

# THE COURIER

"A COMMUNITY ON THE POTOMAC" | WWW.COUNTRYSIDE-VA.ORG



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**WINTER  
CELEBRATION**

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**ANNUAL  
MEETING**

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**OPT-IN FOR  
COUPON BOOKS**



COURIER VOL. 39, NO. 12 | DECEMBER 2019





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## MEETING SCHEDULE

### PARKWAY MEETING ROOM

46020 Algonkian Parkway, Sterling

#### Board of Directors (BoD)

1st and 4th Wednesdays, 7:00pm

#### Design Review Committee (DRC)

4th Monday, 6:30pm

#### Facilities Committee (FAC)

2nd Thursday, 7:00pm

#### Grounds Committee (GRNDS)

3rd Wednesday, 7:00pm

#### Horsepen Run Ad Hoc Committee (HPRN)

2nd Wednesday, 7:00pm

#### Neighborhood Advisory Council (NAC)

2nd Tuesday, 7:15pm

### COUNTRYSIDE PROPRIETARY OFFICE

2 Pidgeon Hill Dr., Ste. 560, Sterling

#### Community Relations Committee (CRC)

1st Thursday, 6:30pm

#### Finance Committee (FIN)

3rd Tuesday, 7:00pm

## COUNTRYSIDE PROPRIETARY

### OFFICE LOCATION:

2 Pidgeon Hill Drive,

Suite 560

Sterling, VA 20165

(703) 430-0715

# Reminders and News

## Holiday Trash Schedule and Christmas Tree Collection

Regular trash service will not be affected by the Christmas or New Year 's Day Holidays.

### Christmas Tree Collection

Christmas trees will be collected during the 2nd and 3rd week of January on your regularly scheduled Yard Waste service day. (Monday - Foxfield, Morven and Oatlands. Tuesday - Belmont, Oakridge, Rokeby and Welbourne) Christmas trees not placed out these two weeks will be serviced with the regular trash pick-up days.

**Before placing trees out for collection, PLEASE:**

- Remove all tinsel, ornaments and lights and do not bag trees.

## Neighborhood Services Listing

Did you know we publish a listing of neighbors who provide services such as dog walking, babysitting and yardwork?

### Do you want to list your services in The Courier?

Download the form from our website: [www.countryside-va.org](http://www.countryside-va.org) under FORMS. The **DEADLINE** to be included in the next year's listing is **December 15th**. **Check out the list towards the end of this edition of The Courier**. This is a free, courtesy listing and CountrySide Proprietary does not recommend or endorse any person on the list.



## Office Schedule

The CountrySide Proprietary office **will be closed on Wednesday, December 25th** in observance of the Christmas Day Holiday. We will re-open on December 26th at 8:00am.

## CountrySide Women's Club

Meets monthly September through May on the second Friday of each month at Parkway Pool Meeting Room, 46020 Algonkian Parkway, Sterling. For further information please contact Annette Douglas at [aldouglas3@hotmail.com](mailto:aldouglas3@hotmail.com) or 703-430-6505.

## The Villas at CountrySide

### VILLAS PROPERTY MANAGEMENT CONTACT INFORMATION:

National Realty Partners, 365 Herndon Parkway, Suite 106, Herndon, VA 20170: 703-435-3800

Villas Office Hours: Mon. - Thurs. 8:30am-5:30pm, Friday 8:30am-1:00pm

If you have questions or concerns regarding Villas property, condo fees, trash information or Villas community issues, contact Karen Conroy, Villas Property Manager at [kconroy@nrpartnersllc.com](mailto:kconroy@nrpartnersllc.com). For questions about Amenities and CountrySide Assessments, contact the Proprietary Office.

**FOR VILLAS AFTER HOURS EMERGENCIES:** 703-476-3639 for "life or property threatening situations ONLY." Note: CountrySide Proprietary cannot respond to these calls.

RESIDENTS ARE ENCOURAGED  
TO ATTEND THE

# COUNTRYSIDE ANNUAL MEETING

The Annual Meeting will review the Financial  
Report for 2019 and the 2020 Budget Summary

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**DECEMBER 9, 2019**  
**8:00PM**  
**PARKWAY MEETING ROOM**

AGENDA TO INCLUDE:

State of the Proprietary  
Committee Reports  
Financial Reports  
Management Company  
Board Elections

Location: 46020 Algonkian  
Parkway

For more information:  
Call 703-430-0715





# Winter Celebration

**SATURDAY, DECEMBER 7, 2019  
1:00 TO 3:00 PM**

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Kids to age 13 are invited to join us at  
the Parkway Meeting Room at 46020 Algonkian Pkwy.

## **WE WILL HAVE SO MUCH FESTIVE FUN!**

**-Candy Counting Contest**

**- Goodie Bags**

**- Crafts**

**- Music**

**- Snacks**

**and**

**Santa Claus will be there!**

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For more information contact Loretta at  
[lorettad.cside@pmpbiz.com](mailto:lorettad.cside@pmpbiz.com)  
or call 703-430-0715



# OPT IN FOR COUPON BOOKS BY DECEMBER 6TH

The Countryside Board of Directors and PMP are working together to reduce the number of payment coupons printed each year. It costs Countryside \$2.75 to print and mail a single coupon book and envelopes many of which are not being used. This year we are asking any homeowner who received a coupon book in 2019 to “opt-in” to receiving one for 2020.

**If you wish to receive a coupon book for 2020 please notify the CountrySide Proprietary office at [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com) by December 6, 2019.**

**Coupon books will be ordered the week of December 13th and sent only to Owners who request them.**

We appreciate your cooperation as we attempt to contain our expenses and reduce waste.





# 2020 Monthly Assessment Summary

Single Family Homes	\$76.00 per unit per month
Town Homes	\$99.00 per unit per month
Manor Homes	\$76.00 per unit per month
The Villas at CountrySide	\$57.50 per unit per month

**The monthly assessments will rise by \$3.00 (\$2.50 for the Villas) beginning on January 1, 2020.** The major factors driving the rate increases are higher costs due to inflation and to manage the community and the pools as well as an increased need for tree removal services and to put aside reserve funds in accordance with our reserve study. In 2020, CountrySide will have more than \$1 million in reserve expenditures.

If you currently pay through **ACH**, the new assessment amount will be deducted beginning January 1, 2020. No action is required.

If you pay through an automatic scheduled "Bill Pay" feature with your bank, **please adjust the amount as indicated above to begin on January 1, 2020.** Homeowners paying online on [www.cabanc.com](http://www.cabanc.com) will also **need to adjust to the new amount.**

## Townhomes

Every month a portion of your assessment contributes to a reserve fund specifically for capital components as mandated by the Virginia Property Owners' Association Act (Code of Virginia, Title 55). Over the next five years the plan to repair and maintain the townhouse roadways will exceed one million dollars. **The 2020 monthly assessment will be \$99.00.**

## Single Family and Manor Homes

Every month a portion of your assessment contributes to a reserve fund specifically for capital components as mandated by the Virginia Property Owners' Association Act (Code of Virginia, Title 55). **The 2020 monthly assessment will be \$76.00.**

## Villas

Every month a portion of your assessment contributes to a reserve fund specifically for capital components as mandated by the Virginia Property Owners' Association Act (Code of Virginia, Title 55). **The 2020 monthly assessment will be \$57.50.**

Homeowners who **opt-in** to receive a **2020 Coupon Booklet** will receive it in mid-December. CountrySide encourages our homeowners to pay their monthly assessments by ACH, which saves time and money.

# 2020 CountrySide Budget

The CountrySide Board of Directors unanimously approved the 2020 operating budget at the November 6, 2019 Board of Directors meeting. The 2020 assessment rates are indicated below.

## 2020 CountrySide Proprietary Approved Consolidated Budget

	2020
<b>Total Income</b>	<b>\$2,818,008.00</b>
Total Administrative Expenses	\$725,971.00
Total Insurance & Tax Expenses	\$31,217.00
Total Community Relations Expenses	\$35,620.00
Total Pool & Community Center Expenses	\$291,128.00
Total Grounds & Maintenance	\$763,866.00
Total Townhouse Expenses	\$277,350.00
Reserve Expense	\$692,863.00
<b>Total Operating Expenses</b>	<b>\$2,818,016.00</b>
<b>Operating Income vs. Expense</b>	<b>-8.00</b>
<b>Total Reserve Projects</b>	<b>\$1,114,424.00</b>

## Capital & Townhouse Reserve Balance Information for December 31, 2019

Projected Capital Reserve Balance as of December 31, 2019 in Study prepared by Mason & Mason	\$1,263,737
Estimated Capital Reserve and Contingency Reserve Fund Balance as December 31, 2019	\$1,397,491
Projected Townhouse Reserve Balance as of December 31, 2019 in Study prepared by Mason & Mason	\$1,035,851
Estimated Townhouse Reserve and Snow Contingency Reserve Fund Balance as December 31, 2019	\$1,276,067

**Note:** The Projected Reserve Fund balances at 12/31/19 may vary from Estimated balance at 12/31/19, as certain components may have been replaced prior to the anticipated schedule, certain components may have exceeded their estimated useful life expectancy or actual projects performed since the Study was conducted could have cost more or less than projected in the Study.

### 2020 MONTHLY ASSESSMENT SUMMARY (Amounts are per unit per month)

Single Family/Manor Homes.....	\$76.00
Town Homes.....	\$99.00
Villas.....	\$57.50

If you opt-in to receive a coupon book but do not receive a new coupon booklet by December 22, 2019, please contact Property Management People at 301-694-6900.

### CONSIDER PAYING YOUR MONTHLY ASSESSMENT VIA DIRECT DEBIT

It's easy to use this service.

The Authorization form is available on our website at [www.countryside-va.org](http://www.countryside-va.org).



# Behind the Scenes of CountrySide Budgeting

The Board of Directors recently approved the **2020 Budget for CountrySide** (see associated articles). As part of that process, resident suggestions for expenditures were reviewed in detail. This article aims to give some insight into that process, and help explain why some requests make it into the CountrySide budget and others don't.

The “new projects funding” process begins with gathering input from residents and standing committees, and compiling a list of suggested “projects,” which can be anything from purchase of a shade structure for a pool, to required software updates for the CountrySide website. Each suggested project is assigned to the appropriate committee for review—for example, a request for common area plantings would go to the Grounds Committee, while suggestions for new pool equipment would go to the Facilities Committee for review. The Neighborhood Advisory Council (NAC) also receives the list of suggested projects for review and discussion. Both the NAC and each Committee review the list of projects, and committee members vote to assign a relative score from 0 (of “Questionable” value) to 4 (“Required,” based on legal or safety obligations, for example), to prioritize the proposals. The Finance Committee and the Board of Directors consider the prioritized list against existing budget requirements for “must have” items (like trash removal, asset and infrastructure maintenance, etc.) to decide whether a new request has strong enough support to justify funding—because that translates into either a discontinuation of existing services or amenities, or an increase in assessments for CountrySide residents.

