



Board Package

November 2022

**Gatling Pointe Community Association Inc.
Board Meeting Agenda**

Monday, November 21, 2022 @ 6:30 PM

www.gatlingpointe.net

Location: 1613 South Church Street, Conference Room, Smithfield, VA

Virtual Attendance Available: GoToMeeting

Virtual: <https://meet.goto.com/334263389>

Call in: 1 (872) 240-3311

Access Code: 334-263-389

Meeting called to Order

Move to Executive Session

The Board will move in to Executive Session for the purpose of consideration of contract proposals, delinquent accounts and possible covenant violation matters.

Any decisions made in Executive that require a vote in Open Session will be discussed under "Unfinished Business" or "New Business."

Open Session

Approval of Minutes: The Board Meeting Minutes of the October 24, 2022, Board Meeting were approved by Unanimous Consent of the Board on October 26, 2022.

Treasurer's Report:

Total Operating Fund	\$ 1,443.78
Total Operating Reserves	\$ 27,086.66
Total Replacement Reserves	\$ 48,480.53
Total Other Reserves	\$20,006.88
Total Assets	\$ 97,017.85

Manager's Report: Casey Lindblad, the Association's Manager, is not able to attend the Board Meeting. Her Manager's Report of management activities since the last Board Meeting was provided to the Board.

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

1. Ratification of Exterior Modification Applications depicted on Exhibit A to this Agenda approved by Unanimous Consent of the Board of Directors since the last Board Meeting.

GROWTH THROUGH EXCELLENCE

2. Ratification of decisions made by Unanimous Consent of the Board since the last Board Meeting depicted on Exhibit B to this Agenda.

Unfinished Business:

1. Gas lamp replacement.
[Review status of acquiring and testing a solar lamp at the James Landing light post.](#)

New Business:

1. Discuss Collections Attorney proposals.
2. Discuss 2022 Tax Return Proposal.
3. Due Process Hearing Decisions.

HOMEOWNER'S FORUM

[Owner questions and comments from Owners in attendance.](#)

Adjourn

Next Board Meeting: The next Meeting of the Board of Directors will be a Special Board Meeting, called for the purpose of meeting in Executive Session to discuss covenant violations, and is scheduled for Monday, December 5, 2022, beginning at 5:30 PM.

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

1. Application for 107 Mariners Circle to modify the exterior color of the home approved with an extension to complete the work by April 30, 2023, by Unanimous Consent of the Board on 10-26-2022 and by the Architectural Review Board.
2. Application for 207 Winterberry Lane to remove three trees on the right side of the Lot approved by Unanimous Consent of the Board on 10-26-2022 and by the Architectural Review Board.
3. Application for 103 Sunrise Bluff Court to remove trees within 10 feet of the front of the home approved by Unanimous Consent of the Board on 11-02-2022 and by the Architectural Review Board.

4. Application for 106 Sunrise Bluff Court to install a rear yard screen to conceal a boat denied by Unanimous Consent of the Board on 11-09-2022 and by Members of the Architectural.
5. Application for 205 Clipper Creek Lane to remove a dead tree in the front yard approved by Unanimous Consent of the Board on 11-09-2022 and by the Architectural Review Board.

Exhibit B: Decisions made by Unanimous Consent of the Board since the last Board Meeting.

None.



Minutes

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the October 24, 2022
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, October 24, 2022, at 1613 South Church Street, Smithfield, Virginia. Electronic participation was available for Owners to attend virtually.

Directors and Management Present:

Sarah Palamara, President; Pete Carlson, Vice President; Ross Tomlin, Treasurer; Kim Burbage, Treasurer; Steve Serafini, Member at Large; and Casey Lindblad, Association Manager.

Call to Order:

Sarah called the Board Meeting to order at 5:30 PM.

Executive Session:

Pete motioned to move in to Executive Session for the purpose of discussing contracts and proposals and possible covenant violation matters; seconded by Ross. Motion passed. The Board moved in to Executive Session at 5:30 PM.

Steve motioned to move out of Executive Session; seconded by Ross. Motion passed. The Board moved out of Executive Session at 6:10 PM.

Approval of Minutes of Prior Board Meetings:

Pete motioned to approve the Minutes of the September 26, 2022, Board Meeting; seconded by Steve. Motion passed.

Treasurer’s Report: Ross read the Treasurer’s Report into the record at the Meeting.

Total Operating Fund	\$ 4,493.30
Total Operating Reserves	26,684.98
Total Replacement Reserves	47,951.43
Total Other Reserves	20,006.54
Total Assets	\$ 99,136.25

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

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

2. Steve motioned to ratify decisions made by Unanimous Consent of the Board since the last Board Meeting identified on Exhibit B to this Agenda; seconded by Ross. Motion passed.

Unfinished Business:

1. Gas Lamp Replacement. Sarah motioned to authorize Metro Mechanical to replace the James Landing Neighborhood Gas Lamp with a solar lamp for the approximate cost of labor and materials in the amount of \$400; seconded by Steve. Motion passed.

