

**A G R E E M E N T**  
**by and between**  
**CITY OF MONROE, WASHINGTON**  
**and**  
**THE MONROE POLICE OFFICER'S GUILD**  
**(Representing the Law Enforcement Officers)**

**January 1, 2026, through December 31, 2028**

THIS AGREEMENT is by and between the CITY OF MONROE, WASHINGTON, hereinafter referred to as the Employer, and MONROE POLICE OFFICER'S GUILD, hereinafter referred to as the Guild.

**ARTICLE I RECOGNITION, GUILD MEMBERSHIP AND PAYROLL DEDUCTION**

- 1.1 **Recognition** - The Employer recognizes the Guild as the exclusive bargaining representative for all full-time commissioned law enforcement officers of the City of Monroe Police Department, excluding supervisors, confidential employees, and non-commissioned employees.
- 1.2 **Guild Membership** - The Employer shall deduct from the paycheck of each employee who has so authorized it the regular initiation fee, and any delinquent regular initiation fee, and regular monthly dues, and any delinquent regular monthly dues, uniformly required of members of the Guild. The amounts deducted shall be transmitted monthly to the Guild on behalf of the employees involved. The performance of this function is recognized as a service to the Guild by the Employer. Authorization by the employee shall be on a form approved by the parties hereto and may be revoked by the employee on request, in writing, submitted to the Guild in accordance with the terms and conditions of the authorization. The Guild shall forward a copy of the revocation to the Employer as soon as possible after receiving it.
- 1.3 **Payroll Deduction** - The Employer shall deduct from the pay-check of each employee who has so authorized it the regular initiation fee and regular monthly dues uniformly required of members of the Guild. The amounts deducted shall be transmitted monthly to the Guild on behalf of the employees involved. Further, the employer shall deduct from leave accounts of each employee who has so authorized it an amount of leave hours to be kept in a leave bank for use by Guild Officials for Guild Duties. The leave bank shall have a maximum amount of Two Hundred and Fifty (250) hours. The Guild shall notify the employer to deduct additional hours as needed. Employees shall be allowed to use the hours for purposes approved by the Guild E-board as described in Section 1.6 of this Article. Authorization by the employees shall be on a form approved by the parties hereto and may be revoked by the employee on request. The performance of this function is recognized as a service to the Guild by the Employer.

1.4 **Probation** – The probationary period does not affect the pay steps outlined in Appendix A of this agreement. The pay steps will occur according to the months in the position.

1.4.1 Initial Probation - All new employees shall serve an initial probationary period of twelve (12) months. For entry-level hires, the twelve (12) month probationary period begins upon the successful completion of the Basic Law Enforcement Academy. For lateral hires, the twelve (12) months probationary period begins upon the hiring date of that employee. The field training process consists of three (3) phases as outlined in the FTO program. The phases will be completed during the probationary period. At the discretion of the Chief of Police, the probationary period may be extended for sixty (60) days.

During an employee's initial probation period he/she may be discharged by the employer at will. The grievance procedure shall not be utilized to resolve disputes pertaining to discharge during the probationary period.

1.4.2 Promotion/Transfer Probation – The probationary period for an employee who has been promoted/transferred to a new classification shall be six (6) months. If the employee's performance in the new classification is determined to be unacceptable, the employee shall have the right to return to the previous position the employee was promoted/transferred from.

1.4.3 If during the probationary period, the employee is absent or on light duty for any reasons and the cumulative total of these absences and/or light duty assignment is greater than thirty (30) calendar days, the probationary period shall be extended by the same number of days as the cumulative leave time.

1.4.4 The Guild and City agree that in the event the member elects to return to his or her last civil service rank, and his/her civil service tenure is not terminated for just cause, the parties will apply the provisions of the existing Collective Bargaining Agreement expiring December 31, 2025, on its terms should a layoff occur which impacts bargaining Unit members. Should the member return as a sergeant to the Sergeant's Unit and should a layoff of a sergeant result in a bumping back to the rank of Police Officer and therefore into the Guild, the provisions of the CBA shall be applied as follows:

1.4.5 Any layoff of a union member as a result of bumping under civil service rule shall comply with the provisions of Section 8.7 et seq of the CBA.

If the final laid-off sergeant was hired laterally from outside of the Guild defined by the Collective Bargaining Agreement, he/she shall have no right to bump into the Guild. Any former member of the bargaining unit that was promoted out of the bargaining unit to the position of sergeant, and is laid off, may bump back into the bargaining unit based upon the seniority that the individual attained as a member of the bargaining unit (i.e., may only bump less senior members of the bargaining unit). Nothing herein shall be interpreted as a waiver of the right of the Guild to assert a past practice with regard to the lateral hiring of sergeants nor of the City to assert its right to do so under the CBA. The parties agree that this provision has been adopted solely for the purpose of clarifying that this section providing for a right to bump into

the union applies only to former members of this bargaining unit who were promoted out of the unit.

