

Orchard Knolls HOA Agenda

February 18, 2025

Location: In-Person - Cafeteria at Quince Orchard High School

Board of Directors

President: Steve Baumgartner (2025-2028)

Vice President 1: Jen Goodstein (2025-2028)

Vice President 2: Kelly Cakouros (2023-2026)

Treasurer: Don May (2022-2025)

Secretary: Jaimie Shinguyen (2022-2025)

Architectural Review Committee – Jen Goodstein, Acting Chairperson

- Renee Joskow
- Cade Williams
- Adam Grossman (still interested in joining ARC?)

Potomac Garden Center (PGC) Committee

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

Metropolis Management

Brenda Drummond

Gardner Law Firm

- David Gardner

Call To Order

Secretary Called Meeting to Order: 6:37 PM

Absent Board Members: Don May

Community Members: 2 homeowners present

1. Richard Schinner
2. Linh Shinguyen
3. Kate Wernick

Board Announcement

- We will ask Brenda to send a reminder for all dog owners to pick up after their dogs on walks around the community.

Social/Welcome Committee – Kate Wernick

- If you'd like to join this committee, please call Kate.
- Spring clean up - potential dates March 22 or 29th (March 29 is more likely)

Architectural Review Committee

- Emails applications to okhoa.arc@gmail.com.
- Jen Goodstein is temporary chairperson until we appoint a new chairperson.
- Approvals this month:
 - None
- Remember, if you're working on anything outside of your home, especially in the front, please check in with the ARC and/or 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

- Next HOA meeting: 3/25 - **QO HS Library** 7:30-8:30p
- We converted all bylaw documents into searchable PDFs and will post them to the website
- Future 2025 meeting dates:
 - 3/25 - **QO HS Library** 7:30-8:30p
 - 4/29 - **QO HS Cafeteria** 6:30-7:30p
 - 5/20 - **QO HS Cafeteria** 6:30-7:30p
 - 6/24 - **QO HS Library** 6:30-7:30p
 - July and August - Skip

Potomac Garden Center (PGC) Committee Update

- Update from Richard Schinner regarding last night's meeting with PGC
- Meeting on Feb 17 with PGC
 - Steve, Brian, David Haas, David Angel, Jamie (prior homeowner) attended
 - Fence that came down during the weekend was rebuilt
 - Discussed screening and storm order
 - Leveled the mounds down almost below the fence
 - We are going to keep track of the mounds
 - PGC said we can email them any time with any issues
 - Next meeting on August 8

Treasurer's Report

- Reserves:
 - Last report - As of December 31, 2025
 - Operating Cash Account: \$100,115.93
 - Townhouse Reserves: \$24,214.53
 - General Reserves: \$121,295.05
 - Accounts Receivables: \$17,462.14
 - This month - As of January 31, 2025
 - Operating Cash Account: \$109,784.48
 - Townhouse Reserves: \$25,900.88
 - General Reserves: \$122,403.35
 - Accounts Receivables: \$29,215.30

Security – Officer Justin Haire, Officer Wayne Nichols

- Latest report: Orchard Knolls HOA Daily Report:
- Officer Justin Haire; Officer Wayne Nichols
- Date: 2/5/24; Times: 6pm-9pm; Officer: Haire
 - Entire community patrol: 6:00, 7:15, 8:15, 9:00
 - 1 parking violation but moved after a short time
 - Cherry Blossom Lane - No suspicious activity observed.
 - Park Area walk-through - No foot traffic
 - Citrus Grove Rd Foot Path - No foot traffic observed.
 - Pineapple Grove Rd Foot Path - No foot traffic observed.
 - Gazebo- Nothing suspicious observed
 - Note: Not many people out. A couple of speeders through the neighborhood. Minimal call volume in the surrounding area.

Old Business:

- Reserve study
 - Reserve Advisors, the firm that completed our last study in 2020 has started the Reserve study.
- Request for 4 trees that are common property (1 is gone) near the Bakers and Kings to be replaced
 - Steve will get an estimate from Carlos to get the tree replaced and then we can discuss next steps
 - Discuss more in the March meeting
- Ramp in lower townhome
 - Owners have new tenants coming in who require a wheelchair. Metropolis sent a letter asking for proof, but they have not sent yet.
 - They have 90 days to do this. We need to revisit in March
- Two trees closest to gazebo:

- Carlos suggested we remove these trees before they fall on gazebo. He is working on an estimate.
- Snow Removal Review:
 - How did they do? Feedback?
 - Did great; everything was done really quickly
 - Next time, we'd like the sidewalk parallel to route 28 (in between out entrance and the outside road) done within 24 hours as well
- Projects for 2025:
 - Retaining wall near entrance to main park off of Blackberry Dr.
 - Planting of trees

New Business:

- A Nissan Rogue has been reported to have expired plates in the townhouses. - Have reached to Justin to get a plate run to find out who the owner is of the vehicle. Once we have that we will notify the owner before towing.
- It has been asked that we approach, maybe with the help of Metropolis, the County to see if / when the public roads in the neighborhood will be repaved? They are really looking beat up.
- Talks will begin with CG Landscaping to contract for Spring, Summer and Fall Landscaping and Grass Cutting of HOA Property. This contract will go into effect April 1st.
- Board to meet with Metropolis and review CCOC compliance

Reminders

Trash

- We would like to remind you that trash collection occurs every Tuesday and Friday morning, approximately between 8:30 am and 10:30 am, with recycling on Tuesdays. With the trash being picked up a little later than in the past please put your plastic bags in your trash cans and do not leave them exposed. The birds are making quick work of the plastic bags and creating a mess. Please be aware that holidays may alter the schedule.

Questions & Answers:

- None

Next meeting:

- 3/25 - **QO HS Library** 7:30-8:30p

Adjourned: Meeting adjourned at 7:10 PM

--- End ---