

# Quince Orchard Park HOA

## GREEN TEAM ACTION PLAN 2025-2030

In 2024, Quince Orchard Park HOA worked with the Environmental Finance Center (EFC) at the University of Maryland and its Sustainable Maryland (SM) program to establish a Green Team and adopt the SM Residential Action Framework. Sponsored by the Chesapeake Bay Trust with support from the City of Gaithersburg, this framework guides homeowners' associations through a process that increases their awareness of natural resources and watershed protection issues, educates their residents on the importance of community-based sustainability efforts, and encourages action.

Over the course of a year, the EFC project team led community members through a process of identifying and prioritizing shared areas of need, strategies for enhancing collective action, and opportunities for developing projects culminating in this Green Team Action Plan.

The Quince Orchard Park Green Team Action plan is a living document that establishes priority actions for the next three to five years and serves as a tool for Green Team members to stay organized and track progress over time.



### HIGHLIGHTS

#### LOCATION

Orchard Ridge Drive between Great Seneca and Quince Orchard Road

#### POPULATION

504 units (mix of single-family homes, townhomes, and condos)  
~2,000 residents

#### GREEN TEAM MEMBERS

Emelin Ringuette  
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Troy Kennedy  
Shaila Mundambi  
Lara Adhami  
Sharen Rourke  
Sherry Marlowe  
Jenny Volk

#### GREEN TEAM CONTACT

Ruchita Patel, Property Manager  
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#### PARTNERS

Sustainable Maryland  
Environmental Finance Center  
City of Gaithersburg  
Chesapeake Bay Trust

## COMMUNITY ACTION

### Establish/Grow a Green Team

**Action Leads:**

**Target Year:** 2024

**Estimated Cost and Resource Needs:** Free

**Potential Partners:** Sustainable Maryland

**Potential Resources:**

- SM Framework presentation | Sustainable Maryland | <https://go.umd.edu/cyZ>

**Progress and Implementation Notes:**

- Completed in Fall 2024.



### Establish a Sustainability Resources Center

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

**Progress and Implementation Notes:**

- Upload resources to the HOA's website. This is a good way to keep the community up to date with what the Green Team is up to and offer volunteer opportunities for interested residents.

### Conduct a Community Climate Vulnerability Assessment

**Action Leads:** Emeline Ringuette

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Guide to Community Climate Vulnerability Assessment | NRDC | <https://on.nrdc.org/3IAQ9e1>

- 'Underwater' homeowners group promotes climate change action | Tampa Bay Times | <https://bit.ly/35hU29B>

**Progress and Implementation Notes:**

- This assessment can help the Green Team with prioritizing future actions.

### Promote/Partner with Maryland Green Schools

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:** Free

**Potential Partners:**

**Potential Resources:**

- MD Green Schools Program | Maryland Association for Environmental and Outdoor Education | <https://bit.ly/4aoUEan>

**Progress and Implementation Notes:**

- Green Team can reach out to local school leadership and encourage their participation in Maryland Green Schools program, in collaboration with other HOA Green Teams.

## **Track Diversity and Equity on Boards**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:** Free

**Potential Partners:**

**Potential Resources:**

**Progress and Implementation Notes:**

## **Partner with Nonprofits or Higher Education Institutions to Help Build Capacity and Provide Technical Assistance**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Community Engagement and Restoration Mentorship Program | Chesapeake Bay Trust | <https://bit.ly/346360J>

**Progress and Implementation Notes:**

- Aim is to help build capacity and provide technical assistance (e.g., grant writing, research, etc.) For future opportunities to partner with UMD, Muddy Branch Alliance, Chesapeake Bay Trust, etc.

## **Coordinate with Neighboring HOAs on Green Initiatives**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Creating Sustainable, Resilient, and Healthy HOAs | CAP Management Denver, CO | <https://bit.ly/3uV6mHd>

- Greening Your HOA | Piedmont Environmental Council | <https://bit.ly/33t1IVw>

- Green Condo and Homeowners Associations: Ideas on Green Initiatives from Across the Country | HOA Leader | <https://bit.ly/3sMCFoN>

**Progress and Implementation Notes:**

- Diamond Farm and Timberbrook HOAs have Green Teams and are adjacent to the community. Refer to the HOA Green Teams in Gaithersburg Map in the appendices of this report and the points of contact on the [Sustainable Maryland Resources for Homeowners Associations Website](#).

