

**RESOLUTION TO CREATE A DEPARTMENT OF TOURISM  
WITHIN THE CITY OF MANITOWOC’S ORGANIZATIONAL  
STRUCTURE**

**WHEREAS**, the City of Manitowoc and the Manitowoc Room Tax Commission created a Department of Tourism to support tourism promotion and development, which was previously funded by the Room Tax Commission; and

**WHEREAS**, the City of Manitowoc wishes to make the Department of Tourism a department of the City of Manitowoc within its organizational structure, separate and distinct from the Manitowoc Room Tax Commission, and fully integrated into the City of Manitowoc; and

**WHEREAS**, the Department of Tourism will require funding through the City of Manitowoc’s general fund; and

**WHEREAS**, the City of Manitowoc approved job descriptions for a Director of Tourism, Destination Marketing Manager, and a Media and Special Events Coordinator within the Department of Tourism, and further approved hiring for said positions; and

**WHEREAS**, the City of Manitowoc desires the Department of Tourism be organized as shown on the attached organization chart.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and the Common Council, that the Department of Tourism be established as a department of the City of Manitowoc, organized as shown on the attached organization chart, and funded through the City of Manitowoc’s general fund.

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

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Justin M. Nickels, Mayor

**Fiscal Impact:** Approximately \$725,000 expense based on the adopted 2023 Department of Tourism budget and funding now coming from the general fund rather than the Room Tax Commission.

**Funding Source:** City of Manitowoc’s General Fund Balance

**Finance Director Approval:** /SMA

**Approved as to form:** /EGN

This resolution was drafted by Eric Nycz, Interim City Attorney