

TAB 2



City of Palmetto Agenda Item

Meeting Date

11/21/11

Presenter: Jim Freeman

Department: City Clerk

Title: 2012 Holiday Schedule and 2012 City Commission Meeting Schedule

Historically, the City has followed Manatee County's Holiday Schedule with one exception. The City observes Good Friday, April 6, 2012 vs. Manatee County's observance of Presidents' Day, Monday, February 20, 2012.

The proposed 2012 Commission meeting schedule was amended as follows:

- January was amended to recognize the New Year's Day observance and Martin Luther King, Jr. Day.
- February was amended to recognize President's Day
- July was amended to accommodate Commission's break and the budget process. In order to avoid three meetings in a row (July 23, 30 and August 6), staff is proposing meeting dates of July 16 and July 30.
- September was amended to recognize Labor Day.
- December was amended to recognize Commission's desire to plan its meetings around the Christmas holiday.

Commission may need to adjust the schedule for August, September and possibly October to allow for additional budget workshops and to ensure compliance with TRIM requirements.

Budgeted Amount: **Budget Page No(s):** **Available Amount:** \$0.00 **Expenditure Amount:** \$0.00

Additional Budgetary Information:

Funding Source(s): **Sufficient Funds Available:** Yes No **Budget Amendment Required:** Yes No **Source:**

City Attorney Reviewed: Yes No N/A **Advisory Board Recommendation:** For Against N/A **Consistent With:** Yes No N/A

Potential Motion/Direction Requested: Motion to approve the 2012 Holiday Schedule and 2012 City Commission Meeting Schedule

Staff Contact: Jim Freeman

Attachments: Proposed 2012 Holiday and City Commission meeting schedules

2012 Holiday Schedule

January 2	New Year's Day Observance	Monday	1 day
January 16	Martin Luther King Jr. Day	Monday	1 day
April 6	Good Friday	Friday	1 day
May 28	Memorial Day Observance	Monday	1 day
July 4	Independence Day	Wednesday	1 day
September 3	Labor Day	Monday	1 day
November 12	Veterans' Day Observance	Monday	1 day
November 22	Thanksgiving Day	Thursday	1 day
November 23	Thanksgiving Friday	Friday	1 day
December 24	Christmas Holiday	Monday	1 day
December 25	Christmas Holiday	Tuesday	1 day

2012 City Commission Meeting Schedule

January 9	January 23
February 6	February 27
March 5	March 19
April 2	April 16
May 7	May 21
June 4	June 18
July 16	July 30
August 6	August 20
September 10	September 24
October 1	October 15
November 5	November 19
December 3	December 10

Adjustments to the 2012 City Commission Meeting Schedule will be made later in the year to allow for additional budget workshop meetings and to ensure compliance with TRIM requirements.