## STORMWATER MANAGEMENT

### Promote Stormwater Best Management Practices

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:** City of Gaithersburg, Montgomery County Department of Environmental Protection (they have educational material that can be used)

**Potential Resources:**

- Stormwater 101 | Gaithersburg | <https://bit.ly/3gHCo14>
- Stormwater Pollution Prevention | Gaithersburg | <https://bit.ly/3Bft51z>
- Types of Stormwater Management Facilities | Montgomery County | <https://bit.ly/3JIHNqF>
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>

**Progress and Implementation Notes:**

- This can be promoted on website, listserv and resource library.

### Promote Stormwater Rebate Program Education and Outreach

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:** City of Gaithersburg, Montgomery County Department of Environmental Protection (they have educational material that can be used)

**Potential Resources:**

- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>

**Progress and Implementation Notes:**

- This can be promoted on website, listserv and resource library.

### Storm Drain Education



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:** City of Gaithersburg

**Potential Resources:**

- Storm Drain Stenciling | Chesapeake Bay Foundation | <https://bit.ly/3J23WKJ>
- Storm Drain Art Project | Gaithersburg | <https://bit.ly/3JcTtMD>



- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust <https://bit.ly/3ojLvJe>

**Progress and Implementation Notes:**

- See architectural guidelines (available from management). Include consequences of illegal dumping on the Sustainability Resource Center/website. Personalize "drains to Muddy Branch."

**Install Pet Waste Stations**

**Action Leads:**

**Target Year:** Existing

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Montgomery County's Pet Waste Management Program for HOAs | Montgomery County | <https://bit.ly/3AUyMIE>

**Progress and Implementation Notes:**

- The community has six pet waste stations scattered throughout, which are maintained by TMG Maintenance.



**Install and Maintain Green Infrastructure**



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | Environmental Services | <https://bit.ly/4hgDAp8>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

**Progress and Implementation Notes:**

- Includes Bioswales, Rain Gardens, Pervious Pavers, Green Streets, Rain Barrels, etc. The community has two stormwater ponds: Winterwalk pond and Summerwalk pond. Several opportunities exist for small-scale stormwater infrastructure on the community's common property. Funding and technical assistance for projects can come from non-profits.

- 1) eroding area behind the pool where it's shady and hilly;
- 2) turf grass area between duplexes;

- 3) areas leading to French drains;
- 4) turf grass areas in street medians.

## ECO-FRIENDLY LANDSCAPING

### Coordinate Invasive Species Removal

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- About Invasives | Maryland Native Plant Society | <https://bit.ly/3WmQ3zF>
- Native Plant Resources | Muddy Branch Alliance | <https://bit.ly/3ghPj9B>
- Invasive Plant Species of Concern | MD Invasive Species Council | <https://bit.ly/34sVgOU>
- Maryland Invasive Plants Prevention and Control | MD Department of Agriculture | <https://bit.ly/3INfDES>

**Progress and Implementation Notes:** Identify plant species or areas of concern and replace them with native or non-invasive alternatives.

### Adopt and Promote Native Plant Landscaping Practices



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | Environmental Services | <https://bit.ly/4hgDAp8>
- Rainscapes Reward Program | Gaithersburg | <https://bit.ly/3Hp6Okp>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Landscaping with Native Plants | MD Native Plant Society | <https://bit.ly/3LvJXG3>

- Native Plant Guide | Chesapeake Native Plant Center | <https://bit.ly/3Lug3Lw>

**Progress and Implementation Notes:**

- This action can go hand in hand with promoting the City's Rainscapes Program. Consider replacing turf with a native plant cover in areas with bare soil.

