Board Package June 2026

Gatling Pointe Community Association Inc.
Board Meeting Agenda
Monday, June 22, 2026
Meeting convenes at 5:30 PM; Open Session at 6:00 PM
www.gatlingpointe.net
Location: 14571 Benns Church Boulevard, Smithfield, VA
Benns United Methodist Church, Second Floor Conference Room

Virtual Attendance Available: https://meet.goto.com/822607525
Call in: +1 (646) 749-3122
Access Code: 822-607-525

Meeting called to Order

Move to Executive Session

The Board will move in to Executive Session for the purpose of discussing and considering contracts and 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 for the Annual Board Meeting to elect Officers for the 2026-2027 Board Year and the Board Meeting Minutes for the April 27, 2026, Board Meeting were both approved by Unanimous Consent of the Board of Directors on May 31, 2026, and have been posted to the Association's website.

Treasurer's Report:

Total Operating Fund	$95,831.02
Total Operating Reserves	$44,892.84
Total Replacement Reserves	$43,741.32
Total Other Reserves	$76,525.13
Total Assets	$260,990.31

Unfinished Business:

1. Social Events for 2026:

Shred It:	June 20, 2026 Sarah confirmed Gatling Pointe South will join and share in the expense 50-50

Ice Cream Social: August 1, 2026

Santa's Sleigh: December _____, 2026 (Tentative)

Old Business: None.

New Business:

1. Ratification of Decisions Made by Unanimous Consent of the Board between Board Meetings since the last Board Meeting depicted on Exhibit A to this Agenda.

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

3. Review draft 2027 Budget, if available. Target budget adoption date is not later than the August 24, 2026, Board Meeting.

4. Relocation of Operating Account from Atlantic Union Bank to BankUnited or Pinnacle Financial Partners.

5. Drum Creek Proposal to Remove Canna Lilies from GPP and James Landing Neighborhood bed.

6. Proposals from Bartlett Tree Service, Drum Creek Lawn and Landscaping and Smitty's Tree Service to remove several dead trees, fallen tree limbs and to remove dead limbs from the Willow Oaks in the three medians on Gatling Pointe Parkway.

7. Discuss obtaining proposals from qualified contractors to engage in post-storm debris removal on a regular basis.

8. Discuss Potential Board Year 2026-2027 Projects, for example:

   Cleaning and repair of street signs;
   Begin rehabilitation of the front entrance by developing goals for the project and forming a Committee; and
   Consider installation of Flock Safety Cameras.

Manager's Report: Katie Priore, the Association's Manager, will provide a Manager's Report of management activities since the last Board Meeting.

Owner's Forum:
Questions and comments from Owners in attendance at the Board Meeting.

Adjourn

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, July 27, 2026. The Meeting will be called to order at 5:30 PM, with Executive

Session available to the Board between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

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

None.

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

1. Exterior Modification Application submitted by 108 Watch Harbour to install a kayak launch at the rear of the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 05-08-2026.

2. Exterior Modification Application submitted by 100 Watch Harbour to replace the deck at the rear of the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-01-2026.

3. Exterior Modification Application submitted by 203 Clipper Creek Lane to replace the deck and patio at the rear of the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-01-2026.

4. Exterior Modification Application submitted by 305 Winterberry Lane to replace the siding on the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-01-2026.

5. Exterior Modification Application submitted by 103 Spinnaker Run Court to remove two trees on the side yard approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-07-2026.

6. Exterior Modification Application submitted by 102 Spinnaker Run Court to update the color of the front door, garage door, and shutters to Rainstorm approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-13-2026.

7. Exterior Modification Application submitted by 603 Gatling Pointe Parkway to replace sunroom at the rear of the house approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 06-13-2026.

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the April 27, 2026
Annual Meeting of the Board of Directors

The 2026 Annual Board Meeting of the Board of Directors of Gatling Pointe Community Association, Inc. ("Gatling Pointe") to elect Officers for the 2026-2027 year was held on Monday, April 27, 20264, at 14571 Benns Church Boulevard, Smithfield, Virginia (Benn's United Methodist Church, Second Floor Conference Room) and by virtual attendance via GoTo Call in to 1 (224) 501-3412, Meeting ID 336-907-285.

Directors and Management Present:

Kim Burbage, Richard Cook, Cathy McAdams and Sarah Palamara; and Katie Priore, Association Manager.

Call to Order:

Sarah called the Annual Board Meeting to order at 6:43 PM.

