

ATTENTION EMPLOYEES! About your fiscal year-end pay

Why do most employees receive two pay warrants at the end of the fiscal year?

The majority of City employees will be receiving two pay warrants on July 22 because the 2008 fiscal year ended three days before the end of the pay period.

- One warrant is for 3 days: 6/28 through 6/30.
- The second is for 11 days: 7/1 through 7/11.

The two pay warrants, added together, equal full payment for a normal pay period of 14 days.

How were deductions taken from the 6/28 to 6/30 and 7/1 to 7/11 paychecks?

Deductions that are based on a percentage of your pay (such as OASDI, SDI, and HI) were taken from each pay warrant.

Deductions that are based on a fixed amount (such as health insurance, credit union, and charity deductions) were only taken from the second pay warrant at 100%.

Exception: Garnishment deductions were handled differently because of the special formulas used to compute them. Nevertheless, the sum of the garnishments taken in each of the two pay warrants equals what is normally taken in a two-week pay period.

Questions?

Please call your Departmental Payroll Office if you have any questions about these warrants.