New Business:

1. Steve motioned to approve reinvestment of a Certificate of Deposit in General Ledger Account #11084 (Cash/CD/RR/Towne) in the amount of \$3,241.71 with CIT Bank for an 18 month term at the rate of 3.00% interest; seconded by Pete. Motion passed.
2. Sarah motioned to approve reinvestment of a Certificate of Deposit in General Ledger Account #11084 (Cash/CD/RR/Towne) in the amount of \$6,483.52 with CIT Bank for an 18 month term at the rate of 3.00% interest; seconded by Steve. Motion passed.
3. Ross motioned to terminate Columbia Gas service to the Neighborhood Gas Lamps by instruction of the Board to the Association's Manager after installation and review by the Board of a solar lamp installed at the James Landing Neighborhood Gas Lamp; seconded by Steve. Motion passed.

Owners Forum: Owners Forum opened at 6:35 PM and closed at 6:36 PM.

Next Board Meeting: The next Gatling Pointe Board Meeting is Monday, November 21, 2022.

Adjournment: Steve motioned to adjourn the Board Meeting held on Monday, October 24, 2022; seconded by Ross. The Meeting adjourned at 6:40 PM.

Prepared by: Board of Directors.

Date Approved: October 26, 2022.

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

1. Application for 100 Water Pointe Lane to install fence and facility screening approved by Unanimous Consent of the Board and by the Members of the Architectural Review Board on 10-02-2022.

Exhibit B: Decisions made by Unanimous Consent of the Board since the last Board Meeting.

1. Proposal by Jones Curb Appeal in the amount of \$1,200 to remove dead sugar gum tree near the Foot Bridge approved by Unanimous Consent of the Board on October 14, 2022.



Financials

Assets

10100	Cash/Operating Account/TowneBank	\$ 1,389.62	
10200	Cash/Debit Card GMR/Towne	54.16	
	Total Operating Fund		\$ 1,443.78
11020	Cash/Operating Reserve/TowneBank	\$ 27,086.66	
	Total Operating Reserves		\$ 27,086.66
11000	Cash/Repl Reserve/Union	\$ 38,755.30	
11084	Cash/CD/Rep Reserve/TowneBank	9,725.23	
	Total Replacement Reserves		\$ 48,480.53
	Other Reserves		
11050	Cash/Tree Reserve/TowneBank	\$ 10,003.44	
11070	Cash/Weather Reserve/TowneBank	10,003.44	
	Total Other Reserves		\$ 20,006.88
	Total Current Assets		\$ 97,017.85
	Total Assets		\$ 97,017.85

Liabilities and Equity

Liabilities

	Total Liabilities		\$ 0.00
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32000	Accumulated Operating Reserve	\$ 26,967.66	
34500	Operating Reserve Y-T-D Expense	119.00	
	Total Operating Reserves		\$ 27,086.66
33000	Accumulated Replacement Reserve	\$ 48,480.53	
	Total Replacement Reserves		\$ 48,480.53
	Other Reserves		
32020	Accumulated Tree Reserve	\$ 10,003.44	
32040	Accumulated Utility Reserve	10,002.94	
32060	Accumulated Weather Reserve	10,003.44	
34300	Utility Reserve Y-T-D Expense	(10,002.94)	
	Total Other Reserves		\$ 20,006.88
34980	Retained Earnings	\$ 7,278.53	
	Current Earnings	(5,834.75)	
	Total Equity		\$ 97,017.85
	Total Liabilities & Equity		\$ 97,017.85