The Directors approved the election of Officers for the 2026-2027 Board Year is as follows:

President:	Sarah Palamara
Vice President:	Kim Burbage
Treasurer:	Richard Cook
Secretary:	John Simmons
Member at Large:	Cathy McAdams.

Next Board Meeting: The next Regular Meeting of the Board of Directors is scheduled for Monday, April 27, 2026, following this Annual Meeting of the Board.

Adjournment: The Board of Directors adjourned the Annual Meeting of the Board of Directors held on Monday, April 27, 2026, at 6:46 PM.

Prepared by: Board of Directors.

Date Approved: May 31, 2026.

GATLING POINTE COMMUNITY ASSOCIATION, INC.
Minutes of the April 27, 2026
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, April 27, 2026, in person at the Board's Meeting location at Benns United Methodist Church, Second Floor Conference Room, 14571 Benns Church Boulevard, Smithfield, VA, and by virtual attendance via GoTo, call in to 1+ (224) 501-3412, Meeting ID 336-907-285.

Directors and Management Representative Present:

Sarah Palamara, President; Kim Burbage, Vice President; Richard Cook, Treasurer; Cathy McAdams, Director; and Katie Priore, Association Manager.

Call to Order:

Sarah called the Board Meeting to order at 6:48 PM.

Executive Session:

Cathy motioned to move in to Executive Session for the purpose of discussing and considering covenant violation matters; seconded by Kim. Motion passed. The Board moved in to Executive Session at 7:25 PM.

Kim motioned to move out of Executive Session; seconded by Sarah. Motion passed. The Board moved out of Executive Session at 7:45 PM.

Approval of Minutes: Richard motioned to approve the March 23, 2026, Board Meeting Minutes as presented; seconded by Kim. Motion passed.

Treasurer's Report: The Treasurer's Report was presented by Richard Cook.

Total Operating Fund	$ 85,698.00
Total Operating Reserves	42,129.11
Total Replacement Reserves	41,490.83
Total Other Reserves	74,548.58
Total Assets	$ 243,866.52

Sarah motioned to approve the Treasurer's Report as presented; seconded Kim. Motion passed.

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Board Report of 2026 Community Events:

Confirmed:

Community Yard Sale: May 16, 2026, 8:00 AM to 12:00 PM
Joint with Gatling Pointe South

Shred It: June 20, 2026, 10:00 AM to 1:00 PM
Joint with Gatling Pointe South, to be held in GPS Park

Ice Cream Social: August 1, 2026, 2:00 PM to 4:00 PM
On the Gatling Pointe Sidewalk near the Pump Station

Tentative:

Santa's Sleigh: December _____, 2026 (TBD)

Unfinished Business:

None.

New Business:

1. Kim motioned to ratify Decisions Made by Unanimous Consent of the Board between Board Meetings since the last Board Meeting depicted on Exhibit A to this Agenda; seconded by Richard. Motion passed.

2. Kim motioned to ratify the Exterior Modification Applications depicted on Exhibit B to this Agenda approved by Unanimous Consent of the Board of Directors since the last Board Meeting; seconded by Sarah. Motion passed.

3. Sarah motioned to appoint Pete Carlson to the Architectural Review Board; seconded by Kim. Motion passed.

Owners Forum: Owners Forum opened at 7:20 PM and closed at 7:25 PM.

Next Board Meeting: The next Meeting of the Board of Directors is scheduled for Monday, June 22, 2026. The Meeting will be called to order at 5:30 PM, with Executive Session for the Board between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

Adjournment: Cathy motioned to adjourn the Board Meeting held on Monday, April 27, 2026; seconded by Kim. The Meeting adjourned at 7:40 PM.

Prepared by: Board of Directors.

Date Approved: Approved May 31, 2026

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

1. Approval for Sarah R. Palamara, President of the Board of Directors, to execute appropriate documents to move the Association's insurance to The Hartford Insurance Company approved by Unanimous Consent of the Board of Directors on March 28, 2026.

2. Approval of Bartlett Tree Proposal in the amount of $870.00 to remove the crepe myrtle destroyed by a one-car vehicle accident by Unanimous Consent of the Board of Directors on April 14, 2026.

3*. Approval to assess the costs to Hermann .

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

1. Exterior Modification Application submitted by 110 North James Landing to remove two trees approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 03-23-2026.

