



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Appointment of Manager Pro Tem

Preferred Agenda: February 8, 2022

Submitted By: Julie Fisher, Administrative Services Manager

Reviewed By: Blair Larsen, Community and Economic Development Director

Type of Action: Resolution X Motion ____ Roll Call ____ Other ____

Relevant Code/Policy: City of Sweet Home Charter

Towards Council Goal: Goal #.#: State goal here

Attachments: Resolution No. 4 for 2022

Purpose of this RCA:

The Charter of the City of Sweet Home states that in the absence of the City Manager from the City, the City Council shall appoint a Manager Pro Tem.

Background/Context:

In the absence of the City Manager from the City, Blair Larsen has agreed to act as Manager Pro Tem.

The Challenge/Problem:

To fill the office of Manager Pro Tem during the absence of the City Manager from the City, with the powers and duties of the City Manager Pro Tem.

Stakeholders:

- Citizens of Sweet Home – A Manager or Manager Pro Tem is necessary to conduct business.
- City Staff – A Manager or Manager Pro Tem in place for continued direction of staff and projects
- City Council – A Manager or Manager Pro Tem is necessary to conduct Council meetings and perform as the Ex-Officio City Recorder

Issues and Financial Impacts:

The City of Sweet Home could be held liable without a Manager or Manager Pro Tem in place.

Elements of a Stable Solution:

Appointment for the office of Manager Pro Tem

Options:

1. Option #1– Do Nothing
2. Option #2– Approve Resolution No. 4 for 2022 to Appoint a Manager Pro Tem
3. Option #3– Reject Resolution No. 4 for 2022 and request staff to research additional options.

Recommendation:

Staff recommends Option #2 – Appoint a Manager Pro Tem