

# THE COURIER

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



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**2020  
ASSESSMENTS**



COURIER VOL. 40, NO. 2 | FEBRUARY 2020



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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**

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# Reminders and News

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## E-Mail and Electronic Communications

CountrySide Proprietary is helping the environment! Our electronic notification system saves paper. We also can reduce our administrative costs by not sending postal mail. If you want to make sure you receive all the important information about CountrySide, **please send your e-mail address to [aliciam.cside@pmpbiz.com](mailto:aliciam.cside@pmpbiz.com)**. To ensure these communications do not end up in your "spam" folder, add "pmpbiz.com" as a Safe Sender. Thank you.

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## Loudoun County Sheriff's Office Quarterly Meeting

YOU are invited to the Quarterly Meeting of the Loudoun County Sheriff's Office. The meeting will be held at the Eastern Loudoun Substation (44620 East Frederick Drive, Sterling). The next meeting is scheduled for **Wednesday, February 19, 7pm**, in the station community room. All citizens, HOA's, community associations, and property management companies are invited.

The meeting will cover an overview of activities, updates, and services performed by LCSO over the last quarter. It will also be an environment to address questions and concerns.

The Sheriff's Office encourages everyone to attend. For more information check out their website at:

<https://www.sheriff.loudoun.gov/4561/Eastern-Loudoun-Station>

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## 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.

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## 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.

# Volunteer Opportunities for CountrySide Residents

## YOU CAN MAKE A DIFFERENCE!

As a volunteer, you will vote on important neighborhood issues and make your voice heard!  
**We need your input, energy, and feedback.**

**Board of Directors:** The primary responsibility of the Board of Directors (BOD) is to review and vote on neighborhood issues such as common area projects, contracts and renewals, delinquent accounts, unresolved violations and appealed applications.

**Current vacancy: FOXFIELD.**

**Community Relations Committee:** The primary responsibility of the Community Relations Committee (CRC) is to advise and assist the BOD in developing and carrying out a program of information between and among the organizational components of the Proprietary and the CountrySide community. In fulfilling its responsibility, the CRC performs functions which include planning and hosting community events and relaying important information to CountrySide residents through the website and publication of the CountrySide Courier newsletter.

**Current vacancies: BELMONT and FOXFIELD**

**Design Review Committee:** The primary responsibility of the Design Review Committee (DRC) is to advise and assist the BOD in monitoring, reviewing and enforcing compliance with the architectural control standards established for the community.

**Facilities Committee:** The primary responsibilities of the Facilities Committee (FAC) are to advise and assist the BOD in developing and administering an ongoing program to preserve and enhance the swimming pools, pool bath houses, Par course, basketball and tennis courts, tot lots, and maintenance compound. Particular focus is in regard to the maintenance of and improvements to these areas, and to advise and assist the BOD in developing rules and regulations for the use and enjoyment of these areas by all CountrySide residents.

**Current Vacancies: FOXFIELD, OATLANDS and OAKRIDGE**

**Finance Committee:** The primary responsibility of the Finance Committee (FIN) is to advise and assist the BOD in planning and administering a program of asset management for the Proprietary.

**Grounds Committee:** The primary responsibility of the Grounds Committee (GRNDS) is to advise and assist the BOD in developing and administering an ongoing program to preserve and enhance landscaping, turf, parking areas, streets and paths - particularly the maintenance and improvements to these areas. Grounds also advises and assists the BOD in developing rules and regulations for the use and enjoyment of these areas by all CountrySide residents.

**Neighborhood Advisory Council:** The primary responsibility of the Neighborhood Advisory Council (NAC) is to advise and assist the BOD on matters pertaining to its particular neighborhood, Proprietary affairs through standing committees and is directly involved with the architectural review and budget process.

**Current Vacancies: FOXFIELD and WELBOURNE**

All Committee and Board meetings are open for CountrySide residents to attend. See the Meeting Schedule at the front of this Courier.

Contact the Proprietary office for more information and  
**Become a CountrySide volunteer!**

# 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 rose 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.



# Behind the Scenes of the CountrySide Budget Process

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 Buddy,*  
*furry family member*  
*of*  
*CountrySide Proprietary*  
*Community Relations Coordinator*  
*Loretta deLamare.*

# CountrySide Guideline Additions and Revisions

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**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**

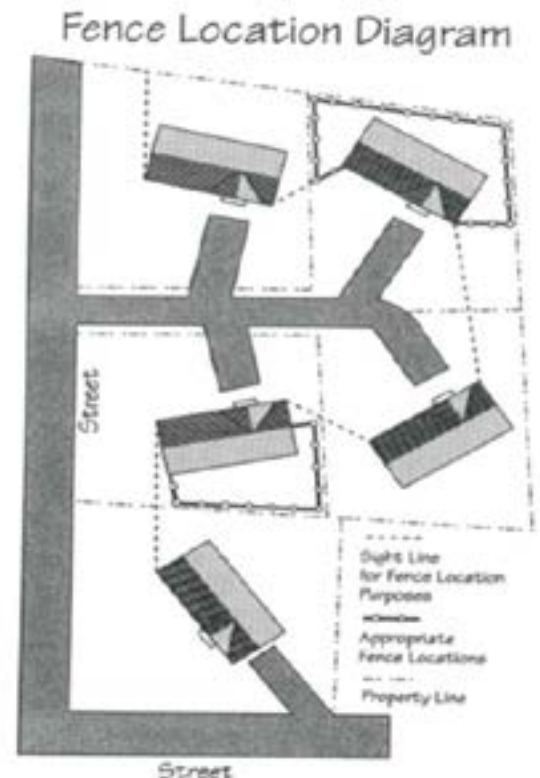
In order to prevent double fencing, new fences shall share existing fencing along adjacent property lines.

