



HICKORY RIDGE VILLAGE BOARD MEETING AGENDA

April 29, 2024 • 7:30pm

Via Zoom Meeting

Meeting Chat – Chat will not be monitored; please be civil when chatting with others.

Residents, please use the “raise hand” function in Zoom to speak.

Residents may comment on agenda items when the item is introduced for up to two minutes.

Board members are happy to receive feedback via email at board@hrvboard.org.

1. Approval of Agenda
2. Approval of April 8, 2024, Meeting Minutes
3. Board Update
4. Resident Speak – Out: *two minutes per speaker to discuss items **NOT** on the agenda.*
5. CA Board of Directors Report—Skye Anderson
6. New Business:
 - A. Kevin MacAlilly, Wilde Lake Board Chair, Student Community Center
 - B. Appoint FY25 Board Members and CA Board Member
 - i. Kristine Amari
 - ii. Jared Ball
 - iii. Michael Campbell
 - iv. Steve Hannan
 - v. Samantha Link
 - C. Appoint FY25 CA Board Member
 - i. Skye Anderson
 - D. FY2025 Draft Budget
7. Old Business:
 - A. CA Management Contract Addendum
 - B. Proposed Easement Policy for CA
 - C. Donation Review – Columbia Festival of the Arts, Columbia Community Care
8. Manager Report—Laura Mayton
9. Action Items
10. Closed Session per Maryland HOA Act Section 11B-111 (4)(i) *Discussion of matters pertaining to employees and personnel.*
11. Adjournment

Village: Hickory Ridge
Fiscal Year: 2025
Date Prepared: 1-Mar-24

DRAFT OPERATING BUDGET

	Budget 2025	Budget 2024	Estimate 2024
<u>REVENUES</u>			
1 CA Annual Charge Share	326,832	321,230	321,294
2 Lease & Rental	134,000	127,500	131,820
3 Tuition & Enrollment	0	0	0
4 Interest	180	180	150
5 Special Events	4,500	6,000	3,900
6 Fees	200	270	163
7 Miscellaneous	4,200	5,200	2,680
8 Gain/loss on Disposal of Asset	0	0	0
Total Income	469,912	460,380	460,007
<u>EXPENSES</u>			
9 Staff Salaries	270,000	258,000	250,000
10 Janitorial Wages	0	0	0
11 Contract Labor	100	100	0
12 Payroll Benefits	21,000	29,618	26,875
13 Payroll Taxes	23,000	21,000	22,237
14 Janitorial Expense	31,000	28,000	25,779
15 Fees	16,500	17,000	21,200
16 Operating Expenses	12,000	12,000	10,458
17 Business Expenses	3,700	3,700	2,350
18 Insurance	12,000	12,000	11,342
19 Advertising	1,000	1,000	585
20 Newsletter	25,000	25,000	24,208
21 Other Printing	4,500	4,500	4,500
22 Donations/Contributions	11,000	16,000	16,000
23 Special Events	30,000	33,000	25,000
24 Taxes	1,600	1,600	874
25 Utilities	12,400	12,400	10,730
26 Repairs & Maintenance	10,100	11,100	9,516
27 Furniture & Fixtures	5,000	10,000	5,000
28 Total Expenses Before Depreciation	489,900	496,018	466,654
29 Depreciation	5,434	8,190	8,901
30 Total Expenses	495,334	504,208	475,555
Increase/(Decrease) in Unrestricted Ne	(25,422)	(43,828)	(15,548)



March 1, 2024

VIA EMAIL AND U.S. MAIL

Hickory Ridge Community Association, Inc.
Attn: Kristine Amari, Board Chair
Hawthorn Center
6175 Sunny Spring
Columbia, Maryland 21044
kristine@hrvboard.org

Re: Expiration of Management Contract

Dear Village Board:

After April 30, 2024, the Management Contract dated August 24, 2018 (the "Contract"), between Columbia Association, Inc. ("CA") and the Hickory Ridge Community Association, Inc. (the "Association") is due to expire. In October 2023, CA sent the Association a Second Amendment to Management Contract which would extend the term of the Contract for one year, i.e. through April 30, 2025. CA has not received an executed extension of the Contract from the Association.

CA acknowledges receipt of correspondence, dated October 25, 2023, from the Association and the Owen Brown Village Board seeking an "update" of the "assessment share formula." An analysis of the formula is independent of the Contract which governs the management of CA's buildings. CA plans to initiate a village/CA work team to consider updates to the formula in FY25, concurrent to the management contract update process.

