

Junaluska Assembly Community Council Meeting Minutes

June 13, 2023

Meeting held hybrid in Person at Gaines Meeting Room and via Zoom due to social-distancing observed.

In attendance: David Hanson, Ed LaFontaine, Chuck Lipp Gary Keckley, Hardy Tippett

Staff: Dave Nicholson, Pam James

Call to order: Ed LaFontaine called the meeting to order at 4:00 pm

Opening Prayer: Ed LaFontaine led the opening prayer.

Approval of Agenda: David Hanson made motion Chuck Lipp seconded. Approved June 2023 Agenda by common consent.

Approval of Minutes: Hardy Tippett made a motion to approve the minutes, Chuck Lipp seconded. Approved May 2023 minutes by common consent.

Director's Report: Dave Nicholson

- Key metrics reviewed. Collecting 2023 Service Charge reviewed we are ahead of 2022.
- Non-Revenue water percentage is down but the volume is up because of more usage. Resulted with a negative cash flow of \$31K leak and coupled with not getting the pass-through increase in on time of Town of Waynesville billing. We are going to be asking for another rate increase from NCUC due to increase from Town of Waynesville and asking if we can recover loss on months that are not available.
- Security reviewed. Busier time of year. More residential calls more medical calls. Example of some of the reports: someone trip and fall or a tree falls on a home.
- Financial Update reviewed for service charge. Culverts, guardrail, security vehicle and small paving projects. We just bought a skid steer.
- Water / Sewer Governed by NCUC. We sold less water but we also spent less. Spend a little over \$200,000 for capital improvements per year as directed by the NCUC.

Current Topics: reviewed.

- Water leak repairs on Chapel Dr, Memory Lane, Behind Apartments A/B, Oxford Rd
- Town of Waynesville upcoming Rate Increase 7% water & 10% Sewer
- New Fire Hydrant at the intersection Fairway Hills and Golf Course Rd completed soon.
- Traffic light at the Main Gate –possibly Winter / Lighted Cross Walk Holston Village & Golf Course July/August 2023 Mike Huber is working with Teague Engineering
- Speed detection sign in office for S Lakeshore. Hardy asked about speed sign at the beginning of Lake Entrance.
- Pavement patching throughout the Lake Grounds. Please let us know if you see something that needs attention.
- Asset and Inventory Assessment Grant –is underway
- Speed Detection Sign for South Lakeshore arrived broken. New one on Way

Junaluska Assembly Community Council Meeting Minutes

June 13, 2023

Meeting held hybrid in Person at Gaines Meeting Room and via Zoom due to social-distancing observed.

In attendance: David Hanson, Ed LaFontaine, Chuck Lipp Gary Keckley, Hardy Tippett

Staff: Dave Nicholson, Pam James

Call to order: Ed LaFontaine called the meeting to order at 4:00 pm

Opening Prayer: Ed LaFontaine led the opening prayer.

Approval of Agenda: David Hanson made motion Chuck Lipp seconded. Approved June 2023 Agenda by common consent.

Approval of Minutes: Hardy Tippett made a motion to approve the minutes, Chuck Lipp seconded. Approved May 2023 minutes by common consent.

Director's Report: Dave Nicholson

- Key metrics reviewed. Collecting 2023 Service Charge reviewed we are ahead of 2022.
- Non-Revenue water percentage is down but the volume is up because of more usage. Resulted with a negative cash flow of \$31K leak and coupled with not getting the pass-through increase in on time of Town of Waynesville billing. We are going to be asking for another rate increase from NCUC due to increase from Town of Waynesville and asking if we can recover loss on months that are not available.
- Security reviewed. Busier time of year. More residential calls more medical calls. Example of some of the reports: someone trip and fall or a tree falls on a home.
- Financial Update reviewed for service charge. Culverts, guardrail, security vehicle and small paving projects. We just bought a skid steer.
- Water / Sewer Governed by NCUC. We sold less water but we also spent less. Spend a little over \$200,000 for capital improvements per year as directed by the NCUC.

Current Topics: reviewed.

