



**AGREEMENT  
BETWEEN**

**THE CITY OF PRINEVILLE  
and  
PRINEVILLE POLICE OFFICER'S ASSOCIATION**

**July 1, 2025 to June 30, 2029**

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## **ARTICLE 1 – RECOGNITION**

- 1.1 The City recognizes the Association as the sole and exclusive bargaining agent for the purpose of establishing wages, hours of pay, hours of work, and other conditions of employment for all covered employees. This agreement shall apply to all regular full-time employees within the classification of Sworn Police Officer, Sergeant, Public Safety Dispatcher, Public Safety Dispatcher Lead, Public Safety Call Taker, Non-Sworn Community Service Officer, Evidence Technician, and Office Technician.
- 1.2 The provisions of this agreement shall be applied equally to all employees in the bargaining unit without discrimination as to marital status, race, color, creed, national origin, sex, ancestry, political affiliation, or other class subject to applicable law.

## **ARTICLE 2 – ASSOCIATION MEMBERSHIP, CHECK OFF AND ASSOCIATION ACTIVITIES**

- 2.1 Membership or non-membership in the Association shall be the individual choice of employees to be covered by the Agreement. The City agrees to deduct the Association membership dues, fees, costs, charges, and assessments once each month, from the pay of employees who individually authorize such deductions in writing. Such authorization shall be terminable upon such notice as is specified in the authorization.

The Association shall hold the City harmless for the amount deducted from the employees' paycheck pursuant to dues authorization form signed by employees as directed by the Association.

- 2.2 Members of the Association shall sign and deliver to the City an authorization form requesting Association membership dues be deducted.
- 2.3 The City agrees to make all the above specified deductions and transmit them monthly in one check, along with a list of members, to the Association's President by the 1<sup>st</sup> of the following month. Neither the City nor the Association will be held liable for deduction errors. Proper adjustments will be made as soon as practicable. In no case shall an adjustment extend beyond the following pay period from written notice of the error by either party.
- 2.4 Employees shall have the right to join and participate in the activities of the Association, or to refrain from any or all such activities without discrimination by either the City or the Association. Nothing in this Agreement shall be construed as precluding or limiting the right of an individual employee to represent themselves in individual personnel matters. The Association is the exclusive representative of all bargaining unit members and only an authorized Association representative can represent employees for matters of employment relations and for matters under this agreement.
- 2.5 Bulletin boards will be furnished and maintained by the City and placed in convenient locations in each work area to be used by the Association. The Association shall limit its posting of notices and bulletins to the bulletin boards provided. The City may limit this privilege if in its judgment such postings reflect discredit upon the City or its agents.

## ARTICLE 3 – MANAGEMENT RIGHTS

- 3.1 The City retains all customary, usual and exclusive rights, decision making prerogatives, functions and authority connected with, or in any way incident to, its responsibility to manage the affairs of the City or any part of it. The rights of employees in the bargaining unit and the Association are limited to those specifically set forth in this Agreement, and the City retains all prerogatives, functions and rights not specifically limited by the terms of this Agreement. The City shall have no obligation to bargain with the Association with respect to any such subjects of the exercise of its discretion and decision making with regard thereto, any subjects covered by the terms of this Agreement are closed to further bargaining for the term hereof, and any subject which might have been raised in the course of collective bargaining without prior negotiations with the Association, similarly, nothing in the article shall prevent the Association from addressing mandatory subjects of bargaining which are not contained in this Agreement throughout the term of this contract.
- 3.2 Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the City shall include the following:
1. To direct and supervise all operations, functions and policies of the Department in which the employees in the bargaining unit are employed and operations, functions and policies in the remainder of the City as they may affect employees in the bargaining unit,
  2. To close or liquidate an office, branch, operation or facility, or combination of facilities, or to relocate, reorganize or combine the work of divisions, offices, branches, operations or facilities for budgetary or other reasons.
  3. To determine the need for a reduction or an increase in the work force and the implementation of any decision with regard thereto.
  4. To establish, revise and implement standards for hiring, classification, promotion, quality of work, safety, materials, equipment, uniforms, appearance, methods and procedures.
  5. To implement new and to revise or discard, wholly or in part, old methods, procedures, material, equipment, facilities and standards
  6. To assign and distribute work.

7. To contract or subcontract work as determined by the City; provided, that as to work covered by the bargaining unit, the City agrees to afford an opportunity to negotiate with the Association as to the effect of such action on wages and conditions of employees in the bargaining unit before finalizing or implementing any decisions concerning such subcontracting.
  8. To assign shifts, workdays, hours of work and work locations.
  9. To designate and to assign all work duties.
  10. To introduce new duties and to revise job classification and duties within the unit.
  11. To determine the need for and the qualifications of new employees, transfers and promotions.
  12. To discipline, suspend, demote or discharge an employee so long as such action is not arbitrary, in bad faith or without just cause.
  13. To determine the need for additional educational courses, training programs, on-the- job training and cross training and to assign employees to such duties for periods as to be determined by the City.
- 3.3 The exercise of any management prerogative, function or right which is not specifically modified by the Agreement is not subject to the grievance procedure or to bargaining during the term of the Agreement.

## **ARTICLE 4 – STRIKES AND LOCKOUTS**

- 4.1 The Association and the members of the bargaining unit, in view of the importance of the operation of the Police Department to the community, agree with the City, that there shall be no lockouts by the City and no strikes or other interruptions of work by the employees or Association during the term of this Agreement.

## ARTICLE 5 – VACATION AND HOLIDAYS

5.1 Upon completion of the first month of employment, the association members shall begin accruing holiday and vacation time based on the rules set forth here.

A. Holiday Time

All employees shall accrue 8.67 hours of paid holiday time every month in lieu of observed holidays. Employees are expected to work their regularly scheduled workday or seek the use of accrued vacation, holiday, or compensatory time off. Historical note: 8.67 hours is based on history of having 13 holidays per year recognized by the City: New Years Day, Martin Luther King Jr. Day, President's Day, Juneteenth, Memorial Day, July 4<sup>th</sup> – Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, Christmas Day, and one floating holiday.

Hours worked on the following holidays between the hours of 00:00 to 23:59 shall be compensated at the overtime rate: July 4<sup>th</sup>, Thanksgiving Day, Christmas Day, and December 31<sup>st</sup>. This is historically known as "bonus holiday" time.

B. Vacation Time

All employees will accrue vacation time based on continuous monthly service on the following chart:

|             |    |     |         |                                  |
|-------------|----|-----|---------|----------------------------------|
| 0           | to | 59  | Months: | 8 Hours Vacation Time Per Month  |
| 60          | to | 119 | Months: | 10 Hours Vacation Time Per Month |
| 120         | to | 179 | Months: | 12 Hours Vacation Time Per Month |
| 180 or more |    |     | Months: | 14 Hours Vacation Time Per Month |

5.2 Employees may accumulate vacation and holiday accruals to a maximum of one and one-half years of accrual. Accruals will cease when an employee reaches a maximum and will recontinue when the employee is below the maximum. All holiday and vacation accruals are based on continuous service by employees. Continuous service is defined as service unbroken by separation from the City except for time spent by an employee on military leave, sick leave with pay, approved leave with pay under the ADA, paid administrative leave, and authorized educational or law enforcement training leave, or other applicable protected leave, including Paid Leave Oregon (PLO). Time spent on other types of authorized leave shall not be counted as part of continuous service, provided that employees returning from such leave and employees on layoff status shall be entitled to credit for service prior to the leave or layoff.



### 5.3 Annual Vacation Bid

Not later than October 1<sup>st</sup> each year, the employer shall post a sign-up sheet for each classification electing an annual seniority-based vacation bid. Members will be allowed to bid for a maximum of two weeks per bid per year. The two weeks may be divided into one-week blocks. Vacation requests shall not exceed the amount of vacation and holiday time off that the member will have available when the time off is taken. All vacation requests will be subject to appropriate public safety considerations and chosen in order of seniority.

### 5.4 Other Time Off Requests

Outside of the annual seniority-based vacation bid for vacations for the following year, additional paid time off may be requested on a first come first served basis. Approval or denial of any requested time off shall be given to the employee in writing within ten (10) days of receipt of the request. If an employee's request for vacation, holiday, and/or compensatory leave is denied, the employee shall receive a written reason for the denial. If an employee's first and second choices of vacation, holiday, and/or compensatory time off are denied, the employee shall have the right to request a cash payment in lieu of vacation, holiday, and/or compensatory time off for the appropriate accrual year, when the employee has provided their vacation request with at least ten (10) days' notice.

The amount of vacation, holiday, and/or compensatory time requested shall be granted or denied in its entirety if the time requested is two (2) weeks or less. Each employee will be permitted to exercise their right of seniority, within the ten (10) day approval period, only once per year. Seniority under this article is defined as the total length of unbroken service with the City since the date of hire, within the classification. Management will notify employees in the affected department of vacation, holiday, and/or compensatory time off upon receipt.

Other time off requests under this section may be requested after the annual seniority-based vacation bid has been completed and continue to December 31<sup>st</sup> of the following calendar year.

### 5.5 In the event of death or termination of an employee, all unused vacation, holiday, and compensatory time accrual, up to the maximum accrual cap, will be paid in the same manner as salary due the employee.

## ARTICLE 6 – HOURS OF WORK

6.1 The City reserves the right to determine work schedules, work shifts, and hours of work. The work week is Sunday 00:00 to Saturday 23:59. A normal workday for employees may consist of:

1. Eight (8) hours per day. Five 8-hour days within a 7-day work week as mutually agreed with the employee. (5 – 8 plan.)
2. Ten (10) hours per day. Four 10-hour days within a 7-day workweek as mutually agreed with the employee. (4 – 10 plan.)
3. Twelve (12) hours per day. Four days on – four days off (4 – 12 plan) or another schedule as agreed by the City and Association. This schedule is based on a 14-day work cycle under the FLSA 7(k) exemption for those employees subject to FLSA.

The regular hours of work each day shall be consecutive, except for interruptions for rest and meal periods. Prior to making any changes in the regular work schedules the City will notify the Association at least 30 days in advance in writing and give the Association opportunity to discuss the change with management.

6.2 All employees shall be scheduled to work on a regular work shift, and each shift shall have regular starting and quitting times. Except for emergency situations, as determined by the City, all employees shall have at least ten (10) hours off duty between scheduled work shifts, unless specifically agreed with employee for less than ten (10) hours off. If the employees' shifts are not scheduled with at least ten (10) hours off between shifts, not including scheduled or emergency overtime, the employee shall receive overtime for any hours worked with less than ten (10) hours off. Except for emergency or overtime situations, all employees shall have at least forty-eight (48) consecutive hours off each workweek. No employee shall be scheduled for more than two different shifts in two consecutive work weeks unless agreed upon by the affected employee and the City.

6.3 Work schedule showing the employees' shifts, workdays, and hours shall be posted electronically. Except for emergency or unanticipated situations and for the duration of the situation, changes in work schedules shall be posted seven (7) days prior to the effective date of the change. Monthly schedules shall be posted seven (7) days prior to the beginning of the month. In determining an emergency, the City will attempt to not disrupt or interfere with employees' already approved leave, or employee's regularly scheduled days off.

When time allows, the City will attempt to allow employees, based on seniority (highest seniority first), who want to work the emergency overtime, the opportunity to rather than assigning the overtime. If no volunteer can be found to work the overtime,

it will be assigned by the City, on a rotating basis based on seniority in order of least senior first.

With approval by the City, overtime may take the form of compensatory time off when the City's Police Department overtime budget is exhausted provided that the city has made a good faith effort to fund the overtime expenses for the year.

- 6.4 A rest period of fifteen (15) minutes shall be permitted for all employees during each four (4) hours of work, which shall be scheduled in accordance with the operating requirement of each department. All employees shall be granted a meal period during each work shift. To the extent consistent with operating requirements of the department, meal periods shall be scheduled in the middle of the work shift. Due to the emergency nature of responding to law enforcement calls for service, Sworn Police Officer, Sergeant, Public Safety Dispatcher, Public Safety Dispatcher Lead, Public Safety Call Taker, and Non-Sworn Community Service Officer are subject to call throughout their workday.

## ARTICLE 7 – SICK LEAVE

- 7.1 Effective with the first day of employment, sick leave shall be earned for the purpose stated herein at the rate of eight (8) hours for each month of employment based on the pay period (21<sup>st</sup> through the 20<sup>th</sup>); if the first calendar month of employment is not a full month, the amount accrued will be prorated. Accruals are prorated if on unpaid status meaning if an employee is on partial unpaid status and using accrued leaves in the month, leave accruals such as sick and vacation are based on the amount of paid accrual leave taken. If using Paid Leave Oregon, accruals are calculated based on the amount of paid accrued leave taken.
- 7.2 Sick leave may be accumulated to a total of 1200 hours.
- 7.3 Employees may use their sick leave when unable to perform their work duties for reason of illness or injury to the employee or family member that requires the employee's attention with the family to arrange for medical care and/or other assistance to an involved family member, or as provided by applicable law, including but not limited to FMLA, OFLA, PLO, Oregon Sick Leave, etc. "Family member" shall be defined as: spouse, domestic partner, parent, sister, brother, child, grandchild, and grandparent of the employee or of the employee's spouse or domestic partner, and other qualifying relationships under FMLA, OFLA, PLO, ORS 659A.150, and other applicable law.
- 7.4 In the event that an employee needs to use their sick leave, the employee shall notify their immediate supervisor of the nature and expected length of absence, as soon as possible, and no later than the beginning of their next regular work shift, unless able to do so because of the seriousness of the illness or injury. Documentation of the need for the employees' absence and the estimated duration of the absence may be required at the option of the department supervisor for absences over three (3) days. The City shall be responsible for reasonable costs associated with the physician's statement required by this section. Notwithstanding the above, an employee shall be allowed up to four (4) hours per monthly timesheet (21<sup>st</sup> through the 20<sup>th</sup>) to attend to their own personal medical needs or those of their spouse, domestic partner, children, or parents; and such time will not be charged against the employee's sick leave. It is clearly understood that said four (4) hours per month are to be used on an honor basis and are only for personal medical reasons as described above in this section.
- 7.5 Upon application by the employee, sick leave without pay may be granted by the City for the remaining period of disability after accrued sick leave has been exhausted. The City may require that the employee submit a certificate from a physician periodically during the period of such leave. (Example is unpaid sick leave while on PLO)

7.6 Sick leave is provided by the City in the nature of insurance against loss of income due to illness or injury. Employees whose employment is terminated other than for just cause shall be paid for their accumulated sick leave as follows:

1. After ten (10) years of service, fifty percent (50%).
2. After fifteen (15) years of service, sixty-six percent (66%).
3. After twenty (20) years of service, one hundred percent (100%).

