

Gatling Pointe Community Association Inc.

Board Meeting Agenda

Monday, October 28, 2024, Meeting convenes at 5:30 PM

Open Session @ 6:00 PM

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

Meeting Id: 811 8063 0941

Passcode: 138024

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, September 23, 2024, was obtained by Unanimous Consent of the Board on October 1, 2024, and the Board Meeting Minutes were thereafter posted on the Association's website.

Treasurer's Report:

Total Operating Fund	\$55,204.15
Total Operating Reserves	\$41,538.50
Total Replacement Reserves	\$40,866.27
Total Other Reserves	\$20,551.56
Total Assets	\$158,160.48

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. Installation of Shed on Common Area.
[Sarah to report on status of installation of the shed on the Common Area adjacent to the Pump Station.](#)
2. Social Events for remainder of 2024.
Confirmed:
Food Drive: November 2, 2024
[Consider Application to request installation of "Thank You" sign post-Food Drive](#)

Santa's Sleigh: December 14, 2024
[Sarah requests approval of costs to provide gift bags to Santa's Sleigh response in an amount not to exceed \\$100](#)

New Business:

1. Corporate Transparency Act.

[Discuss CTA Reporting requirements and deadline to report. Discuss possibility of using third party vendor to handle the filings.](#)
2. Write-off of Uncollectible Delinquent Accounts.

[Discuss Uncollectible Delinquent Accounts report.](#)

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, November 25, 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 105 South Winterberry Court to remove trees marked during a site visit with the Owners by Ross Tomlin and Sarah Palamara on 10-13-2024 approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 10-21-2024.
2. Application for 201 Winterberry Lane to change the paint color of the front door approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 10-21-2024.
3. Application for 201 Winterberry Lane to install a fence approved by Unanimous Consent of the Board of Directors and by Members of the Architectural Review Board on 10-21-2024.

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

None.



Income Statement - Operating
 Gatling Pointe Community Association Inc
 09/30/2024

Date: 10/21/2024
 Time: 11:22 am
 Page: 1

Branches Filtered:

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
Income							
Total Income	\$ 11,551.37	\$ -	\$ 11,551.37	\$ 121,837.27	\$ 108,693.00	\$ 13,144.27	\$ 144,924.00
Total OPERATING INCOME	\$ 11,551.37	\$ -	\$ 11,551.37	\$ 121,837.27	\$ 108,693.00	\$ 13,144.27	\$ 144,924.00
OPERATING EXPENSE							
General & Administrative							
Total General & Administrative	\$ 2,707.37	\$ 3,202.00	\$ 494.63	\$ 30,680.75	\$ 29,561.00	\$ (1,119.75)	\$ 38,774.00
Utilities							
Total Utilities	\$ (1,570.12)	\$ 402.00	\$ 1,972.12	\$ 3,463.23	\$ 3,618.00	\$ 154.77	\$ 4,825.00
Maintenance							
Total Maintenance	\$ 322.50	\$ 7,494.00	\$ 7,171.50	\$ 24,829.58	\$ 63,196.00	\$ 38,366.42	\$ 83,432.00
Operating Reserves							
Total Operating Reserves	\$ 985.79	\$ 852.00	\$ (133.79)	\$ 8,209.67	\$ 7,668.00	\$ (541.67)	\$ 10,222.00
Replacement Reserves							
Total Replacement Reserves	\$ 645.16	\$ 639.00	\$ (6.16)	\$ 5,890.62	\$ 5,751.00	\$ (139.62)	\$ 7,671.00
Other Reserves							
Total Other Reserves	\$ 67.34	\$ -	\$ (67.34)	\$ 286.06	\$ -	\$ (286.06)	\$ -
Total OPERATING EXPENSE	\$ 3,158.04	\$ 12,589.00	\$ 9,430.96	\$ 73,359.91	\$ 109,794.00	\$ 36,434.09	\$ 144,924.00
Net Income:	\$ 8,393.33	\$ (12,589.00)	\$ 20,982.33	\$ 48,477.36	\$ (1,101.00)	\$ 49,578.36	\$ 0.00

Assets
Operating Fund

10-10105-00 BankUnited - Operating - 1478 \$55,204.15

Total Operating Fund: \$55,204.15
Operating Reserves

11-11025-00 BankUnited - OP Res - 0916 41,538.50

Total Operating Reserves: \$41,538.50
Replacement Reserves

12-11000-00 Atlantic Union - Repl Res - 6747 30,605.04

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: \$40,866.27
Other Reserves

13-11055-00 BankUnited - Tree Res - 0924 10,275.78

13-11075-00 BankUnited - Weather Res - 0932 10,275.78

Total Other Reserves: \$20,551.56
Total Assets: \$158,160.48
Liabilities & Equity
Operating Reserves

32-32000-00 Accumulated Operating Reserve 41,538.50

Total Operating Reserves: \$41,538.50
Replacement Reserves

33-33000-00 Accumulated Replacement Reserve 53,657.27

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

Total Replacement Reserves: \$40,866.27
Other Reserves

34-32020-00 Accumulated Tree Reserve 10,275.78

34-32060-00 Accumulated Weather Reserve 10,275.78

Total Other Reserves: \$20,551.56
Equity

35-34980-00 Retained Earnings 6,726.79

Total Equity: \$6,726.79

 Net Income Gain / Loss 48,477.36 \$48,477.36
Total Liabilities & Equity: \$158,160.48

