City of Jacksonville Beach

Agenda

11 North Third Street
Jacksonville Beach, Florida

City Council

Monday, October 20, 2025	6:00 PM	Council Chambers

MEMORANDUM TO:

The Honorable Mayor and
Members of the City Council
City of Jacksonville Beach, Florida

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Council.

OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

A. Regular City Council Meeting held on October 6, 2025

APPROVAL OF THE AGENDA

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

CONSENT AGENDA

A. Accept the Monthly Financial Reports for the Month of September 2025

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER/NEW BUSINESS

RESOLUTIONS

A. Adopt/Deny Resolution No. 2198-2025 Amending the Position Classification and Pay Plan for Nonunion Positions

ORDINANCES

A. Adopt/Deny Ordinance No. 2025-8228 on the second reading amending the City Code of Ordinances, Chapter 2, Article V, Division 5, Section 2-162 "General Employees' Retirement System"

B. Adopt/Deny Ordinance No. 2025-8229 on the second reading amending City Code of Ordinances, Chapter 2, Article V, Division 6, Section 2-163 "Police Officers' Retirement System"

ADJOURNMENT

NOTICE

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a *verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk or to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.

If you are a person with a disability who needs an accommodation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.

Minutes of Regular City Council Meeting held Monday, October 6, 2025 at 6:00 P.M. in the Council Chambers, 11 North 3rd Street, Jacksonville Beach, Florida

OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG
Council Member Wouters provided the invocation, followed by the Pledge of Allegiance.

CALL TO ORDER:
Mayor Pro Tem Janson called the meeting to order at 6:00 P.M.

ROLL CALL:

Mayor:	Christine Hoffman (absent)		
Council Members:	Sandy Golding	Bill Horn (absent)	Dan Janson
	Greg Sutton	John Wagner (absent)	Bruce Wouters

Also present were: City Manager Mike Staffopoulos, City Attorney David Migut, and City Clerk Molly Alleger.

APPROVAL OF MINUTES:
Motion: It was moved by Ms. Golding, seconded by Mr. Sutton, and passed unanimously to approve the following minutes:
- Special City Council Meeting held on September 15, 2025
- Regular City Council Meeting held on September 15, 2025

APPROVAL OF THE AGENDA
Motion: It was moved by Ms. Golding, seconded by Mr. Sutton, to approve the agenda.

Voice Vote: In a voice vote, the motion passed unanimously.

ANNOUNCEMENTS:

Council Member Golding thanked City Attorney Migut for participating in the recent Beaches Watch panel and encouraged residents to watch the discussion. She reminded residents as of October 1 dogs were allowed on the beach at any time but had to remain leashed. She also recognized October as Breast Cancer Awareness Month and urged regular screenings and risk assessments. Council Member Golding commended Jacksonville Beach Police K-9 Dex for helping remove dangerous felons from the streets and invited the community to attend Oktoberfest at the Jacksonville Beach Seawalk Pavilion on October 10–11, 2025, while encouraging responsible celebration.

City Attorney Migut noted with only four council members present any item required a 4-0 vote to pass under the charter.

Council Member Wouters noted attending the Wave Master event at the pier, praised its support for Volunteer Life Saving Corps and other charities, and encouraged attendance next year.

COURTESY OF THE FLOOR TO VISITORS:
- Melissa Settle, 1108 3rd Street South, Jacksonville Beach, spoke on her business and Ordinance 2019-8125.
- Kathy Hall, 1639 6th Street South, Jacksonville Beach, spoke on golf course by-laws and the rate resolution.

CONSENT AGENDA: None

CITY CLERK: None

CITY MANAGER/NEW BUSINESS: None

RESOLUTIONS: None

ORDINANCES:

Item A **Adopt/Deny Ordinance No. 2025-8227 on the second reading amending Chapter 2 "Administration", Article VII "Civil Emergencies", Section 2-193 "Authority to Declare and Extend a State of Emergency; Activation of Disaster Plans" to update and clarify procedures for declaring or extending a state of emergency**

Mayor Pro Tem Janson requested the City Clerk read Ordinance No. 2025-8227 by title only, whereupon Ms. Alleger read the following:

> **"AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING CHAPTER 2 "ADMINISTRATION", ARTICLE VII "CIVIL EMERGENCIES", SECTION 2-193 "AUTHORITY TO DECLARE AND EXTEND A STATE OF EMERGENCY; ACTIVATION OF DISASTER PLANS." TO UPDATE AND CLARIFY PROCEDURES FOR DECLARING OR EXTENDING A STATE OF EMERGENCY; PROVIDING FOR LEGISLATIVE FINDINGS, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, SCRIVENER'S ERRORS, CODIFICATION, AND AN EFFECTIVE DATE."**

City Attorney David Migut introduced the item and provided background.

Mayor Pro Tem Janson read the following: "This ordinance is before this Council for a public hearing and consideration on its second reading.

I will now open the public hearing on Ordinance No. 2025-8227."

Public Hearing:
No one came forth to speak. Mayor Pro Tem Janson closed the public hearing.

Motion: It was moved by Ms. Golding, seconded by Mr. Sutton, to adopt Ordinance No. 2025-8227 on the second reading amending Chapter 2 "Administration", Article VII "Civil Emergencies", Section 2-193 "Authority to Declare and Extend a State of Emergency; Activation of Disaster Plans" to update and clarify procedures for declaring or extending a state of emergency.

Discussion: A discussion ensued about Section 2 and charter language.

Motion to Amend: It was moved by Ms. Golding, seconded by Mr. Sutton, to amend the language in Section 2 so it mirrors the charter language.

Motion to Amend Roll Call Vote: Ayes – Golding, Sutton, Wouters, and Mayor Pro Tem Janson

The motion to amend passed unanimously.

Discussion: A discussion ensued about control of the Police Department and amended motion.

Amended Motion Roll Call Vote: Ayes – Sutton, Wouters, Golding, and Mayor Pro Tem Janson

The amended motion passed unanimously.

ADJOURNMENT:

Motion: It was moved by Ms. Golding, seconded by Mr. Sutton, to adjourn.

Voice Vote: In a voice vote, the motion passed unanimously.

There being no further business, the meeting adjourned at 6:23 P.M.

Submitted by: Molly Alleger
City Clerk

Approval:

____
Christine H. Hoffman, MAYOR

Date: _________________________

City of Jacksonville Beach ● 11 North Third Street ● Jacksonville Beach, FL 32250

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Ashlie Gossett, Chief Financial Officer
DATE:	October 20, 2025
SUBJECT:	Monthly Financial Reports for the Month of September 2025

BACKGROUND

Attached are the monthly financial reports for September 2025 as prepared by the Finance Department. These reports represent 12 months of activity, or 100% of the total annual budget. These reports are prepared on a cash basis and do not reflect year-end accruals.

Summary Budget Reports Exhibits 1 through 6 show the cumulative annual actual revenues and expenditures compared to the actual amounts at the same point as last fiscal year. Exhibit 7 compares actual revenues and expenditures to the budget in total by fund.

FINANCIAL IMPACT

For informational purposes only.

REQUESTED ACTION

Accept the Monthly Financial Reports for the Month of September 2025

ATTACHMENTS

1. 2025-9 Sep Financials

AGENDA ITEM:	A.
MEETING DATE:	October 20, 2025

SUMMARY BUDGET REPORT

September 30, 2025

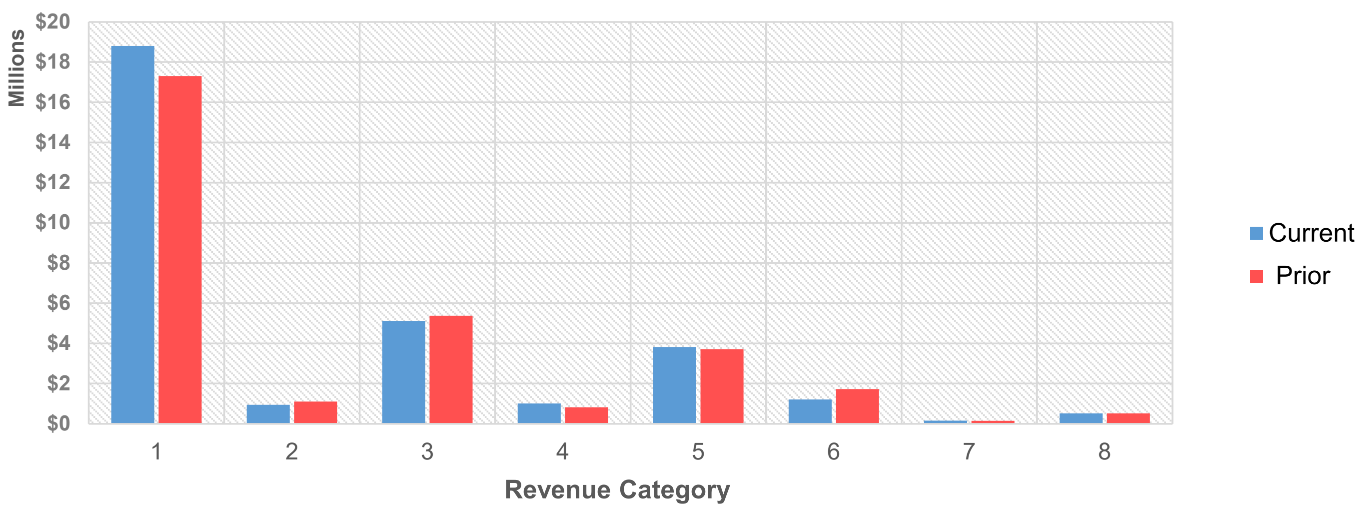
100% of Year Elapsed

Exhibit 1

General Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
1 Taxes	18,800,205	96.4%	17,298,492	95.8%	0.6%	1,501,713
2 Licenses & Permits	942,605	115.0%	1,100,484	138.4%	-23.5%	(157,879)
3 Intergovernmental Revenue	5,116,821	99.3%	5,378,269	118.2%	-19.0%	(261,449)
4 Charges for Services	1,002,440	143.2%	813,614	148.5%	-5.3%	188,827
5 Enterprise Contributions	3,817,092	100.0%	3,707,973	100.0%	0.0%	109,119
6 Miscellaneous Revenue	1,207,507	292.7%	1,724,754	432.3%	-139.6%	(517,248)
7 Fines & Forfeitures	157,167	72.1%	147,106	73.6%	-1.5%	10,061
8 Interfund Transfers	512,900	99.8%	512,852	99.8%	0.0%	48
Total Revenues	**$31,556,737**	**101.3%**	**$30,683,544**	**106.6%**	**-5.3%**	**$873,193**

Current Year vs. Prior Year



Discussion

General Fund revenues are ahead of budget estimates and the prior year actuals.

1 Taxes revenue is higher than the prior year due largely to the rise in property values and the timing of distributions from the Tax Collector.

2 Permit revenues are down because of a decrease in construction activity compared to the same time in the prior year.

3 The decrease in Intergovernmental revenues is largely attributable to a reduction in revenue sharing distributions from the State.

4 The negative percent and positive dollar variance in Charges for Services reflects increases in the annual budget estimates larger than actual revenues received to date.

6 Miscellaneous revenue includes interest on pooled investments, auction proceeds, facility rental fees, and cemetery lots purchased. The decrease from the prior year is due primarily to the adjustment to market value of the City's pooled investment assets.

SUMMARY BUDGET REPORT

September 30, 2025

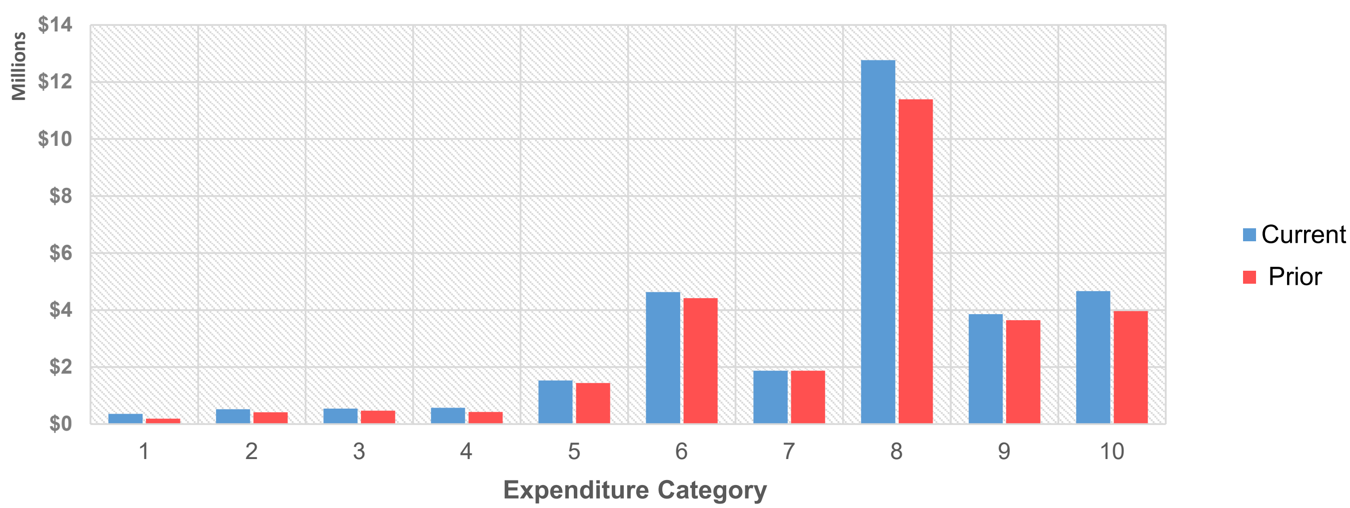
100% of Year Elapsed

Exhibit 2

General Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
1 City Administration	356,870	95.9%	192,189	55.2%	40.7%	164,681
2 City Attorney	524,000	82.8%	417,755	76.6%	6.2%	106,245
3 City Clerk	546,994	94.2%	471,544	88.4%	5.8%	75,450
4 Building Maintenance	570,419	106.8%	425,428	85.8%	21.0%	144,991
5 Planning and Development	1,528,795	91.8%	1,438,539	91.7%	0.1%	90,256
6 Parks and Recreation	4,631,683	99.3%	4,417,651	98.1%	1.2%	214,032
7 Public Works	1,872,726	90.1%	1,875,026	94.4%	-4.3%	(2,300)
8 Police	12,765,453	100.8%	11,394,604	104.1%	-3.4%	1,370,850
9 Fire Services	3,860,160	98.0%	3,643,617	97.1%	0.9%	216,543
10 Non-Departmental	4,667,284	96.0%	3,965,591	91.0%	5.0%	701,693
Total Expenditures	**31,324,384**	**97.9%**	**28,241,943**	**97.3%**	**0.6%**	**$3,082,441**

Current Year vs. Prior Year



Discussion

Total General Fund Expenditures are slightly behind current year estimates and in line with prior year expenditures on a percent of budget basis.

1 The increase in City Administration expenditures reflect the capital improvement project to update the audio/visual technology in the Council Chambers.

9 Fire Services expenditures include the annual contribution to the Fire Pension Plan unfunded actuarial accrued liability as part of the Fire Services Agreement with the City of Jacksonville. FY2025 is the 6th of 10 annual payments to satisfy this obligation.

SUMMARY BUDGET REPORT

September 30, 2025

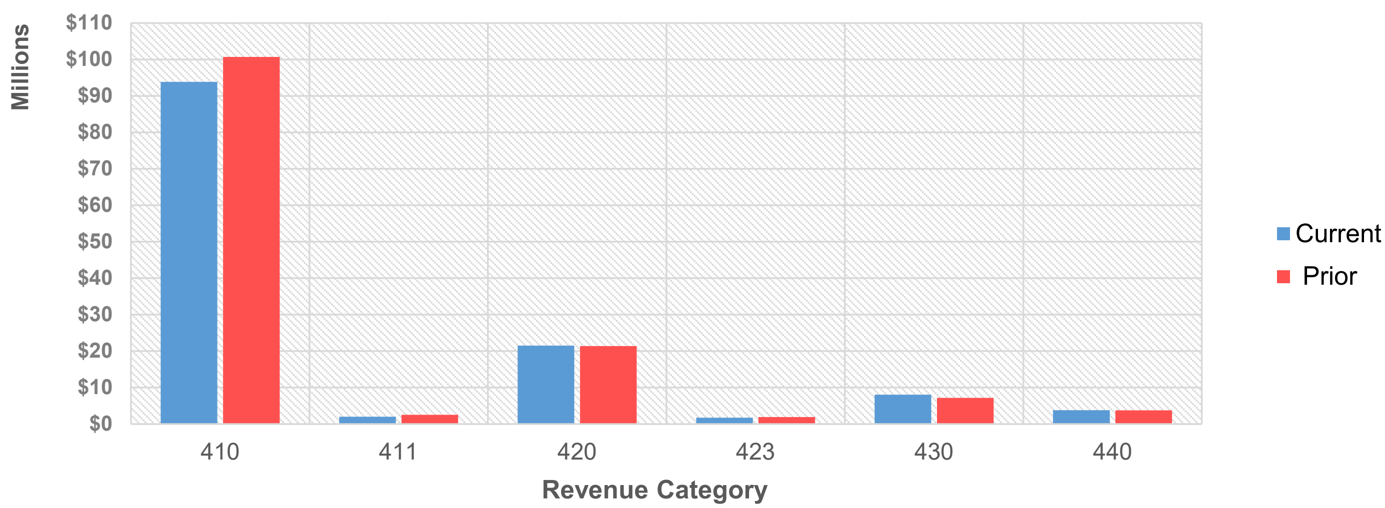
100% of Year Elapsed

Exhibit 3

Enterprise Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
410 Electric	93,866,814	100.2%	100,701,616	101.9%	-1.7%	(6,834,802)
411 Natural Gas	1,972,881	86.0%	2,503,223	102.7%	-16.6%	(530,342)
420 Water & Sewer	21,505,680	106.6%	21,385,072	123.2%	-16.6%	120,608
423 Stormwater	1,718,612	60.9%	1,884,091	131.8%	-70.9%	(165,479)
430 Sanitation	8,050,200	103.0%	7,155,352	110.1%	-7.2%	894,848
440 Golf Course	3,761,220	110.5%	3,747,070	131.3%	-20.9%	14,150
Total Revenues	**$130,875,406**	**100.6%**	**$137,376,424**	**106.2%**	**-5.6%**	**($6,501,018)**

Current Year vs. Prior Year



Discussion

Total Enterprise Fund revenues are in line with current year estimates and prior year revenues on a percent of budget basis. The overall decrease includes the adjustment to market in the City's pooled investment assets.

