

**AGENDA
ITEM**

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CITY COUNCIL AGENDA STAFF REPORT

DATE: December 17, 2025
TO: Mayor and City Council
APPROVED BY: Benjamin A. Martinez, City Manager *Bm*
PREPARED BY: Diana Nuricumbo, Mayor *AN*
SUBJECT: Approve the change in City Business Hours to begin to open Monday thru Friday of every week, with the exception of City-observed Holidays, starting the next day after closing of the first pay-period in January 2026

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Recommendation:

It is recommended that the City Council approve the change in City Business Hours to begin to open Monday thru Friday of every week, with the exception of City-observed Holidays, starting the next day after closing of the first pay-period in January 2026

Background:

The City of Calexico currently closes for business to the public every other Friday. This change in business hours began during the Covid-19 pandemic to facilitate city operations during that hardship. However, it has now been 5 years since, and the City of Calexico is the only city in the County that continues to observe this schedule in business hours, which causes disservice to the general public and confusion as to which Friday is closed, and which is open. In addition, some members of the Council have received many complaints about city phone calls not being answered at any time of the day, and often times it is because that is the Friday City Hall is closed, leading the public to believe there is a deficiency in customer service.

In a most recent occurrence, the City observed the Thanksgiving holiday. This Holiday is generally observed Thursday and Friday by this City, but because it happened on a week where that Friday was scheduled to be closed, the City pushed that day forward and closed an additional day the following Monday. Many complaints about the continuous closure of City Hall and other public services such as the library and recreation departments were posted by members of this community on Social Media, as well as many calls to complain of this practice received by the Mayor.

Discussion and Analysis:

This issue has been brought to the attention of all the Acting and now permanent City Manager since the beginning of this year, and arrangements and proper notifications have been issued to city employees. The Council, as representatives of the citizens of this City, have the obligation to look out

for its residents' best interests, and continuing to observe this schedule in City Business Hours makes it difficult for our residents, developers, and other agencies wishing to conduct efficient and timely business.

Fiscal Impact:

With the exception of adjusting the first pay period to include all hours worked to close out this schedule, no other fiscal impact is anticipated.

Coordinated With:

City Attorney

Attachment(s):

None