- 1.5 **Pay Date** - Employees hired after July 1, 2018, will receive their paychecks on the 7<sup>th</sup> and 22<sup>nd</sup> of each month. Employees hired on or before July 1, 2018, may continue to receive their paychecks on the 7<sup>th</sup> of each month; provided, however, any employee on a monthly payroll cycle who changes to bimonthly payroll cycle cannot return to monthly payroll cycle. If the 7<sup>th</sup> or the 22<sup>nd</sup> of the month falls on a weekend or a Monday holiday, the employee will be paid on the preceding Friday.
- 1.6 **Guild Officials Time Off** - Employees in the bargaining unit shall be granted time off with pay (Guild leave bank, vacation or comp time) while attending training events approved by the Guild Board, provided that.
  - They notify the Employer in writing at least forty eight (48) hours prior to the time off period; and
  - The Employer is able to properly staff the employee's job duties during the time off period; and
  - The wage cost to the Employer is no greater than the cost that would have been incurred had the Guild Official not taken -time off;
- 1.6.1 Guild Officials shall not transact Guild business while working on shift, which in any way interferes with the operation or normal routine of the department.
- 1.7 **Guild Notification** - Within seven (7) business days from the date of hire of a new employee, the Employer shall forward to the Guild the name, address, and telephone number of the new employee. The Employer shall promptly notify the Guild of all employees leaving its employment.
- 1.8 **Bulletin Boards and E-Mail** - The Employer shall provide space for a Guild Bulletin Board in the police department lunchroom, which is frequented by all employees within the bargaining unit. The Employer may remove any postings or materials not pertaining to Guild Business from the Guild Bulletin Board if the Employer provides the Guild notice of what was removed. The Guild may use Department email for purposes of conducting Guild business with the City (e.g., meeting notifications and requests for representation meetings involving the Employer).

## **ARTICLE II HOURS OF WORK, OVERTIME, CALLBACK AND STANDBY**

- 2.1 **Hours of Work/Work Period** - A Section 7K work period will be used pursuant to FLSA. The FLSA work period for Officers shall be 28 days (160 hours) for employees not assigned to work 12 hours shifts and 24 day (144 hours) for employees assigned to normal 12-hour patrol shifts.
  - 2.1.1 **Workday** - The normal workday for Patrol Officers shall be twelve (12) consecutive hours including breaks and meal periods.
  - 2.1.2 **Work Shift** - The normal shift schedules shall provide for a three (3) day on duty and three (3) day off duty work cycle

2.1.3 **Comp Time** - Patrol Officers shall be credited, each month with eight (8) hours additional compensatory time at the straight time rate. Employees working a work period other than 24 day (144 hours) are not eligible for the additional comp time.

2.1.4 **Work Cycle** - The normal work cycle for patrol shall be a three (3) 12-hour days on-duty and three (3) days off-duty. This work cycle may only be adjusted to an alternative work cycle by mutual agreement of the employee and the employer or by the employer after furnishing 21 calendar days' notice to the employee under the following circumstances:

- For an employees' mandatory training where the cycle adjustment only affects the employee attending the training and such adjustment is for a temporary duration;
- To adjust for annual shift bids to accommodate seniority-based transfers where such adjustments are only for a temporary duration;
- For the integration of probationary officers into patrol teams where such adjustments only affect probationary officers, and;
- For special details where the adjustment is only for a temporary duration.

For purpose of this section a "temporary duration" is defined as a period of time no longer than two (2) work cycles. Employer-initiated work cycle adjustments are limited to four (4) shift cycle adjustments per year, per officer. Cycle adjustments may not impact any pre-approved time off.

For purposes of this section, "special details" are defined as pro-active policing assignments outside of normal patrol functions, created to address specific criminal activity in the community. This section shall not displace those assignments which receive overtime funding.

2.1.5 **Work Schedule** - Should either party elect to change to a work schedule other than three (3) consecutive twelve (12) hour days on duty followed by three (3) consecutive twenty four (24) hour days off duty, Article IV and Appendix "A" of this Agreement shall be open and subject to negotiation. Notice of intent to elect to change a work schedule shall be provided in writing not less than four (4) weeks prior to the effective date of a proposed schedule revision. Officers not assigned to patrol may work five (5) consecutive days of eight (8) consecutive hours or four (4) consecutive days of ten (10) consecutive hours, or work a nine (9) eighty (80) schedule including breaks and meal periods, as determined by the Chief of Police

2.1.6 Officers not assigned to patrol may work five (5) consecutive days of eight (8) consecutive hours or four (4) consecutive days of ten (10) consecutive hours or work a nine (9) eighty (80) schedule including breaks and meal periods, as determined by the Chief of Police.

