

# The Courier

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



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ANNUAL  
INSPECTIONS**

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SPRING FLING**

COURIER VOL. 44, NO. 4 | APRIL 2022



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## MEETING SCHEDULE

COMMITTEE MEETINGS WILL BE HELD  
VIRTUALLY UNTIL FURTHER NOTICE

BOARD OF DIRECTORS (BOD)  
1ST AND 4TH WEDNESDAYS, 7:00 PM

DESIGN REVIEW COMMITTEE (DRC)  
4TH MONDAY, 6:30 PM

FACILITIES COMMITTEE (FAC)  
2ND THURSDAY, 7:00 PM

GROUNDS COMMITTEE (GRNDS)  
3RD WEDNESDAY, 7:00 PM

HORSEPEN RUN AD HOC COMMITTEE (HPRN)  
2ND WEDNESDAY, 7:00 PM

NEIGHBORHOOD ADVISORY COUNCIL (NAC)  
2ND TUESDAY, 6:00 PM

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

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



*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.*

# Reminders and News

## April Committee Meetings

CountrySide Proprietary Committees will hold VA Property Owners' Association Act compliant meetings virtually. All meetings are open for property owners who wish to phone-in to attend. Please contact the office and the call-in information will be sent to you via email on the day of the meeting.

**BOARD OF DIRECTORS: April 6<sup>TH</sup>, April 27<sup>th</sup>**  
**COMMUNITY RELATIONS COMMITTEE: April 7<sup>TH</sup>**  
**DESIGN REVIEW COMMITTEE: April 25<sup>TH</sup>**  
**FACILITIES COMMITTEE: April 14<sup>TH</sup>**  
**FINANCE COMMITTEE: April 19<sup>TH</sup>**  
**GROUNDS COMMITTEE: April 20<sup>TH</sup>**  
**HORSEPEN RUN COMMITTEE: April 13<sup>TH</sup>**  
**NEIGHBORHOOD ADVISORY COMMITTEE: April 12<sup>TH</sup>**

## Annual Inspections

At the request of your Board of Directors, members of the CountrySide Proprietary staff will be conducting the Annual Inspection of all CountrySide neighborhoods. The inspection is performed with the intent of ensuring that the curb side appeal of the community is preserved.

The physical property inspections will commence during the month of April and we will be noting any repairs that need to be completed on the home and the general appearance of the property. Some of the things found in need of exterior maintenance are listed but not limited to:

Wood rot on building exteriors	Fencing or sheds in need of repair
Damaged or missing roof shingles	Landscaping in need of attention
Building exterior in need of painting	Algae on building exteriors
Windows in need of repair or replacement	Unapproved architectural modifications
Driveways in need of repair and resurfacing	Decks in need of repair

## Why Do We Have Annual Inspections?

The quality of design and architectural harmony in CountrySide is maintained through a review process for all exterior alterations to the property. The Covenants and Restrictions establish specific authority for maintaining the quality of design in CountrySide, which are a part of every deed to the property. So, before you undertake any exterior project, please ensure you submit an architectural application and obtain approval first. For assistance with application requirements, you can review the Community Guidelines online at [www.countryside-va.org](http://www.countryside-va.org) or call the Proprietary office at 703-430-0715.

### The Villas at CountrySide

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

If you have questions or concerns regarding Villas property, condo fees, trash information, or Villas community issues, contact Karen Conroy, Villas Property Manager at [kconroy@nrpartnersllc.com](mailto:kconroy@nrpartnersllc.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 situations ONLY." Note: CountrySide Proprietary cannot respond to these calls.

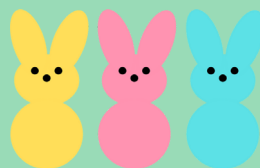
**Hours: Monday -Thursday: 8:30am-5:30pm, Friday: 8:30am-1:00pm.  
703-435-3800**

SATURDAY, APRIL 2, 2022  
AT THE PARKWAY POOL LAWN  
JOIN US FROM  
1:00 PM - 3:00 PM

Spring Fling &  
Community  
Egg Hunt

Come take pictures with the Easter Bunny and enter your guess for our jar chocolate eggs. A Community Egg Hunt will be held at 2:00 PM for residents 12 and under. Eggs are filled with nut-free candy for children 5 and over; children under 5 will have a separate area with eggs filled with small toys.

Filled-Eggs were provided by the Miss Arlington Scholarship Organization's Egg My Yard Fundraiser.





JOIN US FOR  
**NIGHT AT THE FALLS**  
TO CELEBRATE  
**TWENTY FIVE YEARS  
OF PANTHER PRIDE**

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**SATURDAY 4.23.22 | 4 PM**  
AWARDS & SCHOLARSHIP  
CEREMONY + ATHLETIC SIGNING.  
SILENT AUCTION. DODGEBALL  
TOURNAMENT. TRIVIA CONTEST.  
FINE ARTS PERFORMANCES, LOCAL  
& ALUMNI FOOD & GOODS  
VENDORS. CLUB BOOTHS WITH  
GAMES & PRIZES. AN INTERACTIVE  
HISTORY OF PFHS.

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*Celebrate  
Potomac Falls High  
School*

Saturday, April 23, 2022, join Potomac Falls High School to celebrate 25 years of Panther Pride! The event, starting at 4:00 pm, is a Loudoun County Public Schools event to raise funds for some much-needed renovations for Potomac Falls High School.

*Noteworthy*

*Congratulations to  
Crystal Wallen!*



CountrySide resident, Crystal Wallen, was awarded the 2022 Teacher of the Year Award by the Virginia Middle School Association!

The award recognizes teachers who advocate for academic excellence in a supportive and equitable environment. Ms. Wallen teaches Math 6 and Foundations of Algebra at River Bend Middle School. We thank her for her dedication to the students in our community. Teachers make our community strong - thank you!

# NEIGHBORHOOD SERVICES



SERVICE	NAME	PHONE
Babysitting/Pets	Daniela Miranda	703-407-0941
Pets	Julianne McNulty	703-444-2552
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	Cristian Avalos	703-727-3485
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 to get a copy of the registration form.

## 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 Al's Towing & Storage, 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.



# 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 [republicservices.com](mailto: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**

Al's Towing & Storage: 703-435-8888

11 Douglas Court, Sterling VA 20166

## VOLUNTEERS NEEDED! YOU CAN MAKE A DIFFERENCE!

As a volunteer, you will vote on important neighborhood issues. We need your input, energy and feedback.

**Board of Directors:** The primary responsibility of the Board of Directors (BOD) is to review and vote on neighborhood issues such as common area projects, contracts and renewals, delinquent accounts, unresolved violations and appealed applications.

**Current Vacancy: None**

**Community Relations Committee:** The primary responsibility of the Community Relations Committee (CRC) is to advise and assist the BOD in managing the flow of information across the CountrySide community. The CRC is also responsible for planning and hosting community programs, activities, and events for the benefit and enjoyment of CountrySide residents, and communicating information through the website, the CountrySide Courier newsletter, and mass electronic correspondence (e.g., e-mail blasts).