Some suggestions submitted by residents are not eligible for consideration because they fall outside the control or jurisdiction of the CountrySide HOA. For example, Algonkian Parkway is a VDOT street, so any requests for street signage, clean-up, or changes in the speed limits on Algonkian should be referred to VDOT directly. And some requests are far more complicated. The idea of adding street lights to CountrySide streets is raised from time to time, but from past research and discussion we know that not all residents welcome the idea of having street lighting installed on their properties, so much broader community support would be necessary before the project could be considered. In addition, the support would have to be strong enough to justify a substantial increase in assessments, as the project would be extremely expensive: our last estimates were approximately \$10,000 per street light. At a time when we are still struggling to cover the costs of the extensive asphalt repaving required on our townhouse streets, this kind of huge financial burden has not garnered any support from the HOA committees consulted. Another complicated request, for a CountrySide dog park, will be addressed in a separate article.

**In general, if you submitted an idea for the budget and it was not approved, it is most likely because the suggestion did not win enough support from the NAC and standing committees. If you want more information about a specific issue, please contact the Proprietary office for further details. And if you'd like to become more involved in the input and decision process, please consider volunteering to serve on the NAC or other standing committee. It's a rewarding way to help CountrySide stay a vibrant and appealing place to live!**



# CountrySide Dog Park?

This year, during the budget review process, the HOA received input from a number of residents (and several non-residents) suggesting that CountrySide establish a dog park, and the idea was discussed in committees and by the Board of Directors. While a dog park would make our canine residents happy, there are several substantial obstacles to implementing such a facility under the HOA umbrella. Below are some of the considerations discussed.

1. **Land Requirement/NIMBY:** A dog park would require roughly an acre of ground, and no existing common area is a suitable candidate. For one thing, existing common areas are in close proximity to housing, and even dog lovers are generally unwilling to live right next to an area that would generate constant noise and smells (“not in my back yard”). That means CountrySide would have to purchase land, and any such purchase would have to be approved by at least 75% of ALL homeowners (not just those who would proactively vote, but 75% of all homeowners would have to actively vote YES). Historically, that 75% approval vote has been difficult or impossible to achieve.
2. **Set-up Expenses:** Along with the cost of land, a dog park requires special gating and other fixtures, including running water, so the expense of running a water line to the park must be considered. One foundation specializing in canine health and welfare estimates that the start-up costs for a dog park, regardless of size, is about \$10.26 per square foot. That calculates out to about \$447,000 for a one-acre dog park, just to get started.
3. **On-going Maintenance Costs:** Along with lawn maintenance and water bills, some method of controlled access (either electronic or staffed) would be required, since it’s only reasonable to restrict access to CountrySide residents—those who would be paying for the facility should not have to subsidize pet ownership by non-residents. Selling “memberships” to non-CountrySide residents is not feasible, as it would likely open us up to a host of additional requirements for “public” facilities (accessibility, oversight, etc.). CountrySide would also have to purchase additional liability insurance to protect the HOA and all of its residents.

All of the above factors would result in substantial increases in assessments. A suggestion was made that CountrySide could partner with other local HOAs, but that would only slightly mitigate the cost challenges, and would not address the land purchase obstacles at all.

A better idea would be to petition Loudoun County to provide a dog park. That way, CountrySide would get the benefit of the park, but have the operating expenses (and administrative burdens) covered by the larger Loudoun community who would benefit. There have been suggestions that a portion of the Hidden Valley Landfill could be repurposed as a dog park, and while it may be a few years before remediation is complete enough to make this feasible, it seems like an idea worth pursuing. We encourage CountrySide dog owners to contact Juli Briskman, our newly elected Algonkian representative on the Loudoun County Board of Supervisors, to see if she can advise on the best way to build support for the idea of a Loudoun County dog park.



*We love dogs too!*  
*This is Huey,*  
*furry family member*  
*of*  
*CountrySide Proprietary*  
*Administrative Assistant,*  
*Alicia McKenna-Graves.*



# CountrySide Guideline Additions and Revisions

**New!**

## Foxfield Townhouses *Rear* Entry Door Standard

This entry door “Standard” applies to the townhouses located in Foxfield. Replacement Rear Entry Doors shall be steel or fiberglass. Colorless etched glass or silver or gold leaded glass is permitted. Stained glass doors and wood grain styles are prohibited.

Please indicate on the application form the style of your choice as illustrated below. Also indicate the color of your selection and its relationship to existing colors of the townhouse and the neighborhood.

If a “standard” door style is chosen and the color will remain the same as existing, the Design Review Coordinator can consider it a “standard” application for approval. No signatures are required from neighbors for a standard application request.



## ***FENCES (SINGLE FAMILY, TOWNHOUSE AND MANOR HOMES)***

***(REVISED)***

All fences, including fence posts, shall be pressure treated wood or naturally weathered resistant wood. Non-wood substitute fencing materials, such as pre-built vinyl board or other exotic materials, shall be approved on a case-by-case basis consistent with other existing guidelines. Uniform materials shall be used throughout the entire length of fencing. **No permanent masonry will be allowed above grade along property lines or along sight lines.**

Homeowners should remember that there are alternatives to fencing that may achieve the needed results. Use of plant material alone can be an alternative. Common area provides residential lots with the atmosphere of larger open areas. Fencing, if it is carelessly used or placed, encroaches upon this open space atmosphere and can even destroy it.

Proper fencing can have a unifying effect upon a neighborhood. Cluttering a neighborhood with an uncoordinated selection and placement of fences should be avoided. Cooperation among neighbors in this matter can affect the visual and psychological harmony of an area.

The following sections are applicable to single family homes and manor homes. A separate section for townhouses follows these.

### **Single Family and Manor Home Fencing**

#### **Location**

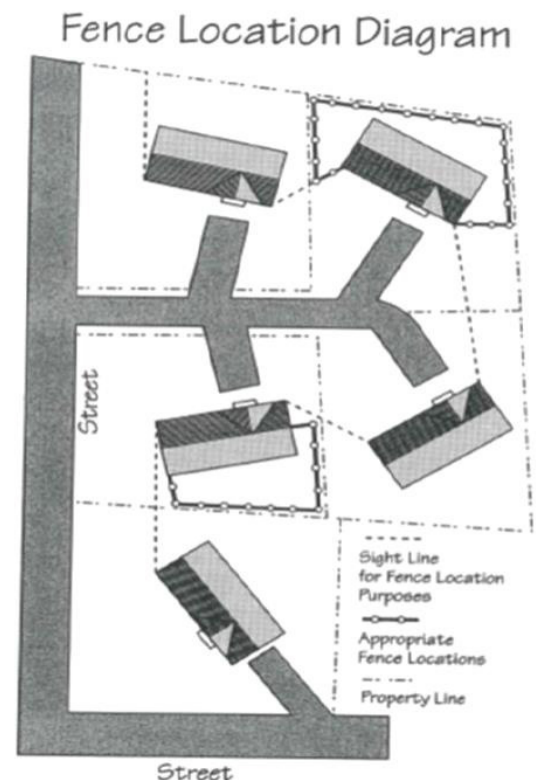
In order to prevent double fencing, new fences shall share existing fencing along adjacent property lines.

All fencing shall be within 1" inch of property line, except as specified below:

- around electric, phone, and cable boxes and other permanent obstructions not under the homeowner's control
- around swimming pools - However, non-property line fencing surrounding a swimming pool shall not be so close to an adjacent property as to create an alley.
- around patios
- bordering pipe-stem drives - This type of fencing should be set back from common driveway, preferably 4 feet where space permits, but no less than 2 feet on smaller lots, and softened with landscaping.
- on corner lots - See Corner Lots, below.
- along the Sight Line, as described below.

**Sight Line** - Except as noted below under Corner Lots and Irregular and Small Lots, an applicant's fence shall not extend forward of a straight line drawn from the nearest front corner of each adjacent residence to the nearest front corner of the applicant's residence. Where the above-mentioned line passes through an adjacent residence, the line will terminate at the nearest rear corner of said residence.

The policy of the Proprietary is to keep fencing from obstructing an adjacent home's view of the street any more than the applicant's home restricts that view.



Front yard fencing will be permitted only under special circumstances. Some fences which appear to be in a neighbor's front yard due to lot configuration (such as on pipe-stems) will be reviewed on a case-by-case basis.

**Corner Lots** - It is preferred that corner lot fencing not extend closer to either street than the closest point of the house to that street. However, corner lot fencing may be allowed to extend into side yards if it does not extend more than one half the distance to the property line or no less than 10 feet from the property line and when the side yard does not abut the front yard of a neighboring property.

Relationship to adjacent houses and other site factors (such as hills and gullies that raise or lower the fence out of the sight line) will also be considered in determining fencing locations.

**Irregular and Small Lots** - Individual consideration will be given to unusual lot configurations, pipe stems, small corner lots, and Cul-de-sacs. A small lot is defined as one of 5 or more lots per acre.

Fencing bordering pipe stem drives shall be set back, preferably, 4 feet from the common driveway, where space permits, but no less than 2 feet on small lots, and softened with landscaping.

**Privacy Fencing**- Privacy fencing shall be 6 feet in height. Fence style shall be board-on-board or "shadowbox" and shall be pressure treated wood and is restricted to:

- Swimming Pools - If screening from the street is desired, limited privacy fencing may be allowed. Such privacy fencing shall extend from the side of the house to the property line and extend no further than 16 feet along the property line toward the rear.
- Patios - Privacy fencing may surround a patio which adjoins the rear of a house. **Privacy Fencing surrounding a Patio shall extend no farther than 3' from all sides of the Patio edge.**
- Manor Homes - Common property line privacy fencing between the two halves of one building shall extend no further than 16 feet from the rear wall of the house.

