



# Human Resources Department

TO: JOHN JANSEN, FIRE MANAGERS GROUP  
FROM: DAWN VILLARREAL, DIRECTOR OF HUMAN RESOURCES  
SUBJECT: SIDE LETTER OF AGREEMENT: COST SAVING MEASURES  
DATE: MARCH 24, 2010

This side letter will confirm the agreements reached between the City of Vacaville and the Vacaville Fire Managers Group (FMG) through the recent meet and confer process regarding cost saving measures. The City Council approved this agreement on March 23, 2010. The City and FMG have agreed to the following:

- Term: The term of this Side Letter of Agreement is April 1, 2010 through June 30, 2011.
- Sick Leave Buyback:  
All FMG members will forgo participation in Sick Leave Buyback for the term of this agreement.
- PERS:  
Effective April 1, 2010, through the term of this agreement, unit employees will contribute 3% toward the PERS Employer contribution. This contribution will be made on a pre-tax basis. FMG members will continue to pay their 9% Employee contribution toward PERS. This additional 3% contribution will go toward the PERS Employer contribution.
- Paid Time Off (PTO):  
Effective April 1, 2010 through June 30, 2011, a bank of PTO hours will be granted to each full time unit employee, equivalent to the 3% contribution towards PERS. 109.5 hours of PTO will be granted to each full time 24 hour shift unit employee and 78.2 hours of PTO for each day shift unit employee. PTO will be used for previously scheduled 2010 Vacation Shifts and for 2011 Vacation Shifts through June 30, 2011. The details of the use of PTO are outlined in a separate Administrative Procedure (see attached).

For the City of Vacaville:

For the Vacaville Fire Managers Group:

Signature on File

Dawn Villarreal  
Human Resources Director

Signature on File

John Jansen

Date: 04/22/10

Date: 05/04/10