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.

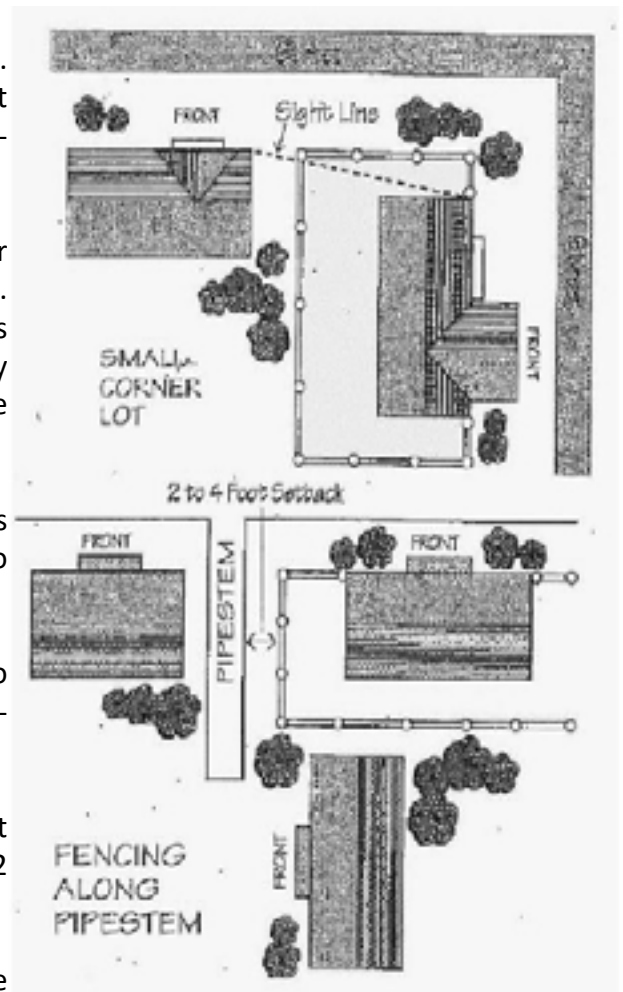
**Design**

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

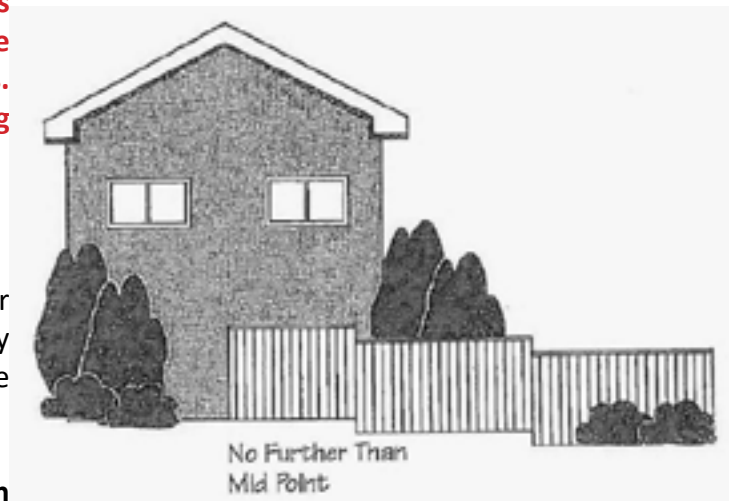
Fence style, material, and color shall match, in all relevant details, that which has been provided by the builder. **Stains of natural wood colors or paints matching a neutral (shades of white, beige, or gray) trim or dominant color of the house are acceptable, but will be considered on an individual 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  
Harrow 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 2018 and 2019 may apply for 20.
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

## TOWING FOR PARKING VIOLATIONS

The CountrySide Proprietary has an agreement with Road Runner Wrecker Service, Inc. 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 Road Runner Wrecker Service, Inc;**
- (2) meet the towing agent at the resident's townhome;**
- (3) produce a valid driver's license and proof of residence**

## ROAD RUNNER WRECKER SERVICE, INC.

**Phone Number: 703-450-7555**  
**45660 Woodland Road, Sterling, VA 20166**

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

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.

**or signed rental agreement.**

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

Before Road Runner 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.

*According to the Agreement between CountrySide Proprietary and Road Runner Wrecker Service, Inc., Road Runner is authorized to conduct general patrols of CountrySide townhouse streets and tow (1) Any vehicle in a fire lane or "No Parking" lane and (2) Any vehicle Double Parked.*

**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

**RECYCLE AND TRASH REMOVAL**  
[HOA.NOVA@REPUBLICSERVICES.COM](mailto:HOA.NOVA@REPUBLICSERVICES.COM)

## HOUSEHOLD TRASH

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

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

## 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. Residents are given one 18 gallon Recycling Bin; extras may be ordered upon request at no additional charge.

