

**R E S O L U T I O N**

**DESTINATION MARKETING SEASONAL INTERN**

**WHEREAS**, the Director of the Tourism has submitted a request to hire a seasonal intern position at the Department of Tourism to provide marketing and administration support to the Department; and

**WHEREAS**, this seasonal position will primarily be aiding in the creation of marketing content, staffing visitor information centers, and assisting with special projects; and

**WHEREAS**, this seasonal-style position to be hired through the CESA Youth Apprenticeship (YA) Program; and

**WHEREAS**, at a meeting held on March 4, 2024, the Personnel Committee approved the the request for a Seasonal Destination Marketing Intern position and the proposed pay rate as shown on the attached Job Description and City of Manitowoc Seasonal (LTE & Continual) Employee Hiring Rates - 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Manitowoc to approve hiring a non-exempt seasonal intern at the Department of Tourism and payrate as described in the attached Seasonal Destination Marketing Intern Job Description and City of Manitowoc Seasonal (LTE & Continual) Employee Hiring Rates - 2024 document, effective immediately.

INTRODUCED \_\_\_\_\_ ADOPTED \_\_\_\_\_

\_\_\_\_\_  
Justin M. Nickels, Mayor

APPROVED \_\_\_\_\_

**Fiscal Impact:** Anticipated \$5,862 in salaries and benefits for the 2024 fiscal year. No additional tax levy or budget increases needed due to Tourism Department reducing current budget operational expenses to result in a net zero effect on Fund 2780 for remainder of 2024. Moving forward, full cost of position will be appropriated in the 2025 budget.

**Funding Source:** Fund 2780 – Visit Manitowoc

**Finance Director Approval:** /SMA

**Approved as to form:** /EGN

This Resolution was drafted by Eric G. Nycz, City Attorney