

# The Courier

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



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COURIER VOL. 44, NO. 6 | June 2022





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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, 7:00 PM

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

## Trash & Yard Waste Reminders

### USE A COVERED 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"

# Reminders and News

## June Committee Meetings

- BOARD OF DIRECTORS: JUNE 1<sup>ST</sup>, JUNE 22<sup>ND</sup>**
- COMMUNITY RELATIONS COMMITTEE: JUNE 2<sup>ND</sup>**
- DESIGN REVIEW COMMITTEE: JUNE 27<sup>TH</sup>**
- FACILITIES COMMITTEE: JUNE 9<sup>TH</sup>**
- FINANCE COMMITTEE: JUNE 21<sup>ST</sup>**
- GROUNDS COMMITTEE: JUNE 15<sup>TH</sup>**
- HORSEPEN RUN COMMITTEE: JUNE 8<sup>TH</sup>**
- NEIGHBORHOOD ADVISORY COMMITTEE: JUNE 14<sup>TH</sup>**



### LOOKING FOR MINUTES?

Visit the CountrySide website to view the latest Meeting Minutes at <https://countryside-va.org/>

## 2022 Pool Season

CountrySide pools will open at 10:00 am on Saturday, May 28<sup>th</sup>, 2022. The 2022 Pool Rules & Regulations are posted on the CountrySide website. Visit <https://countryside-va.org/pool-evaluation/> and click on the 2022 Season link under "Rules & Regulations." The 2022 Rules and Regulations are available in Spanish below the 2022 Season Link. The 2022 pool schedule is available as a PDF download. Have a great season!



## JUNE 2022

SUN	MON	TUES	WED	THUR	FRI	SAT
29	30	31	01 BoD Meeting 7:00 PM	02 CRC Meeting 7:00 PM	03	04
05	06	07	08 HPR Meeting 7:00 PM	09 FAC Meeting 7:00 PM	10	11 Concert on the Lawn Parkway 6:00 PM - 8:00 PM
12	13	14 NAC Meeting 6:00 PM Flag Day	15 GRNDS Meeting 7:00 PM	16	17	18
19 Juneteenth Father's Day	20 Federal Holiday	21 FIN Meeting 7:00 PM Summer Solstice	22 BoD Meeting 7:00 PM	23	24	25 Family Fun Night - Lindenwood Pool 5:00 PM - 8:00 PM
26	27 DRC Meeting 6:30 PM	28	29	30	01	02
03	04	05	06	07	08	09

The CountrySide office will fully reopen on Tuesday, June 1, 2022. Please consider wearing a mask when entering the office. Thank you.

# CLASSIFIEDS:

Remodeling Experts, Complete Kitchen and Bath Renovation, Hardwood, Vinyl, and Ceramic Flooring, Exterior & Interior Painting, General Carpentry. Licensed & Insured. Ready for any new project you may have in mind! Contact Frank for a free estimate. 703-587-1490.

[escobarsremodelingva@gmail.com](mailto:escobarsremodelingva@gmail.com)



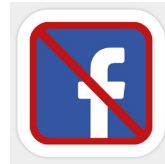
*The CountrySide Proprietary, its members, and/or Board of Directors do not recommend or endorse any advertiser. The CountrySide Proprietary reserves the right to decline any advertisement for any reason it deems appropriate. Submitted articles are the opinion of the author and do not necessarily reflect the opinions of the CountrySide Proprietary, its members, or the Board of Directors.*



**Saturday, June 11  
6:00 to 8:00 pm  
Parkway Lawn  
46020 Algonkian Parkway**

After a three-year hiatus, we are pleased to welcome back Justified! Justified is composed of long-term residents of the community and has entertained CountrySide residents at events for many years. Please join us for a night of music and family fun on the Parkway Lawn. Saturday, June 11th, from 6:00 pm - 8:00 pm.

