

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, 6:30 PM (HYBRID)

COMMUNITY RELATIONS COMMITTEE (CRC)
1ST THURSDAY 7:00 PM

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

Reminders and News

HAPPY NEW YEAR!

The Proprietary Office will be closed on January 1st, 2024 for New Year's Day, and on January 15th, 2024 for Martin Luther King Jr. Day.

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



LOCAL EVENTS IN JANUARY!

- 1 NEW DAY NEW YEAR 5K/10K**
 Start 2024 off on the right foot with this race in Ashburn at 10AM.
- 15 LEESBURG MLK MARCH**
 Enjoy the march in person or virtually at Leesburg's 33rd annual march honoring Dr. Martin Luther King Jr.
- 28 ICE FESTIVAL**
 Head to the Village at Leesburg from 12-4PM for lots of icy fun! You can expect ice sculptures, skating, and games!

JANUARY 2024

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---------------------------------------|-------------------------------|---------------------------------|-------------------------------|--------|----------|
| 31 | 1 HAPPY NEW YEAR PMP CLOSED | 2 | 3 BOD Meeting @7:00PM | 4 | 5 | 6 |
| 7 | 8 | 9 NAC Meeting @7:00PM | 10 | 11 FAC Meeting @7:00PM | 12 | 13 |
| 14 | 15 MLK DAY PMP CLOSED | 16 FIN Meeting @7:00PM | 17 GRNDS Meeting @7:00PM | 18 | 19 | 20 |
| 21 | 22 DRC Meeting @6:30PM | 23 | 24 BOD Meeting @7:00PM | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 28 | 29 | 30 |

WE'VE MOVED!



**21515 Ridgetop Circle, Ste 280,
Sterling, VA, 20166**

STARTING

Tuesday

2

January, 2024

2023 President's Annual Report – CountrySide Proprietary

2023 was a busy year for CountrySide on a number of fronts. We continued to hold most Board and Committee meetings virtually, and while online meetings lack the personal interaction of in-person meetings, it should be noted that resident attendance at Board meetings has been significantly higher than at past, in-person meetings. We're happy that technology has helped more residents get involved.

Another major development on the technology front was our introduction of MOKO digital amenities passes this year. In spite of a compressed rollout timetable and limited project staff, we had MOKO up and running for pool season opening with no discernable issues. We currently have over 4,300 MOKO users registered, and the transition was completed so successfully that all but a handful of residents were admitted to Fall Fest via digital amenities passes.

CountrySide continues to be a financially secure community, and we expect to end the year a bit under budget. We're using a new auditing firm this year—Goldklang Group CPAs out of Reston. Because this is our first year with this firm, the audit got started a bit later than usual, and we're still awaiting the final audit report, but we have every expectation that we'll get a clean bill of financial health. Your assessments fund our operations, and this Board of Directors has worked hard to keep assessment increases below the inflation rates for 2022 and 2023. The fact that we have relatively few account delinquencies helps maintain our financial health, as well.

We had two different committees awarded grants this year: The Grounds Committee was awarded a Virginia Department of Forestry grant for pond plantings, and the Horsepen Run Committee earned a grant for a pollinator habitat. These grants allow CountrySide to stretch our dollars and volunteer efforts further by utilizing funding from outside the community.

With the increase in mortgage rates, sales of homes did drop from prior years, but we still prepared 85 Resale Disclosure packages this year to date. We issued a total of 718 violations in 2023, more than half of which were detected during the annual inspection process. Enforcement of our Community Guidelines helps maintain high standards within CountrySide and keeps the community a great place to live.

Our primary contractors serve as our partners in keeping this community running. For 2023, the major contractors were PMP, our management company; Republic, our waste management vendor; Advantage Landscaping, for grounds maintenance; and High Sierra Pools, for management of our three pools. Our PMP partners have persevered through staffing challenges and demanding situations, and I'm thankful for their experience and expertise.

We use two different law firms and attorneys: Laura Sardo of the Sardo Law Firm for collections and some contract work, and Todd Sinkins of Rees Broome for most other HOA legal issues. We had quite a bit of legal activity this year, which—while absolutely necessary—did result in over-budget spending in this area. While our second attempt at amending the Declaration of Covenants and Restrictions failed to meet the required minimum number of votes, this round of voting did see a modest increase in participation over the 2022 vote. And we were successful in getting an Opinion Letter issued by the Loudoun County Department of Planning and Zoning, which will clarify the county's requirements for operating Short Term Residential Rentals within CountrySide. This marks a major milestone in our efforts to address this issue.

2023 President's Annual Report – CountrySide Proprietary (cont.)

In 2023, the Board of Directors was lucky enough to run at full complement for the year, with all seven neighborhoods represented: Gabbi Jones (Belmont), Chas Rayome (Foxfield) Roddy Dean (Morven), David Barrie (Oatlands), Kumar Sangaran (Rokeby), Sam Wilson (Welbourne), and myself, Penny Francke (Oakridge). Please join me in thanking my fellow Board members for the time and effort they devoted to this community this year. I owe a special debt of gratitude to David Barrie and Roddy Dean, who did more than double-duty by chairing/serving as Board liaison for two committees each: Facilities and Horsepen Run for David, and Finance and the Design Review Committee for Roddy. I am also deeply grateful to David Barrie for his unstinting generosity in sharing the wisdom of his 17+ years as President, as he passes the torch.

