

**Gatling Pointe Community Association Inc.**

**Board Meeting Agenda**

**Monday, September 23, 2024, Meeting convenes at 5:30 PM**

**Open Session @ 6:00 PM**

**[www.gatlingpointe.net](http://www.gatlingpointe.net)**

**Location: 14571 Benns Church Boulevard, Smithfield, VA  
Benns United Methodist Church, Second Floor Conference Room**

**Virtual Attendance Available: Zoom**

**Call in: 1 305 224 1968 US**

**Meeting Id: 843 8345 8085**

**Passcode: 638515**

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: Approval of the Minutes of the Board Meeting held on Monday, August 26, 2024, was obtained by Unanimous Consent of the Board on Tuesday, September 3, 2024, and the Board Meeting Minutes were thereafter posted on the Association's website.

Treasurer's Report:

Total Operating Fund	\$ 46,810.82
Total Operating Reserves	\$ 40,552.71
Total Replacement Reserves	\$40,221.11
Total Other Reserves	\$20,484.22
Total Assets	\$148,068.86

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. None.

Unfinished Business:

1. 2025 Budget  
[Approve 2025 Budget.](#)
2. Installation of Shed.  
[Sarah to report on status of purchase and installation of shed approved by the Board at the August 26, 2024 Board Meeting.](#)
3. Social Events for remainder of 2024.  
Confirmed:  
Food Drive: November 2, 2024  
Santa's Sleigh: December 14, 2024

[Suggested Shred-It event:](#)

[Report on Shred-It proposal discussed during Executive Session.](#)

New Business:

1. Possible Tree Removal from Common Area adjacent to 101 Regatta.  
[Discuss removal of tree adjacent to 101 Regatta after inspection by arborist.](#)

Manager's Report: Casey Lindblad, 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, October 28, 2024. The Meeting will be called to order at 5:30 PM, with Executive Session held between 5:30 PM and 6:00 PM. The Open Session of the Board Meeting will begin at 6:00 PM.

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

1. Application for 101 Winterberry Lane to replace garage door approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 08-29-2024.

2. Application for 100 Clipper Creek Court to remove a Callery Pear tree approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 09-06-2024.

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

1. Proposal from Quentin Daugherty to install foundation for the shed to be installed on Common Area in the amount of \$300 approved by Unanimous Consent of the Board on 09-08-2024.



**Income Statement - Operating**  
 Gatling Pointe Community Association Inc  
 08/31/2024

Date: 9/16/2024  
 Time: 6:10 pm  
 Page: 1

Branches Filtered:

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>OPERATING INCOME</b>							
<b>Income</b>							
Total Income	\$ 3,834.85	\$ -	\$ 3,834.85	\$ 110,285.90	\$ 108,693.00	\$ 1,592.90	\$ 144,924.00
<b>Total OPERATING INCOME</b>	<b>\$ 3,834.85</b>	<b>\$ -</b>	<b>\$ 3,834.85</b>	<b>\$ 110,285.90</b>	<b>\$ 108,693.00</b>	<b>\$ 1,592.90</b>	<b>\$ 144,924.00</b>
<b>OPERATING EXPENSE</b>							
<b>General &amp; Administrative</b>							
Total General & Administrative	\$ 2,703.35	\$ 3,202.00	\$ 498.65	\$ 27,973.38	\$ 26,359.00	\$ (1,614.38)	\$ 38,774.00
<b>Utilities</b>							
Total Utilities	\$ 2,101.69	\$ 402.00	\$ (1,699.69)	\$ 5,033.35	\$ 3,216.00	\$ (1,817.35)	\$ 4,825.00
<b>Maintenance</b>							
Total Maintenance	\$ 3,688.00	\$ 6,744.00	\$ 3,056.00	\$ 24,507.08	\$ 55,702.00	\$ 31,194.92	\$ 83,432.00
<b>Operating Reserves</b>							
Total Operating Reserves	\$ 1,836.09	\$ 852.00	\$ (984.09)	\$ 7,223.88	\$ 6,816.00	\$ (407.88)	\$ 10,222.00
<b>Replacement Reserves</b>							
Total Replacement Reserves	\$ 1,284.10	\$ 639.00	\$ (645.10)	\$ 5,245.46	\$ 5,112.00	\$ (133.46)	\$ 7,671.00
<b>Other Reserves</b>							
Total Other Reserves	\$ 69.36	\$ -	\$ (69.36)	\$ 218.72	\$ -	\$ (218.72)	\$ -
<b>Total OPERATING EXPENSE</b>	<b>\$ 11,682.59</b>	<b>\$ 11,839.00</b>	<b>\$ 156.41</b>	<b>\$ 70,201.87</b>	<b>\$ 97,205.00</b>	<b>\$ 27,003.13</b>	<b>\$ 144,924.00</b>
<b>Net Income:</b>	<b>\$ (7,847.74)</b>	<b>\$ (11,839.00)</b>	<b>\$ 3,991.26</b>	<b>\$ 40,084.03</b>	<b>\$ 11,488.00</b>	<b>\$ 28,596.03</b>	<b>\$ 0.00</b>

