

OCOEE UTILITY DISTRICT BOARD OF COMMISSIONERS MEETING

June 22, 2026

OCOEE UTILITY DISTRICT OFFICE 1:00pm

This is a review draft — not the official record until adopted by the Board.

Members & Others Present

- **Hank Wilson** — Vice President (presiding, in the President's absence)
- **Ryan Ulrich** — Secretary

Absent:

- **Shawn Willis** — President

Staff / others present:

- **Ben Witt** — General Manager (facilitated the agenda and presented the staff reports)
- **Jason English** — District Engineer, IDG (Inflo Design Group) (attended via Microsoft Teams)
- **Andrea Witt** — Financial Director (presented the Appreciation Day details; excused and departed during the Management Report)

A. Call to Order

Meeting called to order at 1:00 p.m. EST. The General Manager confirmed the meeting was being recorded.

B. Pledge of Allegiance

Pledge of Allegiance to the Flag of the United States of America recited.

C. Roll Call

President Willis **absent**; Vice President Wilson **present**; Secretary Ulrich **present**; **Quorum established**.

D. Approval of the May 26, 2026 Board Meeting Minutes

The May 26, 2026 Board Meeting minutes (included in the packet) were reviewed. No questions. Motion to approve. **Secretary Ryan Ulrich offered the Motion; Vice President Hank Wilson Second.**

Vote: all in favor (2–0). Minutes adopted.

E. Public Comment Section

No public comment was offered.

F. Financials

1. May 2026 Financial Report. The Board reviewed the May 2026 financial report. The GM directed attention to **days cash on hand**, a key liquidity metric, noting it improved by roughly 10 days over the prior month (approximately **87 days** at May month-end per the report's key ratios). No questions. Motion to approve. **Secretary Ryan Ulrich offered the Motion; Vice President Hank Wilson Second.**

Vote: all in favor (2–0). Report approved.

2. Bank Reconciliation Report. Completed; signed and ready, and provided to the Secretary for review.

G. Old Business

1. Bond Counsel Invoice — Final Settlement. The District's counsel negotiated a final settlement of the disputed bond-counsel invoice (Patrick "Pat" Alexander, Bradley Arant / "Bradley Law Firm") at **\$60,000** — down from the prior amount of over **\$93,000 [verify]**. The District's counsel (Ben Gastel) advised the settlement is fair. President Willis, though absent, was already aware of and comfortable with the \$60,000 figure. Motion to pay the invoice at the \$60,000 settlement. **Secretary Ryan Ulrich offered the Motion; Vice President Hank Wilson Second.**

Vote: all in favor (2–0). Approved.

2. Clerical Error Correction — Board Resolution 2026-002 → 2026-004. Last month's resolution submitting the FY2027 budget to the Comptroller was numbered Board Resolution **2026-002**; it should have read **2026-004**. This is an internal clerical/tracking correction (no impact to the State filing). The GM corrected it and noted it for the record. *No action required.*

H. New Business

1. April 2027 Regular Board Meeting Rescheduled. The April 2027 regular meeting will be moved to **Monday, April 19, 2027 at 1:00 p.m.** (the Monday before the normal date). Motion to move the meeting. **Vice President Hank Wilson offered the Motion; Secretary Ryan Ulrich Second.**

Vote: all in favor (2–0). Adopted.

I. Management Reports — Ben Witt, General Manager

1. Distribution / Water Loss. Water loss improved to **37%** (down from 42% the prior month) — a marked improvement attributed to repaired main breaks; the Old Parksville Road Phase 2 repair/replacement is expected to improve next month's figure further. Per the report: gallons pumped (total) **98,480,064**; accounted-for **67,874,500**; unaccountable loss **30,605,564**. Leaks: **48 total (21 main,**

26 service), 16,784,200 gallons through leaks; flushing 44,600; BCFD 800; PCFD N/A; new meter sets 1; new sewer taps 0; meter change-outs 0.

2. Wastewater Updates. Covered under the Engineering Report (Section J) — the Benton regional connection and the Old Parksville Road WWTP / ARP-funds direction.

- **Johnson Estates.** Clay's crew is concentrating here.
- **Brighton Ridge.** New fencing (a 4-foot chain-link surround of the drip fields, pods, and building) is scheduled for installation toward the **end of July** (Board-approved late last year). Though UV treatment means fencing is not strictly required, it is needed for delineation and to keep traffic/motorcycles out of the drip fields; the District coordinated fence locations with the developers.

