

City of Jacksonville Defined Contribution Plan Features and Highlights

The City of Jacksonville General Employees Defined Contribution (DC) Plan is a powerful tool to help you reach your retirement goals. This Plan allows you to enjoy a benefit from contributions that you and your employer make toward your retirement—tax deferred!

Read these highlights to learn more about your Plan and how simple it is to enroll. If there are any discrepancies between this document and the Plan Document, the Plan Document will govern.

Getting Started

What type of plan is the DC Plan?

The DC Plan is a 401(a) plan, which is a retirement savings plan designed to allow employers to provide a tax-deferred retirement plan for employees. Contributions and any earnings on contributions are tax-deferred until the money is withdrawn.

Who is eligible to enroll?

All general employees of the City, as defined in Section 120.201(m), Ordinance Code. All persons hired on or after October 1, 2017 must be a member of the General Employees Retirement Plan.

How do I enroll?

Employees hired on or after October 1, 2017 will be enrolled after your hire date. Go on-line to update your investment option selection(s) and beneficiary designations. Contributions will default to an appropriate Target Date fund based on your date of birth until you make this election. If you are married, your default beneficiary will be your spouse. Children or other individuals may be listed as contingent beneficiaries. Empower retirement plan advisors are available on-site at:

City of Jacksonville
Compensation and Benefits Office
117 W Duval Street, Suite 150
Jacksonville, FL 32202

What is the employee contribution amount?

By participating in the DC Plan, employees will make a mandatory before-tax contribution of 8% of their earnable compensation, of which 7.7% is deposited into your account and 0.3% is deposited into the Disability and Survivor Fund.

Employees may also make additional contributions on an after-tax basis, to the extent permitted by law.

How much does the employer contribute?

The City shall contribute 12% of the employee's earnable compensation. With 11.7% being deposited into your account and 0.3% deposited into the Disability and Survivor Fund.

What are my investment options?

A wide array of core investment options is available through your Plan. Each option is explained in further detail in your Plan's fund data sheets and are subject to periodic change. Investment option information is also available through the website at www.COJDCP.com and the voice response system toll free at **(855) COJ-4570 (265-4570)**. The website and voice response system are available to you 24 hours a day, seven days a week.¹

Carefully consider the investment objectives, risks, fees and expenses of the annuity and/or the investment options. Contact us for a prospectus, a summary prospectus or disclosure document, as available, containing this information. Read them carefully before investing.

Managing Your Account

How do I keep track of my account?

Quarterly account statements with your account balance and activity are available for download by logging in to your account at www.COJDCP.com. You can also check your account balance and move money among investment options on the website at www.COJDCP.com or by calling **(855) COJ-4570 (265-4570)**.

How do I make investment option changes?

Log in to your account at www.COJDCP.com or by calling **(855) COJ-4570 (265-4570)**. You can move all or a portion of your existing balances among investment options (subject to Plan rules) and change how your payroll contributions are invested.

Rollovers

May I roll over my account from my former employer's plan?

Yes, but only approved balances from a 401(a), 401(k), 403(b) or governmental 457(b) plan or an Individual Retirement Account (IRA) may be rolled over to the Plan. If you roll over any governmental 457 dollars to another type of plan or account, the withdrawals made prior to you reaching age 59½ may be subject to a 10% federal early withdrawal penalty upon distribution from the non-457 account.

As with any financial decision, you are encouraged to discuss moving money between accounts, including rollovers, with a financial advisor and to consider costs, risks, investment options and limitations prior to investing. Please check with your local Empower retirement plan advisor regarding any applicable fees on the rollover account.

May I roll over my account if I leave employment with my current employer?

If you sever employment with your current employer, you may roll over your vested account balance to another 401(a), 401(k), 403(b) or governmental 457(b) plan if your new employer's plan accepts such rollovers. You may also roll over your vested account balance to an IRA.

If you roll over any governmental 457 dollars to another type of plan or account, the withdrawals made prior to you reaching age 59½ may be subject to a 10% federal early withdrawal penalty upon distribution from the non-457 account. You are encouraged to discuss rolling money from one account to another with your financial advisor/planner and to consider any potential fees and/or limitations of available investment options. Please contact your local Empower retirement plan advisor for more information.

May I transfer money between the DC Plan and the DB Plan?

Employees hired before October 1, 2017 may transfer money between the DC and DB Plans. To determine if you may transfer money between the DC and DB Plans, please contact the Pension office at (904) 255-7280. Employees must meet with an Empower retirement plan advisor to complete forms for this transfer.

Vesting

When am I vested in the Plan?

Vesting refers to the percentage of your account you are entitled to receive upon the occurrence of a distributable event. Employee contributions to the DC Plan, plus any earnings they generate, are 100% vested. Your rollovers from previous employers to the Plan and any earnings they generate are also 100% vested.

Employer contributions to the DC Plan, plus any earnings they generate, are vested as follows.

Years of Service	Vested Percentage of Contributions
2 years	25%
3 years	50%
4 years	75%
5 years	100%

Distributions

When can I receive a distribution from my account?