Description	Current Period			Year-to-date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING INCOME							
Income							
41100-00 Association Fees	\$7,328.64	\$-	\$7,328.64	\$117,283.85	\$108,693.00	\$8,590.85	\$144,924.00
41400-00 Legal Admin Fees	30.00	-	30.00	120.00	-	120.00	-
42000-00 Prepaid Association Fees	3,688.97	-	3,688.97	1,359.80	-	1,359.80	-
42440-00 Due Process Income	50.00	-	50.00	440.00	-	440.00	-
42450-00 Resale Package Income	-	-	-	80.66	-	80.66	-
42530-00 Interest-Delinquent Fees	31.86	-	31.86	120.53	-	120.53	-
42550-00 Reserve Interest	207.29	-	207.29	967.35	-	967.35	-
42630-00 Late Fee Income	80.00	-	80.00	444.33	-	444.33	-
42660-00 Court Costs Recovered	119.63	-	119.63	1,005.77	-	1,005.77	-
42700-00 Certified Legal Cost	14.98	-	14.98	14.98	-	14.98	-
Total Income	\$11,551.37	\$-	\$11,551.37	\$121,837.27	\$108,693.00	\$13,144.27	\$144,924.00
Total OPERATING INCOME	\$11,551.37	\$-	\$11,551.37	\$121,837.27	\$108,693.00	\$13,144.27	\$144,924.00
OPERATING EXPENSE							
General & Administrative							
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	-	288.00	288.00	384.00
51950-00 Legal-Collections	50.51	208.00	157.49	4,327.02	1,872.00	(2,455.02)	2,500.00
52200-00 Property Insurance	439.00	496.00	57.00	3,472.00	3,968.00	496.00	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	18,147.00	18,315.00	168.00	24,798.00
52600-00 Miscellaneous Expense	75.00	80.00	5.00	949.93	720.00	(229.93)	960.00
52700-00 Office Expense/Printing	14.85	150.00	135.15	1,047.52	1,670.00	622.48	2,390.00
52750-00 Coupon Books	-	-	-	900.00	920.00	20.00	920.00
52900-00 Postage Expense	50.31	75.00	24.69	1,221.12	850.00	(371.12)	1,250.00
53040-00 Resale Package RMB	-	-	-	70.66	-	(70.66)	-
Total General & Administrative	\$2,707.37	\$3,202.00	\$494.63	\$30,680.75	\$29,561.00	(\$1,119.75)	\$38,774.00
Utilities							
53700-00 Water Expense	(1,570.12)	342.00	1,912.12	3,034.46	3,078.00	43.54	4,100.00
53800-00 Electric Expense	-	60.00	60.00	428.77	540.00	111.23	725.00
Total Utilities	(\$1,570.12)	\$402.00	\$1,972.12	\$3,463.23	\$3,618.00	\$154.77	\$4,825.00
Maintenance							
54290-00 Common Area Grounds	-	833.00	833.00	-	7,497.00	7,497.00	10,000.00
54300-00 Lawn Contract	-	3,338.00	3,338.00	18,900.00	30,042.00	11,142.00	40,059.00
54310-00 Landscaping Extras	-	1,083.00	1,083.00	2,160.00	9,747.00	7,587.00	13,000.00
54320-00 Irrigation System	225.00	750.00	525.00	1,563.00	2,500.00	937.00	2,500.00
54340-00 Sign Expense	-	25.00	25.00	-	225.00	225.00	300.00
54350-00 Streets/Lights/Sidewalk	-	1,042.00	1,042.00	1,888.80	9,378.00	7,489.20	12,500.00
54550-00 Building/Fence/Grounds	97.50	423.00	325.50	317.78	3,807.00	3,489.22	5,073.00
Total Maintenance	\$322.50	\$7,494.00	\$7,171.50	\$24,829.58	\$63,196.00	\$38,366.42	\$83,432.00
Operating Reserves							
56550-00 Oper Reserve Interest	133.79	-	(133.79)	541.67	-	(541.67)	-
56600-00 Operating Reserve	852.00	852.00	-	7,668.00	7,668.00	-	10,222.00
Total Operating Reserves	\$985.79	\$852.00	(\$133.79)	\$8,209.67	\$7,668.00	(\$541.67)	\$10,222.00

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Replacement Reserves							
55160-00 Repl Reserve Interest	\$6.16	\$-	(\$6.16)	\$139.62	\$-	(\$139.62)	\$-
55490-00 Replacement Reserve	639.00	639.00	-	5,751.00	5,751.00	-	7,671.00
Total Replacement Reserves	\$645.16	\$639.00	(\$6.16)	\$5,890.62	\$5,751.00	(\$139.62)	\$7,671.00
Other Reserves							
56551-00 Tree Reserve - Earned Interest	33.67	-	(33.67)	143.03	-	(143.03)	-
56553-00 Weather Reserve - Earned Interest	33.67	-	(33.67)	143.03	-	(143.03)	-
Total Other Reserves	\$67.34	\$-	(\$67.34)	\$286.06	\$-	(\$286.06)	\$-
Total OPERATING EXPENSE	\$3,158.04	\$12,589.00	\$9,430.96	\$73,359.91	\$109,794.00	\$36,434.09	\$144,924.00
Net Income:	\$8,393.33	(\$12,589.00)	\$20,982.33	\$48,477.36	(\$1,101.00)	\$49,578.36	\$0.00