

Newport POA Meeting Notes

April 16, 2025

Meeting Called to order: 8:29 am

Present: Steve Wilson, Jane Trnka, David Tuterl, Janice White, Judy Kirkpatrick; ACC: Bob Sims, Sammy Lanford; Owners: Lisa Meredith, Nancy Simpson, Mike Lerner, Donald MacTaggart

A. Approve the March 2025 Board meeting minutes: Motion: Jane; 2nd: Janice

B. **Financial Report (as of 4/14/2025)**

STD Expenses

Item	2024 Total	2025 Total	Jan	Feb	Mar	Apr	May	Jun
Backwater	\$23,036	23,036	\$23,036	-	-	-	-	-
Boardwalk	\$10,000	\$15,000	\$15,000	-	-	-	-	-
WC Fiber	\$12,000	NA	-	-	-	-	-	-
Duke	\$8,961	\$2,402.94	\$783.66	\$809.54	\$809.74			
CPW	\$841	\$364.83	\$92.46	\$96.54	\$88.97	\$86.86		
Mowing	\$6,720	\$2,200	\$550	\$550	\$550	\$550		
TruGreen	\$320	\$113.84	\$56.92	-	\$56.92			
Signage	\$0	\$305.71	-	-	\$305.71			
Total	\$61,878	\$43,423.32	\$39,519.04	\$1,456.08	\$1,811.34	\$636.86	\$0.00	\$0.00
STD Est. Balance	\$16,214	\$36,736	\$40,003	\$38,547	\$36,736			

Backwater Rd: Total Loan: \$345,535; Paid: \$115,180; Owe: \$230,355 (10 yrs remaining)

Boardwalk: Total Loan: \$277,000; Paid: \$160,750; Owe: \$116,250 (approx. 7 yrs remaining)

- Note: Credit toward Boardwalk repair: \$15,750 (Lot 38, 46, 47, 50, 56, 135, 136, 137, 168)

Checking Expenses

Item	2024 Total	2025 Total	Jan	Feb	Mar	Apr	May	Jun
Admin	\$2,313	657.96	581.61	-	76.35			
Landscape	\$119	125.00	-	-	125.00			
Maintenance	\$604	0.00	-	-	-			
Insurance	\$3,055	0.00	-	-	-			
Legal	\$10,705	0.00	-	-	-			
ACC Refunds	\$15,000	0.00	-	-	-			
Total	\$31,796	782.96	581.61	0.00	201.35	0.00	0.00	0.00

Checking Income

Item	2024 Total	2025 Total	Jan	Feb	Mar	Apr	May	Jun
Assessments	\$14,091	\$13,070	\$7,700	\$510	\$4,860*			
ACC Fees	\$19,250	\$6,000	\$2,000	-	\$4,000			
Trailer Storage	\$1,235	\$1,100	\$100	\$500	\$400	\$100		
Total	\$34,576	\$20,170	\$9,800	\$1,010	\$9,260	\$100	\$0	

*2 haven't paid, 10% has been assessed

Account Balances

	2024 Beginning	2025 Beginning	Jan Ending	Feb Ending	Mar Ending	Apr as of 4/14	May Ending	Jun Ending
Checking	\$ 57,249	\$ 60,187	\$ 69,235	\$ 70,245	\$ 73,904	\$ 74,004		
Boardwalk Maint.	\$ 0	\$ 2,700	\$ 3,600	\$ 3,600	\$ 5,400			

Useable Checking: \$54,004 (minus ACC refund deposits, \$20,000)

- ACC refund deposits (\$20,000): Lanford Industrial Services (32/33); Novak (54); Mactaggart (18, 47, 50, 56, 135, 136, 137, 168).

Additional Revenue Anticipated:

- POA Assessments: \$374 (2 unpaid; except Thompson, lot 49)
- ACC Fees: \$13,350 (estimate 7 new builds at \$1,750)

Estimated Operating Budget for end of 2025:

- Checking: \$53,728
-- (useable + anticipated assessments & fees – est remaining 2025 expenses of \$14,000)
- STD: \$21,736 (note, this will vary depending upon when taxes paid to County)
(current balance – estimated remaining 2025 expenses of \$15,000)

Question from Janice: Has TruGreen serviced recently? Dave advised March. Will check billing.

C. ACC Status: ACC will provide.

1. Current number of homes under construction: (NOTE: 9 building, 45 Homes Built)
2. Three homes for sale: 137 Boardwalk (Lot 175), 145 Boardwalk (Lot 171), 230 Headwater Dr (Lot 55)
3. UPDATES: See ACC report

D. Maintenance and Grounds:

1. Boardwalk Area.

- a. Trex warranty: Request details regarding the warranty are provided. Need to discuss with Donald at the next meeting with him. STATUS: Donald will provide proof of purchase. Donald has not done so yet. Stated he would provide.
- b. Nancy Simpson noted 1 board is cracked. Referred to Donald for repair. Donald will repair.
- 2. Lower pond – beavers have covered drain plus they have taken several trees down. STATUS: Donald opened the drain. The cover still requires detailed cleaning.
- 3. Upper Pond Irrigation pump turned on/serviced. Donald cut a path. Dennis (irrigation specialist) gave impression that pump is not functional yet; Steve said that Dennis thought the pipe is cracked and needs to be replaced. Steve and Janice will speak with Dennis.
- 4. Need pathway to the lake pump. Donald made path.
- 5. Janice and team painted boards at gate. Thinks it will last a year but recommends that we replace with better material. Cracked glass replaced. Flowers planted at entrances. Thank you!

