

2019 HSA FUNDING SCHEDULE

Beginning in 2016, HSA/HRA contributions are tied entirely to the Living Well program. The City will provide employees who complete the Living Well Program requirements with the HSA/HRA funding per the schedule outlined below:

All Requirements Completed by

January 31, 2019
March 31, 2019
May 31, 2019
June 30, 2019

HSA/HRA Funds Distributed

February
April
June
July

Employee Bi-Weekly Payroll Deductions

Funds should be available in your bank account no later than the 2nd business day following the pay date. (Please note that funds are withheld only from the 1st and 2nd pays of each month, therefore, there will be no funds withheld from the 3rd pay in the months with 3 pay dates.)

Changes to your HSA deductions will only be accepted quarterly. The following is the timetable of events for the three remaining quarters:

Second Quarter of 2019

Submit HSA Contribution Election Worksheet to Payroll
Changes will be made to the payroll with the pay date of

Dates

3/16/19 to 3/29/19
4/05/19

Third Quarter of 2019

Submit HSA Contribution Election Worksheet to Payroll
Changes will be made to the payroll with the pay date of

6/08/19 to 6/21/19
7/12/19

Fourth Quarter of 2019

Submit HSA Contribution Election Worksheet to Payroll
Changes will be made to the payroll with the pay date of

9/14/19 to 9/27/19
10/04/19

The HSA election form used to make changes is located on the City's intranet.