

JULY 2025 BOARD MINUTES

The regular meeting of the Bristol Tennessee Essential Services Board of Directors was held on Wednesday July 16, 2025, at noon at 2470 Volunteer Parkway, Bristol, Tennessee.

Call to Order

Chairperson Downs called the meeting to order at 12:00 p.m.

Board Members Present

Erin Downs, John Vann, Doug Harmon, Vince Turner, and Jason Booher.

Staff Present

CEO Clayton Dowell, Vice President of People Operations Tara Ellis, Vice President of Engineering David Hacker, Vice President of Operations and Safety Steve Craddock, Supervisor of Accounting Heather Jenkins, and Business Development Manager April Eads.

Others in Attendance

Legal Counsel Tom Davenport and Rachel Bowen.

Public Comment Period

Chairperson Downs called for public comments. There were none.

Minutes

Chairperson Downs asked if there were any corrections to the minutes of the June board meeting, which had been previously distributed. No corrections were noted. Mr. Vann motioned to approve the minutes as distributed. Mr. Turner seconded. The motion passed.

Annual Election of Officers

The officers of the Board are elected at the July meeting each year to serve a one-year term. Ms. Downs called for nominations for each office to form a slate for vote.

- Mr. Turner nominated Ms. Downs to serve as Board Chair. Mr. Vann seconded the motion.
- Mr. Vann nominated Mr. Booher to serve as Vice Chair. Mr. Turner seconded the motion.
- Mr. Booher nominated Mr. Harmon to serve as Secretary. Mr. Turner seconded the motion.
- Mr. Turner nominated Mr. Dowell to serve as Treasurer. Mr. Booher seconded the motion.

The slate of nominations was unanimously approved.

Legal Update

Mr. Davenport and Ms. Bowen provided a summary of the legal services they had provided to BTES recently. After their update, they exited the meeting.

Financial Report

Electric Business Unit

There were no monthly financial reports, as June 30, 2025, marks the end of the fiscal year which requires more time to close out the books. The June financial reports will be presented at the August board meeting.

Ms. Jenkins reported energy purchased from TVA for the month of June was 75.3 MWh while energy sold was 61.9 MWh. The difference between energy purchased and energy sold is unbilled revenue, which will be billed to customers in the month of July.

She also reported a refund of \$15,338 has been received from the Tennessee Department of Unclaimed Property in response to the claim that was submitted in April 2025.

Advanced Broadband Services Business Unit

Ms. Jenkins presented an analysis of the financial performance for the Advanced Broadband Services business unit since its inception in fiscal year 2006. The analysis showed that despite having 1,400 fewer customers than BTES' all-time peak, net revenue per customer is currently at an all-time high, primarily due to cable price increases implemented to recover lost margins.

Safety Report

Mr. Craddock reported 222,546.26 safe working hours from January 12, 2024, to June 30, 2025. The July safety meeting for outside crews took place on July 1st. The topic was "Ladder Safety."

Reliability Report

Mr. Hacker presented the outage data for June 2025. He reported an average of 4.463 customer outage minutes for the month. The year-to-date average, through June 30, 2025, was 18.763 customer outage minutes.

TVA Monthly Fuel Cost

Mr. Dowell reported that the August 2025 monthly fuel cost would decrease to \$0.02700 per kWh for residential (RS) customers.

	June 1, 2025	July 1, 2025	August 1, 2025
	Fuel Cost	Fuel Cost	Fuel Cost
500 kWh	\$14.43	\$13.98	\$13.50
1000 kWh	\$28.86	\$27.96	\$27.00
1500 kWh	\$43.29	\$41.94	\$40.50
2000 kWh	\$57.72	\$55.92	\$54.00

CEO Report

Mr. Dowell presented a mock-up of a residential bill being designed for implementation following the launch of the NISC software in January 2026. BTES had requested feedback to be considered in future development rounds. Mr. Dowell also provided an update on the South Bristol Delivery Point and noted that plans are currently underway for a ribbon-cutting ceremony. Additionally, he provided a TVA update. Mr. Dowell and Ms. Eads shared that BTES has been awarded a grant to help develop a pad-ready site adjacent to the South Bristol Delivery Point.

Board Comments

Chairperson Downs called for comments from the Board. There were none.

Chairperson Downs adjourned the meeting.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "D. Harmon", is written over a light blue horizontal line.

Doug Harmon, Secretary