

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, October 16, 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:
September 18, 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. Minutes/Meetings/Proclamations/Presentations:

- CA
1. Approve the Minutes of the Regular Board Meeting held September 18, 2023
 2. Sign the Minutes of the Regular Board Meeting held September 18, 2023
 3. Announcement of the quarterly Employee Meeting: Thursday, October 19, 2023
 4. Announcement of the next Regular Board Meeting: Monday, November 20, 2023
 5. 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 September 30, 2023
2. Vouchers
3. Investments of Cash: – 09/01/2023-09/30/2023
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:

- CA 1. Approve amending the chemical supplier agreement with Harcros for soda ash at \$0.247 through December 31, 2023.
2. Approve and accept the FY 2023 audited financial statements as presented by Stephanie Pickering, MHP Partner on October 16, 2023.
3. Approve the Director to sign the lease agreement with Union Telephone to run from January 1, 2024 to December 31, 2028, pending BOPU legal review.

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. Officer Position Nominations and Vote

5. EXECUTIVE SESSION

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