

**COUNTRYSIDE PROPRIETARY**  
**GROUNDS COMMITTEE MEETING MINUTES**  
April 17, 2024

**1) CALL TO ORDER**

- Meeting Called to Order via remote attendance at 7:04PM.
- Attendees: Fredrik Wallin (Chair), Pamela McGraw (Oakridge), Diane Blunt (Welbourne), Ron McNulty (Morven), Terri Hess (Foxfield) , Timothy Shamble (Oatlands), James Krips (Rokeby), Tim Pope (PMP), Matt O'Donnell (Advantage Landscape)

**2) COMMITTEE ADMINISTRATION**

- Approval of the Agenda. Motion to approve by Pamela, Jim Krips seconded the motion. Agenda approved unanimously.
- Approval of the March 13, 2024 special meeting minutes Motion to approve by Terri, Pamela seconded the motion. Minutes approved 5-1, Oatlands abstained
- Approval of the March 20, 2024 minutes Motion to approve by Pamela, Terri seconded the motion. Minutes approved 4-2, Rokeby & Oatlands abstained
- Update on Resolution 233 – Parking Enforcement and Working Group  
Fredrik read the Board of Directors motion to delay the effective date of the November 9 2023 revised Resolution 223 until October 2024 with a possible added extension until April 2025, and the Board of Directors motion requesting the Ground Committee to establish a Working Group to evaluate and update Resolution 233

**3) RESIDENT & GUEST PARTICIPATION (3-minute limit per speaker)**

- Kristina Jensen
- Roddy Dean
- Penny Francke
- Laura Bentzen
- Dirk Johnson
- Tom McHugh,
- Michell McHugh
- Matt Miller, Belmont
- Melissa Ryan, Stafford
- Ashlee Booth, Oakridge
- James Hennessey, Foxfield
- Tim Gallagher, Oakridge

- Kristina Jensen, resident of Westmoreland Dr, addressed the Committee regarding CountrySide halting using pre-emergent and broadleaf treatment on turf areas, how this was brought about and expressed concern over the effect on property values.

The Resident was informed that the last pre-emergent and broadleaf treatment on turf areas was in May 2023. Furthermore, she was informed that the decision was made by the Grounds Committee on March 13 2024 after discussions and resident participation on Grounds Committee meetings on January 17, February 21, and March 13 2024. All these meetings were announced on the CountrySide website and in the Courier, including the Courier of August 2023.

Resident were welcomed to attend these Committee meeting. All attending residents that addressed the Committee expressed support for not using chemicals on common grounds in CountrySide. Pamela pointed out that CountrySide will be seen as an environmentally sensitive community, and that we consulted and heard from Horticulturist from Loudoun County, our Landscaping Company and a multitude of Residents.

The Grounds Committee vote on March 13 2024, to not resume the use pre-emergent and broadleaf treatment on turf areas for the upcoming season was unanimous.

- Resolution 233 Working Group Volunteers
  - Fredrik reiterated the requirements set by the Board of Directors for the Working Group to evaluate and update Resolution 233.

-Resident volunteers to the Working Group are:

-Working Group Board of Directors volunteer  
Roddy Dean - Morven Director

-Grounds Committee volunteers  
Ron McNulty - Morven  
Terri Hess - Foxfield

-Resident volunteers  
Laura Bentzen (Chair/Co-Chair), Morven  
Dirk Johnson (Chair/Co-Chair), Morven  
Tom McHugh, Morven  
Michell McHugh, Morven  
Matt Miller, Belmont  
Melissa Ryan, Oakridge  
Ashlee Booth, Foxfield  
James Hennessey, Foxfield  
Tim Gallagher, Oakridge  
Jean-Michel Brunet (Not at meeting), Morven  
Mona Aleem (Not at meeting), Morven  
Roya Zekri (Not at meeting), Morven

-Laura Bentzen and Dirk Johnson agreed to co-chair the Working Group. Fredrik reminded the Working group that PMP will not host remote meeting as it is not part of their contract and that the form of meeting is at the Group's own discretion. Fredrik asked that all communication between the Working Group and the Grounds Committee is through the chair of the Working group. Fredrik asked PMP to provide a full list of the volunteers with email addresses to Laura, and Penny to provide documentation from the previous Working Group regarding Resolution 233. The Working Group is, as per the requirements by the Board of Directors, to keep minutes and provide these to the Grounds Committee one week prior to scheduled Grounds Committee meetings. The Grounds Committee expects a revised Resolution document from the working Group to consider.

Fredrik thanked all resident for volunteering and for their commitment to CountrySide

#### 4) ADVANTAGE ITEMS

- Monthly Report
  - Mulching completed except for the flowerbeds by the new signs that will be leaf mulched.
  - Tree days continued on weekly basis
  - Shrub fertilization ongoing with focus on rejuvenation areas
  - Turf fertilization completed with no pesticides
  - Mowing cycles started
  
- Pending work and projects
  - Diervilla replacements on Algonkian Parkway will be evaluated for plant health and covered under warranty and replaced if not flushing out to satisfaction.
    - Tree stakes to be removed.
    - Advantage unable to locate 12 Solomon Seal for the Cromwell & Dulany. These were included in billing and will be installed during spring as an automatic plant replacement.
  
  - Potentilla to be replaced and adjusted by CountrySide signs along Algonkian Parkway.
  - Spring annuals to be planted in May.
  - Matt asked to take a look at two trees at the North end of the pond as they show no growth and the one year warranty expires in April.
  - Matt asked to look at branches obscuring the school traffic light at the Minor Rd-CountrySide Blvd intersection.
  - Matt asked to look at one of the trees behind the neighborhood sign at the Foxfield-McPherson intersection.

