

To: City Employees
From: Bryan Richison, City Administrator
Date: December 4, 2015
RE: Schedule of Holidays for 2016

<u>Holidays</u>	<u>Holidays Will Be Observed</u>
Martin Luther King, Jr. Day	Monday, January 18
President's Day	Monday, February 15
Good Friday (1/2 Day)	Friday, March 25 (Noon)
Truman's Birthday	Monday, May 9
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Thanksgiving Day	Thursday, November 24
Day after Thanksgiving	Friday, November 25
Christmas Eve (1/2 Day)	Friday, December 23 (Noon)
Christmas Day	Monday, December 26
New Year's Eve	Friday, December 30 (Noon)
New Year's Day	Monday, January 2, 2017



Bryan Richison
City Administrator