CITY OF TONKA BAY
ITEM NO. 9I

Memo

To: Honorable Mayor and City Council

From: Joe Kohlmann, City Administrator

Date: December 11, 2012

Re: Christmas Eve and New Year's Eve

I have been approached by the office staff to ask the City Council if it could close the office on Monday, December 24 and Monday, December 31. These are typically ½ day holidays. Since they fall on Mondays this year and have historically been very slow days as far as phone calls and "customers" are concerned, staff would like to take off the entire day.

Council Action Requested:
Close City Hall.