



Angela D. Alsbrooks  
County Executive



Prince George's county  
Office of Community Relations

*connecting people, connecting resources*

# Welcome to



**COMMON OWNERSHIP COMMUNITIES**

**OCR**

**COC**

**Core  
Values**

**Commission**

**Highlights**

**Challenges**

**What's  
Next**

**End**



# WELCOME

**Euniesha Davis, Director  
Office of Community Relations**

The Office of Community Relations ensures that County residents connect with government resources, agencies, and personnel. Our responsibility is to serve as a bridge between the government and its people.



# COC STAFF

## OFFICE OF COMMUNITY RELATIONS



Director  
Euniesha Davis



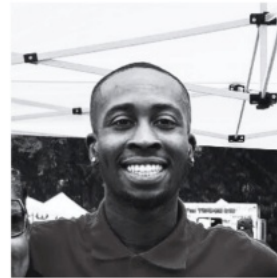
Deputy Director of Programs  
Courtney Mariette



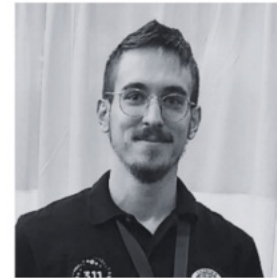
Unit Chief  
MaShawn Hall



Community Developer  
Ynetta Butchee



Community Developer  
Greg Amobi



Program Coordinator  
Robert Franc

About

History

# **Who is COC?**

**The Common Ownership Communities Unit (COC) was established in 2007 by the Prince George's County Council via CB-015-2007.**

**Mission**



# Mission

COC is charged with assisting governing bodies, owners, and residents of homeowners' associations, residential condominiums, and cooperative housing corporations with education, training, and alternative dispute resolution services in matters relating to the management of these communities.

What is a  
COC?

Quote

# What is a Common Ownership Community?

A common ownership community is identified as a Condominium, Homeowners' Association, or a Cooperative Housing Corporation. The main difference is type of ownership.

Types



### **Condominium**

Owners own their interior space and share into the common elements with others.



### **Cooperative Housing Corporation**

The shareholder does not own real estate, but rather a share in the legal entity that owns the real estate. The corporation owns the land, buildings, and common areas.



### **Homeowners' Associations (HOA's)**

The owner owns their home and in most cases a portion of the common areas. HOA's are governed by written Declarations of Covenants, Conditions and Restrictions



Example

Benefits

Did you know?





# Shared Benefits

## Property Values

Having standards on neighborhood upkeep and the presence of amenities can increase property value.

## Amenities

Sharing the cost of common spaces allow for amenities single owners may not have access.

## Beautification

Binding rules on architecture and property help reduce neighbor conflict.

## Fractional Ownership

The ability to own fractional residential property (Condos and Coops) increase opportunity for ownership.

