



City of Grass Valley
City Council
Agenda Action Sheet

Title: Close City Hall to the Public the week of 12/25-1/1

CEQA: Not a project

Recommendation: That Council approve the motion to close the City Hall office to the public during the week between Christmas and New Years (12/25-1/1) and resume normal operating hours on Tuesday, January 2nd to allow for flexible staff schedules during this period.

Prepared by: Taylor Day, City Clerk

Council Meeting Date: 11/28/2022

Date Prepared: 11/21/2022

Agenda: Consent

Background Information: In 2021 & 2022, Council approved for staff to close City Hall the week between Christmas and New Year's Day. These closures were successful and resulted in no complaints from the public regarding the office being closed. Staff is requesting to close City Hall again for the week between the holidays. The closure would allow City Hall staff to have the option to either continue to work during this period or to have the flexibility to take time off to spend with their families.

Council Goals/Objectives: This item executes portions of work tasks toward achieving/maintaining High Performance Government and Quality Service.

Fiscal Impact: N/A.

Funds Available: N/A

Account #: N/A

Reviewed by: __ City Manager

Attachments: