

1316 COUNTY-CITY BUILDING  
227 W. JEFFERSON BOULEVARD  
SOUTH BEND, INDIANA 46601-1830



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CITY OF SOUTH BEND JAMES MUELLER, MAYOR  
**BOARD OF PUBLIC WORKS**

TO: All City Departments and Bureaus  
FROM: Theresa Heffner, Clerk to the Board of Public Works  
RE: 2025 Holiday Schedule for City Employees  
Date: November 12, 2024

CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS

Elizabeth A. Maradik, President

Joseph R. Molnar, Vice President

Gary A. Gilot, Member

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Attest: Theresa M. Heffner, Clerk

Date: November 12, 2024

On November 12, 2024 the Board of Public Works approved the 2025 Holiday Schedule for City Employees, which consists of ten (10) designated holidays and one (1) additional non-designated floating holiday, for a total of eleven (11) holidays.

The designated holidays are as follows:

New Year's Day	Wednesday, January 1, 2025
Martin Luther King, Jr. Day	Monday, January 20, 2025
Memorial Day	Monday, May 26, 2025
Juneteenth	Thursday, June 19, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Veteran's Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Day after Thanksgiving	Friday, November 28, 2025
Christmas Day	Thursday, December 25, 2025
(1) Floating Holiday	

In addition to the ten (10) designated holidays above, employees may choose one (1) additional floating holiday subject to South Bend Municipal Code Sec. 2-120, which can be any day of the employee's choosing subject to supervisor's pre-approval.



CITY OF SOUTH BEND, IN JAMES MUELLER, MAYOR  
**DEPARTMENT OF ADMINISTRATION AND FINANCE**  
**DIVISION OF HUMAN RESOURCES**

TO: Board of Public Works  
FROM: Melanie Herendeen, Director of Human Resources  
SUBJECT: 2025 Holiday Schedule for City Employees  
DATE: September 9, 2024

Following is the 2025 holiday schedule for City employees, which has been approved by Mayor Mueller. The schedule consists of ten (10) designated holidays and one (1) additional non-designated (floating) holiday.

- New Year's Day Wednesday, January 1, 2025
- Martin Luther King, Jr. Day Monday, January 20, 2025
- Memorial Day Monday, May 26, 2025
- Juneteenth Thursday, June 19, 2025
- Independence Day Friday, July 4, 2025
- Labor Day Monday, September 1, 2025
- Veteran's Day Tuesday, November 11, 2025
- Thanksgiving Day Thursday, November 27, 2025
- Day after Thanksgiving Friday, November 28, 2025
- Christmas Day Thursday, December 25, 2024

1. Floating Holiday

In addition to the ten (10) designated holidays above, employees may choose one (1) additional floating holiday, which can be any day of the employee's choosing, subject to supervisor's pre-approval.

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