# Did You Know?

There are an estimated **365,000** HOA's in the United States.\*

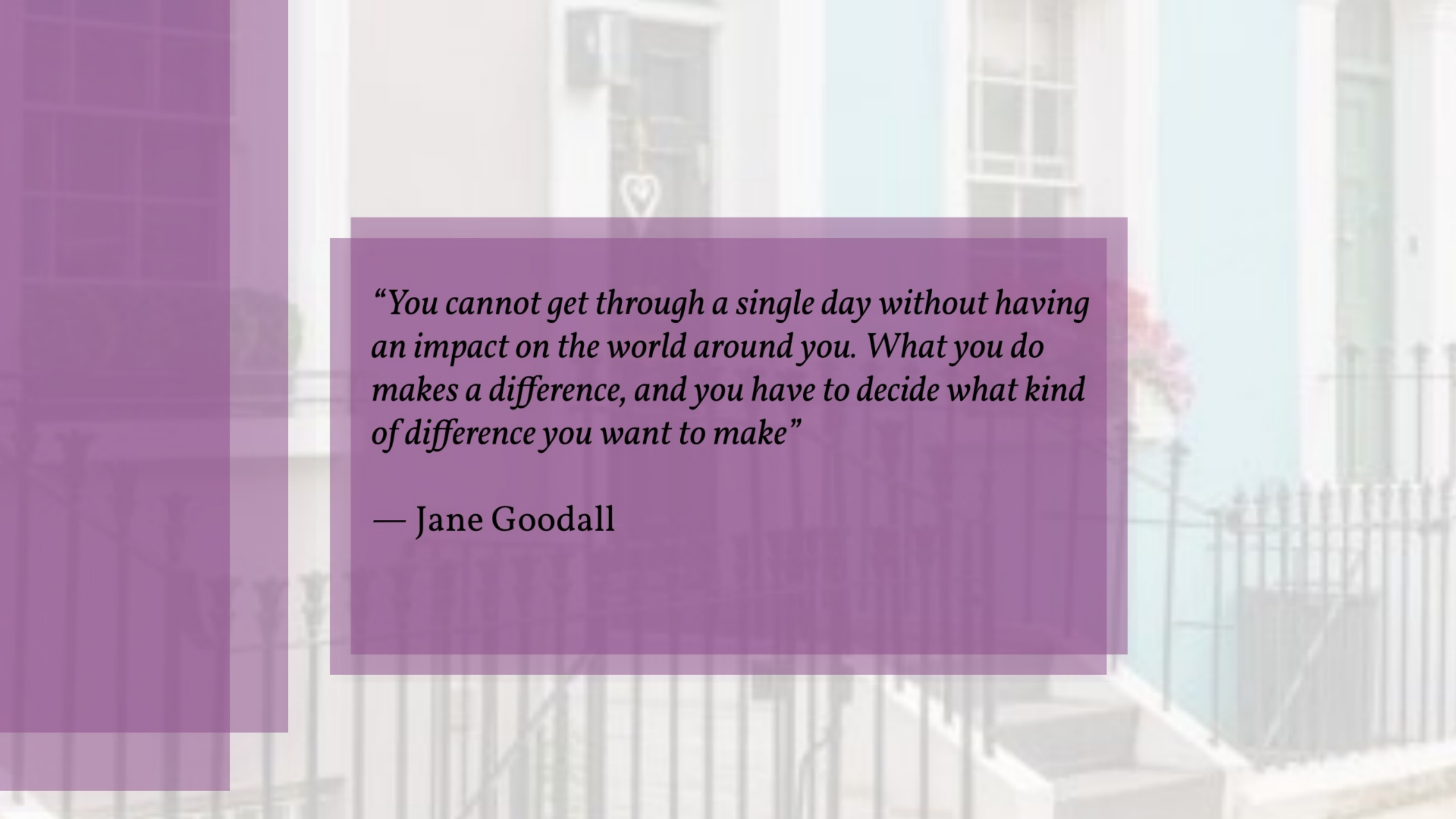
State of Maryland has **7,100** Common Ownership Communities.\*

Prince George's County COC has more than **950** registered Common Ownership Communities.

Homeowners' associations account for about 58-63%; Condominiums account for 35%-40%, and cooperatives account for 2-4% of community associations.

\*Foundation for Community Association Research





*“You cannot get through a single day without having an impact on the world around you. What you do makes a difference, and you have to decide what kind of difference you want to make”*

— Jane Goodall

# Legislation Timeline

Prince George's  
County Bill  
CB-15-2007

Establishes Common  
Ownership  
Communities Program

Prince George's  
County Bill  
CB-49-2015

Sets the composition and  
terms of appointment and  
removal of the Board of  
Commissioners

JULY 24, 2019  
Commission  
Bylaws

Internal  
requirements of  
the Board.

MAY 4, 2010  
Maryland Bill  
PG 419-10

Requires OCR to  
establish a registry of  
Community  
Association Managers

Prince George's  
County Bill  
CB-58-2015

Established  
mandatory  
alternative dispute  
resolution clause  
and process.



