

**Lake Junaluska Assembly Property Owners Organization, Inc.
In-person/Zoom Annual Meeting Minutes
Saturday, July 6th, 2024 at Warren Center**

Board Members Present: (In-person or Zoom) Susan Giles - President, Millsaps Dye - Vice President, Julie Buijn - Secretary, George Kenny - Treasurer, Board Members: Chuck Lipp, Nan Huebner, Jeff Mickle, Kelly Priegnitz, David Lawson, Matthew Burton.

Administration Members Present:

Lake Junaluska Assembly Executive Director Ken Howle
Assembly Public Works Director Junior Woody
Administrative Assistant Leisa McDonald
Assembly Public Works Adm. Assistant - Pam James

Call to order: President Susan Giles called the meeting to order at 10:00 AM.

Prayer: Susan Giles offered the opening prayer.

Agenda:

Susan welcomed all participants of meeting.
She provided an overview of the meeting agenda .

Minutes: The minutes of the February 18th, 2024 General Meeting were approved as posted on the Public Works website.

LJAPOO, Inc. Financial Report

LJAPOO Finances 2023 and 2024			
Check #	Date	Action	Income
	1/1/2023	Carryover from 2022	\$ 2,115.44
	2/2/2023	Deposit	\$ 1,490.00
	2/9/2023	Room Usage	\$ 93.75
	3/17/2023	Deposit	\$ 985.00
	3/22/2023	Deposit	\$ 285.00
	4/1/2023	Checks	\$ 53.71
100	4/11/2023	LJA Coffee 2-25-23	\$ 90.00
101	6/13/2023	LJA Doggie Bags	\$ 600.00
102	6/13/2023	Fuel Filing	\$ 54.99
103	6/13/2023	LJA Mailing	\$ 96.49
	6/21/2023	Deposit	\$ 480.00
	7/10/2023	Deposit	\$ 675.00
104	7/8/2023	PO Box Rental	\$ 165.00
105	7/8/2023	Trash Can Donation	\$ 750.00
106	7/8/2023	Nachoson Retirement	\$ 100.00
	6/13/2023	Room Usage	\$ 168.75
	7/24/2023	Room Refund	\$ 75.00
	8/24/2023	Deposit	\$ 145.00
107	11/16/2023	Employee Christmas	\$ 600.00
	11/17/2023	Deposit	\$ 40.00
	12/31/2023	Total	\$ (2,733.89) \$ 6,290.44
	1/1/2024	Carryover From 2023	\$ 3,556.75
	1/23/2024	Deposit	\$ 1,170.00
108	1/23/2024	LJA Mailing	\$ 124.32
109	1/23/2024	LJA Doggie Bags	\$ 562.65
110	1/23/2024	LJA Junaluska Lake Cleanup	\$ 50.00
111	1/23/2024	LJA Dam Fund	\$ 500.00
	2/3/2024	Deposit	\$ 420.00
	2/20/2024	Deposit	\$ 835.00
	3/19/2024	Deposit	\$ 380.00
	5/3/2024	Deposit	\$ 20.00
	5/18/2024	LJA Dam Fund	\$ 1,000.00
	7/1/2024	Deposit	\$ 180.00
	7/1/2024	Total	\$ (2,236.97) \$ 6,561.75
		Bank Balance	\$ 4,324.78

Treasurer's Report: Treasurer George Kenny reported that LJAPOO, Inc. has a balance of \$4,324.78 (details @ left)

Posted expenditures since the last meeting included:

- \$1,000 to Dam Fund

Also a reminded to everyone that:

* **Membership Dues are now Due! and are \$20.00 / household.**

- * 126 households have paid dues to date.
- * Only dues paying members have the right to vote. With 1 Vote / Household allowed.
- * Susan again reminded all present that only dues paying LJAPOO members are eligible for discounts that are negotiated for fuel from the Cartel/Co-op.

Nominations for 2025 Officers and Board. Susan introduced Leigh Kammerer the 2024 Nominations Coordinator to present the slate of nominees for 2025 and to preside over the election vote from members present. A call for nominees from the floor was made. With none offered, the slate was presented for a vote as follows:

- Matthew Burton - Vice President
- George Kenney -Treasurer
- Millsaps Dye - Board Member
- Kelly Priegnitz (second term)
- Jeff Mickle (second term)

A motion was received from members and seconded for acceptance of the 2025 Board - slate of nominees as submitted. All members present voted in favor of motion and it was approved.