- Water leak repairs on Chapel Dr, Memory Lane, Behind Apartments A/B, Oxford Rd
- Town of Waynesville upcoming Rate Increase 7% water & 10% Sewer
- New Fire Hydrant at the intersection Fairway Hills and Golf Course Rd completed soon.
- Traffic light at the Main Gate –possibly Winter / Lighted Cross Walk Holston Village & Golf Course July/August 2023 Mike Huber is working with Teague Engineering
- Speed detection sign in office for S Lakeshore. Hardy asked about speed sign at the beginning of Lake Entrance.
- Pavement patching throughout the Lake Grounds. Please let us know if you see something that needs attention.
- Asset and Inventory Assessment Grant –is underway
- Speed Detection Sign for South Lakeshore arrived broken. New one on Way

- LED Street Lights replacement lower utility costs. A little over 200 street lights. Changing to an LED light saves approx. 8.5% drop in electricity usage.

Paving Plan: Reviewed –2023

- Branscomb – completed.
- North Lakeshore-completed
- Shackford Hall-Completed
- Kilgore-Utility related
- Holston Village-Utility related
- Stuart Circle have to do some drainage work
- Charles Wesley Rd
- Weldon Way

Capital Improvement Plan: Could change upon CDC findings or emergent needs arising.

- Chapel Drive Water Line Replacement Emergent
- Meter Replacement Program
- Last section of Holston Village Road
- Membrane on Reservoir low priority
- N Lakeshore-water and sewer lines
- Kilgore to County Sewer line
- White dogwood old line and undersized may have to move to 2024
- Fire Hydrant & Valve Replacement
- Skid steer replaced

NCDOT bridge replacement may start in Spring 2024, will probably no impact until 2025

Call Us if You Need Us!

- And Limb pickup-15 minute rule- a charge maybe applied if it takes 2 guys more than 15 minutes to pick up leaves and limbs. This is on website and we will place on next utility bill.
- Notice to proceed needed for construction on home. Comes from Public Works office then to Haywood County permitting.
- Add your home to the Security Checklist
- Add yourself to the alert list. [www.lakejunaluskacommunity .com](http://www.lakejunaluskacommunity.com)

Questions: Crosswalk at the red light. Different configuration have been look at. Not enough real estate to come up with a better plan at this time.

Fire Hydrant maps is available at Public Works Office. Waynesville fire department have online maps of where fire hydrants are located

New Business: None

Open Forum: No July meeting. A party will be planned for Dave from the community.

Ken and 1 person from JACC and 1 from LJAPOO will participate in the interviews

Commend Fred Edwards for the condition of the Golf Course.

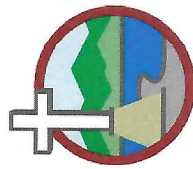
Sidewalk from campground to golf course. Checking about mowing it at this time.

Meeting adjourned at 4:53 pm.

Respectfully submitted, Pam James, Recording Secretary

Junaluska Assembly Community Council

August 2023

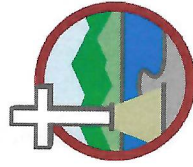


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Agenda

- **Opening Prayer**
- **Approval of Agenda**
- **Approval of Previous Minutes**
- **New JACC member appointee**
- **Introduction of Carroll Woody, Jr**
- **Public Works Director Report**
 - APW Metrics
 - Water Loss
 - APW Financial Summary
 - Current Topics
 - Capital Improvement Plans
 - NCDOT Bridge Project update
- **New Business**
- **Open Forum** – Items from community members or councilpersons.
- **Adjournment**

