

THE COURIER

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



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COURIER VOL. 43, NO. 12 | DECEMBER 2021



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MEETING SCHEDULE

**COMMITTEE MEETINGS WILL BE HELD
VIRTUALLY UNTIL FURTHER NOTICE**

**BOARD OF DIRECTORS (BOD)
1ST AND 4TH WEDNESDAYS, 7:00 PM**

**DESIGN REVIEW COMMITTEE (DRC)
4TH MONDAY, 6:30 PM**

**FACILITIES COMMITTEE (FAC)
2ND THURSDAY, 7:00 PM**

**GROUNDS COMMITTEE (GRNDS)
3RD WEDNESDAY, 7:00 PM**

**HORSEPEN RUN AD HOC COMMITTEE (HPRN)
2ND WEDNESDAY, 7:00 PM**

**NEIGHBORHOOD ADVISORY COUNCIL (NAC)
2ND TUESDAY, 6:00 PM**

**COMMUNITY RELATIONS COMMITTEE (CRC)
1ST THURSDAY, 6:30 PM**

**FINANCE COMMITTEE (FIN)
3RD TUESDAY, 7:00 PM**

The Villas at CountrySide

National Realty Partners, 365 Herndon Parkway, Suite 106, Herndon, VA 20170. Villas Office
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. 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.

**Hours: Monday -Thursday: 8:30am-
5:30pm, Friday: 8:30am-1:00pm.
703-435-3800**

Reminders and News

December Committee Meetings

CountrySide Proprietary Committees will hold VA Property Owners' Association Act compliant meetings virtually. All meetings are open for property owners who wish to phone-in to attend. Please contact the office and the call-in information will be sent to you via email on the day of the meeting.

BOARD OF DIRECTORS: NO DECEMBER MEETING
COMMUNITY RELATIONS COMMITTEE: DECEMBER 2ND
DESIGN REVIEW COMMITTEE: NO DECEMBER MEETING
FACILITIES COMMITTEE: NO DECEMBER MEETING
FINANCE COMMITTEE: NO DECEMBER MEETING
GROUNDS COMMITTEE: NO DECEMBER MEETING
HORSEPEN RUN COMMITTEE: NO DECEMBER MEETING
NEIGHBORHOOD ADVISORY COMMITTEE: NO DECEMBER MEETING



VISITOR ALERT!

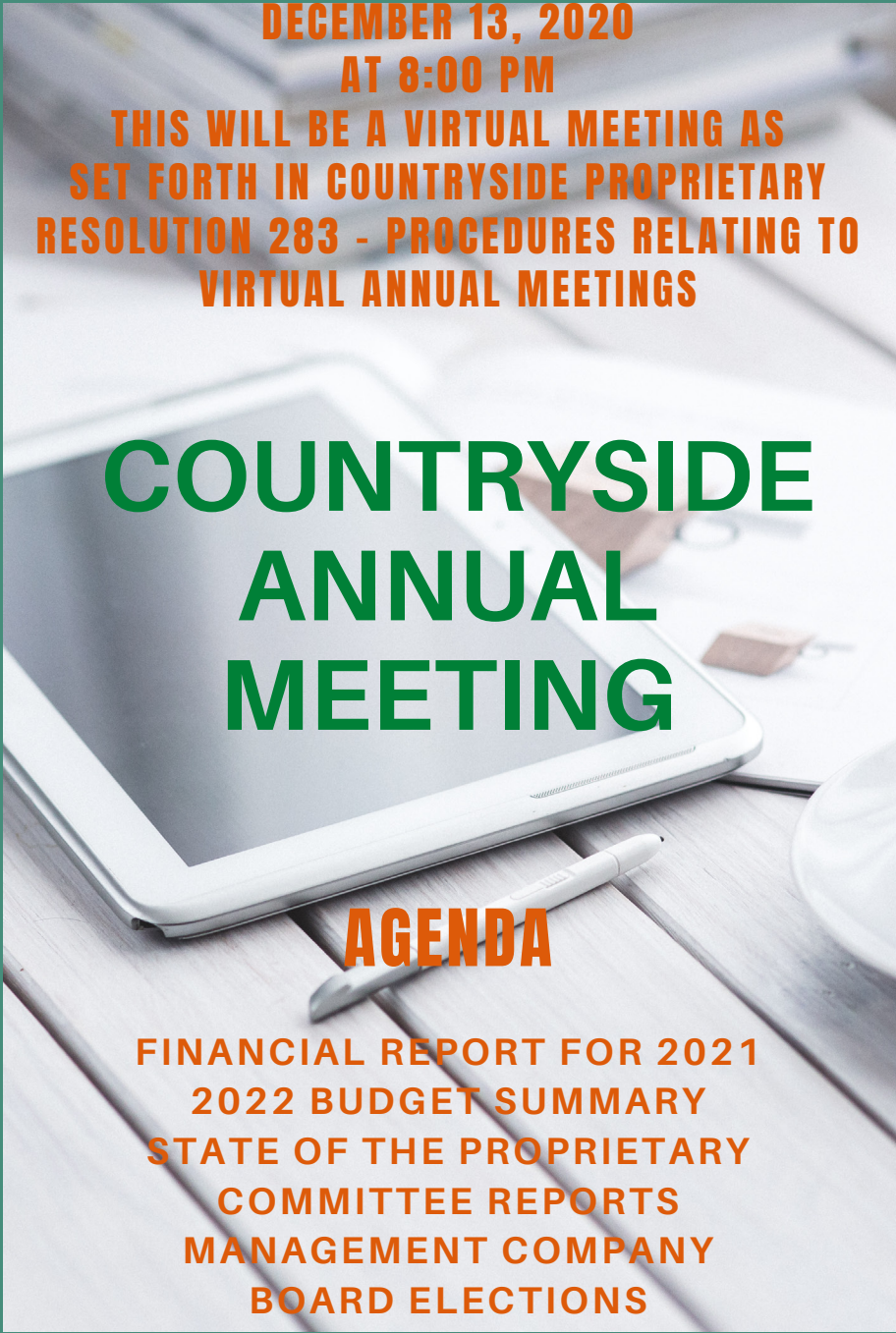
The Head Elf from the North Pole asked us to remind our residents about this Saturday's Holiday Celebration! The event will be held outdoors at the Parkway Pool grounds, from 1:00 – 3:00 PM. There will be "holiday goodie bags" for CountrySide residents under 12. There will also be a special mailbox for "Letters to Santa", so be sure to write your letters and bring them with you on Saturday. Remember to include a full return address, so Santa and his helpers can write you back!

Santa will be available for socially distanced visiting at the Parkway gazebo—no direct contact, please, but Santa can still chat with you and your family! Parents who are bringing their children for a visit should prepare a slip of paper with each child's name and a "fun fact" or interesting tidbit about each child, to help Santa personalize the visit. If you forget, you can write out that information at the "check-in" table at the pathway from the parking lot. Take a minute to have our younger residents guess the number of Hershey's Kisses in the jar, and the guess that comes closest without going over could win the WHOLE JAR OF KISSES!

Come join us for a Holiday Celebration this Saturday! See you at Parkway!

With best wishes for the Holiday Season,

The Community Relations Committee



**DECEMBER 13, 2020
AT 8:00 PM
THIS WILL BE A VIRTUAL MEETING AS
SET FORTH IN COUNTRYSIDE PROPRIETARY
RESOLUTION 283 - PROCEDURES RELATING TO
VIRTUAL ANNUAL MEETINGS**

COUNTRYSIDE ANNUAL MEETING

AGENDA

**FINANCIAL REPORT FOR 2021
2022 BUDGET SUMMARY
STATE OF THE PROPRIETARY
COMMITTEE REPORTS
MANAGEMENT COMPANY
BOARD ELECTIONS**

The CountrySide Annual Meeting will be held virtually on **Monday, December 13th at 8:00 PM**. Please contact the office to be added to the call-in list if you are interested in attending. The agenda includes the 2021 financial report, the 2022 budget summary, the "State of the Proprietary," committee reports, a report from PMP, and the election for the Board of Directors.

You may email reception.cside@pmpbiz.com to sign up, or call the office at (703) 430-0715

Behind the Scenes of CountrySide Budgeting for 2022

The Board of Directors recently approved the 2022 Budget for CountrySide (see associated articles in this and next month's Courier). This year's budgeting process was even more challenging than usual, as the Board faced a higher inflation rate than in past years. The 6% inflation rate used by the Board accounts for a significant portion of the increase in assessments that was approved by the Board as necessary to achieve a balanced budget.

As part of the budgeting process, resident suggestions for expenditures are 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 or requested improvements for CountrySide operations. 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 house equipment would go to the Facilities Committee for review, and requests for changes to the picnic area at Horsepen Run would go to the HPR Committee. 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. Similarly, requests for speed bumps or traffic calming devices on VDOT streets should be referred to VDOT, where standard traffic volume and speed studies can determine whether the request will be considered by the state. Some resident budget requests have been addressed already by the Board or relevant committees, as in the case of a request for pickleball courts: with the latest refresh of the tennis courts by the Facilities Committee this year, we now have three "multi-purpose" courts that can be used for either tennis OR pickleball (one each at the CountrySide, Lindenwood, and Foxfield courts).

Given the impact of inflation on the calculated assessment increases, the Board had to evaluate the resident requests against very limited funds—there simply wasn't room to consider most discretionary expenditures this budget cycle. 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. Suggestions for a gym facility, traffic islands or crosswalk lights, dog parks, additional benches or picnic tables, etc., all fell into this category. 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. We're always looking for volunteers, and it's a rewarding way to help CountrySide stay a vibrant and appealing place to live!

2022 CountrySide Budget Summary

The CountrySide Board of Directors unanimously approved the 2022 operating budget at the November 3, 2021, Board of Directors meeting. The 2022 assessment rates are indicated below.

2022 CountrySide Proprietary Approved Consolidated Budget

| | 2022 |
|--|-----------------------|
| Total Income | \$3,028,478.00 |
| Total Administrative Expenses | \$839,223.00 |
| Total Insurance & Tax Expenses | \$31,083.00 |
| Total Community Relations Expenses | \$31,170.00 |
| Total Pool & Community Center Expenses | \$271,055.00 |
| Total Grounds & Maintenance | \$845,797.00 |
| Total Townhouse Expenses | \$333,772.00 |
| Reserve Expense | \$669,408.00 |
| Total Operating Expenses | \$3,021,508.00 |
| Operating Income vs. Expense | \$6,970.00 |
| Total Reserve Projects | \$903,197.00 |

Capital & Townhouse Reserve Balance Information for December 31, 2021

| | |
|---|-------------|
| Projected Capital Reserve Balance as of December 31, 2021 in Study prepared by Reserve Advisors | \$1,207,754 |
| Estimated Capital Reserve and Contingency Reserve Fund Balance as December 31, 2021 | \$1,553,370 |
| Projected Townhouse Reserve Balance as of December 31, 2021 in Study prepared by Reserve Advisors | \$937,684 |
| Estimated Townhouse Reserve and Snow Contingency Reserve Fund Balance as December 31, 2021 | \$1,620,807 |

Note: The Projected Reserve Fund balances at 12/31/21 may vary from the estimated balance at 12/31/21 as certain components may have been replaced prior to the anticipated schedule, certain components may have exceeded their estimated useful life expectancy, or actual projects performed since the study was conducted could have cost more or less than projected in the study.

2022 CountrySide Budget Summary

Our 2022 budget will continue to provide residents with the community activities, grounds and facilities upkeep, and services they have enjoyed.

Unfortunately, we had to raise assessments to cover rising inflation costs (6%) to manage the community, as well as the increases for legal expenses, software improvements, landscaping, our trash contract, and administrative expenses.

2022 MONTHLY ASSESSMENT SUMMARY

(Amounts are per unit per month)

| | |
|---------------------------|----------|
| Single Family/Manor Homes | \$85.00 |
| <hr/> | |
| Town Homes | \$106.00 |
| Villas | \$64.00 |

If you opted in to receive a coupon book but do not receive a new coupon booklet by December 27, 2021, please contact Property Management People at 301-694-6900.

If you currently pay through ACH, the new assessment amount will be deducted beginning January 1, 2022. 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, 2022.

Homeowners paying online on www.cabanc.com will also need to adjust to the new amount.

CONSIDER PAYING YOUR MONTHLY ASSESSMENT VIA DIRECT DEBIT

It's easy to use this service.

The authorization form is available on our website at www.countryside-va.org

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.

The following streets are owned and maintained by the **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
(through 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 or call 1-800-367-7623. To see the status of plowing in Northern Virginia neighborhoods: www.vdotplows.org.

COUNTRYSIDE SNOW ALERT: PLOWING AND
SANDING POLICY

(Continued)

The following townhome streets are 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 pathways 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 mikeas.cside@pmpbiz.com, or call (703) 430-0715.

Board of Directors Candidates 2022

Belmont: Gabriella Jones

My husband and I have been residents of CountrySide since 2018 and love living here. I have been on the Community Relations Committee for two years and have had the opportunity to meet many of our residents at community events. I want to join the Board of Directors for Belmont to influence positive change and continue to provide residents with a strong community atmosphere that makes CountrySide the best place to live in Loudoun County. I believe finding creative ways to make community events more fun, such as the inclusion of Food Trucks for Fall Fest. I hope to modernize much of CountrySide's processes, such as improving the website and adding digital application options. My career in Government Contracting gives me unique experience in seeking best pricing and contract terms and I will use this experience to ensure all our contacts are in the best interest of our residents and a prudent business decision.



Foxfield: Sheryl Rader



After renting a townhouse in Foxfield, for 4 years, I was ready to buy a house. I loved the location, the neighborhood, the trails and amenities, the fees were reasonable, and it was convenient to my work – so I bought a bigger townhouse just around the corner. The only thing that changed on my address was the street name. Now 17 years later, it is still one of the best decisions I've made. Unfortunately, during many of those years Foxfield has not been represented on the HOA Board of Directors. This concerned me, but there were other opportunities to serve, so I joined the NAC, served there for a few years, and then decided my expertise might be more useful on the Finance Committee. I have enjoyed serving there

for several years and now that the suggestion of one of my fellow committee members, seems like a good time to join the Board of Directors. Professionally, I am the Audit and Accounting Manager at a local public accounting firm in Leesburg. I have been a CPA since 2002, practicing mostly in financial reporting. I believe my long-term residency in Foxfield, and my professional experience qualify me to represent my community on the Board and I thank you for your support.

Morven: Roddy Dean

This year, working on the CountrySide Board of Directors has been challenging for CountrySide due to Covid-19. I have served on the Board since August 2019 and previously served on the NAC as the Finance Committee. I ask that you would allow me to continue to serve on the CountrySide Board of Directors representing Morven Woods in 2022. My family and I have lived in CountrySide since 1984. I have seen many changes and wish for an opportunity to help with future decisions as we continue to be mindful of how our community recovers from the pandemic, deals with short-term rentals, updates governing documents, and reviews contracts for pools and lawn services. I also want to continue to help keep our property values at the current levels or higher as home in CountrySide continue to sell quickly. I believe I can help do this with the help of our management company and by continuing to point out where there is trash or unkempt community property. I have 45 years of financial and management experience in banking, having worked for First Virginia Bank and BB&T, now Truist. My banking background has given me experience with contractors, employee management, risk analysis, real estate values, customer service and budgeting. I am well organized and think problems through, so I think I can continue to be a good voice within the CountrySide Board of Directors. Thank you for your signature and your vote. I look forward to continue working in the community.



Board of Directors Candidates 2022

Oakridge: Penny Francke

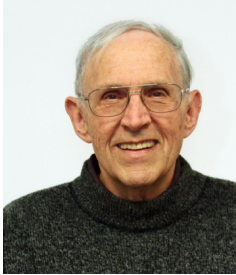


I've been a CountrySide resident for almost 17 years. Since joining the Board in 2016, I've served as Chair for both the Facilities and Community Relations Committees, Vice-President of the Board, and assisted other committees on special projects—all of which has given me a broad exposure to CountrySide issues. I'm retired after a diverse career in the chemical and software industries, in a variety of technical, customer service, project management, and business management roles.

