

## POULSBO DISTRIBUTION SCHEDULE

### RESOLUTION NO. 2012-16

**SUBJECT: City Hall Closures – December 24, 2012 (Christmas Eve) and ½ day  
December 31, 2012 (New Year’s Eve)**

#### CONFORM AS TO DATES & SIGNATURES

- (X) Filed with the City Clerk: 11/27/2012
- (X) Passed by the City Council: 12/05/2012
- (X) Signature of Mayor
- (X) Signature of City Clerk
- ( ) Publication: N/A
- (X) Effective: 12/05/2012

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- ( ) Planning/Building:
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- ( ) Public Works
- (X) Posted to Library Drive and Website

\_\_\_\_\_  
Jill A. Boltz  
City Clerk

\_\_\_\_\_  
December 20, 2012  
Date

**RESOLUTION NO. 2012-16**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, DECLARING MONDAY, DECEMBER 24, 2012 A CITY HALL CLOSURE AND MONDAY, DECEMBER 31, 2012 BEGINNING AT 12:00 PM AS A CITY HALL CLOSURE

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**WHEREAS**, December 24, 2012, Christmas Eve falls on a Monday and minimal public use of city services is anticipated; and

**WHEREAS**, December 31, 2012, New Years Eve falls on a Monday and minimal public use of city services is anticipated; and

**WHEREAS**, the full day closure on Monday, December 24, 2012 and half day closure on Monday, December 31, 2012 have been requested by employees of the City of Poulsbo and it will increase staff morale to remain closed to the public during those times; now therefore,

**THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

That City of Poulsbo offices will be closed to the public on December 24, 2012 and December 31, 2012 beginning 12:00PM. Staff has the option of 1) using their accrued vacation leave, personal or floating holiday, or comp time; 2) working during the closure; or 3) taking approved leave without pay if they choose not to work during the closure.

**RESOLVED** this 5th day of December, 2012.

  
REBECCA ERICKSON, MAYOR

ATTEST:

  
JILL A. BOLTZ, CITY CLERK

FILED WITH CITY CLERK: 11/27/2012  
PASSED BY CITY COUNCIL: 12/05/2012  
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