- Submitted Proposals

-Water proposal not included but Matt informed us that the water agreement will match last year's.

-Juniper removal.

Quote 2099. Removal of 2 large groupings of Junipers along with smaller Nandina, stump grind and cleanup grinding and much, for the amount of \$2662.50. Terri motioned to approve, motion seconded by Pamela. Motion approved unanimously.

- Pear Tree Treatments (Younger).

Quote 2105. 2 selected younger pear trees in the three medians along CountrySide Blvd. Multi-phased approach in an attempt to overcome blight, fungal leaf disease and improve overall vitality for the amount of \$3614.00. Pamela motioned to approve, motion seconded by Jim. Motion approved unanimously.

- Pear Tree Removal (Older).

Quote 2100. Discussion about cost, kind of replacement trees and optimal time of year for replacement trees. Tim to investigate what accounts the cost of removal could be used. Matt asked to provide proposal of trees and planting Combination. Proposal to be revisited in two months.

## 5) Pond Issues

- AEC Treatment started this month
  - First of two treatments this month done.
  - Aerators checked and in good condition.
  - Algae treatment started and will done monthly.
  - Tim to check regarding Cattail treatment. They should not be removed, but cut back and controlled.

## 6) PMP REPORT

- Monthly Financial, Major Projects, and Invoice Tracking reports

-Pam asked how much of March is reflected. Tim clarified that the dates reflect the dates the invoices are sent up for processing, not paid. The committee would like to be able to see invoiced received vs paid. Tim agreed to change that.

- Tree list. Updated tree list to be uploaded by Tim.
- Sign planting revisited – corner of CountrySide Blvd. and Route 7.  
-Stonewalls, CountrySide signs and flowerbeds by the Route 7-CountrySide Blvd. we have a median agreement dating back to the 1980's. Pictures to be provided of the area for consideration of added plants and possible restoration of the CountrySide signs.
- Landscaping Agreement Rough Draft RFP  
-Tim is updating the draft agreement. The document to be uploaded in Word format with tracked changes. Committee to review and comment. Deadline for comments is May 3 2024. RFP is for Landscaping, Snow, and Tree removal. The aim is to send out RFPs on May 30, bids due on June 30 and Committee to vote on this in August
- Update on Paving RFP  
-Tim is preparing the RFPs to be sent out, aiming for July. Rim and Brian are inspecting trails and sidewalks. Pool parking lot lines to be repainted in 2024. Diane pointed out that any sidewalk repair should be done prior to October.

## 7) OLD BUSINESS

- Update on communication with Loudoun County Environmental Health department about the rat issue reported by a resident.  
-Tim has received brochures and websites with information. He is putting together an informative fact sheet for affected residents & neighborhood. Pamela underlined that the responsibility regarding rodents resides with the residents and not CountrySide. Tim was asked to coordinate with Al Pham, the DRC Coordinator. An email to be sent out regarding trash policy and to be vigilant about violations. An email was sent out this past week informing residents that under the new contract, bulk trash pickup is charged and that the cost for renting trash bins has been increased to \$24 per Annum. Article regarding this to be included in the Courier.

## 8) NEW BUSINESS

- Rokeby/CountrySide Blvd. Stair  
-The stairs at the end of the trail connecting Hamilton Rd to Countryside Blvd are encroaching on the VDOT easement along CountrySide Blvd. The Board of Directors

have tasked the Grounds Committee to remove the stairs and to make a recommendation on whether or not the stairs should be replaced at an alternative location outside of the easement. Additionally, if new stairs are recommended, that they are planned and ready to be built when the current stairs are removed to minimize the impact of no stairs at all for our residents. The Grounds Committee expressed a wish to replace the existing stairs and want Tim to contact VDOT to have them mark the exact limit of the easement, in order to have engineers to provide recommendations and possible design solutions for new stairs. Furthermore, Tim was tasked with inquiring about the proper and correct procedure to contact Julie Briskman in order to inquire about support about placement of new stairs and/or funding if possible. Tim was asked to provide the communication from VDOT in future meeting package.

- Request for message for Courier.
  - Pam has noticed dumping of grass cutting and yard debris on common ground and would like to publish an article in the Courier addressing this issue. This suggestion was agreed upon by the Committee.
  - Pamela will complete a survey with the Department of Forestry on behalf of CountrySide, in order to try to have the DoF to assess our wooded common areas and provide management plans. The survey is noncommittal and no costs are attached to it. Pamela motioned to fill out the survey for the Department of Forestry and submit it on behalf of the Grounds Committee, motion seconded by Terri. Motion approved unanimously

## **9) INFORMATIONAL ITEMS**

- Update on Loudoun Invasives Removal Alliance.
  - LIRA consists of over 50 HOA's in Loudoun County with invasive growth in common areas. Loudoun County Supervisors have appropriated \$500,000.00 for this purpose. A grants program will be set up with some parameters will for communities to then be able to apply. Pam suggested that CountrySide apply as a test community for the grant program. Pamela motioned that Tim and Matt specifically identify 2 to 3 areas in CountrySide common areas, include the ID of the invasive and a map showing the area of growth for possible consideration as a test community. Motion was seconded by Diane. Motion approved unanimously.

## **10) ADJOURN**

- Terri moved to adjourn, Ron seconded the motion. Approved unanimously. Meeting Adjourned at 10:18 PM.
- Next regular meeting is tentatively scheduled to be held remotely at

**7:00 PM on Wednesday, May 15, 2024**

