



PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

Meeting Date: September 8, 2025

Agenda Item: Personnel Policy 12.01.03 PTO Separation Payout Amendment Consideration

Subject | Summary: The annual administrative fee is 0.65% of your account balance. This fee is prorated and deducted monthly from your account balance. The maximum annual fee is \$140 (or \$11.67 per month). Fees are subject to change.

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Review options to amend the current policy to include an investment into a HCSP.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[HCSP At A Glance Brochure 2025.pdf](#)