

**OCOEE UTILITY DISTRICT  
BOARD OF COMMISSIONERS  
MEETING AGENDA**

September, 22nd 2025 1:00PM

- A. Call to Order
- B. Pledge of Allegiance to the Flag of The United States of America
- C. Roll Call: President\_\_\_ Vice President\_\_\_ Secretary\_\_\_
- D. Approval of the August Minutes
- E. Public Comment Section
- F. Financials: CPA's Video Presentation of the New Layout of the Financial Reports. **Board Resolution 2025-029 Accepting Recommendations to allocate funds in a Restricted Account to cover future Debt Service Coverage.**  
President\_\_\_ Vice President\_\_\_ Secretary\_\_\_
- G. Audit Report: Draft Audit
- H. Adjustments
  - 1. Standard
  - 2. Non-Standard
    - a. James Truelove, Water Quality, Metering and Rates.
    - b. Lynn Mizell-Falso, Worksite Advantage Program.
- H. Old Business

1. Samples Chapel and Phase II Waterline Project-HLM

**Board Resolution 2025-032**

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

2. Report on the Study of Operations of The Utility District
3. Other

I. New Business

1. Letter of Engagement with Daniel Peterson CPA to conduct a rate study in Compliance with the TBOUR's Order

2. **Resolution 2025-025** Not to issue any Letters of Intent To Serve without the Board's approval.

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

3. **Resolution 2025-026** Increase the Sewer Capacity Fee from \$4,500.00 to \$9,000.00.

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

4. **Resolution 2025-027** Declare as Surplus and Authorized for sale Unit #12 2004 Ford F-650 Dump Truck.

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

5. **Resolution 2025-028** Repealing any future rate increases outlined in Board Resolution 2025-005 for July, 1 2026, July, 1 2027, and July, 1 2028.

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

6. **Resolution 2025-030** Modifications to the MEETINGS OF THE OCOEE UTILITY DISTRICT BOARD Policy

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

7. **Resolution 2025-031** Modifications to the Employee Handbook section:

Hours of Work.

President\_\_\_ Vice President\_\_\_ Secretary\_\_\_

8. OHM's PS 37 Water Utility Relocation TDOT Polk Co. SR 40

J. Reports

1. Management

a. Maintenance at Carpenter Springs Water Treatment Plant

b. HSGLaW PLLC invoice

c. Review current Projects

2. Consultants/Engineers

K. Adjournment

# OCOEE UTILITY DISTRICT

## Procedures and Guidelines for Comment Period During Regular Scheduled Board Meetings

The Ocoee Utility District of Bradley & Polk Counties, TN values the right of those requesting addressing the Board of Commissioners during open, public meetings. In respect to the other attendees and business to be completed at any monthly meeting or special meeting of the Ocoee Utility District's Board of Commissioners, certain guidelines have been established to make sure that each item on the agenda for the meeting can be addressed properly, and no one concern absorb an undue amount of time during the meetings.

### Agenda Placement

Each party requesting time to speak shall complete the District's Board Request Form completely and present to OUD Staff in person, via email or regular mail by 4:30pm est. five days prior to the meeting.

The President of the Board, or the Vice President if the President is not in attendance, may choose to make an exception to the prior notification by way of the Board Request Form and allow an individual to address the meeting. If there is a full agenda and several parties who are addressing items on the agenda, the Board will choose to keep with the requirement of prior notification.

If the President allows a party to speak that has not complied with the notification procedure, it may choose to not make any decision on any specific matter brought before the Board during the meeting, especially if a review of any records or analysis by management is necessary prior to an informed decision.

### Limits:

- Public Comment Period is limited to twenty minutes total.
- Total number of speakers is limited to four.
- Each speaker is allocated five minutes.

Each speaker will declare their name and if the topic deals with a particular account address, they will confirm that account number and/or location.

The President may allow group discussions in a panel type format, as long as the discussion adheres to the normal time allocation for an individual speaker. If this exemption is not granted a spokesperson shall be recognized to speak for the group.

The President may also extend the total time of the public comment period if the meeting agenda will allow.