In the alternative, for PERS Tier 1 and Tier 2 employees, the City agrees to credit any accumulated and unused sick leave to the employee's retirement fund formula as described and provided for under the Public Employees Retirement System (PERS). Sick leave shall not accrue during any period of a leave of absence without pay, unless prorated when using partial accrued leaves as noted in Section 7.1.

## ARTICLE 8 – WORKER’S COMPENSATION

8.1 The City provides workers compensation coverage as required by law. Employees retain all worker compensation disability checks received. The City shall establish a program, whereby, following an employee's on-the-job injury resulting in time loss of up to ninety (90) days, the City will pay the difference between the amount of the Worker’s Compensation Insurance payment and the employee's normal net pay. This payment will not be deducted from the employee's PTO or sick leave. The following provisions shall apply:

1. If Worker's Compensation Insurance does not pay for the first three (3) days an employee is off work, the City will make payment to the employee for those days.
2. The City agrees to furnish to the employee the difference between the amount of the Worker's Compensation Insurance payment and the employee's normal net pay for a period not to exceed ninety (90) days.
3. After ninety (90) days, an employee may elect to use accrued compensatory, vacation, holiday, or sick time until returned to work or exhausted to pay the difference between disability payments and the employee’s regular net pay.
4. Example of gap coverage: An employee is disabled for an entire pay period. Gross pay for the period is \$1,000 and normal net pay is \$800. SAIF pays \$670. The employee would then receive an additional \$130 (net) from the City during the first ninety (90) day period as described above.

## **ARTICLE 9 – COMPASSIONATE LEAVE**

- 9.1 Compassionate leave will be granted in the event of a death in the employee's immediate family (as defined in Article 7 – Sick Leave). The employee may be granted, upon request, up to four (4) days off with pay. Such leave shall not be deducted from accrued sick leave or other paid time off. Use of compassionate leave will be taken concurrent with OFLA.

## **ARTICLE 10 – JURY DUTY**

- 10.1 Upon being excused from jury duty service for the day an employee shall immediately contact their Supervisor for assignment for the remainder of the regular workday. Employees may retain any additional payment received from the court related to a jury service fee, in addition to their regular pay from the City.



## **ARTICLE 11 – EMPLOYEE TRAINING AND APPEARANCE**

- 11.1 Employees will be granted time off with pay to attend conferences, seminars, briefing sessions, training programs and other programs of a similar nature that are intended to improve or upgrade the employee's skill and professional ability, when required by the City. Leave with pay will be granted for attendance in any court, legislative body or administrative agency so long as such attendance is held at a location other than in Prineville and is in connection with the employee's officially assigned City duties and is a result of a legal subpoena. This provision does not pertain to the court time provision covered in Article 14 - Compensation.
- 11.2 The City may reimburse employees 50% of tuition paid for an approved job-related education provided the college is accredited and the employee received a passing grade, subject to available funds.

## ARTICLE 12 – LEAVES OF ABSENCE

- 12.1 Leaves of Absence without pay, not to exceed ninety (90) calendar days, may be granted upon establishment of reasonable justification and in instances where the work of the Department will not be unreasonably affected by the absence of the employee. Requests for such leaves must be submitted in writing. Normally, such leave will not be approved for an employee for the purpose of accepting employment outside the service of the City. If the request is denied, the employee shall be advised in writing as to the reason.
- 12.2 Parental leave of twelve (12) weeks will be granted to the mother and/or father, upon the birth of a child or adoption of a child under the age of six (6) consistent with applicable law. If the employee wishes to take a longer leave, the employee must request so in writing.
- 12.3 Members of the Association selected to participate in contract negotiation [up to limit of four (4) members] will be granted paid time during negotiation sessions during normal schedule shifts, other Association activity may be granted time off without pay. Any time off referred to in this paragraph must be accompanied by a written time off request at least seven (7) days prior to requested time off. The dates, times and places for these negotiating sessions shall be established by mutual agreement between the parties.
- 12.4 Educational leave may be granted after a full-time employee completes one (1) year of continuous service. Written request, for the purpose of upgrading the employee's professional ability through enrollment in educational courses relating to employment, must be made to management. Educational courses must be at an accredited school. The period of such leave of absence shall not exceed one (1) year but, may be renewed or extended upon request of the employee and approval by the City. Educational leaves may not be granted more than once in any three (3) year period.
- 12.5 An employee who has been granted a leave of absence and who fails to return to work at the expiration of the leave of absence shall be considered as having resigned their position with the City. The employee, prior to expiration of the leave of absence, may make written application for an extension of the leave of absence. The employee will furnish evidence that they are unable to return to work. If the employee, within thirty (30) days of failing to return to work, shows good and sufficient cause for failure to report at the expiration of the leave of absence, they will still be considered to have their position with the City.

## **ARTICLE 13 – LAYOFFS**

- 13.1 In the event an employee is laid off by the City for non-disciplinary reasons, and is rehired within one (1) year of the date of the layoff into the same job classification held previously, the employee shall be paid the rate of pay applicable to the position and length of City service as if the layoff had not occurred. No back pay for the period of the layoff is intended under this provision. Employees must keep the City notified of their current contact information and failure to respond to a notice of recall for any position with fourteen (14) calendar days of notice will be deemed off the recall list. (Should the City be forced to lay off employees, such layoffs shall be based upon reverse date of hire and by classification as set forth in Appendix A, Wage Schedule.) The City agrees to give fourteen (14) calendar days' notice of a layoff.

## ARTICLE 14 – COMPENSATION

14.1 Employees shall be compensated in accordance with the hourly wage schedule attached to this Agreement and marked Appendix A, which is hereby incorporated into and made a part of this agreement. Employees will be paid monthly based on employees' hourly rate and the hours worked in the pay period inclusive of approved accrued paid leaves.

- The month following execution of this Agreement, the hourly rates for each classification will increase 5.5%.
- Effective July 1, 2026, the hourly rates for each classification will increase 3%.
- Effective July 1, 2027, the hourly rates for each classification will increase 3.5%.
- Effective July 1, 2028, the hourly rates for each classification will increase 3.5%.

As part of each employee's compensation, the parties acknowledge the City may, at its discretion, provide di minimis fringe food and beverages for work-related meetings and for work purposes without further bargaining obligations.

14.2 When a position not listed on the wage schedule is established, the City shall designate a job classification and pay rate for the position. The Association shall be notified, and the pay rate shall be considered tentative until the Association has had an opportunity to meet and discuss the matter. The City is not precluded from hiring the position and the parties agree to expedited good faith bargaining under ORS 243.698; the City is also not precluded from withdrawing the proposed position.

14.3 Shift differential shall be paid for all hours worked between 6:00 PM and 06:00 AM at the rate of \$0.75 per hour.

14.4 Each month employees shall have the ability to "cash-out" up to 24 hours of vacation, compensatory, or holiday time by notifying the payroll department of their intention by the 20<sup>th</sup> day of the month in which payment is being requested. Employees must have enough time to cover their request existing in their vacation, compensatory, or holiday bank at the time of the notification.

