

MAYOR STEVEN C. BIRD
VICE MAYOR KEVIN JOHNSON
COUNCILMEMBER THOM BOGUE
COUNCILMEMBER JIM ERNEST
COUNCILMEMBER DON HENDERSHOT



ELECTED CITY CLERK KRISTIN M. JANISCH
CITY TREASURER JAMES P. WARD JR.

November 6, 2024

Andrew Tomelloso
Dixon Professional Fire Association
c/o Dixon Fire Department
205 Ford Way
Dixon, CA 95620

Re: Vacation accruals and Vacation Advancement

The City of Dixon ("City") and Dixon Public Fire Association ("DPFA") recognizes the challenges of recruiting Fire Captains and Fire Engineers due to a continued low number of qualified applicants during open recruitments. The Fire Department is experiencing a shortage of internal qualified candidates to promote to higher level positions at this time. Therefore, to attract qualified external Fire Captains/Engineers candidates, the City and DPFA have agreed roll out Fire Captain/Engineer Recruitment Pilot Program, the details of the program are listed below:

- The City will recognize firefighter past work full-time experience from California cities, fire districts, or other agencies recognized in the state of California in determining a higher vacation accrual rate tier upon hire.
- Newly hired Fire Captains/Engineers with five (5) years or more of full-time firefighter experience will receive a one-time advancement of 48 hours of vacation leave to be added to employee's accrual bank following the first full pay period after date of hire.
- Human Resources will administer the procedures for vacation accrual and advancement.
- The pilot program will be in effect until the end of fiscal year or unless mutually agreed upon by the City and DPFA to extend based on recruitment needs.

For the City:

A handwritten signature in blue ink, appearing to read "Jim Lindley".

Jim Lindley
City Manager

Dated: 12-12-24

For the Association:

A handwritten signature in blue ink, appearing to read "Andrew Tomelloso".

Andrew Tomelloso
President, DPFA

Dated: 11/16/24

City of Dixon

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