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

**Design Review Committee:** The primary responsibility of the Design Review Committee (DRC) is to advise and assist the BOD in monitoring, reviewing and enforcing compliance with the architectural control standards established for the community.

**Current Vacancies: None**

**Facilities Committee:** The primary responsibility of the Facilities Committee (FAC) is to advise and assist the BOD in developing and administering an ongoing program to preserve and enhance the swimming pools, pool bath houses, Par course, basketball and tennis courts, tot lots, and maintenance compound. Particular focus is in regard to the maintenance of and improvements to these areas, and to advise and assist the BOD in developing rules and regulations for the use and enjoyment of these areas by all CountrySide residents.

**Current Vacancies: None**

**Finance Committee:** The primary responsibility of the Finance Committee (FIN) is to advise and assist the BOD in financial management and oversight of the annual operating budget for the Proprietary.

**Current Vacancies: Belmont**

**Grounds Committee:** The primary responsibility of the Grounds Committee (GRNDS) is to advise and assist the BOD in developing and administering an ongoing program to preserve and enhance landscaping, turf, parking areas, streets and paths - particularly the maintenance and improvements to these areas. Grounds also advises and assists the BOD in developing rules and regulations for the use and enjoyment of these areas by all CountrySide residents, and is responsible for the administration of the landscaping and trash contracts.

**Current Vacancies: None**

**Horsepen Run Committee:** The primary responsibility of the Horsepen Run Committee is to generate recommendations for Board consideration for Horsepen Run and to develop a land management and maintenance plan for Horsepen Run.

**Current Vacancy: Foxfield**

**Neighborhood Advisory Council:** The primary responsibility of the Neighborhood Advisory Council (NAC) is to advise and assist the BOD on matters pertaining to its particular neighborhood, Proprietary affairs through standing committees and is directly involved with the architectural review and budget process.

**Current Vacancies: Belmont (1 seat), Foxfield (3 seats), Morven (2 seats), Oakridge (1 seat), Oatlands (3 seats), Rokeby (1 seat), Welbourne (3 seats)**

**All Committee and Board meetings are open for attendance by CountrySide residents. See the Meeting Schedule at the front of this Courier.**

Contact the Proprietary office for more information and [Become a CountrySide volunteer!](#)

**PMP**

PROPERTY MANAGEMENT PEOPLE, INC.

"MANAGEMENT" is our middle name

92 Thomas Johnson Dr., Suite 170  
Frederick, MD 21702  
301-694-6900 - 1-800-336-8009  
Fax: 301-694-9514

Chief Executive Officer      Edward D. Thomas  
President                              Rose G. Thomas

**COUNTRYSIDE PROPRIETARY STAFF**

703-430-0715

**GENERAL MANAGER:**

Catherine Neelley  
catherineen.cside@pmpbiz.com

**FACILITIES MANAGER:**

Michael Stracka  
mikeas.cside@pmpbiz.com

**DESIGN REVIEW COORDINATOR:**

Lisa Marnet  
lisamm.cside@pmpbiz.com

**COMMUNITY RELATIONS COORDINATOR:**

Erin Gilmore  
erinrg.cside@pmpbiz.com

**ADMINISTRATIVE ASSISTANTS:**

Alicia McKenna-Graves  
aliciam.cside@pmpbiz.com

Shawanda Howell  
shawandah.cside@pmpbiz.com

**MAINTENANCE/LAND SERVICES:**

Carlos Ramirez  
Bryan Neal

# Board of Directors

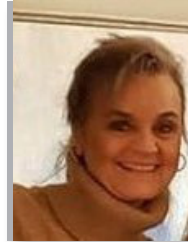
703-430-0715



**BELMONT:**

**Gabriella Jones**

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



**FOXFIELD:**

**Sheryl F. Rader**

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



**MORVEN:**

**Roddy Dean**

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

**Secretary**



**OAKRIDGE:**

**Penelope Francke**

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

**Vice President**



**OATLANDS:**

**Dave Barrie**

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

**President**



**ROKEBY:**

**Kumar Sangaran**

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



**WELBOURNE:**

**Sam Wilson**

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

## 2022 COMMITTEE LISTINGS

### COMMUNITY RELATIONS COMMITTEE

Gabbi Jones, Chair  
Amanda Boone, Alternate Chair

**BELMONT:**

Vacant

**FOXFIELD:**

Hilary Bradley | hilary@thechocolatechick.com | Available by text at 703-627-2294.

**MORVEN:**

Vacant

**OAKRIDGE:**

Amanda Boone | amandam35@gmail.com | 703-869-2457

**OATLANDS:**

Vacant

**ROKEBY:**

Vacant

**WELBOURNE:**

John Fernandes | jffern@yahoo.com  
Melissa Castan

### FINANCE COMMITTEE

Sheryl Rader, Chair  
Roddy Dean, Alternate Chair

**BELMONT:**

Vacant

**FOXFIELD:**

Vacant

**MORVEN:**

Roddy Dean | Morven@countryside-va.org

**OAKRIDGE:**

Jeff Kretsch | 166 Sulgrave Ct. | jlkretsch@verizon.net | 703-444-4650

**OATLANDS:**

Dave Barrie | Oatlands@countryside-va.org

**ROKEBY:**

Ash Dean

**WELBOURNE:**

Bob Griesbach

### DESIGN REVIEW COMMITTEE

Sarah Wertz, Chair  
Will Vigil, Alternate Chair  
Roddy Dean, BoD Liaison

**BELMONT:**

Rodney Collins | rodneycollins@msn.com

**FOXFIELD:**

Lorraine Gunzerath | lg72xx@verizon.net

**MORVEN:**

Will Vigil | willvigil@gmail.com

**OAKRIDGE:**

Roy Weidner | 2 Amersham Ct. | roypw@msn.com

**OATLANDS:**

Sarah Wertz, | sarah.g.wertz@gmail.com | 443-386-5266

**ROKEBY:**

Abdul alQassab | aboudiq@msn.com

**WELBOURNE:**

Fredrik Wallin

### GROUNDS COMMITTEE

Penny Francke, Chair  
Pamela McGraw, Alternate Chair

**BELMONT:**

Barbara O'Connor | 38 Westmoreland Dr. | barb@moconnor.net | 703-450-1872

**FOXFIELD:**

Terri Hess | theess61@gmail.com

**MORVEN:**

Ron McNulty | rmcnulty234@gmail.com

**OAKRIDGE:**

Pamela McGraw | pamelam1950@verizon.net

**OATLANDS:**

Timothy Shamble

**ROKEBY:**

Jim Krips | jaskrips@gmail.com

**WELBOURNE:**

Diane Blunt | 1 Nicholson Ct. | diane.blunt92@gmail.com | 703-430-7136

### FACILITIES COMMITTEE

Sam Wilson, Chair  
Tommy Jackson, Alternate Chair

**BELMONT:**

Tommy Jackson | tommy.jackson@abm.com | 571-238-7141

**FOXFIELD:**

Chaz Rayome

**MORVEN:**

David Kiser

**OAKRIDGE:**

Amanda Boone | amandam35@gmail.com | 703-869-2457

**OATLANDS:**

Tanja Fitzel  
Cathy Cunningham (Alternate)