3. Water Plant Updates. The **Purifics PFAS pilot** was paused June 3 after the CAC (fine carbon slurry) came out of suspension and clogged the system's feed lines. Replacement parts arrived June 17; B.A.R. and Purifics will make repairs. Staff are now stirring the CAC at least weekly to keep it in suspension. Once new CAC cycles in for a few days, staff will collect and submit the PFAS samples and wrap up the pilot.

4. Operations / Administration.

- **Bond counsel invoice** — see Old Business (settled at \$60,000).
- **New vehicles.** Sealed bids were opened June 17 for a **2027 Ford F-450 service truck**; Marshal Mize Ford was the apparent low bidder at **\$80,780** (2027 F-450 XL Super Cab 4x4 chassis cab with a Royal 9-foot service body; MSRP-with-upfit \$89,780). It replaces Unit 1 (a 2011 with very high mileage). The **F-150** sealed-bid request will go out mid-July (to Cleveland Ford, Marshal Mize Ford, and Mtn View Ford) when the F-150 order window opens; the GM may poll the Board between meetings for its intent to vote so a purchase order can be issued in time.
- **FY2027 budget** uploaded to the State website; confirmation forwarded to the Board on May 27, 2026.
- **Payment-arrangement policy review (complete).** The GM highlighted the policy's "special circumstances / omissions" clause (which leaves billing-adjustment disposition to the Governing Board's usual and customary practices). The GM views the prior handling as consistent with past practice and the current policy as adequate, especially with the new billing software and meters. **Recommendation: leave the policy as written; the Board concurred.**
- **TDOT invoice (SR-40 Bridge over the Ocoee River, LM 3.12).** A residual 2022 betterment item — the bridge pipe hanger/restraint system the District had recommended be made more robust. The outstanding amount is **\$51,406.15** (the District's 16.71% share; TDOT invoice dated 5/18/2026, accountant Jeffrey Albritton). The project remains open and the invoice must be paid; the GM

intends to pay it within the current fiscal year (before FY2027). *Informational — the Board acknowledged awareness; no vote required.*

- **OHM engineering.** The OHM matter has been fully settled and paid. *Informational — no vote required.*

5. General.

- **ServLine.** The new ServLine rate structure with a **\$5,000 maximum** is now in effect, which should reduce future payment-arrangement needs.
- **Consumer Confidence Reports (CCRs)** are posted to the website and now appear on customer bills.
- **Risk & Resiliency Assessment** — see Engineering Report; due June 30, 2026.
- **Staffing.** The District filled two distribution vacancies and is **fully staffed**. Annual staff reviews are underway and will be complete by **June 30, 2026**.
- **Employee/Family Appreciation Day.** Tickets were distributed in the packet. The outing is **Sunday, June 28, 2026 at 1:00 p.m.** at the Chattanooga Lookouts' new ballpark — food, drinks, and seating arranged; details (including directions and the clear-bag requirement) to be emailed.
- **Smoky Mountain Apartments.** The owner requested individually set, discounted meters within the complex on his own existing water line (currently served by one 1-inch master meter). Management's view is that the current master-meter arrangement is adequate and carries no District liability for the internal lines. The Board discussed offering two options — per-unit flow meters to allocate usage, or OUD meters set at the road with owner-run individual lines — but **not a discount** (a new meter set are \$1,500.00 +fees where applicable; discounting is a "slippery slope"). *No formal action; management to present the options to the owner.*
- **Impact Fund / Polk County News.** Positive coverage of the Impact Fund ran over the past couple of weeks; this round distributed more than **\$25,000** (recipients include the Wildcat Gridiron Club \$5,000, Feeding God's Lambs \$5,000, Junior Achievement of the Ocoee Region \$5,000, AMVETS Polk County Post 911 \$1,374.30, West Polk Library \$375, Oak Grove Elementary \$5,000, Lake Forest Middle School \$1,400, and Charleston Elementary \$1,851). *Informational.*
- **Old Parksville Ridge Development.** A **\$500,000 utility bond** (Builtwell Bank Irrevocable Letter of Credit #OPR-1, for the Phase 1 water/wastewater improvements, account of Mike & Melissa Crittenden and David May; expires 6/12/2027) was issued to the District on June 12, 2026. The District also accepted a **15% maintenance bond of \$105,000** (Builtwell Bank LOC #OPR-2; one-year; expires 6/12/2028), even though the District's developer documents already include a one-year Letter of Guarantee covering the same. The GM signed the **Final Plat** so the developer can begin selling lots; **micro-plats** will be the mechanism to "plat-manage" wastewater capacity (sign or withhold per micro-plat) until a Benton connection or the District's own plant is built — ensuring Phase 1 is not filled faster than capacity allows.

