



**TELLICO VILLAGE  
PROPERTY OWNERS' ASSOCIATION  
BOARD MEETING AGENDA**

**Wednesday, February 19, 2025 – 1:30 pm  
Tellico Village Yacht Club**

<u>Topic</u>	<u>Purpose/Outcome</u>	<u>Presenter</u>	<u>Time Frame</u>
Call Session to Order		John Orr	1:30 – 1:35
Confirm a quorum is present		John Orr	1:35 – 1:40
Open Meeting Policy	Update	John Orr	1:40 – 1:45
Questions and Answers	Discuss	Participants	1:45 – 2:15
Minutes (January 15 <sup>th</sup> )	Approve	John Orr	2:15 – 2:20
Golf Report	Update	Casey Flenniken Wells McClure	2:20 – 2:35
Long Range Planning Report	Update	Phil Brenner	2:35 – 3:00
Tanasi Rebuild	Update	Scott Macrae	3:00 – 3:15
TAP	Update	Scott Macrae	3:15 – 3:30
Information Technology Charter	Approve	Ed Grollemond	3:30 – 3:45
January Finance Report Capital Requests	Update	Judy Bedford	3:45 – 4:00
Liaison Report Out	Update	All Liaisons	4:00 – 4:15
Other Board Meetings			4:15 – 4:30
Adjourn			

# Open Meeting Policy



# OPEN FORUM



## TELLICO VILLAGE PROPERTY OWNERS' ASSOCIATION Open Meetings Policy for Board of Directors

February 19, 2025

The POA Board of Directors is extremely conscious of the need to be open and honest with property owners as it conducts the business of the Village.

The POA is a non-profit membership corporation, not a municipality, and therefore is not subject to the Tennessee Open Meetings Act. Nonetheless, the POA bylaws specify that the Board's meetings shall be open to all members of the POA except for executive meetings of the Board of Directors, at which times the Board of Directors may discuss and take action on matters pertaining to contract negotiations and strategy, personnel matters, legal matters including without limitation litigation contemplated, threatened or existing, security matters that if discussed in an open meeting could potentially compromise the welfare and safety of the Association or any of its members, or any other similar matter determined by the Board of Directors to require confidentiality in order to properly protect or safeguard the Association.

As allowed by the POA's bylaws, special board meetings may also be scheduled, with appropriate public notice, to deliberate on specific matters. These meetings will also be open to the POA membership except when they concern matters described above for executive meetings.

### OPEN FORUM

Time will be provided on the agenda at each regularly scheduled Board meeting as well as Town Hall meetings for the conduct of an Open Forum during which Members may address the Board and Management under the following conditions:

1. Each Member normally may speak for a maximum of three minutes. There is no yielding of time to others
2. Repetitive statements shall be discouraged to save time. A show of hands may be called for as an indication of support by others present.
3. No personal attacks will be permitted.
4. Questions are encouraged and every effort will be made to answer at the time. Failing an immediate answer, the answer shall be reported at the next Board meeting.
5. Statements by Members containing errors of fact should be corrected in a non-confrontational manner.
6. Statements of opinion should not be challenged by the Directors or Management, thereby avoiding open debate.

# Open Forum Guidelines

- Each Member normally may speak for a maximum of three minutes. There is no yielding of time to others
- Repetitive statements shall be discouraged to save time. A show of hands may be called for as an indication of support by others present.
- No personal attacks will be permitted.
- Questions are encouraged and should be answered by the Directors or Management when possible. Failing an immediate answer, the answer shall be reported at the next Board meeting.
- Statements by Members containing errors of fact should be corrected in a non-confrontational manner.
- Statements of opinion should not be challenged by the Directors or Management, thereby avoiding open debate.



# Minutes



# Golf Report



2025 February Golf Maintenance Update



TUESDAY, JANUARY 7			
Time	Turfgrass Deep Dive	MSTC Information Exchange	Workshops
8:15 - 10:15	<b>Updates in Turfgrass Breeding and Selection</b> Dr. Jordan Booth, Sr Director, USGA Course Consulting Service Dr. Grady Miller, Professor - NC State University Dr. Kyley Dickson, Research Scientist - University of Tennessee Dr. Becky Bowling, Assistant Professor - University of Tennessee Moderator: Dr. John Sorochnan, University of Tennessee <i>Insights into warm- and cool-season turfgrass breeding and selection for sustainable facility projects, featuring expertise from UT as well as Dr. Jordan Booth (USGA) and Dr. Grady Miller (NC State).</i>	<b>H2A Labor Discussion</b> Dr. Margarita Velandia, Professor - University of Tennessee Thomas Ayers, H2A State Workforce Agency Leader - TN Dept. of Labor <i>Updates and statistics on the H2A program in Tennessee, with resources and insights tailored to labor in sod production.</i>	<b>Career Navigation for Assistant Superintendents</b> Darren Davis, CGCS, Olde Florida Golf Club Jim West, PGA of America Career Consultant <i>A comprehensive session exploring career pathways in turfgrass management, featuring Darren Davis on superintendent hiring priorities and professional development for assistants, and Jim West on club-level hiring trends and career opportunities.</i>
10:15 - 10:30	BREAK		BREAK
10:30 - 12:00	<b>Considerations for Autonomous Equipment Use in Turf</b> Dan Meersman, CPO and Director of Grounds and Facilities - Philadelphia Cricket Club <i>Explore the ins and outs of autonomous mower technology in turfgrass with real-world examples and experiences.</i>	<b>Updates and Discussion with UT</b> Dr. Becky Bowling, Asst. Professor - University of Tennessee Dr. Brandon Horvath, Professor - University of Tennessee Dr. Jim Brosnan, Professor - University of Tennessee Greg Breeden, Epic Technician, University of Tennessee	<b>Career Navigation for Assistant Superintendents</b> <i>Workshop continues.</i>
12:00 - 4:30	Lunch and Fun on the Tradeshow Floor		
6:00 - 9:00	The Main Event 1510 Greshampark Dr, Murfreesboro, TN 37129. <i>You must pre-register for this event.</i>		



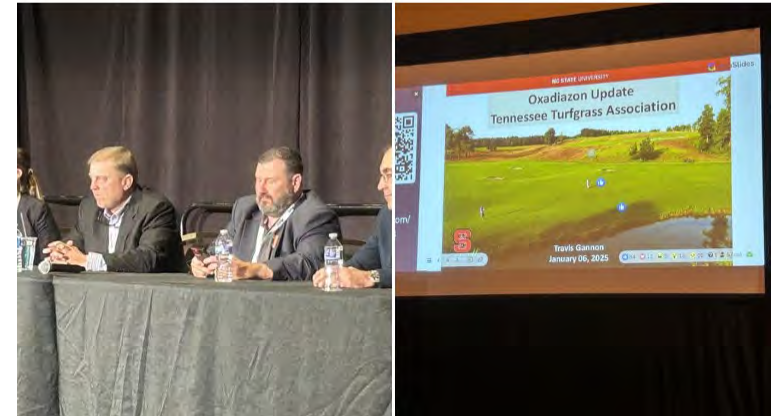
Christopher Sykes @vtsykes · Jan 6

Distinguished panel @DarrenJDavisGCS @JimWestPGA @UTTurfPath talking about career advancement and opportunities in our industry @TnTurfAssoc - great session full of excellent information.



Tennessee Turfgrass @TnTurfAssoc · Jan 6

Distinguished panel of Dr. Travis Gannon from NCSU, @UTTurfPath @UTTurfWeeds @TNTurfWoman to review Timely Topics in Pest Management



# Golf Maintenance Professional Development

- We attended Tennessee Turfgrass Association Education Conference and Tradeshow January 6<sup>th</sup>-8<sup>th</sup>
- Highlights from the show included discussions on
  - New pest management techniques
  - Autonomous mower technology
  - Workforce challenges and hiring strategies
  - Tournament preparations from leaders in the industry
  - Turfgrass breeding discussing the latest and greatest turfgrass varieties coming to the market





