

**DRAFT - Minutes of the Orchard Down Homeowners Association
Board Meeting
March 19th, 2025**

The March Board meeting came to order at 7:02 pm on March 19th, 2025 in the TAC meeting room. Board members Tom Craven, Michael Freitag, Beth Russell, Michelle Robinson, Chris Russo, and Rob Upson were present. Fleming Properties LLC representatives (Charlotte and Sherrie) attended as well.

After welcomes, no additional agenda items were brought to the Board.

The Board APPROVED an edited version of the draft minutes of the February Board meeting. Minutes are posted on the ODHA website.

The Board discussed how the Board and owners can contribute management ideas to the draft of an updated landscape management plan. After an additional 15-day period of editing by the Board, the landscape committee will produce a version that will be released to the owners on the ODHA website for comments. See addendum below (page 2).

The Secretary asked for pictures or other items to keep the webpages updated and relevant. The Board discussed late payments by some owners and agreed that the fee schedule should be updated. The Secretary and Fleming Properties will chase missing payments and ask owners to be on time in the future.

The Board discussed aligning the ODHA meeting agenda with calendar items on the management calendar (e.g., reserve study and budget discussions and approvals).

The Architecture Committee received and approved one application to construct a new shed to replace an existing structure (Groom, 3024 NW Thistle Pl).

Points of information:

Drafting a sentence addressing the reporting requirements of the Corporate Transparency Act (CTA) for inclusion in the Board Bylaws.

Note: This is no longer necessary as the federal government issued an “interim final rule” and requires the FinCen BOI under the CTA only for foreign corporations now.

The Board discussed revisiting an annual calendar of “to-do items” as well as a regular schedule for revisiting rules and interpretation of the CC&Rs.

Action items: Michael will draft these.

Chris let us know that the asphalt paving project from Tamarack to Walnut will happen between April 14-16.

The meeting was adjourned at 8:01 pm.

ODHA Landscape Management Plan 2025

The landscaping committee chair has prepared the following draft of the 2026-2030 Landscaping Plan for review by the ODHA Board:

https://docs.google.com/document/d/19mIk6uE617wF34OW55DwGOK0mdJwPOAXx_wuy-zOWyk/edit?usp=sharing

*Over the next month, please review the document linked here and add questions, suggestions, and items for discussion using the comment function. The **window for Board feedback will close on March 19th, 2025**, at which time the Landscape Committee will prepare a public draft to be shared with ODHA members by April 16th, 2025. The window for ODHA Member feedback will close on May 21st, 2025, at which time the Landscape Committee will prepare a **Final Draft for Board approval by June 18th, 2025**, to be shared with the ODHA Membership at the Annual Meeting on July 16th, 2025.*

To ensure that the draft to be shared with members in April is as detailed as possible, Board members are encouraged to closely read and amend sections associated with greenspaces in their immediate neighborhood and/or under their stewardship. Permissions are set to allow all Board members to comment. Only Landscaping Committee members and the Board Secretary, who will add photos to the document, have editing permissions at this time.

Please note that "Plan" and "Cost" sections have yet to be developed. These will be completed once the arborist and Board walk the property in May and June, and bids for tree care, landscaping, and general maintenance projects are submitted.