



LONGEVITY

I. PURPOSE

To recognize employee's years of continuous service.

II. SCOPE

This policy applies to all regular employees.

III. POLICY

*All full time employees with two or more years of service are eligible for longevity pay as funded by budget. Longevity will be computed by multiplying the number of months of service completed on December 31st of each year, times the monthly longevity rate accrued. The monthly longevity rate is determined by the schedule below, and is based upon the whole years of service an employee will complete any time during the calendar year. A "whole year of service" is any full calendar year following the last work day of the prior calendar year which the employee was employed by the City.

<u>Years of Service</u>	<u>Monthly Longevity Rate</u>
0 to 4	\$ 7.00
5 to 9	9.00
10 to 14	11.00
15 to 28	13.00

The maximum years of service used to compute longevity is twenty-eight.

Upon termination, an employee who separates from the City in good standing will receive a pro-rated longevity payment based on the number of months employed in that calendar year.

Part-time employees earn longevity pay on a pro-rated basis.

NOTE: Civil Service rules will apply to sworn police officers and firefighters.