

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Tuesday, February 22, 2022
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	Frank Strong
Allan Cunningham	Doug Calhoun
Keith Zabka	Erin Lamb
Brad Brooks	Elizabeth Lance
Clint Bassett	

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
January 18, 2022 — 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 18, 2022
 2. Sign the Minutes of the Regular Board Meeting held January 18, 2022
 3. Announcement of upcoming Regular Board meeting: Monday, March 21, 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 January 31, 2022
 2. Vouchers:

1/31/2022	\$698,611.78	Utilities and Refunds
1/31/2022	\$551,939.30	Vouchers
2/22/2022	\$604,767.62	
 3. Investments of Cash: – 01/01/2022-01/31/2022
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. Approval of Outside User Water and Sewer Services Agreement with Dean Byrne, Lot 3, Energy Park One, subject to review and approval by the Governing Body of the City of Cheyenne.
- CA 2. Approval of release of retainage to Mechanical Systems Inc. in the amount of \$44,989.94 for Schedule 2 of the 2020 Sewer Rehabilitation Project, subject to the successful completion of W.S. 16-6-116 advertisement period.
- 3. Approval to amend the chemical supplier contract with DPC Industries, Inc. to increase the rate for chlorine to \$0.5885 per pound.
- 4. Approval for reimbursement in the amount of \$22,437.77 to WJE, LLC for the oversize water main constructed in the Saddle Ridge Subdivision.
- 5. Approval for partial release of retainage to RN Civil Construction on the amount of \$68,023.25 for the Dry Creek Water Reclamation Facility Dewatering Improvements Project, subject to the successful completion of W.S. 16-6-116 advertisement period.
- 6. Approval to award the FY2021 Water Projects to Aztec Construction in the amount of \$2,479,633.30.
- 7. Approval of agreement with McGee, Hearne & Paiz LLP to continue to provide financial and compliance auditing for the fiscal year ending June 30, 2022 and authorize the Director to sign the Professional Services Agreement. Subject to Attorney and Governing Body Approval.

2. PROJECTS (Informational items only)

- A. Release of Retainage Status
- B. Report on Agreements, Contracts, Easements, Assignments, Licenses, Etc.

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.

- B.

5. EXECUTIVE SESSION

- A. Legal Matters:
 - 1.
 - 2.

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

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