410 The decrease in Electric revenues is due to a reduction in the pass-through bulk power cost adjustment used to pay for the cost of electricity from the City's provider.

411 The decrease in Natural Gas revenues reflects a reduction in the pass-through cost of gas adjustment used to pay for the cost of natural gas from the City's provider.

420 The negative percent variance and positive dollar variance in the Water Sewer Fund reflects mid-year budget increases for grants awarded, but not yet received.

423 The negative percent variance in Stormwater reflects an anticipated rate increase, that has not yet been approved by Council.

430 The negative percent variance and positive dollar variance in the Sanitation Fund reflects increases in the annual budget estimates larger than actual revenues received to date.

SUMMARY BUDGET REPORT

September 30, 2025

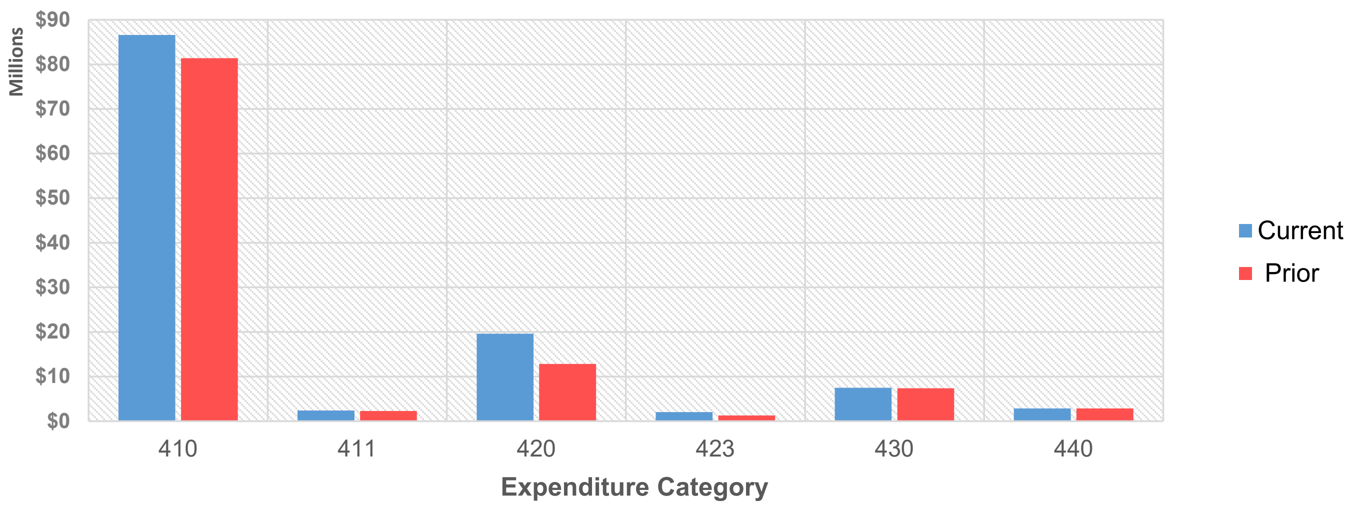
100% of Year Elapsed

Exhibit 4

Enterprise Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
410 Electric	86,571,316	81.1%	81,394,569	76.6%	4.5%	5,176,747
411 Natural Gas	2,372,829	92.0%	2,261,680	96.7%	-4.7%	111,149
420 Water & Sewer	19,616,510	44.7%	12,818,994	44.4%	0.4%	6,797,517
423 Stormwater	2,017,804	36.5%	1,281,946	20.7%	15.8%	735,858
430 Sanitation	7,475,592	89.5%	7,356,050	97.5%	-8.1%	119,543
440 Golf Course	2,833,653	81.7%	2,840,630	89.4%	-7.7%	(6,977)
Total Expenditures	**$120,887,704**	**70.9%**	**$107,953,868**	**69.9%**	**1.0%**	**$12,933,836**

Current Year vs. Prior Year



Discussion

Total Enterprise Fund expenditures are under budget for the current year and ahead of prior year expenditures on a percent of budget basis.

410 The increase in Electric expenditures reflects greater kilowatt hour consumption as well as the timing of capital improvement projects.

420 The increase in Water & Sewer expenditures reflects the timing of capital improvement projects compared to the prior year.

423 The increase in Stormwater expenditures reflects the timing of capital improvement projects compared to the prior year.

430 The increase in Sanitation expenditures from the prior year reflects the timing of payments to the solid waste and recycling contract vendor. The negative budget variance indicates that expenses are not increasing at the same rate as budget expectations.

SUMMARY BUDGET REPORT

September 30, 2025

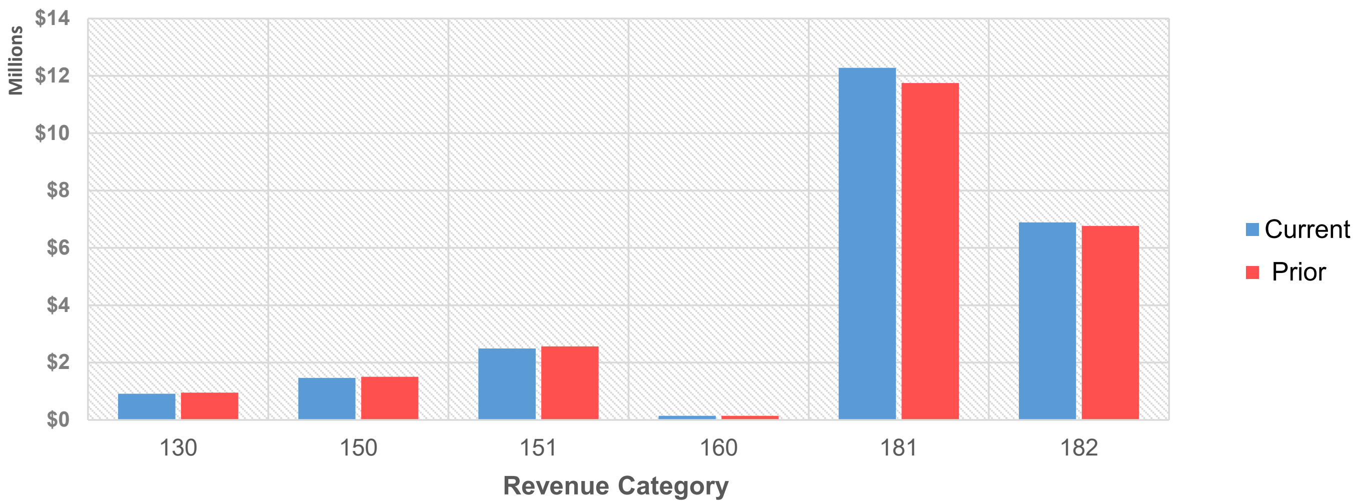
100% of Year Elapsed

Exhibit 5

Special Revenue Fund Revenues

Revenue Category	Current Year Revenue to Date	Current Year Revenue % of Budget	Prior Year Revenue to Date	Prior Year Revenue % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
130 Convention Development	909,073	112.9%	947,546	152.6%	-39.7%	(38,474)
150 Local Option Gas Tax	1,462,255	104.6%	1,501,031	114.4%	-9.8%	(38,776)
151 Infrastructure Surtax	2,490,082	118.5%	2,564,176	135.1%	-16.6%	(74,093)
160 Community Dev Blk Grant	140,900	99.2%	140,852	99.2%	0.0%	48
181 Downtown Increment Fund	12,279,372	111.6%	11,748,390	121.6%	-10.0%	530,982
182 Southend Increment Fund	6,889,894	209.5%	6,768,049	222.5%	-13.0%	121,845
Total Revenues	**$24,171,576**	**129.0%**	**$23,670,044**	**142.0%**	**-13.0%**	**$501,532**

Current Year vs. Prior Year



Discussion

Total revenues in the Special Revenue Funds are ahead of current budget year estimates and behind the prior year actuals on a percent of budget basis. The year over year variance in all funds is attributable to the adjustment to market in the City's pooled investment assets.

130 Convention Development revenues are normally received two months in arrears and reflect receipts through July.

181/ 182 The increase in Downtown and Southend Increment fund revenues reflect the continued growth in taxable property values within both CRA districts. The negative percent variances reflect stronger interest earnings in the prior year.

SUMMARY BUDGET REPORT

September 30, 2025

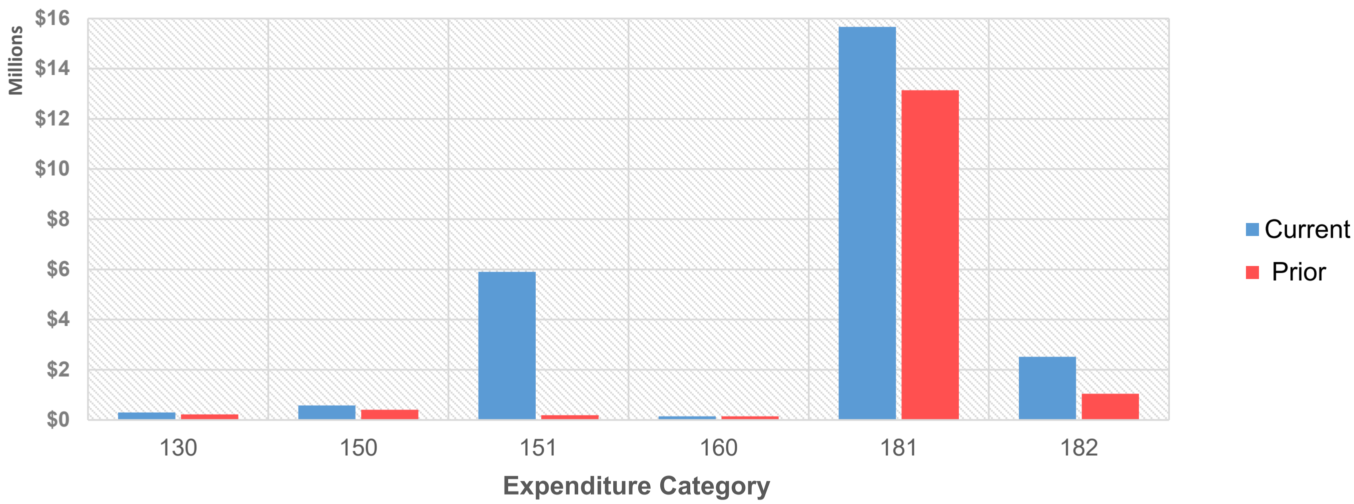
100% of Year Elapsed

Exhibit 6

Special Revenue Fund Expenditures

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures % of Budget	% Variance *(Current Year less Prior Year)*	$ Variance *(Current Year less Prior Year)*
130 Convention Development	294,180	33.1%	220,102	28.9%	4.3%	74,079
150 Local Option Gas Tax	577,697	46.3%	405,655	48.3%	-2.0%	172,042
151 Infrastructure Surtax	5,902,594	35.3%	187,235	6.3%	29.1%	5,715,358
160 Community Dev Blk Grant	140,900	99.2%	140,852	99.2%	0.0%	48
181 Downtown Increment Fund	15,663,201	45.7%	13,141,056	29.8%	15.9%	2,522,145
182 Southend Increment Fund	2,515,414	41.2%	1,039,053	28.4%	12.8%	1,476,361
Total Expenditures	**$25,093,986**	**42.2%**	**$15,133,953**	**28.8%**	**13.4%**	**$9,960,033**

Current Year vs. Prior Year



Discussion

In total, Special Revenue Fund expenditures are under budget and ahead of the prior year on a percent of budget basis.

130 The increase in Convention Development expenditures is due to the timing of capital projects.

151 The increase in Infrastructure Surtax expenditures reflects the large scale milling and paving project underway throughout the City.

160 Community Development Block Grant Fund expenditures will be reimbursed by grant funding.

181/182 The increases in Downtown and Southend Increment fund expenditures are due to the timing of capital projects.

SUMMARY BUDGET REPORT
September 30, 2025
100% of Year Elapsed

Exhibit 7
Summary Revenues and Expenditures

Fund Name	Budgeted Annual Revenues	Budgeted Revenues To Date	Actual Revenues To Date	Variance Favorable/(Unfavorable)
001 General Fund	31,147,065	31,147,065	31,556,737	409,672
130 Convention Development Tax	805,000	805,000	909,073	104,073
150 Local Option Gas Tax	1,398,500	1,398,500	1,462,255	63,755
151 Infrastructure Surtax	2,100,971	2,100,971	2,490,082	389,111
160 Community Dev. Blk. Grant	142,000	142,000	140,900	(1,100)
181 Downtown Increment Fund	11,004,018	11,004,018	12,279,372	1,275,354
182 Southend Increment Fund	3,288,839	3,288,839	6,889,894	3,601,055
410 Electric Utility	93,644,844	93,644,844	93,866,814	221,970
411 Natural Gas Utility	2,293,124	2,293,124	1,972,881	(320,243)
420 Water & Sewer Utility	20,173,612	20,173,612	21,505,680	1,332,068
423 Storm Water Management	2,820,787	2,820,787	1,718,612	(1,102,175)
430 Sanitation Fund	7,817,598	7,817,598	8,050,200	232,602
440 Golf Course Fund	3,404,492	3,404,492	3,761,220	356,728
460 Leased Facilities Fund	815,900	815,900	875,027	59,127
500 Internal Service Funds	19,353,745	19,353,745	18,959,885	(393,860)
Total Revenues	**$200,210,495**	**$200,210,495**	**$206,438,631**	**$6,228,136**

Fund Name	Budgeted Annual Expenditures	Budgeted Expenditures To Date	Actual Expenditures To Date	Variance Favorable/(Unfavorable)
001 General Fund	31,997,768	31,997,768	31,324,384	673,384
130 Convention Development Tax	887,858	887,858	294,180	593,677
150 Local Option Gas Tax	1,246,871	1,246,871	577,697	669,174
151 Infrastructure Surtax	16,710,553	16,710,553	5,902,594	10,807,959
160 Community Dev. Blk. Grant	142,000	142,000	140,900	1,100
181 Downtown Increment Fund	34,310,593	34,310,593	15,663,201	18,647,391
182 Southend Increment Fund	6,103,302	6,103,302	2,515,414	3,587,888
410 Electric Utility	106,754,085	106,754,085	86,571,316	20,182,769
411 Natural Gas Utility	2,579,659	2,579,659	2,372,829	206,830
420 Water & Sewer Utility	43,849,456	43,849,456	19,616,510	24,232,946
423 Storm Water Management	5,528,851	5,528,851	2,017,804	3,511,046
430 Sanitation Fund	8,355,681	8,355,681	7,475,592	880,089
440 Golf Course Fund	3,467,920	3,467,920	2,833,653	634,267
460 Leased Facilities Fund	1,155,471	1,155,471	827,895	327,576
500 Internal Service Funds	19,493,342	19,493,342	17,891,889	1,601,453
Total Expenditures	**$282,583,407**	**$282,583,407**	**$196,025,858**	**$86,557,549**

Fund Name	Net Income/(Loss)	Net Variance Favorable/(Unfavorable)
001 General Fund	232,352	1,083,055
130 Convention Development Tax	614,892	697,750
150 Local Option Gas Tax	884,558	732,929
151 Infrastructure Surtax	(3,412,511)	11,197,070
160 Community Dev. Blk. Grant	-	-
181 Downtown Increment Fund	(3,383,829)	19,922,745
182 Southend Increment Fund	4,374,480	7,188,943
410 Electric Utility	7,295,498	20,404,739
411 Natural Gas Utility	(399,948)	(113,413)
420 Water & Sewer Utility	1,889,170	25,565,014
423 Storm Water Management	(299,192)	2,408,871
430 Sanitation Fund	574,608	1,112,691
440 Golf Course Fund	927,567	990,995
460 Leased Facilities Fund	47,132	386,703
500 Internal Service Funds	1,067,996	1,207,593
Total	**10,412,772**	**$92,785,684**

CASH AND INVESTMENTS BY TYPE

Fiscal Year to Date

September 30, 2025

Type of Investment	10/1/2024 Beginning Balance	Investment Earnings	Realized Gain/(Loss)	Unrealized Gain/(Loss)	Fees	Net Investment Income	Net Deposits (Withdrawals)	9/30/2025 Ending Balance	Weighted Net Return*
Sawgrass Asset Management	45,937,264	1,181,982	(195,491)	1,093,874	(90,132)	1,990,234	5,000,000	52,927,498	0.76%
Galliard Capital Management	58,526,592	2,561,419	118,469	84,390	(115,576)	2,648,702	-	61,175,294	0.97%
Garcia Hamilton & Associates	58,832,401	1,989,135	1,046,858	(684,502)	(115,070)	2,236,420	-	61,068,822	0.81%
State Pooled Investment Fund	35,947,152	1,681,321	-	-	-	1,681,321	(0)	37,628,473	0.61%
Florida Trust	32,392,299	1,607,001	-	-	-	1,607,001	5,000,000	38,999,300	0.63%
Florida Municipal Investment Trust 0-2 Yr HQ Bond Fund	13,829,157	571,291	-	-	-	571,291	0	14,400,448	0.21%
Operating Cash: Bank of America	36,949,489	948,048	-	-	(230,160)	717,888	(17,624,128)	20,043,249	0.18%
Petty Cash / Change Funds	6,725	-	-	-	-	-	(2,400)	4,325	0.00%
TOTAL CITY MANAGED INVESTMENTS AND CASH	**282,421,080**	**10,540,198**	**969,836**	**493,761**	**(550,938)**	**11,452,856**	**(7,626,528)**	**286,247,408**	**4.11%**
Pension: Salem Mutual Fund	71,577,985	3,372,860	2,089,933	4,890,262	-	10,353,056	14,632,317	96,563,357	9.19%
Pension: Sawgrass Asset Mgt	32,176,112	1,434,307	(262,712)	199,646	(117,648)	1,253,593	3,000,000	36,429,704	0.98%
Pension: Wells Capital	18,403,925	36,778	7,778,753	(7,664,906)	(22,214)	128,411	(18,532,317)	19	0.00%
Pension: JPMCB - Strategic Property Fund	5,251,016	-	-	(312,521)	-	(312,521)	-	4,938,496	-0.21%
TOTAL PENSION INVESTMENTS	**127,409,037**	**4,843,946**	**9,605,974**	**(2,887,518)**	**(139,862)**	**11,422,540**	**(900,000)**	**137,931,577**	**9.00%**
TOTAL CASH AND INVESTMENTS	**$409,830,117**	**$15,384,143**	**$10,575,810**	**($2,393,757)**	**($690,800)**	**$22,875,396**	**($8,526,528)**	**$424,178,985**	

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos
FROM:	Karen Nelson, Deputy City Manager
DATE:	October 20, 2025
SUBJECT:	Resolution No. 2198-2025 Amending the Position Classification and Pay Plan

BACKGROUND

The City of Jacksonville Beach retained the services of Evergreen Solutions, LLC, in May 2025 to conduct a comprehensive Classification and Compensation Study for all non-union positions. The purpose of the study was to evaluate the City's existing systems, ensure internal and external equity, and strengthen its ability to attract and retain a qualified, highly motivated workforce, while aligning compensation practices with the City's goal of organizational sustainability and relevance.