**ROKEBY:**

Pat Bour | Patricia.Bour@verizon.net

**WELBOURNE:**

Fredrik Wallin



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

## 2022 COMMITTEE LISTINGS

### HORSEPEN RUN AD HOC COMMITTEE

Dave Barrie, *Chair*  
Tony Palm, *Alternate Chair*

**BELMONT:**

Benu Bhargava  
Tony Palm

**FOXFIELD:**

Vacant

**MORVEN:**

Steve LeHew

**OAKRIDGE:**

Taylor Couch | taylor.h.couch@gmail.com  
404-729-4980

**OATLANDS:**

Vance Middleton

**ROKEBY:**

Aaron Emery

**WELBOURNE:**

Bob Griesbach

### NEIGHBORHOOD ADVISORY COUNCIL

Jeff Kretsch and Pat Bour, *BoD Liaisons*

**BELMONT:**

Art Rodriguez | 26 Halifax Ct.  
artandjanet.public@gmail.com  
Barbara O'Connor | 38 Westmoreland Dr.  
barb@moconner.net  
Inge Nystrom | Inystrom2@gmail.com  
Louis Kaiser | 9 Wiltshire Ct E  
lmk1981pa@yahoo.com  
Vacant

**FOXFIELD:**

Scott Simon, *Chair* | 12 Alden Ct.  
scott.simon58@yahoo.com | 571-434-9483  
Elizabeth McMahon | E\_McMahon555@comcast.net  
Vacant  
Vacant  
Vacant

**MORVEN:**

Jonathan Breslow | 44 Aldridge Ct.  
jnbreslow@yahoo.com  
Linda Lurie | linda\_lurie@comcast.net  
Molly Murphy  
Vacant  
Vacant

**OAKRIDGE:**

Mike Sziede, *Chair* | mikesziede@gmail.com  
Julie Young | 186 Sulgrave Ct.  
jkyoung1969@gmail.com | 703-380-2200  
Traci Medlock | 200 Sulgrave Court  
tracimedlock@gmail.com  
Deblyn Flack | Flack\_d@hotmail.com  
Vacant

### NEIGHBORHOOD ADVISORY COUNCIL

*Continued...*

**OATLANDS:**

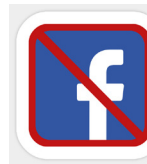
Thomas Simmons | 1 Glengyle Lane  
thomasleesimmons@gmail.com  
Anne Steingass | anne.st00@gmail.com  
Vacant  
Vacant  
Vacant

**ROKEBY:**

Jim Krips | 154 Peyton Rd. | jaskrips@gmail.com  
Pat Bour | patricia.bour@verizon.net  
Charles Robinson  
Janet Callum  
Al Zangrilli | AlRokebyNac@gmail.com

**WELBOURNE:**

Diane Blunt, *Chair* | 1 Nicholson Ct.  
diane.blunt92@gmail.com | 703-430-7136  
Daniel Castan | daniel.castan.dc@gmail.com  
Vacant  
Vacant  
Vacant



## FACEBOOK AFFILIATION

### CountrySide Proprietary does not have an official Facebook page

Several unofficial Facebook pages are maintained by CountrySide residents. These pages are **not affiliated** with or monitored by CountrySide Proprietary. We remind residents that any official announcements concerning the community are posted on the website, sent to residents via email, or announced in The Courier. This includes any changes to services, such as recycling collections, scheduling, events, and anything else which directly affects the CountrySide Community.

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

# Meeting Minutes

## Board of Directors Meeting Go To Meeting - Remote Wednesday, February 2, 2022

### **BOARD MEMBERS PRESENT:**

Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Sam Wilson – Welbourne  
Sheryl Rader – Foxfield  
Gabbi Jones – Belmont  
Kumar Sangaran – Rokeby

### **BOARD MEMBERS ABSENT:**           None

**OTHERS PRESENT:**           Ed Thomas – PMP  
                                  Catherine Neelley – PMP  
                                  Lisa Marnet - PMP  
                                  Erin Gilmore – PMP

**CALL TO ORDER:**  
Dave Barrie called the meeting to order at 7:05 PM.

**APPROVAL OF AGENDA**  
**Approval of the February 2, 2022 Board of Directors Agenda**  
Penny Francke moved that the Board of Directors approve the agenda as written. Roddy Dean seconded the motion. Motion carried unanimously.

**Approval of Board of Directors Meeting Minutes January 26, 2022**  
Sheryl Rader moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 26, 2022. Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:**  
4 Residents were in attendance.  
Items discussed:  
- Short Term Rentals

### **GENERAL BUSINESS:**

- A. **OLD BUSINESS:** None
- B. **NEW BUSINESS:**

**Remote Meeting Platform**  
This item was tabled until the February 23, 2022 Board meeting for further investigation.

### **ARCHITECTURAL ITEMS:** **Appeal for Extension of Major Violation #70357**

Roddy Dean moved that the Board of Directors

uphold the Board’s decision on June 7, 2017 and deny and extension of violation #70357 until the property is sold. Penny Francke seconded the motion. Foxfield, Morven, Oakridge, Oatlands, Rokeby, and Welbourne voted in favor of the motion. Belmont abstained. Motion carried.

**Major Violations**  
Penny Francke moved if corrective action is not taken by February 18, 2022 for this Major violation the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective February 19, 2022, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by March 1, 2022 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Sheryl Rader seconded the motion. Motion carried unanimously.

**FACILITIES:** None  
**FINANCE:** None  
**GROUND:** None

**INFORMATION/DISCUSSION ITEMS:**  
None

**COMMITTEE REPORTS:** None

**MANAGEMENT REPORTS:**  
Project List

**EXECUTIVE SESSION:**  
Penny Francke stated Mr. President I move that this meeting be recessed, and the Board of Directors immediately reconvene in executive session to discuss and consider contracts as permitted by subsection B of Section 55.1-1816 of the Virginia Property Owners’ Association Act. There are no matters identified on the meeting agenda. Sam Wilson seconded the motion. Motion carried unanimously. The Board of Directors entered Executive Session at 7:35 PM.