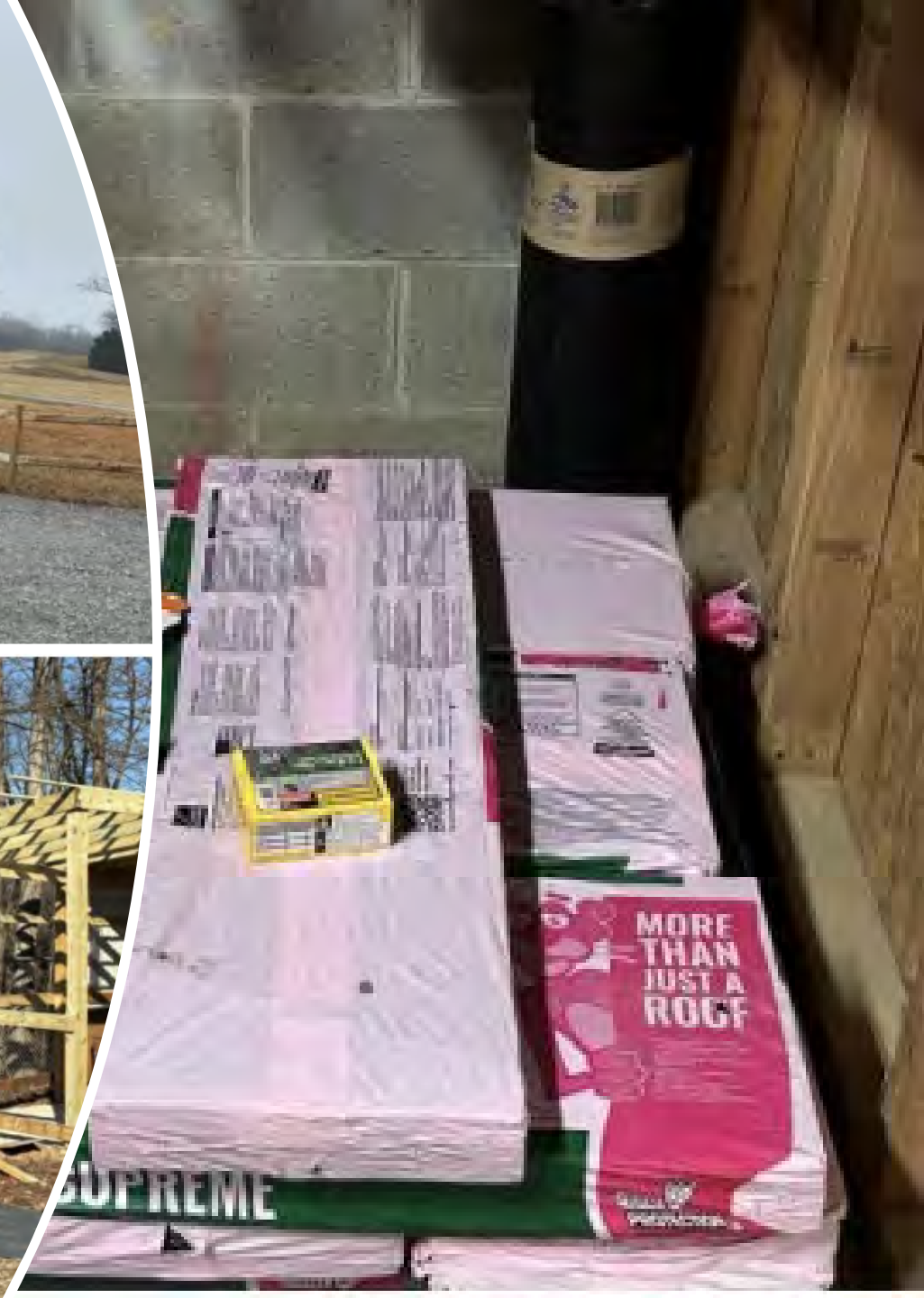
## 2024 Recap

- Rain Total-56" which is our yearly average
- 42 days above 90 and 22 nights above 70. Not good for Bentgrass greens in the south. Very conducive for disease so moisture management is key.
- Tough winter which resulted in some ice damage at Kahite. Great job by the Kahite team led by GCS Jordan Clark and AGCS Josh Gunter to develop and implement a plan that brought back a lot of areas we thought might be lost. Kahite only ended up having to sod .65 acres of shortcut Bermuda.
- Despite the weather throughout the summer our greens performed great in tough conditions and over 114,000 rounds.



# Kahite Winter Projects

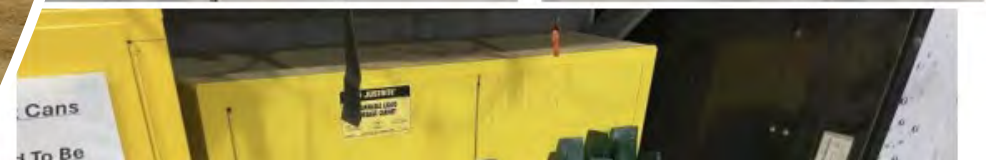
- A less-than-ideal January to work on course means lots of time to work indoors
- Outdoor projects this winter included some tree work, installing a new split rail fence at the tennis courts, roof repairs to course bathrooms, new pole barn addition at the shop
- Kahite was able to complete course wide pre/post emerge herbicide applications late January/ early February





# Tanasi Winter Projects

- Stayed busy through January with some tree work/brush clearing and indoor projects when the weather would not allow for on course work.
- Thanks goes out to the Tellico Village Woodworkers who made us new custom Tanasi tee markers. This was a huge savings costing us less than \$200 compared to the \$1,000's we would have spent to buy from manufacturer.
- We have begun our drainage initiative with over 500' on #4 which is a common wet area following rain events. We expect similar results on 4 that we have seen on 11,13, and 16. We will move on to #12 following the completion of #4.
- Prepared for putting green demolition by removing 12 irrigation heads to save for future use. (Cost of \$1000/head). We also had to relocate an irrigation satellite box on 9. Kudos to Tanasi team for knocking this out before construction began
- We were able to complete course wide pre/post emerge application by the end of January.





# Winter Project Work at Toqua

- Indoor projects included refurbishing all wood course accessories
- Toqua team built new simulator space to accommodate new curtain system at the pavilion
- All ball washers, trashcans hole signs are getting updated as well
- Course pre/post emerge application completed
- All winter PM equipment maintenance/ detailing completed





Greens aerification season starts first week of March.

Toqua – March 3<sup>rd</sup>-March 6<sup>th</sup> (Traditional double hollow tine)

Tanasi – March 10<sup>th</sup>-13<sup>th</sup> (Drill/Fill followed by hollow tine)

Kahite – March 17<sup>th</sup>- March 20<sup>th</sup> (Traditional double hollow tine)

This process has proven to be beneficial to our putting surfaces by diluting organic matter and allowing our greens to percolate as intended which sets us up for success throughout the growing season.



# Golf Maintenance Capital Projects

## Facility Improvements

- Kahite Material Bins- Approved in January, construction began last week

## Golf Equipment

- Tanasi Topdresser and Greens sprayer approval in February with delivery first of march
- Kahite HD Utility vehicles and Greens rollers approval in February with delivery first of March
- Toqua Dump trailer approval in February with delivery first of march
- Tanasi Small primary rough mower and approach mower coming for approval in March with delivery in April
- Toqua Small primary rough mower and trim mowers coming for approval in March with delivery in April
- Toqua Greens Fan in April
- Toqua Reel Grinder has been ordered but will likely be Q3 before Board approval and delivery
- Toqua pump station repairs in Q4.
- Used Equipment- We are in the process of selling \$7700 of old used worn out equipment to local equipment dealer. Toqua took 2 old pull behing mowers that did not run to auction and sold them for \$3500. We still have 2 fairway mowers, 2 trim mowers and 1 triplex mower we plan to sell later in the spring we expect to bring over \$20,000





Thank you to all the golf maintenance staff for their hard work and dedication, to the Board of Directors, and our Tellico Village residents for their support which will allow us to continue to improve your golf Courses.





# Tellico Village Golf Operations

Board Update



# Rounds Report - 2024 Review

	Through Dec-24	2024 Budget	2023 Actual	Variance From Budget	Variance From 2023
Member Rounds	98,015	87,500	102,335	10,514	-4,321
Guest Rounds	16,041	12,500	14,335	3,541	1,706
<b>Total Rounds</b>	<b>114,056</b>	<b>100,000</b>	<b>116,670</b>	<b>14,055</b>	<b>-2,615</b>



# January Snow Impact

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- Tanasi – 370 rounds
  - Toqua – 611 rounds
  - Kahite – 307 rounds
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- Total – Loss of 1,288 rounds
- Outlier days – Cold & wet



# Unlimited Golf (As of 2/3/25)

Individuals – 122 (157)

Family – 89 (89)

Twilight – 98 (176)



# THE FUTURE OF GOLF

- New Tellico Course Ratings
- Slope Tellico Slop Ratings
- New Tellico Combo Tee Courses
- New Tellico Scorecards

