

# Junaluska Assembly Community Council Meeting Minutes

May 14, 2024

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

**In attendance:** David Hanson, Ed LaFontaine, Hardy Tippet, Randy Carlson, Gary Keckley-Zoom, Grace Gattis, Zoom

**Staff:** Carroll Woody, Pam James

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

**Opening Prayer:** Randy Carlson led the opening prayer.

**Approval of Agenda:** Hardy Tippet made motion David Hanson seconded. Approved May 2024 agenda by common consent.

**Approval of Minutes:** Randy Carlson made the motion David Hanson second. Approved April 2024 minutes by common consent.

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

- Key metrics reviewed. Service Charge \$23,000 collected with \$210,000 left to go. About 5% make payments. Liens have been placed on the older accounts from the previous years 2013 and up.
- Non-Revenue water percentage- 2% more than last month. We have had a few water leaks this month. Forewarn you about next month due to the water leak on South Lakeshore. Water graphic
- Meters on Hand. Meters replaced 20 Meters to replace 95.
- Security reviewed. House checks are around 280 few less than last month. Security is 24 /7 year round. Working with the sheriffs' department to cover. Summer should be covered with the conference center just as usual.
- Financial Update reviewed for service charge. Reserve balance \$560,779. Note: Service Charge money this month and next will be doing more paving
- Water / Sewer Financial- We have picked back up on collections by about 10 or 11,000 from last month. And we have in reserve \$219,589.

**Current Topics:** reviewed.

- Water leak repairs on County water main & service line repair S Lakeshore Oxford service replaced, N Lakeshore renew water service, Kilgore Road sewer service, Tri Vista lift station completed, new 4" sewer for Epworth Way. Looking at placing automatic air valves. Oxford should be the next place to go for repairs.
- Guardrails Cortan all metal continuous 975' \$58,000 (Happening in the fall after conferences)
- Patching Two concrete repairs on walking trail@ Dam & S Lakeshore continuing to patch pothole and paving after utility repairs.
- Red house 1027 continuing to cleanup and will be put on market in June. 268 County Red house will be a duplex placed beside.
- We have estimate of about 11 new homes that will be going into service. We are still waiting on. NCUC for confirmation on increasing the water and sewer taps.

- 19/23 clean-up in the next couple of weeks and DOT is going to provide the signage. Security and lights flashing close right lane while this is happening.

**Paving Plan: Reviewed –2024**

- Kilgore-Utility related
- Holston Village-Utility related
- Charles Wesley Rd
- Chapel Drive, Hagood & Sequoia
- N Lakeshore at the entrance and also in the Dale Dr area.

**Capital Improvement Plan 2024:** Could change upon CDC findings or emergent needs arising.

- Chapel Drive Like to clean the shoulders and reseeding. Chapel Drive did a little more paving than planned but we did add more parking spaces for everyone residence and conference center use. This is upon talking with several of the residence in that area.
- Service Line Replacement (Oxford) Emergent cannot get part going to cut and put in pipe
- Meter Replacement Program 767 completed with 90 to be replaced. Hope to be completed mid 2025 Takes 15 minutes- to couple hours depends on if there are issues.
- Reservoir roof membrane replacement and pump replacement
- Sewer mainline replacement J B Ivey need quotes
- AIA Grant- in Process with Civil Design Concepts working on water lines outside the pump station.

**Capital Improvement Plan 2025** Could Change due to funding and emergent needs.

- Meter Replacement Program
- Holston Village Rd water line replacement
- North Lakeshore Dr (water line/valves, sewer line)
- Kilgore-County (sewer line)
- White Dogwood (water line replacement)
- Fire Hydrant & Valve Replacement as needed. Fire hydrant and lines are our responsibility. Waynesville does the testing and marks the fire hydrants.

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

**NCDOT Main Entrance Traffic Lights-Pedestrian** No changes on the status at this time. Est. Nov. 2024

**Pedestrian Crossings** at Golf Course & Holston Village Roads. Est. Nov. 2024

**NC DOT Russ Avenue** Work has begun.

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- 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!

**Questions:** Ed LaFontaine asking about the increase in pricing and how we are doing in that regard's. Materials are still at a high cost at this time no relief at this time. 18 to 27% increase. Looking at mostly repairs instead of replacements.

Security office is located in the York building.

The exits are filling up with the material that will be used on fixing the bridges. Need to check on the Publix and Ingles exit about closing. This could affect the way into the Assembly property. Concerned about County Rd and South Lakeshore travel when the roads are being worked on.

