

Lake Junaluska Assembly Property Owners Organization, Inc.
In-person/Zoom Annual Meeting Minutes
Saturday, July 3rd, 2026 10:00am at the Warren Center

Board Members: (In-person or Zoom) Officers: Dr Matthew Burton, Jr - President, Jeff Mickle - Vice President, Julie Bruijn - Secretary, George Kenny - Treasurer, Board Members: David Lawson, Nan Huebner, Elaine Dye, Cynthia Lindberg and Susan Giles - Proceeding Past President

Administration Members Present:

Lake Junaluska Assembly Executive - Director Ken Howle
 Assembly Public Works Director - Junior Woody
 Administrative Assistant - Leisa McDonald
 Assembly Public Works Office Manager - Pamela James

Call to order: President Matthew Burton called the meeting to order at 10:01 AM.

- Welcomed all participants of meeting.
- Provided an overview of the meeting agenda
- Opened meeting with offering a moment of prayer by Vice President- Jeff Mickle

Minutes: The minutes of the February 21st, 2026 General Meeting were approved without corrections or additions by LJAPOO, Inc members present as posted on the Assembly of Public Works web site.

LJAPOO Finances 2025 and 2026					
Check #	Date	Action	Expenses	Income	
117	1/14/2025	LJA Mailing	\$ 196.65		
	1/23/2025	Deposit		\$ 860.00	
	2/11/2025	Deposit		\$ 780.00	
	2/18/2025	Deposit		\$ 680.00	
	3/4/2025	Deposit		\$ 325.00	
118		Void			
119	3/12/2025	LJA Room Rental	\$ 93.75		
	3/17/2025	Deposit		\$ 20.00	
	4/7/2025	Deposit		\$ 200.00	
120	4/14/2025	LJA Doggie Bags	\$ 625.00		
121	5/28/2025	LJA Refreshments Lk Cleanup	\$ 50.00		
	5/28/2025	Deposit		\$ 20.00	
122	6/24/2025	LJA Mailing Meeting Reminder	\$ 141.40		
123	7/5/2025	LJA Room Rental	\$ 127.34		
	7/21/2025	Deposit		\$ 720.00	
124	8/19/2025	USPS Mailbox	\$ 188.00		
	8/29/2025	Deposit		\$ 100.00	
125	12/2/2025	LJA Dam Fund	\$ 1,500.00		
126	12/2/2025	LJA Employee Christmas	\$ 750.00		
	1/1/2026	Carryover From 2025		\$ 3,432.40	
	1/23/2026	Deposit		\$ 855.00	
127	1/29/2026	LJA Mailing for Meeting	\$ 106.80		
	2/12/2026	Deposit		\$ 760.00	
	2/23/2026	Deposit		\$ 520.00	
	3/13/2026	Deposit		\$ 250.00	
128	3/13/2026	LJA Donation for Lake Cleanup	\$ 50.00		
129	3/25/2026	LJA General Meeting	\$ 97.50		
	4/8/2026	Deposit		\$ 125.00	
	6/30/2026	Deposit		\$ 160.00	
130	6/30/2026	LJA Mailing for Meeting	\$ 106.80		
			\$ 361.10	\$ 6,102.40	
	6/30/2026	Bank Balance	\$ 5,741.30		

Treasurer's Report: Treasurer George Kenney reported that as of 6/30/2026 LJAPOO, Inc. has a balance of \$5,741.30 (details @ left) with (7) transactions noted since the February 2026 meeting.

