



IN THE KNOLLS NEWSLETTER

October 2015

National Night Out - The Potomac Knolls Homeowners Association held its annual National Night Out Block Party on August 4, 2014. Homeowners and their families embraced the opportunity to meet and greet their neighbors and build neighborhood unity. In spite of the rain, the Potomac Knolls Family enjoyed great food, music, swimming, a moon bounce, novelties that light up, and a Clown that thoroughly entertained the children. Guests Jay Walker and Tony Knotts of the Maryland House of Delegates, Corporal Blackwell and other Prince Georges Police Officers were very supportive in exhibiting to the Potomac Knolls Community just what National Night Out is all about. Research shows that when neighbors know and look out for each other, crime goes down. On behalf of the Potomac Knolls Homeowners Association we extend a huge Thank You to Neighborhood Watch Chairperson Charles Robinson and General Manager Deborah Proctor for their efforts in planning and ensuring the success of this event.

Right Tree Right Place Program – On September 17, 2015, the Potomac Knolls Homeowners Association voted its approval to participate in the Prince Georges County Department of Works & Transportation’s Right Tree Right Place Program. The program was established to treat, remove and replace high-risk, diseased or dead trees. Thus far, the County has identified sixty (60) Emerald Ash trees in the Potomac Knolls Community that need to be treated or removed. The County, at its own expense, will treat, remove and replace County owned street trees only. As we move forward with the program additional trees and streets will become part of the discussion. All trees displaying a circular bright dot mean that the trees are scheduled for removal.

Monthly HOA Meetings – The Potomac Knolls Homeowners Association meets every third Thursday of the month at 7:00 pm in the Community Center. 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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POTOMAC KNOLLS HOMEOWNERS ASSOCIATION	
<p style="text-align: center;"><u>Board of Directors</u></p> <p style="text-align: center;">President – Donald Leak Vice President – Deanna Echols Secretary – Doug Ritchie Treasurer – Charles Robinson Member-at-Large – Karen Franklin</p>	<p style="text-align: center;">Deborah Proctor, GM 1101 Aragona Blvd Fort Washington, MD 20744 Phone: (301) 203-0546</p> <p style="text-align: center;"><u>Office Hours</u> Tuesday – Friday 10:00 AM – 7:00 PM Saturday 8:00 AM – 1:00 PM</p> <p style="text-align: center;"><u>Newsletter Committee</u> Donald Leak</p>

2015

Potomac Knolls Board of Directors



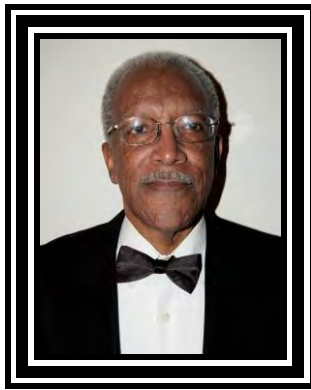
Deanna Echols
Vice President



Donald Leak
President



Doug Ritchie
Secretary



Charles Robinson
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 beneficial to all Homeowners, while excluding decisions that adversely affect, or work to the detriment of a single Homeowner in the peaceful enjoyment of your property.

Potomac Knolls Homeowners Association, Inc.

1101 Aragona Boulevard . Fort Washington, MD 20744

301 203-0546 . Fax 301 203-0758

Dear Homeowner:

The Potomac Knolls Homeowners Association has scheduled the Annual Meeting for Thursday, December 3, 2015. The meeting will begin promptly at 7:00 pm in the Potomac Knolls Community Center.

During the Annual Meeting, an election will be held to fill two (2) positions on the Board of Directors. Board member duties include making decisions that are in compliance with the Controlling Documents (Declaration of Covenants, By-Laws, Articles of Incorporation, Architectural Control Guidelines) of the Association, setting policy, establishing procedures, monitoring contracts, and the administration of community affairs. A more detailed description of the duties of Board members, or elected officers, can be found in the By-Laws of the Association. Please note that candidates are running only for the Board, not for a particular office on the Board. It is the responsibility of the Board of Directors to elect Board officers.

