

ORCHARD KNOLLS HOMEOWNER'S ASSOCIATION, INC (HOA)

PO Box 4225, North Potomac, Maryland 20885

WWW.ORCHARDKNOLLS.ORG

Minutes – Oct 15, 2014

BOARD OF DIRECTORS (BOD) - Volunteers

President	Richard Schinner (RS)	301-977-5196	evantage@comcast.net	Nov 2016
VP1	David Haas (DH)			Nov 2015
VP2	Lisa Goodman (LG)	301-963-3807	goodgrl@verizon.net	Nov 2015
Treasurer	Mark Tabar (MT)	301-318-8446	homaitabar@yahoo.com	Nov 2016
Secretary	Michelle Katon (MK)		katon5@@hotmail.com	Nov 2017

ARCHITECTURAL REVIEW COMMITTEE (ARC) - Volunteers

Member	Lisa Goodman
Member	George Puddington
Member	Paul Hughs

ADMINISTRATIVE MATTERS & MINUTES REVIEW :

Call To Order: President Called Meeting to Order at 7:00 Pm.

Absent Members: Michelle Katon

Guests: None

Guest Presentations None

Community Issues:

Parking in the townhome area:

1. A resident did not move their van from Cherry Blossom Place as requested by a notice for the annual picnic. The van was towed carefully to Blackberry Drive. The HOA paid \$65.00 for the tow; subsequently the resident was billed for the cost. The Resident notified HOA that the towing company damaged the van during transportation. The HOA discovered that the van was not damaged due to its previous condition and notified the resident that they can file a complaint to contest the charges.

Community updates:

Gazebo, in the townhomes' area (for the mailboxes) was renovated with a new stone base, covering the cracked concrete base. Cost: \$4,000. The mailbox and railings were freshly painted.

ARC Requests:

The 15606 Blackberry Drive garage door:

During the annual inspection, the home located at 15606 Blackberry Drive was noted with an exterior change to the garage. After receiving a violation notice, the homeowners submitted an ARC request for an exterior change.

Issues with ARC request:

1. Door style does not comply with HOA architect requirements.
2. Trim color- door should be same color as house trim.
3. Door should be solid, except for one row of windows at the top-half of the doors.
4. Doors should be the same size.
5. Did not submit the ARC approval before architectural change to garage.

Response: ARC request was denied. Diane will send a letter. HOA is asking the homeowners for suggestions to resolve the issues. HOA will meet with the homeowners moving forward.

HOA board issues:

1. Budget:
 - Annual budget is due to ABS in a few weeks and will be sent once approved by this Board.
 - \$11,000 will go into the reserves for next year.
 - \$84,724 is budgeted for 2015 operating expenses.
 - Board voted to keep the assessment cost at the current rate. Will re-evaluate raising assessment fees in the future.
 - The Board reviewed each line item in new budget.
 - The reserves include funds for townhomes' road repair in the next coming years. Also, looking into county grant programs for private road repairs.
 - HOA would like to have a reserve study conducted and is looking for resources.
 - The 2015 budget was approved with agreed upon line item changes.
2. Potomac Garden Center (PGC) :
 - Water hose is still attached to the Citrus Grove's fire hydrant. The water run-off is running through HOA properties. Pictures were taken and sent to PGC for explanation. The HOA is requesting another inspection of PGC to insure agreement requirements are being met.
 - Diane will investigate water usage.
 - David H. will follow up about PGC sale of property.

ADJOURNMENT Meeting adjourned at 8:35 pm.

The next meeting is scheduled for TBD

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