*Meeting Minutes, Cont...*

**Section 55.1-1816 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 8:14 PM.

**ADJOURN:**

Sam Wilson **moved to adjourn the meeting.** Gabbi Jones seconded the motion. Motion carried unanimously. **The meeting adjourned at 8:15 PM.**

**Board of Directors Meeting  
Go To Meeting - Remote  
Wednesday, February 23, 2022**

**BOARD MEMBERS PRESENT:**

Dave Barrie – Oatlands  
Penny Francke – Oakridge  
Roddy Dean – Morven  
Sam Wilson – Welbourne  
Sheryl Rader – Foxfield  
Gabbi Jones – Belmont  
Kumar Sangaran – Rokeby

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:**

Ed Thomas – PMP  
Catherine Neelley – PMP  
Lisa Marnet – PMP  
Alicia McKenna-Graves – PMP

**CALL TO ORDER:**

Dave Barrie called the meeting to order at 7:02 PM.

**APPROVAL OF AGENDA:**

Penny Francke **moved that the Board of Directors approve as written the February 23, 2022 Board meeting agenda.** Gabbi Jones seconded the motion. Motion carried unanimously.

**APPROVAL OF MEETING MINUTES:**

Roddy Dean **moved that the Board of Directors**

**approve as written the minutes of the Board of Directors Executive Session Meeting January 19, 2022.** Penny Francke seconded the motion. Motion carried unanimously.

Penny Francke **moved that the Board of Directors approve as written the minutes of the Board of Directors Executive Session Meeting February 1, 2022.** Sam Wilson seconded the motion. Motion carried unanimously.

Penny Francke **moved that the Board of Directors approve as written the minutes of the Board of Directors Executive Session Meeting February 9, 2022.** Sam Wilson seconded the motion. Motion carried unanimously.

Sam Wilson **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 2, 2022.** Roddy Dean seconded the motion. Motion carried unanimously.

**RESIDENTIAL PARTICIPATION/GUESTS:**

10 Residents were in attendance. Items discussed:

- Short Term Rentals
- Visitor Parking
- Community Survey

**GENERAL BUSINESS:**

A. OLD BUSINESS: None

B. NEW BUSINESS:

Election of Member to Serve on 2022 Neighborhood Advisory Council

Sam Wilson **moved Albert Zangrilli be elected to the Rokeby Neighborhood Advisory Council for 2022. Mr. Zangrilli is a member in good standing.**

Penny Francke seconded the motion. Motion carried unanimously.

**Appeal of Tow Ticket #46289C, January 19, 2022**

*\*Resident was not in attendance\**

Penny Francke **moved that the Board of Directors uphold the validity of Tow Ticket #46289C, dated January 19, 2022.** Roddy Dean seconded the motion.

Motion carried unanimously.

**CountrySide Survey**

Sam Wilson **moved that the Countryside Board of Directors hire Interactive Focus to conduct a survey of all Countryside residents at a cost not to exceed \$3500.00, in order to obtain feedback from residents on the proposed amendments to Countryside's founding documents including short-term rental restrictions, our current design review committee processes and restrictions,**

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as well as other aspects of our community and governing committee's to be determined through the scope review process after the contractor is selected. Cost to be paid from GL5221. Gabbi Jones seconded the motion. Motion withdrawn.

Sam Wilson moved that the CountrySide Board of Directors conduct a survey via Survey Monkey of residents in order to obtain feedback from residents on the proposed amendments to CountrySide's founding documents with short term rental restrictions, our current design review committee processes and restrictions as well as other aspects of our governing committees to be determined through the scope review process by the Board of Directors. \*Motion was not seconded\*

Gabbi Jones moved that the Board of Directors appoint Gabbi Jones, Chair of the CRC, to create survey questions for all CountrySide residents in order to obtain feedback from residents on proposed amendments to CountrySide's founding documents. These will be determined in conjunction with the Board of Directors, with a target finish date of the 2nd Board meeting in March. Sheryl Rader seconded the motion. Motion carried unanimously.

**ARCHITECTURAL ITEMS:**

**Appeal of DRC Denial Application #72499-119327 – Roof**

Roddy Dean moved that the Board of Directors uphold the DRC's decision on January 24, 2022 and deny application #72499-119327, the homeowner has until March 31, 2023, to remedy the situation with standard shingles, contingent upon PMP verifying that the manufacturer confirms that the standard shingle colors are available. Penny Francke seconded the motion. Belmont, Foxfield, Oatlands, Rokeby and Welbourne voted against the motion. Morven and Oakridge abstained from the motion. Motion did not carry.

Gabbi Jones moved that the Board of Directors overturn the DRC's decision on January 24, 2022 and approve application #72499-119327, contingent upon in the event the roof needs to be replaced, it be replaced with the correct color and type of shingle. Sheryl Rader seconded the motion. Belmont, Foxfield, Oatlands, Rokeby and Welbourne voted for the motion. Morven and Oakridge abstained from the motion. Motion carried.

**Minor Violations**

Penny Francke moved if corrective action is not

taken by March 4, 2022 for MINOR violations the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective March 5, 2022.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Roddy Dean seconded the motion. Motion carried unanimously

**Major Violations**

Penny Francke moved if corrective action is not taken by March 11, 2022 for these Major violations Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective March 12, 2022, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by April 1, 2022 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Roddy Dean seconded the motion. Motion carried unanimously.

**FACILITIES:** None

**FINANCE:**

**Payment Plan Request for Account #70633**

Sheryl Rader moved that the Board of Directors approve the attached payment plan for account #70633. This is a non-standard Payment Plan.

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Penny Francke seconded the motion. Motion carried unanimously.

GROUNDS: None

**INFORMATION/DISCUSSION ITEMS:**

Announcement of Lisa Marnet’s transfer to the PMP office in West Virginia. The Board thanked her for her years of service to the community and expressed well wishes for her next venture.

**COMMITTEE REPORTS:**

Community Relations Committee	February 3, 2022
Finance Committee	February 15, 2022
Grounds Committee	January 24, 2022
Neighborhood Advisory Council	January 11, 2022

**MANAGEMENT REPORTS:**

- Management Report
- Financial Reports
- Project List

**EXECUTIVE SESSION:** None

**ADJOURN:**

Penny Francke **moved to adjourn the meeting.**  
**Roddy Dean seconded the motion.** Motion carried unanimously. The meeting adjourned at 8:43 PM.

**Community Relations Committee**  
**Remote Meeting via Go To Meeting**  
**Thursday, March 3, 2022**

**Call to Order:**

**Attendance:** Gabbi Jones, Amanda Boone, Melissa Castan, Hilary Bradley, and Erin Gilmore (PMP)

**Absent:** John Fernandez

**Resident Participation:** None

Gabbi Jones **called the meeting to order at 7:02 pm.**

**Committee Business:**

- 1) Amanda Boone appointed as second chair of CRC.
- 2) June date TBD for Wellness Day. Committee to explore Tai Chi, Yoga, and other fitness and wellness providers to host or sponsor event.
- 3) Second Family Concert on July 9, 2022, to be Open Mike Night. CRC members to scout talent at Old Ox Brewery.

