

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, December 20, 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:
November 15, 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 November 15, 2021
2. Sign the Minutes of the Regular Board Meeting held November 15, 2021
3. Announcement of upcoming Regular Board meeting: **Tuesday, January 18, 2022**
4. 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 November 30, 2021
2. Vouchers:

11/30/2021	\$626,145.96	Utilities and Refunds
11/30/2021	558,521.44	Payroll
12/20/2021	162,958.78	Vouchers
3. Investments of Cash: – 11/01/2021-11/30/2021
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:

1. Approval for the following budget transfer: \$27,000.00 from 299-9220-90069 (Evers) to 299-9220-90045 (2020 Sewer Rehabs).
2. Approval to submit Cheyenne Community Challenge grant application in the amount of \$5,000.
3. Approval of reimbursement payment to Tru-Grit in the amount of \$1,095,062.85 for the Allison Draw South Interceptor Project, Manhole A-6 through B-6.

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. Weather & Drought Summary
 - 2.
- C. Engineering & Water Resources
 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. Rate Design Review Presentation – Jason Mumm, FCS Group
- B.

5. EXECUTIVE SESSION

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