

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, March 16, 2026
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:
February 17, 2026 – 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 February 17, 2026
 2. Sign the Minutes of the Regular Board Meeting held February 17, 2026
 3. Announcement of the following meetings:
 - 2026 Water Summit: Thursday, April 2, 2026
 - Employee Quarterly Meeting: Thursday, April 16, 2026
 - FY27 Budget Work Session w/ City Council: Friday, April 17, 2026
 - Regular Board Meeting & FY27 Budget Work Session: Monday, April 20, 2026
 - Special Board Meeting: Monday, April 27, 2026
 4. 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 February 28, 2026
 2. Vouchers
 3. Investments of Cash: – 02/01/2026-02/28/2026
None

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 and authorize the director to sign a chemical supplier agreement with Brenntag Pacific, LLC. for cationic polymer with a term through December 31, 2026, and rate of \$1.023 per pound with \$25 insurance fee per delivery and \$408 delivery fee per delivered truck load. – *Clint Bassett*
- CA 2. Approve and authorize the director to sign a chemical supplier agreement with Thatcher Company, Inc. for sodium hypochlorite with a term through December 31, 2026, and a rate of \$3.44 per gallon. – *Clint Bassett*
- CA 3. Approve and authorize the director to sign a chemical supplier agreement amendment with Airgas USA, LLC. for liquid oxygen at \$0.849 per hundred cubic feet with a delivery fee of \$88.48 per load and call-in fee of \$125 per load, when applicable, with a term ending December 31, 2026. – *Clint Bassett*
- CA 4. Approve and authorize the director to sign a chemical supplier agreement with Arq Purification, LLC, with a term through December 31, 2026, and rate of \$ 0.97 per pound. – *Clint Bassett*
5. Approve applying for funding not to exceed \$20 Million and upon attorney approval to form, and the associated resolution. – *Bryce Dorr*
6. Approve Change Order No. 1 to Garney, increasing the North City Improvements – Transmission Mains contract amount by \$117,151.04. The revised contract price is \$4,899,868.04. The Substantial and Final Completion dates remain April 1, 2026 and May 1, 2026, respectively. – *Bryce Dorr*
7. Approve and award FY 2025 Sewer Rehab Project bid to Mechanical Systems, Incorporated in the amount of **\$2,278,659.00** with a concurrent budget transfer of \$300,000.00 from the FY2025 Sewer Rehabilitation Project to the FY2026 Sewer Rehabilitation Project. – *Todd Hepworth*
8. Approve the Director to sign a professional services agreement with McGee, Hearne & Paiz, LLP d/b/a MHP Assurance Services LLP to provide financial and compliance auditing services for FY 2026-2028 subject to approval from the City of Cheyenne Governing Body. – *Brad Bowen*

2. REPORTS (Informational items only)

- A. Director
 1. Report
- B. Administration
 1. Manager's Report
 2. FY2027 Draft budget
- 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.

4. EXECUTIVE SESSION

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