



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

**Wednesday, April 16, 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
Minutes (March 19 th)	Approve	John Orr	1:35 – 1:40
Opening Remarks	Discuss	John Orr	1:40 – 1:45
Open Forum	Discuss	Participants	1:45 – 2:15
Tanasi Rebuild	Update	Beth Kuberka	2:15 – 2:30
Policy/Communication Updates	Update	Beth Kuberka	2:30 – 2:40
General Manager Report	Update	Matt Benoit	2:40 – 2:50
HIAC Committee Appointment	Approve	John Orr	2:50 – 2:55
Blue Book Revisions	Approve	John Orr	2:55 – 3:10
Elite Tunes	Discuss	Marty Inkrott	3:10 – 3:25
March Finance Report	Update	Judy Bedford	3:25 – 3:40
Capital Requests	Approve	Matt Benoit	3:40 – 3:50
Liaison Reports	Update	All Liaisons	3:50 – 4:00
Other			
Adjourn			



Minutes

Open Forum

Open Forum Guidelines

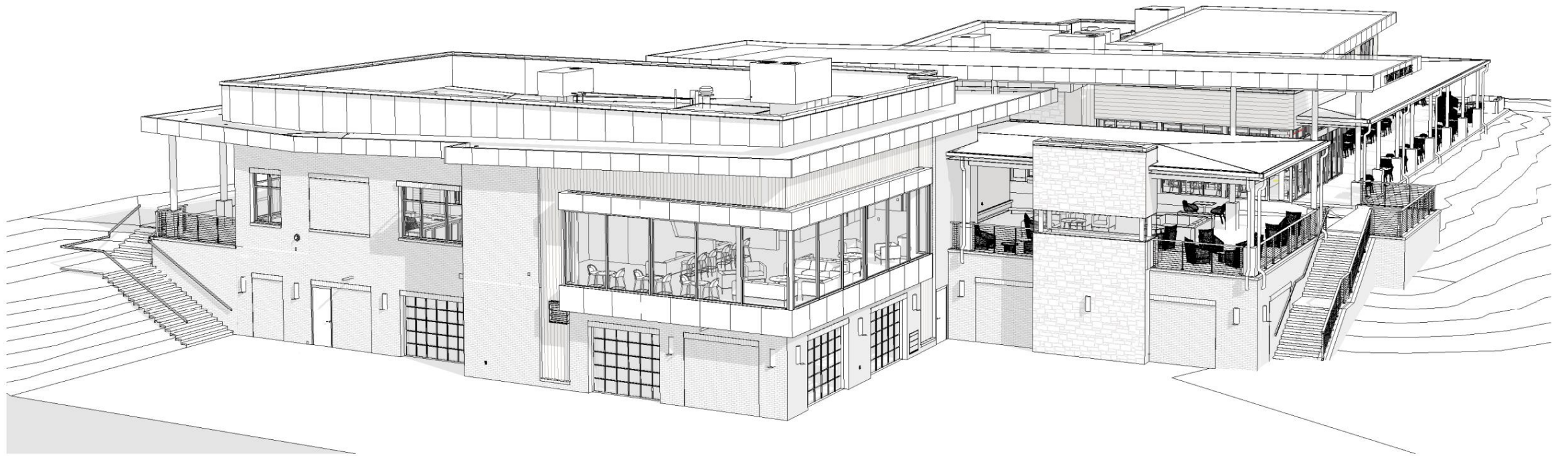
- Each Member normally may speak for a maximum of three minutes. There is no yielding of time to others
- Repetitive statements shall be discouraged to save time. A show of hands may be called for as an indication of support by others present.
- No personal attacks will be permitted.
- Questions are 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.