# Core Value Engage

- Implement programs and activities geared toward common ownership communities.
- Whether in-person or virtual COC will attend meetings to provide insight and guidance on community operations.
- Disseminate informational materials to promote awareness of COC unit services.
- Foster relationships with stakeholders on behalf of common ownership communities.



Educate

Empower

Partners

# Core Value Educate



The flyer for the EDvantage Online Training Program features a black background with white and orange text. At the top, it includes logos for Prince George's County, the Office of Community Relations, the Maryland Condominium Act (MCA), and the 311 service. The main title 'EDvantage' is in a large, bold, white font, with 'Online Training Program' in orange below it. A paragraph of text describes the program's purpose and content. At the bottom, there is an orange button with the text 'TRAINING LINK' and a URL.

Prince George's county  
Office of Community Relations  
connecting people, connecting resources

MCA  
Maryland Condominium Act

311  
ONE CALL TO GO

## EDvantage

### Online Training Program

The EDvantage Online Training Program is designed to build and improve the skills of homeowners, residents of homeowners' associations, residential condominiums, cooperative housing corporations, and governing bodies. Training includes modules on Board of Directors, governing documents, budgeting meetings, Alternative Disputes Resolution (ADR), and legislation related to Common Ownership Communities. This no-cost training is available in English and Spanish.

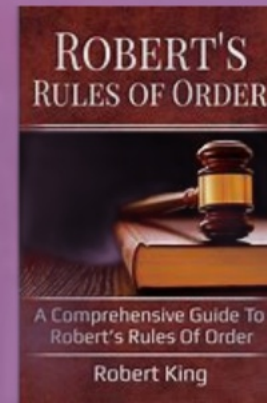
TRAINING LINK

<https://ocredvantagepublic.princegeorgescountymd.gov/>

- Provide education through the EDvantage Online Training Program.
- Assistance in interpreting and clarifying governing documents.
- Provide resources to include: Maryland Condominium Act, Maryland HOA Act and legislative updates.



# Core Value Empower



- Assist in mediation and dispute resolution between homeowners and boards or management companies.
- Inform community members of the rights and responsibilities of homeowners, associations, and management companies.
- Connect residents to additional resources within the County.



# Community Partners

- Legislators
- Agency Partners
- Community Managers
- Attorneys
- Accountants
- Insurance Agents
- External Stakeholders

## **Commission on Common Ownership Communities (CCOC)**

In 2015, CB-049-2015 established the Commission on Common Ownership Communities (CCOC). The purpose of the Commission is to:

- Ensure the proper establishment and operation of homeowners' associations, condominium associations and cooperative housing units.
- To promote public awareness and association membership understanding of the rights and obligations of living in a common ownership community.
- To assist and oversee the development of coordinated community and government policies, programs and services which support these communities.

## **Commission**

# Commissioners

The Commissioners are stakeholders in the community appointed by the County Executive. There are 14 Commissioners for COC. Nine are voting members and five are non-voting members. The Commission meets on the 4th Wednesday of each month. Meetings consist of subject matter experts discussing areas of housing, budget, board meetings, and legislation related to Common Ownership Communities.

Members of the commission also include representatives from:

- M-NCPPC
- Prince George's County Office of Law
- Office of the Attorney General
- Department of Housing and Community Affairs
- Department of Permitting, Inspections and Enforcement
- Department of Public Works and Transportation

## Commission Events



# Panel Discussion

CCOC  
Retreat

Hosted a panel discussion at Prince George's Proud Welcome Home Showcase



## CCOC Monthly Meeting



### CCOC RETREAT

COMMISSION ON  
COMMON OWNERSHIP COMMUNITIES (CCOC)

Instead of the Monthly Commission Meeting, the CCOC will be hosting a retreat with the Commissioners. The regular CCOC meeting will resume on May 26, 2023.



