Task Description</u>	<u>Origination Date</u>	<u>Assigned To (Department)</u>	<u>Due Date</u>	<u>Resolution</u>
2	Robert Slattery	Questions re: three bids/RFP's on CA's website	5/5/2018	Administrative Services	6/1/2018	Letter sent 5/22/2018
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