The compensation system analysis consisted of an external market assessment and an internal equity assessment. During the external market assessment, the City's pay ranges for selected benchmark classifications were compared to the median pay across 20 peer organizations, using cost-of-living adjustments to normalize regional differences. During the internal equity assessment, positions were evaluated based on essential functions, education, experience, and skillsets required. The data showed that the City's salary ranges were approximately 4.8% below its desired market position on average at the maximum of the pay grade, and that specific departments or classifications face larger gaps in market position that may impact retention and recruitment. Additionally, 45 positions were identified that should be reclassified to a higher pay grade to enhance internal alignment and market responsiveness.

FY2026. In order to attract, hire, and retain quality employees, staff recommends the following: adjust the pay grades to reflect the City's desired market position and best practices; slot all classifications into the pay grades based on external and internal equity; and implement the revised structure by transitioning current employees' salaries into the plans. Effective October 1, 2025, all pay grades will be adjusted according to the attached schedule. Pay grades 203–207 will be adjusted by 6%; pay grades 333-336 will be adjusted by 3%; and all other pay grades will be adjusted by 5%. Each employee who was employed on or before the effective date will receive an increase of 5%. For positions reclassified to a higher pay grade, an additional adjustment will be provided to protect the integrity of the structure and preserve performance-based advancement.

FY2027. Florida wages and cost-of-living increases are expected to stay high over the next few years. Inflation has increased the cost of living and employees are demanding higher pay to keep up with rising costs, which means that employers are competing to attract and retain talent. The City should remain diligent in maintaining a competitive pay plan to continue to attract and retain high-caliber employees. Staff recommends a 3.5% adjustment to the pay grades effective October 1, 2026. Each employee who is employed on or before the effective date will receive an increase of 3.5%.

Beaches Energy Services. Benchmarking positions within Beaches Energy Services presents a unique challenge. Many of the peer organizations participating in the market salary survey were utility authorities whose organizational structure is different from that of a municipally owned and operated utility. As a result, the market data for these positions must be weighed carefully to ensure that relevant comparisons are made across positions. In addition to the identified list of peers, Evergreen also utilized the Florida Municipal Power Association's annual survey as a secondary data source for the classifications specific to the electric utility. While the City remains competitive with other municipalities in several areas of electric utility operations, certain job classifications lag the market. The City should seek to enhance its overall market position while maintaining fiscal sustainability in both the current and future fiscal years. Considering the two identified market differentials, 13% below the broader peer group (authorities and municipalities) and 3.5% below municipal peers, staff recommends a percentage adjustment that exceeds the municipal differential and improves competitiveness relative to the larger authorities.

Nine technical positions within Beaches Energy Services are recommended for a pay grade reclassification in FY2026. Additionally, pay grades 203-207 will require a slightly higher increase than other pay grades to stay competitive. The recommended increase for these targeted positions over a 2-year period is:

Pay Grades 203-207

- October 1, 2025 — Pay Grade Increase = 6%; Current employees will receive a 5% increase
- October 1, 2026 — Pay Grade Increase = 5%; Current employees will receive a 5% increase

Other Amendments. Some position titles were deleted from the Pay Plan because they are no longer authorized within the assigned department, while newly authorized positions were added to the Plan. Other position titles were revised to better reflect the duties and level of responsibility. Finally, some policies within Appendix A have been revised to reflect best practices and/or adjust to changing operational needs.

FINANCIAL IMPACT

ESTIMATED IMPACT FOR THE TWO-YEAR PERIOD			
	FY2025 Original Budget	**FY2026 Projected**	**FY2027 Projected**
Wages	25,446,475	27,890,275	29,859,810
Benefits	9,310,938	10,462,215	11,193,801
Total	**34,757,413**	**38,352,490**	**41,053,611**
$ Increase		3,595,077	2,701,121
% Increase		10.3%	7.0%

- FY2026 includes new positions totaling roughly $660,000.
- The FY2026 projected amount of $38,352,490 is $299,034 (0.9%) more than the adopted budget of $38,053,456. If needed, a budget adjustment will be made at FY2026 year end.

ESTIMATED IMPACT BY FUND			
Funding Source	**FY 2025 Original Budget**	**FY 2026 Projected**	**FY 2027 Projected**
General Fund	12,239,581	13,591,266	14,442,229
Electric Fund	12,319,202	13,591,138	14,651,146
Water Sewer Fund	5,697,918	6,364,533	6,807,831
All Other Funds	4,500,712	4,805,553	5,152,405
Total	**34,757,413**	**38,352,490**	**41,053,611**

REQUESTED ACTION

Adopt/Deny Resolution No. 2198-2025 Amending the Position Classification and Pay Plan for Nonunion Positions

ATTACHMENTS

1. Resolution No. 2198-2025
2. Resolution No. 2198-2025 Attachment A

Introduced by: ________________________
Adopted:_____________________________

RESOLUTION NO. 2198-2025

A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING ITS POSITION CLASSIFICATION AND PAY PLAN FOR NONUNION POSITIONS; PROVIDING FOR ADOPTION OF RECITALS, ADOPTION OF THE AMENDED PLAN, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council has adopted a Position Classification and Pay Plan for Nonunion Positions ("Pay Plan"), which establishes job classifications and salary ranges for each position that are competitive with similar positions in the labor market, and

WHEREAS, it periodically becomes necessary to update the Pay Plan to ensure that positions are properly classified and compensated in accordance with skill levels, job duties, supervisory responsibilities, and the relevant job market; and

WHEREAS, the City of Jacksonville Beach contracted with Evergreen Solutions, LLC to conduct a comprehensive market survey of the job classifications and pay structures; and

WHEREAS, amendments to the Pay Plan are necessary to implement recommendations made by Evergreen Solutions, LLC, in accordance with best practices and the City's desired market position.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, THAT:

SECTION 1. Adoption of Recitals. The foregoing recitals are deemed true and material parts of this resolution and are fully incorporated herein by reference.

SECTION 2. Adoption of the Amended Plan. The City of Jacksonville Beach, Florida hereby adopts the amended Pay Plan attached hereto as Attachment A.

SECTION 3. Repeal of Prior Inconsistent Resolutions. All prior resolutions, or parts of resolutions, in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 4. Severability. If any section, sentence, clause, or phrase of this Resolution should be held invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force, or effect of any other section, sentence, phrase, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 5. Effective Date. This Resolution shall become effective immediately upon passage and adoption by City Council.

AUTHENTICATED this _____ day of ____________, 2025.

____
Christine H. Hoffman, Mayor

____
Molly Alleger, City Clerk

Approved as to form and legal sufficiency:

____
David Migut, City Attorney

Effective Date:	October 1, 2025
Last Revised:	October 20, 2025
By City Council:	Resolution No. 2198-2025

APPENDIX A. POSITION CLASSIFICATION AND PAY PLAN POLICIES

A.01 ADMINISTRATION OF THE PLAN

A. Primary responsibility for establishment and maintenance of the classification and pay plan is assigned to the City Manager or Deputy City Manager.

B. All changes and improvements will be made through recommendations to the City Manager, Deputy City Manager, or the Director of Human Resources. Following a review, any proposed revisions will be submitted by the City Manager to the City Council for adoption.

C. An employee may receive a salary increase by means of merit salary advancement, promotion, reclassification, or a pay range adjustment, if there is an availability of funds.

D. The rate of pay of an employee within the pay grade will depend on merit. There are no provisions in the pay plan for automatic salary advancement as all merit increases are to be based upon work performance and other pertinent factors as evaluated by the employee's supervisor.

E. The City Manager may approve special increases to address what the City determines to be pay inequities.

A.02 AMENDMENTS TO THE CLASSIFICATION PLAN

The Position Classification Plan seeks to ensure that each job classification is commensurate with the skills and responsibilities of the position, and that salary ranges are competitive within the employment market in order to retain and reward the City’s workforce. In order to add, delete, or revise the Position Classification Plan, the following procedure should be followed:

A. When a new position is proposed, or there are substantial changes in duties of an existing position, the Department Director should submit information describing in detail the actual duties required of the position, and the reason for the recommended change. The Human Resources Department will be responsible for preparing a new job description from the information provided by the Department Director.

B. The Human Resources Department shall investigate the actual or suggested duties and their relationship to other established positions and conduct any necessary salary surveys.

Findings will be submitted to the City Manager who, with the approval of the City Council, will allocate the position to an appropriate class in the Classification Plan.

C. When an employee affected by a reclassification feels that the position has been allocated incorrectly, the employee may appeal the reclassification to the Department Director.

D. Should a position be reclassified to a job classification with a higher pay grade than that of the original classification, the position, if vacant, shall be filled in the appropriate manner. If the position is filled at the time of reclassification, the incumbent employee shall receive a corresponding change in pay grade and step.

E. Should the position be reclassified to a job classification with a lower pay grade than that of the original classification, the position, if vacant, shall be filled in the appropriate manner. If the position is filled at the time of reclassification, the incumbent employee shall be offered transfer to a vacant position, if one exists, in the original classification in the same or other department. In the absence of such a vacancy, the City Manager may permit the incumbent employee to continue at the present rate of pay upon reclassification. If the incumbent's rate of pay is above the maximum rate of pay for the new classification, then the employee’s rate will be frozen until it falls below the maximum pay rate for the position.

F. If a Department Director has facts which indicate that a number of positions in the department are improperly allocated, he/she may request that the City Manager review the allocation of the positions. An employee may also request a review of the allocation of his/her position by making a written request to the Department Director.

A.03 APPOINTMENTS AND STARTING RATES

The minimum salary established for a position is considered the normal appointment rate for new employees. Exceptions may be made when it is in the interest of the City to do so in the following cases:

A. If a candidate’s training, experience or other qualifications are substantially above those required for the position, the individual may be appointed at a rate of pay above the minimum. Such appointments require the prior approval of the Director of Human Resources. Appointments at a rate of pay that is above the midpoint in the pay range require the prior written approval of the City Manager.

B. Appointment rates below the minimum in the pay grade may be authorized if it becomes necessary to appoint a new employee who does not meet the minimum qualifications for the job, provided there is a reasonable expectation that the employee will be able to meet those standards within 12 months. The employee may be appointed as a trainee at 10% below the minimum rate of pay for the classification. An employee may not be in a trainee status for longer than 12 months unless otherwise specified in the job description or a City qualified training program.

A.04 PROMOTION

When an employee is promoted from a lower to a higher pay grade, the promotion shall include a minimum of a 5% pay increase. This provision shall apply to promotions only and not to transfers. Police Sergeants promoted to Commander shall be eligible for a 20% pay increase.

A.05 DEMOTION

An employee may be demoted to a position in a lower pay grade for which he/she is qualified for any of the reasons defined in Section 4.08 of these policies. The following procedure will be followed in the event of any demotion:

A. An employee demoted due to a workers' compensation injury shall retain the current rate of pay. If the rate is higher than the maximum pay for the new position, then the employee's rate will be frozen until it falls below the maximum pay rate for the position.

B. If an employee is demoted due to failure to complete the initial probationary period in a promoted position, the employee's rate of pay will revert to the rate of pay prior to the promotion.

C. When an employee is demoted for any reason except those defined above, the employee's rate of pay shall be ~~set at the minimum rate for the demoted position. If the Department Director believes it is warranted to place the employee above the minimum, he/she may submit a written request to the Human Resources Department for review and salary determination. In no case shall an employee's rate of pay be set to~~reduced by 5% for each pay grade decrease, provided that the new rate does not fall below the minimum nor exceed the maximum of the new grade.

Any demoted employee who has not already completed a probationary period in the demoted position will be required to serve a probationary period in compliance with the rules set forth in these policies. Any demotion must be submitted to the City Manager for approval.

A.06 LONGEVITY

Employees hired on or before March 31, 1995 shall be eligible to receive longevity pay under the following conditions:

A. Each employee shall receive $240 per year for each five years of continuous service to the City.

B. Layoffs initiated by the City or approved leaves of absence shall not count toward the determination of continuous service nor shall such constitute a break in service.
C. Longevity shall be increased on the actual anniversary of the employee's 20th, 25th, 30th, etc. year of service.

D. Employees must be in a paid status in order to receive Longevity Pay.

A.07 MERIT INCREASES

A. A merit salary advancement is a salary increase within the same pay grade and is not considered to be automatic but based upon an evaluation of performance of an individual.

B. An employee is eligible for a merit advancement of 2% or 3% over the current rate of pay on the anniversary date of employment in the position, as warranted by performance, provided there are funds available for the increase.

A.08 ACTING PAY

A. Acting Professional. An Acting Professional is defined as an employee temporarily taking on some or all of the duties of a management position in a higher pay grade, due to a vacancy or the extended absence of an incumbent, for a specified amount of time.

1. To be eligible for additional pay as an acting professional, employees must be assigned to act as a Department Director, Superintendent, or equivalent, for an extended period of time, as determined by the City Manager. Employees classified as Executive Management are excluded from the provisions of this section.
2. When assigned as an Acting Professional, the employee shall receive a minimum of a 5% pay increase while on the assignment. In no event shall the acting pay be less than the minimum pay within the acting range. When the assignment ends, the special pay provision will be removed.

B. Lead Worker. A Lead Worker is defined as an employee who is ~~assigned to oversee a group of positions classified the same as that of the Lead Worker. The assignment is typical in laboring or trade occupations where the foreman or supervisor must visit several locations during the hours of a workday and work crews are left on the job without direct supervision. The assignment of a Lead Worker should be made with care and be monitored periodically to assure that the employee is functioning in this capacity.~~qualified for and temporarily assigned by a supervisor to perform and accept the full duties and responsibilities for work in a higher class of position. The provisions of this policy shall not apply to an employee who is performing the duties of a higher classification for the purpose of training and experience while under the direct supervision of a qualified employee.

1. To be eligible for additional pay as a Lead Worker, employees must be assigned to act as a Crew Leader, Foreman, Division Supervisor, or equivalent, for a period of at least one assigned work shift.
2. When assigned as a Lead Worker, the employee shall receive a minimum of a 5% pay increase while on the assignment. In no event shall the acting pay be less than the minimum pay within the acting range. When the assignment ends, the special pay provision will be removed.
3. The decision to assign a lead worker shall be at the sole discretion of management and ~~A~~all Lead Worker assignments must be approved by the Department Director and Administration prior to any compensation payment.

C. All temporary pay increases require the prior written approval of the City Manager.

A.09 EXCELLENT CITY EMPLOYEES WITH LONGEVITY (EXCEL)

A. An employee is eligible for a lump sum award of 2% or 3% of the current rate of pay, based upon the performance evaluation, once the individual has achieved progression to the maximum pay in the assigned pay grade. EXCEL awards will be provided in one lump sum and will not be added to the employee's base pay. Appropriate tax exclusions will be made.

B. EXCEL increases may be awarded once every year. An EXCEL award shall not be given during the same year as a merit increase. Exception is granted if the individual is recommended for an increase and in order to award the increase it is necessary to combine the merit increase with a lump sum EXCEL amount so that the employee’s pay rate does not exceed the maximum rate for the pay grade.

A.10 QUALIFICATION INCREASES

A. Certain employees in professional positions may be eligible for a qualification increase upon obtaining a professional license or certification. To qualify for such an increase, the license or certification must be directly related to the employee’s current position and must be included in the job description as a preferred, but not required, qualification. Employees will not receive an increase upon obtaining a license or certification that is required as a condition of employment.

B. Upon obtaining the qualified license or certification, and provided that all education, training, and performance requirements of the job are met, employees will receive an increase of ~~3~~5%, or to the maximum in the pay grade, whichever is less. An employee who receives a qualification increase for an authorized position may not receive any additional qualification increases while in the same position.

