

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, June 17, 2024
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:

Allan Cunningham	Kathy Kellner
Keith Zabka	Todd Hepworth
Mary Guthrie	Matthew Buelow
John Edwards	Erin Lamb
Brad Bowen	Elizabeth Lance
Frank Strong	

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
May 20, 2024 – 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 May 20, 2024
2. Sign the Minutes of the Regular Board Meeting held May 20, 2024
3. Announcement of Annual Employee Appreciation BBQ: Thursday, July 11, 2024
4. Announcement of Regular Board Meeting: Monday, July 15, 2024
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 May 31, 2024
2. Vouchers
3. Investments of Cash: – 05/01/2024-05/31/2024
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 and authorize the Director to sign the Outside User Agreement with Laramie County (Archer Complex) and Robert A. GrandPre (Lot 1, Block 1, Green Subdivision 4th Filing), contingent on approval by the Board’s attorney. – *Frank Strong*
2. Approve CO3 for the Floc Tank 2 Rehabilitation project. – *Brett Davis*
3. Approve release of retainage to Coblaco Services, Inc. in the amount of \$31,449.47 for the Floc Tank 2 Rehabilitation project, subject to the successful completion of W.S. 16-6-116 advertisement period. – *Brett Davis*
4. Approve and award the CCWRF Reuse Tank Coating project to Asset Guard in the amount of \$240,018.79 and approve the associated budget transfer as presented. – *Frank Strong*

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.
- 2.