I see the budgeting process as critical: We must balance the community's infrastructure demands against our residents' financial abilities and willingness to fund additional services. That's why I've worked to improve communications with residents, authoring several articles for the Courier, including those that explain the annual budgeting process and the need for input.

I believe the OakRidge Director has an obligation to represent both our neighborhood and the CountrySide community as a whole. I take the representation and fiduciary responsibilities very seriously, giving many hours of research and preparation for Board and committee meetings; my attendance record is well over 95%, reflecting my deep commitment to this volunteer position. I hope you'll let me continue to serve OakRidge in 2022. Thank you!

Oatlands: David Barrie



Currently I serve on several CountrySide committees and as the Oatlands representative to the Board of Directors. I would like the opportunity to continue my service to Oatlands and CountrySide. This will allow me to "give back" to the community, both Oatlands and CountrySide. The preservation of our open space and the upkeep of our properties are paramount to me. CountrySide includes Horsepen Run, a fantastic wetlands nature preserve of over 370 acres that needs to be protected for the community to enjoy.

I strongly support annual home exterior inspections to ensure the value of CountrySide properties are being maintained. Maintaining the beauty of our common area is also important to me as that serves to enrich property values. Over the years that I have been a member of the Board of Directors, CountrySide has been financially prudent, balancing the requests of the residents, the expenses of a multi-million-dollar operational budget and the requirements to maintain our reserves for the future expenses.

My commitment to Oatlands and CountrySide reflects my enjoyment of living in a community which fosters property appreciation, maintenance of our CountrySide grounds and financial responsibility.

Rokeby - Vacancy in 2022. The Rokeby seat on the Board of Directors will be open for candidate applications in January 2022. See page 12 for a Petition of Candidacy!

Welbourne: Sam Wilson



I am running for re-election to the Countryside board of directors to continue serving and furthering the interests of my fellow Welbourne residents, and the residents of Countryside as a whole.

My primary goals are to restrict the growing number of short-term Rental properties/businesses throughout Countryside, update our governing document to allow countryside to join the 21st century on a number of issues, and to eliminate unnecessary barriers for residents to actively participate in our Home Owners Association.

Petition of Candidacy: Rokeby 2022



Board of Directors Vacancy Rokeby

There is a vacancy on the CountrySide Proprietary 2022 Board of Directors for the **Rokeby** 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 **Rokeby** 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.

COUNTRYSIDE PROPRIETARY PETITION OF APPOINTMENT FOR THE 2022 BOARD OF DIRECTORS

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. _____ |

Friendly Reminders to Help You Maintain Your Home

Lawns must be mowed and trimmed on a regular basis.

Landscaping Beds must be weeded and maintained.

Vegetable Gardens are prohibited in the front of the homes of CountrySide. Pursuant to the Guidelines: Vegetable Gardens are to be placed behind the front fence line of a home or in the rear yard.

Window Air Conditioning Units are prohibited in CountrySide.

Common Area Reminder

Please do not place your yard waste, including grass clippings, bush or tree trimmings, planting or other materials in the Common Areas.

Trash & Yard Waste Reminders

USE A TRASH CAN

CountrySide Regulations state:

Article VI, Section 6. Prohibited Uses and Nuisances. (e):

"Trash and garbage containers shall not be permitted to remain in public view except on days of trash collection. No incinerator shall be kept or maintained upon any lot. Garbage, trash and other refuse shall be placed in covered containers."

What this means is you **MUST** use a covered trash receptacle. Trash placed out in bags is in direct violation of the Governing Documents. Also, the use of bags attracts unwanted wildlife leading to an unsightly and unsanitary mess.

YARD WASTE HANDLING

- Brush and limbs must be cut to 4 ft. lengths and bundled with twine in arm-full size bundles.
- Tree stumps and tree limbs (that are larger than 6" in diameter and longer than 4 ft.) will NOT be collected.
- Grass clippings and leaves should be put in PAPER bags (**no plastic bags**) OR in a container marked "Yard Waste"

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 will 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 do not accept 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://propertypay.cit.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:

- No applicant who applied and was accepted for 2018 and 2019 may apply for 2020.
- Applicants must bring their assessment account current and sign up for the Direct Debit/ACH Program.
- At least one payment must be received under the Direct Debit/ACH Program before the interest charge/ late fee amnesty occurs.
- Applicants must remain on Direct Debit/ACH for at least nine months after signing up
- 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 703-430-0715 or via email at 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.

Parking and Enforcement

TOWNHOUSE PARKING

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

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

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

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 or signed rental agreement.**

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.

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.

ROAD RUNNER WRECKER SERVICE, INC.

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

7pm and 8am or any Saturday, Sunday, or holiday, an additional fee of \$25 per instance will be charged.

| | |
|--|-----------|
| Tow | \$150 |
| Storage first 24 hours | No Charge |
| After Hours Release Fee | No Charge |
| Storage (after initial 24 hours) | \$50 |
| After Hours/Holidays/Weekends: For towing a vehicle between | |

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 for more information.

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

TRASH COLLECTION

RECYCLE AND TRASH REMOVAL
WWW.REPUBLICSERVICES.COM
HOUSEHOLD TRASH

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

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

YARD WASTE:

Yard waste must be in paper bags or a container marked "yard waste." Wood waste must be cut into 4-foot lengths and bundled (arm-full size) with rope or twine and should not exceed 50 lbs.

RECYCLABLE MATERIALS:

PAPER: Newspaper, magazines, flattened cardboard, mixed paper, junk mail, phone books. Please do **NOT** use plastic bags (clear or otherwise) for excess recyclables, as the plastic bags can cause mechanical problems in the processing operations. Please use paper bags or additional bins.

GLASS: Jars and bottles.

PLASTIC: Bottles, containers and jugs.

METAL: Aluminum or tin 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.

FOR LARGE ITEM PICKUPS:

Please email your request to:
hoa.nova@republicservices.com

SPECIAL 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.

TRASH MUST BE IN A TRASH BIN.

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

WHO TO CALL AT THE PROPRIETARY OFFICE FOR INFORMATION

Catherine Neelley
General Manager
catherineen.cside@pmpbiz.com

Contracts, budget issues, assessments & dues, and personnel issues.

Lisa Marnet
Design Review Coordinator
lisamm.cside@pmpbiz.com

To report any house in a state of visual disrepair or obtain an Architectural Application for exterior improvements. Trash/recycling on private property.

Mike Stracka
Grounds & Facilities Manager
mikeas.cside@pmpbiz.com

Common area concerns, playground maintenance, operational problems associated with the pools, and snow removal in the townhouse sections of CountrySide.

Erin Gilmore
Community Relations Coordinator
erinrg.cside@pmpbiz.com

Community Events, parking issues on townhouse streets, the Courier, website

Carlos Ramirez
Grounds & Facilities Staff

Alicia McKeena-Graves
Administrative Assistant
aliciam.cside@pmpbiz.com

Bryan Neal
Grounds & Facilities Staff

General inquiries, Virginia Resale Disclosure Packets, account inquiries & statements, missed trash/recycle.

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)

Helpful Local Numbers

Animal Control: (703) 777-0406 for welfare concerns, stray, aggressive animals, off leash. Barking dog complaints must be submitted online. <https://www.loudoun.gov/3055/Report-an-Issue>

VDOT: (800) 367-7623 - Bridges, Road Concerns, Guardrails, etc.

Non-Emergency Police: (703) 777-1021. Trespassing, report cars on VDOT streets with expired or dead tags, loud noises, disturbances, welfare concerns, disputes.

VOLUNTEERS NEEDED! YOU CAN MAKE A DIFFERENCE!

As a volunteer, you will vote on important neighborhood issues. 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.

