



**City of Mission
Vacation Accrual 2019-2020**

HIRE DATE (BETWEEN)	REFLECTED ON CHECK DATE	VACATION ACCRUED REGULAR (3.08)	VACATION ACCRUED POLICE (4.62)	VACATION ACCRUED FIRE (6.93)
08/23/2019 - 09/06/2019	10/11/2019	80.00	120.00	180.00
09/07/2019 - 09/20/2019	10/25/2019	76.75	115.25	173.00
09/21/2019 - 10/03/2019	11/8/2019	73.75	110.75	166.00
10/04/2019 - 10/17/2019	11/22/2019	70.75	106.00	159.00
10/18/2019 - 11/01/2019	12/6/2019	67.50	101.50	152.25
11/02/2019 - 11/15/2019	12/20/2019	64.50	96.75	145.25
11/16/2019 - 11/29/2019	1/3/2020	61.50	92.25	138.25
11/30/2019 - 12/12/2019	1/17/2020	58.25	87.50	131.25
12/13/2019 - 12/26/2019	1/31/2020	55.25	83.00	124.50
12/27/2019 - 01/09/2020	2/14/2020	52.25	78.25	117.50
01/10/2020 - 01/23/2020	2/28/2020	49.00	73.75	110.50
01/24/2020 - 02/08/2020	3/13/2020	46.00	69.00	103.75
02/09/2020 - 02/22/2020	3/27/2020	43.00	64.50	96.75
02/23/2020 - 03/05/2020	4/10/2020	39.75	59.75	89.75
03/06/2020 - 03/19/2020	4/24/2020	36.75	55.25	82.75
03/20/2020 - 04/03/2020	5/8/2020	33.75	50.50	76.00
04/04/2020 - 04/17/2020	5/22/2020	30.50	46.00	69.00
04/18/2020 - 04/30/2020	6/5/2020	27.50	41.25	62.00
05/01/2020 - 05/14/2020	6/19/2020	24.50	36.75	55.25
05/15/2020 - 05/28/2020	7/3/2020	21.25	32.00	48.25
05/29/2020 - 06/12/2020	7/17/2020	18.25	27.50	41.25
06/13/2020 - 06/26/2020	7/31/2020	15.25	22.75	34.25
06/27/2020 - 07/09/2020	8/14/2020	12.00	18.25	27.50
07/10/2020 - 07/23/2020	8/28/2020	9.00	13.50	20.50
07/24/2020 - 08/06/2020	9/11/2020	6.00	9.00	13.50
08/07/2020 - 08/20/2020	9/25/2020	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