



City Commission Agenda Item

Meeting Date: October 21, 2025

From: Randy Frazer, City Manager

Item: City of Arkansas City Official Holiday Schedule

Motion: A Resolution authorizing the City of Arkansas City to add Christmas Eve as an official city holiday, beginning in 2026. **(Voice Vote)**

Background: The City of Arkansas City maintains a municipal holiday calendar for City employees. Staff is recommending the addition of **Christmas Eve (December 24)**, which is widely recognized as a holiday by businesses, schools, and other organizations in the region. Adding Christmas Eve as an official city holiday allows employees to observe this important family-centered day, aligning city practices with community expectations and providing employees additional time for holiday preparations.

Most city operations already experience limited activity on this date. Any impact would be associated with closure of city offices and adjustment to public service schedules. There will be **no effect on Police or Fire Department operations**, as both will continue to provide full public safety coverage.

Commission Options:

1. Approve the addition of Christmas Eve as a permanent city observed holiday.
2. Disapprove of the addition of Christmas Eve as a permanent city observed holiday.
3. Table the Item for further discussion.

Fiscal Impact: Amount: **Approximately \$25,000**

Fund:	01 (General)	\$18,500
	15 (Stormwater)	\$ 500
	16 (Water)	\$ 2,250
	18 (Sewer)	\$ 1,750
	19 (Sanitation)	\$ 2,000

Department: **All** Expense Code: **5100 (Full Time Salary)**

☒ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments:

Approved for Agenda by:

Randy Frazer, City Manager