301 Bendix Rd, Suite 300
Virginia Beach VA 23452-1385

Gatling Pointe Community Assn Inc 0939
Budget Comparison Statement
10/31/2022

Account Number	Account Name	Monthly Budget	Monthly Actual	Current Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget
Income								
41100	Income-Association Fees	\$ 29,943	\$ 18,736.08	\$ (11,206.92)	\$ 119,772	\$ 104,733.21	\$ (15,038.79)	\$ 119,772
41400	Legal Administrative Income	0	0.00	0.00	0	60.00	60.00	0
42000	Income-Advanced Assoc Fees	0	0.00	0.00	0	(601.55)	(601.55)	0
42440	Due Process Income	0	0.00	0.00	0	900.00	900.00	0
42450	Resale Package Income	0	0.00	0.00	0	58.69	58.69	0
42530	Interest-Delinquent Fees	0	0.00	0.00	0	47.06	47.06	0
42550	Reserve Interest Income	0	4.12	4.12	0	22.91	22.91	0
42630	Late Fee Income	0	0.00	0.00	0	880.86	880.86	0
42660	Court Costs Collections Income	0	0.00	0.00	0	1,261.69	1,261.69	0
Total Income		\$ 29,943	\$ 18,740.20	\$ (11,202.80)	\$ 119,772	\$ 107,362.87	\$ (12,409.13)	\$ 119,772
Expenses								
51400	Audit/Tax Preparation Expense	\$ 0	\$ 0.00	\$ 0.00	\$ 325	\$ 303.00	\$ 22.00	\$ 325
51500	Social Committee Expense	250	0.00	250.00	1,000	21.19	978.81	1,000
51800	Bank Service Charges	30	23.35	6.65	300	278.75	21.25	360
51950	Legal Expense- Collections	83	200.00	(117.00)	830	1,536.08	(706.08)	1,000
52200	Property Insurance	375	398.00	(23.00)	3,375	3,532.00	(157.00)	3,375
52210	Corporate Fees	0	0.00	0.00	150	140.00	10.00	150
52400	Management Fee Expense	1,999	1,998.80	0.20	19,458	19,454.11	3.89	23,456
52600	Misc Expense-General & Administrati	83	75.00	8.00	830	620.00	210.00	1,000
52700	Office Expense-Printing	135	412.28	(277.28)	1,755	1,556.48	198.52	2,160
52750	Coupon Books	0	0.00	0.00	772	0.00	772.00	772
52900	Postage Expense	71	172.11	(101.11)	710	1,163.14	(453.14)	850
52910	Postage- Certified Legal	0	65.45	(65.45)	0	65.45	(65.45)	0
53040	Resale Package Reimbursement	0	0.00	0.00	0	381.46	(381.46)	0
Total General & Administrative		\$ 3,026	\$ 3,344.99	\$ (318.99)	\$ 29,505	\$ 29,051.66	\$ 453.34	\$ 34,448
53700	Utilities-Water Expense	\$ 300	\$ 671.17	\$ (371.17)	\$ 2,650	\$ 3,043.71	\$ (393.71)	\$ 3,000
53800	Utilities-Electric Expense	75	31.09	43.91	750	444.75	305.25	900
53850	Utilities-Gas Expense	1,000	1,348.24	(348.24)	10,000	11,997.47	(1,997.47)	12,000
Total Utilities		\$ 1,375	\$ 2,050.50	\$ (675.50)	\$ 13,400	\$ 15,485.93	\$ (2,085.93)	\$ 15,900
54290	Maint.-Common Area Grounds Expense	\$ 833	\$ 0.00	\$ 833.00	\$ 8,330	\$ 250.00	\$ 8,080.00	\$ 10,000
54300	Maint.-Lawn Contract Expense	3,167	9,320.01	(6,153.01)	31,670	30,953.36	716.64	38,000
54310	Maint.-Landscaping Extras/Tree Remo	450	250.00	200.00	4,500	3,952.58	547.42	5,400
54320	Maint.-Irrigation System Expenses	0	0.00	0.00	2,000	945.13	1,054.87	2,000
54350	Maint.-Streets/Lights/Sidewalk Expe	200	0.00	200.00	2,000	52.99	1,947.01	2,400
54550	Maint.-Building/Fence/Grounds Expen	42	5,893.10	(5,851.10)	420	33,216.00	(32,796.00)	500
Total Maintenance		\$ 4,692	\$ 15,463.11	\$ (10,771.11)	\$ 48,920	\$ 69,370.06	\$ (20,450.06)	\$ 58,300
55160	Replacement Reserve Earned Interest	\$ 0	\$ 3.10	\$ (3.10)	\$ 0	\$ 13.16	\$ (13.16)	\$ 0
55490	Replacement Reserves	526	526.00	0.00	5,260	5,260.00	0.00	6,312
Total Replacement Reserves		\$ 526	\$ 529.10	\$ (3.10)	\$ 5,260	\$ 5,273.16	\$ (13.16)	\$ 6,312
56550	Operating Reserve Earned Interest	\$ 0	\$ 0.68	\$ (0.68)	\$ 0	\$ 5.27	\$ (5.27)	\$ 0
56551	Tree Reserve - Earned Interest	0	0.17	(0.17)	0	1.66	(1.66)	0
56552	Utility Reserve - Earned Interest	0	0.00	0.00	0	1.16	(1.16)	0
56553	Tree Reserve - Earned Interest	0	0.17	(0.17)	0	1.66	(1.66)	0
56581	Utility Reserve Draw	0	0.00	0.00	0	(10,002.94)	10,002.94	0
56600	Operating Reserves	401	401.00	0.00	4,010	4,010.00	0.00	4,812
Total Operating Reserves		\$ 401	\$ 402.02	\$ (1.02)	\$ 4,010	\$ (5,983.19)	\$ 9,993.19	\$ 4,812
Total Expenses/Reserves		\$ 10,020	\$ 21,789.72	\$ (11,769.72)	\$ 101,095	\$ 113,197.62	\$ (12,102.62)	\$ 119,772
Net Income (Loss)		\$ 19,923	\$ (3,049.52)	\$ (22,972.52)	\$ 18,677	\$ (5,834.75)	\$ (24,511.75)	\$ 0