14.5 Overtime shall be compensated at the rate of one and one-half (1/2) of the employee's regular rate of pay. The administration and assignment of any necessary overtime work is solely a function of management and does not set precedent or reliance of overtime opportunities. There will be no pyramiding of overtime and compensation will not be received twice or paid twice for the same hours. Overtime will be paid to the next nearest quarter (1/4) hour. Overtime is only paid for hours worked. Paid leave is paid at straight time. Overtime will be paid for the following:

1. Daily overtime. All continuous assigned work in excess of the eight (8) hour, ten (10) hour, or twelve (12) hour workday depending on the number of regular hours in the shift.

2. FLSA overtime. Consistent with FLSA, all assigned work in excess of forty (40) hours in any work week, except for those employees working a FLSA 7(k) exempt schedule. Employees working a FLSA 7(k) exempt schedule are eligible for overtime compensation for hours worked over 84 in a 14 day work period.
3. Call-in overtime. All employees are subject to be called in to work outside their normal shift. This is known as "call-in." Employees called to report to duty to a work facility, directed to report to court, department mandated meeting, or report to the scene of an incident outside their normal work schedule will receive overtime for actual hours worked with a minimum payment of three (3) hours. Call-in time initiates when the employee is en route to the call for service, not to exceed the employee's normal commute. For immediate response situations, call in time initiates at the time of the call.

On a scheduled workday, the minimum three (3) hour call in does not apply if the call-in begins less than one hour before the start of a shift or after the end of the employee's scheduled shift. For those hours, the employee will be paid overtime for the actual time worked.

If an employee is contacted off duty and required to engage in work duties without needing to respond to a City facility or incident scene (i.e.: remote work from home or other location), the employee will be paid overtime for the actual time worked. Phone calls to an employee for the purpose of asking the employee if they are available to perform extra work or for matters that are de minimis in time are not compensable. De minimis is generally for calls less than 5 minutes. Employees will log their activities and time for remote work.
4. Certain holidays. Employees who work shifts on July 4<sup>th</sup>, Thanksgiving Day, Christmas Day, and December 31<sup>st</sup> will be paid overtime for all hours worked on the day (00:00 to 23:59). The City may schedule employees off on these holidays in order to avoid overtime.

#### 14.6 Compensatory Time

At the election of the employee, overtime may be taken as compensatory time at one (1) to one and one-half (1.5) ratio, meaning that for every hour of overtime worked, the employee will bank 1.5 hours of straight time. Compensatory time off will be taken at a time mutually agreed upon by the employee and the City. Compensatory time off may be accrued to a maximum of (80) hours.

Employees who earn compensatory time will have an option to receive compensation for up to a maximum of 80 hours at their regular rate of pay. This option is only available once per year, during November. The employee will elect the compensation time payout by notifying the payroll department by November 20<sup>th</sup>. This provision is separate from 14.4 above.

14.7 On-Call Assignment is not considered compensable hours worked, and assignment or discontinuation of on-call is at the sole discretion of the Chief or designee without further bargaining obligation. In limited circumstances, the City is not precluded from assigning other supervisory personnel to on-call assignment due to operation need, or low staffing issues. On-call assignment requires employees to be readily available to reasonably report to the police department as soon as possible, not to exceed 60 minutes under normal commute conditions. The City can limit the assignment of on-call status for those employees that do meet the purposes of the assignment. Employees responding to a call for duty while "on-call" will receive overtime for hours worked in this article. On-call assignment pay is paid during any call in to work under this article.

A. Dispatchers and Call Takers

Based on operational need, such as, but not limited to: Crooked River Roundup and Horse Races, wildfires, flood risks and warnings, and other natural disaster threats, a Dispatcher or Call Taker may be assigned by a supervisor to be "on-call" and readily available for calls outside of their regular work shift. During the period of the assignment the employee will receive an additional flat rate premium of \$5.00 per hour for those hours assigned when not scheduled to work. On-call shifts will first be offered on a voluntary basis but may be assigned by supervision. If on-call assignments are mandated, the City will make a reasonable effort to ensure that the employee has at least two (2) full days scheduled off during the work week without disruption of on-call assignment.

B. Sergeants

As an essential function of the classification of Sergeant, employees may be assigned to "on-call" duties. For Sergeants, on-call assignments will use two-week rotations. Employees in the classification of Sergeant will receive an additional premium of \$125 per month for this duty. The City is not precluded from assigning other supervisory personnel to occasionally cover on-call duties in instances of severe staffing shortages or other emergent operational need.

C. Other Employees

Standby status shall be compensated to an employee who is ordered on a standby status by a supervisor. Such standby status shall have conditions as prescribed by the Supervisor ordering the standby. Compensation for standby shall be a minimum of one (1) hour of the employee's regular rate of pay for each consecutive hour of standby time. Unless set by the Supervisor, all standby status shall cease after four (4) consecutive hours. This section does not apply to Dispatchers or Sergeants.



## 14.8 Compensable Incentives

### A. DPSST Incentive

1. Intermediate Certification: Employees with an intermediate Oregon DPSST certification will receive a premium incentive of 5% of their base hourly rate of pay.
2. Advanced Certification: Employees with an advanced Oregon DPSST certification will receive a premium incentive of 10% of their base hourly rate of pay.

Intermediate and advanced incentive pay is not cumulative. Payment is made in the pay period following the verification of the certificate.

### B. Field Training Officer (FTO) Incentive

Employees who are certified to serve as FTO will receive a premium incentive of 5.0% of their base hourly rate of pay for the month when assigned and performing the duties of FTO in any portion of the month assigned. "Month" will consist of the 21<sup>st</sup> of the month through the 20<sup>th</sup> of the following month, the same as the pay period. Assignment as an FTO is at the Chief's discretion.

### C. Detective Incentive

The Chief of Police may assign a Police Officer or Sergeant as a Detective. The assignment is subject to a flexible work schedule established by the Chief consistent with operation need to coincide with the expectations of the duties associated with detective work. The rotation and duration of the assignment is generally three years and may be extended for an additional year at the discretion of the Chief. The Detective schedule will generally be forty (40) hours per week Monday through Friday, but subject to flex for covering evening and weekend incidents and work obligations during the workweek. The assignment carries the expectation of call-in and additional work even if having already worked 40 hours in the workweek. Detective Sergeants do not receive the Detective incentive (they get the Sergeant on-call as described in 14.7 B).

### D. Bilingual Incentive

Employees who are bilingual and who demonstrate a street level fluency in any language other than English, including American Sign Language (ASL) determined necessary at the discretion of the Chief will receive an incentive of 5% of their base hourly rate for all hours worked beginning in the month after verification by the City. The Chief will designate which employees are entitled to the incentive with the understanding that all employees who meet the criteria will be paid the incentive.

E. Longevity Incentive

In efforts to recognize the commitment and added benefit of having law enforcement experience in Prineville, employees with more than 10 years of continuous employment with the City will receive an incentive of 3.5% of their base hourly rate.

F. Evidence Technician Incentive

Excluding the classification of Evidence Technician, an employee assigned and qualified to perform the duties of evidence technician will receive a premium incentive of 5.0% of their base hourly rate of pay.

G. Evidence or Office Technician with Current Dispatch Certificate Incentive

When working in the classification of Evidence or Office Technician and possessing a current Oregon DPSST certification for telecommunications employees will receive an incentive of 2.5% of their base hourly rate of pay.

H. Firearms or Defensive Tactics Instructor Incentive

When assigned by the Chief as a Firearms or Defensive Tactics instructor, employees will receive an incentive of 1.5% of their base hourly rate of pay. There is no stacking of the Firearms or Defensive Tactics incentive, employees may receive either/or but not both.