E. Old Business

- 1. Wine Walk – Date: March 22nd. DONE – Excellent turnout. Thanks to those who opened their homes.
- 2. Date for 2025 Annual Meeting: Aug 2nd 2025. Reservation confirmed.
Notifications Timeline
 - a. June 6: Send Official Notice of Annual Meeting. Includes invitation to apply for vacant Board positions; invitation to owners to add an agenda item.
 - b. June 20: Response from Board Candidates due.
 - c. June 27: Notice to eligible/approved Board Candidates requesting they provide their written input.
 - d. July 16: Board review/approve candidates.
 - e. July 26: Post the meeting agenda, briefing, and candidate input
 - f. Aug 2: Annual meeting: Lake Club House.
- 3. Maintenance and Grounds:
 - a. Pillars at entrance need to be repaired and painted. STATUS: Painted
 - b. Flowers Planted at front gate area and Stoney Point Road.
- 4. Board Meeting Notes available on the Newport web site.
- 5. David sent notice re: Flag program and has received several responses. Will follow up a few times. Steve will not be available to place flags. Judy volunteered to assist.
- 6. MCK/Donald proposal STATUS regarding the Common Areas:
 - Jane asked if Donald has a proposal with signatures by him and JC per last month's request. Donald advised he is not going to provide one until we have a discussion; it costs money. Provided documents/maps to address common areas. The desire is to come up with an agreement regarding mowing, maintenance, etc. Issue has been there has not been a decision regarding what are the designated common areas.
 - Steve advised it needs to be qualified by the County and incorporated. Nancy contributed that she spoke with Carol at the County and was advised that the document is a living document. The goal is that common ground does not disappear and stays in the plan. The only 2 that show are those that show on Headwater. Needs to be noted with County, Master Plan and GIS.
 - Donald: We cannot record because JC has not deeded it. All documents have been recorded already.
 - Question from Mike L.: If someone is hurt on a pond or common area, who gets sued? JC owns the area and would therefore be liable. The POA may be involved.

- Bob: Janice noted that the property owner on Newport does not own land next to pond but is required to keep the back of her yard safe. ACC needs to ensure that properties are built along property area and not in common area.
- Donald: the biggest common area issue is the Boardwalk.
- Donald: Brought up the issue re: the trailer storage. Donald said he some information and would provide the documents he has on the trailer storage area.
- Next step re: common area: 1) Board review documentation and respond to Donald. 2) Discuss with Carol Coleman, County Planner, re: designating areas as common and responsibility. Janice asked for specifics and who is ultimately responsible. Donald: cannot survey because MCK would be taxed. Per GIS, all areas fall under MCK.
- Nancy asked to provide her expertise and participate.
- Steve: we need to come to agreement with 20 ft property by the Boardwalk: ownership and responsibility.

F. New Business:

1. Ms. Simpson: Followed up with information re: documents and contacting Carol at the County.
 - Wants to present for sake of thought: 469 property (approx. 3 acres) and affects lots next to Simpson's and Bartley's. Also falls into the Newport PDD but different tax district. Potentially have 6 homes who would not pay into the tax district but part of the PDD. 2 governing documents. Nancy wants to know what is the plan and how to address with future owners.
 - Steve: need to address this, common area, etc., authority to maintain and control area via a Supplemental to Declaration.
 - Next steps: Donald, Carol and Board members meet with Carol to discuss process for addressing. (common area, property 469). Nancy to coordinate.
2. Mr. Lerner: Expectations re: maintenance area and Boardwalk. Placed string along Boardwalk to discourage geese; works. Rip rap needs to be checked;
 - Clean (pressure washer) at least 1x/year; check and replace boards. Also, area between homes and Boardwalk. Designated areas, rules for common area. Janice: if we can borrow water, then we can wash. Donald: recommend using a hydrant for water.
 - What is plan for property between homes and boardwalk? Donald will seed, straw and mow. As building continues, Donald will landscape.
3. The Board met with Olde Eight re: contributing to STD for Backwater Road (split the costs). David brought up options to pay. No resolution was provided. Leaders will discuss with other executives. Olde Eight was Invited to Annual meeting.

April Assignments:

Steve:

- Follow up with county re: county road

Donald:

- Provide Trex warranty information to Steve
- Provide trailer storage information to the Board.

Nancy:

- Coordinate meeting with Donald, Board member, Carol to review PDD

Board members:

- Review Town and County proposal

G. Open Discussion.

Termites at the front entrance pillars. Termite control can be purchased that will address concern.

H. Meeting adjourned at 9:51 am: Motion: Janice: 2nd: Judy.

I. Executive Session: 9:53 am

J. Next Meeting: 8:30; May 21 at TBD.

(June 18, July 16, Aug? (New Board Members—Usually held 3d Wednesday of the month. In order to get the new board set up recommend August 6th, the 1st Wednesday of August.)