

## **End of the Year Report-FY 2019**

This annual report highlights the activities accomplished by the Kings Contrivance Village Board and staff between May 1, 2018 and April 30, 2019. April marked our village's 42nd year as a village of Columbia. We are continuing our advocacy work for our community as well as offering programs, classes, and meeting space in Amherst House.

### **WHO WE ARE**

Every year, in April, all village residents are encouraged to participate in the election of Village Board members (every other year for Columbia Council Representative). Last year, there were five seats on the Village Board and one Columbia Council Representative. Board members serve two-year terms and elections are staggered. During the past year the following residents served on the Village Board: Chair: Barbara Seely; 1<sup>st</sup> Vice-chair: Melissa Hogle; 2<sup>nd</sup> Vice-chair: Christiana Rigby; and members: Lilah Haxton and Jeff Richmond. Shari Zaret served as our Columbia Council Representative. The Board is responsible for determining how village funds are budgeted and spent. Funding is received from two sources: a Columbia Association Annual Charge Share, and association activities/building rentals.

The Board employs a village manager who oversees the day to day operation of the village and acts as advisor to the Board. The manager hires a covenant advisor who processes forms for architectural alteration and acts as a resource person to the Resident Architectural Committee (RAC) and residents. The manager also hires any other necessary staff, staying within the financial parameters set by the Board. The current village staff is comprised of the following: Beverley Meyers, Village Manager; Laura Parrish, Covenant Advisor; Luz Borrero, Events & Information Coordinator; Erika Cheney, Operations Coordinator and Bookkeeper; Patricia Hricko, Head Facility Assistant; Darshana Dave, Kelly Dutcher, Jerusha Segbe, Tanishka Dave and Grace Cheney Facility Assistants.

### **THE VILLAGE BOARD**

The Village Board acts as an advocate for residents. During the past year, the board dealt with a number of issues. The board: elected board and Architectural Committee (AC) officers; appointed the Election Committee, RAC members and KC representative to the CA Senior Advisory Committee and CA Watershed Advisory Committee; approved capital and operating budgets; issued 15-day violation notices for covenant violations; reviewed and approved quarterly financial reports; funded and supported the Environmental Committee to include a Fall and Spring Clean Ups; offered cul-de-sac beautification and block party grants; recognized Nick Fessenden as Volunteer of the Year; donated funds to Howard County Police Department; donated a free use of Amherst House to Hammond High School Gala Night for their fundraiser and The

Orthodox Church of St. Matthew for their silent auction; collected school supplies for the "Prepare for Success" program and toiletries for CA's Youth and Teen Center collection; attended county meetings for development issues in and around the village; met with various agencies including, Howard County Police to discuss crime, Howard County Government to discuss changes to the Patuxent Branch Trail and repairs to the Many Mile Mews pond and stormwater retention pond on Eden Brook Drive, CA's Board to discuss CA's Community Benefit Association proposal, CA's Board Chair, Andy Stack to overview CA projects, CA's Aquatics department to discuss pool improvements and CA's Climate Change and Sustainability Committee.

## **COMMITTEES**

The Village Board appoints residents to committees. Ad hoc committees are appointed from time to time as warranted. The Resident Architectural Committee (RAC) is the only standing committee and the most active committee. This team of dedicated volunteer residents currently includes Ed Gordon, Chair; Nick Fessenden Vice-Chair; Greg Dickman, Bruce Altschuler, Jason Protheroe, Joe Haugh and Michele Mercer. The RAC meets twice monthly, on the second and fourth Wednesday, to review architectural alteration requests. 140 letters of compliance/non compliance were issued in FY19. 128 inquiries were logged in and dealt with by the covenant advisor, 92 were successfully resolved in FY19. 27 were found not to be village covenant violations. 9 complaints remained unresolved at the end of the fiscal year. 172 applications for 208 alterations were processed. 125 applications were approved, 1 was approved with provisions, 1 was approved as an exception, 1 was withdrawn, 0 were tabled, and 4 were denied. 39 applications were approved through the *Speedy Process*. 1 application was approved following Appeal. These numbers illustrate the extent to which the committee members spent time and energy working with residents to reach optimum results. The most popular alteration approval request was for color change (36 applications), Lighting (19 applications), Fences (18 applications), Decks (17 applications), Landscaping (17 applications) and Sheds (14 applications).

## **PROGRAMS AND SPECIAL EVENTS**

Programs and special events sponsored by the Village Board over the past year included: Block Party and Cul-De-Sac Grants, Ladies' Night Bingo and Paint Night, A Beer Tasting event, Hands only CPR training, a Combatting Mosquitos and Ticks seminar, a presentation on Wills and Estates, 50+ Luncheon, Exploring Columbia on Foot walk, Smart Senior Living presentation, Searching for Spring Egg Hunt. Community Clean Up Days in the Fall and Spring, two Family Fun Bingo nights, Scarecrow Making and pumpkin decorating, Halloween Happenings, Lunch with Santa, Cookies and Craft with Santa, two Document Shredding Events and electronic recycling, two Community Flea Markets, registration in the Watch Your Car Program & Free VIN Etching, three gardening seminars, a talk on how health our Watershed is and the Annual Volunteer

Dinner.

### **CLASSES**

We offered 12 class sessions at Amherst House this year. They include Pilates, Zumba, and Barre Fit. Pilates is continuing for the current year and we are always looking for new ideas. If you would like to see a particular class offered or are able to teach a course, please call Amherst House. All teachers must secure liability insurance.

### **AMHERST HOUSE**

We also rent Amherst House and our Neighborhood Center, The Meeting Room for functions. If you are interested in hosting a wedding, party, business meeting or need small office space, please call for our very reasonable rates. We are open to CA residents and non-residents for rentals. A strong emphasis is placed on maintenance of our facilities and a large part of the interior of Amherst House is painted annually.

### **THE VILLAGE OFFICE**

The village office is located at Amherst House and is open from 9 am to 9 pm Monday through Thursday, 9 am to 5 pm on Friday, and 10 am to 1 pm on Saturday. The office offers many services such as information and referrals, copying, notary and faxing. The village newsletter, *The Crown Prints*, is distributed to residents through the *Columbia Flier* on the second and fourth Thursday of each month or send us your email and we'll send it to you directly. Please drop by anytime you need information or visit our web page at [www.kingscontrivancecommunityassociation.org](http://www.kingscontrivancecommunityassociation.org) or on Facebook at Kings Contrivance Village or Twitter @Village of KC.

With warm regards,

Beverley Meyers  
Village Manager  
June 19, 2019

**FY19 End of Year Financial Report**

<b>INCOME</b>		<b>EXPENSES</b>	
Columbia Association Annual Charge Share	\$299,647	Staff Salaries & Benefits-12 employees	\$291,345
Facility Leases & Rentals	\$112,294	Janitorial Expenses	\$21,992
Classes	\$8,514	Instructors' Fees	\$5,318
Special Events	\$3,889	Fees/Mileage/Food	\$15,994
Interest	\$683	Operating Supplies & Products, postage & printing	\$8,703
Fees	\$94	Utilities	\$16,135
Sales/Other	\$1,770	Insurance & Taxes	\$9,529
Newsletter Ads	\$7,170	Special Events	\$11,285
Gain on disposal of assets	\$224	Donations	\$100
Misc.Other	(\$0)	Building & Equipment Maint. & Improvements	\$9,137
	(\$0)	Newsletter	\$21,098
		Furniture & Fixtures	\$1,985
		Advertising	\$927
<b>TOTAL</b>	<b>\$434,285</b>	<b>TOTAL</b>	<b>\$413,548</b>

Depreciation: \$3,754