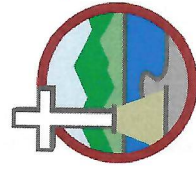


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Director's Report - Metrics

Item	May 2023	June 2023	July 2023	
Service Charges				
Total Amount Billed	2023 SC bill \$1,174,394	2023 SC bill \$1,174,394	2023 SC bill \$1,174,394	\$ Less than Prev Mo \$16,407
2023-Balance Owed	\$163,976	\$145,721	\$129,314	81 (9 Less)
2022 -Balance Owed	\$17,318	\$16,454	\$16,380	21 accts(2 less)
2021- Balance Owed	\$8,342	\$8,342	\$7,473	8 accts (2 less)
2020- Balance Owed	\$12,446	\$12,346	\$11,642	12 accts (1 less)
2019- Balance Owed	\$7,473	\$7,473	\$7,473	10 accts (0 less)
2018-2017 Balance Owed	\$11,293	\$11,293	\$11,293	6 peo (0 less)
2016-2013 Balance Owed	\$10,989	\$10,989	\$10,989	4 peo (0 less)
Total in Collections	\$231,640	\$212,617	\$194,564	
Water/Sewer - Non-Revenue Water				
Current Month				
-Volume in cu.ft.	136,317	95,594	84,344	Quarterly Average Cubic Feet 105,418
-Cost of NRW	\$8,111	\$5,688	\$5,018	6,272
12 Month Rolling Average				
Percentage of NRW-By Month	23.48%	15.85%	13.48%	17.60%
-Average NRW in cu.ft.	225,972	209,702	197,602	211,092
-Yearly Cost of NRW	\$161,344	\$176,685	\$182,550	\$173,526
Security				
Incidents				Quarterly Average
-Residential	36	36	40	Cubic Feet 788,527
-Lake Assembly	233	221	201	Gallons 1,578,968
-Outside/Other	21	21	16	
Reports Typed	20	22	27	
Patrol Miles Driven	3,692	3,296	3,558	
Total House Checks	285	90	336	

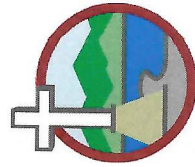
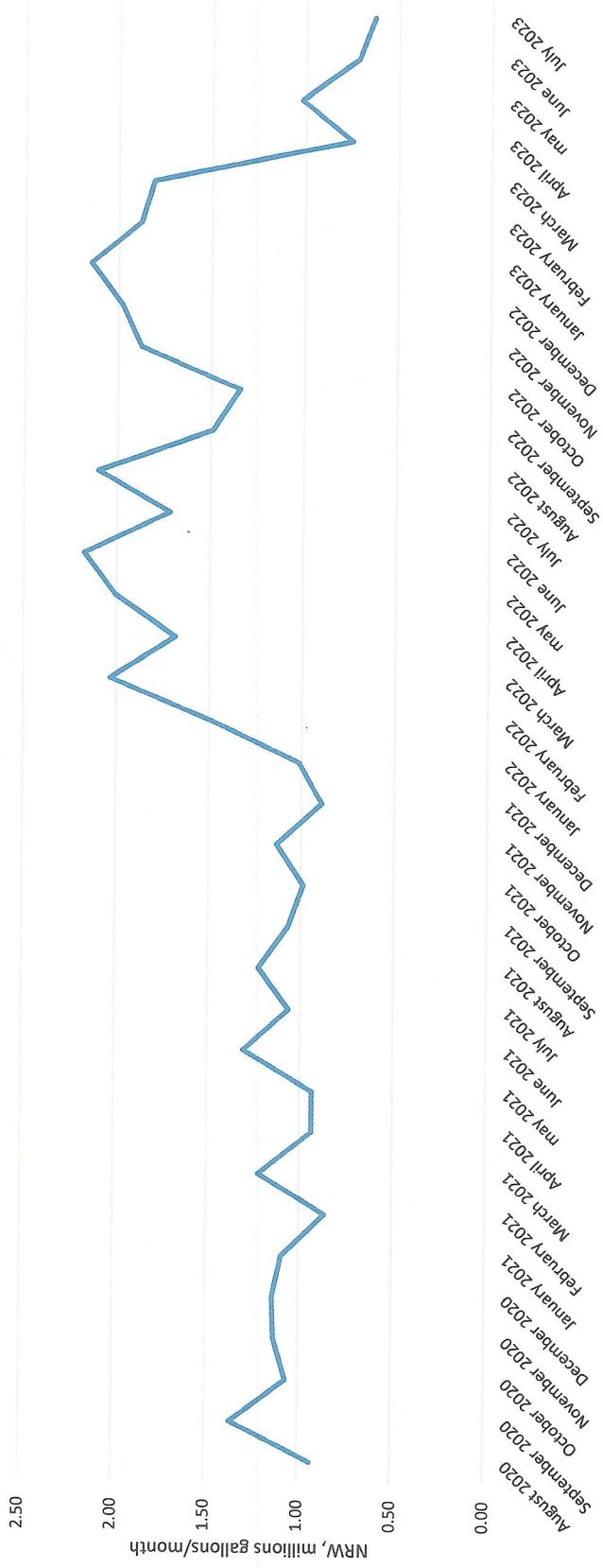


