

# Junaluska Assembly Community Council Meeting Minutes

August 12, 2025

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

**In attendance:** David Hanson, Hardy Tippet, Suzanne Crites, Frank Dunnewind on line, Grace Gattis, Randy Carlson

**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:** Hardy Tippet made motion Grace Gattis second. Item added on Agenda Affirmation of 2025 Rules and Regulations

**Approval of Minutes:** Hardy Tippet made the motion Randy Carlson second. Approved June, 2025 minutes by common consent.

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

## Current Topics

- Civil Design Concepts will do presentation (water study) today
- Applying for a grant to be performing a Wastewater study, just like the water study
- Applying for funding for the water improvements to the system
- We have sent a message out regarding bear and elk.
- Waynesville will be increasing Sewer rates by 10% with no water rate increase. Will keep you informed as to when this goes into effect
- Waynesville Sewer rates to increase by 10%. The NCUC approved on August 4<sup>th</sup>. We will have new rates in October.
- Please remember that if you need any Brush pick-up or bulk material, call the Public Works office and get a work order
- It is still taking as long as 10- 14 days to get the Brush picked up feel free to give us a call if it goes longer than that timeframe (We do not pick up Contractor work or really large piles)
- We continue to work on our drains and Meters
- We have new backup generators @ our sewer lift station& water Pump stations
- Remember this is Hurricane season we have an emergency preparedness list on line

## Update on Dam

- Wash out on the slope from the north side but no structural damage (placing large stone& new drainage)
- Installing large stone & new drain pipe on the North slope of the bridge (in progress)
- Continue rework or replacement of gates-still with engineer
- Spillway capacity control greater volumes of water – new study

## Key metrics reviewed.

- **Service Charge** \$200,175. We continue to collect on past accounts.
- **Non-Revenue water percentage**- Down from 13.24% to 12.74%
- **Meters** on Hand 25 Meters replaced 0. Meters to be replaced 18.
- **Security reviewed.** House checks are around 213.
- **Financial Update** reviewed for service charge. Reserve balance \$468,329.

- **Water / Sewer Financial**- We are at \$400,490.88 to the good.

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

- Reservoir Tank repair Estimate \$222,762
- Backup power for water and sewer pump station
- Jetter Truck shared between water and sewer and streets drains.
- Fire Hydrants Estimate \$131,300
- Need New Service Truck and New Dump Truck

#### **Service Charge Budgeting**

- Streets (asphalt costs)
- Security (Haywood County sheriff's office)
- Street Lights
- Sidewalks (concrete)
- Waste and Recycling removal (CWS & brush removal)
- Storm Water Management (Pipe cost)
- Administration

#### **NC DOT Projects**

- **Main Entrance Traffic Lights – Pedestrian Crossing**
  - No Tentative Start Date: utility in May-possibly start 1st week of December
- **Pedestrian Crossings** – Golf Course & Holston Village Roads
  - No Tentative Start Date: Possibly in May
- **NCDOT Bridge Replacement Project -28% (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
  - Ramp closure to continue flyover bridge and temporary lane work on US 74 (June 9<sup>th</sup>- June 19<sup>th</sup>) South Lakeshore will be closed at that time.

**Buddy Melton from Civil Design** spoke about the LJA Water System Utility Evaluation done by Civil Design Concepts. Looking at fire hydrants, water system lines, storage tanks, hydraulic modeling. This report was an AIA Grant from DEQ. Project Objectives Developing accurate GIS mapping, build hydraulic model for pressure zones and prioritize system upgrades. Establish a 10 year capital improvement plan. Evaluate existing water tank and alternative storage tank. This report will also help when going to NCUC.

#### **Affirmation of 2025 Rules**

Received an email wanting to add onto Rule number 2 at the end of sentence.  
Vegetation should be trimmed such that it does not overhang the roadway, ideally 6" back from the roadway, to a height of 12 feet.