I. CERT/SWAT Team Member

When assigned to the regional CERT, SWAT, or other critical response team, the employee shall receive an incentive of 2.0% of their base hourly rate of pay.

- 14.9 Upon execution of this agreement the City will recalculate all wages paid from July 1<sup>st</sup>, 2025 based on the terms of this agreement and pay amounts owed to employees, based on those calculations, as an adjustment on the payroll following the execution of this agreement. Additionally, on the payroll following the execution of this agreement, any remaining balance owed for an increased clothing allowance will be paid.



## ARTICLE 15 – DISCIPLINE

15.1 No employee shall be disciplined or discharged without the protection of due process. Formal disciplinary actions include the following:

1. Written reprimand
2. Suspension
3. Demotion
4. Discharge

15.2 Disciplinary action may be imposed upon any regular non-probationary employee for just cause. Just Cause standards for sworn law enforcement is subject to applicable law, including but not limited to ORS 243.808 and Law Enforcement Standards Commission (LESC) rules. The City will generally adhere to the principles of progressive discipline, however, is not precluded from imposing a higher-level discipline subject to the totality of the circumstances or as regulated by law. Disciplinary actions will be clearly labeled.

15.3 Any disciplinary action imposed upon a regular employee shall be appealed only as a grievance through the grievance procedure of this Agreement.

15.4 An employee in the probationary period may not institute grievances over discharge or City disciplinary action. Probationary employees are considered “at-will”, and the due process provisions of this article do not apply.

15.5 Counseling/Flat File Entries

Oral reprimands and warnings or similarly related counseling, (aka: flat file entries), which may be reduced to writing, are not considered discipline and may not be protested through the grievance procedure. These corrective measures are performance concerns and are not placed in the personnel file but are maintained in the supervisory file for mention in yearly evaluations. Counseling documents will be clearly labeled. Employees may provide a rebuttal to a counseling within ten (10) days of receipt. A counseling will be considered stale after twelve (12) months conditioned that employee has not received counseling or discipline for similarly related conduct during that period. Subsequently, counseling documents will be retained consistent with records retention laws and may be used for notice of rule or civil defense.

## 15.6 Investigation and Discipline Procedures

### Investigative Interviews/Internal Affairs Investigations

The interview of an employee concerning action(s) or inaction(s) which, if proved, could reasonably lead to formal disciplinary action as described in Section 15.1 above, shall be conducted under the following conditions and procedures:

- A. The employee and Association shall be informed, in writing, with a minimum of forty-eight (48) hours advanced notice of investigation that the employee is subject to interview for possible discipline.
- B. The forty-eight (48) hour notice will include the nature of the investigation, facts reasonably sufficient to provide notice of the allegations, and the policies, procedures and/or laws that form the basis for the investigation, and the employee shall be advised that an opportunity to consult with an Association representative will be afforded prior to the interview.
- C. The requirements of Sections A and B of this Section shall not apply if (1) the employee is under investigation for violations that are punishable as felonies or misdemeanors under law, or (2) notices to the employee would jeopardize the administrative investigation.
- D. The employee shall have the right to have only a duly authorized Association representative(s) present during any interview, which may reasonably result in discipline. The opportunity to have an Association representative present at the interview or the opportunity to consult with an Association representative shall not unreasonably delay the interview. However, if the interview begins with the consent of the employee in the absence of an Association representative, but during the interview the employee concludes that assistance is required by reason of increasing seriousness of the disciplinary problem, the employee shall be allowed a reasonable time in which to obtain an Association representative. The presence of an Association representative can include virtual and/or telephonic accommodations if agreed upon by the employee.
- E. To the extent reasonably possible, all interviews under this Section shall take place at the police department.
- F. The City may schedule the interview outside of the employees' regular working hours, however in that event the appropriate overtime rate and/or irregular hours' payment shall be made to the employee.
- G. The employee shall be required to answer any question concerning an administrative (non-criminal) matter provided a *Garrity* advisement is given. Employees under any investigation shall be afforded all rights and privileges to which the employee is entitled under State or Federal laws.

- H. The employee shall not be subject to abusive or offensive language or to coercion, nor shall interrogators make promises of award or threats of harm as inducements to answer questions.
- I. During an interview, the employee shall be entitled to such reasonable intermission as the employee may request for personal physical necessities.
- J. All interviews shall be limited in scope to activities, circumstances, events and conduct that pertain to the action(s) or inaction(s) of the employee pursuant to the investigation notice. Nothing in this Section shall prohibit the City from questioning the employee about information that is developed during the course of the interview. No employee shall be required to submit to a polygraph examination.
- K. The City, employee and/or the Association may record the interview. The City audio recording of the complete recorded interview of the employee shall be furnished to the employee either upon conclusion of the investigation; with any pre-disciplinary notice if applicable; or at least 48 hours prior any additional investigatory interview of the employee. The employee or Association will provide a copy of any investigatory audio recording upon request by the City.
- L. Interviews and Internal Affairs investigations shall be concluded without unreasonable delays. The parties recognize that efforts should be made to conduct investigations timely, and that scheduled interviews may be adjusted to allow the parties to consult with representatives and/or counsel and have representation present.
- M. Pre-Disciplinary Notice

In the event the City contemplates imposing disciplinary actions based on the results of an internal investigation, the City will provide the employee and the Association a written pre-disciplinary notice. The written notice will include the findings of fact sustaining the charges or allegations and the contemplated disciplinary action, and scheduled opportunity to meet with the decision maker for any contemplated formal disciplinary action. The written notice will include a copy of the investigation inclusive of the materials relied upon to sustain the findings supporting the proposed disciplinary action.
- N. The employee and the Association shall have the right to a pre-disciplinary (*Loudermill*) meeting with the Chief, or decision maker, as scheduled by the City. The City will permit a change in the scheduled meeting so long as the meeting is not unreasonably delayed. The employee is entitled to have only a duly authorized Association representative(s) present for this meeting and is not precluded from providing other written statements on their behalf. The employee may waive appearance at the meeting and elect to participate in

written form or decide to not participate in any manner. This pre-disciplinary/*Loudermill* meeting shall be recorded by the City and the Association and copies provided to the employee and Association when requested.

- O. After the pre-disciplinary meeting, the Chief shall consider any mitigation/information provided at the meeting and then determine what (if any) disciplinary action to impose. The employee and the Association shall be provided with the final disciplinary action decision in writing. Disciplinary actions will be imposed in a private manner.

#### 15.7 Personnel Files and Disciplinary Records

- A. Employees shall be provided copies of all adverse material to be included in their personnel file and shall have the right to attach statements in rebuttal or explanation.

Employee personnel and IA files will be maintained as confidential records to the full extent allowed by law. Access to the employee's personnel file shall be limited to the employee, their authorized representative, officials, managers, supervisors and/or representatives of the City and such other persons or agencies as may be required or allowed under Federal, State laws and regulations.

Disciplinary records of employees shall be retained based upon the City policy and applicable law.

- B. Counseling documents will be retained as noted in Section 15.5
- C. Formal Disciplinary Actions

A copy of any formal disciplinary actions imposed will be maintained in the employee's personnel file. Consistent with applicable law, economic disciplinary actions will be reported to DPSST. At the request of the employee, written reprimands may be removed from the employee's personnel file and considered stale after three (3) years if no similarly related counseling or discipline has occurred during the waiting period. The document may be stored in accordance with other retention laws. If like or similar misconduct occurs within stated time periods, respectively, documents may be used for progressive disciplinary action. The time periods will then commence from the latest incident.