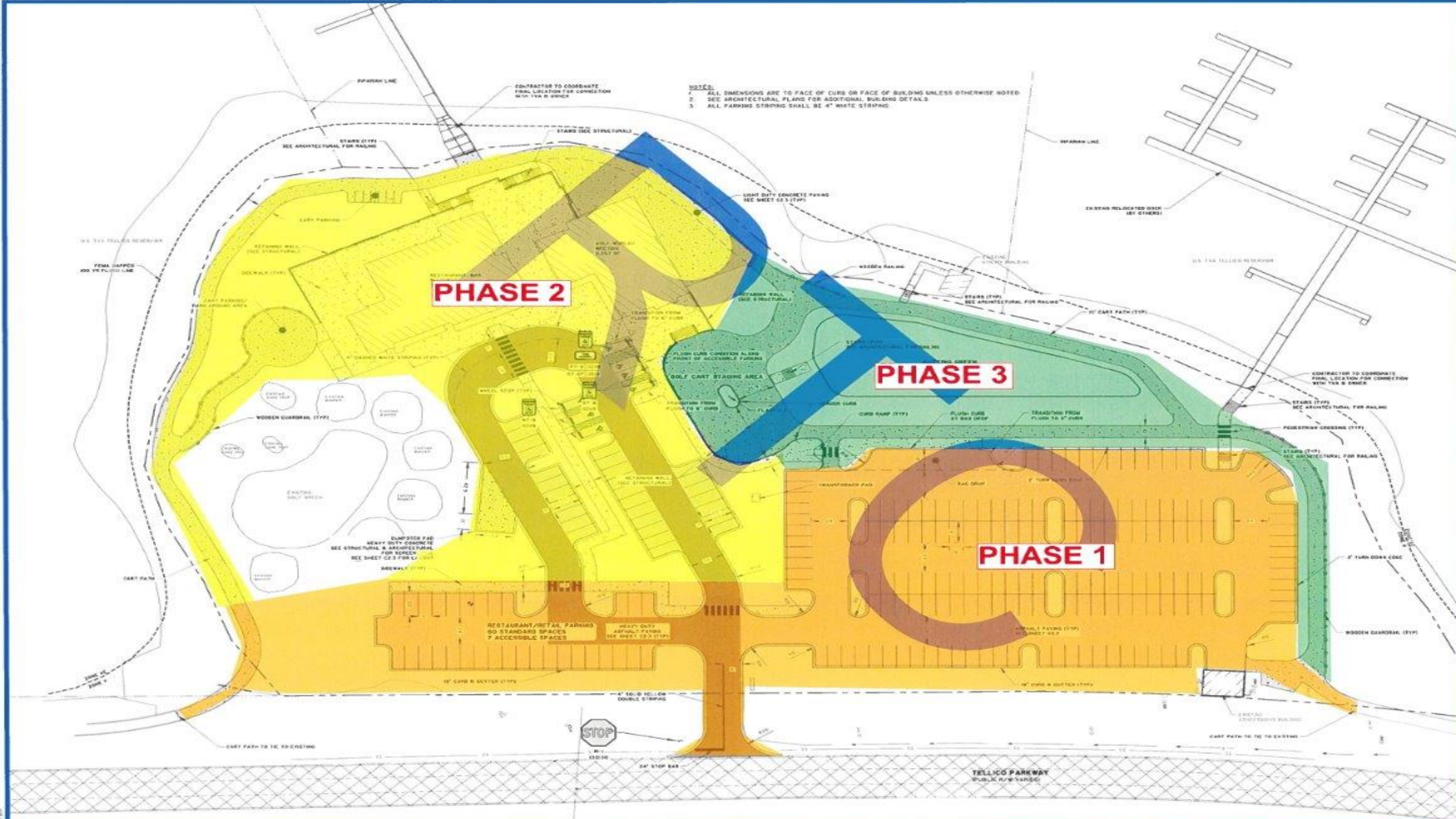


Opening Remarks

Tanasi Update

April 16, 2025





NOTES:
 1. ALL DIMENSIONS ARE TO FACE OF CURB OR FACE OF BUILDING UNLESS OTHERWISE NOTED.
 2. SEE ARCHITECTURAL PLANS FOR ADDITIONAL BUILDING DETAILS.
 3. ALL PARKING STRIPING SHALL BE 4" WHITE STRIPING.

PHASE 2

PHASE 3

PHASE 1



24" STOP BAR

TELICO PARKWAY
PUBLIC R/W 64'±

Board Update

Phase 0

- Install New Cart Paths
 - From temporary Pro Shop to Starter Building – *Completed*
 - Around #9 Green – *In Progress*

Phase 1

- The putting green area has been removed and brought to grade.
- Tamp rolling has been ongoing this week.

