

Orchard Knolls HOA Agenda

March 25, 2026

Location

- In-Person - at Quince Orchard Library 6:30p

Board of Directors

- President: Kelly Cakouros (2024-2027)
- Vice President 1: Steve Baumgartner (2025-2028)
- Vice President 2: Jen Goodstein (2025-2028)
- Treasurer: Mark Tabar (2026-2027)
- Secretary: Brett Harvich (2026-2027)

Architectural Review Committee – Jen Goodstein, *Acting Chairperson*

- Renee Joskow
- Board

Potomac Garden Center (PGC) Committee

- Richard Schinner
- David Haas
- Lily Zhang
- Brian Lee

Metropolis Management

- Angel Thornes

Gardner Law Firm

- David Gardner

Call To Order

- Meeting Called to Order: 6:34pm
- Absent Board Members: None
- Metropolis Representative Present: N/A
- Community Members Present:
 - Maria Siravo
 - Sabit Ghosh
 - Shyamal Ghosh
 - Pat & Bob Baker
 - Amanda Black
 - Abby Nicklesen

Social Welcome Committee – Kate Wernick

- If you'd like to join this committee, please contact Kate
- Annual Spring Clean-up is approaching soon (Tentative April 18)! Date to be confirmed at a later date.

Architectural Review Committee

- If anyone is interested in joining, email application to okhoa.arc@gmail.com
- Approvals Discussed:
 - 5 Citrus Grove Rd. – roof and railing has been approved
- FYSA – if you're working on anything outside of your home, especially in the front, please check in with the ARC and/or HOA website to see if you need prior approval! Trees, changes in landscaping, sidewalks/paths, driveways, paint, mailbox, fences, doors, windows, roofs, shutters and more!

Secretary's Report/Communication

- All upcoming meetings will be held at QO Library, 6:30-7:30pm
 - April 21st, 2026
 - May 19th, 2026
 - June 16th, 2026
 - September 22nd, 2026
 - October 20th, 2026
 - November 17th, 2026
 - December 15th, 2026 (annual meeting)

Potomac Garden Center (PGC) Committee

- Steve (HOA Vice President) will book the semi-annual walk about throughout the neighborhood. During this walk about, general structures (windows, decking, roofing, etc.) will be observed and homeowners will be notified following the walk about if anything is required to be fixed/repaired.

Treasurers Report

- Total Cash & Bank Accounts Balance
 - \$86,475.54
- Reserves Balance
 - Townhomes
 - \$48,090.31
 - General
 - \$168,662.67
 - Total Reserves
 - \$216,752.98
- Accounts Receivable Balance

- \$14,013.89
- Total Liabilities Balance
 - \$16,607.03
- Net Worth
 - \$300,635.38
- Total Net Worth
 - \$317,242.21

Security Report

- Date: 3/24/26
- Time: 5:45pm - 8:45pm
- Entire community patrol: 5:45, 6:40, 7:50, 8:40
- There were no parking violations
- Cherry Blossom Ln - No suspicious activity observed
- Park Area walk-through - Nothing suspicious observed
- Citrus Grove Rd - No foot traffic observed
- Pineapple Grove Rd - No foot traffic observed
- Gazebo - Nothing suspicious observed
- Overall, it was a relatively quiet night. One kid speeding through the neighborhood but I flashed my lights and he slowed down.

Trees

- Any new trees planted throughout the community will be completed in the Spring
 - Two existing trees were removed and will be replaced with Crepe Myrtles
 - Question asked by Homeowner -> How tall with the Crepe Myrtles be?
 - Answer -> The Board will review the height of the trees to ensure the safety of the intersection view going north on Rt. 28.
 - Homeowner Request -> Please consider not planting the new trees in the same exact spots of the prior trees
 - Homeowner relayed that one of the four new trees that was planted in their yard off Blackberry drive is already dead. They mentioned they would send pictures to board to confirm.

Playgrounds

- Playground structures have been removed from all 3 playground lots after it was determined the existing structures contained safety issues. The new playground equipment is planned to be installed late April/early May timeframe in all 3 playground lots.
- Originally, it was in our community plans & budget to upgrade the playground areas 2-4 years from now. Since this work is required now due to safety concerns, we are advancing those plans/funds forward to accommodate safety code and provide better and safer facilities for our residents
- Lot 1 will include baby swings along with the old bench being repaired
- Lot 2 will include a new jungle gym and new seesaw

- Lot 3 will include the swing lot, equipped with 2 adult swings and 2 baby swings

Asphalt Resealing

- Steve will talk to O'Leary to see the timeframe in which this will be needed. The board is aware that some of the walking paths in the forest need to be resealed as well (will be addressed in Spring 2026, likely August). Scope for asphalt resealing is solely in the townhome area as Blackberry Drive is owned and maintained by Montgomery County and therefore outside of Board's purview.

WSSC

- Our community account had been dormant for some 3-5 years. The Board reached out to the WSSC which manages community water resources to get our account re-established and running. Watering in communal spaces near the beginning of the community entrance (where you enter onto Blackberry Dr.) will be re-instated (via sprinkler system) in the near future.

Bi-Annual Community Inspection (Metropolis)

- Our management company (Metropolis) recently completed a community inspection on March 13th, 2026. The Board is currently in the process of obtaining this report. If further actions are needed from homeowners, the Board will reach out directly to remedy.

Reminders

- Trash
 - All trash should be stored in appropriate containers. Recently, raw food, empty gasoline containers and furniture have been observed in and around the townhomes. These items cannot be strewn across lawns or left by mailboxes. This is a safety and hygiene issue. Please adhere to trash disposal requirements to keep our community safe and clean.

-- Meeting Adjourned at 7:06pm --