

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, March 15, 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:
February 16, 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. Minutes/Meetings/Proclamations/Presentations:

- CA
1. Approve the Minutes of the Regular Board Meeting held February 16, 2021
 2. Sign the Minutes of the Regular Board Meeting held February 16, 2021
 3. Announcement of Quarterly Employee Meeting: Thursday, April 15, 2021
 4. Announcement of Upcoming Monthly Board Meeting: Monday, April 19, 2021
 5. Announcement of Budget Workshop Meeting: Monday, April 5, 2021
 6. Announcement of Budget Workshop Sessions for Council: April 20-21, 2021
 7. Announcement of Special Board Meeting: Monday, April 26, 2021
 8. 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 February 28, 2021

2. Vouchers:

02/26/2021	\$ 619,195.00	Utilities and Refunds
02/26/2021	551,016.14	Payroll
03/15/2021	161,967.64	Vouchers
03/15/2021	10,655.69	Card Services

3. Investments of Cash: – 02/01/2021-02/28/2021

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 release of retainage to HDR for the 2019 Sewer Rehab project.
- 2. Approve awards for schedule 1, schedule 2, and schedule 3 for the FY20 Sewer Rehab project re-bid.

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
 - a. FY2022 Draft Budget
- 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. US Gold Corp Presentation

5. EXECUTIVE SESSION

- A. Legal Matters:
 - 1. Possible Litigation Matters
 - 2.
- B. Real Estate:
 - 1.
 - 2.
- C. Personnel Matters:
 - 1.
 - 2.