

# Junaluska Assembly Community Council Meeting Minutes

January 14, 2025

*Meeting held hybrid in Person at Gaines Meeting Room and via Zoom.*

**In attendance:** David Hanson, Hardy Tippett, Suzanne Crites, Frank Dunnewind, Grace Gattis

**Staff:** Carroll Woody, Pam James

**Call to order:** David Hanson called the meeting to order at 4:00 pm.

**Opening Prayer:** David Hanson led the opening prayer.

**Approval of Agenda:** Frank Dunnewind made motion Grace Gattis second

**Approval of Minutes:** Hardy Tippett made the motion Suzanne Crites second. Approved November 2024 minutes by common consent.

**Director's Report:** Carroll Woody Jr

## Water Infrastructure Plan 2025

- We are receiving the final report from CDC on our water system to begin our preliminary look at cost to upgrade the system.
- Consist of water storage tank, backup generators, waterline replacement for some main roads like South Lakeshore, County road, the line from pumps to storage tank
- Identified hydrant needs to meet fire code & repairs/replace
- Water mainline and flow needs for looping water system

## Current Topics

- 6" waterline repair @ 2061 S. Lakeshore Dr.
- Service line & mainline leak 15 Satterwaite Dr. (Lead service removed)
- Water service repair on Francis Asbury Rd.
- Two sewer truck tanker fill up for sewer flushing
- Cleaned storm water drains South & North Lakeshore
- Replaced several joints of sidewalk on Memory Lane
- Continuing leaf pick up (1 week after ice thaws)
- Continue to clean out lake booms as needed

## Update on Dam

- Wash out on the slope from the north side but no structural damage
- No visual changes in the condition of the dam & concrete buttresses, spillway slab, steel beams that support vehicle and walkway
- All structural elements are functional and adequate for safe operation of the dam & bridge
- Rework gates – engineers to design( hopefully begin design February)
- Spillway capacity control greater volumes of water – new study  
The buttresses will need to be reinforced for stabilization
- **Key metrics reviewed.**
  - **Service Charge** \$424,802. We continue to collect on past accounts. Residents have really paid early this year.
  - **Non-Revenue water percentage**- Gone back to 18.58% in December.
  - **Meters** on Hand 35. Meters replaced 9. Meters to be replaced 32.
  - **Security reviewed.** House checks are around 435. Security does house checks when you are away from home. Also lockboxes on home are handled by security.
  - **Financial Update** reviewed for service charge. Reserve balance \$412,648. Still waiting on the bill from the guard rails.
  - **Water / Sewer Financial**- We are at \$341,554 to the good.

### **Capital Improvement Plan 2024-2025**

- Reservoir Roof Membrane
- Backup power for water and sewer pump station
- Jetter Truck on order multifunctional for sewer lines and for drains
- Need New Service Truck and New Dump Truck

### **NCDOT Closing on ramp Hwy 74 January 20-24**

**NCDOT bridge replacement:** Junior is attending the monthly meetings.

**NCDOT Main Entrance Traffic Lights-Pedestrian** No changes on the status at this time.

**Pedestrian Crossings** at Golf Course & Holston Village Roads Jr is working with a new contact at DOT  
**NC DOT Russ Avenue** Buchannan construction

### **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)
- We have Online Bill Pay, ACH, accept checks and walk-ins are Welcome!

**Hardy Tippett made motion Suzanne Crites second adjourned at 4:38pm.**

Respectfully submitted, Pam James, Recording Secretary

# Junaluska Community Council

February 11, 2025



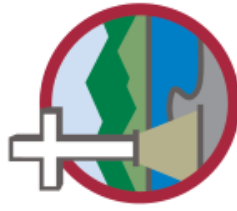
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# Agenda

- **Opening Prayer**
- **Approval of Agenda**
- **Approval of Previous Minutes**
- **New Business-**
- **Public Works Director Report**
  - CDC 10-20 year Water Infrastructure plan
  - Update on Dam
  - APW Metrics
  - Water Loss (Graph)
  - Current Topics
  - APW Financial Summaries
  - Utility & Capital Improvement Plans (2025-2026)
  - NCDOT Project update (2025-2026)
- **Open Forum** – Items from community members or councilpersons.
- **Adjournment**



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# Water Infrastructure Plan 2025

Civil Design Concepts provided guidance to achieve key project objectives, including developing an accurate GIS map of water facilities, building a hydraulic model to identify pressure zones and prioritize system upgrades

We are also establishing a 10-20 year Capital Improvement Plan (CIP) to guide future investments.

