



# IN THE KNOLLS NEWSLETTER

January 2012

**2011 Annual Meeting** – The Annual Potomac Knolls Homeowners Association Meeting on December 1, 2011 had a quorum and the election process was successful as Homeowners voted conclusively for Donald Leak and Karen Franklin to serve additional three (3) year terms as members of the Board of Directors. Guest speakers Obie Patterson, Councilman for the Prince Georges County Council, District 8, and David Gardner, Attorney for the Potomac Knolls Homeowners Association, provided in-depth discussions on issues pertaining to our community.

The Potomac Knolls Board of Directors extends a huge Thank You to those members of the Potomac Knolls Community that participated in the election process.

**Election of Officers** – The Board of Directors elected the following Officers to serve the Potomac Knolls Community in 2012: Donald Leak – President, Deanna Echols – Vice President, Doug Ritchie – Secretary, Harold Smith – Treasurer, and Karen Franklin – Member-at-Large.

**Annual Ball** – The 2012 Potomac Knolls Annual Ball, celebrating an “Evening of Elegance”, will be held on February 18, 2012 from 7:00 pm to 12:00 midnight in the Community Center. Homeowners attending the event must RSVP by February 6, 2012. Reservations are limited to two (2) Adults per household and will be accepted on a first come, first serve basis. Invitations with complete details surrounding the event will arrive at your homes soon.

**Block Captains** – Block Captains are needed to serve on the Potomac Knolls Neighborhood Watch Committee. The role of the Block Captain is to assume responsibility for keeping 10-15 homes informed about criminal incidents in the Community, and to provide them with information about how to secure their homes. Block Captains are vital to the success of offsetting criminal activity in the Potomac Knolls Community because

**Monthly HOA Meetings** – The Potomac Knolls Homeowners Association meets every third Thursday of the month at 7:00 pm in the Community Center. Homeowners are encouraged to attend. These meetings involve discussions on important matters directly affecting every member of the Potomac Knolls Community. Become involved by attending the meetings and let your voice be heard.

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Annual Meeting ..... 1 Election of Officers .....1 Annual Ball .....1 Block Captains .....1 HOA Meetings ..... 1 Board of Directors .....2 President’s Message ...3 Community Pride .....5 Important #s .....6	<p align="center"><b><u>Board of Directors</u></b></p> President – Donald Leak Vice President – Deanna Echols Secretary – Doug Ritchie Treasurer – Harold Smith Member-at-Large-Karen Franklin	Deborah Proctor, GM 1101 Aragona Blvd Fort Washington, MD 20744 Phone: (301) 203-0546  <p align="center"><b>Office Hours</b></p> Tuesday – Friday 10:00 AM – 7:00 PM Saturday 8:00 AM – 1:00 PM  <p align="center"><b><u>Newsletter Committee</u></b></p> Donald Leak

**2012**

**Potomac Knolls Board of Directors**



**Deanna Echols  
Vice President**



**Donald Leak  
President**



**Doug Ritchie  
Secretary**



**Harold Smith  
Treasurer**



**Karen Franklin  
Member-at-Large**

**This Board’s primary goal is “Service” to the Potomac Knolls Community. We are committed to making decisions that are fair, equitable, and to the benefit of All Homeowners, while excluding decisions that adversely affect, or work to the detriment of a single Homeowner in the peaceful enjoyment of your Property.**

## 2012 Message From The President



I hope that you enjoyed the Holiday Season and I extend best wishes to everyone for a Happy and Prosperous New Year!

First and foremost, I want to thank the Potomac Knolls Community for your continued support during my seven (7) year tenure as President of the Potomac Knolls Homeowners Association.

The pleasure of serving on the Board of Directors with Deanna Echols (Vice President), Doug Ritchie (Secretary), Harold Smith (Treasurer), and Karen Franklin (Member-at-Large) continues to be most gratifying, and I remain truly appreciative, yet humbled by their enormous support. Their dedication, commitment to fairness, and timeliness in making decisions on issues affecting our Community are paramount to ensuring that Potomac Knolls remain the premiere community of choice in the state of Maryland. Following is a recap of decisions made by the Potomac Knolls Board of Directors in 2011:

The Community's Planned Budget for 2012 is \$477,566.00. In addition, our planned 2012 Reserve Account Balance of \$580,000.00, which is planned for unanticipated emergencies and capital improvements, is \$80,000.00 greater than the \$500,000 minimum Reserve Account Balance mandated by the Board of Directors in 2008.

The Potomac Knolls Community continues to enjoy its greatest financial success since inception. During a time when the economy had such a negative financial impact on many Homeowners in the community and across the nation, I am happy to inform you that all planned and unplanned Capital Improvements to the Potomac Knolls Community are complete.