Susan Thanks APW for handling the air the water that just kept going on for days. And the weather with the trees coming down was a challenge.

Waterfall on Asbury Trail something wrong with the pump.

Warren Center planned to have work completed by the end of May. Event scheduled in June. Have started booking things throughout the summer. Need to check out the gardens also. Parking will be limited at the top.

Bocce ball, shuffle board, corn hole is ready for use. Ken is in talks with County about pickle ball courts to come later this year. A pavilion maybe in 2 or 3 years.

Bryant Lindsay: Thank Jr for the help in getting DOT to come and talk with them about the drainage ditches.

Access Rd. East gate making repairs. They need to replace the pipe. We do have Waynesville on speed dial.

Intersection at the pool into a 4 way stop. Trying to figure out a way to put stop signs in that area.

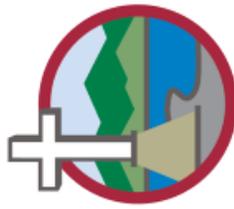
**New Business:**

**David Hanson made motion Randy Carlson second adjourned at 4:49 pm.**

Respectfully submitted, Pam James, Recording Secretary

# Junaluska Community Council

June 2024

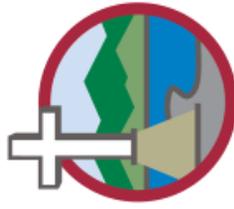


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# Agenda

- **Opening Prayer**
- **Approval of Agenda**
- **Approval of Previous Minutes**
- **Public Works Director Report**
  - APW Metrics
  - Water Loss
  - APW Financial Summary
  - Current Topics
  - Utility & Capital Improvement Plans
  - Paving plans
  - NCDOT Project update
- **New Business**
- **Open Forum** – Items from community members or councilpersons.
- **Adjournment**

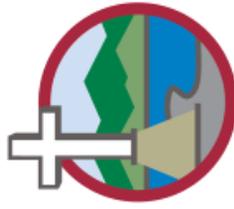


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# Director's Report - Metrics

Item	March 2024 <i>2024 SC bill</i>	April 2024 <i>2023 SC bill</i>	May 2024 <i>2023 SC bill</i>	<i>\$ Less than Prev Mo # Accts/People Less</i>
<b>Service Charges</b>				
Total Amount Billed	\$1,190,694	\$1,190,694	\$1,190,694	\$26,641 (11 peo (19 less))
2024 Balance Owed	\$233,839	\$210,434	\$183,793	\$300 (27 (0 Less))
2023-Balance Owed	\$30,876	\$25,531	\$25,231	\$100 (11 accts (0 less))
2022 -Balance Owed	\$11,556	\$11,306	\$11,206	\$0 (6 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	
<b>Water/Sewer - Non-Revenue Water</b>				<b>Quarterly Average</b>
Current Month				<b>Cubic Feet</b>
-Volume in cu.ft.	96,640	171,871	81,230	116,580
-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
-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
<b>Security</b>				<b>Quarterly Average</b>
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	280	252	