**New Business:**

- 1) Spring Fling  
Spring Fling on April 2, 2022, at the Parkway Pool Lawn & Parking Lot from 1:00 pm – 3:00 pm.  
Melissa Castan **moved that Egg My Yard**

**Fundraiser to Support Miss. Arlington Scholarship Organization host the Easter Egg Hunt at Parkway. 500 Easter eggs (filled - 400 nut-free candy; 100 toys for the littles)- eggs placed at Parkway Pool Lawn the morning of April 2. Cost: \$440.** Gabbi Jones seconded the motion. Motion passed unanimously.

2) Courier Advertising Rates

Gabbi Jones **moved that the CRC adjust the advertising rates for the Courier with Non-resident/Resident pricing, with annual membership costs not to exceed \$5.00: quarter page, \$10:half page, and \$20:full page for residents. For non-residents, the rates are \$10: quarter page, \$15.00: half page, and \$25: full page.** Motion passed unanimously.

3) Moko App Discussion

Amanda Boone **moved that CRC approve the Moko system for mobile applications and website development for 2022. Cost not to exceed \$5,500.00 for development, and \$400.00 per month for the 2022.** Melissa Castan seconded. For: Belmont, Oakridge. Against: Welbourne, Foxfield. Motion failed.

**Adjournment: 8:51 pm.**

**Next month’s meeting: April 7, 2022, at 7:00pm.**

**Neighborhood Advisory Council**  
**Remote Go To Meeting**  
**Tuesday, February 8, 2022**

**NAC Council Members in attendance:**

- Belmont: Inge Nystrom and Art Rodriguez
- Foxfield: Elizabeth McMahon and Scott Simon
- Morven: Linda Lurie, Molly Murphy, and Jonathan Breslow
- Oakridge: Traci Medlock, Deblyn Flack and Julie Young
- Oatlands: Anne Steingass and Thomas Simmons
- Rokeby: Pat Bour, Janet Callum, and Jim Krips
- Welbourne: Diane Blunt and Dan Castan

**Others in attendance:**

Jeff Kretsch, BoD Liaison  
Lisa Marnet, DRC Coordinator, PMP  
**Pat Bour called the meeting to order at 6:05pm**

Approval of January 11, 2022, meeting minutes  
Rodriguez moved approve, Simon seconded, approved with one abstention.

**BELMONT**

Approval of the January 11, 2022, meeting minutes

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Approved.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 Approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Approved by unanimous vote.  
 Standing Committee Reports  
 There were no standing committee reports in December.  
 Review of Neighborhood Applications  
 No report given.

**FOXFIELD**

Approval of the January 11, 2022, meeting minutes  
 Minutes were approved.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 New verbiage to the Resolution was reviewed to limit applicants from submitting the same application for review over and over. New verbiage was approved.  
 Election of member in good standing to the Facilities Committee, Morven  
 Approved by unanimous vote.  
 Standing Committee Reports  
 Reports were given. Question was asked about snow removal on walking paths, Facilities members will follow up with Mike.  
 Review of Neighborhood Applications  
 One application reviewed and approved it met the Guidelines.

**MORVEN**

Approval of the January 11, 2022, meeting minutes  
 Approved.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 Approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Approved by unanimous vote.  
 Standing Committee Reports  
 There were no standing committee reports in December.  
 Review of Neighborhood Applications  
 No report given.

**OAKRIDGE**

Approval of the January 11, 2022, meeting minutes  
 Approved.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 Approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Morven NAC elected a new member to the Facilities Committee.  
 Standing Committee Reports  
 FIN- No meeting in January. Of interest to the NAC the Audit for 2021 has started. The next Finance

Meeting is 02/21. GRDS- New Chair is Penny Francke. \$50.000 carried over to 2022 Budget. Switched Pond Management, starts in April. Some trees will be removed from around the pond. Paperwork is being developed for residents who live near the Pond. Graffiti reported to Sheriff's office has been removed. CRC- No report given. FAC- Lindenwood Pool has leaks. STR situation still being discussed, no real news to report on the Board actions.  
 Review of Neighborhood Applications  
 One application reviewed and approved.

**OATLANDS**

Approval of the January 11, 2022, meeting minutes  
 Approved.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 Approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Morven NAC elected a new member to the Facilities Committee  
 Standing Committee Reports  
 FIN- No meeting in Jan. GRDS- New Chair Penny Francke; new Pond Management firm; Pond Subgroup?  
 Graffiti in the Community reported to LCSO. CRC- No report given. FAC-Leaks at Lindenwood Pool. BOD- STR discussions. HPR- No report given.  
 Review of Neighborhood Applications  
 Two applications reviewed. One approved and one denied.

**ROKEBY**

Approval of the January 11, 2022, meeting minutes  
 Approved as written.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 Reviewed and approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Morven unanimously elected David Kiser to the Facilities Committee.  
 Standing Committee Reports  
 FIN (Jeff Kretsch) = no meeting in January.  
 Grounds (Diane Blunt) = Penny Francke new Chair; new vendor for Pond maintenance takes over in April; Pond subcommittee is meeting & will report findings to Grounds; Graffiti identified & removed, any further Graffiti found - report to PMP.  
 CRC = no report given.  
 FAC (Pat Bour) = skimmer leaks at LW Pool are being investigated by HSP.  
 Horsepen Run = no report given.  
 NAC BoD Liaison (Pat Bour) = Appointed Kumar Sangaran to represent Rokeby, we now have full 7- member BoD; status of Short-Term Rental policy in CountrySide discussed; timeline discussed for

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community survey/Town Hall /legal recommendation for changing governing documents re: STR.  
 Review of Neighborhood Applications  
 Four DRC applications reviewed: 3 approved, 1 denied w/encouragement to petition to the BoD for a special exception.

**WELBOURNE**

Approval of the January 11, 2022, meeting minutes  
 Approved with one abstention. Informational: DRC Tabled discussion on Solar Panels pending some additional requested information.  
 Proposed Revision to Resolution #236- Architectural Review Procedures  
 History form Lisa: Recently we received resubmissions of the same application that had already been reviewed and ruled on. Discussion approved as written.  
 Election of member in good standing to the Facilities Committee, Morven  
 Specific for the Morven NAC. Mr. Kiser appointed to the Facilities Committee by unanimous vote.  
 Standing Committee Reports  
 Finance, Jeff Kretsch  
 Grounds, Diane Blunt, and Jim Krips  
 FAC: Pat Bour. Lindenwood leaks.  
 NAC BOD Liaisons, Pat Bour and Dan Caston: BOD discussed the short-term rental situation. There is a full complement on the BOD now.  
 CRC: No report given.  
 Horsepen Run: No report given.  
 Review of Neighborhood Applications  
 No applications this month.

**Meeting Adjourned at 7:14 pm**

**Finance Committee  
 Remote Go To Meeting  
 Tuesday, February 15, 2022**

**In attendance:** Roddy Dean, Ash Dean, Catherine Neelley,(PMP) Chris Rodgers(PMP) Sheryl Rader, Bob Griesbach, David Barrie and Jeff Kretsch.

The meeting started at 7:03 P.M.