Our team also assessed current and projected costs to improve system reliability and evaluated the existing tank for repair while considering alternative storage tank locations.

By achieving these objectives, Lake Junaluska Assembly will position itself to secure additional funding for implementing system improvements, ensuring the long-term reliability and efficiency of its water infrastructure.



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# Water Infrastructure Plan 2025

## Relevant Utility Issues:

- The age and material composition of pipes, leading to pressure stabilization challenges.
- Storage tank age and deterioration
- Insufficient hydrant coverage and pressure at fire hydrants.
- Incomplete mapping of the system and lack of hydraulic modeling.
- A missing backup generator for the booster pump station.
- The AIA grant aims to address these challenges by creating a foundation for strategic upgrades and ensuring the system meets current and future demands.



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# Water Infrastructure Plan 2025

## List of Significant Facilities

- 107,935 lf of waterline various sizes from 1" -8"
- 200,000 Gallon Storage Tank
- Pump House
- 55 Fire Hydrants
- Valves



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# Water Infrastructure Plan 2025

## Project Objectives:

- Develop an accurate GIS map of the water facilities.
- Build a hydraulic model to identify pressure zones and prioritize system upgrades.
- Assess current and projected costs to improve overall system reliability.
- Evaluate the existing tank for repair and consider alternative storage tank locations.



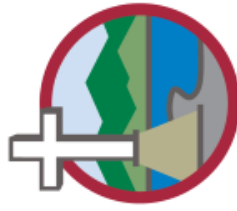
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# Current Topics

- Waterline leak in Tri-Vista
- Continuing leaf pick up
- Continue to clean out lake booms as needed
- Sewer leak 494 Oxford road (Resident)
- North Lakeshore sewer main
- Lock boxes for residents (\$10.00)
- Brian Aldridge retired

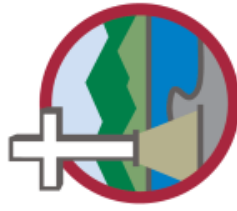


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# Update on Dam

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- All structural elements are functional and adequate for safe operation of the Dam & Bridge(Stone &rock)
- Rework or replacement of gates – Engineers to design(meeting February 27<sup>th</sup>)
- Spillway capacity control greater volumes of water – new study



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# Director's Report - Metrics

## Assembly Public Works Director's Report - Metrics

Item	Nov 2024	Dec 2024	Jan 2025	\$ Less than # Accts/People Less
<b>Service Charges</b>	<b>2024 SC bill</b>	<b>2024 SC bill</b>	<b>2024 SC bill</b>	
Total Amount Billed	\$1,302,324	\$1,190,694	\$1,190,694	645 acct (373 less)
2025 Balance Owed	\$1,295,324	\$870,522	\$366,572	37 acct (12 LESS)
2024-Balance Owed	\$41,244	\$33,034	\$26,999	13 accts (0 less)
2023 -Balance Owed	\$17,571	\$15,211	\$15,211	10 accts (0 less)
2022- Balance Owed	\$9,820	\$9,820	\$9,820	4 accts (0 less)
2021- Balance Owed	\$5,166	\$5,166	\$5,166	6 accts (1 less)
2020- Balance Owed	\$6,100	\$6,100	\$6,100	5 peo (0 less)
2019-2013 Balance Owed	\$21,602	\$21,602	\$21,602	
Total in Collections	\$165,431	\$961,456	\$451,470	
<b>Water/Sewer - Non-Revenue Wat</b>				
Current Month				<b>Quarterly Average</b>
-Volume in cu.ft.	81,418	107,089	78,523	<b>Cubic Feet</b>
-Cost of NRW	\$4,844	\$6,327	\$5,499	89,010
12 Month Rolling Average				\$5,557
Percentage of NRW-By Month	17.38%	18.58%	17.17%	17.71%
-Average NRW in cu.ft.	105,123	107,059	103,458	105,213
-Yearly Cost of NRW	\$6,911	\$7,288	\$5,499	\$6,566
** Meters on Hand-45	Mtrs placed-5	Mtrs placed-9	Mtrs Placed-0	Mtr to Rep1 32
<b>Security</b>				<b>Quarterly Average</b>
Incidents				
-Residential	21	25	17	21
-Lake Assembly	59	46	23	43
-Outside/Other	3	1	2	2
Reports Typed	64	68	63	65
Patrol Miles Driven	4,236	6,731	5,220	5,396
Total House Checks	421	435	390	

