

то:	Board of County Commissioners
FROM:	James H. Gailey
DATE:	December 15, 2025
SUBJECT:	Closing Offices December 26, 2025

Requested Action:

Authorize the County Manager to close County Offices on Friday, December 26, 2025 for all non-essential employees and to adhere to the respective collective bargaining agreements for that day.

Background & Purpose of Request:

This year the Christmas holiday falls on a Thursday. County staff have been notified that the Judicial Court System has closed on Friday, December 26th, leaving the courthouse with no security. This would prevent the doors from staying unlocked. Additionally, though no notice yet, the Governor has historically closed State Government on days that fall between a holiday and the weekend. When one or both of these items happen, the County follows.

The majority of towns have mostly gone to a four-day workweek, closing Fridays on a weekly basis.

County staff have met to discuss the possibility of closing on December 26th. Staff don't see any barriers to closing.

Effective Date: December 26, 2025

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