

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Tuesday, February 16, 2021
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	Matt Buelow
Matthew Pope	Kathy Kellner
John Edwards	Ashley Miller
Allan Cunningham	Frank Strong
Keith Zabka	Doug Calhoun
Brad Brooks	Erin Lamb
Clint Bassett	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
January 19, 2021 — 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. CA Minutes/Meetings/Proclamations/Presentations:
1. Approve the Minutes of the Regular Board Meeting held January 19, 2021
 2. Sign the Minutes of the Regular Board Meeting held January 19, 2021
 3. Announcement of Upcoming Virtual Goals & Planning Session: March 4, 2021
 4. Announcement of Upcoming Monthly Board Meeting: Monday, March 15, 2021
 5. Introduction of Attendees at the Meeting
- C. Comments from Mayor/City Council
- 1.
- D. Old Business:
- 1.
- E. Financials:
1. Financial Statements as of Month-end January 31, 2021
 2. Vouchers:

01/29/2021	\$ 626,142.87	Utilities and Refunds
01/29/2021	555,164.14	Payroll
02/16/2021	127,153.71	Vouchers
 3. Investments of Cash: – 01/01/2021-01/31/2021
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 Information Sharing Agreement with Ayres Associates and approval that all future agreements can be approved by the Engineering Manager and Director without presentation and approval by the Board.
- CA

 2. Approve Agreement for Common Water and Sewer Service Connection between the Board and Cottonwood Creek Independent Living, LLC. For Aspen Creek Block 1, Lot 1.
- CA

 3. Approve Agreement for Common Water and Sewer Service Connection between the Board and Northland Holdings LLC. For Lots 1 & 2, Block 1, Stanfield Addition, 5th Filing (pending).
- CA

 4. Approve Agreement for Common Water and Sewer Service Connection between the Board and Northland Holdings LLC. For Lots 3 & 4, Block 1, Stanfield Addition, 5th Filing (pending).
- CA

 5. Approve Agreement for Common Water and Sewer Service Connection between the Board and Northland Holdings LLC. For Lots 5 & 6, Block 1, Stanfield Addition, 5th Filing (pending).
- 6. Approve an increase in the BOPU portion of the project, approve the Director to sign a revised development agreement with Tru Grit to allow the project to move forward, and approve associated budget transfers as presented.
- 7. Approve and award the Sherard Hydroelectric Generation Facility Project including base bid plus all three (3) alternates to PEI Wyoming, LLC.

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. Belvoir Wind Energy
- B. Administration
 - 1. Manager's Report
 - 2.

- 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. Board Member Terms
- 5. EXECUTIVE SESSION
 - A. Legal Matters:
 - 1.
 - 2.
 - 3.
 - B. Real Estate:
 - 1.
 - 2.
 - C. Personnel Matters:
 - 1.
 - 2.