

**RESOLUTION #2018-30**

**APPROVE A FOUR DAY WORKWEEK FOR THE MONTHS OF  
JULY AND AUGUST 2018**

**WHEREAS**, the Executive Director is requesting that the Housing Authority of the Borough of Highland Park's staff change its workday from Monday through Friday to Monday through Thursday for the months of July and August 2018; and

**WHEREAS**, the office staff would still maintain a 35 hour workweek by extending the day from 8:30 AM to 4:30 PM with a one-hour lunch to:

Monday - 8:00 AM to 5:30 PM  
Tuesday – 8:00 AM to 6:00 PM  
Wednesday – 8:00 AM to 5:30 PM  
Thursday – 8:00 AM to 4:00 PM  
Friday – closed

**WHEREAS**, the office staff will have an abbreviated 30 minute lunch period during this time; and

**WHEREAS**, the maintenance staff will continue to work their regular hours; and

**WHEREAS**, the above hours shall apply to office staff members from July 2, 2018 through August 31, 2018 and these hours coincide with the Borough's summer hours.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, that the Executive Director is hereby authorized to abbreviate the workweek by maintaining the above listed schedule for the office staff for the months of July and August commencing July 2, 2018 and ending August 31, 2018.

Motion to adopt Resolution #2018-30 moved by Commissioner Sedehi and seconded by Commissioner Reh and upon roll call, the vote was as follows:

ROLL CALL:	Chudnick Martinez Methven Monk Rainwater Reh Sedehi
AYES:	Martinez Monk Rainwater Reh Sedehi
NAYS:	None
Abstain:	None
Absent:	Chudnick Methven

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of June 13, 2018.

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Donna F. Brightman, Secretary

Approved as to legal form by  
Terrence Corrison, Esq.