

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, September 18, 2023
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	Frank Strong
Matthew Pope	Clint Bassett
John Edwards	Kathy Kellner
Keith Zabka	Todd Hepworth
Allan Cunningham	Matthew Buelow
Brad Brooks	Erin Lamb
Brad Bowen	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
August 21, 2023 – 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 August 21, 2023
2. Sign the Minutes of the Regular Board Meeting held August 21, 2023
3. Announcement of the Hydroelectric Generation Facility Open House, October 7, 2023
4. Announcement of the next Regular Board Meeting: Monday, October 16, 2023
5. Announcement of the quarterly Employee Meeting: Thursday, October 19, 2023
6. 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 August 31, 2023
2. Vouchers
3. Investments of Cash: – 08/01/2023-08/31/2023
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. Approve resolution re-appropriating funds from FY23 budget to FY24 budget for the Water and Sewer Enterprise fund budgets as presented.
2. Approve 2023 Sewer Rehab Project change order with MSI in the amount of \$15,000.00 to compensate the contractor for the additional work.
3. Approve 2023 Sewer Rehab project change order with Rocky Mountain Sand & Gravel in the amount of \$54,733.00 to compensate the contractor for the additional work.
4. Approve and award Jetting Trucks Bid (O&M 01-24) to Floyds Truck Center in the amount of \$939,446.00 for the purchase of 2025 Freightliner 114sd w/Vactor as specified in Bid OM 01-24 with trade of vehicles C33, C35 and C36.

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
 - 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.

5. EXECUTIVE SESSION

A. Legal Matters:

- 1.
- 2.

B. Real Estate:

- 1.
- 2.

C. Personnel Matters:

- 1. Director's Evaluation
- 2.