

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, July 20, 2020
Timothy E. Wilson Board of Public Utilities Administration/Engineering Building
1st Floor Conference Room, 2416 Snyder Avenue, Cheyenne, Wyoming
3:00 p.m.

IN ATTENDANCE:

Mary Guthrie	Bruce Hattig
Matthew Pope	Kathy Kellner
John Edwards	Ashley Miller
Allan Cunningham	Frank Strong
Brad Brooks	Dena Egenhoff
Clint Bassett	Erin Lamb
Matt Buelow	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
June 15, 2020 — Regular Meeting
Voucher List for Approval
Financial and Supplementary
Statement

1. ITEMS REQUIRING BOARD ACTION

A. CONSENT AGENDA: (All agenda items listed with the designation of CA are considered to be routine items by the Board of Public Utilities and will be enacted by one motion. The design of the Consent Agenda is that there will be no separate discussion on these items unless a member of the board so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

B. Minutes/Meetings/Proclamations/Presentations:

- CA
1. Approve the Minutes of the Regular Board Meeting held June 15, 2020
 2. Sign the Minutes of the Regular Board Meeting held June 15, 2020
 3. Announcement of Upcoming Monthly Board Meeting: Monday, August 17, 2020
 4. Introduction of Attendees at the Meeting

C. Comments from Mayor/City Council

1.

D. Old Business:

1.

2.

E. Financials:

1. Financial Statements as of Month-end June 30, 2020
2. Vouchers:

6/30/2020	\$721,532.98	Vouchers, Garbage Collections
6/30/2020	594,194.28	Payroll
7/15/2020	369,542.16	Vouchers, Garbage Collections
3. Investments of Cash: – 06/01/2020-06/30/2020
None

Staff's recommendation is to accept the financial statements as presented and to approve vouchers (included in the Board packet and if necessary distributed via email prior to the Board meeting) and investments of cash.

F. Request Board Action – Approval and Awards:

- CA 1. Approve the Amendment to City Contract No. 4389 for Risk Management Administrative Services and authorize the Board President and Secretary to sign.
- CA 2. Approve the Director to execute one (1) information sharing agreement with Cheyenne LEADS.
- 3. Approve the City’s acceptance of the Prairie Avenue and Frontier Mall Drive Intersection Improvements Project bid from Simon Contractors in the amount of \$203,751.40, contingent on City Council approval.
- 4. Approve the Director to sign the CLCGISC MOU providing the BOPU with access to the ESRI software and support through January 2024 at the tiered costs provided.
- 5. Approve Candidate Interview Relocation Expense & Reimbursement Policy.

2. PROJECTS (Informational items only)

- A. Release of Retainage Status – Ashley Miller, Administration Manager
- B. Report on Agreements, Contracts, Easements, Assignments, Licenses, Etc. – Ashley Miller, Administration Manager

3. REPORTS (Informational items only)

- A. Director
 - 1. Report
 - 2.
- B. Administration
 - 1. Manager’s Report
 - 2. Water Conservation/PR Report
- C. Engineering
 - 1. Manager’s Report
 - 2.
- D. Human Resources
 - 1. Manager’s Report
 - 2.
- E. Operations & Maintenance
 - 1. Manager’s Report
 - 2.

- F. Water Reclamation
 - 1. Manager's Report
 - 2.

- G. Water Treatment
 - 1. Manager's Report
 - 2.

4. OTHER BUSINESS

A.

5. EXECUTIVE SESSION

- A. Legal Matters:
 - 1. Possible Project Legal Matter
 - 2. Possible Insurance Legal Matter
 - 3. Update on Possible Legal Matter

- B. Real Estate:
 - 1.
 - 2.

- C. Personnel Matters:
 - 1.
 - 2.