SATURDAY, APRIL 15, 2023  
8:30 AM - 1:00 PM

The COC Unit kicked off the Annual Commissioners Retreat on Saturday, April 15, 2023. The purpose of the retreat was to define CCOC vision relative to the legislation. This included introducing the new rebranding of the COC Unit, to include welcoming an entirely new staff. In addition, Agency Representatives educated the Commissioners on their missions to foster future collaborations.

# CCOC Monthly Meeting



Prince George's County  
Office of Community Relations

**MONTHLY COMMISSION MEETING**  
WEDNESDAY, FEBRUARY 28, 2024, 3:00PM

**MYPGC.ZOOM.US/J/84611859070**  
\*Case Sensitive

Meeting ID: 846 1185 9070  
Passcode: 897472

Dial by Location:  
Washington DC: +1 301 715 8592  
US Toll-Free: 1 877 653 5247

**COMMISSION ON  
COMMON OWNERSHIP  
COMMUNITIES (CCOC)**

FEBRUARY MONTHLY MEETING AGENDA

- Call to Order
- Commissioners Roll Call
- Establish Quorum
- Adoption of Agenda
- Greetings from the Office of Community Relations (OCR)
- Approval of January 2024 Meeting Minutes
- Unfinished Business
- New Business
- Maryland Insurance Administration
- Q&A
- Adjournment

**Contact Information:**  
[coc@co.pg.md.us](mailto:coc@co.pg.md.us)

Meetings are held on the 4th Wednesday of each month, with subjects relevant to Common Ownership Communities.



# COC Rebranding



**Marketing  
Materials**

**Roadshow**

**Management  
Company  
Registry**

**Testimonials**

# COC Fact Sheet

EDvantage Card



**Prince George's County Office of Community Relations**  
Empowering people. Correcting resources.

**Common Ownership Communities (COC)**

**Office of Community Relations  
Common Ownership Communities (COC)**

The Common Ownership Communities Unit is charged with assisting governing bodies, owners, residents of homeowner's associations, residential condominiums, and cooperative housing corporations with education, training, and alternative dispute resolution services in matters relating to the management of these communities.

**Commission on Common Ownership Communities (CCOC)**

2015 CB-049-2015 established the Commission on Common Ownership Communities (CCOC). The Commission is made up of stakeholders in the community appointed by the County Executive. There are 14 Commissioners. Nine are voting members and five are non-voting members. Meetings are held on the 4th Wednesday of each month.

**What is a Common Ownership Community?**

Common Ownership Communities are:

- Condominiums:** Owners own their interior space and share into the common elements with others.
- Cooperative Housing Corporations:** The shareholder does not own real estate, but rather a share in the legal entity that owns the real estate. The corporation owns the land, buildings, and common areas.
- Homeowners Associations:** The owner owns their home and in most cases a portion of the common areas. HOAs are governed by written Declarations of Covenants, Conditions, and Restrictions.

**Benefits of Living in a Common Ownership Community**

- Property Values:** Having standards for neighborhood upkeep and the presence of amenities can increase property value.
- Amenities:** Sharing the cost of common spaces allow for amenities single owners may not have access to.
- Beautifulities:** Binding rules on architecture and property help reduce neighbor conflict.
- Fractional Ownership:** The ability to own fractional residential property (Condominiums and Cooperative housing corporations) increase opportunity for ownership.

**COC Program**

- Engage:** Whether virtual or in-person, COC will attend meetings to provide insight and guidance on community operations.
- Educate:** The EDvantage Online Training Program and other education resources are available to assist residents in common ownership communities with information to enhance living in a common ownership community.
- Empower:** Assisting in dispute resolution between homeowners and boards or management companies. Providing information to community members on the rights and responsibilities of homeowners, associations, and management companies.