A.11 QUALIFICATION ADVANCEMENT

A. To promote skill and professional development, and to provide opportunities for advancement, positions defined in Section B.3 are eligible for qualification advancement. Employees may advance from their current position to the next highest related position upon completion of all education, training, certifications and performance requirements of the job. Employees meeting all criteria for advancement will receive a 5% increase per pay grade upon advancement.

B. Section B.3 outlines prior experience and state or federal license or certification requirements for each position eligible for Qualified Advancement. Employees must also demonstrate the ability to perform all essential functions of the advanced position as defined in the job description and work program. For all minimum experience requirements, prior employment in a related field may be considered as equivalent.

A.12 AUTOMOBILE ALLOWANCE

A. Employees who are required to drive their personal vehicle during the regular course of City business may be eligible to receive either an automobile allowance or mileage reimbursement, as determined by the City Manager, in accordance with the City's travel policy. Employees who are issued a City vehicle or are approved for regular use of a departmental pool vehicle, are not eligible to receive an automobile allowance.

B. Employees approved for an automobile allowance will receive payment bi-weekly, in 26 equal installments per year. Eligible positions and annual amounts are as follows:

ELIGIBLE POSITION	ANNUAL AMOUNT
Executive Management	$4,800.00
City Clerk	$3,600.00
Communications Manager	$3,600.00
Construction Project Superintendent	$3,600.00
CRA Coordinator	$3,600.00
Electrical Engineers (All Positions)	$3,600.00
Information Services (All Positions)	$3,600.00
Property and Procurement Officer	$3,600.00
Public Works Engineers (All Positions)	$3,600.00
Regulatory Compliance Officer	$3,600.00
Assistant Property and Procurement Officer	$3,600.00

A.13 OVERTIME

Overtime occurs when a non-exempt employee works beyond 40 hours during a workweek unless otherwise specified in the applicable Collective Bargaining Agreement. It is the responsibility of the City to distribute the opportunity for overtime work equally among employees in the respective classifications normally performing the same types of work in each assigned shift, crew, or work area. Nothing in the policy shall require payment for overtime hours not worked except as expressly provided in these policies or in the applicable Collective Bargaining Agreement.

A. Eligibility. Eligibility is to be defined by the provisions of the Fair Labor Standards Act (FLSA), as amended. The City Manager shall have the authority to provide reasonable and commensurate work schedule flexibility, when not in conflict with the essential work of the City and delivery of public services, to exempt personnel whose duties and responsibilities regularly require hours of work beyond a normal workweek. Positions that are exempt from the provisions of the Fair Labor Standards Act for overtime purposes are indicated in the Position Classification and Pay Plan.

B. Emergency Activation. Under emergency conditions, natural disasters or catastrophic events, the City Manager is granted authority by Resolution No. 1710-2004 to pay overtime to employees normally exempt from overtime pay for hours worked beyond the normal work schedule in an emergency management capacity. The amount and method of payment shall be at the discretion of the City Manager in compliance with federal and state Laws.

C. Approval. All scheduled overtime shall be approved in advance by the supervisor or Department Director. Department Directors are responsible for keeping up-to-date and accurate records of all overtime worked within the department. The only exception to prior approval shall be in emergency situations when the work is essential to prevent loss of equipment or an interruption of essential public services.

D. Compensation. All employees who are non-exempt from the provisions of FLSA shall be compensated for overtime at one and one-half times the regular hourly rate of pay for hours worked in excess of the normal work week. Annual, Sick, Compensatory, ~~Holiday~~ and any other leave shall not count as hours worked for the purpose of computing overtime.

E. Compensatory Time. Compensatory time may be granted in lieu of overtime pay with prior mutual consent of the employee and the City. Compensatory time shall accrue on a time and one-half basis, allowing the employee to take one and a half hours off for every hour of overtime worked, unless otherwise regulated by state or federal Law. Compensatory time shall be approved only for hours worked that qualify for overtime compensation. Accrued leave hours used shall not count as hours worked for the purpose of computing compensatory time.

Approved compensatory time may be taken at a later date, subject to approval of the supervisor. The maximum number of compensatory hours that an employee may accrue is 40, unless otherwise specified in the applicable Collective Bargaining Agreement. When an employee's accrued compensatory time exceeds the maximum, excess accrued hours will be paid out in the next regularly scheduled payroll. Upon separation from employment, all accrued compensatory time shall be paid out in cash.

A.14 CALL OUT

Each employee is subject to being called in to the workplace after hours due to an emergency or other urgent situation, as determined by the Department Director or the City Manager. Employees shall be subject to call out assignments on a rotating basis. Employees who are contacted for call out and fail to report to work without a reasonable excuse may be subject to disciplinary action. Non-exempt employees who are called in to work from off duty shall be compensated for actual time worked at one and one-half times the regular hourly rate of pay. Employees who are being compensated in a call out status cannot simultaneously receive any other premium pay and hours paid at time and one-half shall be excluded from hours worked for purposes of calculating overtime. This section does not apply to employees on Standby.

A. Call Back. An employee who has completed the assigned work shift and is called back for duty shall be compensated at the call out rate of pay from the time the employee receives the call through the time the employee returns home from work, provided that the employee receives a minimum payment of two hours at one and one-half times the regular rate of pay.

~~B. Scheduled Overtime. Employees who are scheduled to report for overtime work, and who report, shall be compensated at the call out rate of pay from the time the scheduled overtime period begins through the time the scheduled overtime period ends, provided that the employee receives a minimum payment of two hours at one and one-half times the regular rate of pay. The minimum time provided herein does not apply if a period of scheduled overtime begins one hour or less prior to the start of an employee's assigned work shift or ends one hour or less after the end of an employee's assigned work shift. Employees who fail to report for scheduled overtime may be subject to disciplinary action.~~

B. Early Call In. No minimum time is provided if an early call out period extends into the start of an employee's assigned work shift. In those situations, compensation shall be paid at the call out rate of pay from the time the employee receives the call until the employee's assigned work shift begins. All hours worked after the start of the employee's assigned work shift shall be paid at the straight time rate of pay.

C. Extended Hours. No minimum time is provided if a call out period begins prior to the end of an employee's regular work period. In those situations, additional hours worked in conjunction with the regular work period shall be paid on an hour per hour basis for the first hour and such time will be eligible for overtime compensation according to Section A.13 of these policies. The call out period shall begin one hour after the end of the employee's regular work period and compensation shall be paid at the call out rate of pay for all hours worked thereafter.

A.15 STANDBY

A standby duty assignment is made by the Department Director who requires an employee to be available for work to provide service outside of normal working hours. An employee on standby must be available by phone and be able to respond to the City's call to return to work in a reasonable amount of time, as prescribed by the Department Director.

A. City Responsibilities. It is the responsibility of the City to assign standby time equally among employees in the respective classifications normally performing the same type of work in each assigned shift, crew, or work area.

B. Employee Responsibilities. Employees assigned to standby must be in a condition fit to respond in compliance with all City Policies. In the event an employee assigned to standby fails to respond to a call to work in a timely manner and in a fit condition, the employee will forfeit the standby pay and may be subject to disciplinary action.

C. Compensation. Employees, both exempt and non-exempt, who are assigned to standby duty shall be paid an additional 1.2 hours per day at the regular rate of pay. Standby hours shall not be counted as hours worked for the purposes of computing overtime.

D. Call Out Pay.

   1. Non-exempt employees called in to work while on standby shall be paid at the call out rate of one and one-half times the regular hourly rate of pay for all hours worked. These hours shall be computed from the time the employee leaves home to report to work through the time the employee returns home from work.
   2. Exempt employees called in to work while on standby shall be paid at straight time for all hours worked. For work performed remotely, hours shall be computed from the time the employee receives the call to the time the issue is resolved.

E. Duration. Standby shall normally be assigned on a daily basis. Standby may also be assigned for longer periods of time to respond to storms, severe weather conditions, or possible anticipated outages.

F. Exchange. With the written approval of the Department Director, employees will be allowed to exchange standby assignments. The employee performing the standby (not the employee initially assigned the standby) shall be entitled to the standby pay set forth in this section.

G. Special Conditions. In the event an employee is scheduled to work a shift within the 24-hour period of the standby assignment, and the employee must take time off during the regularly scheduled shift, compensation will be as follows:

1. The employee will not lose standby pay if he/she takes time off for personal business with prior approval between the beginning and ending times of the regular work shift during the 24-hour period of the standby assignment, provided the employee is available for call back at all times before the starting time and after the ending time of the employee's assigned work shift.
2. If an employee is excused from work for the entire shift, or leaves work early, due to personal illness or injury during the 24-hour period of the standby assignment, the standby will be assigned to another employee. The newly assigned employee will receive the standby pay for the 24-hour period.~~, and the ailing employee will not receive the standby pay.~~
3. If an employee on standby needs to be off work at a time during the standby assignment that falls outside of the regular work shift, the employee must find another qualified employee to assume the entire standby assignment and notify the appropriate supervisor in advance of the change. The newly assigned employee will receive the standby pay for the 24-hour period.
4. If an employee assigned to standby is unavailable for any portion of the assigned 24-hour standby period without receiving prior approval, the employee will not receive standby pay for the 24-hour period.

A.16 EMERGENCY MANAGEMENT PAY

If, in the sole discretion of the City Manager or designee, it is determined that emergency conditions exist, including, but not limited to hurricanes or other weather conditions, a period of Emergency Management Operations may be declared. Work performed during a period of Emergency Management Operations shall be compensated as set forth below.

A. Employees who are covered by a Collective Bargaining Agreement shall be compensated according to the provisions within the Collective Bargaining Agreement for Emergency Management Pay.

B. Nonunion employees in all classifications except Executive Management shall be compensated as follows:

1. Employees who are released from duty during the period of Emergency Management Operations shall be granted paid administrative leave at straight time for all hours of their assigned work shift for which they are not required to report to work, and do not report to work, during the declared period. Administrative leave with pay shall not be considered as time worked for the purposes of calculating overtime pay.

2. Employees who are activated for emergency management shall be compensated at two times their normal rate of pay for hours worked during the declared period. Hours worked during the period of Emergency Management Operations that fall within the employee's regular work schedule shall be considered as time worked for calculating overtime pay.
3. If conditions, as determined by the City Manager, require that an employee must remain at a City facility, or other facility authorized by the City, during the declared period, the employee will be compensated at straight time for all hours resting at a City facility. Paid rest time for hours that fall within the employee's regular work schedule shall be considered as time worked for calculating overtime pay.
4. Activated employees who are not required to remain at a City facility during the declared period shall be entitled to rest as provided in Section A.17 of these policies.

C. Employees who are classified as Executive Management shall be compensated as follows:

1. Paid administrative leave at straight time for all hours of their normal work schedule for which they are not required to report to work, and do not report to work, during the declared period.
2. Paid at one and a half times their normal rate of pay for all hours worked during the declared period.
3. Paid straight time for all hours resting at a City facility during the declared period.

D. Emergency Management Pay shall be a cash payment included in the earliest possible pay period following an event. Employees may not elect to take compensatory time in lieu of cash for Emergency Management Pay.

A.17 REST PERIOD

A. An employee who has worked sixteen hours or more in a 24-hour period, or eight hours or more overtime in the 16-hour period immediately preceding the regular assigned work shift, shall, upon release, be entitled to an eight-hour rest period before returning to work.

B. If an employee is called back to work without completing an 8-hour rest period, the employee shall be compensated at the rate of one and one-half times the regular rate of pay for all hours worked, commencing from the time he/she reports back to work and ending when he/she is released for another eight-hour rest period.

~~C. Should a call out or scheduled overtime assignment finish less than eight hours before an employee's regularly scheduled start time, the employee will be entitled to eight hours rest before reporting for the regularly scheduled start time. This provision will not apply if the call out assignment occurs within four hours of the employee's scheduled start time and the employee had at least eight hours rest prior to that call out. In this circumstance the employee will continue to work into the regularly scheduled workday.~~

C. If the rest period under this policy extends into the employee's regularly scheduled workday, the employee will be compensated at straight time for the rest hours that fall within the employee's assigned work shift. If the employee's normal lunch break or part thereof occurs during the rest period, the normal lunch period shall not be included as part of the eight-hour rest period. Paid rest time for hours that fall within the employee's assigned work shift shall be considered as time worked for calculating overtime pay.

D. If the end of the employee's rest period falls within two hours of the end of the employee's assigned work shift, the employee's manager has sole discretion to:

1. Direct the employee to report to work for the remainder of the assigned work shift
2. Direct the employee to remain available to report for duty as needed, without loss of pay, for the remainder of the assigned work shift
3. Release the employee, without loss of pay, for the remainder of the assigned work shift

A.18 MUTUAL AID PAY

A. The City may assign employees to other utilities or organizations to assist in restoring essential services pursuant to a mutual aid agreement or arrangement.

B. Employees assigned to mutual aid will receive two times the normal rate of pay for all hours actually worked, including travel time to and from the assisted entity.

C. Such employees will also receive per diem for out-of-pocket expenses subject to the terms and conditions in the City's policies regarding per diem payments.

A.19 APPRENTICE CAREER DEVELOPMENT PROGRAM

A. Employees participating in the Apprentice Lineworker or Apprentice Relay Technician Career Development Program will progress through the salary grade assigned to the job classification commensurate with the completion of all education, training and performance requirements of the program as well as annual performance evaluations.

B. At the beginning of the 5th year, upon satisfactory completion of the apprenticeship program, apprentices shall be eligible for a qualification advancement to grade 203 for Journey Lineworkers or 204 for Relay/Substation Technicians. Apprentices who successfully complete the program, demonstrate competency and maintain satisfactory performance, as determined by the City, shall be eligible for a 10% salary increase upon qualification advancement.

C. This schedule replaces the provision for merit increases upon the first anniversary of employment.

A.20 NERC CERTIFIED OPERATORS

A. Electric System Operators are hired at the rate of pay designated for grade 202. System Operators must pass the NERC Transmission exam within the first 12 months of employment. Failure to obtain NERC Certification within the first 12 months of employment will result in termination, unless an extension of time is granted by the Department Director.
B. System Operators who obtain NERC certification shall be eligible for a qualification advancement to grade 206. System Operators who achieve certification within the prescribed timeframe, demonstrate competency, and maintain satisfactory performance, as determined by the City, shall receive a 10% pay increase upon qualification advancement.

C. This schedule replaces the provision for merit increases upon the first anniversary of employment.

D. Within 12 months after achieving certification, NERC Certified System Operators shall be required to take and pass the “Beaches Energy Services Demonstration of Competency in System Operations Exam”. Failure to pass the exam within 12 months will result in termination, unless an extension of time is granted by the Department Director. Upon satisfactorily passing the exam, the employee shall receive a pay increase of 5%.

A.21 TROUBLESHOOTER PAY

A. Journey Lineworkers who are designated as Troubleshooters are required to assume additional responsibilities, including providing first response to power outages, and acting as Line Crew Leaders making critical decisions to restore power.

B. Lineworkers designated as Troubleshooters shall be eligible to receive incentive pay of eighty dollars per two-week pay period for the duration of the assignment. The maximum number of personnel eligible to receive Troubleshooter Incentive Pay at any time is six Journey Linemen.

APPENDIX B

Effective Date:	October 1, 2025
Last Revised:	October 20, 2025
By City Council:	Resolution No. 2198-2025

APPENDIX B. POSITION CLASSIFICATION AND PAY PLAN SCHEDULES

B.1 POSITION CLASSIFICATIONS

CLASSIFICATION		POSITION TITLE	GRADE
EXECUTIVE MANAGEMENT	*	Deputy City Manager	~~335~~336
	*	Chief Financial Officer	~~332~~334
	*	Chief Information Officer	335
	*	Chief of Police	~~332~~334
	*	Director of Beaches Energy Services	335
	*	Director of Human Resources	~~330~~333
	*	Director of Parks & Recreation	~~330~~333
	*	Director of Planning & Development	~~330~~333
	*	Director of Public Works	~~332~~334
MANAGERIAL, PROFESSIONAL & ADMINISTRATIVE	*	Accountant	~~320~~322
		Accounting Technician I	316
		Accounting Technician II	317
		Accounting Technician III	318
~~Payroll and Benefits Administrator~~		Administrator of Human Resources	~~323~~324
		Assistant to the City Manager	~~317~~319
		Assistant to the Police Chief	~~317~~318
	*	Budget Analyst	318
	*	Budget Officer	327
	*	City Clerk	~~322~~324
	*	Communications Manager	~~323~~325
		Communications Specialist I	315
		Communications Specialist II	317
	*	Controller	327
	*	Customer Accounts Manager	~~323~~324
		Customer Care Lead	318
		Customer Care Specialist I	~~312~~313
		Customer Care Specialist II	314
	*	Customer Care Supervisor	320
	*	Deputy City Clerk	~~317~~320
		Human Resources Generalist	~~318~~319
		Legal Assistant	~~323~~324

APPENDIX B

CLASSIFICATION		POSITION TITLE	GRADE
MANAGERIAL, PROFESSIONAL & ADMINISTRATIVE		Operations Administrator	315
		Operations Specialist I	312
		Operations Specialist II	314
	*	Payroll and Benefits Lead	~~318~~320
		Payroll and Benefits Specialist	~~314~~316
		Payroll and Benefits Technician	~~312~~314
		Recruiter	~~315~~317
		Senior Customer Care Specialist	315
	*	Senior Human Resources Generalist	~~320~~321
	*	Treasury and Compliance Administrator	~~323~~325
	*	~~Utilities Accountant~~	~~320~~
	*	Utility Accounting Lead	318
	*	Utility Accounting Technician	316
	*	Utility Auditing and Conservation Lead	318
INFORMATION SERVICES	*	Application Services Manager	328
	*	~~AS400 Systems Analyst~~	~~322~~
	*	GIS Administrator	324
	*	GIS Systems Analyst	323
	*	SCADA Systems Analyst	325
	*	Systems Analyst	323
	*	Systems Engineer	324
		Technical Project Manager	325
		Technical Support Specialist I	322
		Technical Support Specialist II	323
	*	Technology/Security Services Manager	328
PLANNING AND DEVELOPMENT		Building Inspector I	318
		Building Inspector II	319
		Building Inspector III	320
	*	Building Official	326
		Code Enforcement Officer I	315
		Code Enforcement Officer II	316
		Code Enforcement Officer III	317
	*	CRA Coordinator	322
	*	Permit Administrator	316
		Permit Specialist	312
	*	Planner	320
	*	Planning Official	326
		Senior Permit Specialist	314
	*	Senior Planner	322
PROPERTY AND PROCUREMENT		Assistant Facilities Maintenance Manager	318
	*	Assistant Property & Procurement Officer	325
		Building Maintenance Mechanic I	313
		Building Maintenance Mechanic II	314