2. Exterior Modification Application submitted by 102 Sunrise Bluff to engage in landscape and drainage project approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 03-23-2026.

3. Exterior Modification Application submitted by 204 Mariners Circle to replace garage doors approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 03-24-2026.

4. Exterior Modification Application submitted by 101 Sunrise Bluff Lane to install a wood playset in the back yard approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 03-25-2026.

5. Exterior Modification Application submitted by 608 Gatling Pointe Parkway to replace the driveway approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 04-10-2026.

6. Exterior Modification Application submitted by 109 Spinnaker Run Court to install a fence approved by Unanimous Consent of the Board of Directors and by the Architectural Review Board on 04-16-2026.

Financial Report Package

May 2026

Prepared for

Gatling Pointe Community Association Inc.

By

United Property Associates

Balance Sheet - Operating

Gatling Pointe Community Association Inc.

End Date: 05/31/2026

Assets			
Operating Fund			
10-10105-00	BankUnited - Operating - 1478	$95,831.02	
Total Operating Fund:			$95,831.02
Operating Reserves			
11-11025-00	BankUnited - OP Res - 0916	44,892.84	
Total Operating Reserves:			$44,892.84
Replacement Reserves			
12-11000-00	Atlantic Union - Repl Res - 6747	32,588.72	
12-11124-01	CD AUB -Repl Res - 3424 - 13M - 3.50% - 03/18/27	3,711.38	
12-11174-01	CD PFP - Repl Res - 7492- -12M - 3.60% - 01/16/27	7,441.22	
Total Replacement Reserves:			$43,741.32
Other Reserves			
13-11055-00	BankUnited - Tree Res - 0924	10,768.96	
13-11060-00	BakUnited - Front Entrance - 8807	54,987.21	
13-11075-00	BankUnited - Weather Res - 0932	10,768.96	
Total Other Reserves:			$76,525.13
Total Assets:			**$260,990.31**
Liabilities & Equity			
Operating Reserves			
32-32000-00	Accumulated Operating Reserve	44,892.84	
Total Operating Reserves:			$44,892.84
Replacement Reserves			
33-33000-00	Accumulated Replacement Reserve	43,741.32	
Total Replacement Reserves:			$43,741.32
Other Reserves			
34-32020-00	Accumulated Tree Reserve	10,768.96	
34-32040-00	Accumulated Front Entrance Reserve	54,987.21	
34-32060-00	Accumulated Weather Reserve	10,768.96	
Total Other Reserves:			$76,525.13
Equity			
35-34980-00	Retained Earnings	52,251.55	
Total Equity:			$52,251.55
	Net Income Gain / Loss	43,579.47	$43,579.47
Total Liabilities & Equity:			**$260,990.31**

UNITED PROPERTY ASSOCIATES

Income Statement - Operating

Gatling Pointe Community Association Inc.

