

# The Courier

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



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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

# A LETTER FROM THE BOARD OF DIRECTORS

Fellow Residents,

The Board is beginning its preparations for the 2023 Budget cycle. In years past, we have asked for residents' input on the enhancements you would like to see funded for the following year. This year, the current economic situation—in particular, the projections of 8-10% inflation—have caused us to alter our approach. We are asking residents to submit ONLY requests or suggestions of the very highest priority—items that would be REQUIRED based on legal obligations and/or public safety considerations. It will be a challenge for the Board to develop a budget that covers all requirements and ongoing contracts, balancing those commitments against necessary assessment increases. In another change this year, the suggestions received will be scored only by the members of the Neighborhood Advisory Councils, rather than the standing committees, in an effort to streamline the evaluation process.

Suggestions should be e-mailed to [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com) for compilation and submission to the NACs and the Finance Committee. Residents should feel free to copy their neighborhood NAC representatives, and include any supporting comments for their suggestions.

We ask your understanding and cooperation in submitting suggestions only for those items that you truly believe we cannot defer until better economic times.

Thank you.

*CountrySide Board of Directors*

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## WHY DO TOWNHOUSES PAY A HIGHER ASSESSMENT?

Residents who are new to an HOA community, or unfamiliar with the operating budget of CountrySide, might ask why the townhouse monthly assessments are higher than the single family home assessment. The answer is fairly simple: It's a question of who pays for what. As an example: CountrySide single family homes are on VDOT streets—streets that are maintained by, and are plowed in winter by VDOT. That maintenance and plowing is all funded by the taxes paid by single family homeowners, and those taxes can easily run double what townhouse taxes are. By contrast, when a townhouse street needs to be repaired, repaved, or even totally rebuilt, those expenses have to be paid by the homeowners who benefit from the improvements. There are other townhouse-only expenses, but road maintenance is the biggest single difference.

The CountrySide Board of Directors accounts for townhouse-only expenses separately, so that assessments fairly reflect the share of expenses incurred by both categories. Separate Reserve funds are maintained for townhouse-only expenses, and those delineations are shown on the summarized budget presented to the residents after each budget cycle. If you have further questions on this subject, please feel free to contact the Proprietary office or the Board of Directors.

# Reminders and News

## New Foxfield Representative on the Board of Directors



**Charles "Chas" Rayome** I moved to this community back in the fall of 2021 and immediately set out to join the Facilities Board with the HOA. I have proudly served on this board since December 2021. A little bit about myself, I am a business analyst at CACI, and I was a founding member of St. Paul VI Catholic High School's Alumni Organization, where I currently serve as the event coordinator. This summer I also joined the CountrySide Waves swim team as a Stroke and Turn Judge.

I love the community that CountrySide has. My wife and I love taking walks and meeting our neighbors throughout. I want to keep representing our community to the best of my abilities.



### LOOKING FOR MINUTES?

Visit the CountrySide website to view the latest Meeting Minutes at

<https://countryside-va.org/>

## August Committee Meetings

# AUGUST 2022

- BOARD OF DIRECTORS:  
AUGUST 3<sup>RD</sup> , AUGUST 24<sup>TH</sup>**
- COMMUNITY RELATIONS  
COMMITTEE:  
AUGUST 4<sup>TH</sup>**
- DESIGN REVIEW COMMITTEE:  
AUGUST 22<sup>ND</sup>**
- FACILITIES COMMITTEE:  
AUGUST 11<sup>TH</sup>**
- FINANCE COMMITTEE:  
AUGUST 16<sup>TH</sup>**
- GROUNDS COMMITTEE:  
AUGUST 17<sup>TH</sup>**
- HORSEPEN RUN COMMITTEE:  
AUGUST 17<sup>TH</sup>**
- NEIGHBORHOOD ADVISORY  
COMMITTEE:  
AUGUST 9<sup>TH</sup>**

SUN	MON	TUES	WED	THUR	FRI	SAT
31	01	02 National Night Out Parkway Lot 5:00pm - 8:00pm	03 BoD Meeting 7:00 PM	04 CRC Meeting 7:00 PM	05	06
07	08	09 NAC Meeting 6:00 PM	10	11 FAC Meeting 7:00 PM	12	13
14	15	16 FIN Meeting 7:00 PM	17 GRNDS Meeting 7:00 PM HPR Meeting 7:00 PM	18	19	20
21	22 DRC Meeting 6:30 PM	23	24 BoD Meeting 7:00 PM	25	26	27
28	29	30	31	01	02	03

# TOWNHOUSE STREET AND CONCRETE REPAIRS

We are in the process of scheduling our street repair program and concrete sidewalk repairs for 2022.

We will be performing services to the asphalt pavement and concrete curbs and gutters on the next set of streets as identified by their pavement condition index as prepared by our Consulting Engineers.

The following streets are scheduled for services that we expect to begin on or around the week of September 12th, 2022:

## **Foxfield**

Clinton Court  
Harbert Court  
Mercer Court

## **Welbourne**

Berkeley Court  
Nicholson Court

Please note however that we are also implementing phased repairs to ALL townhouse neighborhoods to address the following:

1. Repair and replacement of identified areas of common area sidewalks that have deteriorated or otherwise require repairs. Residents may notice painted markings on these sidewalks where repairs will be required.
2. Crackfill and/or repainting of faded parking area numbers, parking stripes and firelane curbs.

At the time of posting for this notice, we do not yet have a firm schedule for this work.

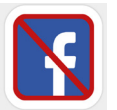
We are providing this notice to all residents to keep you advised of the upcoming plan so if you are planning to be away during this period, please keep an eye on your e-mail or make sure to park your vehicles on one of the VDOT streets in the neighborhood.