I also wish to recognize the dozens of volunteers who have powered our committees—and have helped the Board manage the sizeable community of CountrySide. We are reliant on our volunteers for so much that happens within CountrySide. It's important to realize that the small (and sadly, shrinking) army of volunteers on our committees help make life in CountrySide what it is today, and the overall workload stays roughly the same, even as the number of workers declines. So please: thank a volunteer—or two or ten—next time you see them!

A late-breaking announcement: CountrySide Proprietary will have new office space in 2024. We were unable to find space with acceptable lease terms within the current Pidgeon Hill environs, but we located very attractive offices across Rt 7 on Ridgetop Circle. Please watch the website and see the January Courier for more details, along with a new mailing address for the Proprietary.

The Board of Directors is here to represent residents, so please feel free to contact us with questions or concerns. I encourage all residents to learn more about our community and its operations by consulting the website and the Courier for information on committee activities, rules and guidelines that govern CountrySide, and issues that have been brought to the Board. Meeting minutes are a great resource available to all residents; they let you know what's going on across the committees and the Board.

If you have ideas and suggestions about how CountrySide should be managed, please—speak up. Even better—step up—and volunteer to serve on a committee or on the Board. There are currently vacancies across most of the standing committees and a few on the Board, as well. It's a significant time commitment, but it's rewarding to see your efforts produce results right where you live and play!

Wishing all a safe and healthy 2024!

Respectfully submitted,

Penny Francke
President

2023 Community Relations Committee Annual Report

2023 was a great year for community events. This year the CRC worked hard to provide enjoyment while being faced with the reality that the price of goods and services have outpaced our budget. The CRC sponsored 13 events in 2023.

CRC hosted five events throughout the year that help keep our community beautiful. Our Spring Clean-up was a great success and overlapped with the Grounds Committee's Pond Planting Project. A big thank you for all those who participated in helping keep CountrySide beautiful! Our summer events, the Justified concert, Family Fun Nights, and Mingle on the Lawn, were enjoyed by many. We continued to have Food Trucks at some events, and received a lot of positive feedback. We hope to continue to set up these opportunities to support local small businesses going forward.

Fall Fest 2023 was a community hit and had almost 700 attendees! CRC has considerable challenges with pricing and vendor availability , but made due with some changes that were favorable (and delicious) with the addition of our cider and donut bar, in lieu of funnel cake. CRC got extra lucky because the sun came out about 15 minutes before noon and stayed out the rest of the day.

We closed out the event calendar with our annual Winter Celebration. This year Mrs. Claus and Santa visited CountrySide from the North Pole to bring season's greetings. The weather was spectacular and Santa and Mrs. Claus got to enjoy a break from the snow out in the Gazebo. Inside the Parkway Meeting room, CountrySide's youngest residents participated in cookie decorating – we were all so impressed with their creativity and skills.

The CRC expects to finish the year under budget again after another year of doing more with less. These events were all planned, staffed, and delivered for the enjoyment of all CountrySide residents, thanks to a very small but mighty group of volunteers, with the support of PMP staff. My heartfelt thanks to the CRC Committee: Amanda Boone, Melissa Castan, John Fernandes, Vanessa Vigil, and Hilary Bradley. This committee continues to amaze me with their enthusiasm and love for our community. If you've enjoyed any of these events, please consider volunteering to help CRC deliver these events—if not as a regular committee member, then on a "per-event" basis. A special thank you to Dan Castan, Adam Boone, Maverick Jacks, Pat Bour, Penny Francke, and Mr. and Mrs. Claus for supporting CRC as occasional volunteers – your time and talents are greatly appreciated. We're thankful also thankful to those residents who offer their help and thanks at events – your thoughtfulness doesn't go unnoticed. Finally, our thanks to our CRC Coordinator, Maddy Thring, and to Catherine Neelley, of PMP, for their support this year.

Respectfully submitted,

Gabbi Jones
Chair, Community Relations Committee

2023 Design Review Committee Annual Report

In 2023, the Design Review Committee (DRC) reviewed 110 “non-standard” applications. The Design Review Coordinator reviewed and approved 83 “standard” applications.

In April and September 2023, the DRC worked with the Neighborhood Advisory Committee (NAC) to revise several of the community guidelines and incorporate new Guidelines, all of which were approved by the Board of Directors. The architectural guidelines for 2023 revised accepted color and material for Open Porches.

I would like to thank all the DRC members that served in 2023, Rodney Collins (Chair), Will Vigil (Vice Chair), Lorraine Gunzerath, Fredrik Wallin, Roy Weidner, Abdul Alqassab and Roddy Dean, BoD Liaison for taking the time to represent their neighborhoods on the Design Review Committee.