***Membership Dues of \$20 per household are now Due!**

***Dues paid by check can be mailed to:**

LJAPOO, Inc
Box 1175
Lake Junaluska, NC 28745

• A reminder to all present that only dues paying members may vote on matters of LJAPOO. (with 1 Vote / Household)

Introduction of Current 2026 LJAPOO, Inc Officers & Board - Dr Matthew Burton

President - Dr. Matthew Burton, Jr	m.burtonjr3@gmail.com
Past - President, Susan Slye Giles	slyegiles@gmail.com
Vice-President, Jeff Mickle	jeffmickle@vaumc.org
Secretary, Julie Bruijn	bruijnmj@icloud.com
Treasurer, George Kenney	george.kenney@hotmail.com
Director APW, Carroll (Jr) Woody	cwoody@lakejunaluska.com

Board Member, Nan Huebner	njhuebner@gmail.com
Board Member, David Lawson	dlawson26@yahoo.com
Board Member, Elaine Dye	emdye6@gmail.com
Board Member, Cynthia Lindberg	cynthialindberg@gmail.com
Open Board Position	
Open Board Position	

- Matthew reminded everyone of the 2025 LJAPOO, Inc constitutional changes approved last year adding the Past-President to serve as an Ex-Officio Member to the Board for one year past their term. Matthew then thanked Past-President Susan Giles for her continued support and direction over the past year.
- Matthew explained that the slate of new nominees for Board position to be voted on today would not take office until January of 2027.
- He then introduced Ron Clauser, 2026 Nominations Chair for LJAPOO, Inc Annual election process at this meeting.

The Slate of Nominees for the 2027 LJAPOO, Inc Board of Directors was presented as follows:

Officers Positions:

Vice President - Jeff Mickle
Treasurer – Anne Martin

Board Positions:

John Scott (not present)
Elaine Dye
David Lawrence (not present)
James Furr

There was a call for additional nominations from the floor without any coming forth. A motion was made from the floor to accept the the slate of Officers and Board Members as presented, with a second made. A vote of LJAPOO property owners was in favor of accepting the list of nominees as presented. All newly elected Officers and Board Members will begin their 2 year terms (unless otherwise noted) in January 2027.

Reports from Lake Junaluska Assembly and Lake Junaluska Public Works

LJA Executive Director Ken Howle began by presenting the following agenda:

Governance
Public Works Update
Capital Grants
Sharing our Gifts Campaign

- An update on governance and the 26 Board of Trustees were listed, which currently consists of 94% UMC (75% required by Bylaws) and 83% Property Owners (60% required by Bylaws)
- He provided a list of the current Executive Team:
 - Mike Huber, General Manager
 - Sendy Crenshaw, Director of Finance and Administration
 - Senior Administrative Assistant, Leisa McDonald
 - Junior Woody, Director of Assembly Public Works



Ken Provided a list of Virtual and Physical sites to go to for information about the Lake Junaluska Assembly, Public Works and our Community

- Junaluska Weekly
- Junaluskans emails
- lakejunaluska.com
 - lakejunaluska.com/drawdown
 - lakejunaluska.com/calendar
- lakejunaluska.com/vision for LJA 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
 - Junaluska Assembly Community Council Minutes
 - Information on LJAPOO, JACC and the Junaluskans
 - Meeting 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

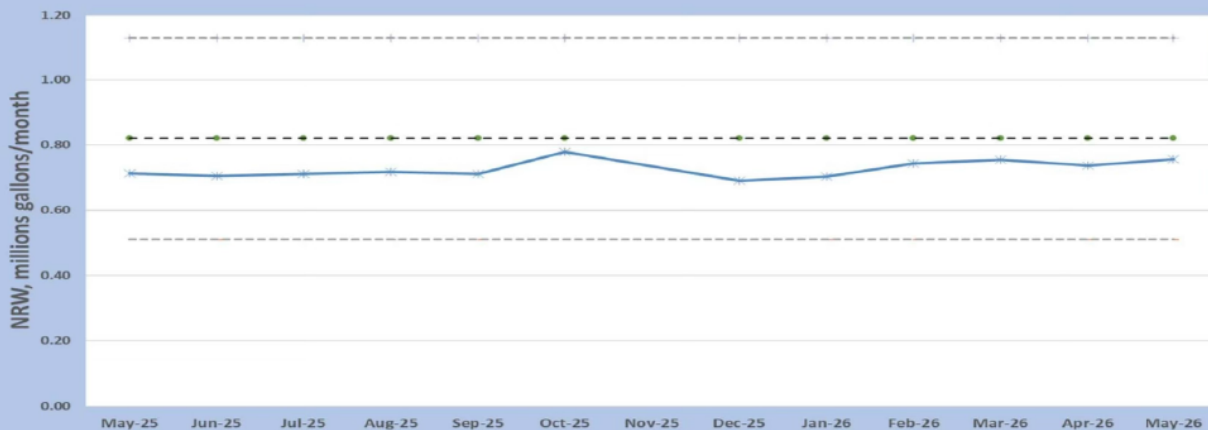
- Assembly Public Works Office
- Bethea Welcome Center
- The Terrace
- Lambuth Inn
- Lake Junaluska Gifts and Grounds
- Lakeside Kiosks
- Discover Lake Junaluska Magazine

