

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomacrossinghoa.org>

Year in Review

July, 2012 to June, 2013

Social Committee and Communications:

New signs posted monthly at both entrances to community to announce HOA meetings

Annual Community Yard Sale and Picnic (October, 2012)

Annual reservations were confirmed to hold all meetings at Travilah ES, which is the closest public building.

Six newsletters were prepared and distributed to all homeowners

Neighborhood "Super Storm Sandy Relief Project" organized by Linda Mayo gathered contributions of clothing, food and supplies for residents of coastal New Jersey which filled two pick-up trucks.

First annual Spring Fling April, 2013 held at the Westleigh Recreation Club on Saturday, April 13, 2013 from 8:00 PM to 12:00 AM. Over 60 people attended representing a very broad cross section of the community, which was a very fun, successful and enjoyable opportunity to get reacquainted with neighbors and to make new introductions.

Trees:

Removal of trees on common elements damaged by wood boring insects caused and by winds from July, 2012 Derecho (August, 2012)

Successfully secured Montgomery County's agreement to hire and pay Asplundh to provide pruning and, where needed, dead tree removal of Potomac Crossing's street trees. (June, 2013)

Initiation of phased, three-year tree pruning and mulching contract with AW Landscaping (Spring 2013)

Webpage:

New website, under direction of Ligia Moss as webmaster went, operational in September, 2012

New site includes:

- Homepage with milestones, etc. Also will show upcoming events at the top of the homepage.
- Map of community
- Schedule of upcoming events
- Links to 2003 version of Homeowners Association handbook
- Page for social committee
- Minutes from Board meetings

Potomac Crossing Homeowners Association

c/o Vanguard Management Associates, Inc.

P.O. Box 39 § Germantown, Maryland 20875-0039

(301)540-8600 x3051

Neighborhood Beautification and Preservation:

Power washing of front monuments (October, 2012)

Cleanup of debris, overgrown shrubs, branches and weeds along the fence line bordering the horse farm and to approve proposal by A W Landscapes (March, 2013)

Replaced existing wood chips and timbers around both tot lots and replaced the "Fireman's Pole" at Teaneck Court tot lot. (March, 2013)

Began review with AW Landscapes options for future repairs and improvements to entrance monuments and multi-year plan for replanting and re-landscaping of traffic circles and common areas

Retained O'Leary Asphalt to provide following reserve fund repairs in townhome areas: (June, 2013)

- a) Asphalt Patching in Townhome areas
- b) Asphalt Crack Filling
- c) Concrete Sidewalk Repairs

Budget:

Drafted and circulated balanced budget for 2013 with 5% increase. The budget included specific funding for:

- Tree replacement program
- Common area maintenance and improvements
- Extra funds to cover contingencies

Reserve Funds

Re-implementation of "laddered investment strategy" to consolidate investable funds, streamline administration of PCHOA investments, and gain higher interest rates on CDs (October – December, 2012)

Approval and authorization of "Level II" update of the previously performed 2007 Common Element Reserve Fund study by the firm of Miller Dodson for fee of \$2,790 (January, 2013)

Management

After full vetting of four firms, selection of Vanguard Management as managing agent beginning January, 2013.

Updated Policy Resolution for Vehicle Parking and Storage (March, 2013)

Snow Removal

New snow removal contractor hired in January, 2013.

Audit

Final copy of Potomac Crossing HOA Audited Financial Statements for FY 12/31/2011 was received and posted to PCHOA web site. (December, 2012)