Future Vacancy: Rokeby

Community Relations Committee: The primary responsibility of the Community Relations Committee (CRC) is to advise and assist the BOD in managing the flow of information across the CountrySide community. The CRC is also responsible for planning and hosting community programs, activities, and events for the benefit and enjoyment of CountrySide residents, and communicating information through the website, the CountrySide Courier newsletter, and mass electronic correspondence (e.g., e-mail blasts).

Current Vacancies: Foxfield, Morven, Oatlands

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.

Current Vacancies: None

Facilities Committee: The primary responsibility of the Facilities Committee (FAC) is 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, Morven, and Welbourne

Finance Committee: The primary responsibility of the Finance Committee (FIN) is to advise and assist the BOD in financial management and oversight of the annual operating budget for the Proprietary.

Current Vacancies: Belmont and Oatlands

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, and is responsible for the administration of the landscaping and trash contracts.

Current Vacancies: None

Horsepen Run Committee: The primary responsibility of the Horsepen Run Committee is to generate recommendations for Board consideration for Horsepen Run and to develop a land management and maintenance plan for Horsepen Run.

Current Vacancy: Foxfield

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: Belmont (1 seat), Foxfield (3 seats), Morven (1 seat), Oakridge (1 seat), Oatlands (3 seats), Welbourne (3 seats)

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

Contact the Proprietary office for more information and [Become a CountrySide volunteer!](#)

E-Mail Communications

Stay Informed About CountrySide through E-Mail

CountrySide seeks to effectively communicate and distribute information to our residents. E-Mail is the fastest, easiest, and most cost-effective method of communication. Our goal is to have 100% resident participation in electronic delivery of information through E-Mail.

What is sent by E-Mail?

***Compliance notices letters and forms ***Home Sale Package Disclosures
***Financial Payment Confirmations ***The Courier - the Monthly Newsletter
***Important information such as Events, Meeting Changes, and Severe Weather Notices.

Please be assured that we value the safety of your E-Mail address and we do not sell, distribute, or share this valuable information with anyone.



FACEBOOK AFFILIATION

CountrySide Proprietary does not have an official Facebook page

Several unofficial Facebook pages are maintained by CountrySide residents. These pages are **not affiliated** with or monitored by CountrySide Proprietary. We remind residents that any official announcements concerning the community are posted on the website, sent to residents via email, or announced in The Courier. This includes any changes to services, such as recycling collections, scheduling, events, and anything else which directly affects the CountrySide Community.

When in doubt, call or email the office! We're here to help!

OPT IN FOR COUPON BOOKS

The Countryside Board of Directors and PMP are working together to reduce the number of payment coupons printed each year. It costs CountrySide \$2.75 to print and mail a single coupon book and envelopes many of which are not being used. This year we are asking any homeowner who received a coupon book in 2021 to "opt-in" to receiving one for 2022. If you wish to receive a coupon book for 2022, please notify the CountrySide Proprietary office at reception.cside@pmpbiz.com by December 6, 2021.

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

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

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:

Erin Gilmore
erinrg.cside@pmpbiz.com

ADMINISTRATIVE ASSISTANT:

Alicia McKenna-Graves
aliciam.cside@pmpbiz.com

MAINTENANCE/LAND SERVICES:

Carlos Ramirez
Bryan Neal

Board of Directors

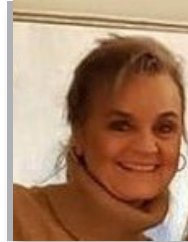
703-430-0715



BELMONT:

Phil Gorman

Belmont@countyside-va.org



FOXFIELD:

Sheryl F. Rader

Foxfield@countyside-va.org



MORVEN:

Roddy Dean

Morven@countyside-va.org

Secretary



OAKRIDGE:

Penelope Francke

Oakridge@countyside-va.org

Vice President

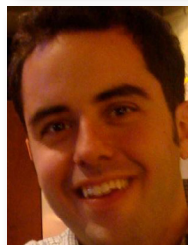


OATLANDS:

Dave Barrie

Oatlands@countyside-va.org

President



ROKEBY:

Albert Zangrilli

Rokeby@countyside-va.org



WELBOURNE:

Sam Wilson

Welbourne@countyside-va.org

2021 COMMITTEE LISTINGS

COMMUNITY RELATIONS COMMITTEE

Penny Francke, Chair
Pat Bour, Alternate Chair

BELMONT:

Gabbi Jones

FOXFIELD:

Vacant

MORVEN:

Vacant

OAKRIDGE:

Amanda Boone | amandam35@gmail.com | 703-869-2457

Elizabeth Moran | 267 Chelmsford Ct.

| ekamoran1@comcast.net | 703-430-7566

OATLANDS:

Vacant

ROKEBY:

Pat Bour | Patricia.Bour@verizon.net

WELBOURNE:

John Fernandes | jffern@yahoo.com

Melissa Castan

DESIGN REVIEW COMMITTEE

Sarah Wertz, Chair
Will Vigil, Alternate Chair
Roddy Dean, BoD Liaison

BELMONT:

Rodney Collins | rodneyandlisa@msn.com

FOXFIELD:

Lorraine Gunzerath | lg72xx@verizon.net

MORVEN:

Will Vigil | willvigil@gmail.com

OAKRIDGE:

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

OATLANDS:

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

ROKEBY:

Abdul alQassab | aboudiq@msn.com

WELBOURNE:

Vacant

FACILITIES COMMITTEE

Sam Wilson, Chair
Tommy Jackson, Alternate Chair

BELMONT:

Tommy Jackson

tommy.jackson@abm.com | 571-238-7141

FOXFIELD:

Vacant

MORVEN:

Vacant

OAKRIDGE:

Amanda Boone

amandam35@gmail.com | 703-869-2457

FACILITIES COMMITTEE

Continued...

OATLANDS:

Timothy Shamble

Cathy Cunningham (Alternate)

Tanja Fitzel (At Large)

ROKEBY:

Pat Bour | Patricia.Bour@verizon.net

WELBOURNE:

Vacant

FINANCE COMMITTEE

Dave Barrie, Chair
Roddy Dean, Alternate Chair

BELMONT:

Vacant

FOXFIELD:

Sheryl Rader | 25 Marian Ct. | sfrader2@gmail.com

| 703-421-2106

MORVEN:

Roddy Dean | Morven@countryside-va.org

OAKRIDGE:

Jeff Kretsch | 166 Sulgrave Ct. |

jlkretsch@verizon.net | 703-444-4650

OATLANDS:

Dave Barrie | Oatlands@countryside-va.org

ROKEBY:

Ash Dean

WELBOURNE:

Bob Griesbach

GROUNDS COMMITTEE

Albert Zangrilli, Chair
Pamela McGraw, Alternate Chair

BELMONT:

Barbara O'Connor | 38 Westmoreland Dr. |

barb@moconnor.net | 703-450-1872

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:

Jim Krips | jaskrips@gmail.com

WELBOURNE:

Diane Blunt | 1 Nicholson Ct.

| diane.blunt92@gmail.com | 703-430-7136

2021 COMMITTEE LISTINGS (CONTINUED)

HORSEPEN RUN AD HOC COMMITTEE

Dave Barrie, Chair

BELMONT:

Benu Bhargava
Tony Palm

FOXFIELD:

Vacant

MORVEN:

Rob Heckman
Steve LeHew

OAKRIDGE:

Taylor Couch | taylor.h.couch@gmail.com
404-729-4980

OATLANDS:

Vance Middleton

ROKEBY:

Aaron Emery

WELBOURNE:

Bob Griesbach

NEIGHBORHOOD ADVISORY COUNCIL

Jeff Kretsch and Pat Bour, BoD Liaisons

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
Vacant

FOXFIELD:

Elizabeth McMahon, **Chair** |
E_McMahon555@comcast.net
Scott Simon | 12 Alden Ct.
scott.simon58@yahoo.com | 571-434-9483
Vacant
Vacant
Vacant

MORVEN:

Brenda Koontz, **Chair** | 5 Griswold Ct.
d.koontz1@verizon.net | 703-406-0216
David Torres | davidtorrespada@yahoo.com
Jonathan Breslow | 44 Aldridge Ct.
jbreslow@yahoo.com
Linda Lurie | linda_lurie@comcast.net
Vacant

NEIGHBORHOOD ADVISORY COUNCIL

Continued...