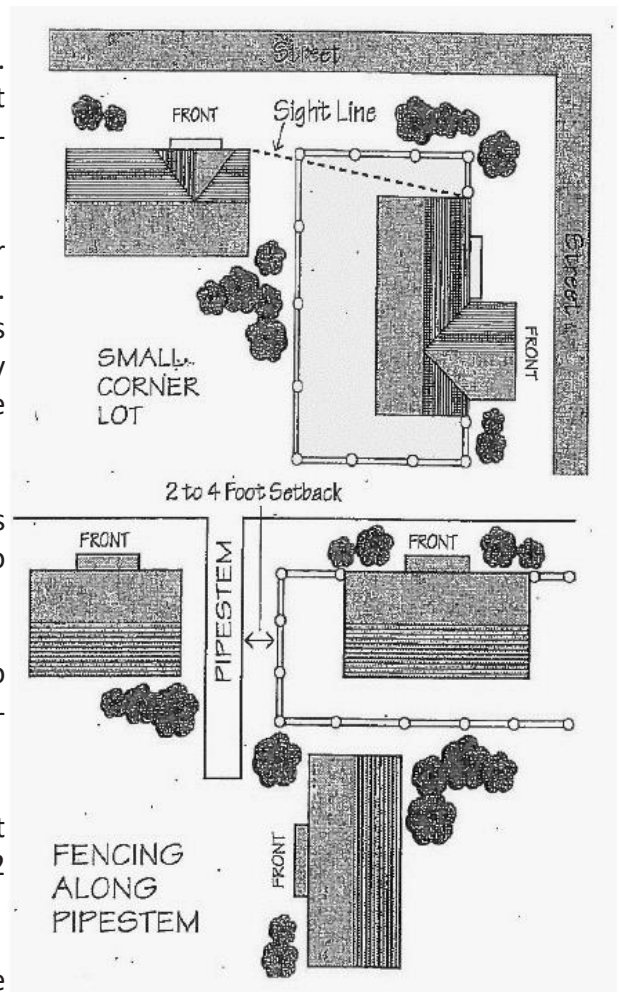
**Design**

Property line fence styles are limited to: picket, split rail, and estate and shall not exceed 48 inches in height. Strictly limited used of privacy fencing is permitted. See Privacy Fencing above. Appendix D contains illustrations of fence styles.

Fencing should match or blend in design and height with existing adjacent fencing. "Adjacent" shall be defined as: "directly next to," where no other property, such as a pipe-stem or common area comes in between the two properties.

Fencing on both sides of one Manor Home building shall match in design.

Fencing which is finished on one side only shall be constructed with the finished side facing out.





Gates shall be compatible with fencing in design, material, height, and color. Gate hardware shall be unobtrusive and rust resistant.

Wire mesh may be used in conjunction with lot-line fences in order to enclose the lot for pets and small children. Wire mesh shall be brown or dark green, or black vinyl-coated, and may be galvanized. Wire mesh shall be no less than 14 gauge and 2" inch by 3" inch rectilinear in composition. The wire mesh shall be attached on the inside of the fence and shall not extend above the top rail.

The bottom of split rail fences shall be no more than 18" inches above grade at any point.

All other types of fencing shall be no more than 4" inches above grade at any point. If the ground slopes, privacy fencing shall be stepped, all other types of fencing shall follow the contour of the land.

## Materials

All fences, including fence posts, shall be pressure treated wood or naturally weather resistant wood. **No permanent masonry will be allowed above grade along property lines or along sight line.**

Fencing on both sides of a **Manor Home** building shall match in design, materials and color.

## Color

It is recommended that the wood be allowed to weather naturally. Stains or paints will be considered on an individual basis. Natural wood tones are preferred, but others will be considered on an individual basis. Fence color should match or blend with existing adjacent fencing.

Fencing on both sides of a Manor Home shall match in design, materials, and color.

## Maintenance

Fencing shall be built plumb and level and kept in good repair.

## TOWNHOUSE FENCING (REVISED)

### Design, Materials, and Color

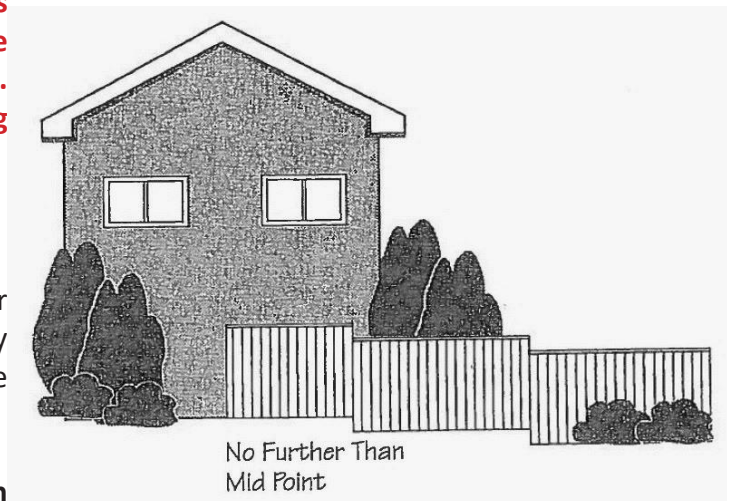
Fence style, material, and color shall match, in all relevant details, that which has been provided by the builder. **Stains of natural wood colors or paints matching a neutral (shades of white, beige, or gray) trim or dominant color of the house are acceptable, but will be considered on an individual basis. Approved color changes shall treat the entire fence including shared fence panels.**

If the ground slopes, fencing shall be stepped.

### Location

Fencing shall be located in the rear yard of property except for end units. End units may extend the fence to the side property line at a point half way between the front and back of the building.

**Application Contents - listed on Fence Application Checklist in Appendix B. See 'standard' fence and gate style in Appendix A.**



New!

## Townhouse Patio Door Standards

### *Globe Colonial Townhomes Foxfield*

Replacement Patio doors may be Sliding or French Door styles and shall be white in color. These Patio door guidelines apply to ALL Globe Colonial Townhouses in Foxfield.

No signatures are required from neighbors for a standard application request. Deviations from this standard must be prepared according to the normal approval process.

### *Globe Colonial Townhomes Oakridge and Welbourne*

Replacement Patio doors may be Sliding or French Door styles and shall be white in color. These Patio door guidelines apply to ALL Globe Colonial Townhouses in Oakridge and Welbourne.

No signatures are required from neighbors for a standard application request. Deviations from this standard must be prepared according to the normal approval process.

COURT	NUMBER	COLOR
Benton Court	All Townhomes	White
Dulany Court	All Townhomes	White
Felsted Court	ALL townhomes	White
Finchingfield Court	ALL townhomes	White
Mosbey Court	All Townhomes	White
Redlin Court	All Townhomes	White
Sulgrave Court	ALL townhomes	White
Waltham Court	ALL townhomes	White

### Oakridge and Morven *Tudor Townhouses* Patio Door Standards

Replacement Patio doors may be Sliding or French Door styles and shall be dark brown in color. These Patio door guidelines apply to all Tudor Townhouses in Oakridge and Morven located on Chelmsford Court, Lyndhurst and Millard Court.

No signatures are required from neighbors for a standard application request. Deviations from this standard must be prepared according to the normal approval process.

COURT	NUMBER	COLOR
Chelmsford Court	ALL townhomes	Dark Brown
Lyndhurst Court	ALL townhomes	Dark Brown
Millard Court	ALL townhomes	Dark Brown

### Morven and Welbourne *Scarborough Townhouses*

Replacement Patio doors may be Sliding or French Door styles and shall be dark brown in color. These Patio door guidelines apply to all Scarborough Townhouses in Oakridge and Morven located on Aldridge Court, Haxall Court, Paxton Court and Ludwell Court. Berkley Court, Conoy Court, Jermyn Court, Nicholson Court, Hopton Court and Vandercastle Road

No signatures are required from neighbors for a standard application request. Deviations from this standard must be prepared according to the normal approval process.

COURT	NUMBER	COLOR
Aldridge Court	ALL townhomes	Dark Brown
Haxall Court	All Townhomes	Dark Brown
Lyndhurst Court	ALL townhomes	Dark Brown
Ludwell Court	All Townhomes	Dark Brown
Paxton Court	All townhomes	Dark Brown



## ***WINDOWS (SINGLE FAMILY, TOWNHOUSE AND MANOR HOMES)*** ***(REVISED)***

### **Storm and screen windows**

Storm and screen windows shall be unobtrusive. The frame shall match the main window frame as closely as possible in color. For example: brown window frames require brown-framed storm or screen windows: for white or cream-colored window frames, white-framed storm or screen windows are acceptable. Unpainted aluminum frames are not acceptable. Replacement storm and screen windows shall match existing storm and screen windows exactly in color and style. **Materials may be changed to metal or vinyl.**

**Application Contents- windows checklist (see Appendix B) and include product information.**

### **Security bars on windows**

**Location**  
Security windows with bars shall be located on side or rear basement windows only, never on front windows, and shall not be visible from the street.

#### **Design**

Design shall be compatible with the design of the house. Design shall consist of primarily straight vertical or horizontal members, without ornamentation or scrollwork.

#### **Color**

Security windows (including bars) shall be as unobtrusive as possible in color.

**Application Contents- windows checklist (see Appendix B) and product information.**

### **Replacement windows (single family & manor homes)**

#### **Design**

Replacement windows shall match the style of the existing windows (i.e. double-hung, casement, slide, etc.) and can be either with or without muntin's or grids as long as it maintains the architectural integrity of the house. Where a design change is requested, e.g. to install a larger window for a view, **windows with no grids** or to replace a double window with a bay window, the style shall be compatible with the existing windows; design shall be architecturally compatible with the design of the house; and the harmony and balance of the exterior appearance of the house shall not be disturbed.

#### **Color and Materials**

Color shall match those of existing windows. Materials may be vinyl, fiberglass, wood or metal. If color and style remain the same, and the material is changed, the Design Review Coordinator may consider this a "standard" application and approved by the Design Review Coordinator.

**Application Contents- windows checklist (see Appendix B) and product information.**

### **Replacement windows (townhouse)**

Replacement windows for all townhomes shall be the same color and style as the existing windows and shall maintain grids.

#### **Color and Materials**

Color shall match those of existing windows. Materials may be vinyl, fiberglass, wood or metal. If color and style remain the same, and the material is changed, it may be considered a "standard" application and approved by the Design Review Coordinator.

**Application Contents- windows checklist (see Appendix B) and include product information.**

# 2020 CountrySide Resolution 281

COUNTRYSIDE PROPRIETARY  
RESOLUTION NO. 281

2020 COMMON DRIVEWAY ASSESSMENT

WHEREAS, Article VII of the Covenants and Restrictions of the CountrySide Proprietary charges the Board of Directors with the establishment of an annual Common Driveway charge; and

WHEREAS, Article VII, Section 4, of the Covenants and Restrictions of the CountrySide Proprietary allow a five percent (5%) increase in the Common Driveway charge each fiscal year; and

WHEREAS, the Board of Directors desires to rescind Resolution No. 280 and hereby substitutes Resolution No. 281

NOW, THEREFORE, BE IT RESOLVED THAT, Resolution No. 280 be, and hereby is, rescinded, and that the annual Common Driveway charge for 2020 will be computed as follows:

\$0.2269021 multiplied by the number of square feet of paved area within the pertinent Common Driveway divided by the number of affected lots for that Common Driveway.