**GHIN**<sup>®</sup>  
a **USGA** service

# Tanasi Golf Club – GHIN Handicaps

Tanasi Golf Club											
Hole	1	2	3	4	5	6	7	8	9	Front 9 Yardage	
<b>Mens Hole Handicap for Black, Blue, Blue/White Combo, White</b>	13	17	15	5	9	7	1	11	3		
Black (72.6/138)	336	531	424	386	210	506	414	191	395	3393	
Blue (70.3/137)	336	504	390	352	190	480	392	172	369	3185	
Blue/White Combo (69.4/133)	336	482	390	324	172	480	364	172	369	3089	
White (68.3/129)	300	482	356	324	172	460	364	151	336	2945	
<b>Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow</b>	9	17	11	7	15	13	1	5	3		
White/Orange Combo (67.3/118)	300	445	356	271	161	460	335	151	336	2815	
Orange (MEN 66.0/110) (WOMEN 70.8/124)	271	445	330	271	161	385	335	151	307	2656	
Green (MEN 65.1/107) (WOMEN 69.6/119)	228	445	330	271	138	385	335	135	267	2534	
Green/Yellow Combo (MEN 63.1/104) (67.0/114)	228	355	270	271	138	385	306	135	267	2355	
Yellow (MEN 62.4) (WOMEN 65.9/111)	228	355	270	271	138	340	306	135	267	2310	
<b>Womens Hole Handicap Orange, Green</b>	13	5	11	9	15	3	17	7	1		
<b>Womens Green/Yellow Combo, Yellow Handicap</b>	9	17	13	3	11	7	15	5	1		
Hole	10	11	12	13	14	15	16	17	18	Back 9 Yardage	Total Yardage
<b>Mens Hole Handicap for Black, Blue, Blue/White Combo, White</b>	2	18	12	8	10	6	4	14	16		
Black	431	298	380	575	169	370	403	518	178	3322	6715
Blue	355	288	354	542	165	360	364	513	165	3106	6291
BW Combo	355	288	354	503	155	360	326	513	145	2999	6088
White	340	281	339	503	155	329	326	474	145	2892	5837
<b>Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow</b>	10	16	14	12	6	4	2	8	18		
White/Orange Combo (67.3/118)	273	271	339	459	128	281	326	474	145	2696	5511
Orange (MEN 66.0/110) (WOMEN 70.8/124)	273	271	298	459	128	281	289	426	134	2559	5215
Green (MEN 65.1/107) (WOMEN 69.6/119)	273	212	298	459	128	281	289	396	127	2463	4997
Green/Yellow Combo (MEN 63.1/104) (67.0/114)	273	212	298	390	128	225	206	332	127	2191	4546
Yellow (MEN 62.4) (WOMEN 65.9/111)	204	212	230	390	128	225	206	332	127	2054	4364
<b>Womens Orange, Green Handicap</b>	6	18	12	2	8	4	10	14	16		
<b>Womens Green/Yellow Combo, Yellow Handicap</b>	18	16	14	4	6	8	12	2	10		



# Toqua Golf Club – GHIN Handicaps

Toqua Golf Club											
Hole	1	2	3	4	5	6	7	8	9	Front 9 Yardage	
Mens Hole Handicap for Black, Blue, Blue/White Combo, White	11	5	9	13	17	15	3	7	1		
Black (74.5/137)	543	452	231	361	180	521	417	407	456	3568	
Blue (72.5/132)	515	377	203	361	150	478	395	382	436	3297	
Blue/White Combo (71.0/131)	515	365	179	361	150	478	369	382	421	3220	
White (70.1/127)	489	365	179	339	138	463	369	366	421	3129	
Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow	11	7	15	9	17	13	3	5	1		
White/Orange Combo (68.4/122)	489	322	142	322	138	463	335	366	356	2933	
Orange MEN 67.0/120) (WOMEN 72.8/125)	447	322	142	322	119	400	335	317	356	2760	
Green (MEN 65.9) (WOMEN 71.5/121)	447	322	142	268	119	400	335	317	356	2706	
Green/Yellow Combo (MEN 63.9/111) (WOMEN 69.0/115)	372	255	142	268	119	400	270	317	279	2422	
Yellow (MEN 62.1/107) (WOMEN 65.5/110)	372	255	116	213	95	317	270	224	279	2141	
Womens Hole Handicap Orange, Green	5	11	13	17	15	9	3	1	7		
Womens Green/Yellow Combo, Yellow Handicap	1	9	15	13	17	11	3	7	5		
Hole	10	11	12	13	14	15	16	17	18	Back 9 Yardage	Total Yardage
Mens Hole Handicap for Black, Blue, Blue/White Combo, White	10	2	14	12	18	8	4	16	6		
Black (74.5/137)	410	401	601	198	329	378	428	181	555	3481	7049
Blue (72.5/132)	378	365	577	185	329	363	394	181	516	3288	6585
Blue/White Combo (71.0/131)	378	365	480	160	329	363	349	181	490	3095	6315
White (70.1/127)	343	349	480	160	307	329	349	153	490	2960	6089
Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow	8	2	18	14	10	16	4	12	6		
White/Orange Combo (68.4/122)	343	316	428	140	307	329	307	140	448	2758	5691
Orange MEN 67.0/120) (WOMEN 72.8/125)	321	316	428	140	288	258	307	140	448	2646	5406
Green (MEN 65.9) (WOMEN 71.5/121)	296	316	428	125	243	258	307	112	402	2487	5193
Green/Yellow Combo (MEN 63.9/111) (WOMEN 69.0/115)	296	260	357	125	243	258	307	112	362	2320	4742
Yellow (MEN 62.1/107) (WOMEN 65.5/110)	199	260	357	125	204	190	232	112	362	2041	4182
Womens Hole Handicap Orange, Green	14	4	8	18	16	10	2	12	6		
Womens Green/Yellow Combo, Yellow Handicap	18	2	6	14	16	12	8	10	4		

# Links at Kahite – GHIN Handicaps

The Links at Kahite											
Hole	1	2	3	4	5	6	7	8	9	Front 9 Yardage	
Mens Hole Handicap for Black, Blue, Blue/White Combo, White	12	4	8	2	16	14	6	10	18		
Black (74.9/139)	528	448	220	452	149	327	412	192	808	3536	
Blue (72.6/135)	504	393	193	435	149	327	379	175	721	3276	
Blue/White Combo (71.1/131)	504	393	171	428	149	327	366	175	586	3099	
White (70.1/127)	472	380	171	428	120	281	366	158	586	2962	
Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow	14	4	6	2	16	12	8	10	18		
White/Orange Combo (68.0/123)	472	380	150	350	120	281	299	158	535	2745	
Orange (MEN 66.4/119) (WOMEN 71.7/122)	401	321	150	350	98	274	299	140	535	2568	
Green (MEN 65.1/113) (WOMEN 70.0/119)	401	321	146	329	88	242	299	113	535	2474	
Green/Yellow Combo (MEN 62.9/108) (WOMEN 67.3/114)	401	321	113	297	88	242	244	107	487	2300	
Yellow (MEN 61.9/105) (WOMEN 65.6/111)	376	233	113	297	67	207	244	107	487	2131	
Womens Hole Handicap Orange, Green	10	6	4	2	16	18	8	14	12		
Womens Green/Yellow Combo, Yellow Handicap	4	16	6	2	18	14	8	12	10		
Hole	10	11	12	13	14	15	16	17	18	Back 9 Yardage	Total Yardage
Mens Hole Handicap for Black, Blue, Blue/White Combo, White	7	13	3	9	5	11	17	1	15		
Black (74.9/139)	470	611	213	441	424	185	343	417	530	3634	7170
Blue (72.6/135)	444	545	193	403	384	175	343	403	516	3406	6682
Blue/White Combo (71.1/131)	414	517	179	366	384	175	343	383	516	3277	6376
White (70.1/127)	414	517	179	366	371	161	325	383	499	3215	6177
Mens Hole Handicap for White/Orange Combo, Orange, Green, Yellow	5	15	7	9	1	13	11	3	17		
White/Orange Combo (68.0/123)	377	446	155	334	371	161	325	332	499	3000	5745
Orange (MEN 66.4/119) (WOMEN 71.7/122)	377	446	155	334	331	140	306	332	412	2833	5401
Green (MEN 65.1/113) (WOMEN 70.0/119)	377	446	141	334	260	117	243	332	412	2662	5136
Green/Yellow Combo (MEN 62.9/108) (WOMEN 67.3/114)	319	405	141	244	212	117	243	255	412	2348	4648
Yellow (MEN 61.9/105) (WOMEN 65.6/111)	319	405	112	244	212	109	203	255	383	2242	4373
Womens Hole Handicap Orange, Green	1	11	9	5	7	15	17	3	13		
Womens Green/Yellow Combo, Yellow Handicap	1	11	7	9	15	13	17	5	3		



**GOLF**

**TALK**



*With*  
*Casey Flenniken, PGA*  
*Wells McClure*  
*and*  
*Pat White*



# Long Range Planning Report



# LRPAC Update

February 2025



# Agenda

- 2024 Goals Update
- 2025 Potential Goals
- Housing Forecast Update
- Parks & Recreation Utilization Study





# 2024 Goals Updates



# LRPAC 2024 Goals

- Continue strategic long-range facilities plan and utilization forecast
  - ✓ Restaurants
  - ✓ Meeting Space
  - Parks & Recreation – Board Presentation February 2025
  - Parking
  - Marinas
- Produce comprehensive benchmark vs. other communities
  - ✓ Provide rate benchmarks requested by Board for budget planning
  - Complete full benchmark study against multiple communities



# Utilization Study

## Parks & Recreation

- Bruce Palansky, Cheryl Huber, 2024: **Jim Alexander**, Chris Allsup
- Goal - Determine whether there is enough Exercise, Fitness, Court and Pool space to meet resident's needs through build-out.
- Facilities included in Study
  - Exercise Rooms: WC & Kahite
  - Pickleball Courts: WC & Kahite
  - Tennis Courts: WC, Chota & Kahite
  - Swimming Pools: WC, Chota & Kahite
  - Fitness Classes: WC, Chota gym & Kahite Community Center
- Status
  - Data collection and analysis complete
  - In-depth review with Parks & Rec leadership held on Sept. 11, received positive feedback and alignment
  - Board presentation 2/19/25