OAKRIDGE:

Mike Sziede, **Chair** | mikesziede@gmail.com
Julie Young | 186 Sulgrave Ct.
jkyoung1969@gmail.com | 703-380-2200
Traci Medlock | 200 Sulgrave Court
tracimedlock@gmail.com
Deblyn Flack | Flack_d@hotmail.com

OATLANDS:

Thomas Simmons | 1 Glengyle Lane
thomasleesimmons@gmail.com
Brad Bucher
Vacant
Vacant
Vacant

ROKEBY:

Diane Bohn, **Chair** | ddbohn@yahoo.com
Jim Krips | 154 Peyton Rd. | jaskrips@gmail.com
Pat Bour | patricia.bour@verizon.net
Charles Robinson
Janet Callum

WELBOURNE:

Diane Blunt, **Chair** | 1 Nicholson Ct.
diane.blunt92@gmail.com | 703-430-7136
Daniel Castan | daniel.castan.dc@gmail.com
Vacant
Vacant
Vacant

THE COURIER

COUNTRYSIDE PROPRIETARY BOARD OF DIRECTORS MEETING Go To Meeting Remote Meeting Due to COVID-19 Pandemic Wednesday, October 27, 2021

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Penny Francke – Oakridge
Roddy Dean – Morven
Al Zangrilli – Rokeby
Sam Wilson – Welbourne
Phil Gorman – Belmont
Sheryl Rader - Foxfield

BOARD MEMBERS ABSENT:

None

OTHERS PRESENT:

Clark Massie – Tetra Corp., President
Dave McElhaney – Urban Engineering
John Regan – Christopher Companies, President
Tushar Anwar – Transportation Consultant
Kim Dondero – Tetra Corp. Associate
Catherine Neelley – PMP
Lisa Marnet – PMP
Alicia McKenna-Graves– PMP

CALL TO ORDER:

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

APPROVAL OF MEETING MINUTES:

Roddy Dean **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 6, 2021.** Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: 6 Residents were in attendance. Items discussed:

- Presentation Re: Proposed Askegren / Hidden Lane Property Development
- Short Term Rentals
- Town Hall Meeting

GENERAL BUSINESS:

A. OLD BUSINESS: None

B. NEW BUSINESS:

CountrySide Survey

Sam Wilson **moved that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide’s founding documents including short-term rental restrictions, our current design review committee processes and restrictions, as well as other aspects of our community and governing committee’s to be determined through the scope review process after the contractor is selected.**

The contractor selection and fully executed contract will be finalized no later than November 30th, 2021, with the finalized survey sent out no later than December 15th and the survey period ending on December 30th, 2021. Phil Gorman seconded the motion.

Board of Directors

Dave Barrie amended the motion to read **"I move that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents including short-term rental restrictions, ~~our current design review committee processes and restrictions, as well as other aspects of our community and governing committee's~~ to be determined through the scope review process after the contractor is selected.**

The contractor selection and fully executed contract will be finalized no later than November 30th, 2021, with the finalized survey sent out no later than December 15th and the survey period ending on December 30th, 2021.

Sam Wilson made the final amendment to read **"I move that the Board of Directors hire an independent contractor or consultant to conduct a survey of all CountrySide residents at a cost not to exceed \$2500.00, in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents including short-term rental restrictions, our current design review committee processes and restrictions, as well as other aspects of our community and governing committee's to be determined through the scope review process after the contractor is selected and *confirms they can meet the deadline.***

The contractor selection and fully executed contract will be finalized by the Board no later than January 1st, 2022, with the finalized survey sent out no later than January 31st, 2022 and the survey period ending on February 15th, 2022. Sheryl Rader seconded the motion. Belmont, Foxfield, Morven, Oakridge, Rokeby and Welbourne voted for the motion. Oatlands voted against the motion. Motion carried.

CountrySide Annual Meeting

Sam Wilson moved that the Board of Directors schedule and hold an annual meeting of the members, with options for residents to attend in-person or virtually, on Saturday, November 20th at 8:00 PM.

Our property manager, PMP, will post the announcement on the home page of the CountrySide website and notify residents via email on 10/28/21, with two additional email reminders sent on 11/12/21 and 11/19/21. Al Zangrilli seconded the motion. Motion was withdrawn due to conflict with existing CountrySide controlling documents.

Amendment to Resolution 285

Sam Wilson moved that the Countryside Board of Directors adopt Resolution 285, as amended, "Procedures Relating to Virtual Board, Committee, and Annual Meetings".

Amended resolution 285 is amended with only to following sections noted as changed. All other original verbiages to remain:

Section I -

Subsection A: The Board of Directors meetings shall be conducted either virtually or in-person, with virtual attendance made available to any resident upon written request received a minimum of 24 hours in advance of the beginning of a board meeting.

Subsection B: The Board shall determine the virtual place for Board and Committee meetings by way of a virtual platform. All notices of Board and/or Committee meetings will advise Owners of the means and methods for participating in the meeting *virtually*. The platform will allow all Owners to hear and see the open session proceedings, substantially concurrent with the proceedings.

Subsection D: If the Board decides to conduct a meeting virtually, there will be no physical meeting location and the location of the meeting will be virtual *only*.

Board of Directors

II: Membership Meetings

A. Membership Meeting Location

a: All membership meetings of the Association, including, but not limited to the annual meeting, shall be held *either virtually or in-person, with virtual attendance made available to any resident upon written request received a minimum of 24 hours in advance of the beginning of a meeting.*

b: The Board shall determine the virtual platform for an annual meeting by way of a virtual platform or other electronic means. All notices of annual meetings will advise Owners of the means and methods for participating in the meeting virtually. The platform will allow all Owners to hear and see the proceedings, substantially concurrent with the proceedings.

d: If the Board decides to conduct a meeting virtually, there will be no physical meeting location and the location of the meeting will be virtual *only*.

B. Nominations

a. A call for candidates will be mailed electronically, or a hard copy mailed via standard postal service if requested by an owner in writing, prior to the notice of the annual meeting. Anyone interested in serving on the Board of Directors may submit their candidacy for consideration by the members.

|
|
|

The effective date of this Resolution shall be October 27, 2021. On October 27, 2021, this Resolution shall supersede and replace all prior resolutions regarding virtual meetings. Phil Gorman seconded the motion. Welbourne voted for the motion. Morven, Oakridge and Oatlands voted against the motion. Foxfield, Belmont and Rokeby abstained from the motion. Motion did not carry.

Extension of Deadline for Petitions of Candidacy

Sam Wilson **moved that the board of directors extend the petition for candidacy deadline to October 29th, 2021. Per Resolution 285, Section II Membership Meeting, Subsection B-b.**

B. Nominations

a. A call for candidates will be mailed prior to the notice of the annual meeting. Anyone interested in serving on the Board of Directors may submit their candidacy for consideration by the members.

b. All candidacy statements must be received by the date and time and in the format specified in the call for candidates or any subsequent deadline if extended by the Board. Candidates who timely submit their statements and otherwise qualify will have their statements mailed with the notice of the annual meeting and their names place on the mail-in ballot. Late submissions will not be accepted.

c. Nominations will not be taken from the floor at the meeting.

Al Zangrilli seconded the motion. Rokeby and Welbourne voted for the motion. Belmont, Foxfield, Morven, Oakridge and Oatlands voted against the motion. Motion did not carry.

Board of Directors

ARCHITECTURAL ITEMS:

Minor Violations

Penny Francke moved if corrective action is not taken by November 5, 2021 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 6, 2021.

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. Sheryl Rader seconded the motion. Motion carried unanimously.