Book of Minutes:

David Barrie  
\_\_\_\_\_  
President: David Barrie

10/23/2019  
\_\_\_\_\_  
Date

[Signature]  
\_\_\_\_\_  
Secretary: Kumar Sangaran

11/6/2019  
\_\_\_\_\_  
Date

# When It Snows

***When it snows, please ensure the walkway in front of your homes are cleared in accordance with the Covenants and Restrictions and Loudoun County Ordinance.***

***CountrySide Covenants and Restrictions, Article IX, Section 4. Snow Removal:*** All owners shall have the obligation to clear any snow or ice from sidewalks or trails located on their property, which sidewalk or trail lies within a trail or sidewalk easement granted to the Proprietary, as soon as reasonably possible after snowfall or storm causing the accumulation of snow and/or ice. In the event that any owner fails to remove such snow and/or ice in a timely manner, the Proprietary shall have the right to go upon the property and remove the snow and ice, and the reasonable cost thereof, as incurred by the Proprietary, shall be charged against the defaulting member as an additional assessment pursuant to Article V hereof.

***Loudoun County Ordinance - 1022.01 Removal of Ice and Snow:*** (a) Removal Required. Every occupant, owner or other person in charge of any property in the County which has a sidewalk or a footway of stone, brick, gravel, cinder, wood or other substance, when such walk is publicly owned or maintained, and is adjoining and touching the property in front, rear or either side thereof, shall have all snow and ice, and any combination thereof, removed from such sidewalk or footway within six hours after such snow or ice, or a combination thereof, has ceased falling, unless the same has fallen during the night, in which case it shall be removed before 12:00 noon following the night in which the snow or ice, or combination thereof, has fallen. In the event snow or ice, or a combination thereof, falls upon Sunday, such occupants, or other persons in charge shall have until 12:00 noon Monday to comply with this requirement.

## Winterize Your Pipes Indoors and Outdoors

Winterize your plumbing by shutting off and draining the pipes leading to your outside faucets. Using the valves located inside your home, make sure no water is left to freeze, expand and cause a leak in these lines.

Know the location of your main shut-off valve. Minimize the potential for water damage by ensuring that everyone in the house knows how to shut off the water in an emergency.

Insulate pipes in unheated spaces. Hardware or building supply stores carry insulation designed to keep pipes in these areas from freezing.

If you've invested in an irrigation system in your yard, now is the time to protect that investment. Irrigation systems that are not properly winterized can freeze or crack. Many companies recommend that owners turn off the water from inside, drain the water out of the system and release the air pressure. Contact the company that installed your irrigation system or retail store for more information, or visit [www.irrigation.org](http://www.irrigation.org).





# CountrySide Snow Plowing and Sanding Policy

The snow months are just around the corner so here is a reminder about snow plowing on your street. Please read below to see whose responsibility it is.

## ***STREETS MAINTAINED BY VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT):***

CountrySide Boulevard and Algonkian Parkway

**Rokeby:**

Clapham Ct  
Coleman Ln  
Hamilton Ct  
Hamilton Rd  
Minor Rd  
Moss Rd  
Mucklehany Ln  
Peyton Rd  
Russell Ct  
Turner Ln  
Tyler Ln  
West Ct

**Foxfield:**

Bentwood Rd  
Sarret Way  
Spotswood Ct

**Welbourne:**

Cromwell Rd

**Belmont:**

Austen Ct  
Awsley Ct  
Bedford Dr  
Bentley Dr  
Braxton Dr  
Carrollton Rd  
Crisswell Ct  
Cumberland Ct  
Devenshire Ct  
Exeter Ct  
Foxmore Ct  
Halifax Ct  
Lindenwood Ct  
Lipscomb Ct  
Newland Ct  
Oakdale Ct  
Rawlston Ct  
Webley Ct  
Westmoreland Dr  
Wickham Ct  
Wiltshire Ct  
Worthington Ct

**Oakridge:**

Amersham Ct  
Christopher Ln  
Dunbar Way  
Forester Ct  
Lowery Ct  
Owens Ct  
Prescott Ct  
Rutherford Cir  
Stafford Ct  
Steed Pl  
Thorton Ct  
First ½ Chelmsford Ct  
(up to cul-de-sac,  
portion with no townhomes)

**Morven:**

Byron Ct  
Carter Ct  
Griswold Ct  
Powell Ct  
Teasdale Ct  
Thales Way  
Vinson Ct  
Whittingham Cir

**Oatlands:**

Bentmoor Ct  
Brinks Ct  
Brookmeade Ct  
Darian Ct  
Dudley Ct  
Fenton Wood Dr  
Ferguson Ct  
Glengyle Ct  
Glengyle Ln  
Jeremy Ct  
McCarty Ct  
McPherson Cir  
Meskill Ct  
Selden Ct  
Whaley Ct

Please report unplowed roads on VDOT owned streets and hazardous conditions to [novainfo@vdot.virginia.gov](mailto:novainfo@vdot.virginia.gov) or call 1-800-367-7623. To see the status of plowing in northern Virginia neighborhoods: [www.vdotplows.org](http://www.vdotplows.org).

# CountrySide Snow Plowing and Sanding Policy

(Continued)

## **TOWNHOUSE STREETS OWNED AND MAINTAINED BY THE PROPRIETARY**

***Foxfield:***

Alden Ct  
Asbury Way  
Bickel Ct  
Clinton Ct  
Devon Ct  
Dorrell Ct  
Fairmont Pl  
Gannon Way  
Harbert Ct  
Huntley Ct  
Marian Ct  
Mercer Ct  
Palmer Ct  
Quincy Ct  
Southall Ct  
Wyatt Ct

***Oakridge:***

Second ½ Chelmsford Ct  
(after cul-de-sac, portion  
with townhomes)  
Felsted Ct  
Finchingfield Ct  
Sulgrave Ct  
Waltham Ct

***Morven:***

Aldridge Ct  
Haxall Ct  
Ludwell Ct  
Lyndhurst Ct  
Millard Ct  
Paxton Ct

***Welbourne:***

Benton Ct  
Berkeley Ct  
Conoy Ct  
Dulany Ct  
Hopton Ct  
Jermyn Ct  
Mosbey Ct  
Nicholson Ct  
Redlin Ct  
Vandercastel Rd

A twelve foot (12') wide area will be cleared on each street.

Every effort will be made to push the snow to a location which provides the least amount of obstruction to parked vehicles (normally the medians and open grassy areas).

The contractor will attempt to clear snow from the areas in front of fire hydrants and mailboxes. A reasonable standard of care will be exercised not to damage the streets or curbing.

In the event of freezing rain or icy conditions, the streets will be sanded. Salt is not used on CountrySide roads.

The only walking paths that are cleared of snow are along Algonkian Parkway, near the school, and along CountrySide Boulevard leading from Algonkian Parkway to the shopping center.

For information or any problems on Proprietary owned streets, please email [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com), or call (703) 430-0715.

# Monthly Assessment Payment Options

**DIRECT DEBIT (ACH):** There are several benefits to signing up for Direct Debit payments, including the following:

- Avoid Late Fees! Payments are processed on or about the **10th of each month** and are therefore always received on time.
- One less check to write each month and one less stamp to use or trip to the Proprietary office.
- The assessment amount is always right, even if rates change from year to year

It's easy to use this service. Complete the Authorization Agreement for Direct Payments form and send it to us with a voided check. This form can be picked up in the office or found [HERE](#).

**NOTE: We wil only take the regular assessment. Other fees assessed to the account must be paid separately.**

**BY MAIL:** Mail a check or use your bank's online bill pay option.

- Send the payment to our payment processing center at CountrySide Proprietary, c/o PMP, PO Box 62678, Phoenix AZ 85082. Please list your CountrySide account number in the memo portion of the check.
- Checks sent in the mail must be received by the 10th of the month to avoid late fees.

**IN THE OFFICE:** Come to the office located at 2 Pidgeon Hill Drive, Suite 560, Sterling. We accept cash or checks (no credit cards). The office is open from 8am to 5pm, Monday through Friday.

**ONLINE:** Make an online payment via e-check or credit card by logging onto our bank's website at <https://www.mutualpayproperty.com>. The following information is required to make a payment online:

**Management Company: Property Management People**

**Management Company ID: 7047**

**Association Name: CountrySide Proprietary**

**Association ID: 000065**

**Account #: located on your coupon**

Click on "Pay Assessment" (bottom right). Payments made by credit card are assessed a convenience fee.

## Late Fee Forgiveness Program

The CountrySide Proprietary Board of Directors is offering a **late fee forgiveness program** for up to a maximum of six assessment interest charges/late fees.

**Eligibility criteria:**

1. No applicant who applied and was accepted for 2017 and 2018 may apply for 2019.
2. Applicants must bring their assessment account current and sign up for the Direct Debit/ACH Program.
3. At least one payment must be received under the Direct Debit/ACH Program before the interest charge/late fee amnesty occurs.

4. Applicants must remain on Direct Debit/ACH for at least nine months after signing up.

5. Failure to remain current and make payments within nine months will result in interest charges/late fees being re-applied to the account.

If you are interested in signing up for this program and meet all the conditions as stated above, please contact Catherine Neelley at the Proprietary Office 703-430-071 or via email at [catherineen.cside@pmpbiz.com](mailto:catherineen.cside@pmpbiz.com).

## Payment Plans

CountrySide Proprietary offers its homeowners the option of a written installment payment arrangement for the purposes of satisfying a delinquent account balance. This option is known as a Payment Plan. There are essentially two types of Payment Plans available:

**Standard Payment Plan** – Enables homeowners to pay off their outstanding balance over a period of ten months. The monthly payment amount is calculated by taking 10% of the balance due and adding it to the regular monthly assessment amount. This plan also requires that the homeowner signs up for Direct Debit/ACH so that the monthly amount due can be taken directly from a bank account.

**Non-Standard Payment Plan** – Enables homeowners to suggest an alternate monthly payment amount and to make those payments via cash or check. This type of plan is offered for a period of nine months, at which time it will be reviewed to determine whether or not the plan can continue and/or needs to be altered.

Both types of Payment Plans are subject to Board approval. If you currently have an outstanding balance and would like to apply, please contact Catherine Neelley, Community Manager, at (703) 430-0715 or by emailing [catherineen.cside@pmpbiz.com](mailto:catherineen.cside@pmpbiz.com).



# Parking and Enforcement

## TOWNHOUSE PARKING

**The Proprietary Office has received numerous complaints about parking issues in our townhouse neighborhoods. In order to keep the parking issues to a minimum, we ask that everyone be courteous to your neighbors and assist us in the following areas:**

1. Use of **visitor parking spaces** for parking a vehicle **3 times in any 30 day period** is prohibited. (See resolution #233 for more details). **The Proprietary Office will be monitoring, tagging, and towing vehicles that misuse the visitor spaces.**

2. If your neighborhood has unmarked curb areas, please be considerate of your neighbors and do not make it difficult for them to access their reserved parking spaces.