Qualifying distribution events are as follows:

- Retirement
- Permanent disability (as defined by the Internal Revenue Code and your Plan's provisions)
- Severance of employment (as defined by the Internal Revenue Code)
- Death (upon which your beneficiary receives your benefits)

Ordinary income tax may apply to each distribution. Distributions received prior to age 59½ may also be assessed a 10% early withdrawal federal tax penalty.

What are my distribution options?

1. Leave the value of your account in the Plan until a future date.
2. Receive:
 - Periodic payments,
 - Fixed annuity payments,
 - Partial lump sum with remainder paid as periodic payments or annuity payments, or
 - A lump sum
3. Roll over your account balance to a 401(a), 401(k), 403(b) or governmental 457(b) plan that accepts such rollovers or to an IRA.

What happens to my account when I die?

Your designated beneficiary(ies) will receive the remaining value of your account, if any. Your beneficiary(ies) must contact an Empower retirement plan advisor to request a distribution. Log in to your account at www.COJDPC.com to update your beneficiary designation.

Fees

Are there any recordkeeping or administrative fees to participate in the Plan?

The annual administrative fee is 0.085% of your account balance, or 0.02125% per quarter. For example, if you have a \$20,000 account balance, your total annual fee would be \$17.00. This would be assessed quarterly at \$4.25. For additional information, please contact your local Empower retirement plan advisor for more information about any potential investment option fees.

Are there any fees for the investment options?

Each investment option has its own operating expenses. These fees are deducted by each investment option's management company before the daily price or performance is calculated. Fees pay for trading individual securities within the investment options and other management expenses.

Funds may impose redemption fees and/or transfer restrictions if assets are held for less than the published holding period. Asset allocation funds are generally subject to a fund operating expense at the fund level, as well as prorated fund operating expenses of each underlying fund in which they invest. For more information, see the fund's prospectus and/or disclosure documents.

Are there any distribution fees?

There are no charges for distributions taken upon the occurrence of any of the qualifying distribution events previously listed. Before taking a distribution, contact your local Empower retirement plan advisor to get more information.

Loans

May I take a loan from my Plan account?

No, loans are not permitted.

Qualified Domestic Relations Order (QDRO)

May I process a QDRO from my account?

Your Plan does not allow QDROs.

Taxes

How does my participation in the Plan affect my taxes?

Because your initial contribution is taken out of your paycheck before taxes are calculated, you will pay less in current income tax. Any earnings on all employee contributions are tax-deferred until the money is withdrawn.

Employer contributions and any earnings are tax-deferred until you withdraw money, usually during retirement.

Distributions may be subject to ordinary income tax. Distributions made prior to the investor reaching age 59½ may incur a 10% early withdrawal penalty.

Investment Assistance

How can I get help choosing my investment options?

Your Plan offers Empower Advisory Services, a suite of services provided by Empower Advisory Group, LLC, a registered investment adviser, that includes:

Online Advice

- Fund specific recommendations to help you validate or adjust your already developed strategy.
- Included as part of your plan available at no additional cost to you.

My Total Retirement™

- A personalized retirement strategy based on your financial picture that is professionally implemented and managed that can address your savings, investing and retirement income needs.
- Customized spending assistance to help retirement income last longer.

What fees do I pay to participate in My Total Retirement?

The annual fee for My Total Retirement is based on a percentage of your assets under management and is debited directly from your retirement plan assets following the end of each quarter:

Up to \$100,000	0.45%
Next \$150,000	0.35%
Next \$150,000	0.25%
Amounts over \$400,000	0.15%

For example, if your assets under management total is \$50,000, the maximum annual fee will be 0.45% (\$225). If your assets under management total is \$500,000, the first \$100,000 will be subject to a maximum annual fee of 0.45% (\$450); the next \$150,000 will be subject to a maximum annual fee of 0.35% (\$525); the next \$150,000 will be subject to a maximum annual fee of 0.25% (\$375); and any amounts over \$400,000 will be subject to a maximum annual fee of 0.15% (\$150).

For more detailed information, please log in to your account at www.COJDCP.com (click on the *Investing* help tab) or call Empower Participant Services at **(855) COJ-4570 (265-4570)**.

How do I get more information?

Visit the website at www.COJDCP.com for more information regarding your Plan, financial education, as well as financial calculators and other tools to help you manage your account. You can also call **(855) COJ-4570 (265-4570)** to speak with a representative Monday - Friday between 8 a.m. - 10 p.m. Eastern time, and Saturdays between 9 a.m. - 5:30 p.m. Eastern time.

You may also contact your local retirement plan advisor by calling **(904) 255-5569**.

1 Transaction requests received in good order after the close of the New York Stock Exchange will be processed the next business day.

Online Advice and My Total Retirement are part of the Empower Advisory Services suite of services offered by Empower Advisory Group, LLC, a registered investment adviser. Past performance is not indicative of future returns. You may lose money.

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