

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomacrossinghoa.org>

Board of Directors Meeting Minutes

Monday, March 11, 2013

Travilah Elementary School

North Potomac, Maryland

Board Members Present:

- Linda Mayo
- Karen Chandler
- Richard Meddings
- Rick Meyer
- Ligia Moss

Call to order: 7:05 PM by Linda Mayo in Travilah Elementary Library.

Minutes:

The February 11, 2013 meeting minutes were read and approved by unanimous vote. Editorial revisions are to be made by Linda Mayo and sent to Ligia for posting on the PCHOA website – with a copy to Kate Werrett.

Management Report

Kate Werrett and Jeff Luther presented report for March (see attached) which they then reviewed with the Board.

Trees and Landscaping

Introduction of Alan Walcoff President of AW Landscapes, along with Patricia Miller, who offered design comments for updating and repair of stone monuments at entrance of Saddle River at Dufief Mill.

Suggestions covered changes to stone work, additional lighting, removal and relocation of certain trees and shrubs and addition of season flowering varieties. Board tabled action until future meeting to allow more time to review the various drawings presented by AW.

Alan also provided overview of walk through by Craig Sullivan, certified Tree Arborist who says that overall health of street trees on roadways and common elements is good (“hardy”) with several limited exceptions.

Mr. Sullivan advised Alan that the many Aristocrat Pears in Potomac Crossing are fast growing and should NOT be encouraged with fertilizer. (Alan explained that the Aristocrats are NOT Bartlett Pears.)

Rather, those trees need more intensive pruning inside the trees to allow stronger wind to blow through without damaging branches or trunks. Also recommends we elevate branches away from ground to 12 to 14 feet. Pruning last 3 to 5 years before it is required again and can be done on a phased multi year basis.

Potomac Crossing Homeowners Association

c/o Vanguard Management Associates, Inc.

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In response to question, Alan estimated that cost to replace several dead and missing Aristocrat Pears with minimum of 2 to 3 inch trunk diameter replacement tree would be \$450 to \$600 each. It was noted that the County had replaced several of the Aristocrat Pears with unknown species of very small (one inch) trunk diameter trees of which at least one has already died.

Alan said he was not aware of any issues associated with rot to tree trunks from volcano mulching as had been reported at February meeting by a concerned homeowner, but he will check on that issue.

Alan is working on a multi-year plan to address planting issues on various traffic circles and other common areas (including need to address erosion near tot lots) and hopes to be able to present that plan soon.

Neighborhood Spring Fling and Tiki Party

Excitement and anticipation continues to build for this "21 and over" - BYOB social event which will be held at the Westleigh Recreation Club for this to be held on Saturday, April 13, 2013 from 8:00 PM to 12:00 AM

Richard Meddings has posted signs at the two entrance streets and Rick Meyer reported that the invitations had been sent via amazingmail.com and should arrive in homeowner mail boxes later in the week.

Reserve study

Updated "Level II" Reserve Valuation Study has been received from the firm of Miller Dodson. This report updates the previously performed 2007 Common Element Reserve Fund study.

Jeff briefly highlighted the most important elements of the report on acceptability of current reserve funding levels for single family homes with recommendation in the report to increase allocation to townhouses.

Craig Wilson will be meeting soon with Mike Hughes of Miller Dodson to review the recommendations in more detail, and Management Company will offer further follow up commentary at April, 2013 PCHOA Board meeting.

Parking Enforcement

Motion by Rick Meyer to reaffirm the Policy Resolution for Vehicle Parking and Storage as first adopted in 2004 with single amendment to change II A. 4 regarding Junk Vehicles to read "one (1) flat tire." Amendment and motion to reaffirm were seconded by Linda Mayo and both passed by unanimous vote.

As an informational item, Jeff pointed out new State of Maryland rules regarding Towing Enforcement Signage. Current signs in Townhome areas are NOT in compliance with 30" rule. This will be explored further as part of Towing services contract.

Next Meeting: Monday, April 8, 2013

Meeting adjourned 8:14 PM.

Respectfully submitted,



W. E. "Rick" Meyer
Secretary