3. Commercial Vehicles are not permitted to park in visitor spaces. If you have a contractor working at your house, contractor vehicles may park in your reserved space, a VDOT street or an unmarked curb space and **only during business hours.**

4. Park your vehicles within the boundaries of your reserved spaces only. Do not overhang your vehicle in someone else's reserved spot.

## TOWING FOR PARKING VIOLATIONS

The CountrySide Proprietary has an agreement with Roadrunner Wrecker Service, Inc. (45660 Woodland Road, Sterling, VA 20166, 703-450-7555) to provide towing services for various parking violations.

During non-business hours, a Proprietary townhome resident may have a vehicle towed for the following reasons:

- (1) a vehicle is wrongfully parked in an assigned space**
- (2) a vehicle is blocking ingress or egress to an assigned space**
- (3) a vehicle is parked perpendicular to a parking space**

Before any vehicle is towed for being in a reserved parking space, the resident must:

- (1) call Roadrunner Wrecker Service, Inc;**
- (2) meet the towing agent at the resident's townhome;**
- (3) produce a valid driver's license and proof of residence or signed rental agreement.**

All costs associated with towing and impoundment of a vehicle are the responsibility of the vehicle owner.

Before Roadrunner Wrecker Service Inc. tows a disabled vehicle they will place a warning sticker on the rear driver's side window of the disabled vehicle warning that the vehicle will be towed in one hour.

## ROAD RUNNER WRECKER SERVICE, INC.

**Phone Number: 703-450-7555**

Tow	\$150
Storage first 24 hours	No Charge
After Hours Release Fee	No Charge
Storage (after initial 24 hours)	\$50

**After Hours/Holidays/Weekends:** For towing a vehicle between 7pm and 8am or any Saturday, Sunday, or holiday, an additional fee of \$25 per instance will be charged.

**Acceptable forms of payment:**

Cash and/or all major credit cards

## PARKING ENFORCEMENT ON VDOT STREETS

**CountrySide Proprietary** does not monitor parking, or ticket or tow on VDOT streets.

**If you wish to report a traffic or parking problem on a VDOT street call the non-emergency Police number at 703-777-1021**

or contact the Sheriff's Office using their traffic complaint form at:

<https://www.loudoun.gov/FormCenter/Sheriffs-Office-6/Traffic-Complaint-Form-128>.

**For Loudoun County Parking Regulation 480.105**, please see <https://www.loudoun.gov/DocumentCenter/View/77355/Item-03-Attachment?bidId=> or go to [www.loudoun.gov](http://www.loudoun.gov) for more information.

**For VDOT road condition problems**, contact VDOT at: <https://my.vdot.virginia.gov>

# Trash Collection

**AAA RECYCLE AND TRASH REMOVAL**  
 HOA.NOVA@REPUBLICSERVICES.COM

## HOUSEHOLD TRASH

Household trash will be collected twice each week on the following schedule.

	TRASH	YARD WASTE	RECYCLABLES BULK
Foxfield Oatlands Morven	Monday Thursday	Monday	Thursday
Rokeby Welbourne Belmont Oakridge	Tuesday Friday	Tuesday	Friday

## YARD WASTE

Yard waste will be collected once each week with the first pick up of the week (either Monday or Tuesday). Wood waste must be cut into 4-foot lengths and bundled (arm-full size) with rope or twine and should not exceed 50 lbs.

Yard waste must be in paper bags, clear plastic bags, or a container marked as "yard waste."

## RECYCLABLE MATERIALS

Recyclable materials will be collected once each week with the second pick up of the week (either Thursday or Friday).

### RECYCLABLE MATERIALS INCLUDE ONLY:

**PAPER:** Newspaper, magazines, flattened cardboard, mixed paper, junk mail, phone books.

**GLASS:** Jars and bottles.

**PLASTIC:** Bottles, containers and jugs.

**METAL:** Aluminum or tin cans and empty aerosol cans.

All recyclables can be placed together. AAA provides one 18 gallon Recycling Bin, extras may be ordered upon request at no additional charge.

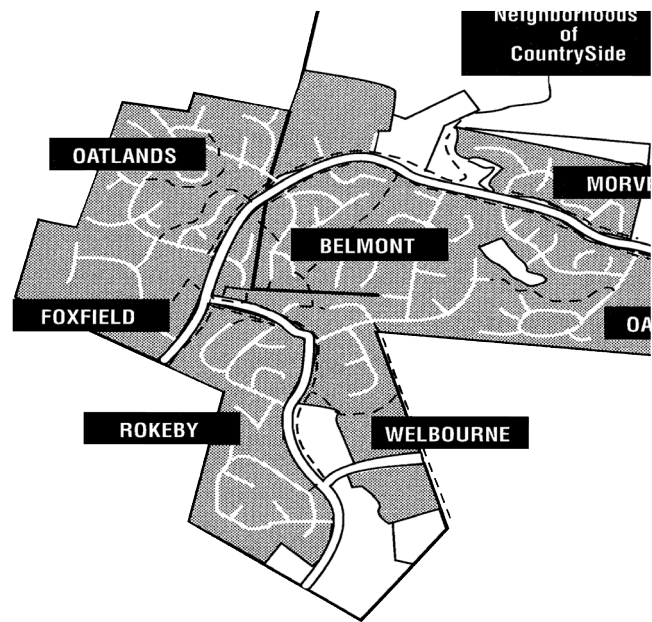
## SPECIAL ITEMS

AAA will collect furniture and other large, non-metal, household items (weighing less than 50lbs.) on your

second pick up day of the week at no extra cost. The pick up of items **over 50lbs. and ferrous metal/white good items (appliances, washers, dryers, water heaters etc.) are not part of your paid trash service.** The resident must arrange for a special pick up through AAA and pay for timely removal of these items. **AAA will NOT collect construction/remodeling debris, tree stumps, fires, batteries, rocks, concrete, dirt, sod, bricks, boards, iron, paint, or hazardous waste of any description.**

**HOLIDAYS:** There will be no pickup on Thanksgiving Day, Christmas Day and New Years Day or when the landfill is closed. Other holidays, the regular schedule applies.

**TRASH CANS:** If you would like to lease a trash can or large recycle bin from AAA, please email them at [HOA.NOVA@RepublicServices.com](mailto:HOA.NOVA@RepublicServices.com).



## QUESTIONS?

Call the Proprietary Office at  
 703-430-0715

**FOR LARGE ITEM PICKUP:**  
[hoa.nova@republicservices.com](mailto:hoa.nova@republicservices.com)  
 or 571-328-7558

**NO DUMPING OF ITEMS ON COMMON GROUND.**

## TRASH MUST BE IN A TRASH BIN.

Trash must be placed curbside in front of your home by 7:00am on pick-up days, but should not be placed outside prior to 6:00pm the evening before pick-up.

Please remember to bring in your trash bins on the evening of pick-up and store out of sight.

**DO NOT PLACE TRASH ON COMMON GROUND.**

## COUNTRYSIDE PROPRIETARY

2 Pidgeon Hill Dr., Suite 560  
Sterling, VA 20165

(Office) 703-430-0715 - (Fax) 703-430-8094  
Office Hours: Monday - Friday, 8am-5pm  
[www.countryside-va.org](http://www.countryside-va.org)

## PLEASE CALL THE PROPRIETARY OFFICE IF YOU NEED ASSISTANCE WITH:

### Contracts, Budget Issues, and Personnel Issues:

**Catherine Neelley: E-mail: [catherineen.cside@pmpbiz.com](mailto:catherineen.cside@pmpbiz.com)**

### Assessments or Dues:

**Catherine Neelley: E-mail: [catherineen.cside@pmpbiz.com](mailto:catherineen.cside@pmpbiz.com)**

### CountrySide Pools:

*Obtain a pool pass:*

**Alicia McKenna-Graves: E-mail: [aliciam.cside@pmpbiz.com](mailto:aliciam.cside@pmpbiz.com)**

### Pool/Meeting Room Rental:

**Alicia McKenna-Graves: E-mail: [aliciam.cside@pmpbiz.com](mailto:aliciam.cside@pmpbiz.com)**

### Common Ground:

*Mowing problems on the common ground, playground maintenance, any maintenance or operational problems associated with the pools, snow removal in the townhouse sections of the CountrySide:*

**Mike Stracka: E-mail: [mikeas.cside@pmpbiz.com](mailto:mikeas.cside@pmpbiz.com)**

### Architectural Questions or Complaints:

*To report any house in a state of visual disrepair, to obtain an Architectural Application for Improvement:*

**Lisa Marnet: E-mail: [lisamm.cside@pmpbiz.com](mailto:lisamm.cside@pmpbiz.com)**

### General Information & Missed Trash Service:

*General HOA Information/Missed Trash Service*

**Alicia McKenna-Graves: E-mail: [aliciam.cside@pmpbiz.com](mailto:aliciam.cside@pmpbiz.com)**

### Parking on Townhouse Streets:

**Loretta deLamare: E-mail: [lorettad.cside@pmpbiz.com](mailto:lorettad.cside@pmpbiz.com)**

## SERVICES PROVIDED BY THE PROPRIETARY & INCLUDED IN YOUR MONTHLY ASSESSMENT

- Trash removal and recycling service
- Enforcement of Covenants and Restrictions, By-Laws, Architectural Guidelines, and Resolutions
- Administrative and financial services for efficient operation of the community
- Maintenance of common land and community amenities (pools, trails, fitness system, tot lots, etc.)
- Maintenance of townhouse parking areas (including snow removal)

## PLEASE REFER TO THE FOLLOWING AGENCIES IF YOU NEED ASSISTANCE:

### If you need immediate assistance, dial 911

- Dominion Virginia Power at 1-888-667-3000
- Columbia Gas of Virginia at 1-800-543-8911
- Commonwealth Gas at (800) 222-0808
- Washington Gas at (703) 750-1000, 1-800-223-9452, 1-800-752-7520
- Verizon at 1-800-483-1000
- Water or Sewer Problems- Loudoun Water at (571) 291-7880 After hour emergency at (703) 729-7878
- Telephone Problems or Questions - Verizon at (703) 954-2222
- Hazardous Waste Collection - Loudoun County at (703) 777-0187
- Large Item Trash Pick up - AAA Recycle and Trash Removal at [HOA.NOVA@RepublicServices.com](mailto:HOA.NOVA@RepublicServices.com)
- Metro Transportation at (202) 638-7000
- Virginia Department of Transportation (VDOT) at (703) 737-2010 To file an online report [www.virginiadot.org/defaultflash.asp](http://www.virginiadot.org/defaultflash.asp) Or call the VDOT highway help line at (800) 367-7623
- Humane Society of Loudoun County at (703) 777-2912 [www.hsleca.org](http://www.hsleca.org)
- Poison Control Contact at 1-800-222-1222
- Loudoun County Website - [www.Loudoun.gov](http://www.Loudoun.gov)

**Please call the Loudoun County Sheriff (Non-Emergency 703-777-0445), or go to <http://sheriff.loudoun.gov> and click on the link to the left to "Report a Crime",**

- Parking Enforcement on VDOT streets
- General law enforcement questions
- Noise complaints/barking dog complaints
- Long term/short term neighbor disputes
- Repeated or long term parking violations on VDOT streets
- Traffic complaints (Ex: Speeding)
- Unwanted solicitation
- Unlawful or detrimental behavior in the community
- Trespassing

**Please call Animal Control to report the following (703)777-0406:**

- Stray cats and dogs.
- Dogs without a leash.