Vote from JACC to add the sentence was 5 for to 1 against

Voted on the rule changes from Rules and Regulations committee to accept. Vote was by common consent.

**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 Tippet made motion Grace Gattis second adjourned at 5:07 pm.**

Respectfully submitted, Pam James, Recording Secretary

JACC  
September 9, 2025



**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 Minutes
- Public Works Director Report
  - Update on Dam
  - Current Topics
  - APW Metrics
  - Water Loss (Graph)
  - APW Financial Summaries
  - Utility & Capital Improvement Plans (2025-2026)
  - Service Charge 2026
  - NCDOT Project update (2025-2026)



**Lake Junaluska**

---

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

# Update on Dam

- Wash out on the slope from the north side, but no structural damage
- Installing large stone & new drain pipe on the North slope of the Bridge (in progress)
- Continue rework or replacement of gates – still with the Engineer
- Spillway capacity control for greater volumes of water – new study not yet begun



**Lake Junaluska**

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

# Current Topics

- We will be conducting a Wastewater study, just like the water study (applying for a Grant)
- Applying for funding for the water improvements to the system
- We have been handling a few Raccoons & foxes lately
- Waynesville Sewer rates to increase by 10%. The NCUC approved on August 4<sup>th</sup>. We will have new rates in October



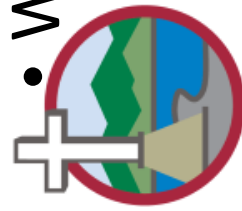
**Lake Junaluska**

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

# Current Topics

- Please remember that if you need any Brush pick-up or bulk material, call the Public Works office and get a work order
- We have repaired a 6" water leak in the Tri-Vista area
- We have new backup generators @ our sewer lift station & water Pump stations
- Remember this is Hurricane season, we have an emergency preparedness list on line
- We cleaned out and restored the banks for stormwater on Stuart Circle

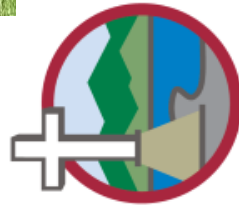
- We are working on stormwater from Hoosier Ct. Down to Tillman Rd