**EDvantage Online Training**

The EDvantage Online Training Program is designed to build and improve the skills of homeowners in common ownership communities. Residents taking the training will complete training modules that include subjects in board membership, administrative procedures, budgeting, meetings and alternative dispute resolution (ADR) and legislation. This no-cost training is available in English and Spanish. To access the training, please go to: <https://edvantagepublic.princegeorgescountymd.gov>

For more information, visit us:  
[www.princegeorgescountymd.gov/920/Common-Ownership-Communities](http://www.princegeorgescountymd.gov/920/Common-Ownership-Communities)  
Email: [coc@oc.rg.mil.us](mailto:coc@oc.rg.mil.us), Phone: 301-962-4729

# EDvantage Online Training Program



The flyer features a central image of a row of red brick townhouses. The text is arranged around this image, with logos at the top left, a list of commissioners on the right, and contact information at the bottom. A QR code is located in the top right corner, and a photo of the director is on the right side.

**Prince George's County**  
Office of Community Relations

**311**

## EDvantage Online Training Program

The EDvantage Online Training Program is designed to build and improve the skills of homeowners, residents of homeowners' associations, residential condominiums, cooperative housing corporations, and governing bodies. Training includes modules on Board of Directors, governing documents, budgeting, meetings, Alternative Disputes Resolution (ADR), and legislation related to Common Ownership Communities. This no-cost training is available in English and Spanish.

**TRAINING LINK**  
<https://ocredvantagepublic.princegeorgescountymd.gov/>

### The Commission on Common Ownership Communities

(Meets every 4th Wednesday of the Month Except Nov. & Dec.)

- Commissioner Timothy Smith, Chair
- Commissioner Nicole A. Williams, Esq., Vice Chair
- Commissioner Dr. Linda Hunt, Secretary
- Commissioner Patricia Fletcher
- Commissioner Danielle Grey
- Commissioner Daniel Hall
- Commissioner Marvin Holmes
- Commissioner Robert Nicholson
- Karen Straughn, Esq., Assistant Attorney General
- Representative, Dept. of Permitting, Inspections, & Enforcement
- Representative, Dept. of Housing & Community Development
- Representative, Dept. of Public Works & Transportation

Contact Common Ownership Communities by email, visit our site, and follow us on social media for updates on this exciting program!

**Download the PCC311 App today!**



**Euniesha Davis,**  
Director

**Email:**  
COC@co.pg.md.us

**Website:**  
ocr.myggc.us

**Instagram:**  
@pgc\_communityrelations

**Twitter:**  
@PGCCCommunity

**Phone:**  
301-952-4729

387 participants completed training as of 12/31/2023.





## Community Engagement

The COC Unit actively participates in community meetings and community events to promote the services available to residents. The events range from panel discussions, board meetings, HOA townhalls, budget meetings, elections and community day celebrations.

In 2023, COC attended over 100 meetings impacting over 17,000 residents.

# Community Events



Cinnamon Ridge



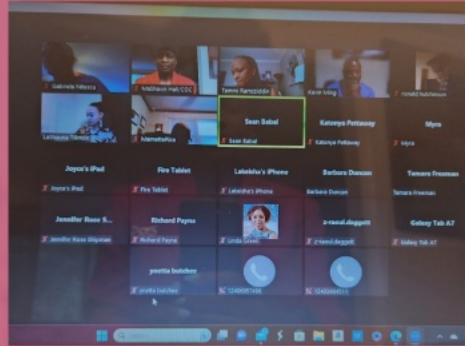
Potomac Overlook

Community Meetings



# Community Meetings

More Meetings



Devon Hills



Presidential Park Towers



Mount Lubentia



Marcy Avenue Board





**Victory Promenade**



**Village at Towne Square**

## **Management Company Registry**

### **PG 419-10**

## **Management Company Registry**

- In 2022, 34 management companies registered through COC
- In 2023, 46 management companies registered through COC

# Testimonials

## Tribeca Condominiums

Dear Ms. Hall and Ms. Butchee,

The Tribeca Work Group wanted to express our sincere appreciation and gratitude for your efforts in spotlighting our concerns about our Condominium, Tribeca at Camp Springs a Residential Condominium, Homeownership, operations, finances, and maintenance.

