



Nelda DeRiso
County Treasurer
Lampasas County, Texas

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PAYROLL MEMO September 25, 2018

As per the **Lampasas County Personnel Policy Handbook**, the pay period for Lampasas County shall be biweekly with checks being issued every two weeks on alternate Thursdays. If a payday falls on a holiday, paychecks shall be issued on the last workday immediately preceding the holiday.

TIMESHEETS ARE DUE IN THE TREASURER'S OFFICE BY 8:30 a.m. ON TUESDAY BEFORE PAYROLL DATES. SHERIFF'S OFFICE TIMESHEETS ARE DUE BY 9:00 a.m.

The following dates are the **Payroll Dates** for the **2018-2019 Fiscal Year** for Lampasas County.

October 4, 2018, October 18, 2018
November 1, 2018, November 15, 2018, November 29, 2018
December 13, 2018(Longevity Paid)*, December 27, 2018*
January 10, 2019, January 24, 2019
February 7, 2019, February 21, 2019
March 7, 2019, March 21, 2019
April 4, 2019, April 18, 2019
May 2, 2019, May 16, 2019, May 30, 2019
June 13, 2019, June 27, 2019
July 11, 2019, July 25, 2019
August 8, 2019, August 22, 2019
September 5, 2019, September 19, 2019

Payroll checks can be picked up at the Treasurer's Office on these dates or after. For Direct Depositors, payroll funds will be deposited into accounts on Thursdays. If funds have not been deposited into your account by the payroll dates listed above, please contact the Treasurer's office.

Thank You,

Nelda DeRiso
Lampasas County Treasurer

***Per Commissioner's Court dated 02/08/2016, Longevity will be paid with the 1st pay check in December.**

***Timesheets for December 27, 2018 will be due on Friday December 21, 2018 for processing in order for Payroll to be paid out on December 27, 2018.**