## ARTICLE 16 – SETTLEMENT OF DISPUTES

16.1 Any grievance or dispute which may arise between the parties concerning the application, meaning or interpretation of this Agreement shall be settled in the following manner:

- Step I. The affected employees and/or the Association shall take up the grievance or dispute with the employee's immediate Supervisor (Captain (as applicable), Lieutenant or Dispatch Director), within fourteen (14) calendar days of its occurrence, or fourteen (14) calendar days of reasonable knowledge of its occurrence. The Supervisor shall meet with the employee and representative(s) of the Association to attempt to resolve the matter within fourteen (14) calendar days. The decision by the Supervisor shall be in writing and provided to the employee and the Association within 7 calendar days of the informal meeting.
- Step II. If the employee and/or the Association is dissatisfied with the decision of the immediate Supervisor, the employee and/or the Association shall submit the grievance in writing to the Chief within fourteen (14) calendar days of the City's written response in Step 1. The Chief shall meet with the employee and representative(s) of the Association within fourteen (14) calendar days to attempt to resolve the matter. The decision by the Chief shall be in writing and provided to the employee and the Association within 7 calendar days of the informal meeting.
- Step III. If the employee and/or the Association is dissatisfied with the decision of the Chief, the Association may submit the grievance in writing to the City Manager, within fourteen (14) calendar days of the City's response in Step II. The City Manager shall meet with the employee and representative(s) of the Association within fourteen (14) calendar days to attempt to resolve the matter. The decision of the City Manager shall be in writing and provided to the employee and the Association within 7 calendar days of the informal meeting.
- Step IV. If the Association is still dissatisfied the City's written response in Step III, the Association may file the grievance for mediation with the Oregon Employment Relations Board within fourteen (14) calendar days of the Step III written response. The Association will provide the City the notice of filing for mediation at the same time when filing with the ERB. The parties will engage in at least one mediation session within forty-five (45) days of notice to the ERB, or as facilitated by the State Mediator. Termination cases are not subject to mediations and proceed to Step V.
- Step V. If the grievance is not resolved at mediation, the Association may request the matter be taken to final binding arbitration within 14 calendar days of a first



mediation session. The Association will provide notice to the City at the same time as notice to the ERB for any request for arbitration. For termination cases, the Association may request the grievance be taken to final binding arbitration within 14 calendar days of the Step III response. For police misconduct cases, the Oregon Employment Relation Board will provide the arbitrator selection process as prescribed by law. For other cases that are not deemed police misconduct, the parties may agree to an arbitrator or the parties shall request a list of seven (7) names from the Oregon Employment Relations Board. The arbitrator shall be selected by the method of alternative striking of names under which a flip of a coin shall determine which party will strike the first name. The striking of names shall continue until one name remains and the remaining name shall be the arbitrator. The arbitrator shall hear both parties and take testimony and evidence in a hearing on the disputed matter. The arbitrator's decision shall be final and binding, but shall have no power to alter, modify, amend, add to or detract from the terms of this Agreement. Expenses for the arbitrator shall be by the losing party as determined by the Arbitrator. If either party desires a verbatim recording of the proceedings, it may cause such a record to be made, provided it pays for the record and makes a copy available without charge to the arbitrator. If the other party desires a copy, the party shall be provided a copy of the transcript at the copy rate.

#### 16.2 Timelines

Parties may extend timelines by written mutual agreement. Failure of an employee or the Association to advance a grievance will result in dismissal without further action. Failure of the City to respond according to a grievance step permits the Association to advance to the next step of the grievance process. In the event the parties dispute timeline issues of the grievance process, the arbitrator will be limited to hear the timeliness arguments first, including any closing summation by the parties. The arbiter will then rule from the bench on the timeliness issue. Should the case be determined as filed timely, the arbitration hearing will continue as scheduled.

16.3 The names of the employees selected as Association representatives shall be verified in writing to the City. Duties required of the representatives, except attendance at meetings with the City and aggrieved employees arising out of a grievance already initiated by an employee, shall not interfere with their regular work assignments or any other employee of the City. Contacts to conduct Association business shall be made outside of working hours.

16.4 The City shall meet at mutually convenient times with the Association if both parties agree that such meetings would be constructive and beneficial.

## **ARTICLE 17 – PROBATIONARY PERIOD**

- 17.1 The probationary period is the first twelve (12) months for dispatchers and non-sworn employees, beginning with the day each employee is hired. The probationary period for sworn police officers is the first eighteen (18) months beginning with the day each employee is hired. The Association recognizes the right of the City to terminate any probationary employee whose work performance fails to meet the required work standards without further grievance rights.

A probationary period is intended as a period of time to evaluate employees.

The City may extend an employee's probationary period resulting from absences exceeding fourteen (14) calendar days during the probationary period due to the use of protected leaves in order to complete the observation period. The time of extension equates to the protected leave taken, excluding the first fourteen (14) days. A probationary period extension will not exceed twenty-four (24) weeks. This provision is subject to applicable law.

### **17.2 Promotions Within the Bargaining Unit**

In the case of a promotional appointment from one classification to another classification within the bargaining unit, the employee will serve a 12-month probationary period excluding a hire for police officer which serves an eighteen (18) month probation. In the event a promoted employee does not successfully complete their probationary period, the employee will return to their previous classification without loss in seniority or loss of normal step advancement. This does not affect the city's ability to dismiss any employee for cause.

### **17.3 Lateral Hires**

To qualify as a lateral hire for the classifications of Police Officer, Sergeant, Public Safety Dispatcher, Public Safety Dispatcher Lead, the employee must be currently Oregon DPSST certified for the same classification or currently certified by Washington, Idaho, or California in an equivalent classification. All other laterals will be placed at a step determined by the Chief. The employee must also have at least 2 years of continuous employment within the last forty-seven (47) months. A lateral hire will serve a twelve (12) month probationary period. A lateral hire will be placed at the step equivalent to their years of DPSST or accredited state agency continuous certification. A lateral hire will be credited forty (40) hours of vacation leave, not subject to compensation upon separation for the first twelve (12) months of employment.



## **ARTICLE 18 – INSURANCE**

- 18.1 Medical, Vision, and dental insurance shall be provided to all full-time employees and their families. The City will pay medical, vision, and dental insurance monthly premiums for each employee, including employees budgeted at 0.75 FTE or above and applicable spouse and/or dependents.
- 18.2 The City shall provide at no cost to the employee, term life insurance in the amount of \$50,000 and an additional supplemental insurance for accidental death and dismemberment in the amount of \$50,000 on the life of the employee. This insurance shall cover the employee on and off the job.
- 18.3 The City provides a long-term disability plan for its employees, paid by the City.
- 18.4 Liability insurance shall be paid for by the City in amounts and containing such terms and conditions that are necessary for the protection of all members of the bargaining unit, against claims brought against any member the performance of their duties.