# Utilization Study

## Parking

- **Bruce Palansky**, Domenick Andreana, Otto Stutz, John Villa  
2024: **Chris Allsup** (2025 volunteer)
- ✓ Phase I: Research (March – Sept 2024)
  - Conducted survey to identify highest priority lots: Wellness Center, Yacht Club, Toqua, Chota
  - POA purchased 2 traffic counters plus analysis software
- ✓ Phase II: Measurement Tuning and Validation (Oct – Dec 2024)
  - Performed field testing to fine-tune system settings, validate measurements, minimize counting errors
- Phase III: Parking Lot Measurements (Jan – Nov 2025)
  - WC: Jan – May; YC Mar – Nov; Toqua: May; Chota: Jul – Sep





# Utilization Study

## Marinas

- **Virginia Kendrick**, Phil Brenner, Bruce Palansky, Domenick Andreana,
- Process
  - Gather historical data on available docks & waiting list
  - Gather data on homeowner docks
  - Gather data on alternative solutions
- Status
  - Data collection has begun



# Benchmark Study

- **Cheryl Huber**, Phil Brenner, Domenick Andreana, Otto Stutz
- Process
  - ✓ Identify communities to benchmark
  - ✓ Identify attributes to benchmark
    - Collect and analyze data
- Status
  - ✓ Delivered selected rate benchmarks at August Board meeting for budget planning
    - Data collection complete, prepare analysis & report





# 2025 Potential Goals



# LRPAC 2025 Potential Goals

- Continue strategic long-range facilities plan and utilization forecast
  - ✓ Parks & Recreation – To be delivered February Board Meeting
  - Marinas
  - Parking – Ongoing data collection in 2025
- Produce comprehensive benchmark vs. other communities
  - Complete full benchmark study against multiple communities
- Develop Balanced Scorecard Prototype

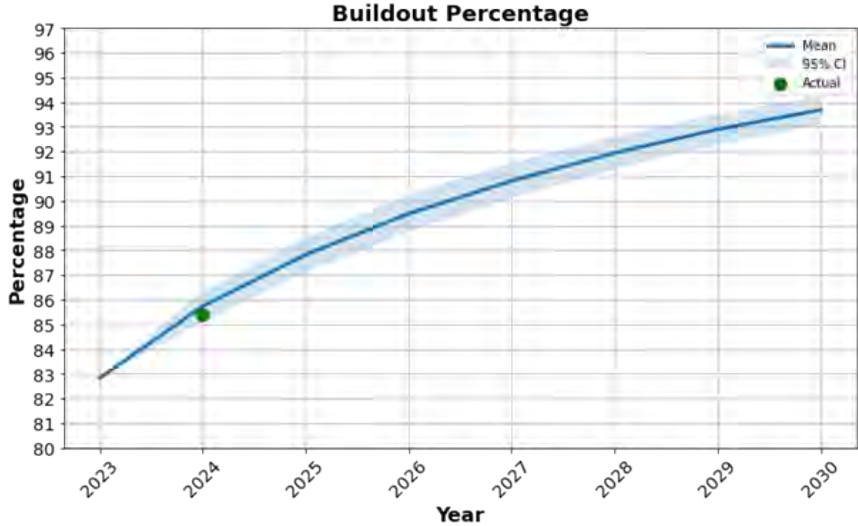
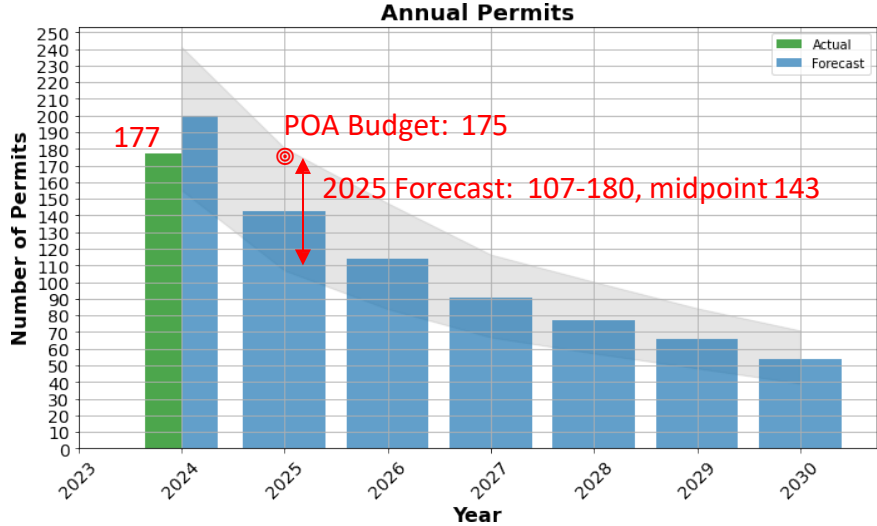




# Housing Forecast Update



# 2025 Forecast: 107 – 180 Permits (Unchanged)



Confidence intervals based on Monte Carlo simulations assuming 20% standard deviation of all state transition probabilities

Buildout Percentage = single family permitted lots ÷ platted lots



# Parks and Recreation Utilization Study

Summary



# Parks and Recreation Utilization Study

Goal – Determine whether there is enough space to meet residents’ needs through build-out for the following activities

Activities	Location
Exercise Rooms	Wellness Center
	Kahite
Pickleball	Wellness Center
	Kahite
Tennis	Wellness Center
	Chota
	Kahite
Pools	Wellness Center
	Chota
	Kahite
Fitness Classes	Wellness Center
	Chota
	Kahite





# General Findings

- Parks and Rec Facilities have sufficient capacity through build-out
- There will continue to be limited times throughout the year where activities will exceed Optimal Capacity\*
- External factors such as parking limitations, member time preferences, operating hours, instructor availability and users beyond Parks and Rec all impact utilization

\*Optimal Capacities as defined in Parks and Rec Strategic Plan



# Optimal Capacity

- Source – Parks and Rec Committee Meeting 2/14/2023 update to Strategic Plan

Wellness Center	Chota Rec Center	Kahiti
Fitness Class - 40	Fitness Class – 40	Fitness Class – 30
Exercise Rooms – 60	Gym – multi use- 40	Exercise Room - 8
Pickleball (12 courts X 4)		Pickleball (4 courts X 4)
Tennis (4 courts X 4)	Tennis (4 courts X 4)	Tennis (1 court X 4)
Lap Pool (3 lanes) 9	Lap Pool (2 lanes)	
Pool – 68 in water/ hour	Pool – 80/hour deck pool +baby	Pool 360/day
Water Class – 40	Water Class – 40	Water Class - 15
Deep Water - 20		
Therapy Pool - 8	Cycling Room - 20	



# Methodology

- Review Attendance data from Parks and Recreation
  - 10 months of data from 2023
  - 3 months from 2024 for Kahite Pickleball and Tennis due to re-configuration of the courts
- Capture busiest times (hours, days and day of the week)
- Evaluate Utilization for each activity comparing Parks and Recreation's "Optimal Capacity" defined for each activity and location in their Strategic Plan



## Methodology (continued)

- Calculate Average utilization based upon the selected days and hours for each activity and facility
- Apply Build-out multiplier\* to project Future Utilization
  - A multiplier of 1.2 was used for Main Village facilities
  - A multiplier of 1.4 was used for all Kahite facilities

\*Number of platted lots divided by the number of homes permitted as of year end 2023



# ANALYSIS – Activity Utilization

## Activities Attendance Reports

- Identify Highest Attendance Days
- Exercise Rooms
- Courts (PB, Tenn.)
- Pools
- Fitness Classes
- Calculate Average Utilization
- Apply Build-out Ratio

Produce Tables

Utilization by time or class for High demand dates  
 - Highlight Utilization >100% for each Activity

### Wellness Center Pickleball Utilization (Highest utilized days)



Time	16-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	1-May	2-May	3-May	4-May	8-May	9-May	10-May	11-May	12-May	13-May
6:00 AM	0%	8%	0%	0%	58%	29%	0%	17%	0%	46%	54%	17%	0%	46%	54%	92%	42%
8:00 AM	23%	31%	44%	63%	110%	83%	106%	90%	52%	67%	58%	90%	52%	67%	58%	106%	83%
10:00 AM	40%	56%	56%	42%	50%	50%	102%	35%	71%	63%	79%	35%	71%	63%	79%	63%	46%
12:00 PM	85%	73%	90%	35%	46%	25%	63%	88%	56%	42%	96%	88%	56%	42%	96%	63%	29%
2:00 PM	17%	15%	25%	48%	54%	46%	25%	25%	42%	31%	113%	25%	42%	31%	113%	29%	33%
4:00 PM	46%	60%	33%	42%	33%	13%	33%	46%	4%	29%	113%	46%	4%	29%	113%	25%	46%
6:00 PM	25%	13%	35%	46%	33%	21%	0%	40%	42%	13%	33%	40%	42%	13%	33%	29%	25%