APW Director Junior Woody - report

Director's Report - Metrics

Item	MARCH 2026	APRIL 2026	MAY 2026		
Service Charges	2026 SC bill	2026 SC bill	2026 SC bill	\$ Less than Prev M	# Accts/People Les
Total Amount Billed	\$1,302,324	\$1,378,270	\$1,302,324		
2026 Balance Owed	\$240,377	\$203,696	\$166,944	\$36,752	92 acct (6 less)
2025- Balance Owed	\$24,695	\$21,047	\$19,370	\$1,679	16 acct (4 LESS)
2024 -Balance Owed	\$12,969	\$12,969	\$12,817	\$152	11 accts(0 less)
2023- Balance Owed	\$11,298	\$11,298	\$11,298	\$0	7 accts (0 less)
2022- Balance Owed	\$8,800	\$8,800	\$8,800	\$0	7 accts (0 less)
2021- Balance Owed	\$4,970	\$4,970	\$4,970	\$0	5 accts (0 less)
2020-2013 Balance Owed	\$26,990	\$26,990	\$26,990	\$0	6 peo (0 less)
Total in Collections	\$330,101	\$289,772	\$251,190		
Water/Sewer - Non-Revenue Wat				Quarterly Average	
Current Month				Cubic Feet	Gallons
-Volume in cu.ft.	123,482	137,082	150,129	136,898	1,023,995
-Cost of NRW	\$8,647	\$9,600	\$10,514		
12 Month Rolling Average					
Percentage of NRW-By Month	26.77%	23.07%	24.70%		
-Average NRW in cu.ft.	102,821	94,684	111,144	102,883	769,565
-Yearly Cost of NRW	\$38,396	\$47,996	\$58,510		
Security				Quarterly Average	
Incidents					
-Residential	17	11	7	12	
-Lake Assembly	3	7	15	8	
-Outside/Other	1	0	0	0	
Reports Typed	81	77	81	80	
Patrol Miles Driven	2,799	2,665	2,470	2,645	
Total House Checks	195	196	185		

Water Loss Graphic



Water loss @ 24.7% (Goal remains 10 - 20%)

Financial Update

June 2026

		Budget	Actual	Variance
Water and Sewer Funds				
Operational Revenues		\$ 350,639	\$ 311,721	\$ (38,918)
	Water	\$ 138,338	\$ 129,656	\$ (8,682)
	Sewer	\$ 208,898	\$ 168,819	\$ (40,078)
	IJA reimbursement	\$ 3,404	\$ 3,404	\$ -
	AIA Grant Reimbursements		\$ 9,842	\$ 9,842
Operational Expenses		\$ 246,008	\$ 276,040	\$ (30,031)
	Operations	\$ 246,008	\$ 276,040	\$ (30,031)
	AIA Grant Expenditures			\$ -
Operational Cash Flow Balance		\$ 104,631	\$ 35,682	\$ (68,950)
Preliminary Reserves Balance 12/31/2025	Net Reserves Beginning Balance		\$ 454,024	
	Capital Assessments	\$ 69,092	\$ 70,102	\$ 1,010
	CI Assessment Water	\$ 34,774	\$ 35,234	\$ 460
	CI Assessment Sewer	\$ 34,318	\$ 34,868	\$ 549
	Capital Expenses 2024	\$ -	\$ 43,996	
	CI Assessment Water		\$ 43,771	\$ 43,771
	CI Assessment Sewer		\$ 225	\$ 225
Preliminary Reserves	\$ 454,024		\$ 515,812	

