



**TOWN CENTER COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MINUTES**

December 12, 2018

APPROVED

The regular meeting of the Town Center Community Association Board of Directors was held on Wednesday, December 12, 2018, at Historic Oakland Manor. Those in attendance were Board Chair Lynn Foehrkolb; Board Vice-Chair Joel Broida; Board Members Kirsten Coombs, Kevin Fitzgerald, and Geoffrey Klopp; Columbia Council Representative Lin Eagan; Village Manager Jeryl Baker; Assistant Village Manager Patricia Loeber; and Covenant Advisor Lisa Colavita.

At 7:01 p.m., Mr. Broida made a motion, seconded by Mr. Klopp, to approve the agenda as submitted. The motion carried unanimously.

Ms. Foehrkolb made a motion, seconded by Mr. Fitzgerald, to approve the November 14, 2018, minutes as submitted. The motion carried unanimously.

Resident Speakout

No one spoke.

Architectural Committee

- ***5436 Ring Dove Lane (Ring Dove):* New storm door. Mr. Klopp made a motion, seconded by Mr. Fitzgerald, to approve the application as submitted. The motion carried unanimously.**
- The Board asked Ms. Colavita to (1) write a summary of the compliance enforcement process for the January *Center Fold* and (2) research the village-wide property standards evaluation process. Another topic discussed was creating a fillable PDF of the exterior alteration application for Town Center's website. Mr. Fitzgerald said that he had made a prototype of such a form and that he will email it to the Board and staff.

Order of Business

Architectural Guidelines Revision, Next Steps

Condo presidents and property managers will be invited to the February Village Board meeting to join in the discussion of the newly revised Architectural Guidelines. Ms. Baker will post the revised guidelines on Town Center's website for the requisite 60-day public review and comment period.

Employment Handbook

A representative from the firm HR Strategy Group will attend the January staff meeting to discuss the updated Employment Handbook. Ms. Loeber will take a final look at the handbook for possible cosmetic, not substantive, modifications. **Ms. Coombs made a motion, seconded by Mr. Fitzgerald, to approve the revised Employment Handbook. The motion carried unanimously.**

Wilde Lake Middle School Donation Request

After discussion, Mr. Klopp made a motion, seconded by Mr. Fitzgerald, to donate \$250.00 to the Wilde Lake Middle School Performing Arts Boosters. The motion carried unanimously.

Chairperson's Report

Ms. Foehrkolb said she will begin reaching out to each village condo board with an offer for a Town Center Board Member to attend a condo board meeting as a resource for the condo associations. She also reported on a recent Design Advisory Panel meeting that she attended regarding the Jordan Overlook active adult land use plan.

Columbia Council Report

Ms. Eagan stated that the Columbia Association (CA) Board was completing its review of the 2-year budget cycle. CA has successfully formed several partnerships, such as those with BGE and the State of Maryland. The CA Board is also looking into how best to use the Fairway Hills Golf Course. Regarding Town Center's request for a feasibility study of an elevator at Historic Oakland, Ms. Eagan suggested that staff keep track of lost rental opportunities due to the lack of an elevator.

Traffic and Safety Committee Report

Mr. Klopp said that he witnessed a near accident at the intersection of Broken Land Parkway and Twin Rivers Road. He suggested that Howard County Police resume greater monitoring of that intersection. He will also contact Phillip Dodge of the Downtown Columbia Partnership to see if he can facilitate installation of a promised 3-way stop on Ring Road.

Manager's Report

Submitted in writing. Ms. Baker reported that during a recent surprise inspection of Oakland's kitchen by the Howard County Health Department, the inspector told her that it was the cleanest kitchen she had seen in months. The Board concurred with Ms. Baker's request to move Town Center's money market fund into a slightly higher interest-earning account at the same bank. She also informed the Board about a departing employee and a newly hired facility assistant.

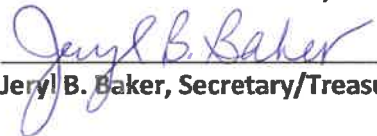
Board Member Comments

Nothing further at this time.

Adjournment of Meeting

Mr. Broida made a motion, seconded by Mr. Fitzgerald, to adjourn the meeting. The motion carried unanimously. The meeting of the Town Center Village Board adjourned at 8:31 p.m. The Board immediately went into an Executive Session. The next scheduled meeting of the Town Center Village Board will be Wednesday, January 9, 2019, at 7:00 p.m. at Historic Oakland Manor.

Recorded and attested to by:



Jeryl B. Baker, Secretary/Treasurer

12/13/18

Date