PREC Utilization Study



# Wellness Center Pickleball Utilization (Highest utilized days)



Time	16-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	1-May	2-May	3-May	4-May	8-May	9-May	10-May	11-May	12-May	13-May
	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Mon	Tue	Wed	Thr	Mon	Tue	Wed	Thr	Fri	Sat
6:00 AM	0%	8%	0%	0%	58%	29%	0%	17%	0%	46%	54%	17%	0%	46%	54%	92%	42%
8:00 AM	23%	31%	44%	63%	110%	83%	106%	90%	52%	67%	58%	90%	52%	67%	58%	106%	83%
10:00 AM	40%	56%	56%	42%	50%	50%	102%	35%	71%	63%	79%	35%	71%	63%	79%	63%	46%
12:00 PM	85%	73%	90%	35%	46%	25%	63%	88%	56%	42%	96%	88%	56%	42%	96%	63%	29%
2:00 PM	17%	15%	25%	48%	54%	46%	25%	25%	42%	31%	113%	25%	42%	31%	113%	29%	33%
4:00 PM	46%	60%	33%	42%	33%	13%	33%	46%	4%	29%	113%	46%	4%	29%	113%	25%	46%
6:00 PM	25%	13%	35%	46%	33%	21%	0%	40%	42%	13%	33%	40%	42%	13%	33%	29%	25%



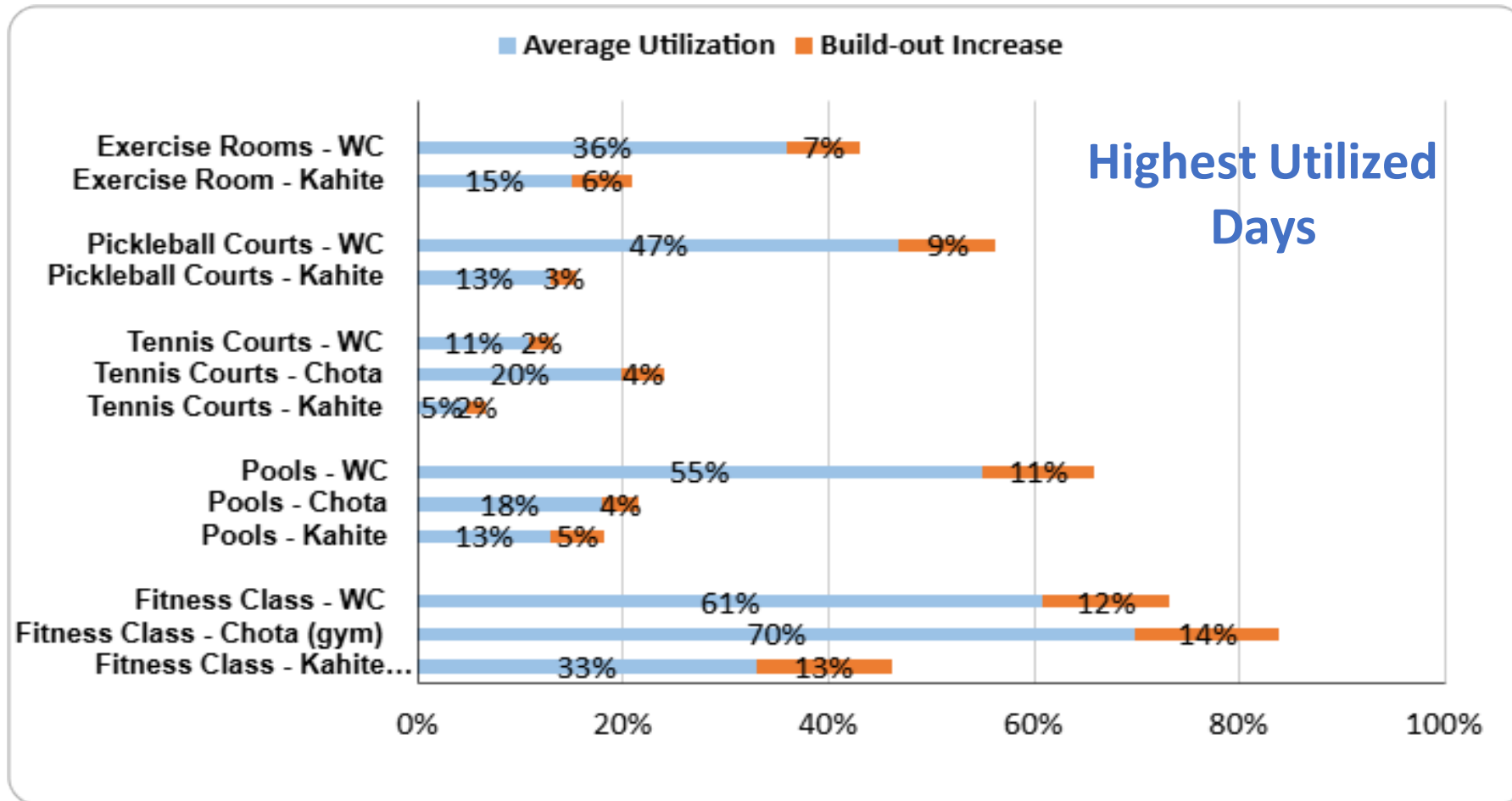
# Future Wellness Center Pickleball Utilization (Highest utilized days x 1.2)



Time	16-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	1-May	2-May	3-May	4-May	8-May	9-May	10-May	11-May	12-May	13-May
	Sun	Mon	Tue	Wed	Thr	Fri	Sat	Mon	Tue	Wed	Thr	Mon	Tue	Wed	Thr	Fri	Sat
6:00 AM	0%	10%	0%	0%	70%	35%	0%	20%	0%	55%	65%	20%	0%	55%	65%	110%	50%
8:00 AM	28%	38%	53%	75%	133%	100%	128%	108%	63%	80%	70%	108%	63%	80%	70%	128%	100%
10:00 AM	48%	68%	68%	50%	60%	60%	123%	43%	85%	75%	95%	43%	85%	75%	95%	75%	55%
12:00 PM	103%	88%	108%	43%	55%	30%	75%	105%	68%	50%	115%	105%	68%	50%	115%	75%	35%
2:00 PM	20%	18%	30%	58%	65%	55%	30%	30%	50%	38%	135%	30%	50%	38%	135%	35%	40%
4:00 PM	55%	73%	40%	50%	40%	15%	40%	55%	5%	35%	135%	55%	5%	35%	135%	30%	55%
6:00 PM	30%	15%	43%	55%	40%	25%	0%	48%	50%	15%	40%	48%	50%	15%	40%	35%	30%



# Parks & Rec Facilities Have Sufficient Capacity Through Build-out





# Parks and Recreation Utilization Study

For the busiest times, how often do they exceed 100% now and at Build-out

Activities	Location	% Current Time Slots over 100%	% Future Time slots over 100%
Exercise Rooms	Wellness Center	0%	<1%
	Kahite	0%	<1%
Pickleball	Wellness Center	6%	15%
	Kahite	2%	5%
Tennis	Wellness Center	3%	5%
	Chota	3%	5%
	Kahite	<1%	<1%
Pools	Wellness Center	0%	1%
	Chota	1%	2%
	Kahite	0%	0%
Fitness Classes	Wellness Center	19%	25%
	Chota	21%	36%
	Kahite	0%	0%



# Conclusions

- Parks and Rec Facilities have sufficient capacity now and through build-out
- There will be limited times when activities exceed Optimal Capacity\*
- External factors impact utilization: parking, member time preferences, operating hours, and instructor availability
- Users beyond Parks and Rec impact utilization

\*Optimal Capacities were defined in Parks and Rec Strategic Plan



# Parks and Recreation Utilization Study Additional Findings



# Multi-use Spaces



Utilization studies of Meeting space, Restaurant space and this Parks and Rec study all conclude that physical space will be sufficient at build-out, but the usage of each space was evaluated independently

- Multi-use facilities have competing interests for the same space which needs to be evaluated in totality
- There are occurrences today where conflicts arise, the number of which will continue to increase as we approach build-out and may result in unacceptable capacity limitations
- Chota Gym and Kahite Community Center are two of several multi-use facilities in Tellico Village that have competing interests for the same space



# Multi-use Spaces in Tellico Village

<i><b>Facilities</b></i>	<i><b>Activities</b></i>										
	<b>Gym</b>	<b>Exercise Class</b>	<b>Exercise Room(s)</b>	<b>Meeting Space</b>	<b>Pool</b>	<b>Tennis Courts</b>	<b>Pickleball</b>	<b>Food Services</b>	<b>Special Events</b>	<b>Clubs</b>	<b>Golf</b>
<b>Chota</b>	x	x	x	x	x	x			x	x	
<b>Kahite</b>		x	x	x	x	x	x	x	x	x	x
<b>Wellness Center</b>		x	x		x	x	x				
<b>Yacht Club</b>		x		x				x	x	x	
<b>Tanasi</b>				x				x	x	x	x
<b>Toqua</b>				x				x	x		x



# Kahite Multi-use Example

Pub & Grill	
Customers	Walk-in
Customers	Reserved
Golfers	Walk-in
Meetings	Walk-in
Clubs	Reserved
Clubs	Walk-in

Mountain View Patio	
Customers	Walk-in
Customers	"Reserved"
Golfers	Walk-in
Meetings	Walk-in
Clubs	"Reserved"
Clubs	Walk-in
Golf Events	"Reserved"
Special Events	"Reserved"