Assembly and Public Works Report

LJA Executive Director Ken Howle provided a report on Assembly operations and concerns.

- Ken began with an update on governance and
- Shared the list of Board of Trustees of which 70% are property owners at Lake Junaluska.
- He introduced the current Executive Team:
 - Mike Huber, General Manager and Chief Operating Officer;
 - Sendy Crenshaw, Director of Finance and Administration; and
 - John Wells, Director of Advancement will be starting in August 2024.
 - Administrative Assistant - Leisa McDonald.

APW Director Junior Woody provided a financial update, reported on water loss issue, and reviewed current issues.

Director's Report - Metrics					
Item	March 2024	April 2024	May 2024		
	<i>2024 SC bill</i>	<i>2023 SC bill</i>	<i>2023 SC bill</i>	<i>\$ Less than Prev Mo</i>	<i># Accts/People Less</i>
Service Charges					
Total Amount Billed	\$1,190,694	\$1,190,694	\$1,190,694		
2024 Balance Owed	\$233,839	\$210,434	\$183,793	\$26,641	111 peo(19 less)
2023 Balance Owed	\$30,876	\$25,531	\$25,231	\$300	27 (0less)
2022 Balance Owed	\$11,556	\$11,306	\$11,206	\$100	11 accts (0 less)
2021 Balance Owed	\$5,232	\$5,190	\$5,190	\$0	6 accts (0 less)
2020 Balance Owed	\$6,100	\$6,100	\$6,100	\$0	6 accts (0 less)
2019 Balance Owed	\$5,709	\$5,709	\$5,709	\$0	5 accts (0 less)
2018-2013 Balance Owed	\$16,093	\$16,093	\$16,093	\$0	4 peo (0 less)
Total in Collections	\$309,405	\$280,364	\$253,323		
Water/Sewer - Non-Revenue Water				Quarterly Average	
Current Month				<i>Cubic feet</i>	<i>@ Gallons</i>
Volume in cu.ft.	96,640	171,871	81,230	116,580	872,018
Cost of NRW	\$5,750	\$10,226	\$4,833	\$6,936	
12-Month Rolling Average					
Percentage of NRW-By Month	22.47%	23.24%	14.16%	19.96%	
Average NRW in cu. ft.	98,596	104,598	100,007	101,067	755,981
Yearly Cost of NRW	\$28,355	\$38,517	\$43,414	\$36,762	
** Meters on Hand-35	Mtrs Placed-3	Mtrs placed-20	Mtrs placed-9	Mtr to Repl 86	
Security				Quarterly Average	
Incidents					
-Residential	32	31	39	34	
-Lake Assembly	51	38	59	49	
-Outside/Other	5	0	9	5	
Reports Typed	11	8	6	14	
Patrol Miles Driven	3,438	3,754	3,486	3,438	
Total House Checks	296		252		

Financial Update			
January-June 2024			
		Budget	Actual
Other APW Funds			
Revenue		\$ 511,672	\$ 519,420
	Bulk Green Waste	\$ 1,413	\$ 1,413
	Solid Waste	\$ 61,920	\$ 62,197
	Service Fees	\$ 448,339	\$ 455,810
Expenses		\$ 396,338	\$ 412,824
	Solid Waste	\$ 61,920	\$ 71,053
	Bulk Green Waste	\$ 60,657	\$ 59,097
	Streets	\$ 70,053	\$ 93,300
	Administration	\$ 83,947	\$ 90,770
	Security	\$ 119,761	\$ 98,604
Operations Balance		\$ 115,334	\$ 106,596
PRELIMINARY	Net Reserves Beginning Balance		\$ 481,495
	Capital Expenses 2024		\$ 163,342
			\$ 424,749

Utility Capital Improvement Plan 2024			
Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Water Meter Replacements 771 Complete - 86 Remaining	\$40,000	\$40,000	0
Reservoir Roof Membrane replacement & Pump Replacement	\$22,000	\$22,000	0
Chapel Drive Water / Sewer Repairs Construction Completed	\$332,853	\$200,000	\$132,853
Service Line Replacement (Oxford Rd.) Emergent Requirement	\$4,000	\$3,000	\$1,000
Sewer Mainline Replacement for J.B. Ivey (Acquiring Quote)	0	0	0
Water System/Reservoir Study AIA GRANT (Underway) (NOT INCLUDED IN TOTAL)	\$150,000	\$150,000	0
Total	\$378,853	\$245,000	\$133,853

