Lake Junaluska Assembly

Property Owners Organization General Meeting

Minutes

Saturday, February 15, 2020 10:00AM

Gaines Auditorium, Bethea Welcome Center

Leigh Kammerer, President, called the meeting to order at 10:00.

Lewis Poag offered the opening prayer.

The minutes of the July 6, 2019 Annual Meeting (posted to the Lake Junaluska.com/community web page) were approved by acclamation.

Treasurer's Report: Chuck Lipp

- The 2019 beginning balance was $3268.08. Dues and donations amounting to $3425.00 were collected from 209 members. Total disbursements were $4584.19, leaving $2104.27 as current funds available.
- A copy of the full report, provided to those in attendance, is attached to the minutes.

Leigh expressed appreciation for the services provided by three retiring Board members: Jim Thurman, John Johnson, and Rush Hood. He introduced new members: Anita Strickhausen (returning); Cathy Bryant; Delmas Copeland; and Wilson Mixon, Secretary.

Leigh asked for nominations for the Nominations Coordinator. Paul Young nominated Judy LaFountaine and reported that she has agreed to serve. No further nominations were offered, and the nomination was approved by acclamation.

The Lake Junaluska Assembly Executive Team Report was provided by Executive Director Ken Howle, Dave Nicholson and Rob Huckaby.

After acknowledging the legacy of Courtney Knight Gaines, for whom the Gaines Auditorium is named, **Executive Director Ken Howle** spoke to the state of the Lake.

- Two recent appointments were noted. Rebecca Mathis recently joined Lake Junaluska Conference and Retreat Center as director of development. She leads fundraising activities that support Lake Junaluska's programs and ministries, and maintenance of the lake, recreational areas and facilities. Mike Huber is Vice President of Programming and Group Sales. He joined the administration in February. He is filling a position vacated by Mitzi Johnson in December
- Financially, this has been a good year, one of "transformation and turnaround" that ended with a $201,008 surplus in the General Budget. Of this, $100,000 is to be invested in staff pay, with a focus on staff members who are paid less than $11.00 per hour. The remainder of the surplus is to be used to cover the deficit from the previous year.
- February 2020 marks 17 years since Director Howle joined the Lake Junaluska staff. Of note, during that period the Board of Trustees has evolved from a 64-member Board, 4 of whom were property owners, to a 27-member Board with 19 property owners as members. The

Board is engaged, both in terms of financial contributions ($400,000) and offering insightful leadership and challenging questions.

- Update on Vision statement: Our vision is to be known as the most welcoming and inviting place for personal renewal in the United States. To accomplish our mission ("… to be a place of Christian hospitality where lives are transformed through renewal of soul, mind and body") and vision we aspire:
    - To preserve and enhance the lake and grounds so that more people will recognize the natural beauty of God's creation.
    - To be a Conference Center that rivals industry leaders by exceeding guests expectations through excellence in staff and facilities.
    - To be the place that connects more youth to Christ through meaningful ministry, recreation and education programs.
    - To identify, uphold and strengthen the Lake Junaluska tradition of implementing innovative shared experiences for both individuals and families that celebrate faith, recreation, the arts and education.
    - To be an involved, inclusive community that provides the highest quality of life for our residents and guests.
- In its upcoming meeting, the Board of Trustees will review goals and objectives under each aspiration.

Dave Nicholson, Director of Public Works, reported on public works initiatives.

- The report addressed six topic areas: financial, capital improvements, security, the status of hearings before the North Carolina Utilities Commission, the traffic study, and personnel. Director Nicholson kindly provided a detailed report, which is appended below.
- Members of the property owners expressed appreciation for the quality of service provided by the APW staff (the "guys in orange").
- Leigh Kammerer presented a motion from the board, to purchase a speed hump for APW to install as part of the implementation of the traffic study recommendations. After brief discussion, the motion was passed by acclamation.
- A second printing of the "Living at Lake Junaluska" booklet has arrived. Booklets are available at APW.

Chief Operating Office Rob Huckaby provided a report related to public space maintenance and the status of hotels, food service, and recreation.

- The second phase of the Jones Dining Facility renovation is under way. A new dish room has been installed, along with new restrooms. External doors have been replaced. Two new doors will open onto a new deck at the rear of the building. The work will be completed by spring, weather permitting.
- Dredging: Fifty truckloads of silt were removed before the rains refilled the lake. If the lake can be lowered again by the end of February, silt removal will continue, or a road will be built that can be used to facilitate silt removal in 2021, if that is required.

