

“Exhibit A”

Benefits: Chart of Recommendations

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
5.1	Healthcare Plan Enhancements	Maintain competitive employee-only coverage; align dependent/family coverage to peer averages; investigate additional plan options include HSA-eligible high-deductible plans	Pending	Support – Staff will research viability for inclusion of alternatives.	Future Budget Cycle
5.2	Health Savings Account (HSA)	Introduce City contributions (peer avg. ≈ \$1,700/yr.) Even a modest contribution would align with peers.	Pending	Support – Staff will research viability for inclusion of alternatives.	Future Budget Cycle
5.3	Paid Parental Leave	Introduce paid parental leave beyond FMLA; nearly half of peers provide this benefit.	Pending	Support – Staff will include a policy for City Council consideration and possible adoption.	December 2025/ January 2026 Resolution
5.4	Tuition Reimbursement	Establish a tuition reimbursement program: <ul style="list-style-type: none"> • Max reimbursement of up to \$5,000 per year or \$2,500 per semester. • Eligibility: Full-time Employees only; With at least one full year of service at Fair Oaks Ranch. • Must maintain at least a “C” grade. • Commitment Agreement: Minimum of 1 year of service per calendar year of issuance. 	Pending	Support – Staff will include a policy for City Council consideration and possible adoption.	December 2025/ January 2026 Resolution
5.5	Life Insurance	Verify per-employee cost.	In Progress	Support	Ongoing Annual Review
5.6	Leave Accruals	Sick leave accrual slightly exceeds the peer average, while vacation leave accrual and maximum balances are substantially higher	Completed	No recommendation.	Adopted by Resolution April 17, 2025
5.7	Leave Buyback	Consider the addition of an annual leave buyback program for vacation and sick leave.	Pending	Support – Staff will review organizational needs to bring back to City Council for consideration.	Future Budget Cycle

Classifications: Chart of Recommendations

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.1	Reclassify Positions	Align duties and titles with market standards. Update outdated job titles for clarity and accuracy.	Completed	Support	Adopted by Resolution September 18,2025
6.2	Create Additional Levels	Add job levels where career progression is limited.	Pending	No Recommendation – Staff will review organizational needs to consider bringing back to City Council for future consideration.	Future Budget Cycle
6.3	Update Job Descriptions	Ensure all descriptions reflect current duties, are FLSA compliant, and use modern titling conventions.	Pending	Support – Evergreen will provide draft updates for internal adoption.	Prior to end of calendar year 2025

Compensation: Chart of Recommendations

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.4	Adopt New Step Structure	30 steps, 1.5% progression between steps.	Completed	Support	Adopted by Resolution August 7, 2025
6.5	Adjust Range Spreads	Adopt range spreads and progressions for better market alignment.	Completed	Support	Adopted by Resolution August 7, 2025
6.6	Adjust Non-Civilian Plan	Add steps, expand longevity, and increase minimums/maximums for public safety schedules.	Completed	Support	Adopted by Resolution September 18,2025

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.7	Transition Methodology	Use “Bring-to-Minimum + 1 Step” approach to place employees equitably in the new plan.	Completed	Support	Adopted by Resolution August 7, 2025
6.8	Targeted Adjustments	Apply adjustments for Maintenance, Utilities, and Public Safety where recruitment and retention challenges exist.	Completed	Support	Adopted by Resolution September 18, 2025

Performance Evaluations: Chart of Recommendations

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.9	Strengthen Evaluation System	Add mid-year check-ins and competency-based measures tied to City values.	Pending	Support – Staff will develop an internal administrative directive for operational implementation.	FY 2026-27
6.10	Streamline Forms	Simplify evaluation forms for consistency and ease of use.	Pending	Support – Staff will update forms to be utilized in the review period beginning July 1, 2027.	FY 2026-27
6.11	Align Pay Progression with Performance	Based on Adoption of the 1.5% Step Progression	Completed	Support	Operational Adoption Tied to Resolution Approved on August 7, 2025
6.12	Technology Integration	Develop a phased approach to integrate technology systems for performance evaluation, professional development, succession planning, and workforce development.	Pending	Support	Future Budget Cycle

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.13	Leadership Evaluations	Explore phased 360-degree feedback for supervisory and leadership positions.	Pending	Not recommended at this time: Item will remain under staff consideration due to process challenges in small departments.	Ongoing Review

System Administration: Chart of Recommendations

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.14	Market Surveys	Conduct targeted surveys as needed for hard-to-fill positions.	Pending	Support – Staff currently conducts targets surveys as needed. Staff will develop internal measurable trigger metrics for conducting surveys.	December 2025/ January 2026 Resolution
6.15	Comprehensive Review	Complete full classification, compensation, and benefits studies every 3–5 years.	Ongoing	Support – Staff will develop a policy for City Council consideration and possible adoption.	December 2025/ January 2026 Resolution
6.16	Policy Updates	Update policies and administrative directives for salary placements and movement decisions through the adopted compensation plan structure.	Pending	Support – Staff will develop a policy for City Council consideration and possible adoption.	December 2025/ January 2026 Resolution

Rec. #	Category	Evergreen: Details/Notes	Status	Staff: Recommendation	Proposed Timing
6.17	COLA Adjustments	<p>Adopt Cost of Living Adjustment (COLA) guidelines authorizing the City Manager to:</p> <ul style="list-style-type: none"> Automatically include CPI % backed COLA adjustments between 1–3% in the proposed budget. Validate and recommend adjustments between 3–5% based on additional limited market checks and peer movement comparisons in conjunction with CPI data. Present an exception review report to City Council with the above CPI backed data and checks along with implementation strategies or alternatives if COLA exceeds 5%. 	Pending	Support – Staff will develop a policy for City Council consideration and possible adoption.	December 2025/ January 2026 Resolution