APPENDIX B

CLASSIFICATION		POSITION TITLE	GRADE
PROPERTY AND PROCUREMENT		Building Maintenance Mechanic III	315
		Buyer	315
		Chief Storekeeper	314
		Facilities Maintenance Manager	320
	*	Procurement Administrator	321
		Procurement Associate	316
	*	Property and Procurement Officer	327
		Storekeeper	312
ENERGY SERVICES		Apprentice Lineworker	200
		Apprentice Relay Technician	201
	*	Construction & Maintenance Supervisor	328
		Cut In-Cut Out Technician	312
	*	Electrical Engineer	327
	*	Electrical Engineer (PE)	~~329~~330
	*	Electrical Engineering Project Supervisor	~~330~~331
	*	Electrical Engineering Supervisor	~~330~~331
		Electrical Engineering Technician I	~~313~~315
		Electrical Engineering Technician II	~~315~~317
		Electrical Engineering Technician III	~~316~~318
	*	~~Electric Safety & Training Supervisor~~	~~322~~
		~~GIS Engineering Coordinator~~	~~313~~
		Journey Lineworker	203
		Line Crew Leader	205
		Meter Reader	311
	*	Meter Services Supervisor	320
		Meter Technician I	~~313~~314
		Meter Technician II	~~314~~315
		Power Quality & Reliability Specialist	205
	*	Regulatory Compliance Officer	330
		Relay/Substation Crew Leader	206
	*	Relay/Substation Supervisor	328
		Relay/Substation Technician	204
		System Operator	202
		System Operator NERC Certified	206
		System Operator/Programmer NERC Certified	207
	*	System Operations Supervisor	328
	*	Utilities Superintendent	~~330~~331
		Utility Locator	316
PARKS AND RECREATION	*	Assistant Golf Course Superintendent	318
	*	Chief of Parks Development and Maintenance	326
		Events Coordinator	~~314~~316
		Facilities Maintenance Manager	320
		Golf Accounting Technician	314

APPENDIX B

CLASSIFICATION		POSITION TITLE	GRADE
PARKS AND RECREATION		Golf Cart/Range Attendant	308
		Golf Course Assistant General Manager	316
	*	Golf Course Superintendent	322
		Golf Shop Attendant	310
		Golf Starter	308
		Grounds Crew Leader	314
		Grounds Maintenance Mechanic I	313
		Grounds Maintenance Mechanic II	314
		Grounds Maintenance Supervisor	320
		Grounds Maintenance Worker I	308
		Grounds Maintenance Worker II	309
		Grounds Maintenance Worker III	310
	*	Head Golf Professional	322
		Pro Shop Lead	312
		Recreation Leader	310
		Recreation Supervisor	~~316~~317
		Senior Assistant Golf Professional	318
		Tennis Court Attendant	309
PUBLIC SAFETY		Animal Control Officer	310
		Assistant Ocean Rescue Supervisor	~~603~~703
		Community Service Officer	310
		~~Community Service Officer II~~	~~310~~
		Deputy Fire Marshal	~~321~~322
	*	Fire Marshal	~~324~~325
		Ocean Rescue Lieutenant	602
		Ocean Rescue Lieutenant/Full-Time	702
		Ocean Rescue Lifeguard	600
		Ocean Rescue Lifeguard/EMT	601
		Ocean Rescue Lifeguard/EMT/Full-Time	701
		Ocean Rescue Supervisor	~~604~~704
		Parking Enforcement Coordinator	313
		Police Accreditation Manager	~~315~~316
	*	Police Commander	328
		Police Records Specialist	311
		Police Records Supervisor	~~315~~316
		Police Volunteer Coordinator	309
		Property & Evidence Officer	312
	*	Public Safety Communications Manager	323
		Public Safety Communication Officer I	314
		Public Safety Communication Officer II	316
		School Crossing Guard	901
PUBLIC WORKS	*	City Engineer	~~330~~331
		Construction Project Coordinator	320

APPENDIX B

CLASSIFICATION		POSITION TITLE	GRADE
PUBLIC WORKS		Construction Project Manager	322
		Construction Project Superintendent	324
		Crew Supervisor	316
		Engineering Design/GIS Tech	~~315~~316
		Equipment Operator I	313
		Equipment Operator II	314
		FOG Program Coordinator	319
		General Supervisor	320
	*	GIS ~~Systems~~ Analyst	321
		Lead Mechanic	318
		Mechanic I	314
		Mechanic II	315
		Mechanic III	316
		Mechanic Trainee	~~310~~312
		Plant Operations Manager	322
	*	Project Engineer	329
		Sanitation Contract Coordinator	~~314~~315
		Sanitation Supervisor	318
	*	Streets/D & C Deputy Superintendent	324
	*	Streets/Distribution & Collection Superintendent	326
		Traffic Mark/Signage Supervisor	316
		Utility Locator	316
		Utility Plant Instrumentation Technician	317
		Utility Plant Maintenance ~~Supervisor~~Manager	~~320~~322
	*	Utility Plant Operations Deputy Superintendent	324
	*	Utility Plant Operations Superintendent	326
		Utility Plant Operator I	317
		Utility Plant Operator II	319
		Utility Plant Operator III	320
		Utility Plant Operator Trainee	~~310~~314
		Utility Service Worker I	312
		Utility Service Worker II	313
		Utility Service Worker III	314

**Exempt from overtime pay under Federal Labor Standards Act (FLSA)*

APPENDIX B

B.2 PAY GRADE SCHEDULES
Effective October 1, 2025

GRADE	MINIMUM	MIDPOINT	MAXIMUM
308	$16.71~~$15.91~~ $34,756.80~~$33,092.80~~	$21.43~~$20.49~~ $44,574.40~~$42,619.20~~	$26.32~~$25.07~~ $54,745.60~~$52,145.60~~
309	$17.55~~$16.71~~ $36,504.00~~$34,756.80~~	$22.60~~$21.52~~ $47,008.00~~$44,761.60~~	$27.64~~$26.32~~ $57,491.20~~$54,745.60~~
310	$18.43~~$17.55~~ $38,334.40~~$36,504.00~~	$23.73~~$22.60~~ $49,358.40~~$47,008.00~~	$29.02~~$27.64~~ $60,361.60~~$57,491.20~~
311	$19.35~~$18.43~~ $40,248.00~~$38,334.40~~	$24.92~~$23.73~~ $51,833.60~~$49,358.40~~	$30.47~~$29.02~~ $63,377.60~~$60,361.60~~
312	$20.32~~$19.35~~ $42,265.60~~$40,248.00~~	$26.16~~$24.91~~ $54,412.80~~$51,812.80~~	$31.99~~$30.47~~ $66,539.20~~$63,377.60~~
313	$21.34~~$20.32~~ $44,387.20~~$42,265.60~~	$27.47~~$26.16~~ $57,137.60~~$54,412.80~~	$33.59~~$31.99~~ $69,867.20~~$66,539.20~~
314	$22.41~~$21.34~~ $46,612.80~~$44,387.20~~	$28.84~~$27.47~~ $59,987.20~~$57,137.60~~	$35.27~~$33.59~~ $73,361.60~~$69,867.20~~
315	$23.53~~$22.41~~ $48,942.40~~$46,612.80~~	$30.28~~$28.84~~ $62,982.40~~$59,987.20~~	$37.03~~$35.27~~ $77,022.40~~$73,361.60~~
316	$24.71~~$23.53~~ $51,396.80~~$48,942.40~~	$31.79~~$30.28~~ $66,123.20~~$62,982.40~~	$38.88~~$37.03~~ $80,870.40~~$77,022.40~~
317	$25.95~~$24.71~~ $53,976.00~~$51,396.80~~	$33.39~~$31.80~~ $69,451.20~~$66,144.00~~	$40.82~~$38.88~~ $84,905.60~~$80,870.40~~
318	$27.25~~$25.95~~ $56,680.00~~$53,976.00~~	$35.06~~$33.39~~ $72,924.80~~$69,451.20~~	$42.86~~$40.82~~ $89,148.80~~$84,905.60~~
319	$28.61~~$27.25~~ $59,508.80~~$56,680.00~~	$36.81~~$35.06~~ $76,564.80~~$72,924.80~~	$45.00~~$42.86~~ $93,600.00~~$89,148.80~~
320	$30.04~~$28.61~~ $62,483.20~~$59,508.80~~	$38.65~~$36.81~~ $80,392.00~~$76,564.80~~	$47.25~~$45.00~~ $98,280.00~~$93,600.00~~
321	$31.54~~$30.04~~ $65,603.20~~$62,483.20~~	$40.58~~$38.65~~ $84,406.40~~$80,392.00~~	$49.61~~$47.25~~ $103,188.80~~$98,280.00~~

APPENDIX B

PAY GRADE SCHEDULES
Effective October 1, 2025

GRADE	MINIMUM	MIDPOINT	MAXIMUM
322	$33.12~~$31.54~~ $68,889.60~~$65,603.20~~	$42.61~~$40.58~~ $88,628.80~~$84,406.40~~	$52.09~~$49.61~~ $108,347.20~~$103,188.80~~
323	$34.78~~$33.12~~ $72,342.40~~$68,889.60~~	$44.74~~$42.61~~ $93,059.20~~$88,628.80~~	$54.69~~$52.09~~ $113,755.20~~$108,347.20~~
324	$36.52~~$34.78~~ $75,961.60~~$72,342.40~~	$46.98~~$44.74~~ $97,718.40~~$93,059.20~~	$57.42~~$54.69~~ $119,433.60~~$113,755.20~~
325	$38.35~~$36.52~~ $79,768.00~~$75,961.60~~	$49.32~~$46.97~~ $102,585.60~~$97,697.60~~	$60.29~~$57.42~~ $125,403.20~~$119,433.60~~
326	$40.27~~$38.35~~ $83,761.60~~$79,768.00~~	$51.79~~$49.32~~ $107,723.20~~$102,585.60~~	$63.30~~$60.29~~ $131,664.00~~$125,403.20~~
327	$42.28~~$40.27~~ $87,942.40~~$83,761.60~~	$54.38~~$51.79~~ $113,110.40~~$107,723.20~~	$66.47~~$63.30~~ $138,257.60~~$131,664.00~~
328	$44.39~~$42.28~~ $92,331.20~~$87,942.40~~	$57.10~~$54.38~~ $118,768.00~~$113,110.40~~	$69.79~~$66.47~~ $145,163.20~~$138,257.60~~
329	$46.61~~$44.39~~ $96,948.80~~$92,331.20~~	$59.94~~$57.09~~ $124,675.20~~$118,747.20~~	$73.28~~$69.79~~ $152,422.40~~$145,163.20~~
330	$48.94~~$46.61~~ $101,795.20~~$96,948.80~~	$62.95~~$59.95~~ $130,936.00~~$124,696.00~~	$76.94~~$73.28~~ $160,035.20~~$152,422.40~~
331	$51.39~~$48.94~~ $106,891.20~~$101,795.20~~	$66.09~~$62.94~~ $137,467.20~~$130,915.20~~	$80.79~~$76.94~~ $168,043.20~~$160,035.20~~
332	$53.96~~$51.39~~ $112,236.80~~$106,891.20~~	$69.39~~$66.09~~ $144,331.20~~$137,467.20~~	$84.83~~$80.79~~ $176,446.40~~$168,043.20~~
333	$55.58~~$53.96~~ $115,606.40~~$112,236.80~~	$71.48~~$69.40~~ $148,678.40~~$144,352.00~~	$87.37~~$84.83~~ $181,729.60~~$176,446.40~~
334	$58.36~~$56.66~~ $121,388.80~~$117,852.80~~	$75.05~~$72.87~~ $156,104.00~~$151,569.60~~	$91.74~~$89.07~~ $190,819.20~~$185,265.60~~
335	$61.28~~$59.49~~ $127,462.40~~$123,739.20~~	$78.81~~$76.51~~ $163,924.80~~$159,140.80~~	$96.33~~$93.52~~ $200,366.40~~$194,521.60~~
336	$63.12 $131,289.60	$81.17 $168,833.60	$99.22 $206,377.60

APPENDIX B

PAY GRADE SCHEDULES
ENERGY SERVICES
Effective October 1, 2025

YEARLY SCHEDULES		YEAR 1	YEAR 2	YEAR 3	YEAR 4
200	Apprentice Lineworker	$26.72 ~~$25.45~~ $55,577.60 ~~$52,936.00~~	$29.66 ~~$28.25~~ $61,692.80 ~~$58,760.00~~	$32.93 ~~$31.36~~ $68,494.40 ~~$65,228.80~~	$36.54 ~~$34.80~~ $76,003.20 ~~$72,384.00~~
201	Apprentice Relay Technician	$27.00 ~~$25.71~~ $56,160.00 ~~$53,476.80~~	$29.97 ~~$28.54~~ $62,337.60 ~~$59,363.20~~	$33.26 ~~$31.68~~ $69,180.80 ~~$65,894.40~~	$36.91 ~~$35.15~~ $76,772.80 ~~$73,112.00~~
202	System Operator	$38.75 ~~$36.90~~ $80,600.00 ~~$76,752.00~~			

GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
203	Journey Lineworker	$40.59 ~~$38.29~~ $84,427.20 ~~$79,643.20~~	$46.67 ~~$44.03~~ $97,073.60 ~~$91,582.40~~	$52.76 ~~$49.77~~ $109,740.80 ~~$103,521.60~~
204	Relay/Substation Technician	$40.99 ~~$38.67~~ $85,259.20 ~~$80,433.60~~	$47.19 ~~$44.52~~ $98,155.20 ~~$92,601.60~~	$53.38 ~~$50.36~~ $111,030.40 ~~$104,748.80~~
205	Line Crew Leader	$42.62 ~~$40.21~~ $88,649.60 ~~$83,636.80~~	$49.01 ~~$46.24~~ $101,940.80 ~~$96,179.20~~	$55.40 ~~$52.26~~ $115,232.00 ~~$108,700.80~~
205	Power Quality & Reliability Specialist	$42.62 $88,649.60	$49.01 $101,940.80	$55.40 $115,232.00
206	Relay/Substation Crew Leader	$43.04 ~~$40.60~~ $89,523.20 ~~$84,448.00~~	$49.54 ~~$46.74~~ $103,043.20 ~~$97,219.20~~	$56.05 ~~$52.88~~ $116,584.00 ~~$109,990.40~~
206	System Operator/NERC Certified	$43.04 ~~$40.60~~ $89,523.20 ~~$84,448.00~~	$49.54 ~~$46.74~~ $103,043.20 ~~$97,219.20~~	$56.05 ~~$52.88~~ $116,584.00 ~~$109,990.40~~
207	System Operator/Programmer NERC Certified	$44.33 ~~$41.82~~ $92,206.40 ~~$86,985.60~~	$51.04 ~~$48.15~~ $106,163.20 ~~$100,152.00~~	$57.74 ~~$54.47~~ $120,099.20 ~~$113,297.60~~

PAY GRADE SCHEDULES
PUBLIC SAFETY
Effective October 1, 2025

OCEAN RESCUE – PART TIME			
SERVICE	**600 – LIFEGUARD**	**601 – LIFEGUARD/EMT**	**602 - LIEUTENANT**
Year 1	$17.97 ~~$17.11~~	$21.21 ~~$20.20~~	$24.40 ~~$23.24~~
Year 2	$18.69 ~~$17.80~~	$22.06 ~~$21.01~~	$25.38 ~~$24.17~~
Year 3	$19.44 ~~$18.51~~	$22.94 ~~$21.85~~	$26.40 ~~$25.14~~
Year 4	$20.21 ~~$19.25~~	$23.86 ~~$22.72~~	$27.46 ~~$26.15~~
Year 5	$21.02 ~~$20.02~~	$24.81 ~~$23.63~~	$28.56 ~~$27.20~~

a. Placement within the step plan is based on total years of service with Jacksonville Beach Ocean Rescue. A current employee promoted to a position in a higher pay grade shall retain the current step within the appropriate pay grade.

b. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year. Lifeguards with 10 or more years of experience are not subject to this requirement.

c. Lifeguard/EMT requires Emergency Medical Technician Certification.