I would also like to provide a special “Thank You” to all NAC members for their valuable input in reviewing applications, as well as the Design Review Coordinator for overseeing the process the goal of which is to help make CountrySide an excellent community to live.

Respectfully,

Rodney Collins, Chair
Design Review Committee

2023 Facilities Committee Annual Report

In 2023 the FACILITIES Committee consisted of Pat Bour, Tommy Jackson, Amanda Boone, Fredrik Wallin, Scott Simon, Chas Rayome and Tres Bassett (joined in June).

Mid-year, Chas Rayome resigned as Chair and David Barrie was appointed Chair in May. Jim White (PMP GROUNDS/FAC MNGR) was hired early 2023 to replace Mike Straka. Upon Jim's resignation in August, Tim Pope was moved from DRC/NAC COORDINATOR to GROUNDS/FAC MNGR. It was a challenging year in terms of continuity of staff, but all endeavored to maintain stability of service to the community.

The FAC oversaw the following projects and accomplishments in 2023:

- Water damage repair to PKWY Bathhouse contracted for & completed.
- Pre-season pool furniture restrapping completed.
- Skimmer repairs at LW pool completed.
- New diving board for CW pool ordered & installed.
- New tot lot equipment ordered & installed.
- PKWY main & wading pool pumps repaired.
- Tennis DNA seasonal contract approved.
- 2023 Pool Rules and Regulations, Parkway Meeting Room Rental Documents, Pool Rental Documents, and Shop Shed Agreement were reviewed & approved.
- LW Bathhouse dormers replaced.
- MOKO amenities pass system successfully implemented.
- Reviewed bids & purchased new Kubota. Old Kubota donated to HPR committee.
- Reviewed bids & purchased new CountrySide Ford F-150 Truck. Old truck traded in.
- Tractor repair contract awarded.
- Coordinated with CountrySide Waves Swim Team throughout the season.
- Pool security system researched & sent to BOD for approval.
- Safes installed at all 3 pools.
- Doggie Swim Day was held September 9th with 109 residents attending.
- Other projects reviewed: Volleyball court refurbishment, Pickle Ball Court conversions, winter pool covers, whitecoat repair to LW Pool, slide replacement for LW Pool.
- Pool Management Company 2024-26 RFP sent; vendors interviewed & final selection of American Pool Company sent to the BOD for consideration.
- Lifeguard/Managers' bonuses approved.
- 2024 Resident Budget Suggestions for FAC reviewed, ranked, & sent to NAC. BOD approved three requests: security cameras for all 3 pools, winter pool cover for PKWY pool, & additional shade umbrella allowance.

Our appreciation and thanks to All of the PMP staff who contributed to the 2023 accomplishments of FAC. Their efforts, support and assistance were essential to FAC during 2023.

A big THANK YOU to the very dedicated volunteers of the Facilities Committee of 2023. They are instrumental in researching, reviewing, and voting on the many projects involved in properly maintaining our CountrySide assets. The time, effort, and commitment they put into serving our CountrySide Community benefits all residents and is greatly appreciated.

David Barrie
FAC CHAIR

2023 Finance Committee Annual Report

CountrySide continues to enjoy a strong financial picture. There are sufficient funds in reserves for emergencies and funds to replace assets per the reserve study (see the chart below). As the facilities chair will report, we purchased a new Kubota this year to be used for plowing trails and getting into parts of CountrySide that are not easily accessible by truck. We also purchased a new pickup truck to replace the old one that was starting to cost a lot in repairs and maintenance. In both cases there was sufficient money in reserves with no effect on annual assessments.

We changed auditors for 2023 and do not have the final report as of now, but we do expect to have that by the end of the year. It is taking a long time because the new firm of Goldkling Group, CPAs is verifying all details and processes. As a result of a question from the audit firm regarding a process, the finance committee now reviews the bank statements and settlement each month. We anticipate a small operating surplus in 2023 and carried a portion of that into the 2024 operating budget, which helped hold down the increase for the coming year. We also funded our reserves for 2023 as required by law.

The Finance Committee continues to watch expenses and note that the base expense for common area mowing did not have an increase in 2023 as compared to 2022, thanks to work by the Grounds Committee. However, there was a significant increase in trash removal and pool chemicals. Trash was a result of increasing dump fees by Loudoun County, and we continue to see increased costs in the day-to-day operation like fence posts, light bulbs, paper towels for pool houses and other miscellaneous items.

The Finance Committee continues to monitor past due assessments and has recommended some strong legal action to the Board against some past due neighbors. We did not take this action lightly, but found that there was no other action available, especially when there was no response to letters and phone calls. We continue to offer payment plans for those homeowners who find they have had some problems in paying the assessments, and we are willing to work with anyone that has had a problem. We continue to offer a late fee forgiveness program for those that have truly just made a mistake.