**Lake Junaluska**

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

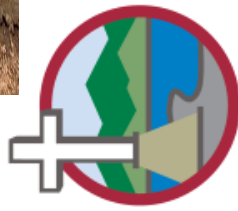
# 6" Mainline Repair



**Lake Junaluska**

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

# 6" Mainline Repair

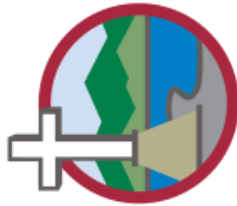


**Lake Junaluska**

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

# Director's Report - Metrics

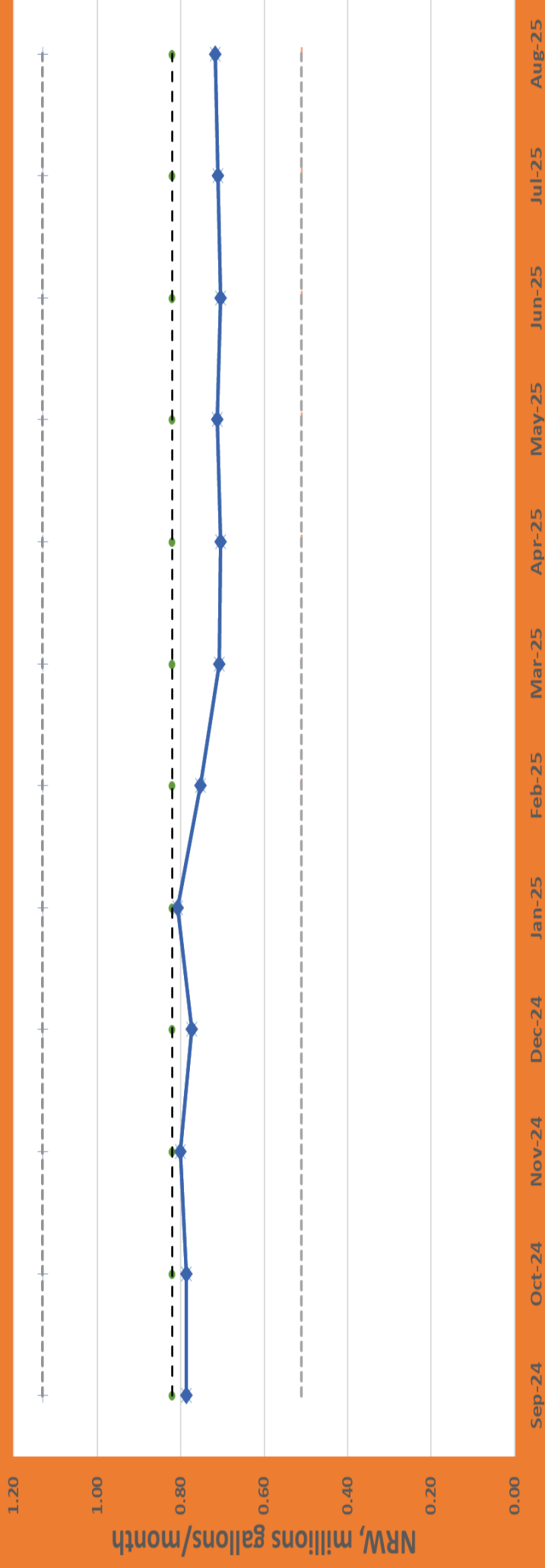
| Assembly Public Works Director's Report - Metrics |               |               |               |                   |                                  |                   |  |
|---------------------------------------------------|---------------|---------------|---------------|-------------------|----------------------------------|-------------------|--|
| Item                                              | May 2025      | June 2025     | July 2025     |                   |                                  |                   |  |
| Service Charges                                   |               |               |               | 2025 SC bill      | \$ Less than # Accts/People Less |                   |  |
| Total Amount Billed                               | \$1,302,324   | \$1,302,324   | \$1,302,324   |                   | \$45,038                         | 80 acct (8 less)  |  |
| 2025 Balance Owed                                 | \$190,439     | \$163,832     | \$118,794     |                   | \$2,036                          | 16 acct (4LESS)   |  |
| 2024-Balance Owed                                 | \$17,415      | \$16,752      | \$14,716      |                   | \$1,746                          | 10 accts (1 less) |  |
| 2023 -Balance Owed                                | \$13,613      | \$13,613      | \$11,867      |                   | \$509                            | 9 accts (1 less)  |  |
| 2022- Balance Owed                                | \$9,820       | \$9,820       | \$9,311       |                   | \$196                            | 3 accts (1 less)  |  |
| 2021- Balance Owed                                | \$5,166       | \$5,166       | \$4,970       |                   | \$178                            | 5 accts (1 less)  |  |
| 2020- Balance Owed                                | \$6,100       | \$6,100       | \$5,922       |                   | \$534                            | 4 peo (1 less)    |  |
| 2019-2013 Balance Owed                            | \$21,602      | \$21,602      | \$21,068      |                   |                                  |                   |  |
| Total in Collections                              | \$264,155     | \$236,885     | \$186,650     |                   |                                  |                   |  |
| Water/Sewer - Non-Revenue Wat                     |               |               |               | Quarterly Average |                                  |                   |  |
| Current Month                                     |               |               |               |                   | Cubic Feet                       | Gallons           |  |
| -Volume in cu.ft.                                 | 88,188        | 84,282        | 108,124       |                   | 93,531                           | 699,614           |  |
| -Cost of NRW                                      | \$6,176       | \$5,902       | \$7,572       |                   |                                  |                   |  |
| 12 Month Rolling Average                          |               |               |               |                   |                                  |                   |  |
| Percentage of NRW-By Month                        | 16.01%        | 13.24%        | 15.90%        |                   |                                  |                   |  |
| -Average NRW in cu.ft.                            | 95,218        | 93,318        | 95,882        |                   | 94,806                           | 709,149           |  |
| -Yearly Cost of NRW                               | \$42,801      | \$49,206      | \$63,184      |                   |                                  |                   |  |
| ** Meters on Hand-25                              | Mtrs Placed-6 | Mtrs placed-0 | Mtrs placed-0 |                   | Mtr to Repl 18                   |                   |  |
| Security                                          |               |               |               | Quarterly Average |                                  |                   |  |
| Incidents                                         |               |               |               |                   |                                  |                   |  |
| -Residential                                      | 8             | 27            | 8             |                   | 14                               |                   |  |
| -Lake Assembly                                    | 14            | 6             | 10            |                   | 10                               |                   |  |
| -Outside/Other                                    | 0             | 2             | 2             |                   | 1                                |                   |  |
| Reports Typed                                     | 87            | 61            | 107           |                   | 85                               |                   |  |
| Patrol Miles Driven                               | 2,548         | 2,567         | 2,869         |                   | 3,992                            |                   |  |
| Total House Checks                                | 390           | 302           | 213           |                   |                                  |                   |  |



