AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, November 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
Keith Zabka
Mary Guthrie
Jeff Fassett
Dixie Roberts
Brad Brooks
Brad Bowen
Frank Strong
Rocio Tripp
Todd Hepworth
Matthew Buelow
Clint Bassett
Beth Lance
Erin Lamb

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
October 19, 2026 – Board Meeting
Voucher List for Approval
Financial and Supplementary Statement

1. ITEMS REQUIRING BOARD ACTION

A. CONSENT AGENDA: (All agenda items listed with the designation 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. Minutes/Meetings/Proclamations/Presentations:

CA
1. Approve the Minutes of the Regular Board Meeting held October 19, 2026
2. Sign the Minutes of the Regular Board Meeting held October 19, 2026
3. Announcement of the following meetings:
   - Regular Board Meeting: Monday, December 21, 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 October 31, 2026
2. Vouchers
3. Investments of Cash: – 10/01/2026-10/31/2026
   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 the salvage of water treatment lab equipment at listed. In the case that no bids are received, items may be disposed of using electronic waste processes at the City of Cheyenne Transfer Station. – *Clint Bassett*

CA 2. Approve the selection of Lgeacy Partner Holding LLC. as the Board's health insurance broker and consultant as a result of the Request for Qualifications process and authorize the Director to execute the Professional Services Agreement, pending legal approval. – *Rocio Tripp*

CA 3. Approve a 50% discount rate for water used at Olivet Cemetery for the period January 1, 2027, to December 31, 2029. – *Brad Bowen*

4. Approve and accept the FY 2026 audited financial statements as presented on November 16, 2026. – *Brad Bowen*

5. Approve the final deductive balancing change order with Aztec Construction in the amount of ($926,775.93) as well as the release of the remaining retainage in the amount of $73,597.75, subject to the successful completion of the W.S.16-6-116 advertisement period. – *Frank Strong*

6. Approve and award the Sherard Roof Replacement Project to Big Horn Roofing in the amount of $1,527,595.00, including a budget transfer of $100,000 as presented. – *Frank Strong*

7. Approve Change Order No. 7 to Velocity Constructors, Inc. increasing the Sherard WTP Onsite Sodium Hypochlorite Generators Installation contract amount by $42,364.00. The revised contract price is $2,572,540.00. – *Frank Strong*

8. Approve and award the FY 2027 Vehicle Bids as presented. – *Todd Hepworth*

2. <u>REPORTS (Informational items only)</u>

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.

4. EXECUTIVE SESSION

A. Legal Matters:
    1. Potential Litigation

B. Real Estate:
    1. Potential Purchase

C. Personnel Matters:
    1. Personal Discussion