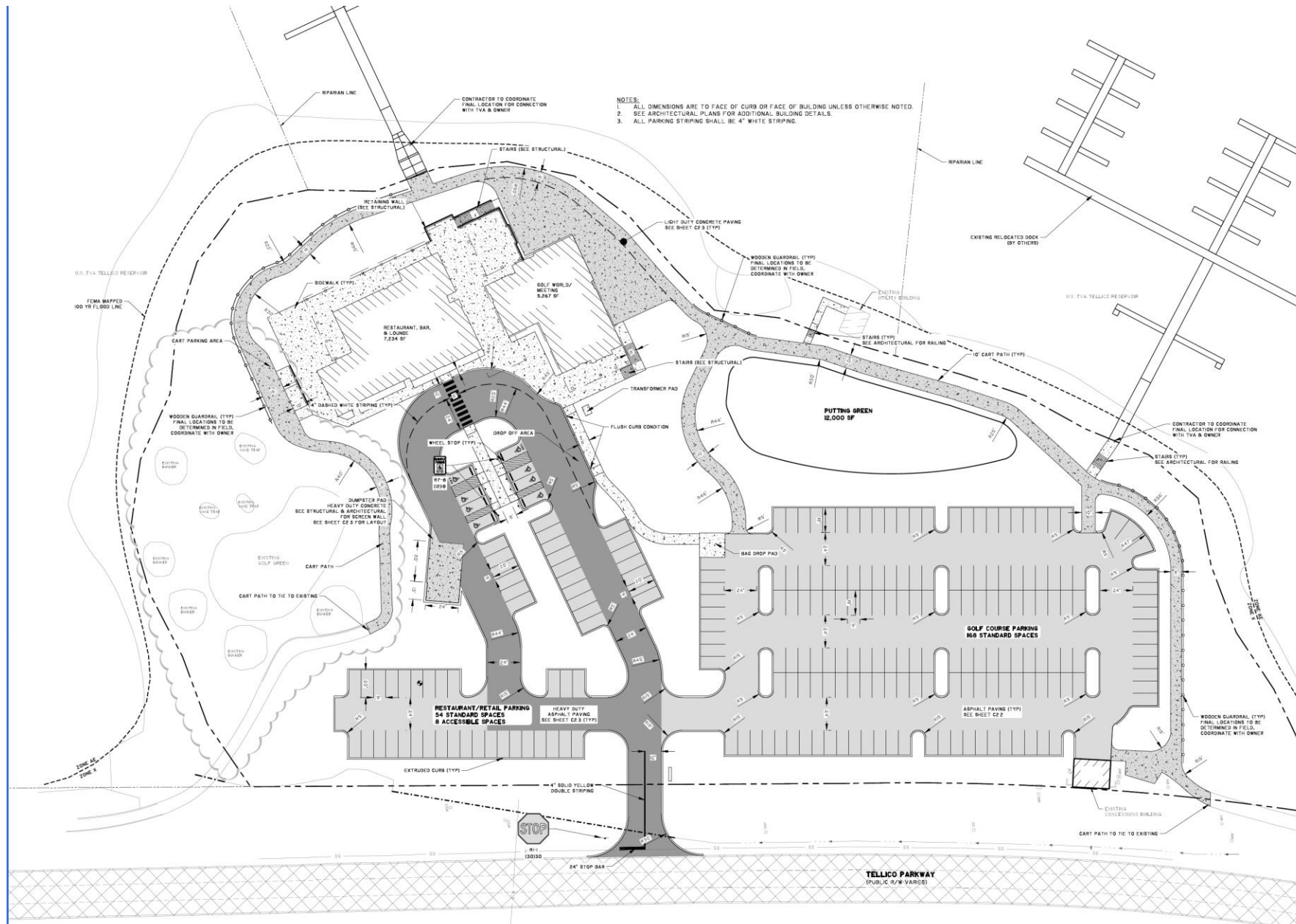
Next step: place and compact stone.

- Target completion: Early May.
- Pad for parking area below #9 green is currently being brought to grade.

Permitting & Access Updates

- Fire Marshal Approval – *Received*
- Building Permit – *Received*
- TDOT Permits – *In Progress*
 - Temporary Entrance
 - New Entrance
 - Road Boring – To install new waterline for second fire hydrant

Master: Site Plan



Track Man Golf Simulator Bays





Architect's rendering by Paradym Studio



TIMELESS TELLICO
FOUNDATION

**Private funding
required:
\$185,000**

- \$100,000 - Trackman iO Simulators (2)
- \$55,000 – Furniture Package
- \$20,000 – Specialty Lighting Package
- \$10,000 - Finishes (TVs, wood accents, golf mural, etc.)