As you are aware, the Contract sets forth critical provisions in the relationship between CA and the Association, including financial obligations, reporting requirements, facilities' management and maintenance, insurance, indemnification, and property rights. For liability reasons, CA cannot allow continued use and operation of its facilities and property without an agreement governing these arrangements.

The Contract anticipates that CA and the Association will enter into a new agreement by May 1, 2024. If a new agreement is not entered into by that time, CA may extend the right to manage its facilities through September 30, 2024, under the terms and provisions of the Contract, until a new agreement is reached. Per the Contract, should no agreement be reached, no unreasonable demands made, and upon a vote of CA's Board of Directors, the Contract would be deemed terminated and the Association shall vacate CA's facilities by November 30, 2024.

CA desires to continue its relationship with the Association in accordance with the Second Amendment to Management Contract. Please let me know if you intend to execute the new agreement.

Thank you for your consideration.

Very truly yours,



John J. Kuchno
General Counsel

cc: Laura Mayton, Village Manager (manager@villageofhickoryridgevillage.org).

PROPOSED LETTER approved by Owen Brown Village Board only

To: CA President and CEO

CC: CA GC, CA CFO, CA VP Community Programs and Services

Owen Brown Community Association (OBCA), River Hill Community Association (RHCA), and Hickory Ridge Community Association (HRCA) acknowledge receipt of a letter dated 1 March 2024 from CA General Counsel Mr. Kuchno, establishing a September 30th deadline to reach a new agreement.

Our three village associations, consisting of nearly 30,000 Columbia residents, share the goal of reaching a new agreement with CA in good faith that addresses the substantive issues we've raised with the current agreement. We would like to see our new agreement include the following:

- **Separate contracts for the facility lease and the overall relationship**
Rationale: The relationship between CA and the villages is complex. We've put too many unrelated items into one agreement.
- **Include funding formula & level in the relationship contract**
Rationale: Currently, the contract defers to the CA board to set funding unilaterally. Villages would like more predictability, with our funding written into the relationship contract.
- **Peg overall village funding to a % of CA annual charge, at FY2019 level**
Rationale: Village funding decreased during Covid and has not recovered. Pegging to CA assessment receipts would provide a built-in mechanism for CA & Villages to share in growth and hard times alike.
- **Exclude facility size from the funding formula**
Rationale: The current formula results in a 2.5x difference in grant funding per-capita between the best-case and worst-case village. Villages were endowed with vastly different facilities, which are provided to us at no charge. Basing a portion of funding on facility size leads to inequitable distribution of grant funds, which is aligned with the inequitable distribution of facilities decades ago. This imbalance is exacerbated further by the additional rental revenue generated by villages who have larger facilities.

We are eager to engage with CA to discuss the path forward for our relationship, and the rationale behind these changes. Our respective Managers and Chairs would like to continue this discussion – we've reserved the board room at the Owen Brown Community Association for a discussion **(on specified date)**.

Sincerely,
OBCA Chair, RHCA Chair, HRCA Chair

April 8, 2024

Dennis Matthey, Interim President and CEO
Eric Greenberg, CA Board member
Andy Stack, CA Board member
Columbia Association
6310 Hillside Court
Columbia, MD 21046

Dear Mr. Matthey, Mr. Greenberg and Mr. Stack:

We are writing to express our perspective on CA's consideration of potential updates to the easement procedures. These procedures have been in place for 16 years and we believe that there is a need to address deficiencies in how easements have been considered since 2008.

Any revisions to CA easement procedures should reflect a number of principles:

- Establishing an outside, independent review of easement appraisals that includes a detailed analysis of the costs/benefits of any easement and any financial impact on CA's budget. Such a review will be made available to the public prior to Board consideration of the easement.
- Enhanced public notification requirements when the CA Board is considering easements that includes at least 10-day notice and direct notification to impacted homeowners.
- Recognizing that the current easement procedures requiring the transaction promote the "social welfare of the people of Columbia" and a finding of the "civic betterments or social improvements" needs to specifically account for any positive or negative environmental impacts of the easement.

We hope that the CA Board's future discussion and adoption of changes in easement procedures will reflect the principles outlined above. Thank you for considering our views on the matter.