- Dam repairs will continue, flow allowing. These repairs, underwritten by a charitable donation, are not urgent. All three gates are functional. This fact, along with the fact that the lake had been drained, avoided possible flood damage due to the recent rains.
- Trash is to be removed from the storage area below the dam.
- Charitable donations have resulted in the addition of six new benches. The same is true for improvements in the swimming pool, the tennis courts, the greenhouse, and the spring on Stuart Circle (where a new sign is to be installed), and the Lichgate to the Biblical Garden.
- The “Amen Corner” has been reconfigured.
- The Susanna Wesley Garden is to be maintained by the Conference Center.
- Visitors are holding us to a higher standard. We compete with Marriott-class facilities. Lambuth Inn recently received a “You are loved by guests” award from Hotels.com, the commendation, which joins a number of similar awards that The Terrace Hotel, Lambuth Inn and Lake Junaluska Conference & Retreat Center have received from Trip Advisor.

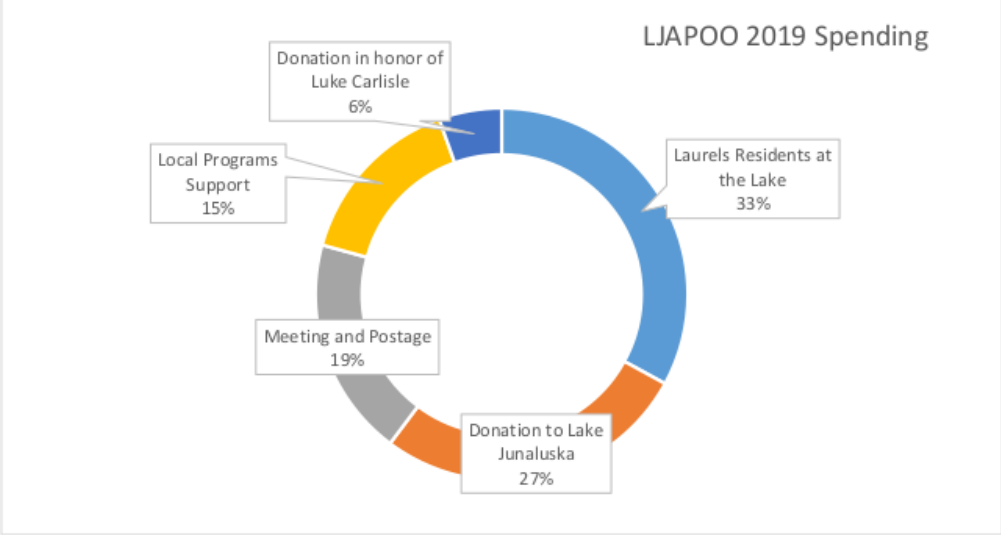
New business

Leigh Kammerer invited anyone with questions about the Heating Oil Cartel or Propane Co-op to see him after the meeting. Comment from the floor attested to the value of the Cartel and Co-op to LJAPOO members, especially regarding the price of propane.

The next Annual Meeting is Saturday July 11, 10am in Kern Auditorium

The meeting was adjourned at 11:11 A.M.

LJAPOO Treasury Report January 1, 2020				
	Credits	Debits		
Beginning Balance			$3,263.08	(Jan 1, 2019)
Dues and donations received	$3,425.00		209	Members 2019
Interest	$0.38			
Total Income	$3,425.38			
bank fees		$41.17		includes new checks
annual mailing		$324.16		Printing and postage
meeting expense		$627.71		includes AV fee for security forum
PO box rental		$80.00		
doggie pots		$500.00		Lake Junaluska walking trail bags
Laurels Residence		1311.15		Summer boat ride and Christmas dinner
Tampa metro ministries		$250.00		Donation in honor of Luke Carlisle
Donations LJA		$1,250.00		Staff Christmas party and additional donation
Entertainment Laurels		$200.00		Signature Winds- entertainment christmas paryt
Total Expenses and Disbursements		$4,584.19		
Ending balance			$2,104.27	(current funds available)
respectfully submitted Chuck Lipp				



2/14/2020 Current balance $3374.36 which includes the estimated interest of $0.04

2020: received 57 membership checks in addition to the 12 memberships for 2020 paid in 2019 → YTD membership of 69.

LJAPOO

February 15th, 2020

Public Works Director Report

1. **Financial**: Capital dollars available for infrastructure improvement in 2020.