### Adopt and Promote Water-Efficient Landscaping Practices

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | Environmental Services | <https://bit.ly/4hgDAp8>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>

**Progress and Implementation Notes:**

## **Establish and Promote No-Mow Zones**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | Environmental Services | <https://bit.ly/4hgDAp8>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Benefits of a Low Mow or No Mow Zone | <https://bit.ly/3uF7jmN>
- Creating a Wild Backyard - Ground Covers | MD Natural Resources | <https://bit.ly/3sxlpCQ>

**Progress and Implementation Notes:**

- Identify potential locations, designate a no-mow zone, and develop a plan for how to maintain the zones.

## **Adopt and Promote Integrated Pest Management Practices**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Pesticide Use Policy | Gaithersburg | <https://bit.ly/3vtHIDa>
- A Homeowners Guide to Integrated Pest Management | Teton Park and Rec | <https://bit.ly/4hfKATs>
- Integrated Pest Management (IPM) Principles | US EPA | <https://bit.ly/4jjADWY>

**Progress and Implementation Notes:**

## **Adopt and Promote Conservation Landscaping Practices**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**



**Potential Resources:**

- Conservation Landscaping Program | Gaithersburg | <https://bit.ly/34pwlV2>
- Outreach and Restoration | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>

**Progress and Implementation Notes:**

**Conduct a Tree Canopy Inventory**



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Urban Tree Canopy Assessment | U.S. Department of Agriculture Forest Service | <https://bit.ly/3szEGon>
- Guide to Assessing Urban Forests | i-Tree | <https://bit.ly/3ssca88>
- Tree Canopy Assessment | City of College Park | <https://bit.ly/3sCwung>
- Tree Canopy Study | City of Salisbury | <https://bit.ly/3GIE0SO>

**Progress and Implementation Notes:**

- This can be accomplished with volunteers and cell phone apps. The HOA already has a landscaping plan (that states if a tree was removed it has been replaced). It

needs to be updated to reflect more species diversity but is accurate in terms of the quantity of trees in the community (see existing landscaping plan, available from management) Also, brick sidewalks (by the condominiums) are buckling due to tree roots. There is a plan for the brick sidewalks to be temporarily removed, have the tree roots mitigated to prevent buckling, and then relay the brick sidewalk.

**Plant Trees**

**Action Leads:**

**Target Year:** Existing

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- City Support | Gaithersburg | Environmental Services | <https://bit.ly/4hgDAP8>
- Outreach and Restoration Grant | Chesapeake Bay Trust | <https://bit.ly/3HwaZek>
- Community Engagement Mini Grant | Chesapeake Bay Trust | <https://bit.ly/3ojLvJe>
- Urban Trees Grant Program | Chesapeake Bay Trust | <https://bit.ly/3S6gerl>

**Progress and Implementation Notes:**

- The community holds regular tree plantings. An annual Arbor Day/Earth Day planting with funding support can be investigated. The City replaces street trees as warranted.



## WILDLIFE HABITAT

### Coordinate an Annual Bio Blitz

**Action Leads**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- BioBlitz Program | National Geographic Society | [bit.ly/48EvdA7](https://bit.ly/48EvdA7)

**Progress and Implementation Notes:**

- A fun and informative single day educational event, where residents survey the plants and animals in their community. Done with a phone app. Nearby trails and forest are excellent areas for a Blitz. This can be promoted on website and listserv.

### Develop a Biodiversity Action Plan

**Action Leads**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Guide to Passing Wildlife-Friendly Property Maintenance Ordinances | <https://bit.ly/3hu5oK7>

**Progress and Implementation Notes:**

- This is a great extension of and can go hand in hand with the annual Bioblitz event.

### Plant Pollinator Gardens

**Action Leads**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Lands Green Waters Clean | Muddy Branch Alliance | <https://bit.ly/3u5iLu3>

**Progress and Implementation Notes:**

- Possible location is turf grass areas between the duplexes. Interest in plants that can help control mosquitoes. Especially around the ponds. Thrush houses and encouraging of dragon flies.

## HEALTH AND WELLBEING

### Promote Local Farmers Market

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- The Guide to Montgomery County Farmers Markets | Montgomery County |

<https://bit.ly/3hwjydK>

- Farmers Markets | Gaithersburg | <https://bit.ly/3oKPU8n>

**Progress and Implementation Notes:**

- Promote the City's Farmers Markets to residents. This can be promoted on website, Sustainability Resource Center, and Facebook.