Sincerely,

Kristine Amari
Chair, Hickory Ridge Village Board

cc: CA Board of Directors



Hickory Ridge Community Association

6175 Sunny Spring, Columbia, Maryland 21044 • 410 730-7327
hickoryridgevillage.org • thehawthorncenter.org

DONATION REQUEST FORM

Date: 3/4/24

Name of Organization: Columbia Festival of the Arts

Contact Person: Kiera Gillock

Address: 10475 Little Patuxent Parkway, Columbia, MD 21044

Telephone: [REDACTED]

Email: kiera@columbiafestival.com

Please answer the following questions:

The Hickory Ridge Board prefers that the donation be used primarily for Hickory Ridge residents.

Who will receive the service?

CFA's Board President is a resident of Hickory Ridge, as are many of our 200+ volunteers. We are committed to serving all of the villages of Columbia, including Hickory Ridge.

How many people?

We are anticipating 36,000+ attendees during all free and ticketed events organized by CFA for the summer of 2024.

What will the donation be used for?

Hickory Ridge Community Association's donation will be used to support programming expenses in organizing the 2024 LakeFest weekend and following Juneteenth celebrations.

What is the total budgeted amount of the project?

\$312,700

How are other funds being obtained? What other organizations have made or will be making donations?

CFA receives funding from individual donations, corporate sponsorships, and state and local grants. This includes the Maryland State Arts Council, Anchor Construction, Apple Ford, the Community Foundation of Howard County, Fannie Mae, James Ferry Photography, Wegman's, M&T, Mays & Associates, Rouse Company Foundation, and Witzke Funeral Home.

Please use another page for any additional information.

Amount requested: \$4,000.00



Hickory Ridge Community Association

6175 Sunny Spring, Columbia, Maryland 21044 • 410 730-7327
hickoryridgevillage.org • thehawthorncenter.org

DONATION REQUEST FORM

Date: 4/24/2024

Name of Organization: Columbia Community Care

Contact Person: Erika Chavarria

Address: 9770 Patuxent Woods Drive, Suite 336, Columbia, MD 21046

Telephone: [REDACTED]

Email: echavarria@columbiacommunitycare.org

Please answer the following questions:

The Hickory Ridge Board prefers that the donation be used primarily for Hickory Ridge residents.

Who will receive the service?

Residents of Howard County and Hickory Ridge

How many people?

300 families/week

What will the donation be used for?

To feed residents facing hunger

What is the total budgeted amount of the project?

\$2000/week

How are other funds being obtained? What other organizations have made or will be making donations?

Donations and grants.

Please use another page for any additional information.

Amount requested: \$2000.00



Manager's Report

April 29, 2024

1. Event Reminders:

- **May 1**, Pool Party registration begins (Hickory Ridge residents only)
- **May 1, 7:30pm**, RAC meeting (virtual)
- **May 2**, The Log e-issue
- **May 3, 7:00pm**, LEGO Ladies' Night
- **May 6 & 7, 9:30am**, Story Time
- **May 13, 7:30pm**, First meeting of FY2025 Village Board

2. **Community Clean-up:** The weather cooperated and about 80 volunteers came to clean up the Hawthorn neighborhood on Saturday, April 13th. This was a great turnout, and we hope to do the same again in another neighborhood next Spring.

3. **Satinwood Tree Planting:** The tree planting has been cancelled.

4. **Community Celebration:** In spite of the cold and drizzly weather, more than 120 folks came out on Friday, April 19th, to enjoy music and treats with their neighbors! The Watershed Advisory Committee also provided environmental information and free, native plants for landscaping. The local swim teams attended to drum up members as well! Thank you to everyone who attended. A great time was had by all.

5. **Interested in Joining the Community Engagement Committee:** Attend a meeting on the first Monday of the month at The Hawthorn Center! The Committee meets regularly and is always looking for new, excited members! You must be a Hickory Ridge resident to join.

6. **Follow Hickory Ridge Social Media:** Keep up with Hickory Ridge news and events with [our newsletter](#) [The Log](#), on [Facebook](#) and [Instagram](#).

7. Committee Reports:

- **Resident Architectural Committee:** The RAC continues to review applications as usual.
- **Aging Well in Columbia Advisory Committee (AWCAC):** The AWCAC continues to meet and Ms. Grier will report when needed.
- **Watershed Advisory Committee (WAC):** The WAC continues to meet but the committee has no report at this time.
- **Community Engagement Committee:** The Committee meets on the first Monday of each month at 7:00pm in the conference room at The Hawthorn Center.