Kahite Community Center	
Special Event with food	Reserved
Meetings	Reserved
Clubs	Reserved
Special Event	Reserved
Parks & Rec Fitness Class	Reserved

Food Services
Golf
Parks & Rec
Meetings (Residents)
Clubs (Cards, Darts....)
Special Event (varies)

Reserved	Controlled by POA Administrator
Walk-in	Individual / Resident determines



# Summary Findings

- The occurrence of multiple activities at the same time will continue to occur on a more frequent basis will
- All multi-use facilities would benefit from a more structured process for allocating and prioritizing usage between competing interests for the same space
- It's important to ensure that our personnel working at these locations are not over-whelmed and residents and guests have an enjoyable experience



# Tanasi Rebuild Update

## TAP Update



# TANASI/TAP Update

Scott R. Macrae, PE, PgMP, PMP

2025 February 19

# Tanasi Construction Update

- Cart path concrete placed behind pro shop to starter shack.
- Excavation for new parking lot approximately 35% complete.
  - Excavation will continue for several weeks.
  - Spoils will be placed at the golf maintenance or restaurant locations.
- Cart path behind 9<sup>th</sup> green and up to the cart barn removed.
  - Access to the docks was restricted for four days.
  - Access will be restricted for three days when we place the concrete for the new cart path.
  - Access to the docks is allowed along the gravel path or in front of the 9<sup>th</sup> green.
- LUB plans to install overhead power to the pro shop next week.
- Approximately three weeks behind schedule, adjusting work to compensate. Still scheduled for 1Q26 opening.

# TAP Update

Scott R. Macrae, PE, PgMP, PMP

2025 February 19

# JEG TAP Assessment

- JEG was tasked to assess the 2021 vs 2024 TAP recommendations.
  - Key difference in the reports is a wastewater storage tank.
  - A storage tank remains a cost-effective option to manage high waste flows.
  - Eliminating the storage tank depends on the identifying and remediating the sources of rain derived infiltration and intrusion (RDII).
- JEG estimated that RDII remediation was too timely and costly.
  - Remediation assessment was based on prior TVPOA efforts in 2019-2020.
  - TVPOA assessment of the effectiveness of the five-inch tank extensions was qualitative, not quantitative.
- Replacement of the Main Pump Station (MPS) is more cost effective than renovation.
- JEG plans are consistent with TAP 2.0 and recommend upgrading the other key pump stations (Mialoqua, Toqua, Tanasi Coves, Tanasi Shores).

# Meeting with TDEC and Loudon County

- Met with TDEC and Loudon County on 2025 February 11.
- TDEC advised the two grants can be revised to reflect updated plans and schedules.
- We believe that the Storage tank grant funds can be redirected to the MPS.
- We can invoice for the Engineering Design Services after we complete the required Assessment Management Plan.
- All work and invoices must be submitted to TDEC NLT 2026 September 30.

# MPS Replacement Design Considerations

- MPS is end-of-life and does not meet design standards.
- Considerable safety risks are involved with modifications to the existing wet wells.
- Considerable environmental concerns are involved with bypassing the existing wet wells.
- New pump station meets all current engineering design standards.
- New MPS provides VFDs for pump motors, SCADA controls, and bio-filter odor control
- Depends on the success of the RDII reduction efforts to eliminate capacity-based overflows at the Main PS and Storage Tank.

# RDII reduction efforts

- The RDII Remediation Plan Pilot Study calls for tank inspections and installation of meters to monitor both dry and wet weather flow rates.
- Meter boxes installed at three locations in Kahite.
- Approximately 300 inspections were completed to date.
- Five-inch extensions will be added to the low-lying tank lids.
- Results from the Pilot Study will be used to develop plan forward.
- JEG design approach is consistent with TAP 2.0.
  - Will get updated hydraulic data and use results from the Pilot Study to assess wet weather flows.
  - Will develop Preliminary Engineering Report and Basis of Design.



# Request for BoD


- Recommend the BoD approve funding (\$78,000) for the preliminary design study and basis of design report for the Kahite Main Pump Station.



# Information Technology Advisory Committee Charter



# January Finance Report

The background of the slide is a photograph of a stone wall with a waterfall on the left and an American flag on the right. The words "Tellico Village" are carved into the stone wall. A large, stylized graphic of a bird is visible on the left side of the wall. The text "Tellico Village POA January 2025 Financial Overview" is overlaid on the left side of the image. A diagonal graphic element consisting of several overlapping bands in shades of green and grey runs from the top center towards the bottom right corner.

# Tellico Village POA January 2025 Financial Overview

Community-Conscious Fee Structure

Control Operational Costs

Contribute \$12.1M to Reserves

TELLICO VILLAGE POA FINANCIAL PRESENTATION

02/19/2025



# Balance Sheet and Cashflow Highlights

Balance Sheet	25-Jan	24-Dec	Other Balance Sheet Highlights	25-Jan	24-Dec
Operating Cash (ROI 3.98% Main Ops)	\$ 3,087	\$ 2,420	Accounts Receivable	\$ 1,950	\$ 1,733
Reserve Cash (Wgt Avg Effect ROI 4.67%) (includes Tanasi Insur Proceeds 4.3M)	28,342	27,267	Allowance for Doubtful Accounts ***	\$ (890)	\$ (866)
WSIAF Account Fund	\$ 1,478	\$ 1,113	AFDA / AR	46%	50%
<b>Total Cash</b>	<b>\$ 32,906</b>	<b>\$ 30,800</b>	<b>Suspended Account Information (90 Days Past Due):</b>		
<b>Total Assets</b>	<b>\$ 70,488</b>	<b>\$ 68,010</b>	Jan 2025: 47 Lots /15 Homes	\$ 904	46%
ST Portion of LT Debt	\$ 663	\$ 683	Dec 2024: 59 Lots /15 Homes	\$ 894	52%
Total LT Debt (incl Leases)	\$ 8,356	\$ 8,397	Jan 2024: 99 Lots /35 Homes	\$ 1,048	
<b>Total Liabilities</b>	<b>\$ 17,229</b>	<b>\$ 15,246</b>	Utility Service Assessments	\$ 2,538	\$ 2,603
Equity **	\$ 53,259	\$ 52,764	Unearned Res Sewer Repairs Rev	676	653
Debt to Equity Ratio	17%	17%	Golf Related Prepayments	1,607	476
			Unearned Revenue - WSIAF	1,471	1,109
			Other Prepay (Assess/Docks/Rec)	2,151	1,676
			Food Service Gift Cert / Banquet Dep	70	71
			<b>Unearned Revenue</b>	<b>\$ 8,513</b>	<b>\$ 6,588</b>
**Equity = Retained Earnings, Contributed Capital, Current Earnings					
*** 100% of Delinquent Assessments one year or more past due					

# WSIAF Acct Fund Activity

## As of January 31, 2025

Type	Description	Date	WSIAF Acct Fund		Capital Project Elevated Water Tower		Capital Project Main Pump Station Wastewater Storage		Capital Project Odor Control Lift Station
					Asset # 0061632		Asset # 0071626		Asset # 0071628
	Balance C/F	31-Dec-24	\$1,113,436						
Deposit	0125 WSIAF Billing	31-Jan-25	\$ 453,200						
Withdrawal	Main Pump Station Storage	Oct & Nov 24	\$ (67,445)	10/28/2024	\$ 24,125	10/28/2024	\$ 44,118	10/28/2024	\$ 2,901
Withdrawal	Elevated Water Tower	Oct & Nov 24	\$ (23,979)	11/19/2024	\$ 19,210	11/19/2024	\$ 103,833	10/31/2024	\$ 2,171
Withdrawal	Odor Control	Oct & Nov 24	\$ -	12/31/2024	\$ 32,351	12/31/2024	\$ 26,097	12/31/2024	\$ 4,380
Deposit	Interest Income	30-Nov-24	\$ 2,426						
					\$ 75,686		\$ 174,048		\$ 9,452
		WSIAF Deposits 2025	\$ 453,200	1/31/2025	\$ 23,979	1/31/2025	\$ 67,445	1/31/2025	\$ -
		Actual Expenditures = Earned Revenue 2025	\$ (91,424)						
		Unearned Revenue - 2025	\$ 361,776						
		Unearned Revenue - 2024	\$1,109,454						
		<b>Total Unearned Revenue</b>	<b>\$1,471,230</b>						
		Interest Income 2025	\$ 2,426						
		Interest Income 2024	\$ 3,982						
		<b>Balance in Account</b>	<b>\$1,477,638</b>						

**Income Statement Highlights  
As of January 31, 2025 (\$M)**

**Budget:**

Total Revenue Var YTD = \$26K (Better)

Source: Food Service

**Prior Yr:**

Total Revenue Var = \$364K (Better)

Source: Food Service & Utility Dept

**Expenses (Excluding COS):**

Better than Budget (\$98K)

Primary Source: Maint Exp \$85K (Better)

