

**COUNTRYSIDE PROPRIETARY**  
**BOARD OF DIRECTORS MEETING**  
**Zoom Remote Meeting Due to COVID-19 Pandemic**  
Wednesday, September 4, 2024

**BOARD MEMBERS PRESENT:** Penny Francke – Oakridge  
Dave Barrie – Oatlands  
Roddy Dean – Morven  
Kumar Sangaran – Rokeby  
Fredrik Wallin – Welbourne  
Edwin McGee – Belmont

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Catherine Neelley – PMP  
Ed Thomas – PMP  
Tim Pope – PMP  
Alicia McKenna-Graves – PMP

**CALL TO ORDER:**  
Penny Francke called the meeting to order at 6:40 PM.

**EXECUTIVE SESSION:**  
Fredrik Wallin stated **Mme. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to consider personnel matters as permitted by subsection B of Section 55-510.1 C of the Virginia Property Owners’ Association Act. There are no matters identified on the meeting agenda.** Roddy Dean seconded the motion. Motion carried unanimously. The Board of Directors entered into Executive Session at 6:42 PM.  
**Section 55-510.1 C of the Virginia Property Owners’ Association Act provides:**  
**No contract, motion or other action adopted, passed or agreed to in executive session shall become effective unless the board of directors or subcommittee or other committee thereof, following the executive session, reconvenes in open meeting and takes a vote on such contract, motion or other action which shall have its substance reasonably identified in the open meeting. The requirements of this section shall not require the disclosure of information in violation of law.**  
The Board exited Executive Session and reconvened in open session at 7:07 PM.

**APPROVAL OF THE AGENDA:**  
Fredrik Wallin **moved that the Board of Directors approve the agenda as written.** Ed McGee seconded the motion. Motion carried unanimously.

**APPROVAL OF MEETING MINUTES:**  
Fredrik Wallin **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting August 28, 2024.** Ed McGee seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:** 3 Residents were in attendance: Juan Hernandez, Art Rodriguez & Jeff Kretsch. Items discussed: TH Parking

**GENERAL BUSINESS:**

**A. OLD BUSINESS: None**

**B. NEW BUSINESS:**

**Resolution Retirements**

Roddy Dean **moved that the Board of Directors retire the following Resolutions as either obsolete or superseded by new Resolutions:**

Number	Name/Topic	Committee	Date	Recommendation
215	Resolutions Procedures	BoD	4/25/2000	Retire (Bruce Tulloch to address April 5 2000 LoCo BOS)
216	Establishment of Streetlight Ad Hoc Committee	BoD	9/27/2000	Retire (Established in Sept 2000)
217	Annual Budget- 2001	FIN	2/26/2001	Retire (Adoption of 2001 Budget)
218	Establish Maximum Annual Assessments- 2001	FIN	2/26/2001	Retire (Specific to 2001)
222	Excess Membership for 2003	FIN	1/22/2003	Retire (Assigns excess from 2002 budget to 2003)
226	Authorization of Proprietary Counsel	BoD	8/27/2003	Retire (specific to Doug Fleming)
235	Architectural Violation Procedures	DRC	11/7/2018	Retire (made obsolete by 287/289*)
239	Algonkian Pkwy Guardrail Extension Request	TEA-21	8/9/2004	Retire
240	Pedestrian Bridge Repair/Replacement	TEA-21	8/9/2004	Retire
242	Enhanced Speed Limit Fine Signage on CountrySide Boulevard	TEA-21	8/9/2004	Retire
243	CountrySide Blvd & Minor Road Traffic Light	TEA-21	8/9/2004	Retire
244	CountrySide Blvd & Algonkian Pkwy Shoulder Median and Storm Water Network Repair	TEA-21	8/9/2004	Retire
245	CountrySide Asphalt Trail Repair	TEA-21	8/9/2004	Retire
246	Crossing Guard at River Bend Middle School Request	TEA-21	8/9/2004	Retire
247	CountrySide Elementary School Landscape Maintenance	TEA-21	8/9/2004	Retire
248	Silt Fence Removal near River Bend Middle School	TEA-21	8/9/2004	Retire
249	"No Through Truck Traffic" Signage on CountrySide Blvd	TEA-21	8/9/2004	Retire
250	Additional 35MPH Speed Limit Signs on CountrySide Blvd	TEA-21	8/9/2004	Retire
251	CountrySide Elementary Sidewalk Improvement	TEA-21	8/9/2004	Retire
252	CountrySide Blvd Guardrail Installation Request	TEA-21	8/9/2004	Retire
254	Support of Broadband Services Development in Loudoun County	FAC	3/23/2005	Retire (supports 19-year old policies)
256	Foreclosure	FIN	5/24/2006	Retire (cites a specific property and names homeowners, now obsolete)
264	Ad Hoc Home Based Business Committee	BoD	3/3/2010	Retire (2010 Ad Hoc Committee)
271	Ad Hoc Concrete Coating Committee	BoD	1/23/2013	Retire (2013 Ad Hoc Committee with no subsequent guideline?)

