

December POA Meeting Notes December 17, 2025

Meeting Called to order @ 8:35 a.m. by Judy Kirkpatrick

Present: Judy Kirkpatrick, Nancy Simpson, Lisa Meredith, David Tuterl, Janice White, Bob Simms and Donald MacTaggart.

November Board Minutes approved, Motion: Nancy and second by Janice

Nancy spoke of our new approach to meeting notes. 2 documents: Newport POA Meeting Notes published, & appendix for internal notes and assignments.

Financial Report (below as of 12/14/2025)

- In March the Fiber line/STD will say gate.
- Added a budget column.
- May get another legal bill for Dec.
- Checking Income, no more income anticipated for this yr.
- Boardwalk column added confusion. Chose to remove the funds to cover expenses of maintenance and repair loan payment as noted in November.

David to email Assessments:

- Beginning of January. Start w/email, to save postage by suggesting online payment.
- Will also share the trailer storage info as well.

Working Capital Fund:

- The Governing Docs Committee has informed the board that it had not been following "Article V" Section 5 which pertains to Working Capital.
- Article V Section 5. reads *At the time of the conveyance of each Lot, the subsequent owner shall deposit with the Association a sum of money equal to Five Hundred (\$500.00) Dollars, to establish a working capital fund to meet expenditures or purchase any additional equipment or services. The sum paid under this ARTICLE IV, Section 5., shall not be considered as advance payments of the General Assessment. This amount may be amended as set forth in this declaration.*
- Board made a motion and unanimously passed allowing this to take effect on January 1, 2026.

ACC Updates:

- Current homes under construction: 7
- Current homes for sale: 3
- Trash cans warnings have been sent.
- Protocol for guideline violations to be, Acc will send warning then Board will send fine.

Maintenance and Grounds:

Boardwalk Area

- Donald/Crew placed Rip Rap along boardwalk to minimize further erosion as needed and adding Quikrete to Rip Rap to decrease water erosion
- Board members agree that the Rip Rap Donald/Crew laid and packed looks good! Big Thank You to Donald/Crew!
- Pending, Donald/Tree Contractor to remove tree damaged by beaver as well as downed trees along boardwalk. (Donald agreed the one the beaver chewed will end up on boardwalk.)
- Donald/Crew to power wash boardwalk.
- Donald started deeding lots along boardwalk. Pending, Common Area Buffer to be deeded.

Common Area:

- Donald suggested to reach out to Dan Proctor to get a quote for surveying all common area marked on map provided by JC and to determine the process to prepare for deeding of common area.
- All Expenses associated with deeding of common area shall be shared equally between MCK and the NPOA per email dated 7/29/2025 from JC.

Elsewhere in Newport:

- It was decided to cancel Lawn Maintenance with Tru Green.
- Janice White & Pete Glabas have agreed to provide future Lawn Maintenance Service.
- Steve Masterson has volunteered to mulch around the Newport Monument at the entry off Stoney Point and Backwater Rd.

POA Old Business:

Trailer Storage agreement:

- Nancy prepared clean version and shared.
- Donald emailed JC to clarify the agreement to counter sign was emailed 11/17/25. (post meeting, agreement signed)

ACC Guidelines and filing:

- One last read would take place to assure the ACC Guidelines would cover the info needed to start and complete the build of a home, along with the final landscape plan. Once completed it would be filed sometime in January with the county. "ACC Guidelines is an Architecture Document only" New rules being added can only further explain what is already written in the DofC.
- Judy asked who all in favor of filing...all agreed.
- Judy and Lisa to file after the first of the year.

Dumpster on Portland Common Area:

- Donald offered to move dumpster on Portland common area to an empty site and rock a pad for the dumpster to set.
- ACC Bob/Grounds/ Janice to follow up on location of rock pad for dumpster placement with Donald and clean up common space area where dumpster had been sitting.

Pet Policy:

- Judy asked Nancy to get most recent version to David for him to place on web site.

Signs:

- Move sign at end of Kayak "Dead end road no turn around"

QR code:

- Janice reaching out to Tommy Constal to get a QR-Code sign to inform people of the Newport website.
- Meeting adjourned at 11:45 a.m., Judy made motion, David second.
- Next Meeting: (Jan. 21st, location TBD)

Financial Report (as of 12/14/2025)