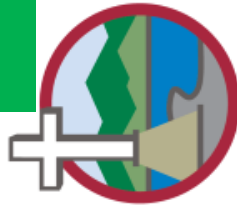
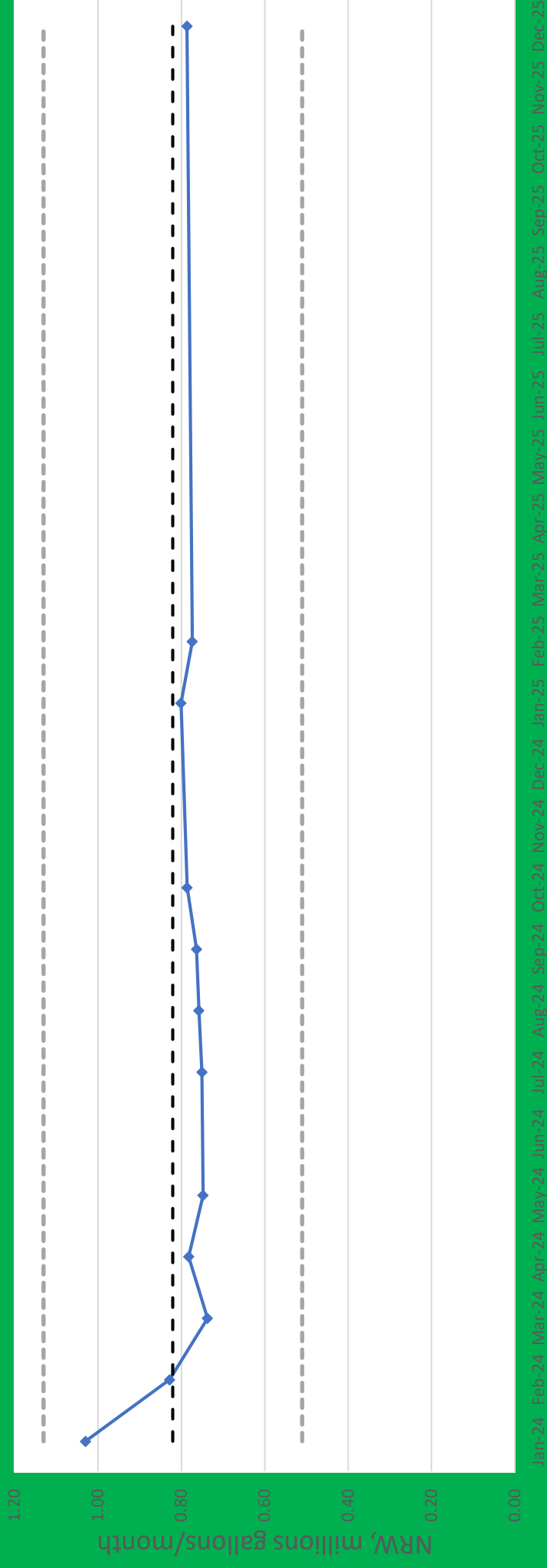


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# Water Loss Graphic

Monthly NRW LJA APW, million gallons



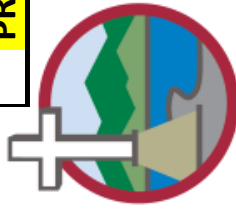
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# Financial Update