Big Kyle's BBQ food truck will be onsite for this event. Preview the menu by following the link below: <https://bigkylebbq.com/order-online/>



## 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!**







# JULY 2022

SUN	MON	TUES	WED	THUR	FRI	SAT
26	27	28	29	30	01	02
03	Holiday Office Closed	05	BoD Meeting 7:00 PM	CRC Meeting 7:00 PM	08	09 Concert on the Lawn 2 Parkway 6:00 PM - 8:00 PM
10	11	NAC Meeting 6:00 PM	HPR Meeting 7:00 PM	FAC Meeting 7:00 PM	15	16
17	18	FAC Meeting 7:00 PM	GRNDS Meeting 7:00 PM	21	22	23 Family Fun Night #2 Lindenwood Pool 5 PM - 8 PM
24	DRC Meeting 6:30 PM	26	BoD Meeting 7:00 PM	28	29	30
31	01	02	03	04	05	06

## Tide Swim Lessons WITH THE COUNTRYSIDE WAVES

Our lessons are based on the Red Cross Learn to Swim program. Safety is our main concern. We teach the students how to safely have fun in the water along with basic swimming instruction, floating and water treading skills. Classes are available for children as young as infants, with parental assistance, through twelve years of age. Course levels range from introduction to water to Elementary Level 4 classes. Sessions meet twice a week for 3 weeks. Swim lesson instructors include CountrySide Waves Swim Team coaches along with some of our best, current and graduated swimmers and CountrySide residents. All CountrySide residents in good standing are welcome to participate in our swim lessons. Non- resident children are welcome when they attend as a guest of a CountrySide resident. Guests must arrive at the pool with their hosting resident and all residents must show a current CountrySide amenities pass to enter the pool area.

### Online Registration for Session 1 and/or Session 2

Session 1 June 20 – July 8  
 Session 2 July 11 – July 29

Please go [www.countrysidewaves.org](http://www.countrysidewaves.org) and click on 'Tide Swim Lessons' to view class days/times and to register. If you are unsure what class level to sign your child up for please make your best guess. We will switch kids around the 1st week of classes depending on ability. If you have any questions, please email Cristina Koethe and Ashley Koethe at [countrysidetides@gmail.com](mailto:countrysidetides@gmail.com).

SELLING YOUR HOME? YOU WILL NEED TO ORDER A PROPERTY OWNERS' ASSOCIATION DISCLOSURE PACKET NOTICE, OR POA.



HOW TO ORDER A POA PACKAGE

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

WESTWICK COURT VILLAS

- Go to <https://pmprent.condocerts.com/resale> and select the package for "The Villas."

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.
- 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 .



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....."

Questions? Call Alicia McKenna-Graves at CountrySide Proprietary for more information.

TRASH & RECYCLING COLLECTION

Trash must be in a receptacle with a lid. Trash/Recycling must be placed curbside before 7:00 am. Do NOT place trash on common areas.

For large items or bulk pickups, please email your request to [hoa.nova@republicservices.com](mailto:hoa.nova@republicservices.com)



FOXFIELD, OATLANDS, AND MORVEN TRASH DAYS ARE MONDAYS & THURSDAYS

ROKEBY, WELBOURNE, BELMONT, AND OAKRIDGE

TRASH DAYS ARE TUESDAYS & FRIDAYS



FOXFIELD, OATLANDS, AND MORVEN YARD WASTE ON MONDAYS RECYCLING ON THURSDAYS

ROKEBY, WELBOURNE, BELMONT, AND OAKRIDGE YARD WASTE ON TUESDAYS RECYCLING ON FRIDAYS



DON'T FORGET



Yard waste must be in a paper bag or container & clearly marked "YARD WASTE"

NO PLASTIC BAGS

Yard waste in plastic bags will not be collected Wood waste: Cut into 4-foot lengths & bundle



# NEIGHBORHOOD SERVICES



SERVICE	NAME	PHONE
Babysitting/Pets	Daniela Miranda	703-407-0941
Pet Care	Julianne McNulty	703-444-2552
Pet Care	Elizabeth Snellings	<a href="mailto:elizhui@hotmail.com">elizhui@hotmail.com</a>
Yard Work/Snow	John Ellis Rawls	571-342-4862
Mowing/Snow Removal	Zack Daughtry	571-277-6820
Babysitting/Pets	Sarah Moldover	703-278-3160
Yard Work/Snow Removal/Pets	Robert Hughes III	703-946-4146
Babysitting/Pets	*Kailani Wilder	*310-562-4043
*Available in Foxfield, Oakridge, Oatlands, and Welbourne only		

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](mailto:erinrg.cside@pmpbiz.com) to get a copy of the registration form.