STD Expenses

Item	2024 Total	2025 Budget	2025 Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Backwater	\$23,036	\$23,036	\$23,036	\$23,036	-	-	-	-	-	-	-	-	-	-	-
Boardwalk	\$10,000	\$15,000	\$15,000	\$15,000	-	-	-	-	-	-	-	-	-	-	-
Gate	\$12,000	\$10,000	\$0	-	-	-	-	-	-	-	-	-	-	-	-
Duke	\$8,961	\$9,500	\$9,244.20	\$783.66	\$809.54	\$809.74	\$809.59	\$852.59	\$872.81	\$863.51	\$871.96	\$867.49	\$868.31	\$835.00	
CPW	\$841	\$900	\$1,093.11	\$92.46	\$96.54	\$88.97	\$86.86	\$89.94	\$100.90	\$83.69	\$89.01	\$89.68	\$86.91	\$82.82	\$105.33
Mowing	\$6,720	\$7,000	\$7,550.00	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$750	\$800	\$800	\$800
TruGreen	\$320	\$700	\$451.94	\$56.92		\$56.92	\$56.92		\$56.92	\$56.92		\$110.42			\$56.92
Maintenance	\$0	\$1,500	\$475.71			\$305.71								\$170.00	
Insurance	\$0	\$3,000	\$2,344.00										\$2,344.00		
Contingency		\$2,000													
County Fee	\$700	\$700		\$700.00											
Total	\$62,578	\$73,336	\$59,195	\$40,219	\$1,456	\$1,811	\$1,503	\$1,493	\$1,581	\$1,554	\$1,511	\$1,818	\$4,099	\$1,888	\$962
STD Est. Balance	\$16,214		\$26,745	\$40,003	\$38,547	\$39,553	\$38,050	\$36,557	\$38,576	\$37,022	\$35,511	\$33,694	\$29,595	\$27,707	\$26,745

Boardwalk: Total Loan: \$277,000; Paid: \$164,250; Owe: \$112,750 (approx. 7 yrs remaining)

- Note: Credit toward Boardwalk repair: \$19,250 (Lot 38, 46, 47, 50, 56, 61, 135, 136, 137, 138, 168)

Checking Expenses

Item	2024 Total	2025 Budget	2025 Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Admin	\$2,313	\$2,500	2,215.13	581.61	-	76.35		510.00	157.01	424.05	60.24			275.88	129.99
Landscape	\$119	\$500	125.00	-	-	125.00									
Maintenance	\$604	\$1,000	2,450.62	-	-	-	199.62					2,251.00			
Insurance	\$3,055	\$0	0.00	-	-	-									
Legal	\$10,705	\$12,000	10,561.50	-	-	-			385.00	2,895.00		5,220.90	400.00	1,660.60	
Total	\$16,796	16,000	15,352	582	0	201	200	510	542	3,319	60	7,472	400	1,936	130

Checking Income

Item	2024 Total	2025 Est Income	2025 Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Assessments	\$14,091	\$13,920	\$13,444	\$7,700	\$510	\$4,860			\$187	\$187					
ACC Fees	\$19,250	\$15,750	\$17,500	\$2,000	-	\$4,000		\$3,750		\$2,000			\$5,750		
Trailer Storage	\$1,235	\$1,300	\$1,500	\$100	\$500	\$400	\$300			\$100		\$100			
Total	\$34,576	\$30,970	\$32,444	\$9,800	\$1,010	\$9,260	\$300	\$3,750	\$187	\$2,287	\$0	\$100	\$5,750	\$0	\$0

Account Balances

	2024 Beginning	2025 Beginning	Jan Ending	Feb Ending	Mar Ending	Apr Ending	May Ending	Jun Ending	Jul Ending	Aug Ending	Sep Ending	Oct Ending	Nov Ending	Dec as of 11/14
Checking	\$ 57,249	\$ 61,187	\$ 69,235	\$ 70,245	\$ 73,904	\$ 74,004	\$ 77,244	\$ 76,889	\$ 75,846	\$ 75,786	\$ 56,414	\$ 63,264	\$ 61,328	\$ 61,198
Brdwalk Maint.	\$ 0	\$ 2,700	\$ 3,600	\$ 3,600	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 3,900*	\$ 0**

*Boardwalk Insurance for 2024 & 2025: \$1,500 (subtracted from running total)

**Boardwalk Payment of Debt and Rip Rap: \$3,900

Useable Checking: \$45,198 (minus ACC refund deposits, \$16,000)

- ACC refund deposits (\$16,000): Novak (54); Glabas (17); Mactaggart (29, 47, 50, 56, 61, 138).

Additional Revenue Anticipated:

- POA Assessments: \$0 (0 unpaid; except Thompson, lot 49)
- ACC Fees: \$0 (estimate 0 new build at \$1,750)

Estimated Operating Budget for end of 2025:

- Checking: \$44,198
-- (useable + anticipated assessments & fees – est remaining 2025 expenses of \$1,000)
- STD: \$25,895 (note, this will vary depending upon when taxes paid to County)
(current balance – estimated remaining 2025 expenses of \$850)