We continue to monitor interest rates and actively make FDIC insured investments of our reserve funds. Some of our CDs matured this past year and that allowed us to move that money into higher yielding CDs. In February and March, the Finance Committee looked at the possibility of moving all of our reserves into higher yielding CDs but found that the penalty on early withdrawal would negate any higher interest earnings. Also in March the Finance Committee approved moving some of our operating payments to on-line transactions, no longer printing and mailing checks and this has improved turn around time on bills and reduced postage expenses.

In April, we authorized PMP to set up a "sweep account" so that excess funds would earn interest. I will point out that at the November meeting there was discussion not to renew some CDs for long term, but to consider maturities in 2024. The reason for this is that our pools are 40 years old and may need some major repair work in late 2024 and early 2025. One pool seems to be using more water and electricity than the other pools so until the Facilities committee can make a recommendation, the Finance Committee wants to be ready with the cash in case of a worst-case scenario.

2023 Finance Committee Annual Report (cont.)

Finally, I want to thank all of the members of the Finance Committee that have helped throughout the year. The entire Finance Committee of Bob Griesbach, Jeff Kretsch, Dave Barrie, Ash Dean, and the staff at PMP consisting of Catherine Neeley and Chris Rogers deserve a big thank you. I also want to thank Jennifer Hilt and Allison Powell who joined the Finance Committee on August 15. Every member of the Finance Committee has contributed their thoughts and advice to keeping CountrySide financially strong. So, thank you for your support and guidance and for reading those dull, boring financial reports

Wishing everyone in Country Side a very happy holiday season.

Respectfully Submitted,
Roddy Dean
Treasurer

Capital & Townhouse Reserve Balance Information for December 31, 2023

Projected Capital Reserve Balance as of December 31, 2023 in Study prepared by ReserveAdvisors
\$1,694,685

Estimated Capital Reserve and Contingency Reserve Fund Balance as December 31, 2023
\$1,932,024

Projected Townhouse Reserve Balance as of Dec 31, 2023 in Study prepared by ReserveAdvisors
\$1,201,261

Estimated Townhouse Reserve and Snow Contingency Reserve Fund Balance as December 31, 2023
\$1,405,907

(rounded to nearest dollar)

Note: The Projected Reserve Fund balances at 12/31/23 may vary from Estimated balance at 12/31/23 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.

2023 Grounds Committee Annual Report

Between Mother Nature and Father Time, the Grounds Committee has had a very busy year! While Father Time further aged our tree population, Mother Nature sent a number of severe storms to test those trees. The resulting storm damage demanded attention not once, but several times—and this added to an already-full slate for Grounds and our PMP support staff.

Maintenance of the “Tree List”, an ongoing log of trees throughout CountrySide that need attention, was a major focus for the Committee this year, and the results were impressive. We started 2023 with roughly 40 trees on the Tree List, and added many more throughout the year; in all, 153 trees were removed this year. That Tree List now has fewer than 10 trees remaining. And while we regret the loss of greenery, please understand that Grounds only removes a tree if it’s a problem: no healthy trees were harmed. (As a reminder to residents: please check the Community Guidelines before you remove a tree on your own property. Yes—there are rules about that!)

The Grounds Committee sponsored a major pond area improvement this year, in conjunction with a \$5,000 grant from the Virginia Department of Forestry. Trees, shrubs, and other plantings were installed, fittingly, on Earth Day, with the help of a small army of volunteers, who gave over 200 hours of labor to help beautify this CountrySide treasure. Kudos to the entire team of volunteers, but especially to Pamela McGraw, Barb O’Connor, and John Geiger who oversaw the planning and execution of this massive effort.

In response to feedback from residents, the Grounds Committee implemented a change in herbicide treatments throughout CountrySide. We instructed Advantage, our landscaping contractor, to temporarily stop applying any chemical treatments to the shoulders of roadways in the community, so that the Committee can assess the aesthetic impact of that cessation and research alternative treatments. The Committee also voted to switch from glyphosate (the active ingredient in Round-Up) to glufosinate (the active ingredient in Finale) for targeted applications in other common areas (e.g., sidewalk cracks, curbs and gutters, and some mulched beds). The Committee will continue to evaluate alternative treatments going forward.

Testing of soil samples from common area turf around CountrySide revealed low pH conditions that are not conducive to healthy grass growth, so the Committee authorized two separate lime treatments, one with aeration, to improve the overall health of turf in selected common areas. Further soil testing will tell us whether we need a third lime application in 2024. Once this remediation is complete for the selected areas, other sections of common area can be addressed.

The Grounds Committee is also responsible for managing the selection and placement of seasonal plantings throughout the community. As part of this effort, the group commissioned remedial work at the CountrySide entry sign at the south/west end of Algonkian Parkway (across from Foxfield). This is a challenging location due to the steep slope of the land there, but the enhancements (still underway) will improve the overall appearance of this entry to CountrySide.

Asphalt repair work originally scheduled for 2023 was deferred until it could be bundled with other upcoming repairs, to better negotiate bids for the work.