## Loudoun Adopts Plastic Bag Tax



- Five cents per bag
- For purchases at grocery stores, convenience stores & drugstores
- Effective 7/1/2022



## THE BEST TIPS FOR YOU PARKING IN COUNTRYSIDE

### Townhouse Parking

Each townhouse property has two assigned parking spaces. Residents should use their assigned spaces for parking.

### Visitor Spots...



...are for visitors! A vehicle parked in the same space or visitor spots in the **same neighborhood three (3) times in a thirty (30) day period** is considered a repeat or chronic offender.

### Towing



If you see a bright orange sticker on your vehicle, do not ignore it! Your final warning before towing will be clearly marked.

### Commercial Vehicles



This applies to **any** vehicle designed or maintained for business/profit purposes and to vehicles with a rate capacity 1.5 tons or more. Vehicles may not bear commercial signs, advertising, or visible commercial equipment.

### Other Prohibited Vehicles



Inoperable vehicles, abandoned vehicles, boats, trailers, recreational vehicles



### Be Courteous!

We recognize that townhouse parking is tight. Be courteous and considerate to your neighbors by not monopolizing the visitor parking. We don't like to call Road Runner, but we will!



**Al's Towing & Storage**  
**11 Douglas Court**  
**Sterling, VA 20166**  
**703-435-8888**





**Tick exposure can occur year-round, but ticks are most active during warmer months (April-September).**

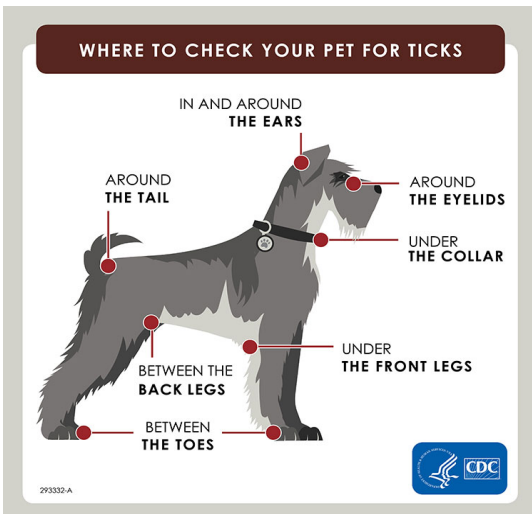
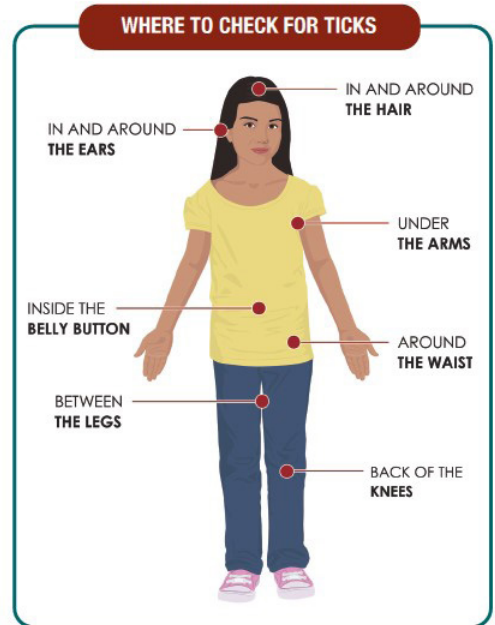
- **KNOW WHERE TO EXPECT TICKS.** Ticks live in grassy, brushy, or wooded areas, or even on animals. Spending time outside walking your dog, camping, or gardening could bring you in close contact with ticks.
- **USE ENVIRONMENTAL PROTECTION AGENCY (EPA)-REGISTERED INSECT REPELLENTS** containing DEET, picaridin, IR3535, Oil of Lemon Eucalyptus (OLE), para-menthane-diol (PMD), or 2-undecanone. EPA’s helpful search tool can help you find the product that best suits your needs. Always follow product instructions. Do not use products containing OLE or PMD on children under 3 years old.
- **AVOID CONTACT WITH TICKS.** Avoid wooded and brushy areas with high grass and leaf litter. Walk in the center of trails.