Fredrik Wallin seconded the motion. Morven, Oakridge, Oatlands, Rokeby & Welbourne voted for the motion. Belmont abstained from the motion. Motion carried.

**ARCHITECTURAL ITEMS: None**

**FACILITIES: None**

**FINANCE: None**

**GROUNDS:**

**CountrySide Blvd Bradford Pear Tree Replacement**

Kumar Sangaran moved that the Board of Directors award the contract to replace the Bradford Pears on CountrySide Blvd with non-invasive plants to Advantage Landscape for a cost not to exceed \$13,765.00. Cost to be charged to GL 6127. The Grounds Committee unanimously voted to recommend that the Board award the contract to Advantage Landscape. Fredrik Wallin seconded the motion. Motion carried unanimously.

**2025 Landscape Services Contract**

Kumar Sangaran moved that the Board of Directors award the 2025 Landscape Services contract to Advantage Landscape for a cost not to exceed \$249,393.00 per year. Cost to be charged to GL 6125. The Grounds Committee unanimously voted to recommend that the Board award the contract to Advantage Landscape. Fredrik Wallin seconded the motion.

*After numerous friendly amendments, Ed McGee made a friendly amendment to the motion to read: **I move that the Board of Directors award the contract for Landscaping Services to Advantage Landscape for the period 2025 through 2027 with approval of the base year of \$249,393.00 with the option to execute the option years at the same rate thereafter. Cost to be charged to GL 6125. Kumar Sangarn accepted the friendly amendment.***  
Amended motion carried unanimously.

**2025 Tree Services Agreement**

Kumar Sangaran moved that the Board of Directors award the 2025 Agreement for Tree Removal Services to Advantage Landscapes for the proposed daily rate of \$2,495.00 for a full day service, \$1,247.00 for ½ day service, and \$4990.00 for two day service. Costs to be applied to GL's 6128, 6154, and 8571, as budgeted. The Grounds Committee unanimously recommends approval. Fredrik Wallin seconded the motion. Motion carried unanimously.

**2025 Snow Removal Agreement**

Kumar Sangaran moved that the Board of Directors award the 2025 Agreement for Snow Removal Services to Advantage Landscapes for the proposed rates as attached. Costs to be applied to GL's 8540 and 6140, as budgeted. The Grounds Committee unanimously recommends approval. Roddy Dean seconded the motion. Motion carried unanimously.

**INFORMATION/DISCUSSION ITEMS:** None

**COMMITTEE REPORTS:**

Grounds Committee

June 25, July 17, & July 30, 2024

**MANAGEMENT REPORTS:**

Project List

**ADJOURN:**

Roddy Dean moved to adjourn the meeting. Ed McGee seconded the motion. Motion carried unanimously. The meeting adjourned at 8:23 PM.

Respectfully Submitted,

Alicia McKenna-Graves

Alicia McKenna-Graves – Recording Secretary