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Water Loss Graphic

Monthly NRW LJA APW, millions gallons

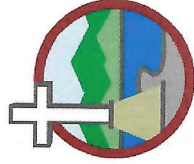


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Current Issues

- **Water leak repairs:**
 - No water leak repairs in July
 - Analog meters replaced this month: 6
- **Town of Waynesville – upcoming rate Increases**
 - 7% Water & 10% Sewer
 - Pass-Through Request is at NCUC
- **New fire hydrant** at the intersection Fairway Hills & Golf Course Road - **Soon**
- **Speed Detection Signs** on South Lakeshore. **August!**
- **Final Speed Hump on South Lakeshore should be installed by Frost Paving**



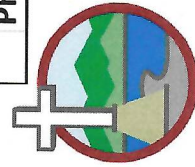
Lake Junaluska.

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Financial Update

January - June 2023

	Budget	Actual	Variance
Water and Sewer Funds			
Operational Revenues	\$ 428,897	\$ 425,165	\$ (3,731)
Water	\$ 202,656	\$ 186,397	\$ (16,258)
Sewer	\$ 221,695	\$ 234,222	\$ 12,527
LJA reimbursement	\$ 4,546	\$ 4,546	\$ -
Operational Expenses	\$ 381,544	\$ 362,655	\$ 18,889
Operations	\$ 381,544	\$ 362,655	\$ 18,889
Operational Cash Flow Balance	\$ 47,353	\$ 62,511	\$ 15,158
PRELIMINARY			
Net Reserves Beginning Balance	\$	\$ 196,822	
Capital Assessments	\$ 103,638	\$ 103,283	\$ (355)
CI Assessment Water	\$ 52,161	\$ 51,916	\$ (245)
CI Assessment Sewer	\$ 51,477	\$ 51,367	\$ (110)
Capital Expenses 2023			
CI Assessment Water	\$	\$ 25,272	
CI Assessment Sewer	\$	\$ 105	
Projected Reserves Balance 06/30/2023		\$ 337,239	



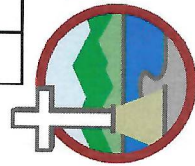
Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Financial Update

January – June 2023

Other APW Funds	Budget	Actual	Variance
Revenues	\$ 605,797	\$ 616,682	\$ 10,885
Bulk Green Waste	\$ 1,696	\$ 1,938	\$ 242
Solid Waste	\$ 72,216	\$ 72,326	\$ 110
Service Fees	\$ 531,885	\$ 542,418	\$ 10,533
Expenses	\$ 524,008	\$ 466,677	\$ 57,331
Solid Waste	\$ 84,252	\$ 80,398	\$ 3,854
Bulk Green Waste	\$ 89,891	\$ 59,190	\$ 30,701
Streets	\$ 83,721	\$ 90,229	\$ (6,508)
Administration	\$ 123,400	\$ 100,702	\$ 22,697
Security	\$ 142,744	\$ 136,158	\$ 6,586
Operations Balance	\$ 81,789	\$ 150,005	\$ 68,216
PRELIMINARY		\$ 562,107	
Net Reserves Beginning Balance		\$ 297,286	
Capital Expenses 2023		\$ 414,826	
Projected Reserves Balance 06/30/2023			

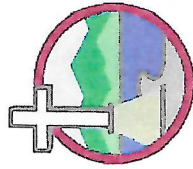


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

2023 Paving Plan

- Branscomb Drive – Completed May 18, 2023
- North Lakeshore – Completed April 2023
- Shackford Hall Road – Completed April, 2023
- Holston Village Road – Utility related
- Kilgore Road – Utility related
- Stuart Circle
- Charles Wesley Road
- Weldon Way