## SPECIAL ITEMS

The trash company 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 and pay for timely removal of these items. The trash company will NOT collect construction/remodeling debris, tree stumps, tires, 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 **571-328-7548**

**NO DUMPING OF TRASH OR BULK 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)**

**Administrative Assistant: Erin Gilmore: [erinrg.cside@pmpbiz.com](mailto:erinrg.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)**

**Administrative Assistant: Erin Gilmore: [erinrg.cside@pmpbiz.com](mailto:erinrg.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 - 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.hslda.org](http://www.hslda.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 ASSISTANTS:**

Alicia McKenna-Graves  
aliciam.cside@pmpbiz.com

Erin Gilmore  
erinrg.cside@pmpbiz.com

**MAINTENANCE/LAND SERVICES:**

Carlos Ramirez  
Bryan Neal

# Board of Directors

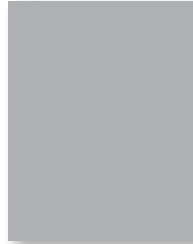
703-430-0715



**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. _____ |

## 2020 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.org

**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:**

Vacant

**ROKEBY:**

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

**WELBOURNE:**

**Nicole Rossi**

### FINANCE COMMITTEE

**BELMONT:**

**Bob King, Chair** | 12 Bentley Dr.  
belmont@countryside-va.org

**MORVEN:**

**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.org

**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



# 2020 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  
**Scott Simon** | 12 Alden Ct.  
scott.simon58@yahoo.com | 571-434-9483  
Vacant  
Vacant

**MORVEN:**

**Brenda Koontz** | 5 Griswold Ct.  
d.koontz1@verizon.net | 703-406-0216  
**David Torres** | davidtorresespada@yahoo.com  
**Fahim Ahmed** | fahim.ahmed9433@gmail.com  
**Jonathan Breslow** | 44 Aldridge Ct.

jbreslow@yahoo.com  
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  
**Pouya Hojjat** | p.hojjat@gmail.com | 703-232-2732  
**Willie H. Griffin** | 38 Jeremy Ct.  
sbcdeacongriffin@aol.com | 703-618-1123

Vacant

**ROKEBY:**

**Denise Moldover**  
**Diane Bohn, Chair** | 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

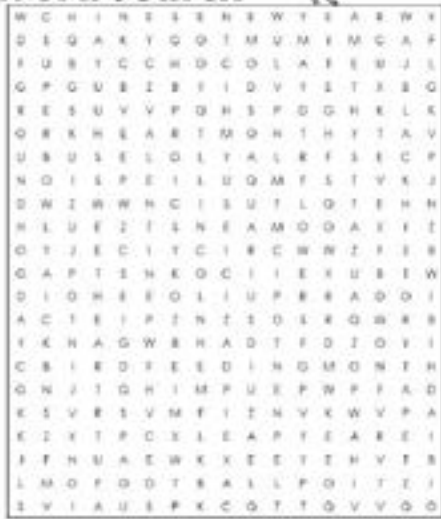
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# VOLUNTEERS ARE NEEDED!

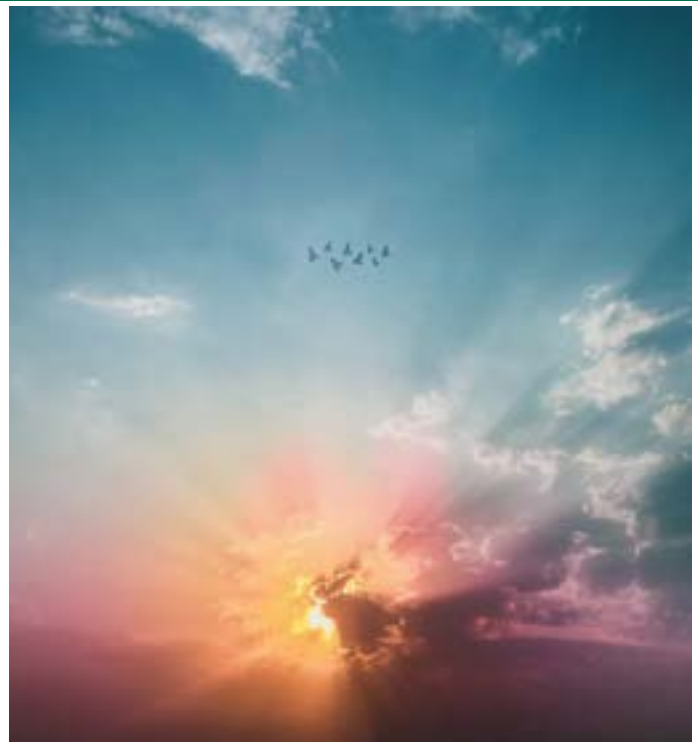
**Call the Proprietary Office at  
703-430-0715**



# February Word Search



- VALENTINE
- HEART MONTH
- BLACK HISTORY
- BIRD FEEDING MONTH
- SUPER BOWL
- GRINISE NEW YEAR
- AMETHYST
- AQUARIUS
- LEAP YEAR
- SMITHEART
- CHOCOLATE
- BROOKINGS DAY
- FLOWERS
- FOOTBALL
- LINCOLN



### CountrySide Staff:

**Carlos Ramirez**, Maintenance: **Mike Stracka**, Grounds: **Alicia McKenna-Graves**, Receptionist: **Bryan Neal**, Maintenance  
**Loretta deLamare**, Community Relations: **Catherine Neelley**, Community Manager: **Lisa Marnet**, Design Review Coordinator



# COMMITTEE MEETING MINUTES

\*\*\*\*\*

## BOARD OF DIRECTORS MEETING MINUTES

Parkway Meeting Room  
46020 Algonkian Parkway, Sterling, Virginia 20165  
Wednesday, November 6, 2019

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:** Dave Barrie - Oatlands

**OTHERS PRESENT:**

- Catherine Neelley – PMP
- Alicia McKenna-Graves– PMP
- Lisa Marnet - PMP

**CALL TO ORDER:**

Penny Francke called the meeting to order at 7:00 PM.

