

**Board of Public Utilities  
City of Cheyenne  
Board Meeting Minutes  
Monday, May 18, 2026**

The City of Cheyenne Board of Public Utilities assembled this day at 3:00 p.m. in the 1<sup>st</sup> Floor Conference Room of the Timothy E. Wilson Board of Public Utilities' Administration/Engineering Building, 2416 Snyder Avenue, Cheyenne, Wyoming.

Present Via In-Person/Electric Conference were:

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| John Edwards, President                         | Bryce Dorr, Capital Projects Supervisor  |
| Keith Zabka, Secretary                          | Nick Dennis, WT Plant Supervisor         |
| Jeff Fassett, Member                            | Brett Davis, Capital Projects Engineer I |
| Mary Guthrie, Member                            | Erin Lamb, Admin & Public Affairs        |
| Dixie Roberts, Member                           | Elizabeth Lance, BOPU Attorney           |
| Brad Bowen, Administration Manager              | Dr. Mark Rinne, Cheyenne City Council    |
| Matt Buelow, Water Reclamation Manager          | Vic Schoenherr, Sunrise Engineering      |
| Todd Hepworth, Operations & Maintenance Manager | Hui Thurston, Trihydro Corp.             |
| Frank Strong, Eng. & Water 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, May 18, 2026.

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

- The minutes of the Work Session held on April 17, 2026
- The minutes of the Regular Board Meeting held on April 20, 2026
- The minutes of the Special Board Meeting held on April 27, 2026

Engineering and Water Resources Manager, Frank Strong, announced the upcoming regular board meeting scheduled for June 15, 2026.

Mr. Strong introduced attendees.

Administration Manager, Brad Bowen, reported on and answered questions regarding the financial statements for the month ending April 30, 2026. A motion was made by Dixie Roberts and seconded by Keith Zabka approving the financial statements for the month ending April 30, 2026. The motion carried. The members approved the vouchers presented for payment. There was no investment of cash for the month ending April 30, 2026. 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.

Nick Dennis, Water Treatment Plant Supervisor, reported on and answered questions regarding request to approve a chemical supplier agreement with Harcros Chemicals Inc. for sodium fluosilicate through December 31, 2026, at \$1.55 per pound.

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A motion was made by Mary Guthrie and seconded by Dixie Roberts to approve a chemical supplier agreement with Harcros Chemicals Inc. for sodium fluosilicate through December 31, 2026, at \$1.55 per pound. The motion carried.

Mr. Bowen reported on and answered questions regarding request to approve the discharge and extinguishing of the accounts presented from accounts receivable in the amount of \$18,317.24. A motion was made by Keith Zabka and seconded by Mary Guthrie to approve the discharge and extinguishing of the accounts presented from accounts receivable in the amount of \$18,317.24. The motion carried.

Capital Projects Engineer, Brett Davis, reported on and answered questions regarding request to approve Change Order No. 2 to Garney, increasing the North City Improvements – Transmission Mains contract amount by \$59,341.45. The revised contract price is \$4,959,209.49. The Substantial and Final Completion dates are adjusted to April 8, 2026, and May 8, 2026, respectively. A motion was made by Dixie Roberts and seconded by Jeff Fassett to approve Change Order No. 2 to Garney, increasing the North City Improvements – Transmission Mains contract amount by \$59,341.45. The revised contract price is \$4,959,209.49. The Substantial and Final Completion dates are adjusted to April 8, 2026, and May 8, 2026, respectively. The motion carried.

Operations and Maintenance Manager, Todd Hepworth, reported on and answered questions regarding request to approve a contingency-based award of the FY2026 Water Rehab Project to Aztec Construction in the amount of \$9,351,104.00 for Schedules A & B contingent upon City Council approval of the Board's proposed FY27 Budget with a Notice of Award Dates July 1, 2026. Should the City not approve the Budget, then the award is limited to Schedule A only. A motion was made by Keith Zabka and seconded by Dixie Roberts to approve a contingency-based award of the FY2026 Water Rehab Project to Aztec Construction in the amount of \$9,351,104.00 for Schedules A & B contingent upon City Council approval of the Board's proposed FY27 Budget with a Notice of Award Dates July 1, 2026. Should the City not approve the Budget, then the award is limited to Schedule A only. The motion carried.

Mr. Strong 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.

Mr. Strong and Mr. Bowen reported on and answered questions related to the Human Resources Division.

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Mr. 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.

Mr. Dennis and Mr. Strong reported on and answered questions related to the Water Treatment Division.

City Councilman, Dr. Mark Rinne, addressed the Board.

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

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John Edwards, President

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Keith Zabka, Secretary