Once a schedule has been established, we will be posting a copy on the CountrySide website and will send e-mail notices to residents on the affected streets as more details regarding the schedule and scope of these services comes available.

We encourage all residents to make sure you have a current e-mail address on file with the office to be sure you are on our e-mail distribution list to receive the monthly Courier and other important announcements.



## **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.

***If you have questions about paving, please contact the office.***

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



# 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

**Per Republic Services:** "If the contractor misses a stop, the contractor will go back and make that pick up that same day when reported to the contractor by 3:00 p.m. If after 3:00 p.m., then the pick up will occur the very next Contractor's business day." **Please report missed collections to**

[hoa.nova@republicservices.com](mailto:hoa.nova@republicservices.com)

**Contact Republic Services to schedule a bulk pickup.**

**(703) 818-8222**

[hoa.nova@republicservices.com](mailto:hoa.nova@republicservices.com)

## 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"

# FALL FEST VENDORS WANTED!

**CountrySide Fall Fest**

**Saturday, October 1st**  
**Noon - 4:00 pm at Parkway**  
**46020 Algonkian Parkway**

PUMPKIN PATCH  
 HAYRIDES & PONY RIDES  
 FUNNEL CAKES  
 RIDES & AMUSEMENTS  
 CARNIVAL GAMES  
 VENDORS

**A valid amenities pass is required for this event. Residents must be in good standing to gain free entrance, or pay \$10. Guest are welcome and may purchase wristbands for \$10**

Our Annual Fall Fest is on Saturday, October 1, 2022, from 12-4 PM. Vendor space is available to promote your home business, non-profit, or community business. Vendor space is \$20 for residents and \$25 for non-residents. Resident vendors must have a valid 2022 Amenities Pass (2021 stickers are acceptable) which will grant you free food and activities.

Non-resident vendors can purchase food and activity wristbands for \$10 each. This is a great way to meet neighbors and foster new business opportunities.

Call the Proprietary office at 703-430-0715 or email [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com).

You may download the Fall Fest Vendor Registration form on our website [www.countryside-va.org](http://www.countryside-va.org).

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## Volunteers Needed for 2022 Elections Committee

In accordance with CountrySide Resolution 120, each year the BoD appoints an election committee to oversee the annual election of directors. Any residents in good standing interested in volunteering, please contact the CountrySide office.

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.*

## It's Never Too Early to Order Your 2023 Coupon Books!

Property owners who wish to receive payment coupon books must "opt-in" by contacting the office (703) 430-0715 or email [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com). You may request to be on the "permanent opt-in" list if you intend on using payment coupons. This will ensure you receive the coupon books each year without remembering to contact the office to request one. Coupon books will arrive in December.



## Order Your 2023 Coupon Books Now!

**CONTACT THE PROPRIETARY OFFICE TO REQUEST YOUR COUPON BOOK. RESIDENTS WHO WISH TO RECIEVE COUPON BOOKS MUST "OPT-IN" BY CONTACTING THE OFFICE. IF YOU DO NOT WISH TO RECEIVE A COUPON BOOK, YOU DO NOT HAVE ANY ACTION TO TAKE.**

The Finance Committee is still looking for volunteers!

The primary responsibility of the Finance Committee is to advise and assist the Board of Directors in financial management and oversight of the annual operating budget for the Proprietary.

Volunteers are needed to represent the Belmont, Foxfield, and Morven neighborhoods.

Contact the office to volunteer! (703) 430-0715, or email [reception.cside@pmpbiz.com](mailto:reception.cside@pmpbiz.com)

**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:**

Tim Pope  
timjp.cside@pmpbiz.com

**COMMUNITY RELATIONS COORDINATOR:**

XXXXX.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:**

**Chas Rayome**

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



**MORVEN:**

**Roddy Dean**

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

**Secretary/Treasurer**



**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)



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.



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!

THANK YOU

Use Your Assigned Spot

Homeowners are able to call Al's Towing & Storage themselves if they find their assigned parking space occupied by a non-authorized vehicle.



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

# 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.

**heat stroke in dogs**

a dog's body temperature

- 107-109° heat stroke
- ≈104° heat exhaustion
- 100.5-102.5° normal

**signs of heat stroke:**

- Heavy panting, difficulty breathing, excessive thirst
- Bright red tongue and mucus membranes, which turn grey as shock sets in
- Thick saliva, drooling, vomiting, and/or diarrhea
- Unsteadiness and staggering
- Lethargy

By the time the signs of heat stroke are visible, it's often too late.

**some dogs are more at risk**

- SHORT-NOSED
- LONG-HAIRED
- YOUNG

**the dangers of heat stroke**

104° body temp. → >15mins of suffering →

- Collapse
- Seizures
- Coma
- Organ failure
- Death

©2019 Petplan. All rights reserved. Petplan is a registered trademark of Petplan Insurance Limited. GoPetplan.com

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, Foxfield, and Morven**

**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!](#)



**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  
nicoleld.cside@pmpbiz.com

**Contract administrator for Republic Services. Missed trash, yard waste, and recycling collections, accounts receivable, vendor contacts, assessment payments.**

**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

**Tim Pope**

[timjp.cside@pmpbiz.com](mailto:timjp.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.**

**Community Relations Coordinator**  
[erinrg.cside@pmpbiz.com](mailto:erinrg.cside@pmpbiz.com)

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

**Alicia McKeena-Graves**  
Administrative Assistant  
[aliciam.cside@pmpbiz.com](mailto:aliciam.cside@pmpbiz.com)

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

**Shawanda Howell**  
Administrative Assistant  
[shawandah.cside@pmpbiz.com](mailto: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).