



CITY OF MISHAWAKA

DAVID A. WOOD, MAYOR

DEPARTMENT OF FINANCE
Rebecca Miller, Controller
Misti Horvath, Deputy Controller

2015 YEAR-END SALARY PAYMENT SCHEDULE and 2016 SALARY PAYMENT SCHEDULE

<u>Pay Number</u>	<u>Pay Date 2015</u>
26	Dec. 18
27	Dec. 31

----- 2016 -----

In 2015, salaried employees will be paid in 26 equal biweekly pays beginning on the January 15, 2016 payday. Employees are paid biweekly, every other Friday. Direct deposit is mandatory. If Friday is a holiday, payday will be the preceding workday. The current procedure for early distribution of vacation pay will continue in effect. Requests for FTO buy back must be made to your department head at least two weeks before the payday you wish to receive the bonus.

<u>Pay Number</u>	<u>Pay Date 2016</u>
1	Jan. 15
2	Jan. 29
3	Feb. 12
4	Feb. 26
5	Mar. 11
6	Mar. 25
7	Apr. 08
8	Apr. 22
9	May 06
10	May 20
11	June 03
12	June 17
13	July 01
14	July 15
15	July 29
16	Aug. 12
17	Aug. 26
18	Sep. 09
19	Sep. 23
20	Oct. 07
21	Oct. 21
22	Nov. 04
23	Nov. 18
24	Dec. 02
25	Dec. 16
26	Dec. 30