## **WASTE REDUCTION**

### **Host an Electronics Recycling Event**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Community Shredding & Electronics Recycling Event | Gaithersburg |

<https://bit.ly/3uxf0vh>

- How to recycle / dispose electronics | Montgomery County | <https://bit.ly/3rJ5KSV>

**Progress and Implementation Notes:**

### **Host a Document Shredding Event**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Paper Shredding/Recycling and Reusable Clothing/Household Items Collection Events | Montgomery County | <https://bit.ly/3JgPNJH>

- Shredding Events in Your Community | Shred-it | <https://bit.ly/3stinAu>

**Progress and Implementation Notes:**

### **Host a Community-wide Garage/Yard Sale**

**Action Leads:**

**Target Year:** Existing

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- 7 Ideas for Starting an Annual Neighborhood Yard Sale | Trulia's Blog | <https://bit.ly/3uA27ke>
- Getting HOA Buy-in for Your Next Community Yard Sale | Rich Swier's Blog | <https://bit.ly/3BNG2jJ>

**Progress and Implementation Notes:**

- This is an existing annual event.

## CLEAN AND RENEWABLE ENERGY

### Promote Energy Efficiency Practices

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Home Performance Rebates | Pepco | <https://bit.ly/346LKAP>
- Residential Rebates & Discounts | Pepco | <https://bit.ly/3s8wL1e>
- HVAC Efficiency Rebates | Pepco | <https://bit.ly/3GqtU8K>
- Smart Thermostat Savings | Pepco | <https://bit.ly/40kSELP>
- Energy Wise Rewards | Pepco | <https://bit.ly/34Nze99>

**Progress and Implementation Notes:**

- This can be promoted on website, Sustainability Resource Center, and listserv.

### Promote Solar, Community Solar and Community Co-Ops



**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- MD Capital Area Solar Co-op | Solar United Neighbors | <https://bit.ly/3rkmlXn>
- Oaks Landfill, Montgomery County Community Solar Project | Neighborhood Sun | <https://bit.ly/3omcX9w>

- Community Solar Resources | Pepco | <https://bit.ly/3sbn95H>
- Community Solar Pilot Program | MD Public Service Commission | <https://bit.ly/3AWpDJ8>
- A Guide to Community Shared Solar: Utility, Private, and Nonprofit Project Development | Sun Shot | <https://bit.ly/34sFXFT>
- HOA Solar Action Guide | Solar United Neighbors | <https://bit.ly/3sfW7tW>
- Completed Co-ops in Maryland | Solar United Neighbors | <https://bit.ly/3uFM9oA>



**Progress and Implementation Notes:**

- Solar panels are allowed on residences with an approved application. Community solar options can be promoted on website and listserv.

**Promote Energy Audits for Residential Homeowners**

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Quick Home Energy Checkup | Montgomery County | <https://bit.ly/3sagEjt>
- Quick Home Energy Check-up | Pepco | <https://bit.ly/3LqG7kj>
- Do It Yourself Energy Assessment | U.S. Department of Energy | <https://bit.ly/3gkWZlm>
- Energy Assessments | Pepco | <https://bit.ly/3613AFH>

**Progress and Implementation Notes:**

- Several options are available such as self-assessments, PEPCO, hire someone, etc.

**Install Energy Efficient Appliances and Lighting in Community Facilities**



**Action Leads:**

**Target Year:** Existing

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Energy & Green Building Incentive Program | Gaithersburg | <https://bit.ly/34z2KPR>
  - Improving Your Home with Maryland WholeHome | MD Department of Housing and Community Development | <https://bit.ly/3GoFAsI>
  - Homeowners | Green & Healthy Homes Initiative | <https://bit.ly/3utLVRa>
  - Home Energy Efficiency, Incentive sand Projects | Montgomery County | <https://bit.ly/35T6jBa>
  - Appliance Recycling Program | Pepco | <https://bit.ly/3rGiSs0>
- Progress and Implementation Notes:**
- Already done within the clubhouse.

