



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Resolution No. 7 for 2025 – Approving the City Manager Employment Agreement

Preferred Agenda: March 11, 2025

Submitted By: Cecily Hope Pretty, City Manager Pro Tem

Reviewed By: Blair Larsen, City Attorney

Type of Action: Resolution Motion Roll Call Other

Relevant Code/Policy: Sweet Home City Charter Chapter II, Section 4; Chapter VI, Section 20

Towards Council Goal: Be an Effective & Efficient Government

Attachments: Resolution No. 7 for 2025; Sweet Home City Manager Employment Agreement

Purpose of this RCA:

The purpose of this Request for Council Action is to review and approve a City Manager Employment Agreement with Jason Ogden to serve in a dual role as City Manager and (continuing) Police Chief.

Background/Context:

The previous City Manager concluded employment with the City of Sweet Home in August 2024. City Council appointed Chief Ogden as City Manager Pro Tem and directed staff to conduct an internally-hosted search for the next City Manager, and the recruitment strategy was approved during the City Council meeting on October 8, 2024.

Staff prepared a recruitment brochure and opened the application from October 9, 2024, to November 22, 2024. From that list, staff provided a review of the applicants to the City Council. A thorough review of the applicants, including a final scoring of the top applicants, has resulted in City Council extending an offer to Chief Ogden as the top applicant. He has accepted the offer with a planned start date of March 12, 2025.

The Challenge/Problem:

The City of Sweet Home has been without a permanent City Manager since August 2024. Selection of a permanent City Manager will allow for more continuity of operations, as well as consistency and stability for constituents, staff, and City Council.

Issues and Financial Impacts:

The City Manager role is a budgeted position. Additionally, allowing Chief Ogden to serve in a dual role will lessen impacts to the General Fund and other funds, as a more significant portion of his salary and benefits can be allocated to the Police Department and there are no current plans to hire an additional person to backfill the role at the same Police Chief rate.

Elements of a Stable Solution:

Timely approval of a City Manager Employment Agreement to allow the City to move forward under a permanent manager

Options:

1. Do nothing: The City Council could choose not to approve the agreement, in which case the City will continue to operate under the current City Manager Pro Tem until a permanent City Manager is selected or the Pro Tem's term ends, whichever is sooner.
2. Move to amend Resolution No. 7 for 2025: The City Council could move to amend the resolution and associated agreement.
3. Move to approve Resolution No. 7 for 2025 as proposed: This will allow the Mayor and City Manager-select Jason Ogden to execute the employment agreement for the new City Manager to take office on March 12th.

Recommendation:

Staff recommends Option 3: Move to approve Resolution No. 7 for 2025 as proposed.