

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, March 21, 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:
February 22, 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 February 22, 2022
 2. Sign the Minutes of the Regular Board Meeting held February 22, 2022
 3. Announcement of upcoming FY23 Budget Workshop: Monday, April 4, 2022
 4. Announcement of upcoming Regular Board Meeting: Monday, April 18, 2022
 5. Announcement of Quarterly Employee Meeting: Thursday, April 21, 2022
 6. Announcement of upcoming Special Board Meeting: Monday, April 25, 2022
 7. 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, 2022
 2. Vouchers:

02/28/2022	\$408,869.96	Utilities and Refunds
02/28/2022	\$559,956.09	Payroll
03/21/2022	\$849,939.16	Vouchers
 3. Investments of Cash: – 02/01/2022-02/28/2022
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 to Award City Bid #E-26-21 for aggregate in the amount of \$7.50 per ton for a total of \$45,000 to Croell, Inc.
2. Approval of reimbursement request for \$890,623.21 and payment to Tru-Grit in the amount of \$696,573.41 for the Allison Draw South Interceptor Project, Manhole B-6 through C-1, and surface finishing.
3. Approval of updates to the City of Cheyenne & Board of Public Utilities Specification and Standard Drawings dated March 14, 2022, as presented.

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. FY2023 Draft Budget
- 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. Presentation – US Forest Service Landscape Vegetation Analysis (LaVA)
interactive maps – Clint Bassett
- B.

5. EXECUTIVE SESSION

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