A working committee composed mostly of several Grounds Committee members also worked to revise Parking Resolutions 233 and 234; stay tuned to the Courier and the website to review the proposed revisions when published.

2023 Grounds Committee Annual Report (cont.)

The Grounds Committee also evaluated alternative replacement materials for the neighborhood signs throughout the community and has forwarded its recommendation to the Board of Directors, who will vote on the recommendation early next year.

Through her contacts within other local HOAs, Pamela McGraw introduced us to LIRA (Loudoun Invasive Removal Alliance), a coalition of Loudoun County HOA grounds and landscaping groups who are working to make a difference in combatting invasive species growth in the area. As a result, CountrySide was one of over two dozen HOAs who signed and supported a letter from LIRA to the Loudoun County Board of Supervisors, asking them to establish and fund a program to provide financial assistance for HOAs in their efforts to remove and eradicate non-native invasive plants. The Board of Supervisors voted unanimously to support LIRA's objectives, so stay tuned for future developments in this area.

The Grounds Committee provides expertise and advice to the Board of Directors on a wide range of community issues, accounting for roughly one-third of the overall budget. To do this, the Committee members waded through hundreds of pages of Meeting Packets each year, and evaluate dozens of competitive bids on behalf of the community. The work is intensive, and the time commitment is substantial, with committee meetings often taking twice as long as those of other committees. For this forbearance, patience, and sheer hard work, I am deeply grateful to our Grounds Committee volunteers: Pamela McGraw, Diane Blunt, Terri Hess, Jim Krips, Ron McNulty, Barb O'Connor, and Timothy Shamble. Pamela, as Second Chair, has worked especially hard this year. And I'd like to recognize the end of an era: Barb O'Connor has represented Belmont on the Grounds Committee for 25 years, and she has told us that this is her last year with Grounds. Barb has lent not only her expertise as a Master Gardener, but also her unfailing patience and common sense to this committee, and I am thankful I had the opportunity to work with her for the past two years.

Tim Pope of PMP stepped in as our third Grounds and Facilities Manager (GFM) in a year earlier this year, and served Grounds and Facilities as he also juggled responsibilities as acting DRC Coordinator while his replacement in that role is sought. Tim's dedication and impressive work ethic has already been felt on the dramatic gains in the Tree List, and we thank him and his crew, Carlos Ramirez and Bryan Neal, for all of their support. Catherine Neelley has helped with the transitions from one GFM to the next, and we are grateful for her expertise and guidance.

Respectfully submitted,

Penny Francke
Chair, Grounds Committee

2023 Horsepen Run Committee Annual Report

The HPR committee consisted of the following volunteers: Aaron Emery, Taylor Couch, David Barrie, Benu Bhargava, Bob Griesbach, Alys Jarvela, Tony Palm, Steve LeHew, and Vance Middleton

On May 6th, we broke ground on our pollinator habitat, funded by AWS InCommunities Northern Virginia Sustainability Fund and Earth Sangha Wild Plant Nursery. Our project drew over 100 neighborhood volunteers for our initial planting workday, and more throughout the summer and fall for help with maintenance such as mulching, weeding, and meadow site prep. Three neighborhood Girls Scouts worked on the project for their Silver Award, contributing 50 hours of work each. They spent many hours of research and work developing bee houses, which will shelter native solitary bees while our pollinator garden matures. These scouts also made an official website for the project, which will enhance the educational value and provide a mechanism for recruitment of new volunteers for long-term care and maintenance of the pollinator habitat.

Stream Remediation • Tony provided an overview and tentative schedule for Phase 1 & 2 of the stream remediation project. Phase 1 has been awarded to AVON. They will start in the fall of 2023 with a projected completion of the summer of 2024. Phase 2, which includes HPR, is projected to be awarded and completed in 2025

The trees were along the gravel road, on the left just after the creek. Area has been mowed. Infrequent mowing disturbance is highly recommended by Virginia Master Gardener Tree Steward. The report was submitted to the Committee.

Stacy Whitehouse attended the meeting and was voted in as a member of HPR.

Steve got the wood, carved the name of the trails and put up eight new wooden signs in HPR.

The Committee will continue to hold virtual meetings in 2023.

The existing Kubota has been turned over to the HPR Committee.

A new HPR sign was ordered and installed to replace the old green sign to the left of the wooden HPR map and sign.

The installation of one piece of acoustics equipment along the Gravel Trail which will survey activity of the northern long eared bat along the Horsepen Run.

Alix Badley received approval to release rehabilitated animals from her wildlife center to HPR. She mentioned that she released a family of three squirrels in late October, but hopes to have a public release of a bird of prey next year.

Bryan and Carlos did the preparation of the vehicles, saws, and branch cutter for the volunteers. Thank you, guys!

These volunteers were involved in the maintenance of our beautiful nature preserve- Horsepen Run. Throughout the year they cleared the trails, removed trash, spread mulch, cut up and moved large fallen trees and cut the grass along the sides of our trails.