Lake Junaluska

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

# Water Loss Graphic



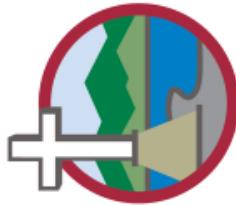
**Lake Junaluska**

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

# Financial Update

September 2025

|                                         |                                | Budget     | Actual     | Variance    |  |
|-----------------------------------------|--------------------------------|------------|------------|-------------|--|
| Water and Sewer Funds                   |                                |            |            |             |  |
| Operational Revenues                    |                                | \$ 473,529 | \$ 497,602 | \$ 24,073   |  |
|                                         | Water                          | \$ 210,600 | \$ 200,584 | \$ (10,016) |  |
|                                         | Sewer                          | \$ 258,208 | \$ 266,121 | \$ 7,913    |  |
|                                         | LJA reimbursement              | \$ 4,721   | \$ 4,910   | \$ 189      |  |
|                                         | AIA Grant Reimbursements       |            | \$ 25,987  | \$ 25,987   |  |
| Operational Expenses                    |                                | \$ 387,531 | \$ 379,918 | \$ 7,613    |  |
|                                         | Operations                     | \$ 387,531 | \$ 379,918 | \$ 7,613    |  |
|                                         | AIA Grant Expenditures         |            |            | \$ -        |  |
| Operational Cash Flow Balance           |                                | \$ 85,998  | \$ 117,684 | \$ 31,686   |  |
| Preliminary Reserves Balance 12/31/2024 |                                |            | \$ 302,228 |             |  |
|                                         | Net Reserves Beginning Balance |            | \$         |             |  |
|                                         | Capital Assessments            | \$ 103,638 | \$ 104,844 | \$ 1,206    |  |
|                                         | CI Assessment Water            | \$ 52,161  | \$ 52,670  | \$ 509      |  |
|                                         | CI Assessment Sewer            | \$ 51,477  | \$ 52,174  | \$ 697      |  |
|                                         | Capital Expenses 2024          | \$ -       | \$ 56,426  |             |  |
|                                         | CI Assessment Water            |            | \$ 56,426  | \$ 56,426   |  |
|                                         | CI Assessment Sewer            |            |            | \$ -        |  |
|                                         |                                |            | \$ 468,329 |             |  |