**Assets**
**Operating Fund**

10-10100-00 Townebank - Operating - 8496 \$489.08

10-10105-00 BankUnited - Operating - 1478 46,321.74

**Total Operating Fund:** \$46,810.82
**Operating Reserves**

11-11025-00 BankUnited - OP Res - 0916 40,552.71

**Total Operating Reserves:** \$40,552.71
**Replacement Reserves**

12-11000-00 Atlantic Union - Repl Res - 6747 29,959.88

12-11094-02 CD NCB-Repl Res - 0469 - 01/08/26 6,787.00

12-11124-01 CD AUB -Repl Res - 3424 - 02/18/26 3,474.23

**Total Replacement Reserves:** \$40,221.11
**Other Reserves**

13-11055-00 BankUnited - Tree Res - 0924 10,242.11

13-11075-00 BankUnited - Weather Res - 0932 10,242.11

**Total Other Reserves:** \$20,484.22
**Total Assets:** \$148,068.86
**Liabilities & Equity**
**Operating Reserves**

32-32000-00 Accumulated Operating Reserve 40,552.71

**Total Operating Reserves:** \$40,552.71
**Replacement Reserves**

33-33000-00 Accumulated Replacement Reserve 53,012.11

33-34000-00 Replacement Reserve Y-T-D Expense (12,791.00)

**Total Replacement Reserves:** \$40,221.11
**Other Reserves**

34-32020-00 Accumulated Tree Reserve 10,242.11

34-32060-00 Accumulated Weather Reserve 10,242.11

**Total Other Reserves:** \$20,484.22
**Equity**

35-34980-00 Retained Earnings 6,726.79

**Total Equity:** \$6,726.79

 Net Income Gain / Loss 40,084.03 \$40,084.03
**Total Liabilities & Equity:** \$148,068.86

