

The Village at Harvest Ridge

Welcome Packet



Contents and Attachments:

- Community Information
- Architectural Rules & Regulations
- Architectural Change Request Form
- Neighborhood Contact List
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- Neighborhood Activities List

Welcome to your new neighborhood!

The purpose of this packet is to familiarize you with the services provided by your homeowner’s association and to provide information on how you can participate in neighborhood activities.

VILLAGE AT HARVEST RIDGE PROPERTY MANAGEMENT

Our neighborhood is managed by Coventry Group Community Management, Inc., located at 2045 Valley Avenue, Suite 100, Winchester, Virginia 22601. Their phone number is (540) 535-0816 and our manager is Allen Grimm (agrimm@coventrygrp.com).

HOA Membership Fee

Within a week or two of your closing, you will receive a letter from Coventry Group with instructions and information about your membership fee. The monthly membership fee is \$185 per month and is due on the first day of the month. A payment coupon booklet is mailed to each homeowner in December for the upcoming year. If you do not receive a coupon booklet or if you misplace it, contact Melanie at (540) 535-0816 or admin@coventrygrp.com.

Further information regarding the payment of dues may be found at <http://village.hoa.coventrygrp.com/pay-your-dues>. Here you will find information for paying online and/or by check as well as instructions for setting up automatic payments.

VILLAGE AT HARVEST RIDGE HOMEOWNERS ASSOCIATION

Members of the HOA Board of Directors are elected at the annual meeting. All Board meetings are conducted over Zoom and are open to the membership. They are held at 3 p.m. on the third Tuesday of each month. To obtain the Zoom link, contact Allen Grimm at agrimm@coventrygrp.com.

The Amended and Restated Declaration of Conditions, Covenants, and Restrictions and the Bylaws of the Village at Harvest Ridge stipulate that the Board of Directors will consist of a minimum of five (5) members with a maximum of nine (9) members. The Board of Directors for 2024 are:

Barbara DeChene, Acting President

bdechenehoa@gmail.com

Randall Meston, Treasurer

rdm-board@meston.com

Lane Martin, Secretary

lane.martin1973@gmail.com

Carol Gruber, Member

clgruber105@gmail.com

Dan Martin, Member

pitfit@comcast.net

Debbie Mathis, Member

debmathishoa@gmail.com

Peggy Myer, Member

marqaret4493@gmail.com

Jerry Rabe, Member

jrabehoa@yahoo.com

Carolyn Rae, Member

craehoa@gmail.com

Architectural Review Committee

The ARC is designed to assist homeowners who wish to make architectural changes to their property. The **ARC Rules and Regulations** and a change request form are included with this packet. Current committee members for 2024 are:

Lane Martin, Chairperson
Paul Bowman, Member
Dan Martin, Member

Randall Meston, Member
Bob "Coach" Lamons, Member

Activities

- **Annual Picnic:** Organized by the Party Team and usually held toward the end of summer.
- **Annual Holiday Party:** Organized by the Party Team and usually held in December.
- **Annual Meeting:** The annual meeting of the HOA usually takes place in December. The meeting announcement and materials needed are sent to homeowners at least 14 days before the scheduled meeting. All residents are encouraged to attend or to complete a proxy provided in the materials.
- **Friday Night Driveway Gatherings:** From late spring into early fall, volunteers provide their driveways for a weekly gathering of neighbors.
- **Winter Clothes for Foster Children:** During the month of December, the HOA sponsors the Warm Hands Warm Hearts clothing drive. New scarves, hats, socks, mittens, gloves, etc., are collected and delivered to Social Services who deliver them to foster children in Frederick County.
- **Food Bank Donations:** Volunteers from the neighborhood collect donations for the Blue Ridge Area Food Bank. Residents are encouraged to set out bagged items at the end of their driveways by 10 a.m. on the first Wednesday of each month. Go to www.brafb.org to learn what items are best for donation and which items to avoid.

If you would like to volunteer for a monthly pickup and delivery of donated items, contact Carol Manos at clmanos@hotmail.com.

News You Can Use

- **Neighborhood List:** Maintained by Carolyn Rae, the directory of VHR residents is updated regularly and emailed to the community. A current copy of the Neighborhood List is included with this packet. Please send any changes and updates to Carolyn at cræhoa@gmail.com.
- **Neighborhood Helping Hands List:** Maintained by Carolyn Rae, the document provides a list of recommended service providers such as plumbers, electricians, handymen, etc., with whom neighbors have had experience and can make recommendations. A current copy of the Helping Hands List is included with this packet. Please send any suggestions and updates to Carolyn at cræhoa@gmail.com.