From 05/01/2026 to 05/31/2026

	Current Period			Year-to-date			Annual
Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING INCOME							
Income							
41100-00 Association Fees	$ 5,042.26	$ -	$ 5,042.26	$ 85,986.29	$ 87,316.00	($ 1,329.71)	$ 174,632.00
42000-00 Prepaid Association Fees	785.72	-	785.72	8,622.59	-	8,622.59	-
42500-00 Miscellaneous Income	342.00	-	342.00	342.00	-	342.00	-
42550-00 Reserve Interest	331.16	-	331.16	1,584.40	-	1,584.40	-
42630-00 Late Fee Income	267.98	-	267.98	1,059.99	-	1,059.99	-
42700-00 Certified Legal Cost	-	-	-	14.98	-	14.98	-
Total Income	$ 6,769.12	$ -	$ 6,769.12	$ 97,610.25	$ 87,316.00	$10,294.25	$ 174,632.00
Total OPERATING INCOME	**$ 6,769.12**	**$ -**	**$ 6,769.12**	**$ 97,610.25**	**$ 87,316.00**	**$ 10,294.25**	**$ 174,632.00**
OPERATING EXPENSE							
General & Administrative							
51400-00 Audit/Tax Preparation	-	-	-	485.00	450.00	(35.00)	450.00
51500-00 Social Committee Expense	-	-	-	289.31	-	(289.31)	600.00
51700-00 Legal-Corporate	-	-	-	239.00	-	(239.00)	-
51950-00 Legal-Collections	17.68	833.00	815.32	405.27	4,165.00	3,759.73	10,000.00
52200-00 Property Insurance	1,109.60	1,570.00	460.40	4,754.35	1,570.00	(3,184.35)	4,487.00
52210-00 Corporate Fees	-	-	-	140.00	25.00	(115.00)	140.00
52400-00 Management Fees	2,077.70	2,113.00	35.30	10,388.50	10,565.00	176.50	25,356.00
52600-00 Miscellaneous Expense	-	83.33	83.33	-	416.65	416.65	1,000.00
52700-00 Office Expense/Printing	481.84	204.17	(277.67)	1,651.17	1,020.85	(630.32)	2,450.00
52750-00 Coupon Books	-	-	-	-	-	-	1,200.00
52820-00 Website Expenses	312.95	300.00	(12.95)	312.95	300.00	(12.95)	300.00
52900-00 Postage Expense	372.86	188.00	(184.86)	1,435.18	940.00	(495.18)	2,250.00
53100-00 Taxes-State	-	-	-	12.00	-	(12.00)	-
53250-00 Taxes-Federal	-	-	-	61.00	-	(61.00)	-
Total General & Administrative	$ 4,372.63	$ 5,291.50	$ 918.87	$ 20,173.73	$ 19,452.50	($721.23)	$ 48,233.00
Utilities							
53700-00 Water Expense	241.28	500.00	258.72	376.14	2,500.00	2,123.86	6,000.00
53800-00 Electric Expense	40.72	60.42	19.70	249.31	302.10	52.79	725.00
Total Utilities	$ 282.00	$ 560.42	$ 278.42	$ 625.45	$ 2,802.10	$2,176.65	$ 6,725.00
Maintenance							
54290-00 Common Area Grounds	-	833.00	833.00	92.20	4,165.00	4,072.80	10,000.00
54300-00 Lawn Contract	-	3,244.50	3,244.50	12,600.00	16,222.50	3,622.50	38,934.00
54310-00 Landscaping Extras	-	1,083.33	1,083.33	870.00	5,416.65	4,546.65	13,000.00
54320-00 Irrigation System	1,150.00	417.00	(733.00)	1,550.00	2,085.00	535.00	5,000.00
54340-00 Sign Expense	-	-	-	-	-	-	250.00
54350-00 Streets/Lights/Sidewalk	-	333.00	333.00	-	1,665.00	1,665.00	4,000.00
54550-00 Building/Fence/Grounds	-	833.00	833.00	500.00	4,165.00	3,665.00	10,000.00
Total Maintenance	$ 1,150.00	$ 6,743.83	$ 5,593.83	$ 15,612.20	$ 33,719.15	$18,106.95	$ 81,184.00
Operating Reserves							
56550-00 Oper Reserve Interest	91.78	-	(91.78)	421.65	-	(421.65)	-
56600-00 Operating Reserve	1,293.00	1,293.00	-	6,465.00	6,465.00	-	15,519.00
Total Operating Reserves	$ 1,384.78	$ 1,293.00	($ 91.78)	$ 6,886.65	$ 6,465.00	($421.65)	$ 15,519.00

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
Replacement Reserves							
55160-00 Repl Reserve Interest	$80.52	$-	($80.52)	$410.60	$-	($410.60)	$-
55490-00 Replacement Reserve	1,081.00	1,081.00	-	5,405.00	5,405.00	-	12,971.00
Total Replacement Reserves	$1,161.52	$1,081.00	($80.52)	$5,815.60	$5,405.00	($410.60)	$12,971.00
Other Reserves							
55190-00 Front Entrance Reserve	833.00	833.00	-	4,165.00	4,165.00	-	10,000.00
55360-00 Front Entrance Reserve Interest	113.74	-	(113.74)	533.09	-	(533.09)	-
56551-00 Tree Reserve - Earned Interest	22.56	-	(22.56)	109.53	-	(109.53)	-
56553-00 Weather Reserve - Earned Interest	22.56	-	(22.56)	109.53	-	(109.53)	-
Total Other Reserves	$991.86	$833.00	($158.86)	$4,917.15	$4,165.00	($752.15)	$10,000.00
Total OPERATING EXPENSE	**$9,342.79**	**$15,802.75**	**$6,459.96**	**$54,030.78**	**$72,008.75**	**$17,977.97**	**$174,632.00**
Net Income:	**($2,573.67)**	**($15,802.75)**	**$13,229.08**	**$43,579.47**	**$15,307.25**	**$28,272.22**	**$0.00**