

Public Works Department

September 23, 2019

Memorandum for Public Works Committee

From: Jeffrey A. Lincoln, Public Works Director

Subject: Minutes of meeting of September 9, 2019

1. Meeting Convened at 5:30 PM, with council members Wright, LaFleur and Chevassus\ present. Staff Lincoln present.
2. Minutes for August 26, 2019 were approved.
3. Old Business: Lincoln provided backup information on maintenance costs of the old vector truck since being replaced in 2016. Council asked for more information.
4. New Business:
 - a. Architects assessment of space needs versus availability and function of Public Works Shops, city offices at Stevenson Yerxa Building and City Hall. Lincoln outlined the limited space in Stevenson-Yerxa building and City Shops. He explained that the Shops were built in 1989 before extensive useage of computers and that the work bays were being used as office space. Also, storage was limited for controlled (covered) storage for gas pipe (which is required) and that the Facilities maintenance shop was still located in a building that is structurally failing and whose roof has failed. The Stevenson Yerxa building is crowded and shows extensive wear with very old furniture and worn out floor coverings, as well as single pane windows. The existing City Hall structure is aged and inefficient, with staff traveling regularly between buildings to conduct normal daily operations. Chair Wright was to recommend placing a briefing on the City Council agenda for discussion among the council members.
 - b. Lincoln presented a recommendation to commit to a hedge position for natural gas at a estimated cost of \$1.71 or \$1.72 per mmbtu (dekatherm) for the summer of 2022. The city had received current quotes at this price earlier today. The committee was in favor of establishing a strike price threshold of \$1.75/mmbtu in order to provide assurance that the price could be established for 75% of the projected need for that period. The committee was in favor of locking in the hedge position and Mr. Wright will make a motion to that effect to the council tonight.
5. Meeting adjourned at 6:30 PM.