



# Arapahoe County

5334 South Prince Street  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

## Board Summary Report

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**File #:** 25-033

**Agenda Date:** 1/14/2025

**Agenda #:** 6.u.

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**To:** Board of County Commissioners

**Through:** Michelle Halstead, Director, Commissioners' Office

**Prepared By:**

Kendra Davis, Management Analyst III, Commissioners' Office

**Subject:**

County Operational Matters - Defining hours of operation for County facilities for the year 2025

**Purpose and Request:**

The Board of County Commissioners is requested to adopt a resolution defining hours of operation for Arapahoe County facilities for the year 2025.

**Background and Discussion:** It is customary for the Board to establish certain County operational matters on an annual basis.

Per Section 30-10-109, Colorado Revised Statutes, all County offices shall be open for the transaction of county business during days and hours designated by resolution of the Board of County Commissioners. The Board has determined that, excepting some exceptions, all County offices shall be open from 8:00 a.m. to 4:30 p.m., Monday through Friday, with the exception of legal holidays, or closures for emergency purposes or other temporary closures as approved by the Board of County Commissioners.

**Alternatives:** The Board may decide to postpone these resolutions.

**Fiscal Impact:** None

**Alignment with Strategic Plan:**

- ☒ Be fiscally sustainable
- ☒ Provide essential and mandated service
- ☐ Be community focused

**Concurrence:** N/A

**Resolution:** Attached is a copy of the draft resolution.