

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
****BOARD MEETING MINUTES****
Monday, April 20, 2026
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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
Keith Zabka, Secretary
Jeff Fassett, Member
Mary Guthrie, Member
Dixie Roberts, Member
Brad Brooks, Director
Brad Bowen, Administration Manager
Clint Bassett, Water Treatment Manager
Matt Buelow, Water Reclamation Manager

Todd Hepworth, Operations & Maintenance Manager
Frank Strong, Eng. & Water Resource Manager
Rocio Tripp, Human Resources Manager
Bryce Dorr, Capital Projects Supervisor
Erin Lamb, Admin & Public Affairs
Elizabeth Lance, BOPU Attorney
Dr. Mark Rinne, Cheyenne City Council
Vic Schoenherr, Sunrise Engineering
Hui Thurston, Trihydro Corp.

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, April 20, 2026.

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. Mary Guthrie moved and Keith Zabka seconded approval of the items on the CA as presented, including:

- The minutes of the Regular Board Meeting held on March 16, 2026.
- The director to sign a chemical supplier agreement with Treatment Technology Holding, LLC. for sodium chloride with a term through December 31, 2026, and rate of \$0.236 per pound.

Director Brooks announced the upcoming special board meeting scheduled for Monday, April 27, 2026, and the next regular board meeting scheduled for May 18, 2026.

Director Brooks introduced attendees.

Administration Manager, Brad Bowen, reported on and answered questions regarding the financial statements for the month ending March 31, 2026. A motion was made by Dixie Roberts and seconded by Mary Guthrie approving the financial statements for the month ending March 31, 2026. The motion carried. The Board members approved the vouchers presented for payment. There was no investment of cash for the month ending March 31, 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.

Capital Projects Supervisor, Bryce Dorr, reported on and answered questions regarding the request to approve a latecomer reimbursement payment of \$333,281.20 to Meadowlark Estates from the Oversize Sewer Mains account, which would trigger an adjustment to the infrastructure reimbursement filed with the City of Cheyenne that will direct all latecomer reimbursement payments to the BOPU. A motion was made by Keith Zabka and seconded by Jeff

PRELIMINARY – UNDER IN-HOUSE REVIEW

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Fassett to approve a latecomer reimbursement payment of \$333,281.20 to Meadowlark Estates from the Oversize Sewer Mains account, which would trigger an adjustment to the infrastructure reimbursement filed with the City of Cheyenne that will direct all latecomer reimbursement payments to the BOPU. 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.

Engineering and Water Resources Manager, Frank 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 Manager, Clint Bassett, reported on and answered questions related to the Water Treatment Division.

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

Mr. Brooks and Mr. Bowen reported on and answered questions related to the proposed FY2027 Budget.

The Board meeting adjourned into Executive Session at approximately 4:45 p.m. to discuss possible litigation matters under Wyoming State Statutes W.S. 16-4-405(a)(iii) (Matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party.)

No action was taken during Executive Session.

The Board meeting Executive Session adjourned at approximately 5:30 p.m.

The Regular Board meeting adjourned at approximately 5:30 p.m.

John Edwards, President

Keith Zabka, Secretary