OCEAN RESCUE – FULL TIME				
701	Lifeguard/EMT-Full Time	$21.21 $44,116.80	$25.87 $53,809.60	$30.52 $63,481.60
~~6~~702	Lieutenant-Full Time	$24.41 ~~$23.25~~ $50,772.80 ~~$48,360.00~~	$29.76~~$28.34~~ $61,900.80 ~~$58,947.20~~	$35.10 ~~$33.43~~ $73,008.00 ~~$69,534.40~~
~~6~~703	Assistant Ocean Rescue Supervisor	$25.56 ~~$24.34~~ $53,164.80 ~~$50,627.20~~	$31.16~~$29.68~~ $64,812.80 ~~$61,724.00~~	$36.76 ~~$35.01~~ $76,460.80 ~~$72,820.80~~
~~6~~704	Ocean Rescue Supervisor	$26.83 ~~$25.55~~ $55,806.40 ~~$53,144.00~~	$32.72~~$31.16~~ $68,057.60 ~~$64,802.40~~	$38.60 ~~$36.76~~ $80,288.00 ~~$76,460.80~~

901 – SCHOOL CROSSING GUARDS	
Year 1	$16.71 ~~$15.91~~
Year 2	$17.38 ~~$16.55~~
Year 3	$18.08 ~~$17.21~~
Year 4	$18.80 ~~$17.90~~
Year 5	$19.55 ~~$18.62~~
Year 6	$20.33 ~~$19.36~~

APPENDIX B

PAY GRADE SCHEDULES
Effective October 1, 2026

GRADE	MINIMUM	MIDPOINT	MAXIMUM
308	$17.29 $35,963.20	$22.18 $46,134.40	$27.24 $56,659.20
309	$18.16 $37,772.80	$23.39 $48,651.20	$28.61 $59,508.80
310	$19.08 $39,686.40	$24.56 $51,084.80	$30.04 $62,483.20
311	$20.03 $41,662.40	$25.79 $53,643.20	$31.54 $65,603.20
312	$21.03 $43,742.40	$27.08 $56,326.40	$33.11 $68,868.80
313	$22.09 $45,947.20	$28.43 $59,134.40	$34.77 $72,321.60
314	$23.19 $48,235.20	$29.85 $62,088.00	$36.50 $75,920.00
315	$24.35 $50,648.00	$31.34 $65,187.20	$38.33 $79,726.40
316	$25.57 $53,185.60	$32.90 $68,432.00	$40.24 $83,699.20
317	$26.86 $55,868.80	$34.56 $71,884.80	$42.25 $87,880.00
318	$28.20 $58,656.00	$36.29 $75,483.20	$44.36 $92,268.80
319	$29.61 $61,588.80	$38.10 $79,248.00	$46.58 $96,886.40
320	$31.09 $64,667.20	$40.00 $83,200.00	$48.90 $101,712.00
321	$32.64 $67,891.20	$42.00 $87,360.00	$51.35 $106,808.00

APPENDIX B

PAY GRADE SCHEDULES
Effective October 1, 2026

GRADE	MINIMUM	MIDPOINT	MAXIMUM
322	$34.28 $71,302.40	$44.10 $91,728.00	$53.91 $112,132.80
323	$36.00 $74,880.00	$46.31 $96,324.80	$56.60 $117,728.00
324	$37.80 $78,624.00	$48.62 $101,129.60	$59.43 $123,614.40
325	$39.69 $82,555.20	$51.05 $106,184.00	$62.40 $129,792.00
326	$41.68 $86,694.40	$53.60 $111,488.00	$65.52 $136,281.60
327	$43.76 $91,020.80	$56.28 $117,062.40	$68.80 $143,104.00
328	$45.94 $95,555.20	$59.10 $122,928.00	$72.23 $150,238.40
329	$48.24 $100,339.20	$62.04 $129,043.20	$75.84 $157,747.20
330	$50.65 $105,352.00	$65.15 $135,512.00	$79.63 $165,630.40
331	$53.19 $110,635.20	$68.40 $142,272.00	$83.62 $173,929.60
332	$55.85 $116,168.00	$71.82 $149,385.60	$87.80 $182,624.00
333	$57.53 $119,662.40	$73.98 $153,878.40	$90.43 $188,094.40
334	$60.40 $125,632.00	$77.68 $161,574.40	$94.95 $197,496.00
335	$63.42 $131,913.60	$81.57 $169,665.60	$99.70 $207,376.00
336	$65.33 $135,886.40	$84.01 $174,740.80	$102.69 $213,595.20

APPENDIX B

PAY GRADE SCHEDULES
ENERGY SERVICES
Effective October 1, 2026

YEARLY SCHEDULES		YEAR 1	YEAR 2	YEAR 3	YEAR 4
200	Apprentice Lineworker	$27.66 $57,532.80	$30.70 $63,856.00	$34.08 $70,886.40	$37.82 $78,665.60
201	Apprentice Relay Technician	$27.95 $58,136.00	$31.02 $64,521.60	$34.42 $71,593.60	$38.20 $79,456.00
202	System Operator	$40.11 $83,428.80			

GRADE	POSITION	MINIMUM	MIDPOINT	MAXIMUM
203	Journey Lineworker	$42.62 $88,649.60	$49.00 $101,920.00	$55.40 $115,232.00
204	Relay/Substation Technician	$43.04 $89,523.20	$49.55 $103,064.00	$56.05 $116,584.00
205	Line Crew Leader	$44.75 $93,080.00	$51.46 $107,036.80	$58.17 $120,993.60
205	Power Quality & Reliability Specialist	$44.75 $93,080.00	$51.46 $107,036.80	$58.17 $120,993.60
206	Relay/Substation Crew Leader	$45.19 $93,995.20	$52.02 $108,201.60	$58.85 $122,408.00
206	System Operator/NERC Certified	$45.19 $93,995.20	$52.02 $108,201.60	$58.85 $122,408.00
207	System Operator/Programmer NERC Certified	$46.55 $96,824.00	$53.59 $111,467.20	$60.63 $126,110.40

APPENDIX B

PAY GRADE SCHEDULES
PUBLIC SAFETY
Effective October 1, 2026

OCEAN RESCUE – PART TIME			
SERVICE	**600 – LIFEGUARD**	**601 – LIFEGUARD/EMT**	**602 - LIEUTENANT**
Year 1	$18.60	$21.95	$25.25
Year 2	$19.34	$22.83	$26.27
Year 3	$20.12	$23.74	$27.32
Year 4	$20.92	$24.70	$28.42
Year 5	$21.76	$25.68	$29.56

a. Placement within the step plan is based on total years of service with Jacksonville Beach Ocean Rescue. A current employee promoted to a position in a higher pay grade shall retain the current step within the appropriate pay grade.
b. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year. Lifeguards with 10 or more years of experience are not subject to this requirement.
c. Lifeguard/EMT requires Emergency Medical Technician Certification.

OCEAN RESCUE – FULL TIME				
701	Lifeguard/EMT-Full Time	$21.95 $45,656.00	$26.78 $55,702.40	$31.59 $65,707.20
702	Lieutenant-Full Time	$25.26 $52,540.80	$30.80 $64,064.00	$36.33 $75,566.40
703	Assistant Ocean Rescue Supervisor	$26.45 $55,016.00	$32.25 $67,080.00	$38.05 $79,144.00
704	Ocean Rescue Supervisor	$27.77 $57,761.60	$33.87 $70,449.60	$39.95 $83,096.00

901 – SCHOOL CROSSING GUARDS	
Year 1	$17.29
Year 2	$17.99
Year 3	$18.71
Year 4	$19.46
Year 5	$20.23
Year 6	$21.04

APPENDIX B

B.3 QUALIFICATION ADVANCEMENT CRITERIA

CLASSIFICATION	POSITION	EXPERIENCE	LICENSE/CERTIFICATION/SKILLS
MANAGERIAL, PROFESSIONAL AND ADMINISTRATIVE	Operations Support Specialist I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Operations Support Specialist II	2 years Operations Support Specialist I	Must demonstrate proficiency in all essential functions of the Operations Support Specialist I
	Accounting Technician I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Accounting Technician II	2 years Accounting Technician I	Must demonstrate proficiency in all essential functions of the Technician I job
	Accounting Technician III	3 years Accounting Technician II	Must demonstrate proficiency in in all essential functions of the Technician I and Technician II jobs
	Customer Care Specialist I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Customer Care Specialist II	2 years Customer Care Specialist I	Must demonstrate proficiency in all essential functions of the Customer Care Specialist I job
	Payroll and Benefits Technician	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Payroll and Benefits Specialist	2 years P & B Technician	Must demonstrate proficiency in all essential functions of the Payroll and Benefits Technician job
	Payroll and Benefits Lead	3 years P & B Specialist	Must demonstrate proficiency in all essential functions of the Payroll and Benefits Specialist job
	Human Resources Generalist	~~2~~3 years relevant experience	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Senior Human Resources Generalist	~~3~~ 5 years HR Generalist, including 2 years supervisory	Must demonstrate proficiency in all essential functions of the Human Resources Generalist job
INFORMATION SERVICES	Technical Support Specialist I	3 years relevant experience	Must demonstrate proficiency in all essential functions of the job.
	Technical Support Specialist II	7 years of relevant experience	Must demonstrate proficiency in all essential functions of the job.

APPENDIX B

CLASSIFICATION	POSITION TITLE	EXPERIENCE	LICENSE/CERTIFICATION/SKILLS
ENERGY SERVICES	Electrical Engineering Technician I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Electrical Engineering Technician II	2 years Electrical Engineering Tech I	Must be proficient in all essential functions of the job
	Electrical Engineering Technician III	3 years Electrical Engineering Tech II	2-year technical degree and specialized training in drafting, surveying, construction
	Meter Reader	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Cut-In/Cut-Out Technician	2 years Meter Reader	Must demonstrate proficiency in all essential functions of the job
	Meter Technician I	3 years Cut-In/Cut-Out Technician	Must demonstrate proficiency in all essential functions of the job
	Meter Technician II	3 years Meter Tech I	Must demonstrate proficiency in all essential functions of the job
LANDSCAPE & MAINTENANCE	Ground Maintenance Worker I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Grounds Maintenance Worker II	2 years Grounds Maintenance Worker I	Must be proficient in operating grounds master & zero turn equipment
	Grounds Maintenance Worker III	2 years Grounds Maintenance Worker II	Must demonstrate proficiency in all essential functions of the GMW II and GMW III jobs
	Grounds Maintenance Mechanic I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Grounds Maintenance Mechanic II	2 years Grounds Maintenance Mechanic I	Must demonstrate proficiency in all essential functions of the job

APPENDIX B

CLASSIFICATION	POSITION TITLE	EXPERIENCE	LICENSE/CERTIFICATION/SKILLS
PLANNING & DEVELOPMENT	Building Inspector I	5 years relevant experience	• Provisional Inspector License • DBPR Standard 1 & 2 Family Dwelling License within 2 years of employment
	Building Inspector II	1 year Licensed Inspector	• DBPR Standard 1 & 2 Family Dwelling License • DPBR Commercial Building Inspector or Plans Examiner License within 1 year of employment or promotion
	Building Inspector III	5 years Licensed Inspector	• DBPR Standard 1 & 2 Family Dwelling License • At least 1 Commercial Building or Plans Examiner Licenses • At least 1 additional Commercial Building or Plans Examiner License within 1 year of employment or promotion
	Code Enforcement Officer I	Entry Level	FL Assoc of Code Enforcement Level 1 Certification within 1 year
	Code Enforcement Officer II	2 years Code Enforcement Officer I	FL Assoc of Code Enforcement Level 2 Certification within 1 year
	Code Enforcement Officer III	2 years Code Enforcement Officer II	FL Assoc of Code Enforcement Level 4 Certification within 1 year
	Planner	1 year relevant experience	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Senior Planner	5 years Planner	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Permit Specialist	3 years relevant experience	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Senior Permit Specialist	5 years Permit Specialist	International Code Council Permit Technician Certification

APPENDIX B

CLASSIFICATION	POSITION TITLE	EXPERIENCE	LICENSE/CERTIFICATION/SKILLS
PROPERTY & PROCUREMENT	Building Maintenance Mechanic I	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Building Maintenance Mechanic II	2 Years Building Maintenance Mechanic I	• Recycling and Emissions Reduction Certification • Must demonstrate proficiency in all essential functions of the Mechanic I job
	Building Maintenance Mechanic III	2 Years Building Maintenance Mechanic II	Must demonstrate proficiency in all essential functions of the Mechanic II job
PUBLIC SAFETY	Communications Officer I	Entry Level	Within 1 Year of Employment: • FCIC/NCIC Operators Certification • FDOH Emergency Communications Certification
	Communications Officer II	2 Years Communications Officer I	• FCIC/NCIC Operators Certification • FDOH Emergency Communications Certification
PUBLIC WORKS	Equipment Operator I	Entry Level	Class B Commercial Driver's License within 6 Months of Employment
	Equipment Operator II	2 years Equipment Operator I	FDOT Maintenance of Traffic/Flagger Certification
	Mechanic Trainee	Entry Level	Must meet all requirements and demonstrate the ability to perform all essential functions of the job
	Mechanic I	2 years Mechanic Trainee or equivalent	Within 2 years of employment or promotion: ~~• Water Distribution Class 3 License~~ • Wastewater Collection Class C Certification ~~or~~ and Stormwater Class C Certification
	Mechanic II	Minimum hours required for licensure as prescribed by DEP	~~• Water Distribution Class 2 License~~ • Wastewater Collection Class B Certification ~~or~~ and Stormwater Class B Certification

APPENDIX B

CLASSIFICATION	POSITION TITLE	EXPERIENCE	LICENSE/CERTIFICATION/SKILLS
PUBLIC WORKS	Mechanic III	Minimum hours required for licensure as prescribed by DEP	• Water Distribution Class ~~1~~ 3 License • Wastewater Collection Class B Certification ~~or~~ *and* Stormwater Class B Certification
	Utility Plant Operator Trainee	Entry Level	Water *or* Wastewater Class C License within two years
	Utility Plant Operator I	Minimum hours required for licensure as prescribed by DEP	Water *or* Wastewater Class C License.
	Utility Plant Operator II	Minimum hours required for licensure as prescribed by DEP	Water *or* Wastewater Class B License.
	Utility Plant Operator III	Minimum hours required for licensure as prescribed by DEP	Water *or* Wastewater Class A License *or* Dual Class B Water and Wastewater Licenses
	Utility Service Worker I	Entry Level	Class B Commercial Driver's License within 6 months.
	Utility Service Worker II – Streets & Stormwater	2 years Utility Service Worker I	Class C Stormwater Certificate
	Utility Service Worker II – Distribution & Collection	2 years Utility Service Worker I	• Class 3 Distribution License • Class C Collection Certification
	Utility Service Worker III – Streets & Stormwater	2 years Utility Service Worker II	• Class A Stormwater Certificate • FDOT Maintenance of Traffic/Flagger Certification
	Utility Service Worker III – Distribution & Collection	2 years Utility Service Worker II	• Class 2 Distribution License and Class B Collection Certification • FDOT Maintenance of Traffic/Flagger Certification

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Karen Nelson, Deputy City Manager
DATE:	October 20, 2025
SUBJECT:	Ordinance No. 2025-8228 Amending Chapter 2, Article V, Division 5, Section 2-162 "General Employees' Retirement System" [Second Reading]

BACKGROUND

To ensure that the City continues to provide a competitive benefit package for all employees, staff recently conducted a review of the benefits within the General Employees' Retirement System. Based on that review, Administration recommends the following amendments to Chapter 2, Article V, Division 5, Section 2-162, General Employees' Retirement System, of the City Code of Ordinances:

- Increase the maximum benefit cap from $100,000 to $110,000 effective October 1, 2025.
- Increase the maximum benefit cap to $111,000 effective October 1, 2026.
- Increase the maximum benefit cap to $112,000 effective October 1, 2027.
- Increase the rate of interest paid for the back-DROP benefit from 3% to 3.5%.

Maximum Benefit Cap. In considering the competitive position of the pension plans, staff compared key components of the City's plans to other plans of similar structure within the market area. While the City's plans offer a generally competitive benefit formula, the maximum benefit cap is lower than all other plans that were selected for comparison. Administration recommends increasing the monetary cap incrementally over a three-year period, with no adjustment to the percentage cap of 75%. The City should consider periodic review and adjustment of the monetary cap to ensure that the plan remains competitive and in alignment with the strategic goals:

- Retention of key employees. Once an employee reaches the current $100,00 benefit cap, there is less financial incentive to continue working for the City, and an increased risk of experienced, highly skilled employees seeking employment elsewhere. Raising the cap provides continued pension growth, which encourages long-tenured employees to stay on.
- Recruitment. High-caliber candidates considering public service roles often weigh the retirement benefit as part of total compensation.

Back-DROP Interest Rate. An eligible member may elect the back-DROP for a period equal to the number of months the member has been employed beyond the normal retirement age, up to a maximum period of 36 months. A member who elects the back-DROP is entitled to a monthly pension determined as of the member's back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the back-DROP date, with interest at the annual rate of 3%. Staff recommends increasing the back-DROP interest rate to 3.5% to adjust for cost of living.

Service Purchase Option. Administration also recommends an amendment to afford members of the Retirement System the option to purchase credited service with the Retirement System for prior government employment and qualified military duty. This amendment will allow members to purchase up to three years of qualified credited service at no cost to the City. A similar provision exists within the Police Officers' Retirement System and is generally considered to be an effective recruitment and retention tool for those who qualify.

FINANCIAL IMPACT

Attached is an actuarial impact statement prepared by Gabriel, Roeder, Smith & Company, the Retirement System's actuary. For FY2026, the increase in the City contribution is $138,785, which is 0.71% of the total cost to the City.

REQUESTED ACTION

Adopt/Deny Ordinance No. 2025-8228 on the second reading amending the City Code of Ordinances, Chapter 2, Article V, Division 5, Section 2-162 "General Employees' Retirement System"

ATTACHMENTS

1. Ordinance No. 2025-8228
2. 2025 Impact Statement Gen
3. Business Impact Estimate Ordinance No. 2025-8228

Introduced by: ______________________
1st Reading: ______________________
2nd Reading: ______________________

ORDINANCE NO. 2025-8228

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, DIVISION 5, SECTION 2-162, GENERAL EMPLOYEES' RETIREMENT SYSTEM, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; PROVIDING FOR THE PURCHASE OF PRIOR GOVERNMENT AND MILITARY CREDITED SERVICE, AN INCREASE TO THE ANNUAL BENEFIT CAP, AND AN INCREASE TO THE INTEREST RATE FOR BACKDROP; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, SCRIVENER'S ERRORS, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the City of Jacksonville Beach ("City") has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Chapter 166, Florida Statutes; and

WHEREAS, the City Council hereby finds that this Ordinance serves a legitimate government purpose and is a permissible exercise of the City's powers and authority; and

WHEREAS, the City wishes to afford Members of the General Employees' Retirement System ("Retirement System") the option to purchase credited service with the Retirement System for prior government employment and qualified military duty; and

WHEREAS, the City wishes to increase the annual maximum benefit cap set forth in Sec. 2-162.10 (b) (1) of the Retirement System; and

WHEREAS, the City wishes to increase the interest rate for the back-DROP set forth in Sec. 2-162.11 (6) (d) of the Retirement System; and

WHEREAS, the City Council has received, reviewed, and considered an actuarial impact statement relative to the amendments provided for herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF JACKSONVILLE BEACH, FLORIDA:

SECTION 1. Section 2-162.4 of Chapter 2, Article V, Division 5, of the Code of Ordinances of the City of Jacksonville Beach (the "Code") is hereby amended by adding subsection (d), as follows[1]:

Sec. 2-162.4. – Credited service.

