

**GATLING POINTE COMMUNITY ASSOCIATION, INC.**

**MINUTES OF THE AUGUST 23, 2021  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

A Regular Meeting of the Board of Directors of Gatling Pointe Community Association, Inc. (“Gatling Pointe”) was held on Monday, August 23, 2021, at 1613 South Church Street, Smithfield, Virginia. Electronic participation was available for Owners to attend virtually.

Directors and Management Present:

Sarah Palamara, President; Stephen Serafini, Vice President; Ross Tomlin, Secretary; Kim Burbage, Director; Pete Carlson; Director; and Casey Lindblad, Association Manager.

Call to Order:

Sarah called the Board Meeting to order at 5:34 PM.

Executive Session:

Steve motioned to move in to Executive Session for the purpose of discussing covenant and maintenance enforcement matters; seconded by Ross. Motion passed. The Board moved in to Executive Session at 5:35 PM.

Steve motioned to move out of Executive Session; seconded by Ross. Motion passed. The Board moved out of Executive Session at 6:21 PM.

No decisions were made in Executive Session that required a vote in Open Session.

Approval of Minutes of Prior Board Meeting:

Steve made a motion to approve the Board Meeting Minutes for the July 26, 2021, Board Meeting; seconded by Pete. Motion passed.

Treasurer’s Report:

Sarah provided the Treasurer’s Report based on the July 31, 2021, Financials provided by Management as follows:

Total Operating Fund	\$ 12,153.26
Total Operating Reserves	19,465.66
Total Replacement Reserves	40,542.87
Total Other Reserves	30,002.82
Total Assets	\$ 102,164.61

Ratification of Decisions Made by Unanimous Consent of the Board between Board Meetings:

1. Ross motioned to ratify the Exterior Modification Applications identified on Exhibit A to these Minutes approved by Unanimous Consent of the Board since the last Board Meeting; seconded by Steve. Motion passed.

Unfinished Business:

1. Discussion on ARB Recommendations on Proposed Common Area Improvement Projects.

In June 2021, the Board asked for Architectural Review Board (“ARB”) review of proposed Common Area improvement projects, submitted to the Board by the Landscape and Grounds Committee, as required by the Association’s Declaration. The ARB’s findings, attached to these Minutes as Exhibit B, were reviewed by the Board at the July 2021 Board Meeting.

The ARB’s findings were reviewed again at the August 2021 Board Meeting. The Board Members then offered their own comments on the proposed Common Area improvement projects.

After discussion, the Board agreed Common Area improvement projects need to focus on sidewalk improvements to eliminate mud collection and pooling water and adjacent terrain drop off. The Board is also going to continue research into options to upgrade / replace the Common Area lighting throughout the Community simultaneously with its continued investigation of sidewalk improvement options.

The Board is also interested in pursuing relocation of the Gatling Pointe entrance sign, another proposed Common Area improvement project, in the future.

2. 2022 Budget Approval. Steve motioned to approve the 2022 Budget as presented by Management at the July Board Meeting and reviewed again the August Board Meeting; seconded by Ross. Motion passed.

New Business:

1. Steve motioned to approve Fall/Winter Events funding in the amount of \$200.00 to be funded from GL-51500 (Social Committee Expense); seconded by Pete. Motion passed.

Owners Forum: Owners Forum opened at 7:18 PM and closed at 7:19 PM.

Next Board Meeting:

The next Gatling Pointe Board Meeting is Monday, September August 27, 2021.

Adjournment                    Steve motioned to adjourn the regular Board Meeting held on Monday, August 23, 2021; seconded by Ross. The Meeting adjourned at 7:20 PM.

Prepared by:                    Sarah Palamara

Date Approved:                Approved by Unanimous Consent of the Board on Thursday, September 2, 2021.