Fundraising for Phase I of the Golf Experience at Tanasi

- **\$50,000 already raised** through Timeless Tellico Foundation (2024 Spring Gala)
- **\$10,000 grant** from TTF to the POA (from a Loudon County Grant)
- **Goal: \$150,000 raised in the next 90 days** (by May 15, 2025)
- Tax-Deductible Options
 - Donations
 - Barstool Naming Rights
 - Bench Naming Rights



Online Tax-Deductible Donations



TIMELESS TELLICO
FOUNDATION

Traditional Donation Options

- Make checks payable to **Timeless Tellico Foundation**
- Include **“Tanasi Golf Simulators”** on the subject line
- **Mail to:**
 - Timeless Tellico Foundation
 - P.O. Box 556
 - Loudon, TN 37774
- **Drop off locations:**
 - Tellico Village Wellness Center
 - Tanasi Pro Shop





Policy/Communication Updates



General Manager Report



HIAC Committee Appointment



Blue Book Revisions



Elite Tunes

Yacht Club Lakeside Project Exploration

Update

Apr. 16, 2025

Project Background

To explore creating a multi-use amphitheater facility on the lakeside lawn of the Yacht Club that can host social, musical, theatrical, and local fundraising events to create additional opportunities for the community to utilize the facility and enjoy the beauty of Tellico Lake.





EAST TENNESSEE COMMUNITY DESIGN CENTER

We are a nonprofit organization whose goal is to make East Tennessee a better place to live and work by bringing professional design and planning assistance to community groups and nonprofit organizations. We receive ***pro bono design assistance*** from area architects, landscape architects, planners, and other professionals.

Better Communities By Design

Our mission is to Envision, Inspire and Improve East Tennessee through Design.

Current Status

- TVPOA board approved submission of project application to East Tennessee Community Design Center (ETCDC) – Feb. 2024
- Project submitted to ETCDC by Timeless Tellico Foundation – March 2024
 - Elite Tunes Series at Tellico Village (ETS) received 501c3 status – Nov. 2024
 - ETS resubmitted project directly to ETCDC – Dec. 2024
- Project presentation to ETCDC Design Committee - Jan. 2025
- ETCDC advised project was accepted – Jan. 2025

Today's Request

ETS is seeking approval from TVPOA board to continue with the next step of this process; to complete ETCDC's scope of work document (Memorandum of Understanding) so the ***pro bono design work*** can begin.

Project Estimated Timeline

After Memorandum of Understanding is signed by project stakeholders

- ETCDC identifies professionals interested on project (1-2 months)
- Project Design completion (9-12 months)
- TVPOA board will review feasibility of continuing with the project
- Appropriate approvals secured to begin private fundraising efforts to raise money
- Fundraising events and activities (anticipated to be 12-18 months)
- Project construction TBD when final design is approved

THANK YOU

Elite Tunes at Tellico Village Inc. dba Elite Tunes Series at Tellico Village
Jim Sandridge, Vice President



Mission:

To provide high level musical events in Tellico Village, so proceeds can support financial donations to nonprofit charity groups that enhance the lives of east Tennessee communities.

APPENDIX

Elite Tunes Series

Mission: To provide high level musical events in Tellico Village so proceeds can support financial donations to nonprofit charity groups that enhance the lives of east Tennessee communities.

- Created in 2023 as a 100% volunteer nonprofit
- Became registered 501c3 in Nov. 2024
- Held five charity concerts resulting in over \$16,000 in donations to charities and recruitment of more volunteers
 - Loudon County Habitat for Humanity
 - STAR ranch (Shangri-La Therapeutic Academy of Riding)
 - Hugs for our Soldiers
 - ALS Foundation
 - Smokey Mountain Service Dogs