The Committee voted unanimously to accept the November 2021 meeting minutes.

The Committee reviewed December 2021 financials including a comparative two year Balance Sheet, a summarized comparative Income Statement, a Budget to Actual report for the year, and a three-year comparative summarized Income Statement. A Proforma detailed income statement broken out by month (2021) was reviewed and discussed.

Chris will report back on history of unclaimed funds relating to prepayment of assessments and whether they are subject to being escheated to the Commonwealth of Virginia.

The investments worksheet was reviewed with detail of CD investments and maturity dates. It was suggested that significant cash should be invested at the best rate to fill in maturity gaps. Chris explained the temporary nature of unrealized losses.

The accounts receivable aging report was reviewed. We noted an increase in outstanding accounts over \$2,000. We discussed potential remedies. David moved that we start collection efforts on outstanding balances over \$10 before pool season. Roddy seconded. Motion passed unanimously.

We reviewed status of accounts outstanding over \$2,000 and status of payment plans. A non-standard payment plan was reviewed and discussed. Ash moved that we accept the plan, Jeff seconded and it was approved unanimously. Chris explained the year-end adjustments including calculation of the allowance for bad debt and accounting for write offs.

**Jeff moved that we accept the 2022 late fee forgiveness program.** Ash seconded and the Committee approved unanimously. Roddy was nominated and confirmed as the alternate chair person.

The meeting was **adjourned at 8:15 PM.**

**HorsePen Run Committee  
 Remote Go To Meeting  
 Wednesday, March 9, 2022**

The HPR Committee met for a virtual meeting on Wednesday, March 9, 2022 at 7 PM.

**In attendance:** Aaron Emery, Robert Griesbach, Tony Palm, Steve LeHew, Taylor Couch, Vance Middleton, Rob Heckman and Catherine Neelley (PMP)

**Absent:** -Bhargava

The meeting was called to order at 7:05 P.M.

**Agenda was:**

1, Cutting down the structures-Schedule --Saturday morning, March 26, 2022 with a backup date of April 2, 2022

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2. HPR "bridge"-Long discussion on this subject. Tony will talk to Chris Stone and Troy Brigs, of Loudoun County to find out who is the right person to talk to at the County.
  3. New signs for the trails-Steve, Taylor and Tony will review the existing signs and prepare a list of missing/needed signs to purchase.
  4. Need a volunteer to be **assistant chair of HPR- Tony Palm was nominated** by Steve and seconded by Bob for this position. The Committee unanimously voted to approve the motion.
  5. Stream Remediation- Tony to meet with Chris Stone on this subject and will report back at the next meeting.
  6. Tony, Rob and David will meet at the Parkway parking lot on March 18, around 1 PM, to check the trails for fallen branches and trees, to cut and move them.
- The meeting was adjourned at 7:59 P.M

**Grounds Committee  
Remote Go To Meeting  
Tuesday, January 24, 2022**

**1) CALL TO ORDER**

- a) Meeting Called to Order via remote attendance at 7:09 PM.
- b) Attendees: Penny Francke (Chair), Diane Blunt (Welbourne), Terri Hess (Foxfield), James Krips (Rokeby), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Timothy Shamble (Oatlands), Mike Stracka (PMP), Chris Codino (Advantage Landscape)
- c) Residents/Guests: William Spencer, Minor Rd; Matt Brown, Benton Ct.

**2) COMMITTEE ADMINISTRATION**

- a) Approval of the November 2021 meeting minutes. Jim Krips moved to approve. Pamela McGraw seconded. Corrections and clarifications from Penny per BOD Budget: Item 5E, BOD did carry forward unused funds. Also Item 6, Grounds Committee might want to consider spending \$2,500 for a study by CountrySide's Reserve Analysts that would determine if the Pond could be added to the Reserve Study and funded accordingly in the future; would still require Board approval, if study recommended so designating the Pond. Barb abstained from vote because she was not in attendance. Penny explained per Robert's Rules of Order, a vote to approve Minutes is meant to signify a member's trust in the committee to properly record the minutes; this is independent of whether the committee member was present at the meeting in question. Motion to approve Minutes was carried.
- b) The Committee welcomed a new Chair, Penny Francke, the Oakridge representative on the BoD, and Tim Shamble, our new member representing Oatlands.

c) Pamela McGraw was unanimously elected as Alternate Chair.

**3) RESIDENT & GUEST PARTICIPATION**

- a) Discussion of a resident concern regarding common area trees and limbs adjacent and over their property at 46 Benton Court. Diane Blunt, Welbourne rep, viewed the tree last year when it first came up and advocated for trimming. Mike will add it to the next tree day to trim a few limbs.
- b) Discussion of a resident concern regarding common area trees and limbs adjacent and over their property at 138 Minor Road. Homeowner confirmed that he is open to removal of the trees without the promise of replacement. Mike will have Advantage (landscaping contractor) evaluate the line of trees and come back with a recommendation to the Committee for remedial options.

**4) ADVANTAGE ITEMS**

- a) Landscape Services
  - i) Mike outlined the Committee's expectations for Advantage's reporting and meeting participation.
  - b) Tree Services
    - i) 3 regular tree service days were completed during the last weeks of the previous vendor's contract since the last meeting (November - December 2021).
    - ii) Review of the current tree services list. Mike to update with a couple of additions.
  - c) Snow Removal Services
    - i) Snow removal services on the streets and the trails were necessary to address the 4.5 inches of snow received on January 3rd and the 4.8 inches of snow received on January 6-7.

**5) PMP REPORT**

- a) Common Area Ground Maintenance Items
  - i) Staff replaced or repaired 6 sections of damaged split rail fencing this period, 2 damaged fire lane posts and two damaged 6x6 street signposts.
  - ii) Kubota was out of service for repairs, which delayed PMP's review of all the utility monuments, underground vault boxes and power transformers on common grounds to prepare a list of needed repairs. Mike expects to complete that review within 1-2 weeks, weather permitting. PMP will submit a report to Comcast, Verizon and Dominion VA Power requesting they address the concerns noted. Mike has a specific contact name for Verizon for communications on cables and posts.
- b) Accident-Related Items
  - i) None this period.
  - c) 2022 Budget: \$50K carried forward from 2021.
  - d) 2022 Project List was reviewed; Committee asked Mike to correct owner of "Pool Season Preparation" (page 2) from GRNDS to FAC.
  - e) CountrySide Pond Items
    - i) The Committee reviewed the monthly reports

from Solitude (previous pond management vendor). Switched providers for the next contract, to start in April; Mike will invite the new contractor to attend the next meeting.

ii) Loudoun County General Services will work to remove volunteer trees that have grown at the waterline of the pond's earthen dam. Pamela and Mike met with Karl Evans about upcoming improvements to the dam.

iii) Pamela updated the Committee on the results of the Pond "Working Group"; the group is preparing educational materials for residents within the pond's vicinity on how they can help mitigate the effects of runoff, excess fertilizer, etc., and help maintain the pond's health; these materials will be communicated to residents via PMP e-mail. There currently doesn't seem to be a need for a 2022 Pond Working Group, but that can be revisited if things change. Our thanks to the 2021 Pnd Working Group: John Geiger, Jim Krips, Ron McNulty, and Pamela McGraw!