Qualifications for serving on the Board include an interest in serving the community, and a willingness to participate in community events or activities. Members of the Board of Directors Board must be available to participate in monthly Homeowner Association meetings and events, and vote on the minutes and various issues or concerns affecting the Potomac Knolls Community.

Individuals interested in serving on the Board of Directors are encouraged to submit the attached nomination form. Floor nominations will also be accepted at the Annual Meeting. Nominees may be asked to make a brief statement about themselves and their thoughts regarding various points of interest affecting the community.

Please return your nomination form to the Potomac Knolls Homeowners Association no later than Saturday, November 14, 2015.

Respectfully,

Donald Leak

Donald Leak – President

**2015 BOARD OF DIRECTORS NOMINATION FORM
FOR THE
POTOMAC KNOLLS HOMEOWNERS ASSOCIATION, INC.**

PLEASE PRINT CLEARLY

CANDIDATE'S NAME: _____

STREET ADDRESS: _____

BIOGRAPHICAL INFORMATION:

REASONS FOR WANTING TO SERVE ON THE BOARD:

ISSUES OF PARTICULAR INTEREST:

PRINT NAME: _____

SIGNATURE: _____

DATE: _____

PLEASE SUBMIT NOMINATION FORM NO LATER THAN SATURDAY, NOVEMBER 14, 2015
TO THE ADDRESS OR FAX LISTED BELOW:

**Potomac Knolls Homeowners Association, Inc.
1101 Aragona Boulevard
Fort Washington, MD 20744
Fax: 301 203-0758**

Indian Head Highway – On August 31, the Maryland Department of Transportation's (MDOT) State Highway Administration (SHA) began pre-construction activity along MD 210 (Indian Head Highway) at Livingston Road/Kerby Hill Road for its upcoming interchange construction project. The activity includes clearing of vegetation and tree removal from Palmer Road to I-95/I-495 (Capital Beltway). The work is necessary for upcoming utility relocation work and for future road widening activity. Weather permitting, the clearing phase should be complete by the end of 2015. Once the clearing work is complete, gas, water, electricity and telecommunications relocation will take place prior to any future construction work.

New Chairs - The Potomac Knolls Homeowners Association purchased all new chairs for use by Homeowners at scheduled events in the Community Center. The new chairs look great and blend in well with the existing decor.

Website – The Potomac Knolls Website provides a platform for the immediate dissemination of information and increased communication between the Board of Directors and the Community. On average there are over 2,000 visits to our website monthly. The website address is www.potomacknollshoa.com.

HOA Fees – As a reminder monthly HOA fees are due on the 1st of each month. Avoid having to pay a late fee charge of fifteen dollars (\$15.00) by ensuring that your monthly HOA fee is received by H & E Management no later than the 15th of the month.

Block Captains – Potomac Knolls Community Block Captains are needed to serve on the 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 Homeowners with information about how to secure their homes. Block Captains are vital to the success of offsetting criminal activity in Potomac Knolls because building community spirit and unity is the first line of defense against crime. As mentioned earlier, research shows that when neighbors know and look out for each other criminal incidents in the community decrease. Homeowners interested in becoming Block Captains for your street should contact General Manager Deborah Proctor at 301 203-0546.

Dogs – There has been an increase in the number of complaints from Homeowners concerning dogs roaming free and defecating on lawns while their Owners abstain from accepting responsibility for picking up their waste. Homeowners are again asked to not let your dogs roam free, but instead walk and clean-up after them. County law and documents for the Potomac Knolls Homeowners Association require Homeowners to clean-up after their pets. Therefore, help maintain the Community in the most pristine condition possible by obeying these guidelines and ordinances. If the need arises, especially if you perceive dogs to be vicious, report issues regarding loose or stray animals to the Prince Georges County Animal Control Department at 301 780-7200. As a reminder, when dogs are not on a leash and are found off your property unrestrained they can be impounded for running at large.

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

The following numbers are provided to Homeowners for you to report 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 – 301 883-6100
Property Standards Inspection – 301 883-6100

IMPORTANT NUMBERS

Abandoned Vehicles 301 952-1873

Bulk Trash Pickup 301 883-4748

Leaf Collection 301 499-8576

Animal Control 301 780-7200

Loud Party Problems 301 352-1200