We wanted to especially thank you for the on-site visit to our home on June 8, 2023, and follow up with other County Officials, after your visit.

There is no doubt Ms. Hall and Butchee that you are well verse in the Prince George County laws as well as Homeownership. Your present on June 8, 2023, placed Gold Oller on notice that the county is active and invested in their stakeholders concerns and our desire to resolve those concerns amicably.

Your ability to surgically use various laws to articulate for condominium owners and local authorities that investors cannot work to thwart condominium owners from actualizing the condominium regime.

We know that your active participation with all parties based on the applied law and on-going request for corrective actions, will lay an effective foundation to pursue our desired outcome in this matter.

Thank you again for your excellent work.

Sincerely,

Greenbelt  
Homes

Brinkley Park  
HOA

Founders  
Woods HOA



# Founders Woods HOA

Good evening Ms. Davis,

Happy Holidays! On behalf of myself, Frank Wallace and the entire Founders Woods Homeowners Association (HOA), we are truly thankful and grateful for the services provided by Ms. Butchee and Ms. Hall. For the first time in 10 years, many homeowners stated, they felt safe in the annual meeting, they felt protected, and they were impressed with the overview of the COC given by Ms. Butchee and Ms. Hall. Many did not know the COC existed and some are interested in the classes.

For a decade, we, as homeowners, have been mistreated, disrespected and more by the HOA Attorney and the two-three individuals that have served on the board and violated our ByLaws and voting rights. What was even more shocking was that Ms. Hall and Ms. Butchee advised the HOA Attorney that what he was allowing to take place, was not in accordance with our ByLaws or the Maryland Homeowners Act (MHA). Thus, he continued with his behavior. I personally feel that had the COC not been present for our annual HOA meeting or pushed to give us an annual HOA, these same individuals would have another term in office.

These two ladies were very professional at all times and made the homeowners, Frank and I feel that there is hope that somebody will listen to our cries after so many years of writing letters to the county and our state representatives. We are deeply grateful to you for allowing them to help us. I would highly recommend that every HOA Board be mandated to take the classes provided by your office.

I think it would alleviate a lot of mis-information and would hold board members accountable versus leaning on the "I did not know," conundrum. I would also proffer that your office, along with other Prince George's County taxpayers, legislate giving your office more oversight of HOA's as part of your portfolio. Someone should be coming out and conducting audits and inspections on these HOA's to ensure they are in compliance. I know I have asked for an audit on this HOA several times and I get no response. I guess the county is short on resources.

Our board had gone rogue, I am quite sure there are others and they too, don't know who to turn too. I understand the county's budget is tight, however, you have two valued employees and they are the reason we are all smiling in the Founders Woods community. We finally took their advice and we regained our community back. Please pass on our sincere appreciation and gratefulness for their help. We could not have done it without them.

Most importantly, the homeowners enjoyed listening to their presentation, they provided outstanding customer service, kept on top of our issues, stayed in touch with updates and showed up to our annual meeting. Their expertise and advice is priceless and we appreciate their tenacity in correcting the behaviors and violations of the old board. Frankly we are embarrassed that we have grown adults that behave in such an unprofessional manner.

We will definitely be in touch, we encourage Ms. Butchee and Ms. Hall to check in on us to ensure we are on the right track. We have a long road ahead of us in righting many wrongs, and we know people are watching.

It was a positive day, today, as the Attorney for this HOA resigned tonight. We are headed in the right direction. Thank you again.

# Greenbelt Homes

Dear Ms. Butchee and Ms. Hall,

Thank you both so much for your presentation at Greenbelt Homes' most recent Board of Directors' meeting. We appreciated the information and resources you brought to us. At least one of our Directors has already participated in some of your EDvantage Training program.

