



## **TITLE**

Approval of Revised Salary Schedule for Fire Chief and Assistant Chief Classifications – FY 2026–2027

## **RECOMMENDATION**

Approve the revised salary schedule for the Fire Chief and Assistant Chief classifications effective the first full pay period of Fiscal Year 2026–2027 and authorize the Fire Chief to execute updates to employment agreements consistent with the approved salary schedule.

## **CONTACT**

Cliff Campbell, Acting Fire Chief

## **BACKGROUND & ANALYSIS**

The American Canyon Fire Protection District conducted a comprehensive compensation analysis of the Fire Chief and Assistant Chief classifications. The analysis evaluated current salary structures, compared compensation to similar agencies based on population served, and assessed internal alignment within the District's command staff.

The review identified that the District's current compensation for these classifications is below comparable agencies and has not been adjusted through a Cost-of-Living Adjustment (COLA) in the past three years. Additionally, internal review identified salary compression between Battalion Chief and Assistant Chief classifications, particularly when accounting for incentive pay and overtime opportunities available to Battalion Chiefs.

The compensation analysis identified two primary areas of concern:

### **Market Alignment**

The District's Fire Chief and Assistant Chief salaries currently fall below the market range when compared to agencies serving similar populations. The absence of COLA adjustments over the past three years has contributed to this gap.

### **Internal Salary Compression**

The analysis also identified compression between Battalion Chief and Assistant Chief classifications. In some cases, total Battalion Chief compensation may approach or exceed Assistant Chief base

salary when incentives and overtime are considered. This condition reduces the distinction between operational and executive roles within the command structure.

### **Proposed Salary Structure**

To address these findings, staff recommend implementation of a revised salary structure that:

- Establishes a 15% differential between the top step of Battalion Chief and the entry step of Assistant Chief
- Maintains an approximate 7% differential between Assistant Chief and Fire Chief classifications
- Implements a four-step salary schedule with 5% progression between steps

This structure is designed to restore appropriate separation between classifications, align the District with comparable agencies, and maintain a consistent and sustainable compensation framework.

### **Employment Agreement Updates**

Upon approval of the revised salary schedule, staff will update the employment agreements for the Fire Chief and Acting Fire Chief to reflect the new compensation structure for Fiscal Year 2026-2027. These updates will reference the adopted salary schedule rather than fixed salary amounts to allow for future adjustments as approved by the Board.

In addition, staff recommends updating the holiday leave provision to allow usage within six (6) months of accrual, rather than the current two-month limitation, to provide greater administrative flexibility.

### **FISCAL IMPACT**

The proposed salary adjustments will be incorporated into the Fiscal Year 2026–2027 budget. The fiscal impact has been evaluated and is consistent with the District’s long-term financial planning and projections.

### **BOARD PRIORITY PROGRAMS AND PROJECTS**

Public Safety: "Ensure American Canyon remains a safe community"

### **ENVIRONMENTAL REVIEW**

None

### **ATTACHMENTS:**

1. [Resolution 2026-12.pdf](#)
2. [Proposed\\_Salary\\_Schedule\\_FY26\\_27](#)