**Please E-mail or call Virginia Department of Transportation (VDOT) - [novainfo@vdot.virginia.gov](mailto:novainfo@vdot.virginia.gov) or 1-800-367-7623 to report the following:**

- Snow removal and street repairs on single-family area roadways, or main streets throughout the community. Please see snow removal list on our website to see who is responsible for your street.

# PMP

PROPERTY MANAGEMENT PEOPLE, INC.

"MANAGEMENT" is our middle name

92 Thomas Johnson Dr., Suite 170  
Frederick, MD 21702  
301-694-6900 - 1-800-336-8009  
Fax: 301-694-9514

Chief Executive Officer    Edward D. Thomas  
President                      Rose G. Thomas

## COUNTRYSIDE PROPRIETARY STAFF

703-430-0715

### **GENERAL MANAGER:**

Catherine Neelley  
catherineen.cside@pmpbiz.com

### **FACILITIES MANAGER:**

Michael Stracka  
mikeas.cside@pmpbiz.com

### **DESIGN REVIEW COORDINATOR:**

Lisa Marnet  
lisamm.cside@pmpbiz.com

### **COMMUNITY RELATIONS COORDINATOR:**

Loretta deLamare  
lorettad.cside@pmpbiz.com

### **ADMINISTRATIVE ASSISTANT:**

Alicia McKenna-Graves  
aliciam.cside@pmpbiz.com

### **MAINTENANCE/LAND SERVICES:**

Carlos Ramirez  
Bryan Neal

# Board of Directors

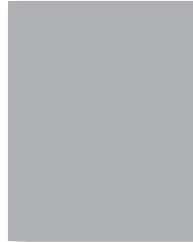
703-430-0715



### **BELMONT:**

**Robert King-Treasurer**

12 Bentley Drive  
[Belmont@countyside-va.org](mailto:Belmont@countyside-va.org)



### **FOXFIELD:**

**Vacant**

[Foxfield@countyside-va.org](mailto:Foxfield@countyside-va.org)



### **MORVEN:**

**Roddy Dean**

[Morven@countyside-va.org](mailto:Morven@countyside-va.org)



### **OAKRIDGE:**

**Penelope Francke-Vice President**

161 Sulgrave Court  
[Oakridge@countyside-va.org](mailto:Oakridge@countyside-va.org)



### **OATLANDS:**

**Dave Barrie-President**

1 Brookmeade Court  
[Oatlands@countyside-va.org](mailto:Oatlands@countyside-va.org)



### **ROKEBY:**

**Kumar Sangaran-Secretary**

120 Hamilton Rd  
[Rokeby@countyside-va.org](mailto:Rokeby@countyside-va.org)



### **WELBOURNE:**

**Fredrik Wallin**

[Welbourne@countyside-va.org](mailto:Welbourne@countyside-va.org)





**Board of Directors Vacancy**  
**Foxfield**

There is a vacancy on the CountrySide Proprietary 2020 Board of Directors for the **Foxfield** neighborhood. We are currently accepting applicants to fill this position. The CountrySide Proprietary Bylaws state “in the event of a vacancy, his/her successor shall be selected by the remaining Elected Directors and shall serve for the unexpired term of his/her predecessor.” If you are a homeowner in the **Foxfield** neighborhood of CountrySide and would like to contribute to your community, please consider applying to represent your neighborhood on the Board of Directors. Representing your neighborhood will be challenging, rewarding and an educational experience. All Board members are volunteers who serve the community. To apply, fill out the application directly below and return it to the Proprietary office., 2 Pidgeon Hill Drive, Suite 560, Sterling. Please include a brief statement with your reasons for wanting to serve your community. This statement may be published in a future edition of our monthly publication “The Courier.” You may also include your resume. If you have any further questions, please feel free to contact Catherine Neelley, Community Manager, CountrySide Proprietary at 703-430-0715 or via e-mail [catherineen.cside@pmpbiz.com](mailto:catherineen.cside@pmpbiz.com).

**COUNTRYSIDE PROPRIETARY PETITION OF APPOINTMENT**  
**FOR THE 2020 BOARD OF DIRECTORS**

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Name: \_\_\_\_\_ Address: \_\_\_\_\_

Briefly state your reasons for seeking the Board of Directors. This statement may be published in the Courier. Please include a picture for publication as well. Please Print.

Signatures and addresses of ten (10) property owners in your neighborhood who support your appointment.

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

## 2019 COMMITTEE LISTINGS

### COMMUNITY RELATIONS COMMITTEE

**Dave Barrie, Chair**

**BELMONT:** Vacant

**FOXFIELD:** Vacant

**MORVEN:**

**Amanda Jacks** | 3 Aldridge Ct.  
amandam35@gmail.com | 703-869-2457

**OAKRIDGE:**

**Elizabeth Moran** | 267 Chelmsford Ct.  
ekamoran1@comcast.net | 703-430-7566

**OATLANDS:**

**Dave Barrie, Chair** | 1 Brookmeade Ct.  
Oatlands@countryside-va.com

**ROKEBY:**

**Pat Bour** | Patricia.Bour@verizon.net

**WELBOURNE:**

**John Fernandes** | jffern@yahoo.com  
**Amy Cornwell** | meanmom63@aol.com

### DESIGN REVIEW COMMITTEE

**Kumar Sangaran - BoD Liaison**

**BELMONT:**

**Rodney Collins** | rodneyandlisa@msn.com

**FOXFIELD:**

**Lisa Viafore, Chair** | 34 Huntley Ct.  
ljviafore@verizon.net

**MORVEN:**

**Will Vigil** | willvigil@gmail.com

**OAKRIDGE:**

**Roy Weidner** | 2 Amersham Ct. | roypw@msn.com

**OATLANDS:**

**Sarah Wertz, Vice Chair**  
sarah.g.wertz@gmail.com | 443-386-5266

**ROKEBY:**

**Abdul alQassab** | aboudiq@msn.com

**WELBOURNE:**

**Gustavo Rey** | 18 Nicholson Ct.  
gustavorey68@hotmail.com

### FACILITIES COMMITTEE

**Penny Francke, Chair**

**BELMONT:**

**Tommy Jackson** | 10 Devenshire Ct.  
tommy.jackson@abm.com

**FOXFIELD:** Vacant

**MORVEN:**

**Adriana Andrade-Salgado,**

59 Whittingham Cir. | jerseyadri@yahoo.com

**OAKRIDGE:**

**Vacant**

**OATLANDS:**

**Dave Barrie** | 1 Brookmeade Ct.  
Oatlands@countryside-va.com

**ROKEBY:**

**Pat Bour** | Patricia.Bour@verizon.net

**WELBOURNE:**

**Nicole Rossi**

### FINANCE COMMITTEE

**Bob King, Chair**

**BELMONT:**

**Vacant**

**FOXFIELD:**

**Sheryl Rader** | 25 Marian Ct.  
sfrader2@gmail.com | 703-421-2106

**MORVEN:**

**Roddy Dean**

**OAKRIDGE:**

**Jeff Kretsch** | 166 Sulgrave Ct.  
jlkretsch@verizon.net | 703-444-4650

**OATLANDS:**

**Dave Barrie** | 1 Brookmeade Ct.  
Oatlands@countryside-va.com

**ROKEBY:**

**Ash Dean**

**WELBOURNE:**

**Bob Griesbach**

### GROUNDS COMMITTEE

**Fredrik Wallin, Chair**

**BELMONT:**

**Barbara O'Connor** | 38 Westmoreland Dr.  
barb@moconnor.net | 703-450-1872

**Tim Shaw** | 29 Newland Ct.  
mckabby@verizon.net | 703-430-4171

**FOXFIELD:**

**Terri Hess** | 24 Southall Ct. | thess61@gmail.com

**MORVEN:**

**Ron McNulty** | rmcnulty234@gmail.com

**OAKRIDGE:**

**Pamela McGraw** | pamelam1950@verizon.net

**OATLANDS:**

**Anne Steingass** | anne.st100@gmail.com

**ROKEBY:** Matt Sturgeon

# 2019 COMMITTEE LISTINGS (CONTINUED)

**WELBOURNE:**

**Diane Blunt** | 1 Nicholson Ct.  
diane.blunt92@gmail.com | 703-430-7136

## HORSEPEN RUN AD HOC COMMITTEE

**Dave Barrie, Chair**

**BELMONT:**

**Benu Bhargava**  
**Tony Palm**

**FOXFIELD:**

**Carlos Garcia**  
**Debi Holbrook**

**MORVEN:**

**Rob Heckman**  
**Steve LeHew**

**OAKRIDGE:** Vacant

**OATLANDS:**

**David Barrie**

**ROKEBY:**

**Aaron Emery**

**WELBOURNE:**

**Bob Griesbach**

## NEIGHBORHOOD ADVISORY COUNCIL

**Jeff Kretsch and Pat Bour, BoD Liaison**

**BELMONT:**

**Art Rodriguez** | 26 Halifax Ct.  
artandjanet.public@gmail.com  
**Barbara O'Connor** | 38 Westmoreland Dr.  
barb@moconner.net  
**Inge Nystrom** | Inystrom2@gmail.com  
**Louis Kaiser** | 9 Wiltshire Ct E  
lmk1981pa@yahoo.com  
**Tim Shaw** | 29 Newland Ct.  
mckabby@verizon.net | 703-430-4171

**FOXFIELD:**

**Elizabeth McMahon** | E\_McMahon555@comcast.net  
**Sean Mascara** | Seanm173@yahoo.com  
Vacant  
Vacant  
Vacant

**MORVEN:**

**Brenda Koontz** | 5 Griswold Ct.  
d.koontz1@verizon.net | 703-406-0216  
**David Torres** | davidtorrespada@yahoo.com  
**Jonathan Breslow** | 44 Aldridge Ct.  
jbreslow@yahoo.com

Vacant

Vacant

**OAKRIDGE:**

**Brynn Hunt** | Brynnhunt44@gmail.com  
**Deblyn Flack** | Flack\_d@hotmail.com  
**Mike Sziede** | mikesziede@gmail.com  
**Traci Medlock** | 200 Sulgrave Court  
tracimedlock@gmail.com

Vacant

**OATLANDS:**

**Allyson Roach** | Allyson@allysonroach.com  
**Courtney Hasbrouck** | 5 Darian Ct.  
chasbrouck@hotmail.com  
**Jon Chwirut** | Chwiroth@gmail.com  
**Kimberly Roth** | Chwiroth@gmail.com  
Vacant

**ROKEBY:**

**Denise Moldover**  
**Diane Bohn** | ddbohn@yahoo.com  
**Jim Krips** | 154 Peyton Rd. | 703-404-2292  
**Pat Bour** | patricia.bour@verizon.net  
**Yolanda Brooks** | 17 Mucklehany Ln.  
yfbrooks@verizon.net

**WELBOURNE:**

**Diane Blunt** | 1 Nicholson Ct.  
diane.blunt92@gmail.com | 703-430-7136  
**Nicole Rossi** | 18 Dulany Ct.  
NicoleWelbourneNAC@gmail.com  
Vacant  
Vacant  
Vacant

\*\*\*\*\*

## VOLUNTEERS ARE NEEDED!

**Call the Proprietary Office at  
703-430-0715**



## Neighborhood Advisory Council Vacancies

Dear CountrySide Residents:

The Neighborhood Advisory Council (NAC) currently has several vacancies in the neighborhoods listed below. The NAC committee is responsible for assisting the Board of Directors on matters pertaining to its particular neighborhood and is directly involved with the Architectural Review and Budget processes.