**APPROVAL OF MEETING MINUTES:**

Bob King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 23, 2019. Fredrik Wallin seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 0 Residents were in attendance.

**GENERAL BUSINESS:**

**A. OLD BUSINESS:**

- Status of common area on Palmer Court
- Attorney Letters

**B. NEW BUSINESS:**

**2020 Annual Budget**

Bob King moved that the Board of Directors adopt the 2020 Annual Budget as written and included in the Board packet. Fredrik Wallin seconded the motion. Motion carried unanimously.

**2020 Management Contract**

Roddy Dean moved that the Board of Directors award the 2020 CountrySide management services contract to Property Management People, Inc. (PMP). Bob King seconded the motion. Motion carried unanimously.

**CountrySide Community Guidelines Updates and Revisions for 2020**

Roddy Dean moved that the Board of Directors adopt the attached updates and revisions to be part of the 2020 CountrySide Community Guidelines. Bob King seconded the motion. Motion carried unanimously.

**2020 Proprietary Insurance**

Bob King moved that the Board of Directors accept the proposal from John Manougian Insurance Agency Inc for the following insurance coverages: Property, Commercial General Liability, Business Automobile, Inland Marine, Umbrella Liability, Directors & Officers, Fidelity Bond (Dishonesty), Community Association Volunteer Accident. Roddy Dean seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

Minor Violations

Bob King moved if corrective action is not taken by November 15, 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 16, 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 carried unanimously.

**FACILITIES:**

**Parkway Main Pool & Cromwell Wading Pool Whitecoat Repair**

Bob King moved that the Board of Directors award the contract to Crystal Blue Aquatics to perform the whitecoat repairs at the Parkway Main Pool and Cromwell Wading Pool for a cost not to exceed \$52,000.00. Cost to be applied to reserve GL’s 9801 and 9806. The Facilities Committee unanimously recommends this decision. Fredrik Wallin seconded the motion. Motion carried unanimously.

**FINANCE: None**

**GROUND: None**

**INFORMATION/DISCUSSION ITEMS:**

**COMMITTEE REPORTS:**

Design Review Committee	September 23, 2019
Facilities Committee	October 24, 2019
Finance Committee	September 17, 2019

**MANAGEMENT REPORTS:**

- Management Report
- Financial Reports
- Project List

**EXECUTIVE SESSION: None**

**ADJOURN:**

Bob King moved to adjourn the meeting. Fredrik Wallin seconded the motion. Motion carried unanimously. The meeting adjourned at 7:47 PM.

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## BOARD OF DIRECTORS MEETING MINUTES

Parkway Meeting Room  
46020 Algonkian Parkway, Sterling, Virginia 20165  
Wednesday, January 8, 2020

**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:**

Catherine Neelley called the meeting to order at 7 PM.

**RESIDENTIAL PARTICIPATION/GUESTS:**

- 1 Resident was in attendance. Items discussed:
  - Foxfield community concerns

**GENERAL BUSINESS:**

**A. OLD BUSINESS:** None

**B. NEW BUSINESS:**

**a. Election of Officers**

- i. President: Bob King moved that the Board of Directors elect Dave Barrie as the President of the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.
- ii. Vice President: Fredrik Wallin moved that the Board of Directors elect Penny Francke as the Vice President of the CountrySide Proprietary Board of Directors for 2020. Kumar Sangaran seconded the motion. Motion passed unanimously.
- iii. Secretary: Fredrik Wallin moved that the Board of Directors elect Kumar Sangaran as the Secretary of the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.
- iv. Treasurer: Penny Francke moved that the Board of Directors elect Bob King as the Treasurer of the CountrySide Proprietary Board of Directors for 2020. Roddy Dean seconded the motion. Motion passed unanimously.

**b. Ad-Hoc Horsepen Run Committee:**

Penny Francke moved that the Board of Directors adopt Resolution 260, as amended, and to extend the term of the Horsepen Run Ad Hoc Committee to December 31, 2020. Fredrik Wallin seconded the motion. Motion passed unanimously.

**c. Election of Committee Chairpersons/ Liaisons**

- i. *Community Relations Committee Chairperson:* Kumar Sangaran moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Community Relations Committee for 2020. Penny Francke seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- ii. *Design Review Committee Board Liaison:* Penny Francke moved that the Board of Directors elect Kumar Sangaran as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2020. Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- iii. *Facilities Committee Chairperson:* Fredrik Wallin moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Facilities Committee for 2020. Kumar Sangaran seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- iv. *Finance Committee Chairperson:* Penny Francke moved that the Board of Directors elect Bob King as the Chairperson of the CountrySide Proprietary Finance Committee for 2020. Fredrik Wallin seconded the motion. Motion passed unanimously.
- v. *Grounds Committee Chairperson:* Kumar Sangaran moved that the Board of Directors elect Fredrik Wallin as the Chairperson of the CountrySide Proprietary Grounds Committee for 2020. Penny Francke seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.
- vi. *NAC Committee Liaison:* Bob King moved that the Board of Directors elect Jeff Kretsch and Pat Bour as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2020. Penny Francke seconded the motion. Motion passed unanimously.

vii. *Horsepen Run Adhoc Committee Chairperson:* Kumar Sangaran moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Horsepen Run Adhoc Committee for 2020. Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.