March Finance Report

Accounting System Update

Capital Funding Requests



Tellico Village POA March 2025 Financial Overview

Community-Conscious Fee Structure

Control Operational Costs

Contribute \$12.1M to Reserves

Tellico Village

Balance Sheet and Cashflow Highlights

\$ in Thousands

Balance Sheet	25-Mar	24-Dec	Other Balance Sheet Highlights	25-Mar	24-Dec
Operating Cash (ROI 3.5% Main Ops)	\$ 3,523	\$ 2,438	Accounts Receivable	\$ 2,215	\$ 2,115
Reserve Cash (Wgt Avg Effect ROI 4.22%)	29,071	\$ 27,267	Allowance for Doubtful Accounts ***	\$ (913)	\$ (866)
WSIAF Account Fund	\$ 2,247	\$ 1,113		41%	41%
Total Cash	\$ 34,841	\$ 30,818			
			Suspended Account Information (90 Days Past Due):		
Total Assets	\$ 73,663	\$ 68,436	March 2025: 46 Lots /19 Homes	\$ 925	42%
			Dec 2024: 59 Lots /15 Homes	\$ 894	42%
ST Portion of LT Debt	\$ 663	\$ 683	March 2024: 118 Lots /42 Homes	\$ 1,117	
Total LT Debt (incl Leases)	\$ 8,261	\$ 8,419			
			Unearned Revenue:		
Total Liabilities	\$ 21,002	\$ 17,451	Utility Service Assessments	\$ 2,719	\$ 2,603
			Unearned Res Sewer Repairs Rev	697	653
Equity **	\$ 52,661	\$ 50,985	Golf Related Prepayments	1,652	437
			Unearned Revenue - WSIAF	2,227	1,109
Debt to Equity Ratio	17%	18%	Other Prepay (Assess/Docks/Rec/FS)	2,035	1,688
			Unearned Revenue	\$ 9,329	\$ 6,491
**Equity = Retained Earnings, Contributed Capital, Current Earnings					
*** 100% of Delinquent Assessments one year or more past due					

WSIAF Acct Fund Activity As of March 31, 2025

Type	Description	Date	WSIAF Acct Fund		Capital Project Elevated Water Tower		Capital Project Main Pump Station Wastewater Storage	
	Balance C/F	31-Dec-24	\$ 1,113,436	*	Asset # 0061632		Asset # 0071626	
Deposit	0125 WSIAF Billing	31-Jan-25	\$ 453,200					
Withdrawal	Main Pump Station Storage	31-Jan-25	\$ (67,445)		1/31/2025	\$ 23,979	1/31/2025	\$ 67,445
Withdrawal	Elevated Water Tower	31-Jan-25	\$ (23,979)		2/28/2025	\$ 37,868	2/28/2025	\$ 23,141
Deposit	Interest Income	31-Jan-25	\$ 2,426		3/31/2025	\$ 101,320		\$ -
Deposit	0225 WSIAF Billing	28-Feb-25	\$ 458,880					
Withdrawal	Main Pump Station Storage	28-Feb-25	\$ (23,141)			\$ 163,167		\$ 90,586
Withdrawal	Elevated Water Tower	28-Feb-25	\$ (37,868)					
Deposit	Interest Income	28-Feb-25	\$ 6,365					
Deposit	0325 WSIAF Billing	31-Mar-25	\$ 459,440					
Withdrawal	Elevated Water Tower	31-Mar-25	\$ (101,320)					
Deposit	Interest Income	31-Mar-25	\$ 6,676					
		WSIAF Deposits 2025	\$ 1,371,520	*				
		Actual Expenditures = Earned Revenue 2025	\$ (253,753)	*				
		Unearned Revenue - 2025	\$ 1,117,767					
		Unearned Revenue - 2024	\$ 1,109,454					
		Total Unearned Revenue	\$ 2,227,221	*				
		Interest Income 2025	\$ 15,467	*				
		Interest Income 2024	\$ 3,982					
		Balance in Account	\$ 2,246,670	*				

Income Statement Highlights As of March 31, 2025 (\$M) Budget:

Revenue:
Total Revenue Var YTD = \$141K (Worse)

Source: Golf / Utility Tank Installs

Prior Yr:

Total Revenue Var = \$445K (Better)

Source: Assessments & Utility Dept

Expenses (Excluding COS):

Variance to Budget = \$264K (Better)

Source: Maint Exp \$201K (Better)

