

**City of Sedgwick
City Council Meeting
January 4, 2024**

TO: Mayor and City Council

SUBJECT: 2024 Holidays

INITIATED BY: Administration

AGENDA: New Business

Background: The City of Sedgwick currently observes 9 holidays and provides for the day after Thanksgiving and Christmas day off depending on how it falls within the week. Additionally, we provide employees with two personal days each year to take when they wish, bringing the total number of observed days off to 13 in a calendar year.

A recent survey of city managers/administrators showed that we are amongst the top in number of days we observe for employees. Staff would like to add Good Friday to the list of observed holidays starting in 2024.

E-5. Holidays

- (a) The following days, and other such days as the Governing Body may designate, shall be paid holidays for full-time City employees:
- New Year's Day, January 1
 - Martin Luther King, Jr. Day, third Monday in January
 - President Day, third Monday in February
 - Memorial Day, last Monday in May
 - Independence Day, July 4
 - Labor Day, first Monday in September
 - Veterans Day, November 11
 - Thanksgiving Day, (two day holiday) the fourth Thursday and Friday in November
 - Christmas Day, (two day holiday)

Recommendations/Actions: Motion to approve adding Good Friday to the list of observed holidays and amending the Personnel Policy and Guidelines Manual Section E-5 Subsection A.

Attachment: None.