- **Bad-debt review.** The GM will begin updating the Board regularly on large bad-debt accounts and their collection status (in-house, third-party, lien judgments). A **lien-judgment court date** in the District v. **Melanie Lawson** matter is set for **July 1, 2026 at 9:00 a.m.**

J. Consultants / Engineers — Update on Current Projects (Jason English, IDG / Info Design Group)

District Engineer Jason English attended by Microsoft Teams.

- **Benton regional connection / Old Parksville Road WWTP.** Continued discussions with **John King (CTI Engineers, Knoxville/Chattanooga)**. CTI visited Benton's wastewater plant to evaluate the system and is preparing a scope of work / feasibility assessment to identify what the plant needs to accept OUD's flow (short-term feasible; long-term to reach ~100,000 gpd). If made, OUD would take **ownership of the Hwy 64E and Hwy 411 force main.**
- **ARP funds (revised direction).** TDEC confirmed there is **not enough time** to redirect the ARP funds to water-main replacement (mains would need to be in service by end of September, and a material-only purchase will not satisfy the requirement). The plan now is to **transfer the ARP funds from the construction budget to planning and reimburse OUD for engineering services** on the Old Parksville Road WWTP going back to 2021. District staff assembled the invoices, canceled checks, and account numbers back to 2021 (~\$1.3M in invoices; potential for **more than \$1M** in reimbursement, subject to what qualifies). The reimbursement carries **no depreciation** — a straight transfer back to District accounts, usable for current projects. The GM still needs the 2021 board procurement documents showing OHM's engagement.
- **Rymer Road Force Main.** OHM to complete to 100% under contract and obtain TDEC approval — no change since last month.
- **USDA Water Line Replacement.** To be restarted with an amended preliminary engineering report; scope (which lines to replace) to be determined and built into the funding package.
- **Washboard Road Water Main.** Final plans developed for owner review; a water model is needed for the TDEC calculations package.
- **Hydraulic Model.** In progress (gathering billing data, GIS, and system-operations data); needed for the TDEC pressure calculations for Old Parksville Ridge and Washboard. The Engineer gave the Board a brief educational walkthrough of the system's hydraulic profile; the long-standing Chilcutt tank turnover issue — a 20-year condition exacerbated by the taller new Howard's tank) was noted, with a possible future fix of creating a dedicated Chilcutt pressure zone.
- **Asset Management Plans.** OHM to complete and submit to 100% under existing contract and obtain TDEC approval — no change.
- **Risk & Resiliency Plan.** The 2026 AWIA Risk & Resiliency Plan is due to the **EPA by the end of June 2026.** (The prior plan was found to lack detail.) IDG made site visits to all facilities and will have a final deliverable to the GM **this week.**

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- **TDOT DOT 13 / DOT 14.** DOT 13 design is done; DOT 14 awaits OHM finalizing the "rainbow set," with a realignment to eliminate a road bore and avoid TVA-owned land. The Engineer wants to **review the TDOT (roadway-based) drawings jointly** with staff to avoid missed details (referencing a prior "Piper Stream" issue) and to account for the **parallel Benton force main** that could become the District's in the future.
- **Development side.** Working on a **standard developer workflow/flowchart**. *Old Parksville Ridge:* final design of water/wastewater infrastructure (including the effluent pump station) underway; electrical design in progress; construction plans planned for TDEC submittal in July. *Benton Pike developments:* met with the church facility team; three developments will need the Benton Pike main upsized (4-inch to 8-inch); the District is determining a fair **betterment cost-split** among the developers (likely pro-rata by single-family-unit equivalents). The **Meadowcrest** project (owner Barry Payne; engineer **Ben Berry**; ~400 units) would carry the largest share and quickest need; the church is roughly three years out and presently wants only a small tap for a pavilion hand-washing station.
- **Ball Road property sale.** Attorney **Eric Brooks** reviewed the deed; its restriction requiring homes be **constructed on-site** rules out the interested manufactured-home subdivision buyer. The property can still be sold (the GM favors selling to help fund water-line replacement and avoid new borrowing); a buyer could purchase a portion via auction for site-built homes, and decentralized sewer is feasible (high-intensity soil mapping is done), which raises the value. The attorney noted the District could ask Gary & Peggy Ball to remove the deed restriction (a family-sensitive option). The GM will follow up.

K. Adjournment

With all agenda items addressed and no further business, a motion to adjourn was made and seconded.

Meeting adjourned at approximately 2:15 p.m. EST

A handwritten signature in black ink, appearing to read "Ryan Ulrich", is written over a horizontal line.

Ryan Ulrich, Secretary and Recorder