



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Council of Governments Recruitment Services IGA - Amendment

Preferred Agenda: August 09, 2022

Submitted By: Julie Fisher, Administrative Services Manager

Reviewed By: Christy Wurster, City Manager Pro Tem

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

Relevant Code/Policy: City of Sweet Home Financial Policy

Towards Council Goal: Goal 2.1: Update & Streamline Process
Goal 2.5: Continue to Implement Best Financial Practices

Attachments: None

Purpose of this RCA:

To authorize additional funds for Recruitment Services with OCWCOG.

Background/Context:

Staff requested direction from Council on their preferred recruitment strategy during the March 8, 2022 City Council meeting. The Council decided to use services by Oregon Cascades West Council of Governments (OCWCOG) for the executive search in the amount not to exceed \$4,500.00.

Following the first round of interviews, it was the Council’s desire to continue the recruitment to gain additional applicants. OCWCOG advertised the position for a second time, adding costs to the original contract. There were also additional travel costs and staff time for the second round of interviews.

The Challenge/Problem:

Should the City of Sweet Home extend funds for Oregon Cascades West Council of Governments for Recruitment Services in the amount of \$1,500.00?

Stakeholders:

City of Sweet Home – Continued recruitment services with OCWCOG ensures a successful recruitment for our next City Manager.

Oregon Cascades West Council of Governments- provides clarity on charges and fees.

Issues and Financial Impacts:

The additional services will not exceed \$1,500 including all costs.

Elements of a Stable Solution:

Approval or disapproval of the additional expenditures.

1. Do Nothing.
2. Make a Motion to authorize staff to enter into an amended Intergovernmental Agreement with Oregon Cascades West Council of Governments for Recruitment Services.

Recommendation:

Option #2 Make a Motion: Authorize staff to enter into an amended Intergovernmental Agreement with Oregon Cascades West Council of Governments for Recruitment Services in an amount not to exceed \$1,500.