My sincere appreciation and THANK YOU to a great group of dedicated people who protect, preserve and offer their time and efforts in Horsepen Run.
David Barrie

2023 Neighborhood Advisory Council Annual Report

The Neighborhood Advisory Council (NAC) had another busy year in 2023. There was a total of 110 Non-standard applications submitted for review for architectural modifications in CountrySide. In addition, the committee reviewed modifications and provided feedback to the Board of Directors on the following items:

The proposed changes to architectural guidelines for 2023 dealt with revisions to accepted color and material for Open Porches.

The NAC added 4 new volunteers in 2023. They also provided grading for resident submitted budget requests for review of the Board of Directors.

The NAC is an important part of our community and provides both a voice for the community along with the architectural review process ensuring all residents are represented and served.

I would like to thank our committed residents for volunteering their time this year to ensure CountrySide remains aesthetically pleasing and well-designed architecturally harmonious homes. Additionally, it should be noted many NAC members serve on various other CountrySide committees. I truly appreciate all your hard work and commend each of you on a job well done!

Respectfully submitted:

Pat Bour and Jeff Kretsch, NAC Board Liaisons, Rokeby and Oakridge

HAPPY NEW YEAR COUNTRYSIDE NEIGHBOR!



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READY TO MAXIMIZE THE RETURN ON YOUR BIGGEST INVESTMENT?

WE ARE READY TO HELP YOU BUILD A SECURE AND PROSPEROUS FUTURE.

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Message from the President and Secretary on proposed revisions to Parking Resolutions 233 and 234

Resolution 125 requires the Board President and Secretary to evaluate new and revised Resolutions for their impact on the rights and privileges of owners (Members of the Association). In the President's and Secretary's opinion, the revised parking Resolutions 233 and 234, as proposed, DO have an impact on the rights and privileges of CountrySide residents in several ways.

The major changes to Resolution 233 include a policy change in that curbside parking in townhouse communities will be treated as Visitor parking from the time the revised Resolution becomes effective. This means the same restrictions that have applied to Visitor spaces for years will now also apply to curbside parking—including, but not limited to, the prohibition against parking in such a Visitor or curbside space more than three (3) times in a thirty (30) day period. This change has been made in direct response to resident complaints that curbside parking allowed residents, guests, visitors, etc. to use curbside parking as a "storage" parking space, thus tying up those parking spaces indefinitely and without restriction, and thereby exacerbating the lack of overflow parking for other residents. Under the new Resolution 233, a car parked in a curbside parking space OR a Visitor space more than three (3) times in a thirty (30) day period can be towed if not moved when stickered with a warning notice that the car is in violation. This change is being made to manage non-assigned parking more equitably in the townhouse communities. Please review the new rules carefully to prevent misunderstandings about Visitor and curbside parking.

The major revision in Resolution 234 has also been made in direct response to resident complaints about commercial or restricted vehicle parking on townhouse streets. Under the former Resolution, a commercial or restricted vehicle (as defined in the Resolution) parked overnight on a townhouse street had to be stickered twice, with four (4) days' warning each time, before the vehicle would be towed. This effectively gave the owner/operator of the commercial vehicle eight (8) days' notice before the vehicle was towed, which is significantly more notice than owners and residents of non-commercial vehicles are given. Because the long-standing prohibitions against parking commercial vehicles on townhouse streets have generated a substantial number of resident complaints over the years, the revised Resolution seeks to definitively address the problem by giving one (1) day/24 hours' notice before the commercial vehicle can be towed.

Both Resolutions have also had minor revisions made to clarify placement/location for warning stickers, to remove obsolete references to Loudoun County stickers, and other incidental spelling or grammatical errors. Overall, while the changes proposed in these two Resolutions are significant, we believe the new Resolutions will help the Proprietary more equitably and effectively manage parking practices throughout CountrySide.

Revised Resolutions 233 and 234 are under consideration by the Board of Directors, and comments regarding the revised Resolutions are scheduled to be heard at the Board of Directors meeting on February 7, 2024. If you wish to attend that Board meeting to make comments, please contact the PMP office to request dial-in instructions for the virtual Board meeting. Written comments on the proposed revisions may be submitted to the Board President prior to that meeting.

CALL FOR CANDIDATES 2024 BOARD OF DIRECTORS VACANCY

Included in this edition of the Courier on the next page, you will find a petition of candidacy for the Foxfield Director on the CountrySide Board of Directors for 2024.

Participation on the Board is an opportunity for you to make a personal contribution to your neighborhood and an investment in CountrySide's future. We hope you will take the time to carefully consider representing your neighborhood on the Board of Directors next year. Every CountrySide homeowner in good standing is eligible and encouraged to participate.

Please include a brief statement of your reasons for seeking election to the CountrySide Proprietary Board of Directors and a summary of specific qualifications that would make you well suited for the position.

We would appreciate any personal information that you would like to share, such as length of residency in countryside, other committees you have served on and community service experience.

