

## Letter of Understanding

This letter of Understanding is made effective July 9<sup>th</sup> between the City of Grass Valley (City) and Tony Clarabut (Employee or Fire Chief).

**1. Appointment**

City hereby appoints Employee as the Fire Chief for the City of Grass Valley and Employee hereby accepts such employment. Employee shall serve at the pleasure of the City Council, through the direction of the City Administrator.

**2. Duties:**

Employee shall perform the functions and duties of the Fire Chief of the City of Grass Valley. As a limited hour position those duties will be focused on operational, facility and organizational structure priorities. Employee will be subject to the Charter, Ordinances, Resolutions and Actions of the Council and policies and procedures of the City.

**3. Term, Salary and Benefits**

This Letter of Understanding between City and Employee serves as the complete agreement between the City and Employee.

- a. The employee will serve for not more than 960 hours in a Fiscal Year starting in 2008-2009.
- b. The employee will be paid a starting base wage of \$58.00 per hour.
- c. The employee will receive a payment in lieu of benefits of \$8 per hour.
- d. The employee will receive \$900 for uniform allowance.
- e. The City will provide Employee with a City vehicle for conducting City business.
- f. The City will provide necessary communication devices.
- g. The City may terminate the Employee without cause upon providing a 30 day notice of such action.

**4. Other Conditions**

The City Council in consultation with employee shall fix other terms and conditions of employment at it may determine from time to time.

**5. Effective Date**

This agreement will take effective July 9, 2008 and was approved by the City Council on July 8, 2008 at a regular meeting of the City Council.

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Mark Johnson, Mayor

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Anthony A. Clarabut, Fire Chief