**6) OLD BUSINESS**

a) NVM Paving completed all outstanding punchlist items by the end of November for the street, curb and gutter and trail repairs.

b) Committee discussed "final" 2021 services provided by BrightView. Mike will ensure that BrightView is paid only for services that have been completed properly (and will dispute charges unacceptable services, like seed sown improperly). Of particular note:

i) Jim Krips said that he would inspect the cleanup of the trees that were cut down at the Rokeby tot lot. Mike stated that BV intended to complete this work the week of January 17.

ii) Plantings and seedings between 143 and 145 Sulgrave were not completed by BrightView. Pamela requested that Advantage be asked to bid on that work.

iii) Tree plan should also be put out for bid.

**7) NEW BUSINESS.**

a) Graffiti near McPherson Circle - reported to the Sheriff and being removed this week. Also, there is graffiti on the LC school sign; Mike will report that to the school.

**8) INFORMATIONAL ITEMS**

a) None this period.

**9) ADJOURN**

a) Meeting Adjourned at 8:34 PM.

b) Next regular meeting is tentatively scheduled to be held remotely at 7:00 PM on Wednesday, February 16, 2022.

**Grounds Committee  
Remote Go To Meeting  
Wednesday, March 23, 2022**

**1) CALL TO ORDER**

a) Meeting Called to Order via remote attendance at 7:03 PM.

b) **Attendees:** Penny Francke (Chair), Diane Blunt

(Welbourne), Terri Hess (Foxfield), James Krips (Rokeby), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Timothy Shamble (Oatlands), Mike Stracka (PMP), Chris Codino (Advantage Landscape)

c) **Guest:** William Spencer, resident.

**2) COMMITTEE ADMINISTRATION**

a) Approval of the meeting agenda. Motion: Ron. Second: Barb. Approved unanimously.

b) Discussion of proposed new process for approval of meeting minutes, to meet the Courier deadline and publish minutes in a timelier fashion.

c) Confirmation of e-vote approval of the January 2022 meeting minutes. Motion: Pam. Second: Barb. Approved unanimously.

d) Discussion of the required process and procedures to support an "Action out of Meeting" motion.

e) In session vote to affirm the unanimous "Action out of Meeting" motion to recommend the BoD approve the \$17,099.00 quote from Advantage Landscapes. Motion: Barb. Second: Pam. Approved unanimously. Mike to ensure this is submitted for 23Mar2022 Board package.

f) In session vote to affirm the unanimous "Action out of Meeting" motion to approve the printing and mailing of the information letters submitted by the Pond Working Group. Motion: Ron. Second: Terri. Approved unanimously.

g) Discussion of alternative (to e-mail) contact arrangements for members to be used in the event of meeting problems, as occurred on 2/22. Committee members to send contact information they are willing to share in an e-mail to the group.

**3) RESIDENT & GUEST PARTICIPATION**

a) Discussion of the Arborist's findings on the row of pine trees adjacent to 138 Minor Rd. Arborist recommended removal. Advantage estimated 2-2.5 days (est. \$4990 - \$6200) for tree removal, stump grinding, and turf repair; Chris is confident that Advantage can complete the work in 2 days. Grindings to be left behind for ground cover; turf repair to be addressed in the fall. We had discussed in the January meeting that we would consider removal of the trees, but not replacement; homeowner is still in agreement with that plan. Motion to add this work to the tree removal list: Barb. Second: Jim. Approved unanimously. Work will likely be done in April or May.

b) Discussion of a resident request to designate a portion of curb at the end of Millard Ct. as a no parking area due to difficulty accessing their reserved parking spaces. Resident not in attendance. Mike provided history: Back in 2017, the majority of residents along that stretch of Millard Ct protested when that area was temporarily made "No Parking", since Millard has very little curb parking due to fire lane restrictions. Based on historical events, no motion / no action.

**4) ADVANTAGE ITEMS**

- a) Landscape Services
- i) Review and discussion regarding the Advantage landscaping monthly report.

The Committee discussed proper mulching and edging procedures; Pamela has provided guidance to Advantage in a separate e-mail.

Discussion on Pam’s list of observations of the spring landscaping clean-up, particularly that the Forsythias and Diervillas were sheared/pruned prior to blooming, interfering with the natural shape and blooming.

Chris asked the committee about the use of colored/dyed mulch and the Committee declined.

Mike will send Chris the pictures and specifications for the new plantings in Welbourne, Ludwell as well as all neighborhood entry beds; Advantage was asked to avoid covering new perennials--geraniums & coreopsis--plantings with mulch.

Safety issues around the trails. There are leaning fallen trees along the trail between Nicholson Court and the Tennis Court, that need to be cut and laid down. There is a large dangling branch over the trash can at the end of Nicholson Ct, intersection with the trail. Ron reminded Advantage that we want fallen trees cut to fireplace log length (18-24”).

ii) Discussion of the following proposals from Advantage:

1) Drainage and erosion concerns at 143-145 Sulgrave: Mike and Chris visited the area on a day that was raining. Chris made his recommendation for Option B to stabilize the area from erosion.

Pam motioned to accept Option B and the Stabilization BrightView on this, and to withhold payment until work is completed to our satisfaction.

ii) Turf Enhancements – Not completed to condition specified. Mike to work with BrightView on this, and to withhold payment until work is completed to our satisfaction.

iii) Plantings and seeding between 143 and 145 Sulgrave – Not started and cancelled.

iv) Status of warranty work/replacements. Per Pamela, the laurel at intersection of Whittingham and Algonkian Parkway died soon after planting. Euonymus/burning bushes still have dead and half dead bushes along the median strips along Algonkian Pkwy. Mike to contact BrightView on this.

b) Mike presented a summary of his crew’s evaluation of the work to be done on the neighborhood signs, along with a few preliminary quotes. Reserve budget has roughly \$13K allocated for 2022 work on neighborhood signs, but quotes so far are running \$19-45K; there may be a mis-match on scope/number of signs to be addressed in this round. Mike will continue to refine

the RFP. Given that the current Reserve study has the option for updates, PMP will need to ensure that any updated estimates of actual/current costs for sign replacement are fed into the Reserve study to keep it as current as possible for ongoing use in CountrySide budgeting. Any excess draw from Reserve funds (beyond current budget) will need to be addressed by the Board come budget time: if future expenditures are forecasted to be significantly increased, then contributions will need to be increased (usually via assessments) to properly fund projected outlays going forward.

Mike’s crew will continue to address as much of the maintenance and repair work on the signs as they can; in particular, the Belmont sign on the west side of Halifax Ct will be cleaned to remove mold and mildew.

