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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** April 13, 2023

**Subject:** July 3, 2023 Council Meeting

With the 4<sup>th</sup> of July holiday on a Tuesday this year, staff is polling the City Council to see if you would like to either cancel or postpone the July 3 City Council meeting.

In the past, the City Council has cancelled the first meeting in July when the 4<sup>th</sup> of July falls on a Tuesday.

The City Council has also previously authorized City Hall to be closed on July 3, so long as staff used vacation or comp time to cover the absence. This has been done due to lack of traffic into City Hall and skeletal staffing levels.

Staff is seeking direction on these issues. If you have any questions, please do not hesitate to contact me at 763-784-6491.