



## **CITY OF ANN ARBOR, MICHIGAN**

220 E. Huron, 7<sup>th</sup> floor, P.O. Box 8647 Ann Arbor, MI 48107

Phone: (734) 794-6120 Fax: (734) 994-5961

<http://www.a2gov.org>

Human Resources Services

March 4, 2009

Dominick Lanza  
1732 McBrides Branch Road  
Beechgrove, TN 37018

Dear Dominick,

I am very pleased to provide this letter as an offer of employment with the City of Ann Arbor for the Fire Chief position within the Safety Services Area. This offer is contingent upon the successful completion of a criminal and credit background check, pre-employment physical, drug screen, driving record and reference checks. The contents of this letter supersede any other offers, verbal or implied.

Some of the terms and conditions of employment are included in this letter. Please note there are other provisions in various City policies, procedures and regulations, which apply to all employees.

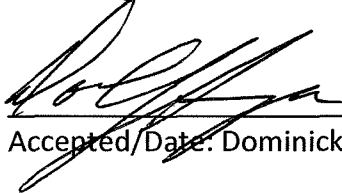
1. **Position** – Fire Chief – Exempt Professional Position #403390, Level 2
2. **Salary** - \$ 108,000 / year, paid bi-weekly
3. **Vehicle Allowance** - \$400.00 / month
4. **Cell Phone Stipend** --\$83.00 / month plus the Data standard plan at: \$53.00/month
5. **Date of Employment** – March 22, 2010 (Tentative)
6. **Medical Insurance & Other City Sponsored Benefit Plans:**  
Your coverage under such plans will become effective on your date of hire. A benefits summary is included with this letter. A full explanation of benefits will be explained once you start your employment with the City. In the meantime, feel free to contact Kelly Beck, Employee Benefits Supervisor at 734-794-6125 with any questions.

**7. Sick, Vacation, and Personal leave plans:**

- **Sick leave accrual** - every regular full-time employee of the City shall accrue ten (10) days of sick leave on the basis of accumulating one-twelfth (1/12) of their annual sick leave allowance for each month in which said employee is listed in the City payroll (active pay status).
- **Vacation and vacation accrual** – regular full-time employees of the City accrue vacation time as follows: Up to 5 years of service-15 days (120hours annually), **with 10 days available “in the bank” on day of hire.** Vacation leave accruals are earned and credited per pay period. Employees shall accrue vacation leave based on the amount of hours paid in an 80-hour pay period.
- **Personal leave** - all regular full-time employees shall be entitled to four (4) personal leave days per annum.


We are excited about you joining our team! If you have any other questions pertaining to the Fire Chief position, please do not hesitate to contact me at 734-794-6124.

Please sign and return this letter to me and keep a copy for your records.



Accepted/Date: Dominick Lanza

Sincerely,



Richard M. Martonchik  
Human Resource Service Partner  
Human Resource Services

cc: Chief Barnett Jones  
Safety Services Area Administrator

Encl: Computer Usage Policy/Form  
Benefits Summary  
Holiday Schedule