Overall Net Surplus Better than Budget = \$831K

\$927K Better than PY

Sources: Gross Profit, Maintenance Exp

Rev from WSIAF Spending / Interest Income

Gain on Sale of Lots & Equip

Operating P&L Highlights \$ **	2025A	2025B	2024A	Act-Bud	%	Act-PY	%
Revenue	\$ 8,651	\$ 8,792	\$ 8,206	\$ (141)	-2%	\$ 445	5%
Cost of Sales (COS)	\$ (1,276)	\$ (1,478)	\$ (1,259)	\$ 201	14%	\$ (17)	-1%
Gross Profit	\$ 7,375	\$ 7,315	\$ 6,947	\$ 61	1%	\$ 428	6%
Gross Margin	85%	83%	85%				
T. Expense (Excludes COS)	\$ (5,677)	\$ (5,941)	\$ (5,794)	\$ 264	4%	\$ 117	2%
% of Revenue	66%	68%	71%				
Depreciation	\$ (611)	\$ (631)	\$ (569)	\$ 20	3%	\$ (41)	-7%
Other Income (Expenses)***	\$ 617	\$ 110	\$ 235	\$ 506	459%	\$ 382	162%
Net Income	\$ 1,704	\$ 853	\$ 819	\$ 851	100%	\$ 885	108%
% of Revenue	20%	10%	10%				
Net Surplus (Subsidy)*	\$ 2,315	\$ 1,484	\$ 1,388	\$ 831	56%	\$ 927	67%
% of Revenue	27%	17%	17%				
* Adding back depreciation / amortization							
** Highlights are % of Total Revenue; Gross Margin = (Revenue - COS) / Revenue							
*** Includes Gain (Loss) on Sale of Assets, WSIAF Revenue, Interest Income & Interest Expense							

TVPOA
Net Surplus / (Subsidy)
For the 3 months ending March 2025
\$ in Thousands

Division	Operations Surplus / (Subsidy)	Reserve Spending (Capital & Maintenance)	Net Surplus / (Subsidy)	Total 2024- 2025 Capital Reserve Budget- Authorized
ADMIN	\$ 2,997	\$ -	\$ 2,997	\$ -
ACC	\$ 151	\$ -	\$ 151	\$ -
GOLF	\$ (770)	\$ 267	\$ (1,037)	\$ 491
PARKS/REC	\$ (33)	\$ -	\$ (33)	\$ -
PUB WRKS	\$ (940)	\$ 149	\$ (1,089)	\$ 588
WTR/SEWER	\$ 1,019	\$ 470	\$ 549	\$ 1,832
PUB SAFETY	\$ (46)	\$ -	\$ (46)	\$ -
FOOD SERV	\$ (228)	\$ 34	\$ (262)	\$ 69
DOCK / RV	\$ 78	\$ 330	\$ (252)	\$ 624
COMM	\$ 86	\$ -	\$ 86	\$ -
STRATEGIC	\$ -	\$ 902	\$ (902)	\$ 10,393
Total	\$ 2,315	\$ 2,153	\$ 162	\$ 13,997

**Tellico Village POA
Board Reserve Spending Report
For the 3 months ending March 2025
\$ in Thousands**

Division	Budget		2024 & Prior		Balance /		
	Carryover from 2024	2025 Budget	Authorized	Yrs Paid	2025 Paid	(Excess)	
Admin		\$ 322				\$ -	
Golf	\$ 112	\$ 568	\$ 491	\$ 1	\$ 267	\$ 223	
Parks		\$ 465				\$ -	
Public Works	Maint	\$ 324	\$ 119		\$ 108	\$ 12	
Public Works	Com Prop	\$ 426	\$ 440		\$ 13	\$ 427	
Public Works	Roads	\$ 1,500	\$ 28		\$ 28	\$ -	
Public Works	Water	\$ 300	\$ 1,935	\$ 797	\$ 498	\$ 330	\$ (31)
Public Works	Sewer	\$ 3,000	\$ 1,034	\$ 739	\$ 140	\$ 155	
Food	\$ 34	\$ 71	\$ 69	\$ 34	\$ 34	\$ -	
Docks	\$ 600	\$ 160	\$ 624	\$ 282	\$ 330	\$ 12	
Strategic	\$ 4,600	\$ 7,300	\$ 10,393	\$ 620	\$ 902	\$ 8,870	
Reserve Spending Totals	\$ 5,647	\$ 16,071	\$ 13,997	\$ 2,175	\$ 2,153	\$ 9,669	

Capital Funding Requests

April 2025 Public Works Funding Requests

Matt Benoit, Interim General Manager/Director of Public Works

Replacement of 2 Trucks in Water/Sewer Division

Budgeted

Under Budget

3 Quotes

- The 2025 Budget includes a total of \$113,750 for the replacement of two vehicles: a 1/2-ton truck and 3/4-ton truck.
- After reviewing the benefits and cost associated with 3/4-ton trucks and utility beds, PSAC recommended the purchase of two, 3/4-ton trucks in the amount of \$125,125 (equal to 2x \$57,315 x 10%).
- Recommended Board Motion – Approve the purchase of two 3/4-ton utility trucks in the amount of \$125,125 (equal to 2x \$57,315 x 10%).

