

**Office of Human Resources/  
Affirmative Action**

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**City of Racine, Wisconsin**

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August 27, 2020

**TO:** Mayor, Administrative Managers, and Department Heads

**FROM:** Human Resources Department

**RE:** 2021 Holiday Schedule

In order that our employees may make advance preparations concerning the 2021 holiday schedule, we are listing the following tentative dates on which all City Hall departments will be closed in observance of the various legal and religious holidays:

- |                                  |                             |
|----------------------------------|-----------------------------|
| 1.) Friday, January 1, 2021      | New Year's Day              |
| 2.) Monday, January 18, 2021     | Martin Luther King, Jr. Day |
| 3.) Friday, April 2, 2021        | Spring Break Holiday        |
| 4.) Monday, May 31, 2021         | Memorial Day Observance     |
| 5.) Monday, July 5, 2021         | Independence Day Observance |
| 6.) Monday, September 6, 2021    | Labor Day                   |
| 7.) Thursday, November 25, 2021  | Thanksgiving Day            |
| 8.) Friday, November 26, 2021    | Thanksgiving Friday         |
| 9.) Thursday, December 23, 2021  | Christmas Eve Observance    |
| 10.) Friday, December 24, 2021   | Christmas Day Observance    |
| 11.) Thursday, December 30, 2021 | New Year's Eve Observance   |

Any questions concerning the above-listed dates may be directed to the Human Resources Department.

Respectfully,

A handwritten signature in black ink that reads "Kate Croteau". The signature is written in a cursive, flowing style.

Kate Croteau  
Human Resources Director