- Current Water & Sewer issues
 1. Water main on Atkins loop
 2. Jetted sewer lines - Co Rd & S Lakeshore, Wells and Kilgore
 3. Tri-Vista lift station completed work
 4. Waynesville FD flushed, tested & greased fittings all fire hydrants.
- 2024 Paving Plan - Continually patching potholes and paving after utility repairs

- 2024 Guardrail Projects

- Corten all metal - 975' from Dam along S Lakshore Dr - \$58,000 after fall conferences

- NCDOT Projects

- Main Entrance Traffic Light - pedestrian crossing (tentative start Nov 2024)
- Pedestrian Crossing - Golf Course & Holston Village Roads (tentative start Nov 2024)
- NCDOT Bridge Replacement contract has been awarded with an anticipated 4 year plan.
- Jack & Boring for project underway (Ramp Closure: Tues., July 9, 9pm-6am)
- Temp bridge to begin in August 2024 (Ramp Closure 6-8 months out - 30 Days)
- Russ Avenue has started Exit 102-Main Street (Buchanan Construction)
- Monthly Meeting with NCDOT - anticipate 3 1/2 years to finish project

- Other:

- Reminder that property NC Tax revaluations will begin September for year 2025 due to inflation in home prices over the past 5 years

2024 New Tap Fee Schedule		
Water Taps	Prev. Fee	New Fee
3/4"	\$600	\$1,700
1"	\$600	\$2,000
1 1/2"- 2"	\$600	\$2,500
3" or larger	\$600	\$5,000
Sewer Taps	Prev. Fee	New Fee
4"	\$600	\$3,000
6"	\$600	\$4,000
8"	\$600	\$4,500

- 2024 New Tap fees for Water and Sewer for new hook-up to keep in line (or less) than other municipalities

- **Call us if you need us :**

- Office: 828-452-5911**

- Security: 828-734-5575**

- Public Works on-call: Please call security**
www.lakejunaluskacommunity.com

Virtual and physical sites to go for information.

Assembly:

- lakejunaluska.com
- lakejunaluska.com/drawdown
- lakejunaluska.com/calendar
- lakejunaluska.com/vision for Lake Junaluska Assembly Mission, Vision, Values, and Strategic Vision. The site also contains a link to a list of the members of the Board of Trustees.

Public Works and Community

- lakejunaluskacommunity.com
- Information on LJAPOO, JACC and the Junaluskans
- Minutes from LJAPOO and JACC (Junaluska Assembly Community Council)
- Lake Views and News Articles
- Sign-up for Text Alerts from Public Works
- ncuc.gov for NC State utilities information

Other Locations for Information

- Assembly Public Works Office
- Bethea Welcome Center
- The Terrace
- Lambuth Inn
- Lake Junaluska Gifts and Grounds
- The Junaluska Weekly
- Pick up a copy of Discover Lake Junaluska 2024 Visitor Guide

Exec. Director Ken Howle unveiled a new "Bold Concept" for looking at Assembly Property as districts going forward into the future (pictured below)

- Family & Youth District
- Business & Conference District
- Contemplative District
- Independent Living District



- Ken provided updates on:
 - Dam and dredging - repairs and opportunities for future
 - Lakeside Kiosks
 - Stuart Auditorium
 - York Dining Room
 - Warren Center
 - Asbury Walking Trail and Lakeside Pathways
 - 423 County Road
 - Mini-golf and tennis / pickle ball court renovation

There were no questions submitted from the floor.

Adjournment: The Meeting was adjourned at 11:10am.

Respectfully Submitted: Julie Bruijn, LJAPOO Secretary

The July 6th, 2024 Junaluska Property Owners Organization Annual Meeting is now available by Cloud Recording on Zoom using the following link:

<https://us06web.zoom.us/rec/share/f443RaeajR96-WdyJRzSauaB8HZeydxPAJ7-br-sa-hB4PqcgCLyy8ZOma8Ur89U.BMZnLD24Z5HSQKfS>

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