

ORCHARD KNOLLS HOMEOWNER'S ASSOCIATION, INC (HOA)

PO Box 4225, North Potomac, Maryland 20885

WWW.ORCHARDKNOLLS.ORG

Minutes – June 14, 2017

(General Membership Meeting)

BOARD OF DIRECTORS (BOD) - *Volunteers*

President	Richard Schinner (RS)	301-977-5196	evantage@comcast.net	2019
Vice President 1	David Haas (DH)			2018
Vice President 2	Lisa Goodman (LG)	301-963-3807	goodgrl@verizon.net	2018
Treasurer	Mark Tabar (MT)	301-318-8446	homaitabar@yahoo.com	2019
Secretary	Michelle Katon (MK)			2020

ARCHITECTURAL REVIEW COMMITTEE (ARC) - *Volunteers*

Member	Lisa Goodman – present
Member	George Puddington – absent
Member	Paul Hughes – absent

Welcome and Introductions:

Richard Schinner called the meeting to order at 7:03 p.m. All board members were in attendance.

Richard introduced the Board. Richard introduced Diane Tillery, Community Consultant and Justin Haire, the Security Manager for the community.

2016 Annual Meeting Minutes:

Diane distributed copies of the minutes from the 2016 meeting. Motion was made by Mark to approve the minutes and seconded by Michelle. The motion was passed unanimously.

Security Discussion:

Officer Haire discussed the community and the issues that have come up over the last year. Residents asked that he consider writing fire lane violations in the TH area, asked for more patrolling and why he parks on Blackberry Drive. Officer Haire explained that he parks in the central location as a deterrent for those that are not familiar with the community. Parking on Blackberry slows traffic down, prevents non-residents from parking and using the tot lot area, and gives him an advantage point to seeing who is entering the community.

Treasurers Report:

Mark discussed where we are financially and Rick discussed the budget. A copy of the 2017 budget was distributed. There were a couple of questions regarding expenses.

Legal Actions:

It was discussed that a legal reserve was established to provide a cushion for legal expenses that face the community. The 2 areas of the budget that is very difficult to control are legal and snow removal. The actions regarding the Johnson and MacGruder properties by the city of Gaithersburg will eventually be heading our way. We need to build a legal reserve and be prepared.

Richard explained that we are currently in two legal battles; a homeowner with an ARC violation and another very much in arrears (this homeowner is very delinquent in his current post-bankruptcy assessments). One homeowner suggested that we look into the legality of charging a start-up fee/move in fee like developers do to build the kitty. Another homeowner asked how much legal fees were so far. He was advised that \$2,100 had been spent on the ARC violation alone. This same homeowner asked for a copy of the annual audit.

Reserve Study:

Richard discussed the need for a reserve study however explained that very few companies do it for such small communities. The one company that looked at our community estimated 3 times our annual income should be reserved. This is an ongoing project.

2017 Inspections:

Richard advised that the inspections were completed for the town homes. The single-family homes are in the coming weeks. 51 letters sent to the town homes--as of the meeting date only 5 were marked completed. Last year there were a total of 88 letters (SF & TH), where 65 were completed.

Site improvements:

The TH roadways need to be sealed and striped. Several spots on the walking path will also need to be repaired. Look for these improvements in the fall.

Playground Committee:

Sara Gorfinkel had nothing to report.

Trash and Recycle Bin Rules Change:

Each homeowner was mailed a copy of the newly established rule and it was added to the website. This new rule gives the HOA more control over the problem of trash and recycle bins being left out, creating an eyesore. The rule essentially states that on all days except trash days (Tues and Fri) the trash and recycle bins must be put away and invisible. We recognize this issue is not easy for the town homes on Cherry Blossom Place and encourage the owners to add some bushes in front of their homes to hide the trash and recycle bins.

Dog Waste:

There have been several complaints of dog owners not collecting dog waste while out walking their pets. This is a County code violation and the pet owners can be reported to Animal Control. In addition, be considerate of your neighbors, especially those that take pride in their lawn and its appearance. There are acres of common area to walk your dog. Do not let your pet continue to urinate in the same spot. This causes the grass to turn brown and die.

Open forum:

- Status of Johnson property – while it was officially annexed into the City of Gaithersburg, there is a current lawsuit to fight the approval process used. More to come.
- PGC – Bryan Lee complained of the huge piles of waste material on the south side of the PGC property. He is most concerned about the noise and smell. David Haas talked about scheduling a site visit per our agreement with PGC to see what is occurring at this location. Once David and Bryan Lee come up with a date, Richard will contact PGC to schedule a walk through.
- Complaints about the trash not being picked up by the law maintenance crew. This includes homeowners helping out. The crew is only on site once a week and trash will remain on property, unless we all help out. The time it takes to take pictures and file a complaint to the BOD, could have been spent removing the trash. We ask the community to watch for who is littering in the tot lot. We have rules in our Property Upkeep Enforcement Rules to go after the litterer(s). PLEASE REPORT LITTER BUGS.
- It was requested that Carlos trim the tree branches back on both sides of the walking path. According to Richard, the work had already been scheduled.

Election of Officers:

The membership is set to elect one person to serve on the Board of Directors for a three-year term. Michelle's position is up for re-election and has indicated she would like to serve again. The floor was opened for nominations from the membership. No other nominations or volunteering were made. By a show of hands, Michelle was elected to the Board.

Meeting adjourned at 8:42 p.m.

Diane Tillery / Richard Schinner