FACILITIES:

2022 Pool Management Agreement

Sam Wilson moved that the Board of Directors approve the first option year of the Pool Management Agreement with High Sierra Pools at the agreed cost of \$201,600.00. Cost to be applied to GL 7500. The Facilities Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

FINANCE:

Resolution #286 – 2022 Common Driveway Assessment

Roddy Dean moved that the Board of Directors adopt the 2022 Common Driveway Assessment, Resolution #286 as written. The Finance Committee voted unanimously to recommend approval. Sheryl Rader seconded the motion. Motion carried unanimously.

GROUNDS:

2022 Turf Aeration

Al Zangrilli moved that the Board of Directors approve the BrightView \$11,735.36 proposal for turf aeration of the common turf areas. Cost to be applied to GL 6127. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

2022 Turf Restoration

Al Zangrilli moved that the Board of Directors approve the BrightView \$8718.43 proposal to perform turf restorations at all stump grind areas. Cost to be applied to GL 6127. The Grounds Committee unanimously recommends approval. Penny Francke seconded the motion. Motion carried unanimously.

2022 Land Services Agreement

Al Zangrilli moved the Board of Directors award the 2022 Agreement for Land Services to Advantage Landscapes for the proposed cost of \$256,680.00. This amount includes the base agreement price of \$240,960.00 plus a one-time cost price of \$15,720.00 to clean all underdrain trail drainage pipes prior to the assumption of the agreement. Cost to be applied to GL 6125. The Grounds Committee unanimously recommends approval. Phil Gorman seconded the motion. Motion carried unanimously.

2022 Tree Services Agreement

Al Zangrilli moved that the Board of Directors award the 2022 Agreement for Tree Removal Services to Advantage Landscapes for the proposed daily rate of \$2,495.00 for a full day service or \$1,870.00 for ½ day service. Costs to be applied to GL's 6128, 6154, and 8571, as budgeted. The Grounds Committee unanimously recommends approval. Sam Wilson seconded the motion. Motion carried unanimously.

2022 Snow Removal Agreement

Al Zangrilli moved that the Board of Directors award the 2022 Agreement for Snow Removal Services to Advantage Landscapes for the proposed rates as attached. Costs to be applied to GL's 8540 and 6140, as

COMMITTEE REPORTS:

| | |
|-------------------------------|--------------------------------------|
| Community Relations Committee | October 7, 2021 |
| Facilities Committee | August 12, 2021 & September 21, 2021 |
| Finance Committee | October 19, 2021 |
| Grounds Committee | August 18, 2021 & September 23, 2021 |
| HPR | October 13, 2021 |
| Neighborhood Advisory Council | September 14, 2021 |

MANAGEMENT REPORTS:

- Management Report
- Financial Reports
- Project List

EXECUTIVE SESSION:

Penny Francke **stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider pending or probable litigation as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners' Association Act. There are no matters identified on the meeting agenda.** Sam Wilson seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 9:50 PM.

Section 55-510.1 C of the Virginia Property Owners' Association Act provides:

No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.

The Board exited Executive Session and reconvened in open session at 10:37 PM.

ADJOURN:

Penny Francke **moved to adjourn the meeting.** Sam Wilson seconded the motion. Motion carried unanimously. The meeting adjourned at 10:38 PM.

**COUNTRYSIDE PROPRIETARY
Community Relations Meeting
Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Thursday, November 4, 2021**

1. CALL TO ORDER

A) Attendance:

- i) Pat Bour, Amanda Boone, Melissa Castan, Gabbi Jones, Elizabeth Moran, Penny Francke, Erin Gilmore (PMP), Catherine Neelley (PMP)
- ii) Absent: John Fernandes

2. COMMITTEE ADMINISTRATION

- A) Those present unanimously confirmed the e-vote approval of the 07October2021 Minutes.

3. GUEST AND RESIDENT PARTICIPATION - No guests present.

4. OLD BUSINESS – Review of September Events/Lessons Learned

A) Boo Fest - October 23rd

- i) Attendance approximately 75-80 kids, plus adults. Halloween bags were a big hit!
- ii) 3 volunteers – only possible with a LOT of prep work
- iii) Notes for future event: Hire entertainer if budget permits? Advance purchase of craft kits could save significantly. Also, need more space/longer table (or alternate tables/writing surfaces) for filling out candy count guess slips; hand truck (new or existing) would be helpful for moving tubs of supplies (especially if held outside).

5. NEW BUSINESS

A) 2022 Budget for CRC events

- i) Most events restored (one fewer Family Fun Night); Fall Fest budget increased by \$2K.
 - ii) BOD approved 2022 Budget at the 03Nov2021 Board meeting.
 - iii) Budget increased to cover more PMP staffing at events next year; still could use greater level of resident volunteers.
 - iv) Some funds budgeted for possible app for digital amenities passes (and more).
- ### B) Winter Celebration – December 4th
- i) CRC volunteers: Amanda, Melissa, Gabbi, Penny
 - ii) Gift bags – Erin to provide update on bags and “trinkets” as soon as possible.
 - iii) Outside event, with Santa in gazebo. Mike’s staff needs to get rocking chair from the shed; PMP to arrange set-up if possible. “Santa” to be contacted (Amanda?) with details on timing.
 - iv) Amanda will investigate possible entertainment and report back to group for decision.
 - v) Amanda will prepare a letter drop box for letters to North Pole and will make sure the letters are delivered to the Post Office for responses to senders.
 - vi) Group discussed the possibility of providing packets of hot chocolate mix as a take-home item (in gift bags)
 - vii) Candy guessing game: Hershey Kisses (Need volunteer or PMP to purchase jar and count candies).
 - viii) PMP to investigate whether we can order small dreidels with instructions, as well as gelt chocolate coins; there should be a menorah in storage.
 - ix) CVS used to donate boxes of candy canes/PMP to check on this, as well as Walmart donation (as in past)
- ### C) Year-end Purchases/Spend versus Budget
- i) CRC Team voted to increase amount for year-end purchases to \$1500. Still need list of pricing for proposed purchases from Erin.
 - ii) CRC has offered \$1500 of remaining 2021 funds to BOD to cover partial cost of a survey of residents that is planned for early 2022 (survey consultant to be hired by year-end; survey cost NTE \$2500).
 - iii) Update to CRC team from Erin – what has been ordered so far? What is proposed for order?
 - iv) Update from PMP on spend versus budget YTD (hopefully)

D) ADJOURNED at 7:19PM

**COUNTRYSIDE PROPRIETARY
Facilities Committee Meeting
Go To Meeting Remote Meeting Due to COVID-19 Pandemic
Wednesday, October 14, 2021**

1) CALL TO ORDER

- a) Meeting Called to Order via GoToMeeting at 7:18 PM
- b) Attendees: Boone, Fitzel, Shamble, Wilson, Stracka (PMP), Kashinov (HSP)
- c) Absent: Bour, Cunningham, Jackson

2) COMMITTEE ADMINISTRATION

- a) Approval of the September 2021 meeting minutes. Minutes were approved unanimously as written.

3) GUEST & RESIDENT PARTICIPATION

- a) No residents were in attendance.

4) WAVES ISSUES

- a) PMP was directed to develop a cost estimate for the repairs to the siding of the Waves shed at Parkway that was damaged by mowing operations and to request BrightView reimburse the Proprietary for the cost of the repairs.

5) POOL ISSUES

- a) Discussion regarding HSP's discovery of a leak in the skimmer line while they were winterizing the Lindenwood Pool. This system was tested after the repairs were completed last year by Sunset pools and no leaks were noted at that time. HSP's have provided an estimate of \$850.00 to perform a pressure test of the system to locate the source of the leak. If the leak is found to be the result of the work completed last year by Sunset pools, we may be able to seek recovery of the repair expenses from them. If the leak is a new leak, we will need to consider making repairs from the reserves. PMP was directed to research the warranty period for the repairs completed by Sunset. The Committee also directed PMP to discuss the repairs to the pool with the BoD and recommends the BoD move up the project for renovation of the Lindenwood Pool from the projected 2028 date in the reserves to 2022. This is based on the fact that this pool has not been renovated since installation and that the plumbing has reached the end of its expected service life of over 35 years. The committee also voted unanimously to approve the \$850.00 pressure test to determine if the location of the leak can be attributed to a skimmer replacement of a general broken pipe.
- b) Discussion regarding HSP's discovery of a damaged main drain sump and two returns in the Lindenwood Wading Pool. They have provided an estimate of \$1,800.00 to make the repairs. No motion, tabled for next meeting.
- c) Discussion with HSP regarding staffing for 2022. The committee requested that HSP work next season to locate and train pool managers who are more skilled at problem resolution to address resident concerns. There were a number of incidents this season when the pool managers were unable to effectively address concerns and incidents at the pools.
- d) Discussion of the results of the FAC post season pool inspections conducted on October 8, 2021. PMP will provide the repair list for the next meeting.