## **ARTICLE 19 – RETIREMENT**

- 19.1 The City agrees to maintain coverage under the Oregon Public Employee's Retirement System (PERS), or its successor, for all members of the bargaining unit.
- 19.2 The City also agrees to contribute to the employee's PERS account the employee's portion of contributions in accordance with the rules and rates as established by PERS. The full amount of required employee contributions paid by the City on behalf of employees. The full amount of required employee contributions paid by the City on behalf of the employees pursuant to this agreement shall be considered as salary within the meaning of PERS/OPSRP statutes and regulations for the purposes of computing an employee member's final average salary but shall not be considered as salary for the purposes of determining the amount of employee contributions required to be contributed pursuant to PERS/OPSRP statutes and regulations. Such paid employee contributions shall be credited to the employee accounts pursuant to PERS/OPSRP statutes and regulations and shall be considered to be employee contributions.

## **ARTICLE 20 – GENERAL PROVISIONS**

### **20.1 Work Rules**

It is recognized that the City must retain authority to fulfill and implement its responsibilities by establishing work rules in writing. It is agreed that no work rule will be implemented, which is inconsistent with a specific provision of this agreement. Proposed changes to existing rules, and new rules will first be sent to the Association to review and provide the Association with an opportunity to assert its bargaining rights. All new work rules shall be posted electronically at least fourteen (14) calendar days in advance of their taking effect.

### **20.2 Duty Related Equipment**

The City shall provide clothing and equipment to each employee assigned duties in a prescribed uniform. The City provides a duty issued firearm to sworn officers and sergeants for work purposes. The City shall repair or replace employee owned, City owned, and duty related uniforms, property, and equipment when such is damaged or destroyed in the performance of the employee's duties up to \$1,200 per item unless employee negligence is shown to be the cause. The City will repair or replace eyeglasses, contact lenses, or hearing aids if they are lost or damaged in the line of duty. If insurance is available, and/or applicable it will be used to offset the City's cost. Replacement items will be comparable to those lost or damaged.

### **20.3 Clothing Allowance**

A clothing/boot allowance of \$300 will be paid annually to all employees. Detectives will be paid \$600 annually. Annual payments will be made in July.

### **20.4 Outside Employment**

Outside employment shall be permitted only with prior approval of the City. Outside employment shall be permitted in other areas of the employee's choice as long as such employment does not interfere with the employee's normal duties or reflect unfavorably on the City.

### **20.5 Personnel Records**

Personnel records of members of the bargaining unit shall be available for inspection by the employee or designee. A copy of any document or piece of information placed in an employee's personnel file shall be given to the employee. The employee will be asked to sign a document showing they have received the information. If the employee refuses to sign receipt, the supervisor will make a note of the employee's refusal to sign.

## 20.6 Department Equipment

The City reserves the right to assign or withdraw the use of department equipment and such equipment is not part of an employee's compensation.

## **ARTICLE 21 – SAVINGS, FUNDING, AND WAIVER**

- 21.1 In the event that any Article or portion of this Agreement shall be declared invalid by any court of competent jurisdiction or through governmental regulations or decree, such decision shall not invalidate the entire Agreement, it being the express intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect.
- 21.2 The parties to this Agreement recognize that revenue needed to operate the City's service and facilities must be approved by established budget procedures. The City will not cut the wages and benefits specified in this Agreement because of budgetary limitations, but the City cannot and does not guarantee any staffing level of employment in the bargaining unit covered by this Agreement. The City agrees to include in its annual budget requests amounts sufficient to fund the wages and benefits provided by this Agreement, but the City makes no guarantee as to the passage of such budget requests or voter approval thereof. This Article and City action hereunder shall not be subject to the grievance procedure.
- 21.3 The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining and that the understandings and agreements arrived at are set forth in this Agreement. Therefore, the City and the Association, for the term of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement. All terms and conditions of employment not covered by this Agreement shall continue to be subject to the City's direction and control.

## ARTICLE 22 – TERMINATION AND REOPENING

- 22.1 This agreement shall be effective upon execution and shall remain in full force and effect until June 30, 2029. The parties agree to initiate successor bargaining by holding a first bargaining session in February of the expiring year, unless otherwise mutually agreed in writing.



SIGNED: STEVE FORRESTER  
CITY MANAGER, CITY OF PRINEVILLE

10-14-25  
DATE



SIGNED: KATHRYN BOTTOMS  
PRESIDENT, PPOA

10/14/25  
DATE

## APPENDIX A – WAGE SCHEDULE

**\*NOTE: MONTHLY SALARY SHOWN FOR THE PURPOSE OF COMPARISON ONLY. MEMBERS ARE PAID HOURLY.**

### Police Officer

Grade: PPOA1

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 6,226 | \$ 35.92 | \$ 37.89 | \$ 39.03 | \$ 40.39 | \$ 41.81 |
| Step B | \$ 6,350 | \$ 36.63 | \$ 38.65 | \$ 39.81 | \$ 41.20 | \$ 42.64 |
| Step C | \$ 6,478 | \$ 37.37 | \$ 39.43 | \$ 40.61 | \$ 42.03 | \$ 43.50 |
| Step D | \$ 6,609 | \$ 38.13 | \$ 40.22 | \$ 41.43 | \$ 42.88 | \$ 44.38 |
| Step E | \$ 6,739 | \$ 38.88 | \$ 41.02 | \$ 42.25 | \$ 43.73 | \$ 45.26 |
| Step F | \$ 6,875 | \$ 39.66 | \$ 41.84 | \$ 43.10 | \$ 44.61 | \$ 46.17 |
| Step G | \$ 7,011 | \$ 40.45 | \$ 42.67 | \$ 43.95 | \$ 45.49 | \$ 47.08 |
| Step H | \$ 7,152 | \$ 41.26 | \$ 43.53 | \$ 44.83 | \$ 46.40 | \$ 48.03 |
| Step I | \$ 7,294 | \$ 42.08 | \$ 44.39 | \$ 45.72 | \$ 47.32 | \$ 48.98 |

### Police Sergeant

Grade: PPOA2

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 8,027 | \$ 46.31 | \$ 48.85 | \$ 50.32 | \$ 52.08 | \$ 53.90 |
| Step B | \$ 8,210 | \$ 47.37 | \$ 49.97 | \$ 51.47 | \$ 53.27 | \$ 55.14 |
| Step C | \$ 8,394 | \$ 48.43 | \$ 51.09 | \$ 52.62 | \$ 54.47 | \$ 56.37 |
| Step D | \$ 8,578 | \$ 49.49 | \$ 52.21 | \$ 53.78 | \$ 55.66 | \$ 57.61 |
| Step E | \$ 8,762 | \$ 50.55 | \$ 53.33 | \$ 54.93 | \$ 56.85 | \$ 58.84 |
| Step F | \$ 8,946 | \$ 51.61 | \$ 54.45 | \$ 56.08 | \$ 58.04 | \$ 60.08 |

### 911 Call Taker (Added FY25)

Grade: PPOA3

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 4,344 | \$ 25.06 | \$ 26.44 | \$ 27.23 | \$ 28.19 | \$ 29.17 |
| Step B | \$ 4,431 | \$ 25.56 | \$ 26.97 | \$ 27.78 | \$ 28.75 | \$ 29.76 |
| Step C | \$ 4,520 | \$ 26.07 | \$ 27.51 | \$ 28.33 | \$ 29.32 | \$ 30.35 |
| Step D | \$ 4,612 | \$ 26.60 | \$ 28.07 | \$ 28.91 | \$ 29.92 | \$ 30.97 |
| Step E | \$ 4,703 | \$ 27.13 | \$ 28.62 | \$ 29.48 | \$ 30.51 | \$ 31.58 |
| Step F | \$ 4,797 | \$ 27.67 | \$ 29.20 | \$ 30.07 | \$ 31.12 | \$ 32.21 |
| Step G | \$ 4,894 | \$ 28.24 | \$ 29.79 | \$ 30.68 | \$ 31.76 | \$ 32.87 |
| Step H | \$ 4,992 | \$ 28.80 | \$ 30.38 | \$ 31.29 | \$ 32.39 | \$ 33.52 |
| Step I | \$ 5,092 | \$ 29.37 | \$ 30.99 | \$ 31.92 | \$ 33.04 | \$ 34.19 |



