

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, September 15, 2025
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:

John Edwards	Rocio Tripp
Keith Zabka	Todd Hepworth
Mary Guthrie	Matthew Buelow
Jeff Fassett	Clint Bassett
Dixie Roberts	Erin Lamb
Brad Brooks	Elizabeth Lance
Brad Bowen	
Frank Strong	

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
August 18, 2025 – 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 18, 2025
2. Sign the Minutes of the Regular Board Meeting held August 18, 2025
3. Announcement of Quarterly Employee Meeting: Thursday, October 16, 2025
4. Announcement of Regular Board Meeting: Monday, October 20, 2025
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 August 31, 2025
2. Vouchers
3. Investments of Cash: – 08/01/2025-08/31/2025

<u>Date</u>	<u>Amount</u>	<u>Investment Portfolio</u>	<u>Description</u>
08/20/25	\$2,000,000.00	WyoStar I	Available cash

Staff 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 listed items as salvage and allow items to be auctioned or bid per Wyo. Stat. §15-1-112. In the case no bids for any item(s) are received the item(s) may be disposed of as salvage. – *Todd Hepworth*
- CA

 2. Approve entering into a service agreement with Thermo Electron North America LLC for maintenance services on the IC and ICP-MS for \$41,202. – *Clint Bassett*
3. Approve resolution re-appropriating funds for the FY26 Water and Sewer Enterprise fund budgets as presented. – *Brad Bowen*
4. Approve and award the Basin Cleaner Truck Bid (O&M 01-26) to Floyds Truck Center in the amount of \$497,709.00 for purchase of one 2026 Freightliner 114sd w/Vactor 2100i CB as specified in Bid OM 01-26. – *Todd Hepworth*
5. Approve and award the FY2025 Water Rehab Project Design to Inberg-Miller Engineers in the amount not to exceed \$488,630.00 and recommendation that the Director enter into a PSA pending approval of legal counsel of the PSA as to form. – *Todd Hepworth*
6. Approve and award the FY2026 Sewer Rehab Project Design to Sunrise Engineering in the amount not to exceed \$176,000.00 and recommendation that the Director enter into a PSA pending approval of legal counsel of the PSA as to form. – *Todd Hepworth*
7. Approve Change Order No. 1 to Aztec Construction Company. The revised construction contract price is \$4,625,841.00, the Substantial Completion date remains November 20, 2026 and the Final Completion date remains January 15, 2027. Award contingent upon reappropriation approval by the Cheyenne City Council. – *Todd Hepworth*
8. Approve and authorize the Director to enter into an agreement for the Dell Range Waterline Replacement Project with the MSI/Sunrise team in an amount not to exceed \$236,300.00. – *Frank Strong*

2. REPORTS (Informational items only)

- A. Director
 1. Report
- B. Administration
 1. Manager's Report
- C. Engineering & Water Resources
 1. Manager's Report
- D. Human Resources
 1. Manager's Report

- E. Operations & Maintenance
 - 1. Manager's Report
- F. Water Reclamation
 - 1. Manager's Report
- G. Water Treatment
 - 1. Manager's Report

3. OTHER BUSINESS

- A. Meadowlark Reimbursement Request - *Butch Tilton*

B.

4. EXECUTIVE SESSION

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