



## Press Release

**Date:** October 26, 2016  
**Contact:** Steven Adams, City Manager, (831) 386-5925  
**Subject:** CITY OF KING CITY HALL HOURS TO EXPAND

As part of an effort to improve customer service, City Hall will now be open to the public on Fridays. Beginning November 1<sup>st</sup>, new public business hours for both City Hall and the Police Station are Monday through Friday, 9:00 a.m. to 5:00 p.m. The hours are designed to match those of most private office businesses in the community. The purpose of opening at 9:00 a.m. instead of 8:00 a.m. is also to provide staff time before City Hall opens to effectively address other items important to providing excellent customer service, such as responding to electronic communications, checking plans, and performing data entry.

Opening City Hall on Fridays required employees to convert to a 9/80 schedule. Under a 9/80 schedule, employees work alternate Fridays, which means City Hall will be minimally staffed. As a result, customers are encouraged to continue to do business on days other than Friday when possible, but City Hall will be open each Friday for those needing assistance with the exception of major holidays.

  
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Steven Adams, City Manager