

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

Spring Newsletter 2014

Spring 2014

MAINTENANCE RE-INSPECTIONS

The Association will perform the follow-up maintenance inspections on all homes which had maintenance items noted in September. Notice was sent in the fall to homeowners with maintenance items. Please complete all noted maintenance needing attention prior to the re-inspection.

Maintenance re-inspections:

The Declaration and By Laws establish the duty of the Board of Directors to ensure adherence to the community covenants, rules and guidelines. The Declaration and By Laws also prescribe powers that the Board may have to ensure this adherence, such as scheduling hearings, taking appropriate legal action or entering the Lot to correct the violation at the homeowner's sole expense. Following the spring follow-up inspection, the Board will determine the appropriate enforcement action for remaining violations.

Please remember that the upkeep and maintenance of your Potomac Crossing home and yard are your responsibility. You should regularly look at your own property with a critical eye to see what work is needed and, if necessary, call in a contractor to assess the situation for you.

Lost your maintenance inspection sheet? The Board is happy to provide another copy of the maintenance inspection to homeowner with noted maintenance items. Please contact Management for a copy of the inspection.



The Board would like to encourage all homeowners to be proactive, get to the needed maintenance now. As our homes age, if not properly maintained, you could be faced with major maintenance expenses. Maintenance delayed or ignored will likely result in the costs only growing more expensive. Regular maintenance of your home can actually save you hundreds of dollars!

BOARD OF DIRECTORS UPDATE

The Board is pleased to report that the front monuments at the Saddle River entrance have been renovated. Additional improvements to the community are being reviewed and are planned to continue in 2014 including common area circles, townhouse area plantings and general common area upgrades.



CHECK OUT THE COMMUNITY WEBSITE!

www.potomaccrossinghoa.org

The Board invites everyone to visit the community website! Easy to use and updated regularly, this site provides community documents including: meeting minutes, architectural applications, newsletters, and information on upcoming events.

Also posted is important contact information such as phone numbers for schools, trash service, management, and Montgomery County. We provide links to specific County government services (**MC311***, traffic cameras, traffic information, street sweeping, salting and snow removal, tree maintenance, recycling, Housing Code Enforcement, etc.) Check it out!

UPCOMING COMMUNITY EVENTS!

The Social Committee is excited to see you at the upcoming events:

- Spring Egg Hunt
- Adult Spring Fling

ARCHITECTURAL CONTROL REMINDER

Homeowners are reminded that all exterior modifications require prior application and approval by the AERC. This includes, but is not limited to: fences, storm doors, decks, patios, exterior color changes and sheds. The application for exterior modification may be downloaded from the community website, www.potomaccrossinghoa.org. ALL Architectural Change applications for exterior changes are to be submitted to our Management Company at the following address:

Vanguard Management Associates, Inc.
P.O. Box 39
Germantown, Maryland 20875-0039



SPRING IS IN BLOOM!

The change of the seasons is always a wonderful time for a homeowner to make sure they are maintaining their property and investment. There are a few maintenance areas we'd like to remind you to be sure and keep up with:

LAWN MAINTENANCE: Regular mowing, trimming and weed control are essential to a beautiful community. Please, however, do not dump your yard waste in the common areas or place grass clippings as "mulch" around the trees.



SHRUBS AND TREES:

Have you noticed your shrubs and trees have become overgrown? **Take time now, while the weather is still pleasant, to ensure your trees and shrubs do not hang over common area sidewalks.** This detracts from the general attractiveness of our community and may be unsafe for pedestrians.



Trim, clip, and cut those overgrown plants!

PAINTING:

Most often, homeowners neglect to properly paint the exterior of their homes. Many Potomac Crossing homes are of the age where painting is needed. Regular painting alone, however, is not always the answer.



Without proper preparation (scraping, priming, and caulking) of the surfaces to be painted, painting alone will not be adequate; paint will begin to peel in no time at all!

ASSESSMENT PAYMENT OPTIONS

Direct debit is a convenient and efficient mechanism for you to make your regular association assessment payment. It is **the best way** to ensure that your payment is received on time and it will take away your worry about the weather, postal delays, holidays, vacations and other unexpected circumstances.

A Direct Debit Authorization Agreement form is available online at www.vanguardmgt.com - click on "Resident Resources," navigate to "Assessment Payment Options," then follow the directions listed under "Direct Debit." The form must be completed in its entirety, signed, dated and returned to Vanguard Management along with a voided personal check from the bank account that your assessment payments will be paid from. Please carefully read the entire agreement.

REMINDERS

Recycling and trash containers may be placed on the curb no earlier than sundown on the evening before pick-up or by 7:00am on the day of collection. Residents must remove their recycling containers by 9:00 p.m. on the day that recycling is collected.



All residents are reminded that recycling containers must be kept out of view at all other times, either in garages or in back yards.

Townhome residents may store their 10 gallon blue bin in front of unit, only **if** the bin can be hidden from view behind shrubbery or planters. Bins may **not** be stored on front steps or sidewalks.

PLEASE clean up after your pets. Inappropriate disposal of pet waste is in violation of the rules and regulations for the Association and is against Montgomery County law.



Questions, comments or suggestions?

Write to: Potomac Crossing Homeowners Association
c/o Vanguard Management Associates, Inc.
P.O. Box 39 • Germantown, MD 20875

Community Manager: Ms. Kate Werrett
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