- **Neighborhood Activities List:** Maintained by Carolyn Rae, the document provides a list of ongoing activities in the community such as luncheons, card games, Bible study, etc. A current copy of the Activities List is included with this packet.
- **Email Server:** Information is quickly and efficiently disseminated to the community through our email server Groups.io. Because it is the primary source of HOA communication, it is highly recommended that every household provide and frequently monitor an email address for this purpose. A member of the HOA Board of Directors will send you an invitation to join the VHR group. Once you have established your account within Groups.io, you will be able to view pertinent HOA documents as well as past email communications sent to the community.
- **Friday Facts:** Each Friday the president of the Board of Directors sends out an email with timely announcements and information pertinent to the community.
- **Facebook:** Members of the community are welcome to join the VHR Community Facebook page. Either search for “The Village at Harvest Ridge Community” and request membership there or email Lane Martin at lane.martin1973@gmail.com for an invitation to join.
- **HOA Website:** In addition to documents provided on the Groups.io server, you can locate HOA information on the website (<https://coventrygrp.com/harvestridge/>).

UTILITY SERVICES

Water and Sewer: Winchester Public Utilities. To start service, you will have to appear in person at City Hall, 15 North Cameron Street, to complete an application and pay a deposit.

Electric: Shenandoah Valley Electric Cooperative, (800) 234-7832

Gas: Washington Gas, (844) 927-4427

Telephone/Cellular Phone Service: All the national carriers (AT&T, Sprint, Xfinity, Verizon) provide coverage in our area.

GENERAL INFORMATION

Mailboxes and Newspaper Boxes: Replacement mailboxes, curved arm pieces, and posts may be obtained from Gaines Manufacturing (<http://gainesdirect.com/Keystone-Series>). Be sure to specify black.

Lamp Post: Replacement lamps may be obtained at Ferguson Bath, Kitchen, and Lighting Gallery, 321 Front Royal Pike, Winchester (540) 667-5775. The closest match to lamps in the neighborhood is the Capital Lighting C9785BK “Ashford” Post Light in black.

DMV: The nearest DMV office is located at 4050 Valley Pike, Winchester (804) 497-7100. Though our ZIP Code is traditionally seen as a “city” ZIP Code, we are located in Frederick County—just outside the Winchester city limits.

Dog Waste: Dog owners are required to pick up and dispose of all dog waste in yards and common areas. *Do not dispose of dog waste in the sewer drains.*

Driveway Maintenance: Winter de-icing treatments are a homeowner responsibility. Sodium chloride can be used as a deicer without damaging the pavers. The HOA suggests using either magnesium or calcium-based products which are less harmful to landscaping and pets.

Landscaping and Grounds Maintenance:

- Mowing, edging, spring mulching, fall pruning, winter cleanup, and snow removal services are provided by Milam Landscapes.
 - Each homeowner is responsible for watering their lawn and all landscaping on and around their property.
 - The HOA contract with Milam stipulates 20 cuts during the growing season. Weather permitting, mowing will take place on Mondays and may continue into the following day. Mowing of the common areas to the rear of the properties will be done weekly but the clippings will not be bagged.
 - Homeowners who have installed fencing to enclose the back yard are responsible for mowing grass within the enclosed area of their property.
 - Spring cleanup and mulching of landscaped beds around the front and sides of the property usually takes place in mid-March.
 - In the fall, Mike Milam will distribute a “pruning letter” which must be returned to him selecting either heavy, medium, light, or no pruning of bushes in the front and side yards. Tree pruning may be contracted separately with Milam or other tree service companies and at the homeowner’s expense.
 - Snow removal will be done at the discretion of the HOA Board of Directors with the general guideline of at least three (3) inches of snowfall for services to be initiated. Snow removal will usually not begin until the snow has stopped falling. Snow will be removed from our streets, sidewalks, driveways, and walkways up to the porch.
- From early spring through fall, five applications of fertilizer and weed control products will be applied by TruGreen. Residents will be given advance notice; if they do not wish these products to be applied to their lawns, they may post signs or stake off the property. Overseeding will also be done in the late fall. Homeowners with fenced back yards may leave the gate open for the worker to enter the yard for product applications.
- Maintenance of roads, sidewalks, curbs, and environmental controls (Fill-Terra drains) is provided by funds designated for capital projects. Homeowners are encouraged to report any issues with these hardscape surfaces to the president of the HOA Board of Directors.

Trash Removal: Trash is collected each Wednesday morning. No curbside recycling is provided. Bins should be placed at the curb on Tuesday evening since the collection is usually by 7:30 a.m. Each house is supplied with a rolling trash bin. Contact Ace Refuse at (540) 755-1455 to obtain a bin if yours is missing or if you need a different size.