**d. Neighborhood Advisory Council Elections:**

Penny Francke moved the following members be elected to the Neighborhood Advisory Council for 2020:

- Belmont:** Tim Shaw, Art Rodriguez, Barbara O'Connor, Louis Kaiser, Inge Nystrom
- Foxfield:** Elizabeth McMahon, Sean Mascara
- Morven:** Brenda Koontz, Jonathan Breslow, David Torres
- Oakridge:** Mike Sziede, Deblyn Flack, Brynn Hunt, Traci Medlock
- Oatlands:** Courtney Hasbrouck, Allyson Roach
- Rokeby:** Pat Bour, Yolanda Brooks, Denise Moldover, Diane Bohn, James Krips
- Welbourne:** Diane Blunt, Nicole Rossi

All are CountrySide members in good standing. Fredrik Wallin seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.

**e. Design Review Committee Appointments:**

Penny Francke moved that the Board of Directors appoint the following members to serve on the 2020 Design Review Committee:

- Belmont:** Rodney Collins
- Foxfield:** Lisa Viafore
- Morven:** Will Vigil
- Oakridge:** Roy Weidner
- Oatlands:** Sarah Wertz
- Rokeby:** Abdul Alqassab
- Welbourne:** Gustavo Rey

All are members in good standing. Kumar Sangaran seconded the motion. 5 voted for the motion, 1 abstained. Motion passed.

**ARCHITECTURAL ITEMS:** None

**FACILITIES:** None

**FINANCE:** None

**GROUND:** None

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:** None

**MANAGEMENT REPORTS:** None

**EXECUTIVE SESSION:** None

**ADJOURN:**

Bob King moved to adjourn the meeting. Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 7:37 PM.

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**DESIGN REVIEW COMMITTEE MEETING MINUTES**

**Parkway Meeting Room  
46020 Algonkian Parkway, Sterling, Virginia 20165  
Wednesday, October 21, 2019**

The regular meeting of the Design Review Committee was called to order at 6:30pm on October 21, 2019 at the Parkway meeting room.

**Present:**

- Rodney Collins (Belmont), Lisa Viafore (Foxfield), Roy Weidner (Oakridge), Sarah Wertz (Oatlands)

**Others Present:**

- Kumar Sangaran, BoD Liaison
- Lisa Marnet, PMP

**I. Approval of the September 23, 2019 meeting minutes**

Collins moved to approve, Wertz seconded, approved unanimously.

**II. Proposed Guideline “standards”**

**a. Townhouse Patio Doors**

Wertz moved, Collins seconded. Approved as written

**III. Resident Request for Guideline Change**

**a . Foxfield- Rear Entry Door**

Wertz moved, Weidner seconded. Approved as written.

**IV. Proposed revisions to existing Guidelines**

**a. Townhouse Fencing**

Wertz moved, Collins seconded. Approved as written

**b. Fencing Single Family and Manor Home (Privacy Fencing)**

Wertz moved, Weidner seconded. Approved as written

**c. Windows- Single Family**

Collins moved, Wertz seconded. Approved as written

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**FINANCE COMMITTEE MEETING  
MINUTES  
CountrySide Proprietary Office  
November 19, 2019**

**Call to order**

Bob King called to order the regular meeting of the Finance Committee at 7:02 PM in the Proprietary meeting room.

**Members present:**

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

The committee examined the October financial report, CountrySide investments, the aging report, status of accounts with balances over \$2000, and the status of payment plans. PMP provided the committee with an update of recent efforts to collect on some accounts with balances over \$2000. The committee provided PMP with guidance on one account.

Ash Dean moved with a second from Jeff Kretsch **to invest the funds from Wells Fargo CD when it matures in December into CDs in the Morgan Stanley account.** Motion passed unanimously.

Sheryl Rader moved with a second from Bob Griesbach **to write off \$147.51 in small balances owed to CountrySide.** Motion passed unanimously.

Bob King thanked the committee for its service in 2019 and looked forward to their participation on the committee in 2020.

Roddy Dean moved **to adjourn** seconded by Bob Griesbach. Meeting adjourned at 7:53 PM.

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**GROUNDS COMMITTEE MEETING  
MINUTES  
Parkway Meeting Room  
46020 Algonkian Parkway, Sterling, Virginia 20165  
November 20, 2019**

**1) CALL TO ORDER**

- a) Meeting Called to Order at 7:00 PM by David Barrie
- b) Attendees: David Barrie (Alt Chair) Diane Blunt (Welbourne), Terri Hess (Foxfield), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O’Connor (Belmont), Anne Steingass (Oatlands), Matt Sturgeon (Rokeby), Mike Stracka (PMP), and Rob Harris (BrightView)
- c) Absent: Fredrik Wallin, Tim Shaw, Matt Hochstetler (BrightView)

**2) COMMITTEE ADMINISTRATION**

- a) Approval of the October Meeting Minutes. The Committee unanimously approved the October meeting minutes.