6) PROJECT LIST & BUDGET

- a) 2021 Project List Reviewed.
- b) 2021 Proforma Reviewed.
- c) The repairs to the tennis court surfaces have been completed at the CountrySide and Lindenwood Court locations. Sport Systems is working on the fencing repairs at Foxfield now and are scheduled to make the court surface repairs there on October 14 and 15.
- d) Grounds did review the specifications desired for the replacement of the Kubota with no concerns. PMP will begin sourcing vendors to bid the week of October 11.

THE COURIER

COUNTRYSIDE PROPRIETARY Finance Committee Meeting Go To Meeting Remote Meeting Due to COVID-19 Pandemic Tuesday, November 16, 2021

Call to Order:

David Barrie called the regular meeting of the Finance Committee to order at 7:03 PM.

Members Present:

Roddy Dean, Charles Dean, Catherine Neelley,(PMP) Chris Rodgers(PMP) Sheryl Rader, Bob Griesbach, and David Barrie.

Absent:

Jeff Kretsch

Items Discussed:

- The Committee voted unanimously to accept the October meeting minutes.
- The Committee reviewed the Balance sheet, Income Statement and Proforma.
- In reviewing the Investments, there was a discussion about our CD investments. Chris to report on suggestions from Morgan Stanley on our investments
- Chris will get back to the Committee on the latest information about several accounts on the aging report.
- No changes in the accounts over \$2,000.00. Catherine to contact our attorney and report what other methods we can utilize to stimulate payment.
- Chris to report on the allowance for doubtful accounts and the formula we have used in the past.
- Catherine will add a notation to identify balances moved from 2021 to 2022.
- The Committee voted unanimously to accept the proposal from our current auditor for 2022 audit services. The auditor proposed a three-year (2022-2024) engagement and a fee range for each year, with cancelation rights.
- The Committee voted unanimously to accept the write-off for 2021.
- Yearend final results for 2021 will be worked on by Chris and presented to the 2022 Finance Committee.
- There will be no December meeting of the Finance Committee
- David thanked all the Committee members for their participation and assistance in the 2021 Finance meetings.

The meeting was adjourned at **7:46 PM.**

COUNTRYSIDE PROPRIETARY Horsepen Run/Ad Hoc Committee Meeting Go To Meeting Remote Meeting Due to COVID-19 Pandemic Thursday November 10, 2021

The HPR Committee meeting was called to order by David Barrie at 7:05PM on Thursday, November 10, 2021.

In Attendance: Aaron Emery, Robert Griesbach, Vance Middleton, David Barrie, and Catherine Neelley (PMP).

Absent: Benu Bhargava, Steven LeHew, and Tony Palm

Tony was unable to make the meeting, therefore there was no presentation about the stream restoration project.

Items of Discussion:

- Loudoun County easement in Horsepen Run
- An unauthorized structure on the River West Trail.
- Possible purchase of Askegren property.
-

The meeting **adjourned at 7:25 P.M.**

NEIGHBORHOOD ADVISORY COUNCIL
Approved Meeting Minutes
October 12, 2021
Remote Meeting Due to COVID-19

Members in attendance:

Belmont: Barb O'Connor, Art Rodriguez, and Louis Kaiser
Foxfield: Elizabeth McMahon and Scott Simon
Morven: Brenda Koontz, Linda Lurie, and Molly Murphy
Oakridge: Traci Medlock and Julie Young
Oatlands: Thomas Simmons
Rokeby: Pat Bour, Janet Callum, and Charles Robinson
Welbourne: Diane Blunt and Dan Castan

Others in attendance:

Resident of 6 Crisswell Court, Belmont
Resident of 46 Millard Court, Morven
Jeff Kretsch, NAC Liaison
Lisa Marnet, PMP

Art Rodriguez called the meeting to order at 6:06pm

Approval of September 14, 2021, meeting minutes
Bour moved to approve, McMahon seconded, Approved with one abstention.

BELMONT

Approval of the September 14, 2021, meeting minutes
Approved
2022 Budget spreadsheet/scores timeline
Reviewed and agreed to follow timeline
2021 Guideline Review
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing
Approved
Resident Proposed Guideline Changes -Screened Porches, Single Family Homes
Denied
Resident Proposed Guideline Changes - Townhouse Decks
Approved
Resident Proposed Guideline Changes - Townhouse Sheds
Denied
General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes
See full report in the Courier.
General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes
See full report in the Courier.
Standing Committee Reports
Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.
Review of Neighborhood Applications
2 applications reviewed

Neighborhood Advisory Council

FOXFIELD

Approval of the September 14, 2021, meeting minutes
Approved
2022 Budget spreadsheet/scores timeline
Reviewed and agreed to follow timeline
2021 Guideline Review
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing
Approved
Resident Proposed Guideline Changes -Screened Porches, Single Family Homes
Denied
Resident Proposed Guideline Changes - Townhouse Decks
Approved
Resident Proposed Guideline Changes - Townhouse Sheds
Denied
General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes
See full report in the Courier.
General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes
See full report in the Courier.
Standing Committee Reports
Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.
Review of Neighborhood Applications
5 applications reviewed

MORVEN

Approval of the September 14, 2021, meeting minutes
Approved
2022 Budget spreadsheet/scores timeline
Reviewed and agreed to follow timeline
2021 Guideline Review
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse
Approved
Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing
Approved
Resident Proposed Guideline Changes -Screened Porches, Single Family Homes
Denied
Resident Proposed Guideline Changes - Townhouse Decks
Approved
Resident Proposed Guideline Changes - Townhouse Sheds
Denied
General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes
See full report in the Courier.
General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes
See full report in the Courier.
Standing Committee Reports
Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.
Review of Neighborhood Applications
2 applications reviewed

Neighborhood Advisory Council

OAKRIDGE

Approval of the September 14, 2021, meeting minutes

Approved

2022 Budget spreadsheet/scores timeline

Reviewed and agreed to follow timeline

2021 Guideline Review

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing

Approved

Resident Proposed Guideline Changes -Screened Porches, Single Family Homes

Denied

Resident Proposed Guideline Changes - Townhouse Decks

Approved

Resident Proposed Guideline Changes - Townhouse Sheds

Denied

General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes

See full report in the Courier.

General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes

See full report in the Courier.

Standing Committee Reports

Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.

Review of Neighborhood Applications

No applications this month.

OATLANDS

Approval of the September 14, 2021, meeting minutes

Approved

2022 Budget spreadsheet/scores timeline

Reviewed and agreed to follow timeline

2021 Guideline Review

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing

Approved

Resident Proposed Guideline Changes -Screened Porches, Single Family Homes

Denied

Resident Proposed Guideline Changes - Townhouse Decks

Approved

Resident Proposed Guideline Changes - Townhouse Sheds

Denied

General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes

See full report in the Courier.

General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes

See full report in the Courier.

Standing Committee Reports

Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.

Review of Neighborhood Applications

One application reviewed and approved.

Neighborhood Advisory Council

ROKEBY

Approval of the September 14, 2021, meeting minutes

Approved

2022 Budget spreadsheet/scores timeline

Reviewed and agreed to follow timeline

2021 Guideline Review

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing

Approved

Resident Proposed Guideline Changes -Screened Porches, Single Family Homes

Denied

Resident Proposed Guideline Changes - Townhouse Decks

Approved

Resident Proposed Guideline Changes - Townhouse Sheds

Denied

General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes

See full report in the Courier.