Again, thank you, and we wish you well in your important work for our County.

Best regards,



# Brinkley Park HOA

Dear Ms. Hall and Staff:

First of all, I want to say Thank you for listening, Thank you for caring,  
Thank you for being our bridge over trouble waters.

Life showed up in the lives of every person that lives in our Brinkley Park Community with definitions of words that sound unfamiliar with no sense of empowerment, no smell of success and no path to follow. Crisis found the way to our community we needed help and a short time to get it. Many of our hopes and dreams were resting in silence covered with hopelessness.

The only thing left was to fight for the answer and somehow gather the strength to put out the darkness of despair and turn on the light of gratefulness and a new thought of what if and share it with every homeowner /business partner that I met and talk too.

And to God be the Glory! The help came from the light at the other end of the phone it was your office we finally found each other on that call when I was asked to tell what happened to our community? It was the office of Community Relations, that serve common ownership communities like ours who are in crisis and needs a lifeline. They listen, they shared information, they gave positive suggestions they met and talk with us and the principle persons involved, they replaced despair with care you are not alone, you can do it. They wanted me to know that they will be with me to be encourage we will get to the next level of unity with our community. They helped us to move our crisis to a better brighter future a new beginning with new definitions, with new hope, new dreams of what can be, not what could have been. We have come a long way, we now have an elected board of directors, and we are all looking forward to working together for progress and a healthy community!

Thank You COC God Bless you for all you do!

The COC Unit worked closely with community members to reorganize and avoid community operations from going into state receivership status.



# Challenges

## **Enforcement authority**

The COC Unit is limited to serving only as a resource and mediation provider for community concerns.

## **Notifications of new development activity**

The COC Unit does not receive notifications of new development activity.

## **Training requirements for Board Members**

There are no mandated training requirements for Board Members.

## **Lack of community participation**

Community members do not actively engage in training or community meetings where Association business is discussed.

## **Common concerns**

Board Member elections, financial transparency, lack of required meetings, lack of maintenance, lack of information during new development.

# Alternative Dispute Resolution Program (ADR) Program



CCOC  
Reception

New Initiatives

PRINCE GEORGE'S COUNTY GOVERNMENT  
OFFICE OF COMMUNITY RELATIONS (OCR)  
COMMON OWNERSHIP COMMUNITIES UNIT (COC)

2024

# ALTERNATIVE DISPUTE RESOLUTION (ADR) PROGRAM

Providing Alternative Dispute Resolution services for  
Common Ownership Communities



Prince George's county  
Office of Community Relations

*connecting people, connecting resources*





# CCOC Reception

The Prince George's County Government Office of Community Relations (OCR) and the Commission on Common Ownership Communities (CCOC) are pleased to host "In the Spirit of Community" Awards Recognition and Stakeholder Reception. This Reception aims to recognize the extraordinary efforts of Common Ownership Communities throughout the County and highlight the stakeholders who serve them.

**SAVE THE DATE**

*In the Spirit of Community*

*Saturday, March 16, 2024  
11:00am – 1:00pm*

*The Prince George's Ballroom  
2411 Pinebrook Avenue, Hyattsville, MD 20785*

*To submit a nomination for your Community, please visit:  
<https://www.surveymonkey.com/r/CCOCAwardNominations>*

*If you are interested in a sponsorship opportunity, please contact the  
COC Unit at [ccoc@princegeorgescountymd.us](mailto:ccoc@princegeorgescountymd.us) or 301-952-4729. In the subject line,  
please enter "Sponsorship" to receive additional details.*



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# New Initiatives

- New Homeowner Outreach
- New Commissioner Appointments
- CCOC Monthly Meeting Subject Matter Experts
- Education Summits on specific topics in common ownership

**Thank you for allowing us to present.**

Contact COC:  
[coc@co.pg.md.us](mailto:coc@co.pg.md.us)  
301-952-4729