Foxfield – 3 seats vacant

Morven – 2 seats vacant

Oakridge – 1 seat vacant

Welbourne – 3 seats vacant

If you volunteer one hour each month, YOU can make a difference!

Interested? Please contact Lisa Marnet at 703-430-0715 ext 3012 or email [lisamm.cside@pmpbiz.com](mailto:lisamm.cside@pmpbiz.com).

*Happy Holidays from the staff at CountrySide Proprietary!*





# COMMITTEE MEETING MINUTES

\*\*\*\*\*

## BOARD OF DIRECTORS MEETING MINUTES

Parkway Meeting Room  
46020 Algonkian Parkway, Sterling, Virginia 20165  
Wednesday, October 23, 2019

### BOARD MEMBERS PRESENT:

- Dave Barrie – Oatlands
- Robert King – Belmont
- Penelope Francke – Oakridge
- Kumar Sangaran – Rokeby
- Fredrik Wallin – Welborne
- Roddy Dean - Morven

BOARD MEMBERS ABSENT: None

### OTHERS PRESENT:

- Catherine Neelley – PMP
- Alicia McKenna-Graves– PMP
- Ed Thomas - PMP

### CALL TO ORDER:

Dave Barrie called the meeting to order at 7:00 PM.

### APPROVAL OF MEETING MINUTES:

Penny Francke moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 2, 2019. Fredrik Wallin seconded the motion. Motion carried unanimously.

### RESIDENTIAL PARTICIPATION/GUESTS:

5 Residents were in attendance. Items discussed:

Resident came in to discuss legal financial matters involving his account with the Board of Directors. Bob King moved to enter an Executive Session to discuss legal, contractual and personnel issues. Penny Francke seconded the motion. Motion passed unanimously. Executive Session convened at 7:02 PM.

Bob King moved that the Board of Directors adjourn the Executive Session to discuss legal, contractual and personnel issues. Roddy Dean seconded the motion. Motion carried unanimously. Executive Session adjourned at 7:10 PM

The Board reconvened into Open Session at 7:12 PM. No action was taken in Executive Session.

Resident came in to discuss ongoing issues with upkeep of the common area behind his home, and the placement of a "No Outlet" sign on his street.

Resident came to the Board of Directors to appeal DRC denial of Application #123797-083019.

Resident came in to discuss providing a platform for homeowners to communicate between themselves and Board members in accordance with Virginia Statute Title 55-510.2.

### GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS: None

### ARCHITECTURAL ITEMS:

#### Appeal of DRC Decision Application #123797-083019

Roddy Dean moved that the Board of Directors uphold the DRC's decision on September 23, 2019 to deny installation of a picket fence and approve application #123797-083019 to install an Estate style fence which matches the neighboring property. Penny Francke seconded the motion. Motion passed unanimously.

#### Minor Violations

Bob King moved if corrective action is not taken by November 1, 2019 for MINOR violations: the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective November 2, 2019.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Fredrik Wallin seconded the motion. Motion passed unanimously.

#### Major Violation

Bob King moved if corrective action is not taken by November 8, 2019 for this Major Annual violation (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective November 9, 2019, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by December 1, 2019 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES: None

### FINANCE:

#### Reimbursement Request Account #71526

Bob King moved that the Board of Directors approve refunding \$89.81 to Account # 108767. Roddy Dean seconded the motion. Motion passed unanimously.

#### Payment Plan Request for Account #97547

Bob King moved that the Board of Directors approve the attached payment plan for account #97547. This is a standard payment plan. Roddy Dean seconded the motion. Motion passed unanimously.

**Resolution #281, 2020 Common Driveway Assessment**

Bob King moved that the Board of Directors adopt the 2020 Common Driveway Assessment, Resolution #281. Penny Francke seconded the motion. Motion passed unanimously.

Finance Committee  
 Grounds Committee  
 Neighborhood Advisory Council

October 15, 2019  
 August 29, 2019  
 September 10, 2019

**Reserve Study**

Bob King moved that the Board of Directors accept the proposal from Reserve Study Advisors to perform the 2021 Reserve Study. The cost of the Study shall not exceed \$11,675 and will be paid from GL 5235. The Finance Committee unanimously recommended approval. Penny Francke seconded the motion. Motion passed unanimously.

**MANAGEMENT REPORTS:**

Management Report  
 Financial Reports  
 Project List

**GROUNDS:**

**Land Services Agreement- First Year Contract Option**

Fredrik Wallin moved that the Board of Directors exercise the first -year contract option in the Land Services Agreement in the amount of \$234,960.00 with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2020 through December 31, 2020. All other provisions of the agreement will remain in full force and effect. Costs to be applied to GL 6125. The Grounds Committee unanimously recommends approval. Bob King seconded the motion. 5 voted for the motion. Morven voted against the motion. Motion passed.

**EXECUTIVE SESSION:**

Bob King moved to enter an Executive Session to discuss legal, contractual and personnel issues. Fredrik Wallin seconded the motion. Motion passed unanimously. Executive Session convened at 8:08 PM. President of the Board of Directors, David Barrie adjourned the Executive Session at 8:41 PM. The Board reconvened into Open Session at 8:43 PM. No action was taken in Executive Session.

**Legal Consultation for VA Title 55.1**

Bob King moved that the Board of Directors authorize Ed Thomas to spend up to \$500.00 to discuss VA Title 55.1 requirements with legal counsel. Penny Francke seconded the motion. Motion passed unanimously.

**Snow Removal Services Agreement – First Year Contract Option**

Fredrik Wallin moved that the Board of Directors exercise the first -year contract option in the Snow Removal Services Agreement with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2020 through December 31, 2020. All other provisions of the agreement will remain in full force and effect. Hourly rates as established in the contract to be applied to GL 8540. The Grounds Committee unanimously recommends approval. Bob King seconded the motion. 5 voted for the motion. Morven abstained. Motion passed.

**ADJOURN:**

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 8:53 PM.

\*\*\*\*\*

**DESIGN REVIEW COMMITTEE  
 MEETING MINUTES  
 Monday, September 23, 2019**

**Tree Services Agreement – First Year Contract Option**

Fredrik Wallin moved that the Board of Directors exercise the first -year contract option of the Tree Services Agreement with Brightview Landscape Services, Inc. in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2020 through December 31, 2020. All other provisions of the agreement will remain in full force and effect. Hourly rates as established in the contract to be applied to GL 6128, GL 6154, and GL 8571. The Grounds Committee unanimously recommends approval. Bob King seconded the motion. 5 voted for the motion. Morven abstained. Motion passed.

**CALL TO ORDER:**

The regular meeting of the Design Review Committee was called to order at 6:30pm on September 23, 2019 at the Parkway meeting room.

**Present:**

Rodney Collins (Belmont), Lisa Viafore (Foxfield), Will Vigil, (Morven), Roy Weidner (Oakridge), Sarah Wertz (Oatlands), Abdul Alqassab (Rokeby) and Gustavo Rey (Welbourne)

**Others Present:**

Residents of 27 Westmoreland Drive, Belmont  
 Resident of 13 Millard Court  
 Resident of 60 Rutherford Circle, Oakridge  
 Resident of 10 Glengyle Lane  
 Resident of 2 Berkeley Court, Welbourne  
 Kumar Sangaran, BoD Liaison  
 Lisa Marnet, PMP

**Approval of the August 26, 2019 meeting minutes**

Wertz moved to approve, Weidner seconded, Rey Abstained. Approved unanimously.

**Trash, Recycling, and Yard Waste Removal Services – Second Year Contract Option**

Fredrik Wallin moved that the Board of Directors exercise the second-year contract option in the amount of \$462,512.28 with Republic Services of Virginia, L.L.C, AAA Recycling and Trash Removal Services for trash, recycling, and yard waste removal services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2020 through December 31, 2020. All other provisions of the agreement will remain in full force and effect. Costs to be applied to GL 6145 and GL 8545. Penny Francke seconded the motion. Motion passed unanimously.

**INFORMATION/DISCUSSION ITEMS:**

Virginia Statute Title 55 – Property Owners’ Association Act

**COMMITTEE REPORTS:**

Community Relations Committee October 3, 2019

Community	Address	Application #	Alteration	Ruling
BELMONT	28 Carrollton Rd	123797-083019	Fence	Denied 5-2 Does not Match the neighboring properties

\*\*\*\*\*

**FACILITIES COMMITTEE  
MEETING MINUTES  
Tuesday, October 24, 2019, 2019**

	27 Westmoreland	97269-090419	Patio	Approved 7-0
FOXFIELD	43 Bickel Ct	121563-082719	Color Change to Front Door, Shutters	Approved 7-0
MORVEN	63 Whittingham Circle	70845-082719	Color Change to Front Door, Shutters and Garage Doors	Approved 7-0
OAKRIDGE	3 Christopher Ln	79551-090319	Egress Window	Approved 7-0
	60 Rutherford Circle	95052-090319	Deck	Approved 7-0
OATLANDS	10 Glengyle Ln	117196-090319	Shed	Approved 7-0
	13 McPherson Circle	91164-082919	Exterior Lighting	Contingent approval: on wattage meeting Guidelines
ROKEBY	124 Hamilton Rd	79447-080519	Play Set	Approved 7-0
WELBOURNE	104 Minor Road	93625-080619	Sunroom and Deck	Approved 7-0
	151 Peyton Rd	104067-090419	Freestanding Light Fixture	Approved 5-2: Either Location
	2 Berkeley Court	94056-081619	Patio Door	Contingent Approval 5-2: On any future changes to the door meeting the Guidelines
	4 Conoy Court	70967-081519	Awning	Approved 7-0
	33 Nicholson Court	71724-081219	Siding, House Trim and Gutters	Denied: 7-0; Does not meet the intent of the Guidelines as detailed by the NAC. "33 is part of a Scarborough cluster with 32-34 and standard color is Cape Cod Grey by Alside (page 49 of GL) The approved trim for this cluster is Windsor by McCormick (page 53 of GL)

Meeting Adjourned at 7:15pm

**1) CALL TO ORDER**

- a) Meeting Called to Order at 7:09 PM.
- b) Attendees: Andrade-Salgado, Barrie, Bour, Francke, Rossi, Stracka (PMP)
- c) Absent: Jackson

**2) COMMITTEE ADMINISTRATION**

- a) September meeting minutes were approved unanimously.

