

SWEET HOME CITY COUNCIL  
ADMINISTRATION & FINANCE COMMITTEE MEETING MINUTES

January 15, 2019

The meeting of the Administration and Finance Committee was called to order at 5:30 p.m. in the City Hall Annex.

Staff Present: City Manager Ray Towry, City Engineer Joe Graybill and Recording Secretary Julie Fisher

Committee Present: Councilor Goble, Mayor Mahler (Alternate Committee Member), Councilor Trask

Committee Absent: Councilor Gerson

The purpose of the Administration, Finance and Property Committee meeting was to interview and rank the candidates for the Planning Commission and discuss the HVAC at the new City Hall.

Six candidates submitted applications for three vacancies on the Planning Commission. Four of the applicants were available to interview. Each applicant was asked the same series of questions. The committee members ranked each applicant based upon their answers to the questions of the Planning Commission duties. The committee's recommendation will be submitted to City Council during their regular meeting on January 22, 2019 for appointment.

City Engineer Joe Graybill spoke to the committee on a proposed change order for a Variable Refrigerant Flow (VRF) Distributed Heat Exchange System. He explained there is a higher initial cost, however there is a significant return over time. City Engineer Graybill explained the additional change order cost of \$37k for equipment, \$10k for materials and \$2k for labor. The total change order is \$51,191.00. The committee discussed different options and by consensus gave approval for the City Manager to move forward however asked that staff would verify if 5 units were needed or if 4 would be enough and to see if there could be any additional savings.

With no further business the meeting adjourned at 7:04 p.m.

The foregoing is a true copy of the proceedings of the City Council Administration and Finance meeting on January 15, 2019.