**3) RESIDENT & GUEST PARTICIPATION**

- a) Report of the Stormwater management Sub-Committee. The Committee is waiting for the BOD comments. This will be reviewed by the BOD on January 22, 2020.
- b) Discussion of a resident request for reimbursement for damages caused by a fallen common area tree and to have a tree behind their house trimmed based on the arborist recommendation. Resident was present. The Committee unanimously approved the removal of the tree, with a friendly amendment to limb up other adjacent trees.
- c) Discussion of a resident who removed common area trees without

Community	Address	Application #	Alteration	DRC Ruling
BELMONT	5 Bentley Dr	123223-090919	Privacy Screen addition to Patio	Approved 4-0
FOXFIELD	97 Bickel Ct	121661-092019	Color Change to Shed	Approved 4-0
	19 Marian Ct	99309-092419	Color Chnagne to Shed	Approved 4-0
	9 Wyatt Ct	117516-092419	Color Change to Entry Door	Denied 4-0: Door Color is not harmonious with the neighborhood
MORVEN	No Applications			
OAKRIDGE	2 Amersham Ct	69467-093019	Replacement Window	Approved 3-1
OATLANDS	14 Fenton Wood Dr	91567-093019	Fence	Approved 4-0
	31 Fenton Wood Dr	69945-100119	Propane Tank w/ Lattice Screen	Approved 4-0 “The homeowner shall obtain a Loudoun County permit for installation of the tank and shall file a copy of the inspection with the Proprietary within 30 days of inspection by the County.”
	9 Glengyle Ln	78046-100119	Walkway	Approved 4-0
ROKEBY	159 Peyton Rd	93487-100119	Shed	Approved 4-0 for either option
WELBOURNE	20 Redlin Ct	123585-093019	Heat Pump Relocation	Approved 4-0

Meeting Adjourned at 7:00pm

advance approval and their request for reimbursement for tree removal expenses incurred for these trees and one that had fallen on their property. Resident was not present. No action taken on this request.

#### 4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report.
- b) Update from BrightView regarding the updated punch list of items prepared by Pamela and Barb regarding the entrance plantings. Replacement Coreopsis are in route and will be installed by November 27.
- c) Discussion and update regarding the 11/18 meeting between PMP and BrightView regarding services in 2020. This meeting information has been received and acknowledged by Bright View.

#### 5) PMP REPORT

- a) Tree Removal/Trimming Items
  - i) BrightView was onsite for 2 days and removed 12 dead or hazardous trees.
- b) Common Area Ground Maintenance Items
  - i) Staff replaced 2 sections of damaged split rail fencing, 0 damaged or rotted street sign posts and 0 damaged fire lane posts this period.
  - ii) Staff replaced all the damaged boards on the bench on CSB.
  - iii) Staff also replaced 4 damaged or leaning common area trash cans and 9 faded or damaged stop signs this period.
  - iv) Staff applied cold patch to level the sunken asphalt to correct a tripping hazard at the trail bridge between Rutherford and Chelmsford. This area will be on the list to be addressed permanently during trail repairs in 2020.
- c) Accident Related Items
  - i) None this period
- d) 2019 Proforma Budget-Reviewed
- e) 2019 Project List-Reviewed

#### 6) OLD BUSINESS

- a) None this period.

#### 7) NEW BUSINESS

- a) Discussion of the initial Google calendar created to list the BrightView agreement deliverables. Mike (PMP) had sent this to the Committee and BrightView for 2020 landscaping activities.
- b) Discussion of the current condition of and the bids for the 2020 maintenance of the Oakridge pond. Several resident present. Bids, without prices, to be sent to the Committee and interested residents for review. Decision will be made at the February meeting.
- c) Discussion regarding the installation of 4 additional one way, do not enter signs at the entrance of Vandercastel Court. The work was approved and PMP will have this done in December.
- d) Discussion of an alternative process call slab jacking to address sunken or unlevel section of townhouse sidewalks or curbs and gutters and if this process could be applied to address a section of sidewalk slated for repair as part of the upcoming pavement and concrete work. After reviewing the bid, it was determined this process is not cost effective and PMP was directed to correct this problem with our inhouse staff.
- e) Review and discussion of the approved 2020 budget and scheduled projects. Committee discussed the 2020 budget. David mentioned that the BOD would like the Committee to stay within the 2020 budget.

#### 8) INFORMATIONAL ITEMS

- a) Solitude Lake Management was onsite October 18 to review and apply the final treatment of the Oakridge pond. Discussed at the meeting
- b) Meeting Adjourned at 8:25 P.M.
- c) Next regular meeting is tentatively scheduled for 7:00 PM, Wednesday, February 19, 2020 at the Parkway Meeting Room.

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## NEIGHBORHOOD ADVISORY COUNCIL MEETING MINUTES Parkway Meeting Room 46020 Algonkian Parkway, Sterling, Virginia 20165 OCTOBER 8, 2019

#### Members in attendance:

Belmont: Inge Nystrom, Louis Kaiser and Tim Shaw  
Foxfield: Elizabeth McMahon and Sean Mascara  
Morven: Brenda Koontz, Jonathan Breslow and David Torres  
Oakridge: Brynn Hunt, Traci Medlock and Deblyn Flack  
Oatlands: Allyson Roach and Kimberly Roth  
Rokeby: Pat Bour, Diane Bohn and Jim Krips  
Welbourne: Diane Blunt

#### Others in attendance:

Resident of 18 Bentley Drive, Belmont  
Resident of 13 Millard Court  
Resident of 2 Amersham Court, Oakridge  
Resident of 103 Minor Road, Rokeby  
Jeff Kretsch, BoD Liaison  
Lisa Marnet, PMP

Pat Bour called the meeting to order at 7:16pm

#### Approval of the September 10, 2019 meeting minutes:

Krips moved, McMahon seconded. Approved as written.

