



STAFF REPORT

DATE: March 21, 2017
CONSENT
ITEM #: 8

AGENDA ITEM: Authorization to Advertise and Hire Summer Interns

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The 2017 budget included intern positions to assist staff in the Administration and Building/Planning departments from May thru August. These positions are temporary and not benefit eligible.

ISSUE BEFORE COUNCIL:

Should the Council authorize advertising and hiring of three interns?

PROPOSAL:

Similar to 2016, the City Council is being asked to authorize the advertising for and hiring of the summer interns proposed and approved in the 2017 budget for the Administration and Building/Planning departments. An additional intern was budgeted for the Finance department but staff is not seeking authorization for the position at this time as the new department staff gets up to speed.

FISCAL IMPACT:

Wages of approximately \$10,000 were approved in 2017 budget discussions.

OPTIONS:

- 1) Authorize advertising and hiring interns
- 2) Authorize advertising and hiring for some but not all interns
- 3) Do not authorize advertising and hiring for any interns

RECOMMENDATION:

If removed from the agenda:

“Motion to authorize staff to advertise and hire interns for the Administration and Planning/Building departments.”

ATTACHMENTS:

- None