**AFTER YOU COME INDOORS**

**CHECK YOUR CLOTHING FOR TICKS.** Ticks may be carried into the house on clothing. Any ticks that are found should be removed. Tumble dry clothes in a dryer on high heat for 10 minutes to kill ticks on dry clothing after you come indoors. If the clothes are damp, additional time may be needed. If the clothes require washing first, hot water is recommended. Cold and medium temperature water will not kill ticks.

**EXAMINE GEAR AND PETS.** Ticks can ride into the home on clothing and pets, then attach to a person later, so carefully examine pets, coats, and daypacks.

**SHOWER SOON AFTER BEING OUTDOORS.** Showering within two hours of coming indoors has been shown to reduce your risk of getting Lyme disease and may be effective in reducing the risk of other tickborne diseases. Showering may help wash off unattached ticks, and it is an excellent opportunity to do a tick check.



Horsepen Run starts at the gravel road that starts at the Parkway Parking lot. The 9.3 miles of trails is private property for the enjoyment of CountrySide residents. There are signs at each entrance for the Eagle, Deer, and Bobcat trails and there are ribbon markers to help you explore.

**Horsepen Run trails are not mowed on a regular basis. Please consider this when you choose a trail to enjoy and be sure to check for ticks afterwards.**

A map is available on our website:  
<https://countryside-va.org/amenities/>

Enjoy your CountrySide Nature Preserve!



## **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.

**Current Vacancy: None**

**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: Belmont, Morven, Oatlands, and Rokeby**

**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: None**

**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**

**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 (2 seats), Oakridge (1 seat), Oatlands (3 seats), Rokeby (1 seat), 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!](#)

**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

**COMMUNITY MANAGER:**

Catherine Neelley  
catherineen.cside@pmpbiz.com

**ASSISTANT COMMUNITY MANAGER:**

Nicole Davis  
nicoleld.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 ASSISTANTS:**

Alicia McKenna-Graves  
aliciam.cside@pmpbiz.com

Shawanda Howell  
shawandah.cside@pmpbiz.com

**MAINTENANCE/LAND SERVICES:**

Carlos Ramirez  
Bryan Neal

# Board of Directors

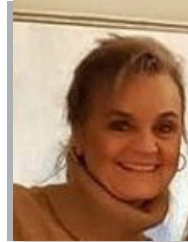
703-430-0715



**BELMONT:**

**Gabriella Jones**

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



**FOXFIELD:**

**Sheryl F. Rader**

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



**MORVEN:**

**Roddy Dean**

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

**Secretary**



**OAKRIDGE:**

**Penelope Francke**

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

**Vice President**



**OATLANDS:**

**Dave Barrie**

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

**President**



**ROKEBY:**

**Kumar Sangaran**

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



**WELBOURNE:**

**Sam Wilson**

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



**WHO TO CALL AT THE PROPRIETARY OFFICE FOR INFORMATION  
(703) 430-0715**

**Catherine Neelley**  
Community Manager  
catherineen.cside@pmpbiz.com

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

**Nicole Davis**  
Assistant Community Manager  
catherineen.cside@pmpbiz.com

**Contracts, vendor payments, invoicing.**

**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.**

**Carlos Ramirez**  
Grounds & Facilities Staff

**Bryan Neal**  
Grounds & Facilities Staff

**Some Useful Links**

**Loudoun County Home Page** <https://www.loudoun.gov/>

**Loudoun County Public Schools** <https://www.lcps.org/>

**Algonkian District Supervisor**

Juli Briskman <https://www.loudoun.gov/2232/Algonkian-Supervisor-Juli-E-Briskman>

**VDOT** [https://www.virginiadot.org/default\\_flash.asp](https://www.virginiadot.org/default_flash.asp)

**Republic Services**

<https://www.republicservices.com/residents>

**Dominion Energy**

Report Power Outages or Emergency

<https://www.dominionenergy.com/virginia/report-outage-or-emergency>

**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.**

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

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

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

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

**Shawanda Howell**  
Administrative Assistant  
shawandah.cside@pmpbiz.com

**General inquiries, account inquiries & statements, missed trash/recycle.**

# 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 2019 and/or 2020 may apply for 2022.
- 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](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).