2025 Street Maintenance Overlay Program

Budgeted

Under Budget

3 Quotes

- The Adopted 2025 Budget includes \$1,034,118 for milling and 1.5” overlay of specified roads in Mialaquo and Tanasi Shores Neighborhoods.
- The low bid provided by APAC Atlantic, Inc. (Harrison Construction) of \$18.10/square yard is approximately \$1.00 more per square yard than last year’s bid. This is understandable with the current rate increases in aggregate and fuel costs.
- PSAC unanimously recommended award of bid and contract to APAC Construction in the amount of \$1,092,948 with an understanding of project implementation strategies that may well ensure project delivery at or below budget.
- Recommended Motion – Approve Award of Bid and Control to Harrison Construction for the 2025 Mill and Overlay program in the amount of \$1,092,948.

Kahite Pumping Station Design Task Order

Budgeted

Under Budget

3 Quotes

- After the February Board meeting, members of staff, Board and PSAC met with Jacobs to clarify the scope of the Task Order for the design of Kahite Pumping Station.
- After reviewing a few specific elements of the task order that are somewhat usual and contribute to more expense, PSAC unanimously agreed these services are needed.
- As a general rule thumb, engineering services of this type typically range from 8% to 12% of the total estimated cost of the project. Reducing the unique services above as well as subcontracted services, the cost of this task order is approximately 12.8% of the total estimated project cost.
- Recommended Motion: Approve the Jacobs Engineering Task for the Preliminary Engineering Report, 30% Basis of Design Report, and complete 100% design for the Kahite Pump Station (\$240,000).

2025 Street Maintenance Overlay Program

- So far this year, in the Streets and Common Property division, capital purchases have exceeded the budgeted estimate by \$108,547 (if all of the estimated failed asphalt repairs envisioned in this bid occur). Elsewhere in the Public Works capital budget, significant savings have materialized (\$128,479). This presents some options:
 - The segment on Mialoqua Rd. from 444 to the Kanutsu Ln. intersection is not nearly as bad as the remainder of Mialoqua Rd. At an estimated 2,728 square yards that could be eliminated (at the base price of \$18.10/yard), this segment could be eliminated from this project at an (unverified with the vendor) savings of \$49,381.63.
 - A total of \$176,280 is budgeted for segmented mill and fill on two collector roads for 2025 (Chota Drive and Tanasi Drive). TVPOA staff believes the budgeted estimate is “heavy.” This is the last component of the road maintenance program to be bid. This element of the program could be evaluated after this project is completed to determine how much of the failed asphalt repairs are accomplished.
 - While there is no strict financial policy on how a total spend is evaluated (within a department), savings on capital purchases elsewhere in Public Works can be used to accomplish the full scope of estimated work for this project. That is ultimately a Board decision, but well within the purview of PSAC to make a recommendation.

Kahite Pumping Station Design Task Order

- The total cost for this Task Order is \$240,000.
- By comparison, the task order presented to the Board in February was just short of \$400,000.
- As a general rule of thumb, civil engineering contracts range from 8% to 12% of the estimated construction cost for projects of this nature (highly specialized projects will likely be closer to 20%).
- Because this project is smaller, some of the economies of scale are not present. On the high end, this project is estimated at \$1.4 million, bringing the percentage of estimated construction to 17.1%.
- However, consider with this project are disciplines for work that Jacobs will subcontract (which is also very typical for civil engineering firms) like Surveying and Geotechnical investigations (wherein specifically the economies of scale are lost on small projects).
- These third-party components of design are generally excluded from the % of estimated construction assessment. They total \$60,306. Of note, if the decision is made to reuse the existing wet well, the cost for the survey will be significantly reduced and the geotechnical work will be eliminated.

Kahite Pumping Station Design Task Order

- The pure design elements of the task order (excluding the additional alternatives analysis, preparation and meeting time and subcontracted services) totals 12.8%.
- Of course, if there was a desire to achieve additional savings, the preliminary engineering analysis to compare refurbishing the existing pumping station and a reduction in preparation and on-site meetings could be reduced for savings of approximately \$15,500 to \$16,000. ***In the present environment, this is not recommended.***

Liaison Reports