



To: Mayor Katjana Ballantyne

From: Jill Lathan

Date: November 1, 2024

Subject: Let's Get Working Program

The purpose of this request is to fund a part time account line in the Department of Public Works (DPW) Highway budget to support the Lets Get Working Program. In collaboration with various City Departments the DPW worked to set up a program that partnerships with the City's High School Vocational program. Interested students will have an opportunity to work in multiple areas within the DPW associated with the student's prospective vocation. The objective of this co-op is to provide students with hands-on learning experience. Students will learn about industry and work in a real-life environment.

The DPW requests to fund five part time positions in the Highway Budget at the state minimum wage rate. Each employee will work no more than nineteen hours per week. Due to the number of vacancies in the Highway Division there are sufficient funds available to support the five part-time positions. The positions will be non-union non-benefit employees. DPW requests to transfer \$60,000 from the Wages Line 0140551-511300 to create & fund a part time account line to support the Lets Get Working Program.