*****

[1] ~~Strikethrough~~ text indicates deletions, underline text indicates deletions.

(d) Effective upon enactment a Member may purchase up to a total of three (3) years of Credited Service for prior public employment and/or prior qualified service in the Armed Forces of the United States and the United States Merchant Marines in accordance with Uniformed Services Employment and Reemployment Rights Act ("USERRA"), provided that the Member is not receiving, or is entitled to receive, a pension benefit for such same service period being purchased under this Plan. Such purchases shall be made by depositing into the Plan the full actuarial costs of such Credited Service that would have occurred had the Member been employed by the City for the period of prior credited service purchased. Such payment for said prior service may be made as a lump sum, by installments according to a schedule approved by the board of trustees, or by direct in-service transfer into the Plan from any deferred compensation account pursuant to Section 457(e)(17) of the Internal Revenue Code. The board may establish a time payment program of up to five (5) years of payment of the full cost of the credited service purchase, with interest at the rate of three (3) percent per annum. Installment payments shall require interest at the actuarial rate of return for the years, or fractional parts of years purchased, provided that the Member shall pay for all actuarial calculations in connection therewith. Such purchase of Credited Service shall take effect only upon full payment of all actuarial costs and their vesting pursuant to the terms of the Plan. The member must file an application with the board within six (6) months following date of hire or the effective date of the ordinance containing this provision, whichever is later. All Credited Service purchased pursuant to this section shall count toward final benefit calculation but not vesting. If a Member terminates service prior to full payment of all actuarial costs, only such periods of prior service that were paid for through Member contributions shall be included in final benefit calculation. Should the Member terminate service prior to vesting, the amounts paid for their purchase of prior Credited Service shall be refunded as accumulated contributions as described herein.

SECTION 2. Section 2-162.10 of Chapter 2, Article V, Division 5, of the Code is hereby amended as follows:

Sec. 2-162.10 – Amount of a pension.

*****

(b) The benefit formula is:

(1) For normal retirement:

*****

- For retirements with an effective date on or after November 25, 2013, but prior to October 1, 2022, for a member who had not reached normal retirement eligibility on that date, two and one-half percent (2½) of final average compensation multiplied by credited service, to a maximum of seventy-five (75) percent of final average compensation or ninety thousand dollars ($90,000.00) annually, whichever is less; provided, any member whose accrued benefit as of November 25, 2013 was in excess of ninety thousand dollars ($90,000.00) which is not greater than seventy-five (75) percent of the member's final average compensation, shall retain that accrued benefit, but shall not accrue any additional benefit after that date. Effective October 1, 2022, the maximum allowable benefit shall be seventy-five (75) percent of final average compensation or one hundred thousand dollars ($100,000.00) annually, whichever is less. Effective October 1, 2025, the maximum allowable benefit shall be seventy-five (75) percent of final average compensation or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less. Effective October 1, 2026, the maximum allowable benefit shall be seventy-five (75) percent of final average compensation or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less. Effective October 1, 2027, the maximum allowable benefit shall be seventy-five (75) percent of final average compensation or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less.

SECTION 3. Section 2-162.11 of Chapter 2, Article V, Division 5, of the Code is hereby amended as follows:

Sec. 2-162.11 – Forms of payment of a pension.

*****

(6) *Back-DROP.* Effective November 25, 2013, and subject to the provisions of this section, eligible members may elect to participate in the back-DROP in accordance with this paragraph (6).

*****

d. *Benefits payable under the back-DROP.* A member who elects the back-DROP shall be entitled to a monthly pension determined as of the member's back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the back-DROP date, with interest at the annual rate of three (3) percent compounded monthly. For eligible members with a back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment. The lump sum back-DROP benefit, less applicable withholding taxes, shall be distributed to the member within sixty (60) days following separation from employment. Alternatively, a member may elect to rollover some or all of the lump sum back-DROP benefit into an eligible retirement plan in accordance with section 2-162.36(d) hereof.

SECTION 4. CONFLICTING ORDINANCES. That all ordinances, resolutions previously adopted by the City in conflict with this Ordinance, or parts thereof, are repealed to the extent inconsistent herewith.

SECTION 5. SEVERABILITY. If any section, subsection, clause, or provision of this ordinance is deemed invalid or unconstitutional by a court of competent jurisdiction, such portion will become a separate provision and will not affect the remaining provisions of this ordinance.

SECTION 6. SCRIVENER'S ERRORS. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk and City Attorney, may be corrected with the endorsement of the City Manager without the need for a public hearing or further action by the City Council.

SECTION 7. CODIFICATION. The City Council intends that this ordinance will be made a part of the City of Jacksonville Beach Code of Ordinances.

SECTION 8. EFFECTIVE DATE. This ordinance shall take effect and be enforceable in all aspects immediately upon final reading and approval by the City Council for the City of Jacksonville Beach as authenticated herein.

AUTHENTICATED THIS ______ DAY OF ________________, A.D., 2025.

____
Christine H. Hoffman, Mayor

____
Molly Alleger, City Clerk

Approved as to form and legal sufficiency:

____
David Migut, City Attorney

City of Jacksonville Beach General Employees' Retirement System
Actuarial Impact Statement
September 5, 2025

Description of Amendments

Current Benefit Provisions

Pension Amount - For retirements with an effective date on or after October 1, 2022, for a member who had not reached normal retirement eligibility on that date, two and one-half (2.5) percent of final average compensation multiplied by credited service, to a maximum of seventy-five (75) percent of final average compensation **or one hundred thousand dollars ($100,000.00) annually, whichever is less**. Accrued benefits at October 1, 2022 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – A member who elects the Back-DROP shall be entitled to a monthly pension determined as of the member's Back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the Back-DROP date, with interest at the annual rate of **three (3) percent** compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment.

Credited Service – Not applicable.

Proposed Benefit Provision Change

Pension Amount - The maximum allowable benefit shall be:

- Effective October 1, 2025: seventy-five (75) percent of final average compensation **or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less**.
- Effective October 1, 2026: seventy-five (75) percent of final average compensation **or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less**.
- Effective October 1, 2027: seventy-five (75) percent of final average compensation **or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less**.

Accrued benefits at October 1, 2022 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – For eligible members with a Back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly.

Credited Service – A member may purchase up to a total of three (3) years of credited service for prior public employment and/or prior qualified service in the Armed Forces of the United States and the United States of Merchant Marines, provided that the member is not receiving, or entitled to receive, a pension benefit for such same service period being purchased. Members must pay the full actuarial cost of the service purchase. All credited service purchased will count toward final benefit calculation but not vesting.

City of Jacksonville Beach General Employees' Retirement System
Actuarial Cost Estimate
September 5, 2025

Funding Implications of the Amendments

An actuarial cost estimate for the amendments is attached.

Certification of Administrator

The actuary has been furnished with a description of the amendments.

I believe the amendment to be in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the Constitution of the State of Florida.

Karen Nelson

Karen Nelson, Deputy City Manager
City of Jacksonville Beach
General Employees' Retirement System

Description of Proposed Amendments

Current Benefit Provisions

Pension Amount - For retirements with an effective date on or after October 1, 2022, for a member who had not reached normal retirement eligibility on that date, two and one-half (2.5) percent of final average compensation multiplied by credited service, to a maximum of seventy-five (75) percent of final average compensation **or one hundred thousand dollars ($100,000.00) annually, whichever is less**. Accrued benefits at October 1, 2022 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – A member who elects the Back-DROP shall be entitled to a monthly pension determined as of the member's Back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the Back-DROP date, with interest at the annual rate of **three (3) percent** compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment.

Credited Service – Not applicable.

Proposed Benefit Provision Change

Pension Amount - The maximum allowable benefit shall be:
- Effective October 1, 2025: seventy-five (75) percent of final average compensation **or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less**.
- Effective October 1, 2026: seventy-five (75) percent of final average compensation **or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less**.
- Effective October 1, 2027: seventy-five (75) percent of final average compensation **or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less**.

Accrued benefits at October 1, 2022 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – For eligible members with a Back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly.

Credited Service – A member may purchase up to a total of three (3) years of credited service for prior public employment and/or prior qualified service in the Armed Forces of the United States and the United States of Merchant Marines, provided that the member is not receiving, or entitled to receive, a pension benefit for such same service period being purchased. Members must pay the full actuarial cost of the service purchase. All credited service purchased will count toward final benefit calculation but not vesting.

City of Jacksonville Beach General Employees' Retirement System
Actuarial Cost Estimate
September 5, 2025

Data and Actuarial Assumptions

Actuarial assumptions, methods, and valuation data were consistent with those used in the regular actuarial valuation of the System on the valuation date, unless otherwise noted. Actuarial assumptions are adopted by the Board of Trustees.

Actuarial Disclosures

This report was prepared at the request of the Deputy City Manager and is intended for use by the City of Jacksonville Beach General Employees' Retirement System and those designated or approved by the City. This report may be provided to other parties only in its entirety and only with the permission of the City.

This report is intended to describe the financial effect of the proposed plan changes on the Retirement System. Except as otherwise noted, potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them. This report should not be relied on for any purpose other than the purpose described above. GRS is not responsible for unauthorized use of this report.

The actuarial assumptions and methods utilized in these calculations are the same actuarial assumptions and methods determined in the October 1, 2019 through September 30, 2024 Experience Study as presented in our report dated May 23, 2025. The financial data and participant census data utilized in these calculations is the same financial data and participant census data used in the actuarial valuation as of October 1, 2024 as presented in our report dated March 27, 2025, except for the changes noted within.

The date of the valuation was October 1, 2024. An experience study was conducted after the October 1, 2024 valuation where new assumptions were adopted. This means that the results of the supplemental valuation indicates what the October 1, 2019 through September 30, 2024 Experience Study would have shown if the proposed benefit changes had been in effect on that date. Supplemental valuations do **not** predict the result of future actuarial valuations. Rather, supplemental valuations give an indication of the cost of the **benefit change only** without comment on the complete end result of future valuations.

If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this proposal are not described, or that conditions have changed since the calculations were made, you should contact the authors of the report prior to relying on information in the report.

Brad Lee Armstrong and Kevin T. Noelke are Members of the American Academy of Actuaries (MAAA) and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

City of Jacksonville Beach General Employees' Retirement System
Actuarial Cost Estimate
September 5, 2025

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

If there are any questions or if we can be of further assistance, please contact us.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation and report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company

Brad Lee Armstrong

Brad Lee Armstrong, ASA, EA, FCA, MAAA [23-5614]

Demographic Information

A brief summary of the data, as of October 1, 2024, used in the experience study is presented below:

Active Members			
	Covered	Average in Years	
Number	Payroll	Age	Service
261	$ 18,564,086	44.7	8.5

It is our understanding that the proposed changes would only affect active members. All retired and deferred vested members were excluded from this report.

City of Jacksonville Beach General Employees' Retirement System
Actuarial Cost Estimate
September 5, 2025

Actuarial Statement

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

	Experience Study Results - Before Amendment	After Amendment	Change
Normal Cost	12.29%	12.61%	0.32%
Unfunded Actuarial Accrued Liability	12.70%	13.09%	0.39%
Administrative Expenses	0.94%	0.94%	0.00%
FS 112. 64(5) Compliance	0.00%	0.00%	0.00%
Total Adjusted Contribution Requirement	25.93%	26.64%	0.71%
Participation Portion	7.95%	7.95%	0.00%
City Portion	**17.98%**	**18.69%**	**0.71%**
Illustrative City Portion	**$ 3,514,584**	**$ 3,653,369**	**$ 138,785**

Allocations of Change in Contribution

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

To Member	0.00%
To Employer	0.71%

Actuarial Present Values
($ Amounts in Thousands)

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

	Experience Study Results - Before Amendment	After Amendment	Change
Actuarial Present Value of Active Member Benefits:			
Service Retirement	$ 45,208	$ 46,876	$ 1,668
Termination Benefits (Pension)	3,957	4,020	63
Disability Retirement	1,163	1,182	19
Survivor Benefits (Pre-Retirement)	1,146	1,168	23
Termination Benefits (Refunds)	1,002	1,002	-
Total	**$ 52,474**	**$ 54,248**	**$ 1,773**
Actuarial Present Value of Terminated Vested Member Benefits:	**$ 2,100**	**$ 2,100**	**$ -**
Actuarial Present Value of Retired Member Benefits:			
Service Retirement & Survivors	$ 49,650	$ 49,650	$ -
Additional Reserve	-	-	-
Disability Retirement & Survivors	1,347	1,347	-
Total	**$ 50,996**	**$ 50,996**	**$ -**
Total Actuarial Present Value of Future Benefit Payments:	**$ 105,571**	**$ 107,345**	**$ 1,773**
Actuarial Accrued Liability:	**$ 88,239**	**$ 89,439**	**$ 1,200**
Unfunded Actuarial Accrued Liability:	**$ 19,280**	**$ 20,480**	**$ 1,200**
Present Value of Active Member Future Salaries:	**$ 147,776**	**$ 147,776**	**$ -**
Present Value of Active Member Future Contributions:	**$ 11,748**	**$ 11,748**	**$ -**

Comments

Comment 1 — The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based upon present and proposed plan provisions that are outlined in the report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this proposal are not described, or that conditions have changed since the calculations were made, you should contact the authors of this report prior to relying on information in the report.

Comment 2 — If you have reason to believe that the information provided in this report is inaccurate, or is in any way incomplete, or if you need further information in order to make an informed decision on the subject matter of this report, please contact the authors of the report prior to making such decision.

Comment 3 — No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them.

Comment 4 — This report is intended to describe the financial effect of the proposed benefit changes on the System. Except as otherwise noted, potential effects on other benefit plans were not considered.

Comment 5 — Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or additional cost or contribution requirements based on the plan's funded status); and changes in plan provisions or applicable law. The actuaries did not perform an analysis of the potential range of such future measurements in this actuarial valuation report.

Comment 6 — This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

Comment 7 — This report provides no opinion regarding the legal aspects/requirements on Federal, State, or Local compliance issues associated with any of the proposed plan changes.

BUSINESS IMPACT ESTIMATE STATEMENT

Ordinance Number and Title:

Ordinance No. 2025-8228

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, DIVISION 5, SECTION 2-162, GENERAL EMPLOYEES' RETIREMENT SYSTEM, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; PROVIDING FOR THE PURCHASE OF PRIOR GOVERNMENT AND MILITARY CREDITED SERVICE, AN INCREASE TO THE ANNUAL BENEFIT CAP, AND AN INCREASE TO THE INTEREST RATE FOR BACKDROP; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, SCRIVENER'S ERRORS, CODIFICATION, AND AN EFFECTIVE DATE.

1. **Summary of the Proposed Ordinance:**

   This Ordinance amends Chapter 2, Article V, Division 5, Section 2-162, General Employees' Retirement System, of the City Code of Ordinances to:

   - Increase the maximum benefit cap from $100,000 to $110,000 effective October 1, 2025.
   - Increase the maximum benefit cap to $111,000 effective October 1, 2026.
   - Increase the maximum benefit cap to $112,000 effective October 1, 2027.
   - Increase the rate of interest paid for the back-DROP benefit from 3% to 3.5%.
   - Afford members of the Retirement System the option to purchase credited service with the Retirement System for prior government employment and qualified military duty.
   - Allow members to purchase up to three years of qualified credited service at no cost to the City.

2. **Estimate of the Direct Economic Impact of the Proposed Ordinance:**

   This ordinance will not require businesses to incur any direct costs, nor will any new charges or fees be assessed for which businesses will be financially responsible.

3. **Good Faith Estimate of the Number of Businesses Likely to be Impacted by the Proposed Ordinance:**

   None.

4. **Additional Information the City of Jacksonville Beach Has Determined May be Useful (If Any):**

   N/A.

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Karen Neslon, Deputy City Manager
DATE:	October 20, 2025
SUBJECT:	Ordinance No. 2025-8229 Amending Chapter 2, Article V, Division 6, Section 2-163 "Police Officers' Retirement System" [Second Reading]

BACKGROUND

Article 29 – Retirement, of the Collective Bargaining Agreement between the City and the Fraternal Order of Police has been revised to provide for the following benefit enhancements:

- Increase the maximum benefit cap from $100,000 to $110,000 effective October 1, 2025.
- Increase the maximum benefit cap to $111,000 effective October 1, 2026.
- Increase the maximum benefit cap to $112,000 effective October 1, 2027.
- Increase the rate of interest paid for the back-DROP benefit from 3% to 3.5%.

Administration desires to amend Chapter 2, Article V, Division 6, Section 2-163, Police Officers' Retirement System, of the City Code of Ordinances to effectuate the same, and to provide the same benefit to all employees participating in the Police Officers' Retirement System. The City Council approved Ordinance No. 2025-8229 at its first reading held on September 15, 2025.