Financial Update

June 2026

		Budget	Actual	Variance
Other APW Funds				
Revenues		\$ 475,622	\$ 503,974	\$ 28,352
	Bulk Green Waste	\$ 2,000	\$ 2,000	\$ -
	Solid Waste	\$ 69,000	\$ 69,264	\$ 264
	Service Fees	\$ 404,622	\$ 432,710	\$ 28,088
Expenses		\$ 424,418	\$ 453,969	\$ (29,551)
	Solid Waste	\$ 85,000	\$ 85,005	\$ (5)
	Bulk Green Waste	\$ 43,442	\$ 28,996	\$ 14,447
	Streets	\$ 96,389	\$ 109,484	\$ (13,095)
	Administration	\$ 78,611	\$ 80,301	\$ (1,690)
	Security	\$ 120,975	\$ 150,183	\$ (29,208)
Operations Balance		\$ 51,204	\$ 50,005	\$ (1,199)
Camp Ground Entrance			\$ 144,773	
Other Capital Expense			\$ 15,843	
Preliminary Reserves (Fund Balance) from previous years	\$ 329,845		\$ 219,234.42	

Utility Capital Improvement Plan 2026-2036			
2026-2036 Projects	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Tank Repairs/Additional	\$2,022,762	\$2,022,762	0
Fire Hydrant	\$131,300	\$131,300	0
Jetter Truck Loan (5-year)	\$1,875 monthly		
2025-2026 Projects in Phases			
South Lakeshore Drive (water line/valves)Phase 1	\$595,000	\$ 550,000	\$45,000
County Road (waterline/ valves) phase 1	\$600,000	\$520,000	\$80,000
Liberty, Kammerer & Kilgore (Water line/valves)	\$327,000	\$275,000	\$52,000
Hickory Hill (waterline/valves)	\$289,614	\$254,000	\$35,614
Leaf Machine	\$90,000		
Total	\$3,965,676	\$3,753,062	\$212,614

Current Topics

- Kickoff of the Wastewater study, just like the water study
- Sidewalk & road inventory
- Received some state funding for water & sewer improvements
- Monitoring the drainage areas, specifically the Cokesbury area and the areas we have cleared.
- Sewer back-ups for County Road, Weldon Road
- Continue rework or replacement of Operating gates - Design now with the company that made the valves (Mueller)
- Spillway capacity control for greater volumes of water= new study
- Boom project grant (RFP engineer process)
- We are working on the grant processes. (Some grants were approved for the dam.)
- Concrete and erosion (RFP engineering process)

NCDOT Projects:

- Main Entrance Traffic Lights – Pedestrian Crossing
- Tentative Start Date: We have begun building the road entrance and the sidewalk, Curb & Gutter, both sides of the Highway. Concrete footing for light poles has been poured. We hope the lights and crosswalks will be completed within the next few weeks.
- Pedestrian Crossings- Golf Course & Holston Village Roads
- The golf course road crossing will be sometime in the near future
- NCDOT Bridge Replacement Project (Zachary Construction)
- Now working on the decking and support walls. Please note, one lane @exit 103 could be at least 4-5 more weeks. It is structural on the old ramp bridge.
- Russ Avenue progress: All utility work continues from the bridge to exit 102. The RR bridges are getting railings. The Richland Creek is ongoing rebar and deck pouring. There will be temporary signals placed throughout the project. The historical section is near complete. Curb & Gutter Utilities are 75% from Main Street to the new bridge (Buchanan Construction)
- Monthly meetings continue throughout the 4-year project (began Jan 2024)

Call us if you need us :

Office: **828-452-5911**

Security: **828-734-5575**

Public Works on-call: Please call security

Exec. Director Ken Howle - continuation of agenda items with the Lake Junaluska Strategic Visions, Aspirations and Goals with Objectives on how the Lake and greater Community are working with grants to make them a reality and 10 year Asset Inventory Assessment.