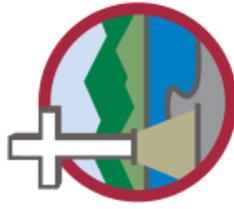
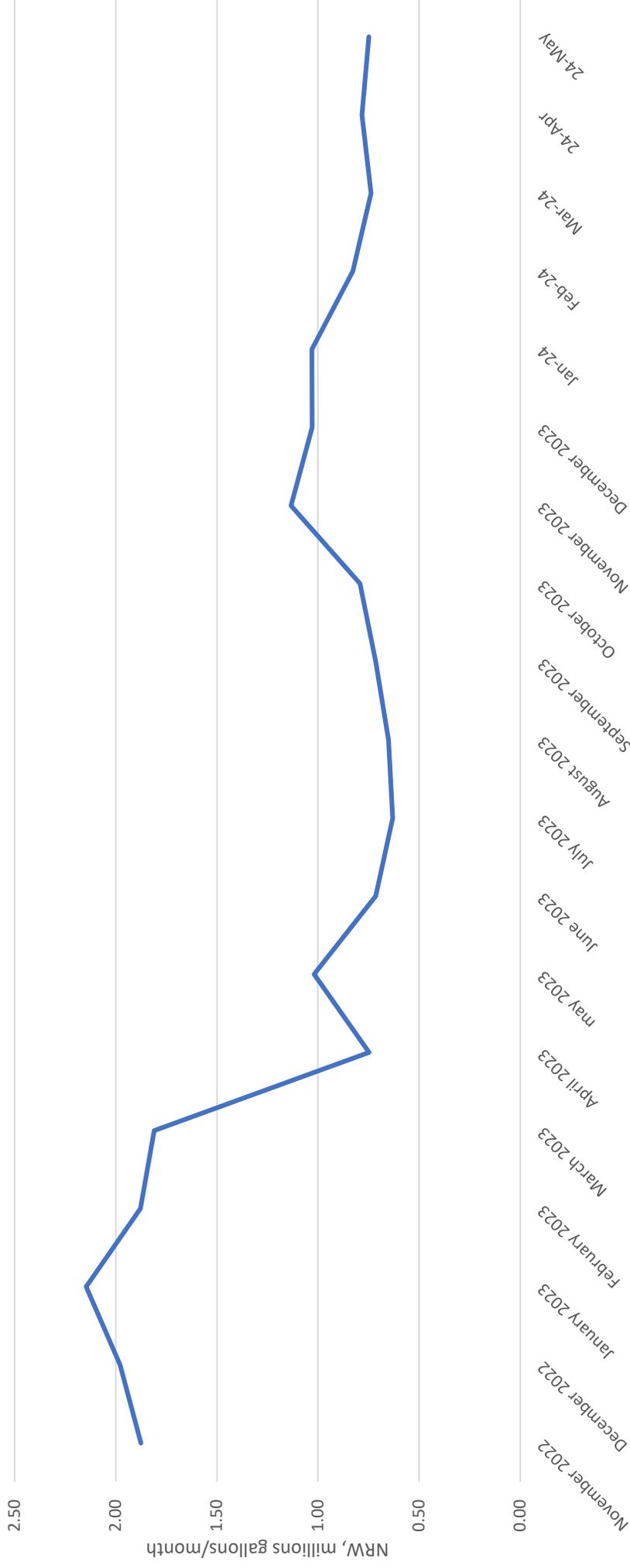


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# Water Loss Graphic

Monthly NRW LJA APW, millions gallons



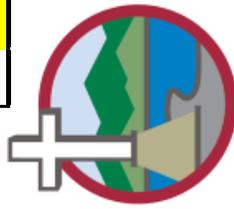
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# Financial Update

May 2024

	Budget	Actual	Variance
<b>Water and Sewer Funds</b>			
<b>Operational Revenues</b>	<b>\$ 309,551</b>	<b>\$ 295,194</b>	<b>\$ (14,357)</b>
Water	\$ 126,257	\$ 135,404	\$ 9,148
Sewer	\$ 180,147	\$ 156,642	\$ (23,505)
LJA reimbursement	\$ 3,147	\$ 3,147	\$ -
AIA Grant Reimbursements	\$ -	\$ -	\$ -
<b>Operational Expenses</b>	<b>\$ 251,637</b>	<b>\$ 285,942</b>	<b>\$ (34,305)</b>
Operations	\$ 251,637	\$ 235,995	\$ 15,642
AIA Grant Expenditures	\$ -	\$ 49,947	\$ (49,947)
<b>Operational Cash Flow Balance</b>	<b>\$ 57,914</b>	<b>\$ 9,252</b>	<b>\$ (48,662)</b>
<b>PRELIMINARY Reserves Balance 12/31/2023</b>		<b>\$ 222,790</b>	
<b>Net Reserves Beginning Balance</b>			
<b>Capital Assessments</b>	<b>\$ 69,092</b>	<b>\$ 69,268</b>	<b>\$ 176</b>
CI Assessment Water	\$ 34,774	\$ 34,854	\$ 80
CI Assessment Sewer	\$ 34,318	\$ 34,414	\$ 96
<b>Capital Expenses 2024</b>	<b>\$ 207,277</b>	<b>\$ 81,720</b>	
CI Assessment Water	\$ 104,322	\$ 35,688	
CI Assessment Sewer	\$ 102,955	\$ 46,033	
<b>PRELIMINARY Reserves Balance 04/30/2024</b>		<b>\$ 219,589</b>	
		<b>\$ 219,589</b>	



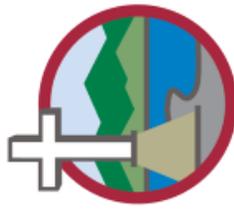
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# Financial Update

