

**BASTROP COUNTY
PAYROLL SCHEDULE
FISCAL YEAR 2024-2025**

| | Pay Date | PAYS FOR | TIMESHEET / TIME ENTRY DUE | Holiday Schedule * |
|--|-------------------|----------------------------|---------------------------------------|-------------------------------|
| 1 | 10/11/2024 | 9/23/2024 thru 10/6/2024 | 10/7/2024 | |
| Note: this payroll may include adjustments to account for differing pay rates between fiscal years | | | | |
| 2 | 10/25/2024 | 10/7/2024 thru 10/20/2024 | 10/21/2024 | Yes |
| 3 | 11/8/2024 | 10/21/2024 thru 11/3/2024 | 11/4/2024 | |
| 4 | 11/22/2024 | 11/4/2024 thru 11/17/2024 | 11/18/2024 | |
| | 11/27/2024 | <i>Longevity 2024</i> | n/a | |
| 5 | 12/6/2024 | 11/18/2024 thru 12/1/2024 | 12/2/2024 | Yes |
| 6 | 12/20/2024 | 12/2/2024 thru 12/15/2024 | 12/16/2024 | |
| 7 | 1/3/2025 | 12/16/2024 thru 12/29/2024 | 12/27/2024 | Yes |
| 8 | 1/17/2025 | 12/30/2024 thru 1/12/2025 | 1/13/2025 | Yes |
| 9 | 1/31/2025 | 1/13/2025 thru 1/26/2025 | 1/27/2025 | Yes |
| 10 | 2/14/2025 | 1/27/2025 thru 2/9/2025 | 2/10/2025 | |
| 11 | 2/28/2025 | 2/10/2025 thru 2/23/2025 | 2/24/2025 | Yes |
| 12 | 3/14/2025 | 2/24/2025 thru 3/9/2025 | 3/10/2025 | |
| 13 | 3/28/2025 | 3/10/2025 thru 3/23/2025 | 3/24/2025 | |
| 14 | 4/11/2025 | 3/24/2025 thru 4/6/2025 | 4/7/2025 | |
| 15 | 4/25/2025 | 4/7/2025 thru 4/20/2025 | 4/21/2025 | Yes |
| 16 | 5/9/2025 | 4/21/2025 thru 5/4/2025 | 5/5/2025 | |
| 17 | 5/23/2025 | 5/5/2025 thru 5/18/2025 | 5/19/2025 | |
| 18 | 6/6/2025 | 5/19/2025 thru 6/1/2025 | 6/2/2025 | Yes |
| 19 | 6/20/2025 | 6/2/2025 thru 6/15/2025 | 6/13/2025 | |
| 20 | 7/3/2025 | 6/16/2025 thru 6/29/2025 | 6/27/2025 | Yes |
| 21 | 7/18/2025 | 6/30/2025 thru 7/13/2025 | 7/14/2025 | Yes |
| 22 | 8/1/2025 | 7/14/2025 thru 7/27/2025 | 7/28/2025 | |
| 23 | 8/15/2025 | 7/28/2025 thru 8/10/2025 | 8/11/2025 | |
| 24 | 8/29/2025 | 8/11/2025 thru 8/24/2025 | 8/25/2025 | |
| 25 | 9/12/2025 | 8/25/2025 thru 9/7/2025 | 9/8/2025 | Yes |
| 26 | 9/26/2025 | 9/8/2025 thru 9/21/2025 | 9/22/2025 | |

*Holiday schedules: submit time by 10am on the date shown for all employees who are **not** scheduled to work on the weekend and/or holiday(s) remaining in that pay period (We have high-lighted the Time Entry Due dates that do not fall on Monday). Time for employees who do work on those dates must be submitted by 10 am on the next business day.

^ 3rd Paycheck: No special earnings types paid / no voluntary deductions taken

Approved in Commissioner's Court: 8/26/2024