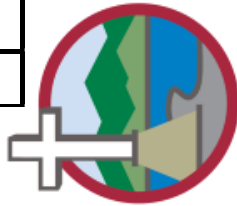
Lake Junaluska

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

# Financial Update

September 2025

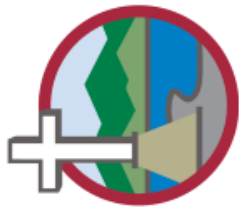
| Other APW Funds    |                                | Budget     | Actual        | Variance   |
|--------------------|--------------------------------|------------|---------------|------------|
| Revenues           |                                | \$ 446,956 | \$ 448,299    | \$ 1,343   |
|                    | Bulk Green Waste               | \$ 1,648   | \$ 1,648      | \$ -       |
|                    | Solid Waste                    | \$ 54,000  | \$ 54,222     | \$ 222     |
|                    | Service Fees                   | \$ 391,308 | \$ 392,429    | \$ 1,121   |
| Expenses           |                                | \$ 380,307 | \$ 355,381    | \$ 24,926  |
|                    | Solid Waste                    | \$ 66,653  | \$ 54,826     | \$ 11,827  |
|                    | Bulk Green Waste               | \$ 68,144  | \$ 37,935     | \$ 30,209  |
|                    | Streets                        | \$ 65,985  | \$ 71,547     | \$ (5,562) |
|                    | Administration                 | \$ 69,817  | \$ 78,746     | \$ (8,929) |
|                    | Security                       | \$ 109,707 | \$ 112,327    | \$ (2,620) |
| Operations Balance |                                | \$ 66,649  | \$ 92,918     | \$ 26,269  |
| PRELIMINARY        | Net Reserves Beginning Balance |            | \$ 405,749    |            |
|                    | Capital Expenses 2025          |            | \$ 98,177     |            |
|                    |                                |            | \$ 400,490.88 |            |
|                    |                                |            |               |            |



Lake Junaluska

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

| Utility<br>Capital Improvement Plan 2025-2026     |                   |                       |                                            |  |
|---------------------------------------------------|-------------------|-----------------------|--------------------------------------------|--|
|                                                   |                   |                       |                                            |  |
| 2025 Projects                                     | Total             | Utility Work Estimate | Road Repair Estimate<br>(Non-Utility Cost) |  |
| Tank Repairs                                      | \$222,762         | \$222,762             | 0                                          |  |
| Fire Hydrant                                      | \$131,300         | \$131,300             | 0                                          |  |
| Jetter Truck Loan (5year )                        | \$1875.00 monthly |                       |                                            |  |
| 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)                   |                   |                       |                                            |  |
| Dump Truck 2026                                   | \$80,000          |                       |                                            |  |
|                                                   |                   |                       |                                            |  |
| Total                                             | \$434,062         | \$354,062             |                                            |  |

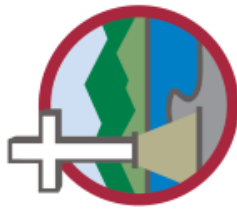


Lake Junaluska

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

# Service Charge Budgeting

- Streets (asphalt costs)
- Security (Haywood County sheriffs office)
- Street Lights
- Sidewalks (concrete)
- Waste and Recycling removal (CWS & brush removal)
- Storm Water Management (Pipe cost)
- Administration