Lake Junaluska Strategic Vision

- Aspiration 5:
- Goal 1: Plan and invest wisely in the community to enhance property values.
- Objective 1: In conjunction with the Assembly Public Works Committee create/update a 10-year plan for the maintenance and improvements of streets, street lights, sidewalks, stormwater drainage, **Water / Sewer and Waste**

Grant for Water and Sewer Improvements

- \$8,818,934 from the North Carolina Department of Environmental Quality
 - \$4,712,036 - Clean Water State Revolving Fund – Wastewater Projects
 - \$4,106,898 - Drinking Water State Revolving Fund
- Intended to support recovery from Hurricane Helene and resiliency for future storms
- Board of Trustees approved receiving these funds during the March 5-6, 2026 meeting
- Junior Woody, Leisa McDonald and Buddy Melton were instrumental to receiving this funds



Lake Junaluska

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

Timeline for Implementation of Water and Sewer Improvements

Engineering and Planning 1-2 years

Construction will take 2 - 4 years

Lake Junaluska Strategic Vision

- Aspiration 1:
- Goal 3: Enhance and improve the walking paths at Lake Junaluska
- Objective 3: Develop and implement a plan to route the walking trail along the lake edge behind Memorial Chapel and **Stuart Auditorium**

Haywood County Tourism matching grant for Stuart Auditorium up to \$175,000 which we need to raise for the match.

Stuart Auditorium Project

- Thank you Haywood County Tourism Development Authority
- Betsy Schuessler, Mike Huber and Leisa McDonald



Lake Junaluska Strategic Vision

- Aspiration 1:
- Goal 1: Protect and sustain the lake and the area immediately around the lake

Pigeon River Grant Funding - recognition of Cynthia Lindberg for her role in receiving the grant to block further erosion of banks then stabilizing with native grasses and plants along bank edge in areas noted by arrows



Role of Charitable Giving

- Ken discussed the reliance on Annual Fund Support for maintenance & landscaping around the lake which is about \$550,000 annually
- More than 50% of the needed support comes from non-property owners - who come and visit, walk the lake and are aware of the need so support the Lake with their charitable giving.
- Ken discussed ongoing fundraising efforts for the 5 areas listed below and introduced Wanda Musgrave as Chair of the for Sharing our Gifts Campaign.

Of the initial 14 million dollar campaign, to date, \$17,633,823.00 has been achieved. Here are six areas that this funding will be used for:

1. Enhancement of the Annual Fund
2. Build Youth and Family Housing
3. Strengthen Recreation Ministries
4. Preserve the Lake and Dam
5. Restore Sacred Spaces

Thank You

To learn more about the Sharing Our Gifts Campaign and ways that you can give, please scan the QR code to visit our website or contact the Lake Junaluska Development Office at

[828-454-6680](tel:828-454-6680) or developmentoffice@lakejunaluska.com



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There was a question and answer period following this presentation

Adjournment: The Meeting was adjourned at 11:14am

Respectfully Submitted: Julie Bruijn, LJAPOO Secretary

This presentation had numerous slides with detailed looks at projects and visuals of what projects may look like when finished. Should you want to review the presentation:

The July 3rd, 2026 LJAPOO, Inc. Annual Meeting is now available by Cloud Recording on Zoom by clicking on the following link:

https://us06web.zoom.us/rec/share/F3kZ73x0BerEb_mgxcSm5mpr1uY9jw7FdqzlhvJUJ-hznHpAlUaYfqxZYifhzTXS.0pFa57rcSqSsEM-R

Passcode: 8?H\$V\$=9