

**Business Hours for Departments in City Hall  
during the weeks of December 21 and December 28**

**Municipal Court Office**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:30 am - 4:30 pm  
 Thursday (12/24) 8:30 am - 12:00 pm  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:30 am - 4:30 pm  
 Thursday (12/31) 8:30 am - 12:00 pm  
 Friday (01/01) Office Closed

**Probation Office**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:00 am - 5:00 pm  
 Thursday (12/24) 8:00 am - 12:00 pm  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:00 am - 5:00 pm  
 Thursday (12/31) 8:00 am - 12:00 pm  
 Friday (01/01) Office Closed

**Law Director's Office**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:00 am - 5:00 pm  
 Thursday (12/24) Office Closed  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:00 am - 5:00 pm  
 Thursday (12/31) 8:00 am - 12:00 pm  
 Friday (01/01) Office Closed

**Utility Billing Department**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 9:00 am - 4:00 pm  
 Thursday (12/24) 9:00 am - 12:00 pm  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 9:00 am - 4:00 pm  
 Thursday (12/31) 9:00 am - 2:00 pm\*  
 Friday (01/01) Office Closed

**Police Records Department**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:00 am - 5:00 pm  
 Thursday (12/24) 8:00 am - 4:00 pm  
 Note: On 12/24, there will be no fingerprinting after 12:00 pm  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:00 am - 5:00 pm  
 Thursday (12/31) 8:00 am - 4:00 pm  
 Note: On 12/31, there will be no fingerprinting after 12:00 pm  
 Friday (01/01) Office Closed

**Auditor's and Income Tax Offices**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:00 am - 5:00 pm  
 Thursday (12/24) 8:00 am - 3:00 pm\*  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:00 am - 5:00 pm  
 Thursday (12/31) 8:00 am - 3:00 pm\*  
 Friday (01/01) Office Closed

**Engineering and Zoning Departments**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 8:00 am - 5:00 pm  
 Thursday (12/24) Office Closed  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 8:00 am - 5:00 pm  
 Thursday (12/31) Office Closed  
 Friday (01/01) Office Closed

**Administrative and Clerk of Council Offices**

**Week of December 21**

Monday-Wednesday (12/21-12/23) 7:30 am - 5:00 pm  
 Thursday (12/24) 7:30 am - 1:30 pm\*  
 Friday (12/25) Office Closed

**Week of December 28**

Monday-Wednesday (12/28-12/30) 7:30 am - 5:00 pm  
 Thursday (12/31) 7:30 am - 1:30 pm\*  
 Friday (01/01) Office Closed

\* Observing Friday hours on noted dates