Nelson & Mudd Accounting Services has been retained to conduct an audit of the financial statements of the Potomac Knolls Homeowners Association. The firm will prepare our 2011 Tax Return.

The Potomac Knolls Internet Website, [www.potomacknollshoa.com](http://www.potomacknollshoa.com), has exceeded our expectations in providing a platform for the immediate dissemination of information to Homeowners. The average number of hits or people visiting our website is 5,000 monthly.

Amended and adopted resolutions to the Architectural Control Guidelines were approved by the Architectural Control Committee and ratified by the Board of Directors for the purpose of enacting said standards as policy for the Potomac Knolls Homeowners Association. Homeowners are asked to visit our website to review the resolutions. Familiarity with the By-Laws, Architectural Control Guidelines, Declaration of Covenants and Articles of Incorporation will ensure that Homeowners are knowledgeable on policies, procedures and standards applicable to your property.

In 2011 architectural violations were consistently addressed and resolved through open communication and hearings between Homeowners, the General Manager, and Board of Directors. Homeowner compliance in the removal of architectural violations from homes is visually evident throughout the Community.

The Indian Head Service Road Improvement Committee initiated communication with the Potomac Knolls Board of Directors and Maryland State Highway Administration regarding resolutions for

eliminating safety hazards and flooding on Indian Head Service Road. As a result, ten beavers and a dam built by them, an illegal driveway, trash and debris were removed from the drainage ditch lines to alleviate the problem with flooding. Also, Potholes were repaired and tree branches extending into the street were cutback.

The 2011 Potomac Knolls Annual Ball was a celebration of Valentine's Day and the Sounds of Philly. Everybody in attendance enjoyed the elegant atmosphere, fine dining, dancing and fellowship.

The turnout for National Night Out 2011 was fantastic. Residents in attendance were afforded and opportunity to see firsthand a new high tech Prince Georges police vehicle that will alert police immediately when vehicles with violations or criminal records are near or approaching it. In addition, the Prince Georges County Fire Department's Rescue Squad Vehicle was available for residents to tour. Be forever mindful that "neighbors knowing each other" is the first line of defense against crime. Maryland Senator Anthony Muse, Jay Walker of the House of Delegates, and the Prince Georges County Police and Fire Departments participated in National Night Out 2011 in Potomac Knolls.

During our Spring Community Pride Day event in March 2011, Homeowners and Students arrived at the Community Center early and worked to beautify the Potomac Knolls Community. By example, our participation in this project each year serves as notice to others that we care about our Community and together we can make a difference.

The 2011 Annual Pool Party a great event for all to enjoy. Adults and children alike enjoyed a great day of socializing with friends and neighbors, music, swimming, and good food.

In conclusion, this Board's steadfast commitment to the Potomac Knolls Community is that we will continue making decisions that are fair, equitable, and to the benefit All Homeowners, while excluding decisions that would adversely affect or work to the detriment of a single Homeowner in the peaceful enjoyment of your property. As a Family of One (608 homes strong) we have the audacity to believe that we are now, and will continue to be the "Premier Community of Choice" in the state of Maryland.

Thank You,

Donald Leak - President

# COMMUNITY PRIDE DAY IN THE KNOLLS



**ALL FAMILIES ARE ENCOURAGED TO PARTICIPATE**

**Date: Saturday, March 3, 2012**

**Time: 7:30 AM - 10:30 AM**

**Place: The Potomac Knolls Community Center**

Refreshments will be served.

Volunteers will be supplied with Safety Vests, Gloves,  
Caps, and Trash Grabbers.

**Students can earn Community Service Hours for their participation.**

**Join us in our efforts to clean and beautify our community on Community Pride Day.**

Two large dumpsters will be located in the Community Center's parking lot for disposal of household trash. **Dumpster Restrictions: Tires, paint, solvents, large appliances, and all explosive or flammable materials.**

**DEPARTMENT OF PUBLIC WORKS  
AND  
OFFICE OF PROPERTY STANDARDS**

The following numbers are provided to Homeowners for you to report any problems that you may encounter with the manner that neighboring properties are being maintained. An inspector will investigate within five (5) days of your call, place a notice of violation on the door of the home advising Owners that the violation must be resolved within ten (10) days, and follow-up to re-inspect the property upon conclusion of the time allotted.

General Information – 301 883-1000

Property Standards Inspection (Herman Hunter) – 301 883-6069

Street Lighting (Paul Curley) – 301 883-5650

**IMPORTANT NUMBERS**

Abandoned Vehicles 301 952-1873

Animal Control Commission 301 499-8300

Bulk Trash Pickup 301 952-7600

Energy Utility Assistance 301 909-6300

Fire Department 301 883-5200

Leaf Collection 301 499-8576

Police (Non-Emergency) 301 336-8800

Police Complaints 301 883-5042