



City of Mission Vacation Accrual 2018-2019

HIRE DATE (BETWEEN)	REFLECTED ON CHECK DATE	VACATION ACCRUED REGULAR (3.08)	VACATION ACCRUED POLICE (4.62)	VACATION ACCRUED FIRE (6.93)
08/24/2018 - 09/07/2018	10/12/2018	80.00	120.00	180.00
09/08/2018 - 09/21/2018	10/26/2018	76.75	115.25	173.00
09/22/2018 - 10/04/2018	11/09/2018	73.75	110.75	166.00
10/05/2018 - 10/18/2018	11/21/2018	70.75	106.00	159.00
10/19/2018 - 11/02/2018	12/07/2018	67.50	101.50	152.25
11/03/2018 - 11/16/2018	12/21/2018	64.50	96.75	145.25
11/17/2018 - 11/30/2018	01/04/2019	61.50	92.25	138.25
12/01/2018 - 12/13/2018	01/18/2019	58.25	87.50	131.25
12/14/2018 - 12/27/2018	02/01/2019	55.25	83.00	124.50
12/28/2018 - 01/10/2019	02/15/2019	52.25	78.25	117.50
01/11/2019 - 01/24/2019	03/01/2019	49.00	73.75	110.50
01/25/2019 - 02/10/2019	03/15/2019	46.00	69.00	103.75
02/11/2019 - 02/24/2019	03/29/2019	43.00	64.50	96.75
02/25/2019 - 03/07/2019	04/12/2019	39.75	59.75	89.75
03/08/2019 - 03/21/2019	04/26/2019	36.75	55.25	82.75
03/22/2019 - 04/05/2019	05/10/2019	33.75	50.50	76.00
04/06/2019 - 04/19/2019	05/24/2019	30.50	46.00	69.00
04/20/2019 - 05/02/2019	06/07/2019	27.50	41.25	62.00
05/03/2019 - 05/16/2019	06/21/2019	24.50	36.75	55.25
05/17/2019 - 05/30/2019	07/05/2019	21.25	32.00	48.25
05/31/2019 - 06/14/2019	07/19/2019	18.25	27.50	41.25
06/15/2019 - 06/28/2019	08/02/2019	15.25	22.75	34.25
06/29/2019 - 07/11/2019	08/16/2019	12.00	18.25	27.50
07/12/2019 - 07/25/2019	08/30/2019	9.00	13.50	20.50
07/26/2019 - 08/08/2019	09/13/2019	6.00	9.00	13.50
08/09/2019 - 08/22/2019	09/27/2019	3.00	4.50	6.75

Regular full-time employees begin accrue vacation hours upon completion of thirty (30) days of employment.

Vacation Leave and Sick Leave are accrued 26 pay periods in the calendar year.

Maximum vacation balance allowed to accrue per fiscal year:

- 80 hours for non-civil service employees
- 120 hours for police civil service employees
- 180 hours for fire civil service employees, depending on assignment.

Vacation Leave will not roll over per fiscal year. *As per Section 207 (k) of the FLSA