Feb 2025

	Budget	Actual	Variance
<b>Water and Sewer Funds</b>			
<b>Operational Revenues</b>	<b>\$ 1,010,051</b>	<b>\$ 993,641</b>	<b>\$ (16,410)</b>
Water	\$ 393,926	\$ 390,721	\$ (3,204)
Sewer	\$ 607,471	\$ 499,706	\$ (107,765)
LJA reimbursement	\$ 8,655	\$ 8,655	\$ -
AIA Grant Reimbursements		\$ 94,559	\$ 94,559
<b>Operational Expenses</b>	<b>\$ 731,778</b>	<b>\$ 889,249</b>	<b>\$ (157,471)</b>
Operations	\$ 731,778	\$ 777,319	\$ (45,541)
AIA Grant Expenditures		\$ 111,929	\$ (111,929)
<b>Operational Cash Flow Balance</b>	<b>\$ 278,273</b>	<b>\$ 104,392</b>	<b>\$ (173,881)</b>
<b>Reserves Balance 12/31/2023</b>		<b>\$ 222,790</b>	
<b>Net Reserves Beginning Balance</b>			
<b>Capital Assessments</b>	<b>\$ 190,004</b>	<b>\$ 190,111</b>	<b>\$ 107</b>
CI Assessment Water	\$ 95,629	\$ 95,235	\$ (393)
CI Assessment Sewer	\$ 94,375	\$ 94,876	\$ 500
<b>Capital Expenses 2024</b>	<b>\$ 207,277</b>	<b>\$ 175,739</b>	
CI Assessment Water	\$ 104,322	\$ 83,056	\$ (21,266)
CI Assessment Sewer	\$ 102,955	\$ 92,683	\$ (10,272)
<b>PRELIMINARY Reserves Balance 12/31/2024</b>		<b>\$ 341,554</b>	



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# Financial Update

Jan 2025

	Budget	Actual	Variance
<b>Service charges &amp; Construction fees</b>			
<b>Revenues</b>	<b>\$ 1,124,218</b>	<b>\$ 1,143,689</b>	<b>\$ 19,471</b>
Bulk Green Waste	\$ 3,109	\$ 3,109	\$ 0
Solid Waste	\$ 136,224	\$ 136,833	\$ 609
Service Fees	\$ 984,885	\$ 1,003,747	\$ 18,862
<b>Expenses</b>	<b>\$ 905,710</b>	<b>\$ 897,098</b>	<b>\$ 8,612</b>
Solid Waste	\$ 136,224	\$ 153,751	\$ (17,527)
Bulk Green Waste	\$ 134,799	\$ 144,469	\$ (9,670)
Streets	\$ 177,483	\$ 159,362	\$ 18,121
Administration	\$ 184,024	\$ 184,501	\$ (476)
Security	\$ 273,179	\$ 255,016	\$ 18,163
<b>Operations Balance</b>	<b>\$ 218,508</b>	<b>\$ 246,591</b>	<b>\$ 28,083</b>
<b>PRELIMINARY</b>		<b>\$ 481,495</b>	
<b>Net Reserves Beginning Balance</b>		<b>\$ 315,437</b>	
<b>Capital Expenses 2025</b>		<b>\$ 412,648.87</b>	



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# Utility Capital Improvement Plan 2025-2026

2025 Projects	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Tank Repairs	\$222,762	\$222,762	0
Fire Hydrant	\$131,300	\$131,300	0
Jetter Truck Loan	\$1875.00		
2025-2026 Projects in Phases			
South Lakeshore Drive (water line/valves)			
County Road (waterline/ valves)			
Liberty, Kammerer & Kilgore (Water line / valves)			
Hickory Hill (waterline/valves)			
Service Truck & Dump Truck 2026			
Total	\$355937		



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# NCDOT Projects

- **Main Entrance Traffic Lights – Pedestrian Crossing**
  - No Tentative Start Date: Moved out
- **Pedestrian Crossings – Golf Course & Holston Village Roads**
  - No Tentative Start Date: Moved out
- **NCDOT Bridge Replacement Project -15% (Zachary construction)**
  - Jack & Boring for project nearly completed
  - Temp bridge working on piling for flyover
  - Russ Avenue progress exit 102-Main street (Buchanan Construction)
  - Monthly meeting throughout 4-year project



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**Call us if you need us!**

**Office:** 828-452-5911

**Security:** 828-734-5575

**PW On-Call:** Call Security

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