Overall Net Surplus Better than Budget = \$330K

\$335 Better than PY

Source: Food Service & Utility Dept

Operating P&L Highlights \$ **	2025A	2025B	2024A	Act-Bud	%	Act-PY	%
Revenue	\$ 2,695	\$ 2,669	\$ 2,331	\$ 26	1%	\$ 364	16%
Cost of Sales (COS)	\$ (355)	\$ (424)	\$ (312)	\$ 70	16%	\$ (42)	-13%
Gross Profit	\$ 2,340	\$ 2,244	\$ 2,018	\$ 96	4%	\$ 322	16%
Gross Margin	87%	84%	87%				
T. Expense (Excludes COS)	\$ (1,817)	\$ (1,915)	\$ (1,718)	\$ 98	5%	\$ (100)	-6%
% of Revenue	67%	72%	74%				
Depreciation	\$ (201)	\$ (211)	\$ (190)	\$ 10	5%	\$ (10)	-6%
Other Income (Expenses)***	\$ 173	\$ 37	\$ 60	\$ 136	372%	\$ 113	187%
% of Revenue	6%	1%	3%				
<b>Net Income</b>	<b>\$ 495</b>	<b>\$ 155</b>	<b>\$ 170</b>	<b>\$ 340</b>	<b>219%</b>	<b>\$ 324</b>	<b>191%</b>
% of Revenue	18%	6%	7%				
<b>Net Surplus (Subsidy)*</b>	<b>\$ 696</b>	<b>\$ 366</b>	<b>\$ 361</b>	<b>\$ 330</b>	<b>90%</b>	<b>\$ 335</b>	<b>93%</b>
<b>% of Revenue</b>	<b>26%</b>	<b>14%</b>	<b>15%</b>				
* Adding back depreciation / amortization							
** Highlights are % of Total Revenue; Gross Margin = (Revenue - COS) / Revenue						02/19/2025	
*** Includes Gain (Loss) on Sale of Assets, WSI AF Revenue, Interest Income & Interest Expense							

**Tellico Village POA**  
**Board Reserve Spending Report**  
**For the 1 month ending January 2025**  
**\$ in Thousands**

Division	Budget		Authorized	2024 & Prior		Balance / (Excess)	
	Carryover from 2024	2025 Budget		Yrs Paid	2025 Paid		
Admin		\$ 322				\$ -	
Golf	\$ 112	\$ 568	\$ 30	\$ 1		\$ 29	
Parks		\$ 465				\$ -	
Public Works	Maint	\$ 34	\$ 358	\$ 98	\$ 34	\$ 15	\$ 49
Public Works	Com Prop		\$ 426	\$ 440		\$ 13	
Public Works	Roads		\$ 1,500				\$ -
Public Works	Water		\$ 1,935	\$ 45	\$ 46	\$ 24	\$ (25)
Public Works	Sewer		\$ 3,000	\$ 50	\$ 739	\$ 74	\$ (763)
Food			\$ 37				\$ -
Docks		\$ 300	\$ 160	\$ 624	\$ 282	\$ 77	\$ 265
Strategic		\$ 4,600	\$ 7,300	\$ 10,393	\$ 620	\$ 162	\$ 9,611
<b>Reserve Spending Totals</b>	<b>\$ 5,047</b>	<b>\$ 16,071</b>	<b>\$ 11,681</b>	<b>\$ 1,722</b>	<b>\$ 365</b>	<b>\$ 9,166</b>	



**TVPOA**  
**Net Surplus / (Subsidy)**  
**For the 1 month ending January 2025**  
**\$ in Thousands**

Division	Operations Surplus / (Subsidy)	Reserve Spending (Capital & Maintenance)	Net Surplus / (Subsidy)	Total 2024- 2025 Capital Reserve Budget- Authorized
<b>ADMIN</b>	\$ 938	\$ -	\$ 938	\$ -
<b>ACC</b>	\$ 5	\$ -	\$ 5	\$ -
<b>GOLF</b>	\$ (274)	\$ -	\$ (274)	\$ 30
<b>PARKS/REC</b>	\$ (18)	\$ -	\$ (18)	\$ -
<b>PUB WRKS</b>	\$ (333)	\$ 27	\$ (361)	\$ 538
<b>WTR/SEWER</b>	\$ 436	\$ 98	\$ 337	\$ 95
<b>PUB SAFETY</b>	\$ (13)	\$ -	\$ (13)	\$ -
<b>FOOD SERV</b>	\$ (100)	\$ -	\$ (100)	\$ -
<b>DOCK / RV</b>	\$ 28	\$ 77	\$ (49)	\$ 624
<b>COMM</b>	\$ 27	\$ -	\$ 27	\$ -
<b>STRATEGIC</b>	\$ -	\$ 162	\$ (162)	\$ 10,393
<b>Total</b>	<b>\$ 696</b>	<b>\$ 365</b>	<b>\$ 331</b>	<b>\$ 11,681</b>

Tellico Village POA  
 Capital Requests  
 Reserve Capital and Maintenance Funding Requests  
 02/19/25

Division	Project Description	Budget	Supplemental	Prior Request	Amount This Requested	Variance Under/(Over)	% Variance Under/(Over)
<b>Requests Requiring Vote:</b>							
PW - MAINT	Vehicle Replacement - Landsape Truck	57,218			53,718	3,500	6.1%
PW - MAINT	LED Light Head Replacement	-			20,000	(20,000)	-100.0%
PW - WATER	2025 Water Meter Replacements	166,853			159,198	7,655	4.6%
PW - MAINT	HVAC Preventive Maint & Filter Replacement (Operational Exp)	108,520			90,348	18,172	16.7%
PW - SEWER	Engineering Design Services for Kahite Main Pump Station	5,000,000			78,000	4,922,000	98.4%
GOLF-MAINT KAHITE	John Deere Progator 2020A Gas Utility Vehicle	80,000			78,241	1,759	2.2%
GOLF-MAINT KAHITE	2 Agrimeta 660 Greens Rollers	56,000			55,128	873	1.6%
GOLF-MAINT TANASI	Spinner Topdresser	58,000			58,081	(81)	-0.1%
<b>Requests Not Requiring Vote:</b>							
PW - STREETS	Street Patching	290,065			28,115	261,950	90.3%
PW - MAINT	Beach Sand Cleaner	23,604			16,507	7,097	30.1%
GOLF - MAINT TANASI	Greens Sprayer	32,000			30,046	1,954	6.1%
GOLF-MAINT TOQUA	Hawke Dump Trailer	12,360			8,318	4,042	32.7%

<b>5,827,402</b>	<b>-</b>	<b>-</b>	<b>675,700</b>	<b>5,205,420</b>
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# Capital Funding Requests

# February Public Works Funding Requests

Matt Benoit, Director of Public Works

# Street Light Head Replacements

- There are several hundred of these TVPOA-owned streetlights.
- They are on black poles and are generally 12' to 15' high on neighborhood streets.
- As far back as anyone can remember, they were purchased by TVPOA and installed/maintained by LUB.
- In the fall, LUB indicated they would no longer be able to repair or replace these lights. They offered Public Works a cost of \$400 per light to retrofit them. With approximately 175 of these lights that are not working, the estimated cost would be \$70,000.
- Public Works has the capability to retrofit and replace them for approximately \$70/light. After discussing the matter internally, Public Works staff was of the opinion we could provide better service at a less expensive cost by assuming responsibility for the lights.

# Street Light Head Replacements (cont.)

- However, to achieve these repairs, LUB must be on site to shut the power off from the transformer.
- Public Works is working on a (tentative) schedule of coordinating with LUB for every 1<sup>st</sup> and last Wednesday of the month (weather dependent and LUB staff availability) at a cost of \$1,000/month.
- When Public Works staff has been able to secure coordination from LUB, approximately 25 to 30 lights per month are repaired. However, the more work is done, the more Public Works is realizing some of the light heads need full replacement.
- All of the streetlights are high pressure sodium light bulbs and are being converted to LED. Also while making these repairs, an inline fuse is being installed so that if the light ever goes out, Public Works will be able to work on it without the assistance of LUB.
- While at the site, Public Works staff is cleaning them and straightening the poles.

# Street Light Head Replacements (cont.)

- In the village there are 3 styles of light heads:
  - One is a newer light head that was installed in the last 5+ years.
  - The other was installed around 10-15 years ago.
  - The oldest are around 30 years old and are among the first lights the village had installed.
- Most of these older style lights (30+ years old) are in older neighborhoods like Toqua, Chota and the Yacht Club area, with a few scattered around in other neighborhoods with houses built in the early 90s.
- The light heads are very hard to work on. All the screws are seized and most of the tops are broken and beyond repair. The team cannot access the internal components to make the proper fit. As of January 30, Public Works has identified 44 that are in this aged condition.

# Street Light Head Replacements (cont.)

- The heads we wish to purchase are made by American Electric Lighting. The model is the American Revolution LED series 247L. LUB connected us with a vendor Power Supply Company LLC (whom they use for their decorative lighting needs).
- These lights will project light out of all four sides and produce a warm color temperature of 2700k. The American Revolution LED series 247L are available in pallets of light heads.
- Public works is requesting to purchase 50 of these light heads (5 pallets). This will allow us to have some spares in stock. Each head is \$366 with 10 per pallet is \$3,660. By purchasing these lights Public Works will be able to change out these old heads to a LED that can be worked on for the future and be uniform throughout the village with two style light heads.