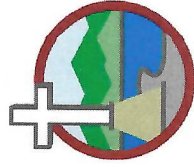


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Current Pavement Patching List

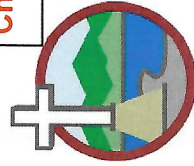
- Oxford Road - Utility Patch
- South Lakeshore at Harmon – Road edge deterioration
- Ponder Lane – two patch areas
- Kammerer – Major road edge deterioration
- Anne Street – Road edge deterioration
- Junaluska Lodge – Driveway Aprons (Conference Ctr \$)



Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

Utility Capital Improvement Plan 2023			
Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Meter Replacement Program (IN-PROGRESS)	\$10,000	\$10,000	0
Holston Village Road (water line replacement)	\$55,000	\$25,000	\$30,000
Reservoir roof membrane replacement (Bid Received)	\$22,000	\$22,000	0
North Lakeshore Drive (water line/valves, sewer line)	\$100,000	\$60,000	\$40,000
Kilgore-County Road (sewer line)	\$75,000	\$65,000	\$10,000
White Dogwood (Water line replacement)	\$50,000	\$40,000	\$10,000
Fire Hydrant & Valve Replacements	\$10,000	\$10,000	
Water System / Reservoir Study (Estimated start date: March)	\$150,000	\$150,000	0
Total	\$472,000	\$382,000	\$90,000
Chapel Drive (Water Line Replacement)	Emergent Requirement	Awaiting Cost Estimate	

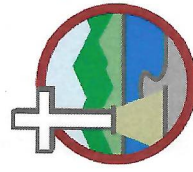
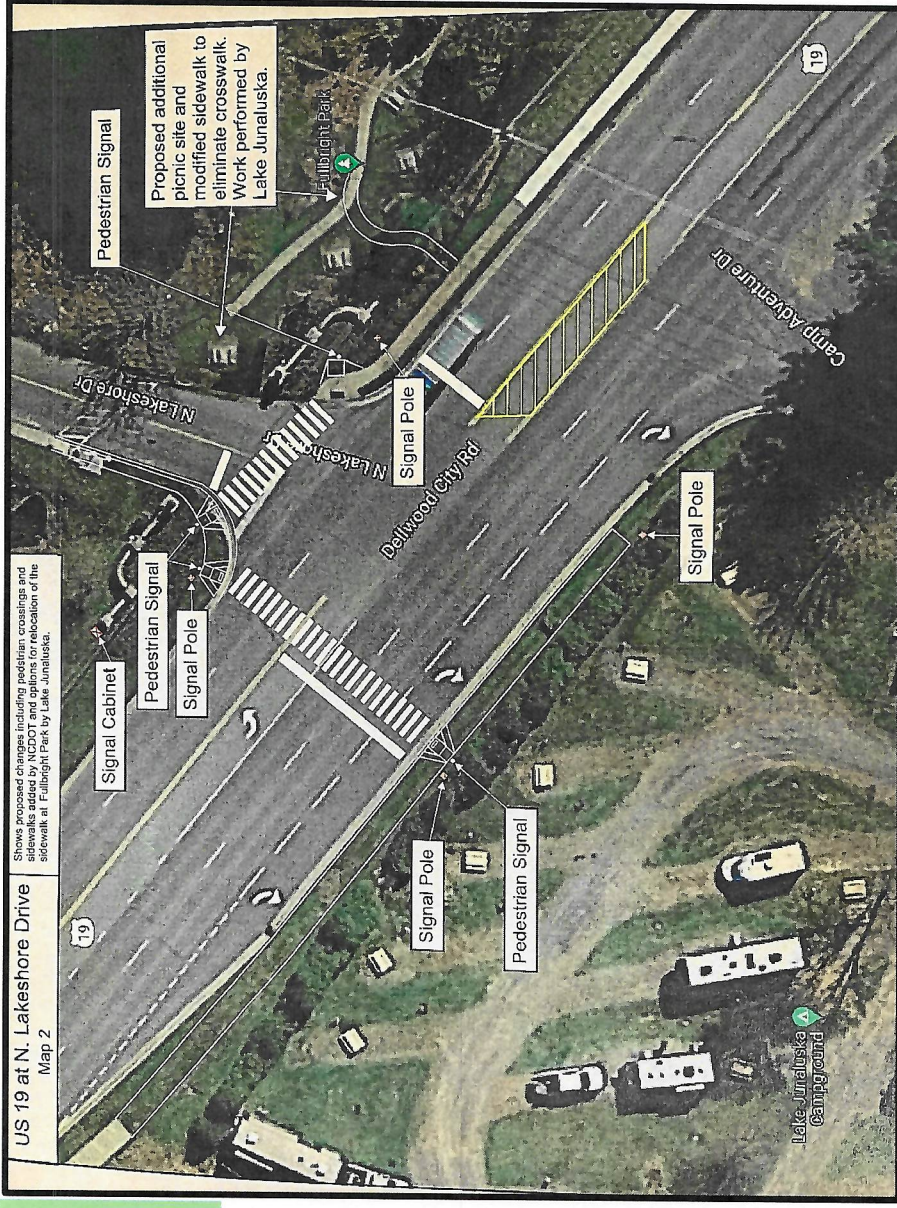