May 2024

Other APW Funds	Budget	Actual	Variance
<b>Revenues</b>	<b>\$ 408,497</b>	<b>\$ 416,082</b>	<b>\$ 7,585</b>
Bulk Green Waste	\$ 1,131	\$ 1,131	\$ 0
Solid Waste	\$ 49,536	\$ 49,757	\$ 221
Service Fees	\$ 357,831	\$ 365,194	\$ 7,363
<b>Expenses</b>	<b>\$ 320,817</b>	<b>\$ 336,798</b>	<b>\$ (15,981)</b>
Solid Waste	\$ 49,536	\$ 57,431	\$ (7,895)
Bulk Green Waste	\$ 49,225	\$ 45,734	\$ 3,491
Streets	\$ 57,810	\$ 85,798	\$ (27,988)
Administration	\$ 67,798	\$ 68,629	\$ (831)
Security	\$ 96,448	\$ 79,206	\$ 17,242
<b>Operations Balance</b>	<b>\$ 87,680</b>	<b>\$ 79,284</b>	<b>\$ (8,396)</b>
<b>PRELIMINARY</b>		<b>\$ 481,495</b>	
<b>Net Reserves Beginning Balance</b>		<b>\$ -</b>	
<b>Capital Expenses 2024</b>		<b>\$ 560,779</b>	



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# Current Topics

- **Water & Sewer Repairs/Drainage:**

- Water mainline on Atkins Loop 20' of 2 Inch galvanized Pipe

- Jetted sewer line on County road & S. Lakeshore, Wells & Kilgore Rd

- Tri- Vista Lift station all work completed

- Waynesville Fire department flushed and tested fire hydrants(Greased fittings)

- **Road Patching & Repair**

- Continually patching potholes and paving after utility repairs

- **Guardrails**

- Cortan all metal – contiguous 975' \$58,000 (Fall of the year after conferences)

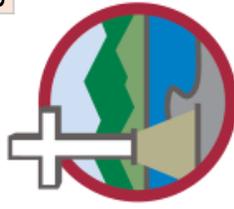


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# 2024 New Tap Fee Schedule

Water Taps	Prev. Fees	New Fees
3/4"	\$600.00	\$1,700
1"	\$600.00	\$2,000
1 1/2" - 2"	\$600.00	\$2,500
3" or larger	\$600.00	\$5,000
Sewer Taps	Prev. Fees	New Fees
4"	\$600.00	\$3,000
6"	\$600.00	\$4,000
8"	\$600.00	\$4,500

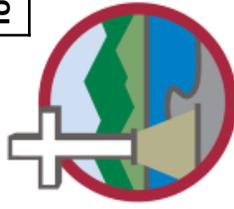


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# Utility Capital Improvement Plan 2024

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Water Meter replacements (771) complete 86 to finish	\$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 Rpl (Oxford) 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
<b>Totals</b>	<b>\$378,853</b>	<b>\$245,000</b>	<b>\$133,853</b>

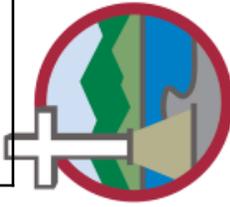


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# Capital Improvement Plan 2025

Project	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Oxford Walk	\$10,000	\$10,000	0
Holston Village Road (water line replacement)	\$55,000	\$25,000	\$30,000
Waterline Service replacements	0	0	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	0
			0
<b>Total</b>	<b>\$310,000</b>	<b>\$220,000</b>	<b>\$90,000</b>



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# 2024-2025 Paving Plan

- Holston Village Road – Utility related
- Kilgore Road – Utility related
- N. Lakeshore Dr. repairs (Fall of the year)



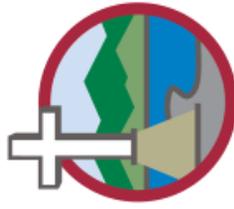
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# NCDOT Projects

- **Main Entrance Traffic Lights – Pedestrian Crossing**
  - Tentative Start Date: Nov 2024 (Historical Architecture & Preservation survey)
- **Pedestrian Crossings- Golf Course & Holston Village Roads**
  - Tentative Start Date: Nov 2024
- **NCDOT Bridge Replacement Project (Zachary construction)**
  - Jack & Boring for project underway
  - Temp bridge to begin in August this year (Ramp Closure 6-8 months out)
  - Russ Avenue has started exit 102 –main street (Buchannan construction)
  - Monthly Meeting June 2024



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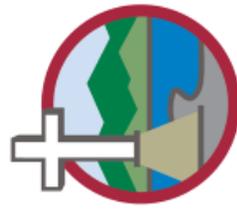
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