

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, June 15, 2020
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	Bruce Hattig
Matthew Pope	Kathy Kellner
John Edwards	Ashley Miller
Allan Cunningham	Frank Strong
Brad Brooks	Dena Egenhoff
Clint Bassett	Erin Lamb
Matt Buelow	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
May 18, 2020 — 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 May 18, 2020 |
| CA | 2. Approve the Minutes of the Special Board Meeting held May 22, 2020 |
| | 3. Sign the Minutes of the Regular Board Meeting held May 18, 2020 |
| | 4. Sign the Minutes of the Special Board Meeting held May 22, 2020 |
| | 5. Announcement of Upcoming Employee Summer Picnic: Thursday, July 9, 2020 |
| | 6. Announcement of Upcoming Monthly Board Meeting: Monday, July 20, 2020 |
| | 7. Introduction of Attendees at the Meeting |

C. Comments from Mayor/City Council

1.

D. Old Business:

1.

2.

E. Financials:

1. Financial Statements as of Month-end May 31, 2020
2. Vouchers:

05/29/2020	652,907.01	Vouchers, Garbage Collections
05/29/2020	521,633.81	Payroll
06/15/2020	278,035.67	Vouchers, Garbage Collections
3. Investments of Cash: – 05/01/2020-05/31/2020
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 Director to execute two (2) information sharing agreements with Summit Engineering, LLC and Gateway Construction, LLC.
- CA

 2. Approve award for Material Acquisition: Filter 6 Media project to CarbonFilt LLC.
- CA

 3. Approve contract to Renew Employee Assistance Program with Aetna.
- 4. Approve rejection of all four bids for the Sherard Hydroelectric Generation Facility Project and implement the plan presented to continue developing the project.
- 5. Approve award for the FY2021 Water Rehab and North Pressure Zone Interconnect and Expansion Project Design to AVI, PC and associated budget transfer.

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
 - 2. Water Conservation/PR Report
- 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.
- 5. EXECUTIVE SESSION
 - A. Legal Matters:
 - 1.
 - 2.
 - B. Real Estate:
 - 1.
 - 2.
 - C. Personnel Matters:
 - 1.
 - 2.