Maximum Benefit Cap. In considering the competitive position of the pension plans, staff compared key components of the City's plans to other plans of similar structure within the market area. While the City's plans offer a generally competitive benefit formula, the maximum benefit cap is lower than all other plans that were selected for comparison. Administration recommends increasing the monetary cap incrementally over a three-year period, with no adjustment to the percentage cap of 90%. The City should consider periodic review and adjustment of the monetary cap to ensure that the plan remains competitive and in alignment with the strategic goals:

- Retention of key employees. Once an employee reaches the current $100,00 benefit cap, there is less financial incentive to continue working for the City, and an increased risk of experienced, highly skilled employees seeking employment elsewhere. Raising the cap provides continued pension growth, which encourages long-tenured employees to stay on.
- Recruitment. High-caliber candidates considering public service roles often weigh the retirement benefit as part of total compensation.

Back-DROP Interest Rate. An eligible member may elect the back-DROP for a period equal to the number of months the member has been employed beyond the normal retirement age, up to a maximum period of 36 months. A member who elects the back-DROP is entitled to a monthly pension determined as of the member's back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the back-DROP date, with interest at the annual rate of 3%. Staff recommends increasing the back-DROP interest rate to 3.5% to adjust for cost of living.

FINANCIAL IMPACT

Attached is an actuarial impact statement prepared by Gabriel, Roeder, Smith & Company, the Retirement System's actuary. For FY2026, the increase in the City contribution is $203,167, which is 3.09% of the total cost to the City.

REQUESTED ACTION

Adopt/Deny Ordinance No. 2025-8229 on the second reading amending City Code of Ordinances, Chapter 2, Article V, Division 6, Section 2-163 "Police Officers' Retirement System"

ATTACHMENTS

1. Ordinance No. 2025-8229
2. 2025 Impact Statement Police
3. Business Impact Estimate Ordinance No. 2025-8229

Introduced by: ____________________
1st Reading: ____________________
2nd Reading: ____________________

ORDINANCE NO. 2025-8229

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, DIVISION 6, SECTION 2-163, POLICE OFFICERS' RETIREMENT SYSTEM, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; PROVIDING FOR AN INCREASE TO THE ANNUAL BENEFIT CAP AND AN INCREASE TO THE INTEREST RATE FOR BACKDROP; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, SCRIVENER'S ERRORS, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the City of Jacksonville Beach ("City") has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Chapter 166, Florida Statutes; and

WHEREAS, the City Council hereby finds that this Ordinance serves a legitimate government purpose and is a permissible exercise of the City's powers and authority; and

WHEREAS, Article 29 Retirement of the Collective Bargaining Agreement between the City and the Fraternal Order of Police has been revised to increase the annual maximum benefit cap set forth in paragraph 29.3; and

WHEREAS, Article 29 Retirement of the Collective Bargaining Agreement between the City and the Fraternal Order of Police has been revised to increase the interest rate for the back-DROP set forth in paragraph 29.8; and

WHEREAS, the City wishes to amend Chapter 2, Article V, Division 6, Section 2-163, Police Officers' Retirement System to effectuate the same, and to provide the same benefit to all employees participating in the Police Officers' Retirement System; and

WHEREAS, the City Council has received, reviewed, and considered an actuarial impact statement relative to the amendments provided for herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF JACKSONVILLE BEACH, FLORIDA:

SECTION 1. Section 2-163.10 of Chapter 2, Article V, Division 6, of the Code is hereby amended as follows[1]:

Sec. 2-163.10 – Amount of a pension.

*****

(b) The benefit formula is:

[1] ~~Strikethrough~~ text indicates deletions, <u>underline</u> text indicates additions.

(1) For normal retirement:

****

d. For retirements on or after June 23, 2014, and prior to October 1, 2022, the maximum allowable benefit shall be ninety (90) percent of final average compensation or ninety thousand dollars ($90,000.00) annually, whichever is less; provided, any member who has an accrued benefit percentage in excess of ninety (90) percent or an annual benefit of more than ninety thousand dollars ($90,000.00) on June 23, 2014 shall retain that accrued benefit, but shall not accrue any additional benefit after that date. Effective October 1, 2022~~.~~, the maximum allowable benefit shall be ninety (90) percent of final average compensation or one hundred thousand dollars ($100~~.~~,000.00) annually, whichever is less. Effective October 1, 2025, the maximum allowable benefit shall be ninety (90) percent of final average compensation or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less. Effective October 1, 2026, the maximum allowable benefit shall be ninety (90) percent of final average compensation or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less. Effective October 1, 2027, the maximum allowable benefit shall be ninety (90) percent of final average compensation or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less.

SECTION 2. Section 2-163.11 of Chapter 2, Article V, Division 6, of the Code is hereby amended as follows:

Sec. 2-163.11 – Forms of payment of a pension.

*****

(6) *Back-DROP.* Effective June 23, 2014, and subject to the provisions of this section, eligible members may elect to participate in the back-DROP in accordance with this paragraph (6).

*****

d. *Benefits payable under the back-DROP.* A member who elects the back-DROP shall be entitled to a monthly pension determined as of the member's back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the back-DROP date, with interest at the annual rate of three (3) percent compounded monthly. For eligible members with a back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment. The lump sum back-DROP benefit, less applicable withholding taxes, shall be distributed to the member within sixty (60) days following separation from employment. Alternatively, a member may elect to rollover some or all of the lump sum back-DROP benefit into an eligible retirement plan in accordance with section 2-163.36(d) hereof.

SECTION 3. CONFLICTING ORDINANCES. That all ordinances, resolutions previously adopted by the City in conflict with this Ordinance, or parts thereof, are repealed to the extent inconsistent herewith.

SECTION 4. SEVERABILITY. If any section, subsection, clause, or provision of this ordinance is deemed invalid or unconstitutional by a court of competent jurisdiction, such portion will become a separate provision and will not affect the remaining provisions of this ordinance.

SECTION 5. SCRIVENER'S ERRORS. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk and City Attorney, may be corrected with the endorsement of the City Manager without the need for a public hearing or further action by the City Council.

SECTION 6. CODIFICATION. The City Council intends that this ordinance will be made a part of the City of Jacksonville Beach Code of Ordinances.

SECTION 7. EFFECTIVE DATE. This ordinance shall take effect and be enforceable in all aspects immediately upon final reading and approval by the City Council for the City of Jacksonville Beach as authenticated herein.

AUTHENTICATED THIS _____ DAY OF ________________, A.D., 2025.

____
Christine H. Hoffman, Mayor

____
Molly Alleger, City Clerk

Approved as to form and legal sufficiency:

____
David Migut, City Attorney

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Impact Statement
September 5, 2025

Description of Amendments

Current Benefit Provisions

Pension Amount – For retirements with an effective date on or after June 23, 2014, for a member who had not reached normal retirement eligibility on that date, three (3) percent of final average compensation multiplied by credited service, to a maximum of ninety (90) percent of final average compensation **or one hundred thousand dollars ($100,000.00) annually, whichever is less**. Accrued benefits at June 23, 2014 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – A member who elects the Back-DROP shall be entitled to a monthly pension determined as of the member's Back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the Back-DROP date, with interest at the annual rate of **three (3) percent** compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment.

Proposed Benefit Provision Change

Pension Amount – The maximum allowable benefit shall be:
- Effective October 1, 2025: ninety (90) percent of final average compensation **or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less**.
- Effective October 1, 2026: ninety (90) percent of final average compensation **or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less**.
- Effective October 1, 2027: ninety (90) percent of final average compensation **or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less**.

Benefits payable under the Back-DROP – For eligible members with a Back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly.

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

Funding Implications of the Amendments

An actuarial cost estimate for the amendments is attached.

Certification of Administrator

The actuary has been furnished with a description of the amendments.

I believe the amendment to be in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the Constitution of the State of Florida.

Karen Nelson

Karen Nelson, Deputy City Manager
City of Jacksonville Beach
Police Officers' Retirement System

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

Description of Proposed Amendments

Current Benefit Provisions

Pension Amount – For retirements with an effective date on or after June 23, 2014, for a member who had not reached normal retirement eligibility on that date, three (3) percent of final average compensation multiplied by credited service, to a maximum of ninety (90) percent of final average compensation **or one hundred thousand dollars ($100,000.00) annually, whichever is less**. Accrued benefits at June 23, 2014 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – A member who elects the Back-DROP shall be entitled to a monthly pension determined as of the member's Back-DROP date, plus a lump sum payment equal to the pension benefits the member would have received had he/she retired on the Back-DROP date, with interest at the annual rate of three (3) percent compounded monthly. The member's monthly benefit will be actuarially adjusted to reflect the lump sum payment.

Proposed Benefit Provision Change

Pension Amount – The maximum allowable benefit shall be:

- Effective October 1, 2025: ninety (90) percent of final average compensation **or one hundred and ten thousand dollars ($110,000.00) annually, whichever is less**.
- Effective October 1, 2026: ninety (90) percent of final average compensation **or one hundred and eleven thousand dollars ($111,000.00) annually, whichever is less**.
- Effective October 1, 2027: ninety (90) percent of final average compensation **or one hundred and twelve thousand dollars ($112,000.00) annually, whichever is less**.

Accrued benefits at June 23, 2014 in excess of the maximum amount are retained.

Benefits payable under the Back-DROP – For eligible members with a Back-DROP effective date on or after October 1, 2025, interest shall be paid at the annual rate of three and one-half (3.5) percent compounded monthly.

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

Data and Actuarial Assumptions

Actuarial assumptions, methods, and valuation data were consistent with those used in the regular actuarial valuation of the System on the valuation date, unless otherwise noted. Actuarial assumptions are adopted by the Board of Trustees.

Actuarial Disclosures

This report was prepared at the request of the Deputy City Manager and is intended for use by the City of Jacksonville Beach Police Officers' Retirement System and those designated or approved by the City. This report may be provided to other parties only in its entirety and only with the permission of the City.

This report is intended to describe the financial effect of the proposed plan changes on the Retirement System. Except as otherwise noted, potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them. This report should not be relied on for any purpose other than the purpose described above. GRS is not responsible for unauthorized use of this report.

The actuarial assumptions and methods utilized in these calculations are the same actuarial assumptions and methods determined in the October 1, 2019 through September 30, 2024 Experience Study as presented in our report dated May 23, 2025. The financial data and participant census data utilized in these calculations is the same financial data and participant census data used in the Actuarial Valuation as of October 1, 2024 as presented in our report dated March 27, 2025, except for the changes noted within.

The date of the valuation was October 1, 2024. An experience study was conducted after the October 1, 2024 valuation where new assumptions were adopted. This means that the results of the supplemental valuation indicates what the October 1, 2019 through September 30, 2024 Experience Study would have shown if the proposed benefit changes had been in effect on that date. Supplemental valuations do **not** predict the result of future actuarial valuations. Rather, supplemental valuations give an indication of the cost of the **benefit change only** without comment on the complete end result of future valuations.

If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this proposal are not described, or that conditions have changed since the calculations were made, you should contact the authors of the report prior to relying on information in the report.

Brad Lee Armstrong and Kevin T. Noelke are Members of the American Academy of Actuaries (MAAA) and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge, the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

If there are any questions or if we can be of further assistance, please contact us.

Gabriel, Roeder, Smith & Company will be pleased to review this valuation and report with the Board of Trustees and to answer any questions pertaining to the valuation.

Respectfully submitted,
Gabriel, Roeder, Smith & Company

Brad Lee Armstrong

Brad Lee Armstrong, ASA, EA, FCA, MAAA [23-5614]

Demographic Information

A brief summary of the data, as of October 1, 2024, used in the experience study is presented below:

Active Members			
	Covered	Average in Years	
Number	Payroll	Age	Service
61	$ 5,865,420	41.7	11.3

Since the October 1, 2024 valuation date, 4 new members (3 officers and 1 sergeant) were hired. The 4 new members were assumed to have a hire date of September 30, 2024 and age of 30.2 years, computed by taking the October 1, 2024 average age minus the October 1, 2024 average service. The 3 new officers and 1 new sergeant were assumed to start at pay step 1 of the respective pay grade schedules. We have increased the entire active population payroll to reflect the 2024/2025 pay schedules. A brief summary of the data used in the impact statements is presented below:

Active Members			
	Covered	Average in Years	
Number	Payroll	Age	Service
65	$6,244,300	41.0	10.6

This active member data was used to perform our baseline results using the relevant benefit provisions summarized as the Current Benefit Provisions on page 3.

It is our understanding that the proposed changes would only affect active members. All retired and deferred vested members were excluded from this report.

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

Actuarial Statement

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

	Experience Study Results - Before Amendment	Baseline Results	After Amendment	Baseline to Amendment Change
Normal Cost	16.30%	16.01%	17.29%	1.28%
Unfunded Actuarial Accrued Liability	13.04%	12.34%	14.15%	1.81%
Administrative Expenses	1.74%	1.63%	1.63%	0.00%
FS 112. 64(5) Compliance	0.00%	0.00%	0.00%	0.00%
Total Adjusted Contribution Requirement	31.08%	29.98%	33.07%	3.09%
Participation Portion	7.95%	7.95%	7.95%	0.00%
City and Chapter 185 Portion	**23.13%**	**22.03%**	**25.12%**	**3.09%**
Illustrative City and Chapter 185 Portion	**$ 1,428,517**	**$ 1,448,468**	**$ 1,651,635**	**$ 203,167**

Allocations of Change in Contribution

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

To Member	0.00%
To Chapter 185	0.00%
To Employer	3.09%

City of Jacksonville Beach Police Officers' Retirement System
Actuarial Cost Estimate
September 5, 2025

Actuarial Present Values
($ Amounts in Thousands)

October 1, 2024 Data for Fiscal Year Beginning 10/1/2025:

	Experience Study Results - Before Amendment	Baseline Results	After Amendment	Baseline to Amendment Change
Actuarial Present Value of Active Member Benefits:				
Service Retirement	$ 22,827	$ 23,151	$ 25,691	$ 2,540
Termination Benefits (Pension)	1,727	1,799	1,860	61
Disability Retirement	1,144	1,194	1,251	57
Survivor Benefits (Pre-Retirement)	359	371	391	21
Termination Benefits (Refunds)	146	174	174	-
Extra Benefit Reserve	-	-	-	-
Pre-Paid Employer Reserve	67	67	67	-
Total	**$ 26,269**	**$ 26,755**	**$ 29,434**	**$ 2,679**
Actuarial Present Value of Terminated Vested Member Benefits:	**$ 1,176**	**$ 1,176**	**$ 1,176**	**$ -**
Actuarial Present Value of Retired Member Benefits:				
Service Retirement & Survivors	$ 16,635	$ 16,635	$ 16,635	$ -
Additional Reserve	-	-	-	-
Disability Retirement & Survivors	1,228	1,228	1,228	-
Total	**$ 17,863**	**$ 17,863**	**$ 17,863**	**$ -**
Total Actuarial Present Value of Future Benefit Payments:	**$ 45,308**	**$ 45,795**	**$ 48,474**	**$ 2,679**
Actuarial Accrued Liability:	**$ 37,271**	**$ 37,350**	**$ 39,222**	**$ 1,872**
Unfunded Actuarial Accrued Liability:	**$ 4,620**	**$ 4,698**	**$ 6,571**	**$ 1,872**
Present Value of Active Member Future Salaries:	**$ 52,545**	**$ 56,218**	**$ 56,218**	**$ -**
Present Value of Active Member Future Contributions:	**$ 4,177**	**$ 4,469**	**$ 4,469**	**$ -**

Comments

Comment 1 — The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based upon present and proposed plan provisions that are outlined in the report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this proposal are not described, or that conditions have changed since the calculations were made, you should contact the authors of this report prior to relying on information in the report.

Comment 2 — If you have reason to believe that the information provided in this report is inaccurate, or is in any way incomplete, or if you need further information in order to make an informed decision on the subject matter of this report, please contact the authors of the report prior to making such decision.

Comment 3 — No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them.

Comment 4 — This report is intended to describe the financial effect of the proposed benefit changes on the System. Except as otherwise noted, potential effects on other benefit plans were not considered.

Comment 5 — Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or additional cost or contribution requirements based on the plan's funded status); and changes in plan provisions or applicable law. The actuaries did not perform an analysis of the potential range of such future measurements in this actuarial valuation report.

Comment 6 — This report was prepared using our proprietary valuation model and related software which, in our professional judgment, has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

Comment 7 — This report provides no opinion regarding the legal aspects/requirements on Federal, State, or Local compliance issues associated with any of the proposed plan changes.

BUSINESS IMPACT ESTIMATE STATEMENT

Ordinance Number and Title:

Ordinance No. 2025-8229

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, DIVISION 6, SECTION 2-163, POLICE OFFICERS' RETIREMENT SYSTEM, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; PROVIDING FOR AN INCREASE TO THE ANNUAL BENEFIT CAP AND AN INCREASE TO THE INTEREST RATE FOR BACKDROP; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, SCRIVENER'S ERRORS, CODIFICATION, AND AN EFFECTIVE DATE.

1. **Summary of the Proposed Ordinance:**

   This Ordinance amends Chapter 2, Article V, Division 6, Section 2-163, Police Officers' Retirement System, of the City Code of Ordinances to:

   - Increase the maximum benefit cap from $100,000 to $110,000 effective October 1, 2025.
   - Increase the maximum benefit cap to $111,000 effective October 1, 2026.
   - Increase the maximum benefit cap to $112,000 effective October 1, 2027.
   - Increase the rate of interest paid for the back-DROP benefit from 3% to 3.5%.

2. **Estimate of the Direct Economic Impact of the Proposed Ordinance:**

   This ordinance will not require businesses to incur any direct costs, nor will any new charges or fees be assessed for which businesses will be financially responsible.

3. **Good Faith Estimate of the Number of Businesses Likely to be Impacted by the Proposed Ordinance:**

   None.

4. **Additional Information the City of Jacksonville Beach Has Determined May be Useful (If Any):**

   N/A.