## Upgrade to LED Streetlights

**Action Leads:**

**Target Year:** Complete

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- LED Streetlight Conversions in Maryland & Virginia: Opportunities, Challenges, and Strategies in 2020 | MD Energy Administration | <https://bit.ly/3siexKA>

- LED Street Light Conversion | Gaithersburg | <https://bit.ly/3gspjs8>

- County's Streetlight Conversion Yields Financial Savings and Reduces GHG Emissions | Montgomery County | <https://bit.ly/3oqMxTO>

**Progress and Implementation Notes:**

- Energy-efficient LED streetlights were retrofitted on the city-owned streets in August 2024.



## Install On-Site Renewable Energy

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- HOA Solar Action Guide | Solar United Neighbors | <https://bit.ly/3sfW7tW>

- 2022 Maryland Solar Incentives, Tax Credits & Rebates | EnergySage | <https://bit.ly/3Jna6Fq>

**Progress and Implementation Notes:**

- It has been determined that solar is not viable on community center. Green Team is interested in looking into solar canopies in the parking lot.

## TRANSPORTATION

### Conduct a Walking/Biking Audit

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Walk Audit Toolkit | Montgomery County | <https://bit.ly/3Jpk0pJ>

- Walk Audit Toolkit and Leader Guide | AARP | <https://bit.ly/3szwvZb>

- Get to Know Your Neighborhood with a Walk Audit | Safe Routes to School National Partnership | <https://bit.ly/3sxTN1y>

**Progress and Implementation Notes:**

- The goal is to identify connectivity and safety issues. This can be a do-it-yourself, Green Team project.

## Install Traffic Calming Measures

**Action Leads:**

**Target Year:**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

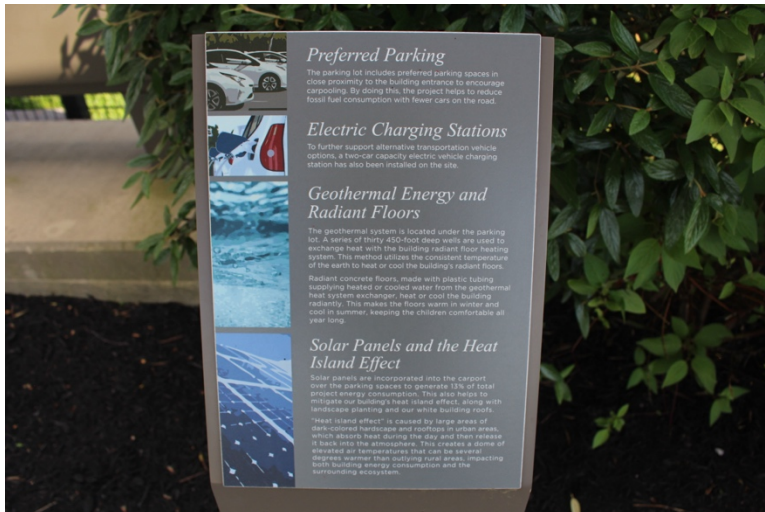
**Potential Resources:**

- Residential Traffic Calming | Montgomery County | <https://bit.ly/3ogyhNG>
- Traffic Calming Measures | Montgomery County | <https://bit.ly/3HnTUDf>
- Traffic Calming Measures for HOAs | Radarsign | <https://bit.ly/3L4FFW3>

**Progress and Implementation Notes:**

- Investigate speed humps/tables and other infrastructure that could narrow intersections to slow down drivers. Advocate to the City since they maintain the streets.

## Install Electric Vehicle Charging Stations



**Action Leads:**

**Target Year: Existing**

**Estimated Cost and Resource Needs:**

**Potential Partners:**

**Potential Resources:**

- Electric Vehicle Supply Equipment Rebate Program | MD Energy Administration | <https://bit.ly/3IUoQLB>
- EV Smart Program | Pepco | <https://bit.ly/3rlAVUj>

**Progress and Implementation Notes:**

- Residents are allowed to install their own EV charging stations - at their own expense. Consider installing a few EV stations in shared/community parking spaces.



# APPENDIX

## Appendix A: Map of Gaithersburg HOA Green Teams