Exhibit A: Applications for Alterations, Exterior Modifications, Installations or New Construction approved since the last Board Meeting

1.     Application for 108 Sunrise Bluff Court for deck boards and railing replacement approved by Unanimous Consent of the Board and the Architectural Review Board on 08-05-2021.
2.     Application for 211 James Landing Circle for installation of shed approved with stipulations by Unanimous Consent of the Board and the Architectural Review Board on 08-16-2021.
3.     Application for 207 Mariners Circle to remove trees was approved by Unanimous Consent of the Board and Architectural Review Board on 08-16-2021.
4.     Application for 101 Winterberry Court to install door off of garage approved by Unanimous Consent of the Board on 08-22-2021.

Exhibit B: ARB Recommendations on Proposed Common Area Improvement Projects, follow this Page 3 and include four pages.

From Dale Baugh

Common area project	Description	cost	Priority	Evaluation
1	Relocate GP monument sign		5	Get cost estimate for sign moving only
2	Removal of every other oak in first center median, turf, irrigation	34K+ 1k annual+	6	No starter. Drop it. Overwhelming negative feedback about removing trees.
3	Extension of rock wall	1500	2	Agree with hazard and mess, needs resolved
4	Gaslamp for LED	48K upfront, 9700 annual savings in 5 years	4/6	Business case is positive, but
5	Ground cover install	TBD	4	Needs to be done, can be delayed a year

Evaluation matrix

Description	Priority
emergency	1
Safety/health/danger	2
budgeted improvement	3
Emergent improvement	4
Perceived improvement	5
beautification	6

1. My recommendation thoughts:
  - a. Budget the rock wall extension

- b. Get estimate to relocate the sign only, plan for future year
- c. Proceed with estimate for ground cover, plan for next year
- d. If no suitable alternatives, the LED lighting is a positive business case and eventual assessment reducer. Support it in the budget
- e. Need a new plan for entry median with trees in place; ie mulch only, xeriscape, etc

**From:** [Pete Carlson](#)  
**To:** [Sarah Palamara](#)  
**Subject:** Improvements to Common Areas  
**Date:** Monday, August 16, 2021 5:37:09 PM

---

Hi Sarah,

In response to your request, my comments on possible ARB projects are provided below.

1. Tree Removal & Re-landscaping Of First Center Median: I believe we should be responsive to our homeowners that do not want the trees removed in the entrance to Gatling Pointe. This will be expensive and may have a negative impact on our initial green impression. After giving this much thought, I do not support removal of every other oak tree.

2. Relocation of Entrance Sign: Depending on the cost of this portion of the proposal, neighbors that I have spoken with like this idea. If it is cost effective, I will support this project.

3. Replacement of Street Lamps: I am on the fence with this project. The current gas lamps do not provide much illumination and have been a maintenance concern. We need to determine what our specific goal is (more light for safety or ambient light for aesthetic reasons). The projected cost savings after a shift to LED lighting is appealing. Having viewed one LED lamp post in Wellington Estates, I believe this particular example puts out too much light and could be seen by neighbors with property close to the lamp posts as light pollution. We need further discussion on this project.

4. Extension of the Rock Wall: I routinely hear complaints about the muddy runoff from the embankment, and can personally testify that I have fallen twice over the years when I slipped in the mud on the sidewalk. This \$1500 cost is reasonable and I would support this project wholeheartedly.

Thanks,

Pete

--

Dr. Peter M. Carlson  
Professor Emeritus  
Department of Political Science

## Sarah Palamara

---

**From:** Todd Allen <toddcallen76@gmail.com>  
**Sent:** Tuesday, July 27, 2021 9:12 AM  
**To:** Sarah Palamara  
**Subject:** Re: Gatling Pointe Common Area Improvement Projects

Apologies for the lack of ability to hear me well.

Essentially ~ in order of my prioritizing and my perception of community tolerance and support.

1) fix and extend retaining wall to keep sidewalk cleaner and safer.

2) most logical and cost effective light post solution particularly if doesn't change aesthetics significantly (too bright, or loses character of posts)

3) refresh monument with limited impact to landscaping and at most cost effective choice. ( I'm not a proponent of debt nor added costs/assessment to homeowners)

Thank you,  
Todd