

# **Orchard Knolls HOA Agenda**

## **January 21, 2025**

**Location:** In-Person - Meeting Room A at Quince Orchard Library

### **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: 8:09 PM

Absent Board Members: Don May

Community Members: 2 homeowners present

1. Linh Shinguyen
2. Paul Hughes

### **Board Announcement**

-

### **Social/Welcome Committee – Kate Wernick**

- Thank you to Kate for the fun Winter Caroling effort on Dec 22!
- If you'd like to join this committee, please call Kate.
- Spring clean up will occur on one Saturday in April – date TBD

### **Architectural Review Committee**

- Emails applications to [okhoa.arc@gmail.com](mailto:okhoa.arc@gmail.com).
- Jen Goodstein is temporary chairperson until we appoint a new chairperson.
- Approvals this month:
  - 1 deck 12009 pineapple grove ct
- 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: February 18, QO **HS cafeteria** at 6:30p-7:30
- We converted all bylaw documents into searchable PDFs and will post them to the website
- Future 2025 meeting dates: Working to update the meeting dates and times so that we can start earlier in the evening.

### **Potomac Garden Center (PGC) Committee Update**

- Board sent letter to David Angel (created a committee of 4 people)
- Rick called David Gardner, who drafted a letter
- Response from David Angel received 1/13/2025
- David Gardner Responded to David Angel Email
- Awaiting potential meeting dates with David Angel - PGC

### **Treasurer's Report**

- Reserves:
  - Last report - As of November 30, 2024
    - Operating Cash Account: \$106,781.65
    - Townhouse Reserves: \$ 23,193.95
    - General Reserves: \$121,180.96
    - Accounts Receivable: \$19,991.29
  - This month - 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

**Security – Officer Justin Haire, Officer Wayne Nichols**

- Latest report: Orchard Knolls HOA Daily Report:
  - Date: 1/15/2025; Times: 5:00pm - 8:00pm
  - Officer: Nichols
  - Entire community patrol: 5:00pm; 6:00pm; 7:00pm; 8:00pm
  - No reckless or speeding vehicles observed on Blackberry.
  - Cherry Blossom Lane - One vehicle parked in fire but was moved when corrected.
  - Park Area - No residents/children observed in the park area
  - Citrus Grove Rd - Somewhat calm evening but nothing suspicious.
  - Pineapple Grove Rd - Nothing unusual to report.
  - Blackberry Ter - Only a few residents observed but nothing out of the ordinary.
  - Very cold night kept many residents inside but not nothing out of the ordinary to report.

**Old Business:**

- Reserve study
  - We have engaged Reserve Advisors, the firm that completed our last study in 2020 to start the Reserve study. We are getting the needed paperwork together for RA to get started.
  - Reserve study will be done in January (same company that did it in 2020 – supposed to get reserve studies done every 5 years)
- 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
- Ramp in lower townhome
  - Steve will talk to David Gardner again to get his opinion on next steps. Update- david has sent letter to owner to remove the ramp. They have 90 days to do this. We need to revisit in march

**New Business:**

- 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?
- Projects for 2025:
  - Retaining wall near entrance to main park off of Blackberry Dr.
  - Planting of Trees

## **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:**

-

## **Next meeting:**

- TBD

**Adjourned:** Meeting adjourned at 8:42 PM

**--- End ---**