



# CITY *of* CLOVIS

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## MEMORANDUM

TO: Departments for Posting

FROM: Lori Shively, Personnel/Risk Manager

DATE: October 30, 2017

SUBJECT: 2018 Holidays

The following holidays will be observed by the City in 2018:

New Year's Day 2018	Monday, January 1
Martin Luther King, Jr. Day	Monday, January 15
Presidents' Day	Monday, February 19
Memorial Day	Monday, May 28
Independence Day	Wednesday, July 4
Labor Day	Monday, September 3
Veterans' Day	Monday, November 12
Thanksgiving Day	Thursday, November 22
Friday after Thanksgiving	Friday, November 23
Christmas Day	Tuesday, December 25
New Year's Day 2018	Tuesday, January 1, 2019

\*The latter four (4) hours of the workday before Christmas or New Year's Day. In order to maintain operations, Department Heads shall have discretion over scheduling.

\*One (1) floating day to be used for the employee's birthday or another work day selected by the mutual agreement of the employee and employer.

**Please post this in each Division.**

\*CEA, CPSEA, CPTA, CPWEA, CTFP, TEBU and Management Positions.

City Manager 559.324.2060 • Community Services 559.324.2095 • Engineering 559.324.2350  
Finance 559.324.2130 • Fire 559.324.2200 • General Services 559.324.2060 • Personnel/Risk Management 559.324.2725  
Planning & Development Services 559.324.2340 • Police 559.324.2400 • Public Utilities 559.324.2600 • TTY-711

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