**7) NEW BUSINESS**

a) Discussion of two reports of residents regarding drainage or water ponding on Huntley Court and Dulany Court and the planning for the 2022 street and trail repairs; PMP to note the residents’ concerns during repair planning.

b) The Committee discussed reports of several stands of running bamboo on resident properties that might be expanding onto common ground. Pamela will draft a short article/PSA for the Courier, explaining to residents that bamboo is an invasive species and should not be chosen for neighborhood plantings unless the homeowner can ensure the bamboo does not grow past property lines. PMP to research the HOA’s options to issue violations, in light of existing Virginia regulations on bamboo plantings.

**8) INFORMATIONAL ITEMS**

a) PMP is planning to meet with a representative of NVM the week of 3/21 to review the streets that are on the reserve study to receive asphalt and curb services in 2022. Those streets are Berkeley, Mercer, Herbert, Nicholson & Clinton Courts. Update and RFP drafts are expected for the April meeting.

b) PMP is preparing to begin review of the townhouse sidewalks in all townhouse neighborhoods to address damages during the repairs this year. RFP drafts are expected for the April meeting.

c) We have been contacted by a representative of the Jefferson Village HOA (adjacent to Foxfield) with a request to allow the USDA access to CountrySide for the purpose of employing deterrent actions for turkey vultures who roost in the pine trees near Spotswood and Wyatt; the birds are damaging roofs and other property in Jefferson Village. However, chasing the birds from the Foxfield location may just cause them to move to Belmont, where another flock of turkey vultures is already established. Asking the USDA to roust the birds from Belmont will incur costs from the USDA, as they require “cooperative funding” for any projects like

this. The USDA Wildlife Specialist is willing to make a site visit to CountrySide to evaluate the situation and develop recommendations and cost estimates. Penny and Mike will work to coordinate that visit. Also, the USDA Wildlife Specialist advised that it is not practical to try to relocate the vultures to Horsepen Run (or any other target location), because the "trap and relocate" process is expensive and repugnant. At this point, we will hold off granting access to Jefferson Village until we can determine an overall plan for CountrySide.

**9) ADJOURN**

- a) Meeting Adjourned at 9:55 PM.
- b) Next regular meeting is scheduled to be held remotely at 7:00 PM on Wednesday, April 20, 2022.

*Spotted in HorsePen Run*



Jeff Kretch of Oakridge spotted this magnificent eagle while walking through HorsePen Run! Thank you for sharing with us, Jeff!

Loudoun Wildlife Conservancy's

## Native Plant Sale



Wild Bleeding Heart (*Dicentra eximia*)

**Saturday, April 16, 2022**

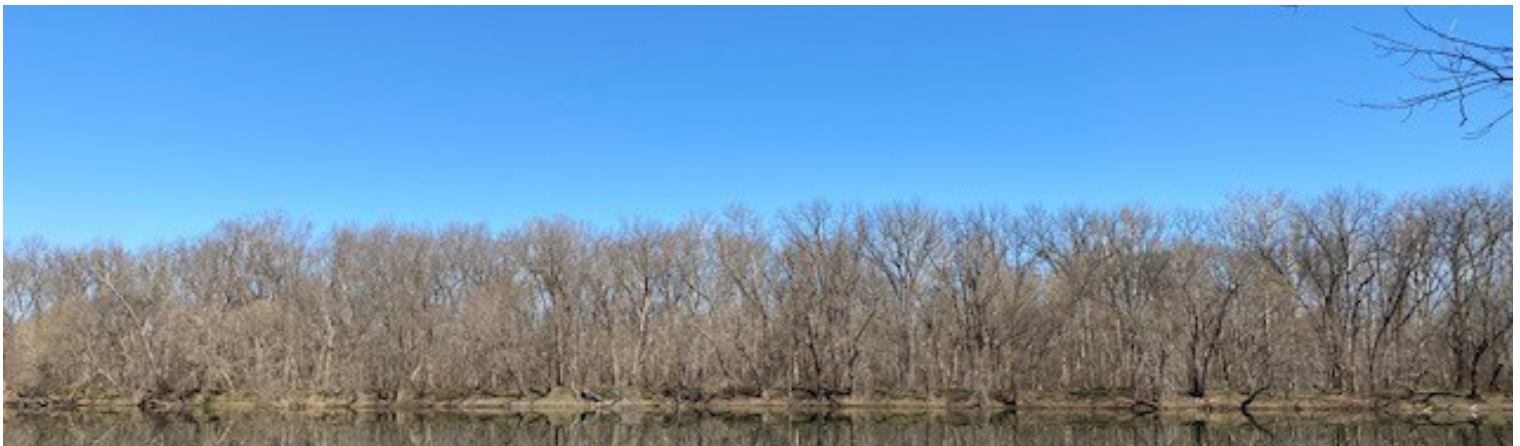
9:00 am - 3:00 pm

**Morven Park**

17195 Southern Planter Lane, Leesburg

For more information:

[www.loudounwildlife.org/event/spring-native-plant-sale/](http://www.loudounwildlife.org/event/spring-native-plant-sale/)



*HorsePen Run, Photographed and submitted by Lisa Marnet.*

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

**Catherine Neelley  
General Manager**

**catherineen.cside@pmpbiz.com**

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

**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**

**Thérèse Cook  
Design Review Coordinator  
theresemc.cside@pmpbiz.com**

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

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

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

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

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

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

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

**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>

# 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).

april

2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
28 March	29	30	31	1 April	2/3 Saturday Spring Fling, 1-3 PM
4	5	6 BoD Meeting 7:00 PM	7 CRC Meeting 7:00 PM	8	9/10
11	12 NAC Meeting 6:00 PM	13 HRP Meeting 7:00 PM	14 FAC Meeting 7:00 PM	15	16/17
18	19 FIN Meeting 7:00 PM	20 GRNDS Meeting 7:00 PM	21	22 Earth Day	23/24 Saturday Spring Clean Up, 10 AM -12 PM
25 DRC Meeting 6:30 PM	26	27 BoD Meeting 7:00 PM	28	29	30/1 May
2	3	4	5	6	7/8

may

2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
25 April	26	27	28	29	30/1 May
2	3	4 BoD Meeting 7:00 PM	5 CRC Meeting 7:00 PM	6	7/8 Saturday, May 7 <sup>th</sup> YARD SALE – Starts at 8AM
9	10 NAC Meeting 6:00 PM	11 HRP Meeting 7:00 PM	12 FAC Meeting 7:00 PM	13	14/15 Saturday, May 14 <sup>th</sup> Shred Event – Parkway Pool Parking Lot 9:00 am - Noon
16	17 FIN Meeting 7:00 PM	18 GRNDS Meeting 7:00 PM	19	20	21/22
23 DRC Meeting 6:30 PM	24	25 BoD Meeting 7:00 PM	26	27	28/29
30 PMP OFFICE CLOSED MEMORIAL DAY	31	1 June	2	3	4/5