**Public Safety Dispatcher/  
Non-Sworn Community  
Service Officer**

Grade: PPOA4

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 5,111 | \$ 29.49 | \$ 31.11 | \$ 32.04 | \$ 33.16 | \$ 34.32 |
| Step B | \$ 5,213 | \$ 30.08 | \$ 31.73 | \$ 32.68 | \$ 33.83 | \$ 35.01 |
| Step C | \$ 5,317 | \$ 30.67 | \$ 32.36 | \$ 33.33 | \$ 34.50 | \$ 35.71 |
| Step D | \$ 5,426 | \$ 31.30 | \$ 33.02 | \$ 34.01 | \$ 35.20 | \$ 36.43 |
| Step E | \$ 5,533 | \$ 31.92 | \$ 33.67 | \$ 34.68 | \$ 35.90 | \$ 37.15 |
| Step F | \$ 5,644 | \$ 32.56 | \$ 34.35 | \$ 35.38 | \$ 36.62 | \$ 37.90 |
| Step G | \$ 5,758 | \$ 33.22 | \$ 35.04 | \$ 36.10 | \$ 37.36 | \$ 38.67 |
| Step H | \$ 5,872 | \$ 33.88 | \$ 35.74 | \$ 36.81 | \$ 38.10 | \$ 39.44 |
| Step I | \$ 5,990 | \$ 34.56 | \$ 36.46 | \$ 37.55 | \$ 38.87 | \$ 40.23 |

**Public Safety Dispatch  
Lead**

Grade: PPOA5

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 5,418 | \$ 31.25 | \$ 32.97 | \$ 33.96 | \$ 35.15 | \$ 36.38 |
| Step B | \$ 5,526 | \$ 31.88 | \$ 33.63 | \$ 34.64 | \$ 35.86 | \$ 37.11 |
| Step C | \$ 5,636 | \$ 32.51 | \$ 34.30 | \$ 35.33 | \$ 36.57 | \$ 37.85 |
| Step D | \$ 5,751 | \$ 33.18 | \$ 35.00 | \$ 36.05 | \$ 37.31 | \$ 38.62 |
| Step E | \$ 5,865 | \$ 33.83 | \$ 35.69 | \$ 36.77 | \$ 38.05 | \$ 39.38 |
| Step F | \$ 5,982 | \$ 34.51 | \$ 36.41 | \$ 37.50 | \$ 38.81 | \$ 40.17 |
| Step G | \$ 6,103 | \$ 35.21 | \$ 37.15 | \$ 38.26 | \$ 39.60 | \$ 40.99 |
| Step H | \$ 6,225 | \$ 35.91 | \$ 37.89 | \$ 39.02 | \$ 40.39 | \$ 41.80 |
| Step I | \$ 6,350 | \$ 36.63 | \$ 38.65 | \$ 39.81 | \$ 41.20 | \$ 42.64 |

**Evidence Technician**

Grade: PPOA6

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 4,812 | \$ 27.76 | \$ 29.29 | \$ 30.17 | \$ 31.22 | \$ 32.32 |
| Step B | \$ 4,908 | \$ 28.32 | \$ 29.87 | \$ 30.77 | \$ 31.85 | \$ 32.96 |
| Step C | \$ 5,007 | \$ 28.88 | \$ 30.47 | \$ 31.39 | \$ 32.48 | \$ 33.62 |
| Step D | \$ 5,107 | \$ 29.46 | \$ 31.08 | \$ 32.01 | \$ 33.13 | \$ 34.29 |
| Step E | \$ 5,209 | \$ 30.05 | \$ 31.70 | \$ 32.65 | \$ 33.80 | \$ 34.98 |
| Step F | \$ 5,313 | \$ 30.65 | \$ 32.34 | \$ 33.31 | \$ 34.47 | \$ 35.68 |
| Step G | \$ 5,419 | \$ 31.26 | \$ 32.98 | \$ 33.97 | \$ 35.16 | \$ 36.39 |
| Step H | \$ 5,528 | \$ 31.89 | \$ 33.64 | \$ 34.65 | \$ 35.87 | \$ 37.12 |
| Step I | \$ 5,638 | \$ 32.53 | \$ 34.32 | \$ 35.35 | \$ 36.58 | \$ 37.86 |

**Office Technician**

Grade: PPOA7

|        | FY 2025  |          | FY 26    | FY 27    | FY 28    | FY 29    |
|--------|----------|----------|----------|----------|----------|----------|
|        | Current  |          | 5.50%    | 3.00%    | 3.50%    | 3.50%    |
| Step A | \$ 4,583 | \$ 26.44 | \$ 27.89 | \$ 28.73 | \$ 29.74 | \$ 30.78 |
| Step B | \$ 4,675 | \$ 26.97 | \$ 28.45 | \$ 29.31 | \$ 30.33 | \$ 31.39 |
| Step C | \$ 4,765 | \$ 27.49 | \$ 29.00 | \$ 29.87 | \$ 30.92 | \$ 32.00 |
| Step D | \$ 4,863 | \$ 28.06 | \$ 29.60 | \$ 30.49 | \$ 31.56 | \$ 32.66 |
| Step E | \$ 4,960 | \$ 28.61 | \$ 30.19 | \$ 31.09 | \$ 32.18 | \$ 33.31 |
| Step F | \$ 5,058 | \$ 29.18 | \$ 30.79 | \$ 31.71 | \$ 32.82 | \$ 33.97 |
| Step G | \$ 5,160 | \$ 29.77 | \$ 31.40 | \$ 32.35 | \$ 33.48 | \$ 34.65 |
| Step H | \$ 5,263 | \$ 30.36 | \$ 32.03 | \$ 32.99 | \$ 34.15 | \$ 35.34 |
| Step I | \$ 5,368 | \$ 30.97 | \$ 32.67 | \$ 33.65 | \$ 34.83 | \$ 36.05 |

| Incentive                                                         | % Of Base | \$ Per Hour |
|-------------------------------------------------------------------|-----------|-------------|
| Evidence Technician (Other Than Position)                         | 5%        |             |
| Detective Assignment                                              | 5%        |             |
| Evidence or Office Technician with Current Dispatch Certificate   | 2.50%     |             |
| Field Training Officer (Police or Dispatch) Month of Service      | 5%        |             |
| Intermediate Certificate (Police or Dispatch)                     | 5%        |             |
| Advanced Certificate (Police or Dispatch)                         | 10%       |             |
| Firearms or Defensive Tactics Instructor (Either/Or, No Stacking) | 1.50%     |             |
| CERT/SWAT Team Member                                             | 2%        |             |
| Additional Language/ASL (Police or Dispatch)                      | 5%        |             |
| Longevity >10 Years with Agency (Police or Dispatch)              | 3.50%     |             |
| Shift Differential (06:00 PM to 06:00 AM) (Police or Dispatch)    |           | \$0.75      |

Historical note: Physical Fitness incentive is discontinued.