**3) GUEST & RESIDENT PARTICIPATION**

- a) No guests or residents present.

**4) WAVES ISSUES**

- a) No representatives present. PMP will follow up with Courtney Freck on when the shed repairs will be completed.

**5) TITAN AND POOL ISSUES**

- a) FAC discussed Titan's notice that they were unable to honor the 2020 pricing they had submitted on last year's bid package. FAC agreed that alternative vendors should be evaluated for next year's contract.

**6) PROJECT LIST & BUDGET**

- a) 2019 Project List was reviewed.
- b) Budget Proforma was reviewed.

**7) OLD BUSINESS**

- a) The final FAC and NAC voting for the 2020 budget projects was reviewed.
- b) FAC discussed the Par course signage options and decided to replace only those two signs (Map/station locations and vault) which are unreadable or unrepairable. Other signage will be cleaned and repaired as necessary.
- c) The repairs to the damage from the fallen tree at the Rokeby tot lot were completed on October 17, 2019.

**8) NEW BUSINESS**

- a) PMP informed the committee of a possible leak at Lindenwood pool, resulting in extremely high water usage in the last months of pool season. FAC asked PMP (Stracka) to institute a program of water meter checks twice per month (at a minimum) during pool season, to discover possible leaks as early as possible.
- b) FAC reviewed the whitecoat bids received for the Parkway main pool and the Cromwell wading pool. FAC unanimously recommends the BoD award the work to Crystal Blue Aquatics at a cost NTE \$52,000. Cost to be applied to reserve GL's 9801 and 9806.
- c) FAC discussed the bids received for the 2020 – 2022 Pool management agreement. Two new possible contenders will be invited to the November FAC meeting to present their pitches and "best and final" offers. Mike will distribute interview questions used in past evaluations.
- d) M. Stracka presented a few shade options from Sunguard; FAC asked for Mike to prepare a more comprehensive summary of the shade options being discussed. Summary to include for each option: square footage of each individual installation (whether umbrella or canopy), pricing, whether installation price is included or whether installation will be done in-house, etc. FAC agreed that other options should also be investigated (e.g., teak support/metal roof structure advertised on Costco site) once the BoD funding for 2020 projects has been established.
- e) M. Stracka proposed consolidation of some of the laminated signs that are displayed at the pools. FAC asked Mike to prepare sample signs reflecting his suggestion, so the committee can better evaluate the options.

**9) INFORMATIONAL ITEMS**

- a) P. Bour and P. Francke inspected the pilot umbrella stand; M. Stracka said a few improvements were yet to be made, but stands will be built for umbrella storage for all three pools.
- b) PMP installed the camera at Parkway to monitor the Gazebo.
- c) An updated list of actions from the 2019 Post season pool inspections



was reviewed; PMP will update the list as actions are completed.  
d) Informational copies of the 2019 Pool Rules and Regulations are available on Google Drive for review and comment before the February 13, 2020 FAC meeting for review and update.

**10) ADJOURN**

- a) Meeting adjourned at 9:36 PM.
- b) Next FAC meeting scheduled for 7:00 PM, Thursday, November 14, 2019 at the Parkway meeting room.

\*\*\*\*\*

**FINANCE COMMITTEE  
MEETING MINUTES  
Tuesday, September 17, 2019**

**Call to order**

Bob King called to order the regular meeting of the Finance Committee at 7:00 PM in the Proprietary meeting room.

**Members**

Members present: Robert Griesbach, Ash Dean, Jeff Kretsch, David Barrie, and Bob King – Chairman.  
Absent: Sheryl Rader, Roddy Dean.  
Dane Sullivan and Catherine Neelley attended representing PMP.

The committee examined the August financial report, CountrySide investments, the aging report, status of accounts with balances over \$2000, and the status of payment plans.

The Finance Committee unanimously approved accepting the re-investment recommendations from Morgan Stanley for the maturing CDs.

Ash Dean suggested that the Finance Committee recommend to the Board of Directors that the Proprietary seek to settle the accounts with balances over \$2000.00. Bob King asked Catherine to include this item for discussion at the September 25, 2019 Board meeting.

Jeff Kretsch will include the budget process and the upcoming Reserve Study as Items of Interest to the NAC.

Meeting adjourned at 7:42 PM.





# Neighborhood Services

*The Proprietary, its members, and/or Board of Directors do not recommend or endorse any person on this list. Use of any person on this list is at the sole discretion of the resident. If you or your child would like to register to be on the services list, please email Loretta deLamare at [lorettad.cside@pmpbiz.com](mailto:lorettad.cside@pmpbiz.com) to get a copy of the registration form.*

SERVICE	LOCATION	AVAILABILITY	NAME	PHONE	AGE
<b>Babysitting</b>	All	Days	Roxana Jahnsen	571-434-8127	Adult
<b>Babysitting</b>	All	Weekend/Evening/ Summer/Holiday	Emma Meehan	703-625-4155	14
<b>Babysitting</b>	All	Wednesdays/Evenings/ Weekends	Jacqueline Taylor	540-860-0874	Adult
<b>Babysitting</b>	All	Weekend/Summer/ Holidays	Becky Work	571-342-0138	13
<b>Babysitting/Pets</b>	All	Anytime	Madison Bakatsias	703-400-5416	15
<b>Babysitting/Pets</b>	All	Anytime	Peter Dyson	703-404-4051	13
<b>Babysitting/Pets</b>	All	Weekend/Summer/ Holiday	Daniela Miranda	703-407-0941	15
<b>Babysitting/Pets</b>	All	Anytime	Paige Bakatsias	703-655-2473	17
<b>Pets</b>	All	Weekend/Summer/ Holiday	Hannah Cuasay	703-725-1226	12
<b>Pets</b>	All	Weekend/Evening/ Summer/Holiday	Natalie Aponte	570-926-3608	Adult
<b>Pets</b>	All	Anytime	Julianne McNulty	703-203-9825	Adult
<b>Yard Work/Pets</b>	All	Weekend/Evening/ Summer/Holiday	Sean Meehan	703-577-1662	19
<b>Yard Work/Snow</b>	All	Weekends/Evening	Zack Daughtry	571-277-6820	16
<b>Yard Work/Pets/ Babysitting</b>	All	Weekends/Evening/ Summer	Ben Shumaker	571-434-8682	13
<b>Yard Work/Pets</b>	All	Weekends/Evenings/ Summer	Shumaker Brothers (Jack, Sam)	571-434-8682	16,14



# Selling your home?

## WHAT YOU NEED TO KNOW

**You will need to purchase a POA package.**

**Virginia Property Owner's Act (Contract disclosure statement; right of cancellation).**

*A. Subject to the provisions of Article 2 of 55-509, a person selling a lot shall disclose in the contract that (i) the lot is located within a development which is subject to the Virginia Property Owner's Association Act; (ii) the Act requires the seller to obtain from the property owners' association an association disclosure packet and provide it to the purchaser.....*

When the Proprietary receives an order for a POA packet it initiates a physical inspection of the entire property. The inspection of exterior maintenance items includes peeling paint, algae on siding, broken window seals, wood rot, fences in need of repair, etc.

In addition, exterior modifications/enhancements are noted and checked for approval. If you haven't done so already, please ensure that you have submitted an application for those exterior modifications. An application with a violation disclosed upon a POA inspection may request a "non-standard rush review" (less than 15 days). There will be a fee of \$25.00 for this out-of-cycle, expedited review. This fee is not a commitment for approval.

Selling a home can be stressful enough so ensuring the exterior of your home is in tip top shape and you have applied for and been approved for any exterior modifications before you list will make the selling process much smoother.

## NEW!

**CountrySide and PMP have partnered with CondoCerts to provide user-friendly POA document delivery to the homeowner. You can track your package's progress and receive documents electronically or get a paper copy. Payment can be made at the time of order or taken out at closing. Prices vary.**

**Ready to order a POA package? Go to <https://pmprent.condocerts.com/resale> to order. Simply register, place your order and your documents will be processed.**

**Questions?? Call Alicia McKenna-Graves at CountrySide Proprietary for more informaton. (703)430-0715.**

**WESTWICK CT VILLAS: Please contact <https://pmprent.condocerts.com/resale> and select the package for "The Villas."**



# Advertisements

**Advertising Rates Per Issue:** the CountrySide Board of Directors has adopted the following Advertising Policy for the CountrySide Courier. Annual and Semi-Annual contracts are available for display advertising with monthly billing. Two months MUST be paid at signing; remaining months of contract will be billed monthly. For those advertisers who do not have a signed contract, payment is required at the time of submittal. There is a \$25 fee for any and all returned checks.

**Display Advertising:** (Effective March 1, 2014)

Full Page	7-3/4" wide x 9-3/4" tall	\$300.00
Half Vertical	3-3/4" wide x 9-3/4" tall	\$200.00
Half Horizontal	7-3/4" wide x 4-3/4" tall	\$200.00
Quarter Page	3-3/4" wide x 4-3/4" tall	\$125.00
Business card (1/8)	3-1/2" wide x 2" tall	\$75.00

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The CountrySide Proprietary reserves the right to decline any advertisement for any reason it deems appropriate.

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The Christ Accounting Group

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Mike Christ EA

Phone: 202-725-2716

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# DECEMBER 2019



SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7 Winter Celebration 1-3 pm (Parkway)
8	9 CountrySide ANNUAL MEETING 8:00pm (Parkway)	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 CHRISTMAS DAY Office Closed	26	27	28
29	30	31				



# JANUARY 2020

SUN	MON	TUE	WED	THU	FRI	SAT
			1 NEW YEAR'S DAY Office Closed	2	3	4
5	6	7	8 BoD Meeting 7pm (Parkway)	9	10	11
12	13	14 NAC Meeting 7:15pm (Parkway)	15	16	17	18
19	20 MARTIN LUTHER KING Office Closed	21	22 BoD Meeting 7pm (Parkway)	23	24	25
26	27 DRC Meeting 6:30pm (Parkway)	28	29	30	31	