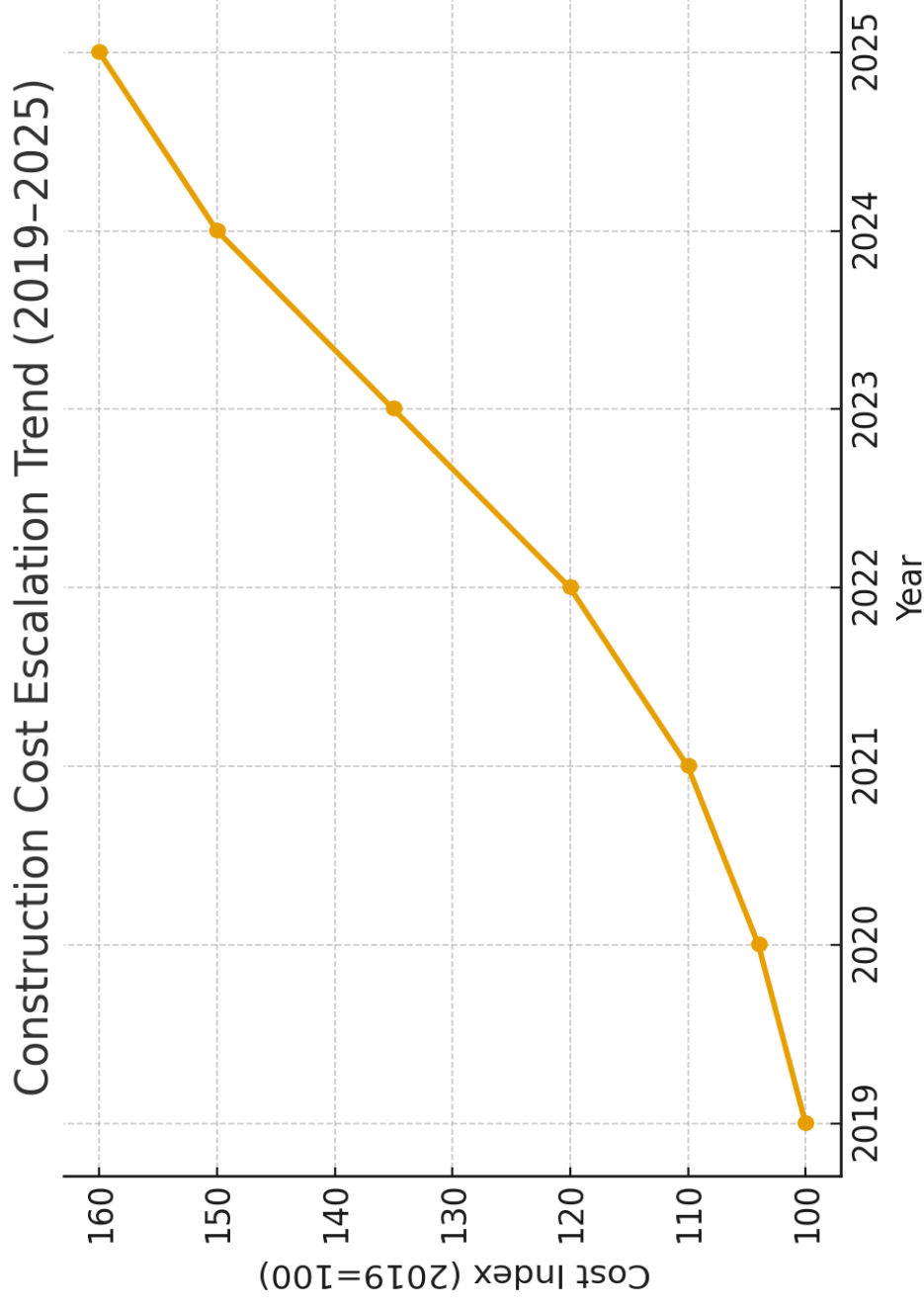
**Lake Junaluska**

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



**Lake Junaluska**

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



# Lake Junaluska Service Charge Increase



# NCDOT Projects

- **Main Entrance Traffic Lights – Pedestrian Crossing**
  - Tentative Start Date: utilities this month, Tentative start the 1<sup>st</sup> week of December
- **Pedestrian Crossings – Golf Course & Holston Village Roads**
  - Tentative Start Date: Utilities are approved for scheduling
- **NCDOT Bridge Replacement Project -28% (Zachary construction)**
  - Temporary bridge near completion and working on piling and walls for flyover closure. Ramp closure possibly for 3 days in the third week of September on the 15th.
  - Russ Avenue progress 24%, a lot of utility work to be done at exit 102- Main street (Buchanan Construction)
  - Monthly meetings continue throughout the 4-year project



**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](http://www.lakejunaluskacommunity.com)



**Lake Junaluska**

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