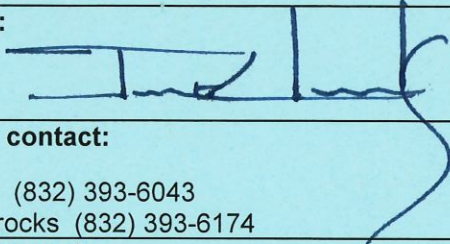


TO: Mayor via City Secretary REQUEST FOR COUNCIL ACTION

SUBJECT: Holiday Schedule for Calendar Years 2018 and 2019		Page 1 of 1	Agenda Item #
FROM (Department or other point of origin): Human Resources Department	Origination Date Sept. 28, 2017	Agenda Date	
DIRECTOR'S SIGNATURE: Jane E. Cheeks, Director 	Council District affected: ALL		
For additional information contact: Phone: Jane E. Cheeks (832) 393-6043 Alisa Franklin-Brooks (832) 393-6174	Date and identification of prior authorizing Council action: <i>Motion 2015-0699 dated 10/14/2015</i>		
RECOMMENDATION: (Summary) It is recommended that City Council approve the following Holiday Scheduled for 2018 and 2019.			
Amount and Source of Funding: Not applicable			
SPECIFIC EXPLANATION: The proposed Holiday Schedules listed below are similar to those in the past.			
Holiday	Proposed 2018 Schedule		Proposed 2019 Schedule
New Year's Day	Monday	1/1/2018	Tuesday 1/1/2019
Martin Luther King Jr.	Monday	1/15/2018	Monday 1/21/2019
Memorial Day	Monday	5/28/2018	Monday 5/27/2019
Independence Day	Wednesday	7/4/2018	Thursday 7/4/2019
Labor Day	Monday	9/3/2018	Monday 9/2/2019
Veteran's Day	Monday	11/12/2018	Monday 11/11/2019
Thanksgiving Day	Thursday	11/22/2018	Thursday 11/28/2019
Day after Thanksgiving	Friday	11/23/2018	Friday 11/29/2019
Christmas Eve	Monday	12/24/2018	Tuesday 12/24/2019
Christmas Day	Tuesday	12/25/2018	Wednesday 12/25/2019
Plus one (1) floating holiday granted for Municipal and Classified Police Employees and one (1) floating holiday granted for Fire Fighters designated as the "September 11 th Floating Holiday" according to guidelines established and administered by the Administration for each calendar year.			

REQUIRED AUTHORIZATION

Finance Director:	Other Authorization	Other Authorization
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