Your petition will be presented to the board at the next meeting. Petitions must contain the signatures of owners of ten (10) properties, in good standing, from your neighborhood who support your candidacy. The petition of candidacy form has been formatted to accept electronic as well as physical signatures.

You may drop your petition off at the proprietary office or mail it to:

CountrySide Proprietary
Attention: Elections Committee
21515 Ridgetop Circle, Suite 280, Sterling, VA 20166

Please feel free to call the proprietary management office or another board representative if you have any questions about the election process or need further information about board positions. We look forward to hearing from you.

Sincerely,

Catherine Neelley
Community Manager
Catherineen.cside@pmpbiz.com
(703) 430-0715



Board of Directors Vacancy for Foxfield

There is a vacancy on the CountrySide Proprietary 2024 Board of Directors for the **Foxfield** neighborhood. We are currently accepting applicants to fill this position. The CountrySide Proprietary Bylaws state, *"in the event of a vacancy, his/her successor shall be selected by the remaining Elected Directors and shall serve for the unexpired term of his/her predecessor."* If you are a homeowner in the in the **Foxfield** neighborhood 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 entire community. To apply, fill out the application below and return it to the Proprietary Office. Please include a brief statement with your reasons for serving your community. This statement will be published in a future edition of our monthly publication "The Courier." If you have any further questions, please feel free to contact Catherine Neelley, Community Manager, at 703-430-0715 or via e-mail at catherineen.cside@pmpbiz.com.

CountrySide Proprietary Petition of Appointment For The 2024 Board of Directors

Name: _____ Address: _____

Briefly state your reasons for seeking the Board of Directors. Please Print.

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

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

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 is it.

A poster with a teal background and a winter scene illustration. The illustration shows a winding road through a snowy landscape with evergreen trees and mountains in the background. The text is arranged in columns and lists street names under various headings. At the bottom right, there are two lines of explanatory text.

CountrySide Snow and Sanding

The following townhome streets are owned and maintained by the Proprietary:

| | | | | |
|------------------|--------------|-------------------|----------------|-------------------|
| Foxfield: | Gannon Way | Oakridge: | Morven: | Welbourne: |
| Alden Ct. | Harbert Ct. | Chelmsford Ct. | Aldridge Ct. | Benton Ct. |
| Asbury Way | Huntley Ct. | (townhomes) | Haxall Ct. | Berkeley Ct. |
| Bickel Ct. | Marian Ct. | Felsted Ct. | Ludwell Ct. | Conoy Ct. |
| Clinton Ct. | Mercer Ct. | Finchingfield Ct. | Lyndhurst Ct. | Dulany Ct. |
| Devon Ct. | Palmer Ct. | Sulgrave Ct. | Millard Ct. | Hopton Ct. |
| Dorrell Ct. | Quincy Ct. | Waltham Ct. | Paxton Ct. | Jermyn Ct. |
| Fairmont Pl. | Southall Ct. | | | Mosbey Ct. |
| | Wyatt Ct. | | | Nicholson Ct. |
| | | | | Redlin Ct. |
| | | | | Vandercastel Ct. |

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

In the event of freezing rain or icy conditions, the streets will be sanded.

Any street located in CountrySide not listed above are owned and maintained by the Virginia Department of Transportation (VDOT) including CountrySide Boulevard and Algonkian Parkway.

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 Northern Virginia neighborhoods: www.vdotplows.org.



Your Home Deserves **AN EXPERT**

I'M JULIE BOWMAN
YOUR COUNTRYSIDE AGENT



Let's chat soon!

My proven process and neighborhood expertise makes all the difference. I believe in going above and beyond to provide top-tier service and an exceptional client experience.

TRUSTED - RESPECTED- RECOMMENDED
20 YEAR COUNTRYSIDE RESIDENT

It's never too early to receive guidance and support.
Reach out today.

What My Clients Think:

"Julie is hands-down AMAZING! She goes above and beyond to help her clients every step of the way. Selling our home was a breeze thanks to her!" - Alison & Craig

*"Julie is outstanding! She really knows her stuff, so we were able to totally trust her expertise on the market. We would recommend Julie to anyone in a heartbeat".
-Jenny and Jordan*

*"We couldn't be happier with our experience having Julie help with the sale of our home. She was professional, knowledgeable, and honest."
-Darlene and Brian*

Julie Bowman

📞 703.434.9027

✉ Julie@NOVAHomeMarket.com

🌐 NOVAHomeMarket.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

GROUNDS AND FACILITIES MANAGER:
Tim Pope
timjp.cside@pmpbiz.com

DESIGN REVIEW COORDINATOR:

COMMUNITY RELATIONS COORDINATOR:
Maddy Thring
maddyjt.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

THE VILLAS AT COUNTRYSIDE:

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

If you have any questions or concerns regarding
Villas property, condo fees, trash information, or
Villas community issues, contact Karen Conoy, Villas
Property Manager at kconoy@nrpartnerllc.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 situa-
tions ONLY." Note: CountrySide Proprietary cannot
respond to these calls.