   W/S EOY 12/31/2019 = $26,705

   S/C EOY 12/31/2019 = $339,547

2. **Capital Improvements**: Work has begun to continue improvements to our utility system along North Lakeshore Drive by removing unnecessary *water valves* that are still connected to active waterlines. We are also removing an *unnecessary manhole* that is not connected to the current sewer system. The sidewalk between the Museum and Stuart Circle was re-poured during January. This will be followed by improving the stormwater flow and re-paving North Lakeshore Drive between the Museum and Stuart Circle. *** See below**

3. **Security**: Plan with Haywood County Sheriff's Office is in place and working effectively. Sunday –Friday 6am-6pm Unarmed. Saturday (24 hrs) and Sunday – Friday 6pm-6am Sworn Deputy Sheriff

4. The **North Carolina Utilities Commission** Customer Hearing held at the Haywood County Courthouse on December 12th, 2019 was well attended by the community. Four residents testified and all supported the application and proposed rates and assessments. The Evidentiary Hearing was held January 29th, 2020 at the NCUC building in Raleigh. A decision from the Utilities Commission is expected as early as this summer however there is no timeline for a decision.

5. The **Traffic Study** was completed in time for the January Community Council meeting. The JACC-LJAPOO formed a Traffic Study Advisory Committee to examine the Study proposals and make traffic calming recommendations for the studied roads. Two public comment sessions were held, one in January and one in February, to hear resident concerns. * See handout.

6. **People**: **David Ward**, the Operator in Responsible Charge (ORC) of the water and waste water systems left Assembly Public Works after 27 years of faithful service. He agreed to remain a part-time employee and retain the ORC for Backflow Prevention until we can fill that position internally. Jeff Mull has assumed the duties of the ORC for the water and waste water systems. **Christina** (front desk) decided to stay home with new baby boy. **Pam James** is the new Customer Service person. Pam is a life-long Haywood County resident.

2020 Capital Plan

Paying for infrastructure improvements and other capital expenditures is from both the water/ sewer fund and the service charges fund, depending on the use of the asset.

Project	**Cost Estimate**	**Funding Source***
Geospatial Information System (GIS) (**Researching**)	$ 8,000	$ 4,000 (W/S) $ 4,000 (SC)
Traffic Study (**Completed**)	$ 9,100 (**Actual**)	$ 9,100 (SC)
Electronic Meters (final 25%) (**Purchasing incrementally**)	$ 60,000	$ 60,000 (W/S)
North Lakeshore Drive (trolley to Stuart, utility work, paving, sidewalk, striping) (**In-progress**)	$ 150,000	$ 10,000 (W/S) $ 140,000 (SC)
Siler Circle (utility work and paving) (**Late year project if funding is available**)	$ 80,000	$50,000 (W/S) $30,000 (SC)

***W/S = Water/Sewer SC = Service Charge**

Future Infrastructure Improvements.

The chart below indicates near-term projects beyond 2020, the cost and funding source for each. There is no change in this chart from October.

Project	**Cost Estimate**	**Funding Source***
Reservoir Study	$ 10,000	$ 10,000 (W/S)
Kilgore/Carolina (utility work, paving)	$ 175,000	$ 125,000 (W/S) $ 50,000 (SC)
Oxford (Ph1) (utility work, paving)	$ 80,000	TBD
Holston Village (utility work, paving)	$ 55,000	$ 15,000 (W/S) $ 40,000 (SC)
Southside area water valves	$ 40,000	$ 40,000 (W/S)
Totals	$ 360,000	$ 190,000 (W/S) $ 90,000 (SC)

South Lakeshore Drive
(*Public Comment Session January 23rd*)

- Install: White road edge lines
- Install: 1 Speed Hump between Harmon Ave and the footbridge
- Install: 3 Speed Humps
  - 1 Between Hickory Hill & Gatehouse
  - 1 Between Pepper Ave & Purcell Ave
  - 1 Between Footbridge & Armstrong Dr
- Update Signage (Speed, Public Vehicle Area)

Hickory Hill Road
(*Public Comment Session January 23rd*)

- Install: Stop Sign & Stop Bar at Crescent & Hickory Hill (2-Way into an All-Way Stop)
- Install: All-Way Stop at Upper Crescent & Hickory Hill (*P*)
- Improve pedestrian ability to walk on shoulder of road (*P*)
- Refresh existing stop bars
- Install: White road edge lines
- Install: Speed hump between Crescent and Methodist
- Update Signage (Speed, Stop Ahead)
- Increase Security/HCSO presence (*P*)

Methodist Drive
(*Public Comment Session February 6th*)

- Make the intersection of Methodist & Hoosier Ct & Sarah Ct an "ALL WAY" Stop.
- Install/repaint: Stop Bars at each intersection.
- Install: new signage, as necessary.

Wells Road
(*Public Comment Session February 6th*)

- As recommended in the Study:
- Reopen road to two-way traffic from Kilgore Road up to the last house on Wells Road.
- Reopen road to one-way traffic Northbound (uphill) from last house to Mouzon Road.
- Install: new signage, as necessary.

(P) = Recommendation from the Public Session and concurred with by JMTE.