



City of Rapid City 2023 Holiday Calendar

Personal Holidays

- City employees are granted personal holidays per calendar year and must have reached 90 calendar days employment by October 15 to be eligible for personal holiday pay. (Exempt employees are immediately eligible for personal holiday pay).
- Unused personal holiday does NOT rollover into the next calendar year.
- Refer to appropriate union contract or bargaining unit for number of personal holidays, if applicable.

Paid Sick Leave

- 40-hour Week Employees: The City offers paid sick leave for eligible employees and eligible employees will accrue 2.16 hours of sick leave per pay period.
- Part-time benefited employees shall accrue a prorated amount of sick leave based on their schedule.
- Refer to Non-Union Employee Guide or appropriate union contract for complete details. Short Term Disability applies to employee ONLY.

Fire Department 56-Hour Week Employees- refer to union contract for complete details:

Years of Service	Sick Leave	Short Term Disability
After 90 days employment	22.55 hours credited	22.5 hours credited
91 days – January 1 st of following year after hire	7.5 hours credited per month	7.5 credited per month
January 1 st (1x per year thereafter)	84 hours credited	84 hours credited

Paid Holidays

- All employees are immediately eligible for Paid Holidays; dates vary slightly and by department, as the City is 24-hour operations, see charts below:

City Hall & Admin Offices: 11 Observed Holidays

Holiday	Date
New Year's Day	Monday, January 2, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Native American Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day after Thanksgiving Day	Friday, November 24, 2023
Christmas	Monday, December 25, 2023

Library: 9 Observed Holidays

Holiday	Date
New Year's Day	Monday, January 2, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Native American Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Christmas Day	Monday, December 25, 2023

City of Rapid City

2023 Benefits Summary

Paid Holidays (continued)

Solid Waste: 10 Observed Holidays

Holiday	Date
New Year's Day	Monday, January 2, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Native American Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Christmas	Monday, December 25, 2023

Police Administration: 11 Observed Holidays

New Year's Day	Monday, January 2, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Native American Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day after Thanksgiving Day	Friday, November 24, 2023
Christmas	Monday, December 25, 2023

Additional Benefits

Employee Educational Loan Program

- After completion of initial probationary period, the City offers a low interest program to benefited employees for Associate, Baccalaureate, or Postgraduate programs for an accredited educational institution or other college credit that is transferable to one of the South Dakota state-supported colleges, or job-related vocational/technical training.
- Employees may borrow up to \$5,000 at one time.
- A payroll deduction will be established to enable repayment of the balance, with interest, within 24 months of the date of the loan.

Employee Assistance Program (Connections, Inc.)

- Immediate eligibility and no cost to employees and their families.
- Provides confidential, professional service to help resolve problems that affect personal life and job performance.