

Metro Area Municipal Vacation Accrual Schedules

	Employees currently start with zero days of time off and accrue at a rate of 10 days per year thru the end of the 6th year of service						Starting at the beginning of the 7th Year of Service thru the end of the 12th Year of Service 15 Days						Starting at the beginning of the 13th Year of Service thru the end of the 16th year of Service 20 Days				Starting beg. Of 17th Yr.	Starting beg. of 18th Yr.	Starting beg. of 19th Yr.	Starting beg. of 20th Yr.	Starting beg. of 21st Yr.					
Ramsey (now) Front Load	10	10	10	10	10	10	15	15	15	15	15	15	20	20	20	20	21	22	23	24	25					
<u>Ramsey Alternative</u>	10	10	10	10	10	15	15	15	15	15	20	20	20	20	20	21	22	23	24	25	This option separates the accrual schedule into 3, 5-year blocks					
Other Cities:	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>	<u>Year 7</u>	<u>Year 8</u>	<u>Year 9</u>	<u>Year 10</u>	<u>Year 11</u>	<u>Year 12</u>	<u>Year 13</u>	<u>Year 14</u>	<u>Year 15</u>	<u>Year 16</u>	<u>Year 17</u>	<u>Year 18</u>	<u>Year 19</u>	<u>Year 20</u>	<u>Year 21</u>	<u>Year 22</u>	<u>Year 23</u>	<u>Year 24</u>	<u>Year 25</u>	<u>Year 26</u>
Big Lake	14	14	20	20	20	20	20	20	20	20	20	20	20	20	26											
Buffalo	12	12	12	12	12	12	15	15	15	15	15	15	15	15	15	20	20	20	20	20	20	20	20	20	20	25
Champlin	10	10	10	10	10	15	15	15	15	15	16	17	18	19	20	21	22	23	24	25						
Elk River	11	11	11	11	11	14	14	15	15	15	16	17	17	18	18	19	19	20	21	22	23	24	24	24	25	
Forest Lake	10	10	10	10	10	15	15	15	15	15	20	20	20	20	20	22	22	22	22	22	25					
Hastings	11	12	13	14	15	16	16	17	17	18	18	19	20	21	22	22	22	22	22	25						
Lino Lakes	10	10	10	10	15	15	15	15	15	15	16	17	18	19	20	21	22	23	24	25						
New Hope	10	10	10	10	10	15	15	15	15	15	16	17	18	19	20	20	20	20	20	20	21	22	23	24	25	25
Robbinsdale	10	10	10	10	10	15	15	15	15	15	16	17	18	19	20	21	22	23	24	25						
Prior Lake	15	15	15	15	15	15	15	15	15	20	20	20	20	20	25											
Savage	10	10	10	10	15	15	15	15	15	15	15	15	20	20	20	21	22	23	24	25						
Woodbury	5	15	15	15	15	16	17	18	19	20	21	22	23	24	25											
Averages	11	11	11	12	13	15	15	16	16	16	17	18	19	20	21	21	21	22	23	24	23	23	24	24	25	25
Median	10	10	10	10	11	15	15	15	15	15	16	17	20	20	20	21	22	22	23	25	22	22	23	24	25	25
Ramsey FT Management	15	15	15	15	15	18	18	18	18	20	20	21	21	21	21	21	22	23	24	25						
Ramsey FT Dept. Heads	15	15	15	15	15	18	20	20	20	20	20	21	21	21	21	21	22	23	24	25						

Observations: Most cities top out at the 20th anniversary.

Considerations: Front load 5 days of vacation upon hire (for all Ramsey groups) and reduce the accrual rate to total 10/15 days earned by the end of the first year worked. Adjust accrual schedule as shown above.

Comments: Ramsey's Management and Department Head schedules are higher than shown above (the above schedule is for union employees, non-union/non management employees and supervisors). Managers and department heads do not earn compensatory time off (future time off for working overtime); therefore, the accrual schedule is increased to compensate for the extra unpaid hours worked.

City's on PTO vs. Vacation

Anoka	Burnsville	Edina	Minnnetonka	Stillwater
Blaine	Champlin	Forest Lake	Rosemount	
Bloomington	Crystal	Hastings	Savage	