Board of Directors

703-430-0715



BELMONT:
Ed McGee
Belmont@countyside-va.org



FOXFIELD:
Vacant
Foxfield@countyside-va.org



MORVEN:
Roddy Dean
Morven@countyside-va.org
Treasurer



OAKRIDGE:
Penelope Francke
Oakridge@countyside-va.org
President



OATLANDS:
Dave Barrie
Oatlands@countyside-va.org
Vice President



ROKEBY:
Kumar Sangaran
Rokeyby@countyside-va.org
Secretary



WELBOURNE:
Fredrik Wallin
Welbourne@countyside-va.org



NEIGHBORHOOD SERVICES

| SERVICE | NAME | PHONE |
|-----------------------------|---|--------------|
| Babysitting/Pet Care | Mateo Mitchell available evenings & weekends | 571-334-2580 |
| Pet Care | Nolan Mitchell available evenings & weekends | 202-365-8471 |

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 reception at reception.cside@pmpbiz.com to get a copy of the registration form.

Neighborhood Services

Do you babysit on the weekends? Walk your neighbor's dog every evening? When summer rolls around, are you mowing lawns for extra money?

Let your neighbors know!

Get added to the Neighborhood Services list in CountrySide Courier.

For information: reception.cside@pmpbiz.com

2024 COURIER ADVERTISING

FOR MORE INFORMATION:

phone: 703-430-0715
email: reception.cside@pmpbiz.com

RATES PER ISSUE FOR RESIDENTS

| | | |
|-----------------|---------------------------|---------|
| Full Page | 7-3/4" wide x 9-3/4" tall | \$20.00 |
| Half Vertical | 3-3/4" wide x 9-3/4" tall | \$10.00 |
| Half Horizontal | 7-3/4" wide x 4-3/3" tall | \$10.00 |
| Quarter Page | 3-3/4" wide x 4-3/4" tall | \$5.00 |

RATES PER ISSUE FOR NON RESIDENTS

| | | |
|-----------------|---------------------------|---------|
| Full Page | 7-3/4" wide x 9-3/4" tall | \$25.00 |
| Half Vertical | 3-3/4" wide x 9-3/4" tall | \$15.00 |
| Half Horizontal | 7-3/4" wide x 4-3/3" tall | \$15.00 |
| Quarter Page | 3-3/4" wide x 4-3/4" tall | \$10.00 |



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.

2024 HOA DUES

| | |
|---------------------------------|----------|
| Single Family/Manor Homes | \$93.00 |
| Town Homes | \$115.00 |
| Villas | \$71.00 |

Pay to the order of:
CountrySide Proprietary

WHY DO TOWNHOUSES PAY A HIGHER ASSESSMENT?

Residents who are new to the 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.

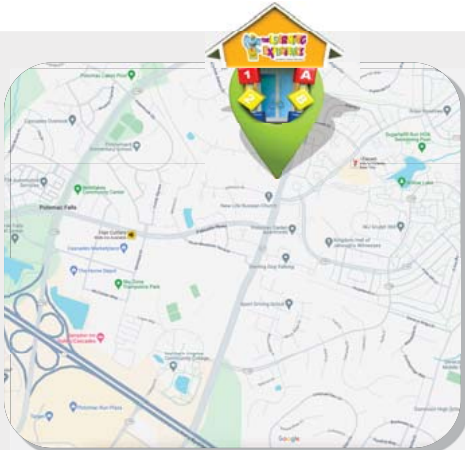


COMING SOON

TLE Sterling-Potomac, VA

Our discovery based L.E.A.P.® (*Learning Experience Academic Program*) curriculum is developed with the whole child in mind and helps children advance intellectually, socially, and cognitively or as we say in TLE®...

happy happens here.®



THE LEARNING EXPERIENCE
Academy of Early Education

happy happens here.®

AGES 6 WEEKS TO 6 YEARS • M-F FROM 6:30 AM - 6:30 PM

20881 Potomac View Road • Sterling, VA 20165
www.TheLearningExperience.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.



**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 AI's Towing & Storage, but we will!

THANK YOU

Use Your Assigned Spot

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



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

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



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.

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"

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!**

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: Foxfield

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, 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: Oatlands

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, Oatlands, Morven

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

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: Belmont

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 (3 seats), Foxfield (3 seats), Morven (3 seats), Oakridge (1 seat), Oatlands (2 seats), Rokeby (2 seats), Welbourne (4 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.

Design Review Coordinator

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

Tim Pope
Grounds & Facilities Manager
timjp.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

Maddy Thring
Community Relations Coordinator
maddyjt.cside@pmpbiz.com
Community Events, parking issues on townhouse streets, the Courier, website

Alicia McKenna-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.

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

Republic Services

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

Dominion Energy

Report Power Outages or Emergency

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

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 21515 Ridgetop Circle, Sterling, VA 20166 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

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.