General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes

See full report in the Courier.

Standing Committee Reports

Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.

Review of Neighborhood Applications

One application reviewed and approved.

WELBOURNE

Approval of the September 14, 2021, meeting minutes

Approved

2022 Budget spreadsheet/scores timeline

Reviewed and agreed to follow timeline

2021 Guideline Review

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed "STANDARDS"- Front Entry Door - Foxfield Townhouse

Approved

Resident Proposed Guideline Changes- Garden Trellises/Arbors and Single-Family Home Fencing

Approved

Resident Proposed Guideline Changes -Screened Porches, Single Family Homes

Denied

Resident Proposed Guideline Changes - Townhouse Decks

Approved

Resident Proposed Guideline Changes - Townhouse Sheds

Denied

General Discussion of existing Guidelines -Awnings – Townhouse, Single Family and Manor Homes

See full report in the Courier.

General Discussion of existing Guidelines - Decks – Townhouse, Single Family and Manor Homes

See full report in the Courier.

Standing Committee Reports

Pat Bour gave reports on CRC, GRDS, FAC and FIN Committees. See full report in the Courier.

Review of Neighborhood Applications

1 application reviewed and approved.

THE COURIER

DESIGN REVIEW COMMITTEE MEETING Approved Meeting Minutes October 25, 2021 Remote Meeting Due to COVID-19

The virtual meeting of the Design Review Committee was opened on October 25, 2021, at 6:33pm.

DRC Committee Members:

Rodney Collins (Belmont), Lorraine Gunzerath (Foxfield), Will Vigil (Morven), Roy Weidner (Oakridge), Sarah Wertz (Oatlands).

Others in Attendance:

Resident of 6 Crisswell Court, Belmont
Resident of 13 McCarty Court, Oatlands
Resident of 107 Peyton Road, Rokeby
Roddy Dean, BoD Liaison
Lisa Marnet, DRC Coordinator

- I. Approval of the September 27, 2021, meeting minutes
Collins moved to approve, Weidner, approved unanimously.
- II. 2021 Annual Guideline Review
 - Resident Proposed "Standards"
 - a. Front Entry Door I, Foxfield- Approved 5-0.
 - b. Front Entry Door II, Foxfield- Approved 5-0.
 - Resident Proposed Guideline Changes
 - a. Garden Trellises/Arbors and Single-Family Home Fencing
 - Arbors- Approved as written 5-0.
 - Single Family Home Fencing- Denied 4-1 leave as written in the current Guidelines.

| Community | Address | Application# | Alteration | DRC Ruling |
|-----------|-----------------------|--------------|--|---------------|
| Belmont | 6 Crisswell Court | 71681-119511 | Replacement Windows | Approved 5-0. |
| | 12 Worthington Court | 71615-70881 | Patio and Walkway | Approved 5-0. |
| Foxfield | 1 Clinton Court | 71899-69779 | Roof and Shutters (color change) | Approved 5-0. |
| | 10 Mercer Court | 71679-127070 | Fence and Shed (color change) | Approved 5-0. |
| | 10 Mercer Court | 71774-127070 | Front Door and Shutters (color change) | Approved 5-0. |
| Morven | 51 Quincy Court | 71580-71549 | Shed (color change) | Approved 5-0. |
| | 2 Southall Court | 71898-70635 | Patio | Approved 4-1. |
| | 24 Griswold Court | 71897-121123 | Deck Modification | Approved 5-0. |
| Oakridge | 14 Whittingham Circle | 71782-70838 | Deck Modification | Approved 5-0. |
| | No applications | | | |
| Oatlands | 25 Brinks Court | 71905-96484 | Fence | Approved 5-0. |
| | 9 Dudley Court | 71908-69667 | Mailbox Post | Approved 5-0. |
| Rokeby | 13 McCarty Court | 71901-134069 | Siding | Approved 5-0. |
| | 107 Peyton Road | 71903-117517 | Swing Set | Approved 5-0. |
| Welbourne | 12 Benton Court | 71543-71754 | Shed (color change) | Approved 5-0. |

Meeting Adjourned at 7:26pm.

NEIGHBORHOOD SERVICES

| SERVICE | NAME | PHONE |
|--------------------------------|------------------|--------------|
| Babysitting/Pets | Daniela Miranda | 703-407-0941 |
| Pets | Julianne McNulty | 703-444-2552 |
| Yard Work/Snow | John Ellis Rawls | 571-342-4862 |
| Yard Work/Snow | Zack Daughtry | 571-277-6820 |
| Babysitting/Pets | Sarah Moldover | 703-278-3160 |
| Yard Work/Snow Removal/Pets | Cristian Avalos | 703-727-3485 |

The Proprietary, its members, and the Board of Directors do not recommend or endorse any person on this list. If you or your child would like to register to be on the services list, please email Erin Gilmore at erinrg.cside@pmpbiz.com to get a copy of the registration form.

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Go to <https://pmprent.condocerts.com/resale> to order. Register, place your order, and your documents will be processed.

Westwick Court Villas:

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

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

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 previous approval. If you haven't done so already, please ensure that you have submitted an application for those exterior modifications

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.

Ready to order a POA package? Please contact the Proprietary office at 703-430-0715.

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2021 CountrySide Events

| <u>Event</u> | <u>Date & Time</u> | <u>Location</u> |
|---------------------------------------|--|----------------------|
| Spring Clean-Up | Saturday, April 24 th 10am-12pm | Parkway Parking Lot |
| Spring Yard Sale | Saturday, May 1 st 8am – Seller's discretion | C-Side Residences |
| Family Fun Night #2 | Saturday, July 17 th 5-8pm Rain Date: July 18 th | Parkway Pool |
| Concert #2 CANCELLED | Saturday, July 31 st 7-9pm | Parkway Lawn |
| Family Fun Night #3 | Saturday, August 14 th 5-8pm Rain Date: August 15 th | Parkway Pool |
| Back to School Pool Party | Saturday, August 28 th 4:30-7:30pm | Lindenwood Pool |
| Shred Event | September 18th 2021 9:00—Noon | Parkway Parking Lot |
| Doggie Swim (FAC) | Saturday, September 11 th 1-4pm | Parkway Pool |
| Fall Yard Sale | Saturday, September 18 th 8am – Seller's discretion | C-Side Residences |
| Fall Fest | Saturday, October 2 nd 12-4pm | Parkway Parking Lot |
| Boo Fest | Saturday, October 23 rd 1-3pm | Parkway Meeting Room |
| Winter Celebration | Saturday, December 4 th 1-3pm | Parkway Meeting Room |

All dates are subject to change

Revised July 28, 2021

December 2021

| November '21 | | | | | | | January '22 | | | | | | |
|--------------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 28 | 29 | 30 | | | | | 30 | 31 | | | | | |

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|---------|-----------|-----------------------------|----------------------|--|
| 28 | 29 | 30 | 1 | 2 CRC Meeting 6:30 PM | 3 | 4 Winter Celebration 1:00 - 3:00 PM Parkway Grounds |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 CountrySide Annual Meeting 8:00 PM | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 Christmas Eve | 25 Christmas Day |
| 26 | 27 | 28 | 29 | 30 | 31 New Year's Eve | 1 New Year's Day |
| 2 | 3 | Notes | | | | |

January 2022

| December '21 | | | | | | | February '22 | | | | | | |
|--------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 | 6 | 7 | 1 | 2 | 3 | 4 | 5 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 27 | 28 | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | | | | | | | |

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|------------------------------|------------------------------|------------------------------|----------|--------|---------------------|
| 26 | 27 | 28 | 29 | 30 | 31 | 1 New Year's Day |
| 2 | 3 | 4 | 5 BoD Meeting 7:00 PM | 6 | 7 | 8 |
| 9 | 10 | 11 NAC Meeting 6:00 PM | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 DRC Meeting 6:30 PM | 25 | 26 BoD Meeting 7:00 PM | 27 | 28 | 29 |
| 30 | 31 | Notes | | | | |