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

NCDOT Main Entrance Traffic Lights – Pedestrian Crossing

- Briefed to Funding Board this month (June 2023)
- Tentative Start Date Early 2024

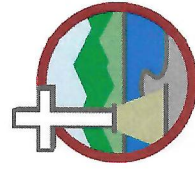
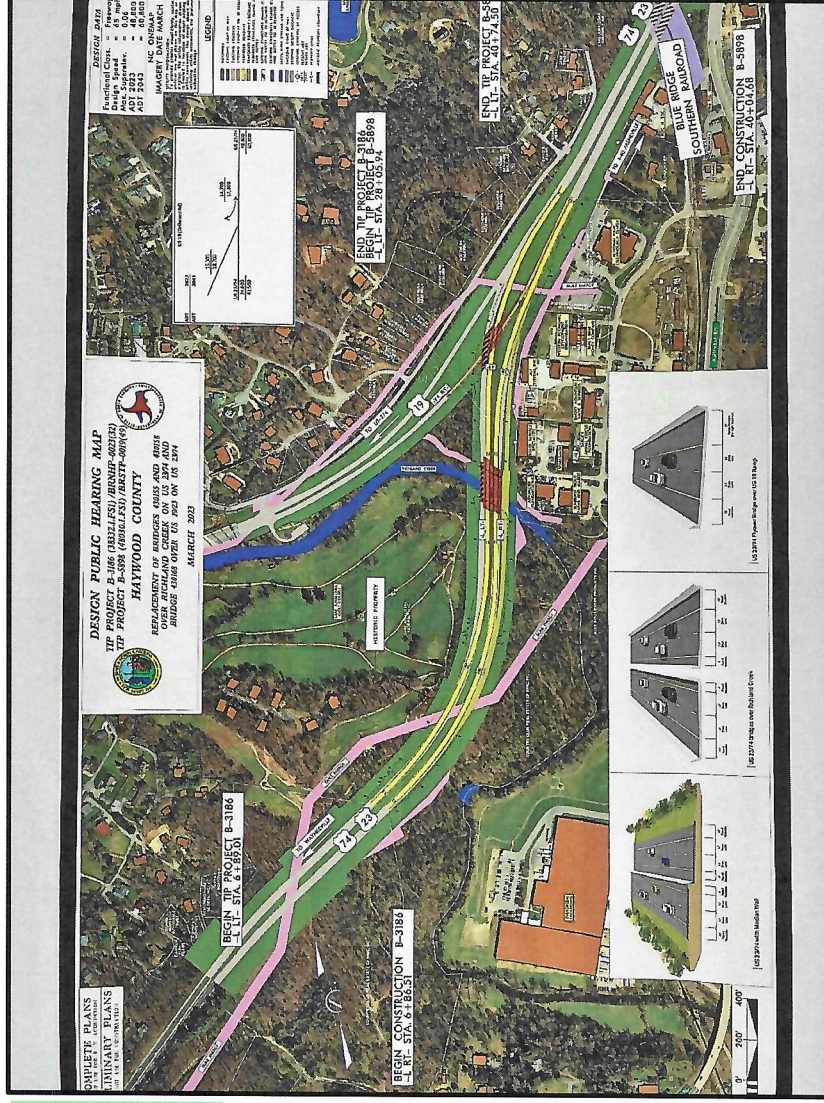


Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

NCDOT Bridge Replacement Project

- Contract Let Date: December 2023
- Work Estimated Start Date: Spring 2024
- 1st Phase will be the Temporary Road/Bridge near the Industrial Park side
- Possible Hwy 19 Eastbound closure for 1 month in 2025
- Phasing of the project will be up to the selected contract



Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.

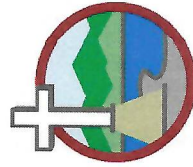
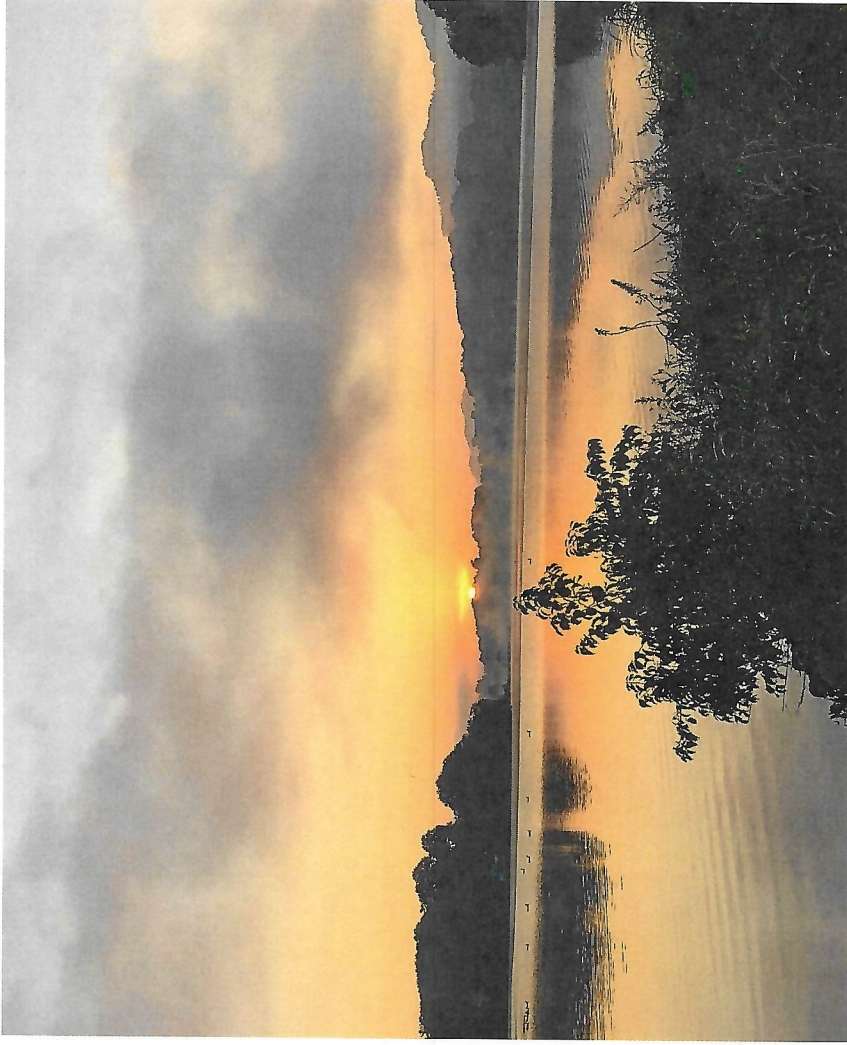
Call us if you need us!

Office: 828-452-5911

Security: 828-734-5575

PW On-Call: Call Security

www.lakejunaluskacommunity.com



Lake Junaluska

A place of Christian hospitality where lives are transformed through renewal of soul, mind and body.