Resident of 18 Bentley Drive addressed the NAC regarding the (Virginia) Property Owners' Association Act (effective October 1, 2019). Virginia Code ann. 55.1-1800 Section 55.1-1817 (effective October 1, 2019). Distribution of Information by Members

#### BELMONT

**Approval of the September 10, 2019 meeting minutes:** Approved

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** Scores due by October 17th . Dog Park much more costly than \$37K, leaf collection \$170K

**Proposed Guideline "standards" Townhouse Patio Doors:** ALL must have grids

**Foxfield Rear Entry Door:** Approved as written

**Morven Tudor Townhouse Roofs:** I say no but would prefer a Morven TH member. NAC tabled to January more information needed

**Townhouse Fencing:** Approved as written

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Approved as amended

**Windows- Single Family:** Approved as written

#### Standing Committee Reports

**FIN-** All is well. Shred Event was a huge success (250 cars), Fall Fest was very successful (900 attended), coming up. **FAC-** Upcoming meeting. **GRDS-** Storm water management discussions, Option year upcoming for Brightview Landscaping, Pond maintenance contract in discussion, Townhouse paving in new year. Parcourse improvements underway.

**Review of Neighborhood Applications:** One application reviewed and approved.

#### FOXFIELD

**Approval of the September 10, 2019 meeting minutes:** Approved, 2 abstained.

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** Scores due October 17th , Dog Park 3-4X estimated cost.

**Proposed Guideline "standards" Townhouse Patio Doors:** Approved

**Foxfield Rear Entry Door:** Approved

**Morven Tudor Townhouse Roofs:** Guideline change tabled for additional

information

**Townhouse Fencing:** Approved

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Approved as amended 3' from patio edge

**Windows- Single Family:** Approved as written

**Standing Committee Reports:** FIN- Report given, minutes in the Courier. CRC- Report given, Shred Event, Fall Fest success, Boo Fest upcoming. FAC- Report given, parcourse repair.

**Review of Neighborhood Applications:**

Two applications reviewed and approved. One application reviewed and denied.

## MORVEN

**Approval of the September 10, 2019 meeting minutes:** Approved

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** 2020 Budget timeline and scoring reviewed- Lisa Marnet

**Proposed Guideline "standards" Townhouse Patio Doors:** Recommend changing wording to "shall have grids"

**Foxfield Rear Entry Door:** Approved as written

**Morven Tudor Townhouse Roofs:** Tabled for additional information

**Townhouse Fencing:** Approved as written

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Recommend changing to 3' feet

**Windows- Single Family:** Approved as written

**Standing Committee Reports:** CRC and FAC ( Pat Bour), FIN ( Jeff Kretsch), GRDS ( Diane Blunt)

**Review of Neighborhood Applications:** No applications submitted for review this month

## OAKRIDGE

**Approval of the September 10, 2019 meeting minutes:** Approved

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** Submit average scores by October 17th .

**Proposed Guideline "standards" Townhouse Patio Doors:** Approved

**Foxfield Rear Entry Door:** Approved

**Morven Tudor Townhouse Roofs:** Guideline change tabled for additional information

**Townhouse Fencing:** Approved

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Approved as amended 3' from patio edge

**Windows- Single Family:** Approved as written

**Standing Committee Reports:** CRC- 212 cars at Shred Event, Fall Fest over 900 people, Boofest Oct 26th at Parkway. FAC-Repairs to Parcourse stations moving along, Rokeby tot-lot replacement part coming. GRDS- Subcommittee for storm water drainage, proposals for Fall landscaping, replacement of tree damage/replacement, discussing Grounds contract, replaced damaged Fencing, paint Fireline curbs, budget on target, pond proposal incoming, asphalt bids coming in to combine phases to get better pricing, trash contact is coming up for vote.

**Review of Neighborhood Applications:**

One application reviewed and approved.

## OATLANDS

**Approval of the September 10, 2019 meeting minutes:** Approved

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** NAC submissions due no later than October 17th .

**Proposed Guideline "standards" Townhouse Patio Doors:** Approved

**Foxfield Rear Entry Door:** Approved

**Morven Tudor Townhouse Roofs:** Guideline change tabled for additional information

**Townhouse Fencing:** Approved

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Approved as amended 3' from patio edge

**Windows- Single Family:** Approved as written

**Standing Committee Reports:** FIN- Report given by Jeff Kretsch. GRDS-

Contract discussions, pond maintenance vendor, stormwater drainage issues, Fall entrance plantings. FAC- Repairs to the parcourse stations ongoing, talks with Titan about improvements next year. CRC- Pat Bour gave report, full minutes in the Courier.

**Review of Neighborhood Applications:** Three applications reviewed and approved.

## ROKEBY

**Approval of the September 10, 2019 meeting minutes:** Approved as written

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** NAC to review and compile votes on all 2020 budget suggestions. Finalized NAC votes to submitted to FIN no later than 10/17/2019.

**Proposed Guideline "standards" Townhouse Patio Doors:** Omit " can be with or without grids" and change to "shall have grids".

**Foxfield Rear Entry Door:** Approved

**Morven Tudor Townhouse Roofs:** Motion tabled to January due to lack of specificity noted for shingles. Photo documentation regarding current roof color discrepancies within the Morven Tudor community.

