

**A RESOLUTION, APPROVING AND ADOPTING THE HOLIDAY SCHEDULE AND
NORMAL BUSINESS HOURS FOR CITY OPERATIONS AND CITY EMPLOYEES
FOR CALENDAR YEAR 2024**

WHEREAS: The City Council has deemed it necessary and advisable to recommend a holiday schedule for certain City employees; and

WHEREAS: It is necessary that a holiday schedule for City employees and days of operation be established; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Brookhaven that the following holiday schedule for City of Brookhaven operations and City of Brookhaven paid employees shall be as follows:

Section 1:

- New Year's Day (Monday, January 1)
- Martin Luther King Jr. Day (Monday, January 15)
- President's Day (Monday, February 19)
- Memorial Day (Monday, May 27)
- Juneteenth (Wednesday, June 19)
- Independence Day (Thursday, July 4)
- Labor Day (Monday, September 2)
- Veterans Day (Monday, November 11)
- Thanksgiving Day (Thursday, November 28)
- Day after Thanksgiving (Friday, November 29)
- For Christmas Eve (Tuesday, December 24)
- For Christmas Day (Wednesday, December 25)
- City Floating Holiday

Section 2: Public Safety employees scheduled to work on an approved holiday will be granted a floating holiday of equal hours to be used at a preapproved time within the calendar year.

Section 3: When a holiday falls on a Saturday, the preceding Friday will be considered a holiday. When a holiday falls on a Sunday, the following Monday will be considered a holiday.

Section 4: Business hours for normal administrative business operations will continue to be 8:30 a.m. until 5:00 p.m., Monday through Friday.

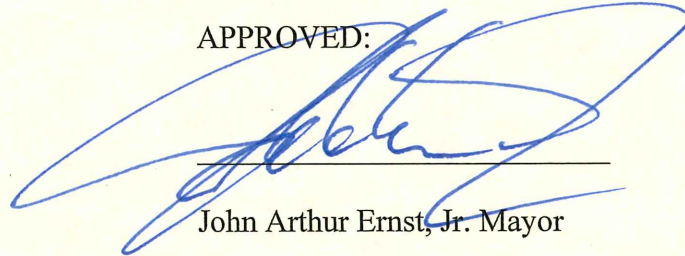
(Signatures on Next Page)

STATE OF GEORGIA
DEKALB COUNTY
CITY OF BROOKHAVEN

RES 2023-10-03

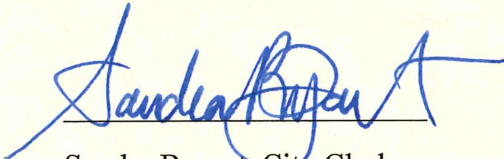
SO RESOLVED AND EFFECTIVE, this the 24th day of October, 2023.

APPROVED:



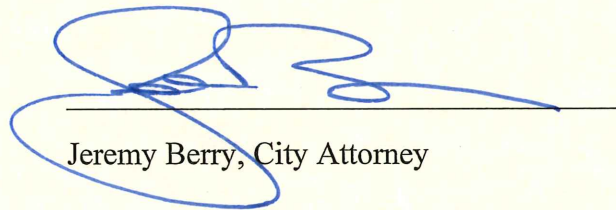
John Arthur Ernst, Jr. Mayor

ATTEST:



Sandra Bryant, City Clerk

APPROVED AS TO FORM:



Jeremy Berry, City Attorney