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>OPERATING INCOME</b>							
<b>Income</b>							
41100-00 Association Fees	\$3,133.72	\$-	\$3,133.72	\$109,955.21	\$108,693.00	\$1,262.21	\$144,924.00
41400-00 Legal Admin Fees	-	-	-	90.00	-	90.00	-
42000-00 Prepaid Association Fees	483.28	-	483.28	(2,329.17)	-	(2,329.17)	-
42440-00 Due Process Income	-	-	-	390.00	-	390.00	-
42450-00 Resale Package Income	-	-	-	80.66	-	80.66	-
42530-00 Interest-Delinquent Fees	-	-	-	88.67	-	88.67	-
42550-00 Reserve Interest	207.55	-	207.55	760.06	-	760.06	-
42630-00 Late Fee Income	10.30	-	10.30	364.33	-	364.33	-
42660-00 Court Costs Recovered	-	-	-	886.14	-	886.14	-
<b>Total Income</b>	<b>\$3,834.85</b>	<b>\$-</b>	<b>\$3,834.85</b>	<b>\$110,285.90</b>	<b>\$108,693.00</b>	<b>\$1,592.90</b>	<b>\$144,924.00</b>
<b>Total OPERATING INCOME</b>	<b>\$3,834.85</b>	<b>\$-</b>	<b>\$3,834.85</b>	<b>\$110,285.90</b>	<b>\$108,693.00</b>	<b>\$1,592.90</b>	<b>\$144,924.00</b>
<b>OPERATING EXPENSE</b>							
<b>General &amp; Administrative</b>							
51400-00 Audit/Tax Preparation	-	-	-	367.00	368.00	1.00	368.00
51500-00 Social Committee Expense	-	-	-	38.50	450.00	411.50	600.00
51800-00 Bank Service Charges	-	32.00	32.00	-	256.00	256.00	384.00
51950-00 Legal-Collections	-	208.00	208.00	4,276.51	1,664.00	(2,612.51)	2,500.00
52200-00 Property Insurance	439.00	496.00	57.00	3,033.00	3,472.00	439.00	4,464.00
52210-00 Corporate Fees	-	-	-	140.00	140.00	-	140.00
52400-00 Management Fees	2,077.70	2,161.00	83.30	16,069.30	16,154.00	84.70	24,798.00
52600-00 Miscellaneous Expense	75.00	80.00	5.00	874.93	640.00	(234.93)	960.00
52700-00 Office Expense/Printing	16.95	150.00	133.05	1,032.67	1,520.00	487.33	2,390.00
52750-00 Coupon Books	-	-	-	900.00	920.00	20.00	920.00
52900-00 Postage Expense	94.70	75.00	(19.70)	1,170.81	775.00	(395.81)	1,250.00
53040-00 Resale Package RMB	-	-	-	70.66	-	(70.66)	-
<b>Total General &amp; Administrative</b>	<b>\$2,703.35</b>	<b>\$3,202.00</b>	<b>\$498.65</b>	<b>\$27,973.38</b>	<b>\$26,359.00</b>	<b>(\$1,614.38)</b>	<b>\$38,774.00</b>
<b>Utilities</b>							
53700-00 Water Expense	2,010.32	342.00	(1,668.32)	4,604.58	2,736.00	(1,868.58)	4,100.00
53800-00 Electric Expense	91.37	60.00	(31.37)	428.77	480.00	51.23	725.00
<b>Total Utilities</b>	<b>\$2,101.69</b>	<b>\$402.00</b>	<b>(\$1,699.69)</b>	<b>\$5,033.35</b>	<b>\$3,216.00</b>	<b>(\$1,817.35)</b>	<b>\$4,825.00</b>
<b>Maintenance</b>							
54290-00 Common Area Grounds	-	833.00	833.00	-	6,664.00	6,664.00	10,000.00
54300-00 Lawn Contract	3,150.00	3,338.00	188.00	18,900.00	26,704.00	7,804.00	40,059.00
54310-00 Landscaping Extras	-	1,083.00	1,083.00	2,160.00	8,664.00	6,504.00	13,000.00
54320-00 Irrigation System	538.00	-	(538.00)	1,338.00	1,750.00	412.00	2,500.00
54340-00 Sign Expense	-	25.00	25.00	-	200.00	200.00	300.00
54350-00 Streets/Lights/Sidewalk	-	1,042.00	1,042.00	1,888.80	8,336.00	6,447.20	12,500.00
54550-00 Building/Fence/Grounds	-	423.00	423.00	220.28	3,384.00	3,163.72	5,073.00
<b>Total Maintenance</b>	<b>\$3,688.00</b>	<b>\$6,744.00</b>	<b>\$3,056.00</b>	<b>\$24,507.08</b>	<b>\$55,702.00</b>	<b>\$31,194.92</b>	<b>\$83,432.00</b>
<b>Operating Reserves</b>							
56550-00 Oper Reserve Interest	132.09	-	(132.09)	407.88	-	(407.88)	-
56600-00 Operating Reserve	1,704.00	852.00	(852.00)	6,816.00	6,816.00	-	10,222.00
<b>Total Operating Reserves</b>	<b>\$1,836.09</b>	<b>\$852.00</b>	<b>(\$984.09)</b>	<b>\$7,223.88</b>	<b>\$6,816.00</b>	<b>(\$407.88)</b>	<b>\$10,222.00</b>

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Replacement Reserves</b>							
55160-00 Repl Reserve Interest	\$6.10	\$-	(\$6.10)	\$133.46	\$-	(\$133.46)	\$-
55490-00 Replacement Reserve	1,278.00	639.00	(639.00)	5,112.00	5,112.00	-	7,671.00
<b>Total Replacement Reserves</b>	<b>\$1,284.10</b>	<b>\$639.00</b>	<b>(\$645.10)</b>	<b>\$5,245.46</b>	<b>\$5,112.00</b>	<b>(\$133.46)</b>	<b>\$7,671.00</b>
<b>Other Reserves</b>							
56551-00 Tree Reserve - Earned Interest	34.68	-	(34.68)	109.36	-	(109.36)	-
56553-00 Weather Reserve - Earned Interest	34.68	-	(34.68)	109.36	-	(109.36)	-
<b>Total Other Reserves</b>	<b>\$69.36</b>	<b>\$-</b>	<b>(\$69.36)</b>	<b>\$218.72</b>	<b>\$-</b>	<b>(\$218.72)</b>	<b>\$-</b>
<b>Total OPERATING EXPENSE</b>	<b>\$11,682.59</b>	<b>\$11,839.00</b>	<b>\$156.41</b>	<b>\$70,201.87</b>	<b>\$97,205.00</b>	<b>\$27,003.13</b>	<b>\$144,924.00</b>
<b>Net Income:</b>	<b>(\$7,847.74)</b>	<b>(\$11,839.00)</b>	<b>\$3,991.26</b>	<b>\$40,084.03</b>	<b>\$11,488.00</b>	<b>\$28,596.03</b>	<b>\$0.00</b>