



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 16, 2025
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the City of Manor Internship Program. *(Requested by Mayor Harvey)*

BACKGROUND/SUMMARY:

The use of interns for municipalities and nonprofit organizations can provide meaningful job experience and training for high school and college students pursuing a degree in criminal justice, finance/accounting, engineering, planning, and communications, to name a few career paths. As the city and small businesses continue to grow, there is a need to develop a future workforce initiative through designated job training opportunities that could lead to part time or full-time employment for individuals who reside in the Manor area. Working with the universities/colleges and workforce commission could be a partnership opportunity to explore further.

LEGAL REVIEW: No
FISCAL IMPACT: Yes
PRESENTATION: No
ATTACHMENTS: Yes

- Draft Proposal

STAFF RECOMMENDATION:

Staff recommends that the City Council provide directions to City staff on drafting an Internship Program.
