

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
****BOARD MEETING MINUTES****
Monday, November 17, 2025
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The Board of Public Utilities of the City of Cheyenne, Wyoming assembled this day at 3:00 p.m. in the 1st Floor Conference Room of the Timothy E. Wilson Board of Public Utilities' Administration/Engineering Building, 2416 Snyder Avenue, Cheyenne, Wyoming.

Present via In-Person/Electronic Conference were:

John Edwards, President	Bryce Dorr, Capital Projects Supervisor
Keith Zabka, Secretary	Nick Dennis, WT Plant Supervisor
Jeff Fassett, Member	Noah Dayton, Water Resources Specialist
Dixie Roberts, Member	Erin Lamb, Admin/Public Affairs Coordinator
Brad Brooks, Director	Elizabeth Lance, BOPU Attorney
Brad Bowen, Administration Manager	Russ Dahlgren, Dahlgren Consulting
Matt Buelow, Water Reclamation Manager	Dr. Mark Rinne, Cheyenne City Council
Todd Hepworth, Operations & Maintenance Manager	Brad Emmons, AVI
Frank Strong, Eng. & Water Resource Manager	Hui Thurston, Public Attendee
Rocio Tripp, Human Resources Manager	

The regular board meeting for the Board of Public Utilities was called to order by John Edwards, President, at approximately 3:00 p.m. Monday, November 17, 2025.

Mr. Edwards noted the first item on the agenda was the consent agenda (CA) and asked if anyone requested that a CA item be removed. Mr. Edwards called for a motion to approve the items on CA. Dixie Roberts moved and Jeff Fassett seconded approval of the items on the CA as presented, including:

- The minutes of the Regular Board Meeting held on October 20, 2025.

Director Brooks announced the next Regular Board Meeting is scheduled for December 15, 2025, at 3pm.

Director Brooks introduced attendees.

City Council President, Dr. Mark Rinne, addressed the board.

Administration Manager, Brad Bowen, reported on and answered questions regarding the financial statements for the month ending October 31, 2025. A motion was made by Jeff Fassett and seconded by Dixie Roberts approving the financial statements for the month ending October 31, 2025. The motion carried. The Board members approved the vouchers presented for payment. There was one (1) investment of cash for the month ending October 31, 2025 in the amount of \$4,000,000.00 to WyoStar I. Warrants of the Board of Public Utilities are signed by Mayor Patrick Collins, Board President John Edwards and Administration Manager Brad Bowen, and authority is given to ANB Bank of Cheyenne, Wyoming to charge these warrants to the proper Board of Public Utilities accounts at this bank.

Engineering and Water Resources Manager, Frank Strong, reported on and answered questions regarding the request to approve the Director to sign the Outside User Agreement with GK Gold, as modified, and contingent on Cheyenne City Council approval. Dixie Roberts recused herself from voting on the item. A motion was made by Jeff Fassett and seconded by Keith Zabka to approve the Director to sign the Outside User Agreement with GK Gold, as modified, and contingent on Cheyenne City Council approval. The motion carried.

Mr. Strong reported on and answered questions regarding the request to approve the revisions to the purchase policy and rescinding resolution 1996-12. A motion was made by Dixie Roberts and seconded by Keith Zabka to approve the revisions to the purchase policy and rescinding resolution 1996-12. The motion carried.

PRELIMINARY – UNDER IN-HOUSE REVIEW

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Water Resources Specialist, Noah Dayton, reported on and answered questions regarding the request to approve and award a project to the team of WSP Global Inc. and HDR Engineering, Inc. for a fee of \$873,212.00 per approval of PSA by BOPU legal staff. A motion was made by Dixie Roberts and seconded by Jeff Fassett to approve and award a project to the team of WSP Global Inc. and HDR Engineering, Inc. for a fee of \$873,212.00 per approval of PSA by BOPU legal staff. The motion carried.

Director Brooks reported on and answered questions related to the Director's report.

Mr. Bowen reported on and answered questions related to the Administration Division.

Mr. Strong reported on and answered questions related to the Engineering and Water Resources Division.

Human Resources Manager, Rocio Tripp, reported on and answered questions related to the Human Resources Division.

Operations and Maintenance Manager, Todd Hepworth, reported on and answered questions related to the Operations and Maintenance Division.

Water Reclamation Manager, Matt Buelow, reported on and answered questions related to the Water Reclamation Division.

Water Treatment Plant Supervisor, Nick Dennis, reported on and answered questions related to the Water Treatment Division.

The Board meeting adjourned at approximately 4:15 p.m.

John Edwards, President

Keith Zabka, Secretary