# Street Light Head Replacements (cont.)

- Public Works staff obtained three quotes ranging in price (for a quantity of 50) of between \$18,300 and \$25,000 (excluding sales tax).
- This purchase requests an amount not to exceed \$20,000 to purchase 5 pallets (50 light head replacements).
- Since most of the work completed thus far by Public Works (during which it was discovered some light heads needed full replacement) occurred after the Budget process, this request is unbudgeted. Still, including TVPOA labor, the cost per light is still less than \$300 per light (excluding this purchase).
- Given there was no guarantee with LUB's offer (\$400 per light) when the repairs would be completed, and assuming Public Works continues to complete 25 to 30 per month (and ensures that future repairs are more efficient), this is still likely the better path.
- This purchase will not complete the entire change out of old-style heads in the village. Based on current experience, it is likely a year's supply. Public Works maintenance intends to budget more for the 2026 budget.

***Recommended Motion: Recommend the purchase of 50 American Revolution LED series 247L Street Light Head Replacements in an amount not to exceed \$20,000.***

# HVAC Preventive Maintenance

- The proposed Interstate Mechanical Service includes:
  - (Attachment A) is the Preventive Maintenance Agreement. This agreement provides for calibration, adjustment (as needed), alignment, cleaning (condenser and evaporator coils, fan blades, etc.), repair and replacement services and 24/7 emergency response for all the units described in Exhibit 2 (which is attached to Attachment A). All these services are provided 3 times annually for each unit in Exhibit 2 (spring, summer and fall).
  - The second (Attachment B) is the Filter Installation Agreement. For each unit detailed unit in Exhibit 2, filters are replaced monthly.

# HVAC Preventive Maintenance (continued)

- Public Works staff completed a procurement process in 12/3/2024 and requested quotes from Chancey & Reynolds, Hoffman & Hoffman, Inc. and Interstate Mechanical. Only Interstate Mechanical responded to the request.
- The proposed contract is a three-year agreement with three, 1-year renewals.
- Interstate Mechanical Service has provided exceptional service for eight years. The price for this agreement is \$90,348 and increase of \$9,438 over 2024. \$108,520 is budgeted in the FY 2025 operating budget.
  - The Preventive Maintenance Agreement is \$68,940.
  - The Filter Installation Agreement cost is \$21,408.

# HVAC Preventive Maintenance (continued)

- Given there are 83 units included in Exhibit 2, the monthly cost per unit is \$90.71 respectively.
- Given the services provided, there is great value in this contract.
- It is unlikely Tellico Village could hire two employees with adequate training to perform this work in-house. In fact, that was tried about four years ago. Both employees were trained and left. One currently owns and operates his own company.

***Recommended Motion – Recommend approval of a one-year renewal with Interstate Mechanical for Preventive Maintenance and Filter Replacement in the amount of \$90,348.***

# Meter Replacement

- In 2024, Public Works staff completed a pilot study to assess the performance of digital meters. On average, consumption was 7% greater.
- In 2024, a total of 1,457 meters were purchased (at a unit cost of \$220.79).
- The 2024 and 2025 meters primarily target:
  - Mechanical, manual-read meters (first priority).
  - Mechanical, drive-by read meters that are beyond 10 years old (second priority).
- The 2025 Budget includes \$166,853 to replace the remaining 159 mechanical, manually-read meters and 595 mechanical, drive-by meters that are beyond 10 years of age (for a total of 754 meters).
- This request includes the proposed 754 meters, and as a result of a lower cost from the vendor (meter model is being discontinued), 105 spare meters.

***Recommended Motion – Approve the purchase of 859 Kamstrup FlowIQ 2100 AMR (drive-by meters) at a cost of \$159,385.35.***

# Truck replacement for “Maintenance Division”

- There is one truck proposed for replacement in this request, a 2006 Chevrolet ¾ ton crew cab in the landscape division with (as of February 3, 2025) an odometer reading of 225,763 miles.
- It is used by the landscape division and pulls the trailer with several riding mowers and lawn equipment to all of the sites maintained by the Landscape Division. It is a crew cab because there are almost always 3, sometimes 4 employees in the vehicle.
- The Adopted 2025 Budget includes \$57,218 for this vehicle. To comply with TVPOA purchasing guidelines, Public Works staff followed the same process for the purchase of water/sewer vehicles.

# Truck replacement for “Maintenance Division”

<u>Vendor</u>	<u>Vehicle</u>	<u>Price</u>
Jacky Jones Sweetwater Ford	2024 Ford Super Duty F-250 Crew Cab XL 4x4	\$53,718.14
Reeder Chevrolet	2025 Chevrolet Silverado Crew Cab 2500 Work truck	\$57,798.48
West Chevrolet	2024 Chevrolet Silverado 2500HD LT	\$57,944.15

For the crew cab landscape vehicle.

# Truck replacement for “Maintenance Division”

- Since (as of the date of the quote), Board approval will not occur for 21 days. The vehicle quoted is on the lot for sale and rebates expire, the essence of the recommendation is the amount, not the vendor or manufacturer.
- For all these reasons, the amount requested is inflated by 10% to ensure best value and availability at the time of purchase.

***Recommended Motion: Recommend approval of the purchase of 1, ¾ ton crew cab truck in the amount of \$59,100.***



# Board Liaison Report Outs

# APPENDIX

# Board Meetings

any vacant position unfilled until the next annual election for the Board of Directors and allow the members of the Association to fill the remaining term of the vacant position by a membership election in the same manner provided for in Section 11 below or (ii) fill any vacant position, in the same manner provided for above in this section, temporarily until the next annual election for the Board of Directors and allow the members of the Association to fill the remaining term of the vacant position by a membership election in the same manner provided for in Section 11 below.

Section 5. Resignation of Directors: Any Director may resign at any time by sending a written notice of such resignation to the Secretary or the General Manager of the Association. Unless otherwise specified therein, such resignation shall take effect upon receipt thereof by the Secretary or the General Manager.

Section 6. Regular Meetings: The Board of Directors may establish a schedule of regular meetings to be held at such time and place as the Board of Directors may designate. Notice of such regular meetings shall nevertheless be given to each Director personally or by mail, telephone or email at least five (5) days prior to the day named for such meeting. All meetings of the Board of Directors, including special meetings, shall be open to all members except for executive meetings of the Board of Directors, at which times the Board of Directors may discuss and take action on matters pertaining to contract negotiations and strategy, personnel matters, legal matters including without limitation litigation contemplated, threatened or existing, security matters that if discussed in an open meeting could potentially compromise the welfare and safety of the Association or any of its members, or any other similar matter determined by the Board of Directors to require confidentiality in order to properly protect or safeguard the Association.

Section 7. Special Meetings: Special meetings of the Board of Directors may be called by the President, and in his absence, by the Vice President, or by any two (2) Directors by giving five (5) days notice, in writing, to all of the members of the Board of Directors of the time and place of said meeting. All notices of special meetings shall state the purpose of the meeting.

Section 8. Directors' Waiver of Notice: Before or at any meeting of the Board of Directors, any Director may waive notice of such meeting and such waiver shall be deemed equivalent to the giving of notice. A Director's attendance at or participation in a meeting waives any required notice of the meeting unless the Director at the beginning of the meeting (or promptly upon the Director's arrival) objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to action taken at the meeting.

Section 9. Quorum: At all meetings of the Board of Directors, a majority of the Directors shall constitute a quorum for the transaction of business and the acts of the majority present at such meetings shall be the acts of the Board of Directors. If, at any meeting of the Board of Directors, there shall be less than a quorum present, the majority of those present may adjourn the meeting from time to time. At each such adjourned meeting, any business which might have been transacted at the meeting, as originally called, may be transacted at the adjourned meeting without further notice. A Director may join in the action of a meeting by signing and concurring in the minutes thereof.

Section 10. Compensation: The Directors shall not be compensated for their services as such directors, but may be reimbursed for payment of all necessary and reasonable expenses incurred by them in connection with their duties.

Section 11. Election Process: The nomination and election of the Board of Directors by the members of the Association shall be as follows:

(A) Election of Board of Directors shall be by means of written or electronic ballot as hereinafter provided.

(B) Nominations for election to the Board of Directors may be made by a Nominating Committee. The Nominating Committee shall consist of three (3) or more members appointed by the Board of Directors and one (1) member shall be designated as Chairman of the Committee. The Nominating Committee shall

Section 6. Regular Meetings: The Board of Directors may establish a schedule of regular meetings to be held at such time and place as the Board of Directors may designate. Notice of such regular meetings shall nevertheless be given to each Director personally or by mail, telephone or email at least five (5) days prior to the day named for such meeting. All meetings of the Board of Directors, including special meetings, shall be open to all members except for executive meetings of the Board of Directors, at which times the Board of Directors may discuss and take action on matters pertaining to contract negotiations and strategy, personnel matters, legal matters including without limitation litigation contemplated, threatened or existing, security matters that if discussed in an open meeting could potentially compromise the welfare and safety of the Association or any of its members, or any other similar matter determined by the Board of Directors to require confidentiality in order to properly protect or safeguard the Association.