**Townhouse Fencing:** Approved

**Fencing Single Family and Manor Home (Privacy Fencing around Patio):** Omit 1' change to 3'

**Windows- Single Family:** Approved as written

**Standing Committee Reports:** Reports given by Pat Bour ( CRC & FAC), Jeff Kretsch ( FIN), Diane Blunt ( GROUNDS)

**Review of Neighborhood Applications:** One application reviewed and approved.

## WELBOURNE

**Approval of the September 10, 2019 meeting minutes:** Approved as written

**General Discussion-2020 Budget Spreadsheets/Scores and Timeline:** NAC votes due 10/17/2019. Discussion with resident Al Zangrilli about proposed sidewalk for Minor Road ( Budget item Grounds 4).

**Proposed Guideline "standards" Townhouse Patio Doors:** The NAC's voted to include the requirement for grids, per original builder door, everything else was approved.

**Foxfield Rear Entry Door:** Approved

**Morven Tudor Townhouse Roofs:** One resident is proposing the change. Deferred due to lack of information on color and lack of input from other residents of Tudor style.

**Townhouse Fencing:** Approved as written

**Fencing Single Family and Manor Home:** Changed one-foot from Patio edge to three-foot from Patio edge to allow for plantings

**Windows- Single Family:** Approved

**Standing Committee Reports:** FIN- Jeff Kretsch reports on Finance, Pat Bour reported on CRC and Facilities, Diane Blunt reported on Grounds.

**Review of Neighborhood Applications:** One application reviewed and approved.

Meeting Adjourned at 10:25pm





# 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/Pets</b>	All	Anytime	Paige Bakatsias	703-655-2473	18
<b>Babysitting/Pets</b>	All	Anytime	Madison Bakatsias	703-400-5416	16
<b>Babysitting/Pets</b>	All	Weekend/Summer/ Evening/Holidays	Peter Dyson	703-404-4051	14
<b>Babysitting/Pets</b>	All	Weekend/Summer/ Holiday	Daniela Miranda	703-407-0941	15
<b>Pets</b>	All	Anytime	Julianne McNulty	703-444-2552	Adult
<b>Yard Work/Snow</b>	All	Weekends/Evening/ Summer	Zack Daughtry	571-277-6820	17
<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, 15

*CountrySide Circa 1987*



# 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

**Classified Advertising:** \$10 for the first 40 words, and 25 cents for each word thereafter. Payment in full must accompany all classified submittals. **If you would like to advertise in the CountrySide Courier, please visit our website [www.countryside-va.org](http://www.countryside-va.org) and download the advertising form. You can also e-mail Loretta deLamare at [lorettad.cside@pmpbiz.com](mailto:lorettad.cside@pmpbiz.com) for more information.**

The CountrySide Proprietary, its members, and/or Board of Directors do not recommend or endorse any advertiser.

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

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# Join the 2020 Census Team

## Apply Online!

[www.2020census.gov/jobs](http://www.2020census.gov/jobs)

1-855-JOB-2020



The U.S. Census Bureau is currently hiring for the 2020 Census. Between 15 and 30 Census workers are needed in the CountrySide/Cascade communities at this time. In Loudoun and Fairfax Counties, the pay for Census Takers is **\$25.00/hour** and for Census Supervisors it is **\$27.50/hour**. Additionally, workers are paid **56 cents/mile** traveled in the course of their duties. Training is paid. Pay is distributed weekly.

The census determines Congressional representation and is used to determine how more than \$675 billion for more than 100 federal programs is distributed to states and localities each year. In Loudoun County that is approximately \$ 30 million. It could be more depending on the count. You can help assure your community receives its fair share of funding for these and other services by helping to assure an accurate and complete count.

Here's some of those programs in Loudoun County the census numbers may effect:

1. Medicaid
2. School lunch programs
3. Community development grants
4. Transportation and roads
5. Health and medical services
6. Affordable housing
7. Public safety and security
8. Libraries
9. Foster care programs
10. Special education funds
11. Disaster and emergency services
12. Pre-school Head Start

Applying to work as a census taker, now, will ensure the potential for spring and summer employment opportunities. If you're interested in a job, please visit the Census Bureau job site at <https://2020census.gov/en/jobs.html> to learn more about the jobs and to submit your application on line. You'll also be able to see job descriptions and frequently asked questions.

Feel free to forward this e-mail to someone in your network who may be looking for a job. Working for the Census Bureau is a unique opportunity! Help build the team in Loudoun.

# FEBRUARY 2020

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5 BoD Meeting 7pm (Parkway)	6 CRC Meeting 6:30pm (C Side Office)	7	8
9	10	11 NAC Meeting 7:15pm (Parkway)	12 HPRN Meeting 7pm (Parkway)	13 FAC Meeting 7pm (Parkway)	14 Valentine's Day	15
16	17 President's Day	18 FIN Meeting 7pm (C Side Office)	19 GRNDS Meeting 7pm (Parkway)	20	21	22
23	24 DRC Meeting 6:30pm (Parkway)	25	26 BoD Meeting 7pm (Parkway)	27	28	29

# MARCH 2020

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 BoD Meeting 7pm (Parkway)	5 CRC Meeting 6:30pm (C Side Office)	6	7
8 Daylight Saving Time Begins	9	10 NAC Meeting 7:15pm (Parkway)	11 HPRN Meeting 7pm (Parkway)	12 FAC Meeting 7pm (Parkway)	13	14
15	16	17 FIN Meeting 7pm (C Side Office)	18 GRNDS Meeting 7pm (Parkway)	19	20 First Day of Spring	21
22	23 DRC Meeting 6:30pm (Parkway)	24	25 BoD Meeting 7pm (Parkway)	26	27	28
29	30	31				