2.1.7 By mutual agreement between the employee and the Employer, an employee's work schedule may be other than set forth within Section 2.1.2 and/or 2.1.7. Job sharing may be made available, based on employee request and business need. If approved by the Chief or designee, employees on a job share program, if they

work over 80 hours per month, will have their medical premiums paid based on current contract language

**Shift Assignments-**

2.1.8 The policy of bidding for shift assignments on a seniority basis shall be recognized subject to approval of the Chief of Police but only if it is found practical in the administration of the department and in the best interest of the individual members and the Employer. For example, the Chief may adjust schedules in order to incorporate new hires into the Department and provide a mix of experience in the officers assigned to each shift, as set forth in Appendix "B" to this Agreement.

2.1.9 New Officer – For the purposes of shift assignments the definition of a new officer shall be 1 year off probation. If an officer's probation period ends prior to the upcoming year they shall be included in the shift bid process.

2.2 **Overtime-** All work performed by an employee, which has been authorized by the Employer, in excess of the workday or work period (as defined in section 2.1) will be paid at one and one-half (1 ½) times the employee's regular straight time hourly rate of pay.

Overtime shall be paid for in increments of fifteen (15) minutes with the major portion of each fifteen (15) minutes being paid as fifteen (15) minutes.

2.2.1 Use of sick leave, vacation leave, holiday leave, or compensatory time shall constitute time worked for the purposes of calculating overtime.

2.2.2 Overtime- should be authorized by the department supervisor and subsequently approved in writing, except in emergencies.

2.2.3 For short term situations, the employer may adjust the start and end time of the employee's normal scheduled shift hours when the employee is given Seven (7) calendar days notice. Requests for employee to adjust start times should be made in order of seniority when practical, leaving the option to adjust to the employee until the least senior employee is left. If all employees decline the least senior employee may be adjusted. If the employee is not given Seven (7) calendar days' notice, with the exception of changes for Court appearances, then the employee shall be paid overtime for the hours worked outside of his or her normal scheduled shift hours unless the employee chooses to adjust his or her normal scheduled shift hours instead. Any adjustment of the start and end times must fall within the same day as the adjusted schedule. This section only applies to employees who work either a 7 am shift or 3 pm shift. All other shift adjustments must be mutually agreed upon.

2.2.4 When City overtime opportunities arise, bargaining unit employees and shall be notified in accordance with the Overtime MOU (signed 05/01/2013). Any overtime consisting of four (4) or less hours shall not affect the members standing on the rotation.

2.3 **Compensatory Time** - In lieu of overtime pay, compensatory time off may be accrued at the request of the employee. Scheduling of compensatory time off shall

be subject to approval of the employee's supervisor. Compensatory time off shall be taken at the rate of one and one half (1-1/2) times the hours worked.

- 2.3.1 Officers working voluntary overtime on off-duty assignments in which the City of Monroe is reimbursed by outside agencies for their full overtime rate of pay will be taken as pay only. This section does not apply to overtime worked as a result of call outs, agency assists, or emergencies.
- 2.3.2 An employee may opt to receive cash reimbursement for any unused compensatory time accrued with the regular payroll cycles on the 7th and 22nd of each month. Requests for compensatory time cash-outs on the 7th must be submitted to payroll by the last day of the previous month; requests for cash-outs on the 22nd must be submitted to payroll by the 15<sup>th</sup> of each month. Emergent requests for accrued compensatory time must be made three (3) business days in advance for payment and will be paid on Friday. This is limited to no more than twice per guild member per year.
- 2.3.3 All compensatory time accrued and not used or cleared by cash settlement shall be carried over as accrued compensatory time. Notwithstanding the foregoing, in June and November of each year, the Employer at its sole discretion may buyout an employee's unused accrued compensatory time down to sixty (60) hours.
- 2.4 **Callback**- Employees ordered to report back to duty after going home after their regular shift, or called on their day off, including time required to be spent in Court, either as a witness or in assistance on another employee's case, shall be guaranteed three (3) hours at one and one-half (1-1/2) times the employee's regular straight-time rate of pay, either in pay or compensatory time as the employee indicates, subject to approval by the department
- 2.5 **Phone Calls**- Employer-initiated requests for information, assistance or direction and incoming work-related telephone calls outside of regularly scheduled work hours shall be paid at one and one-half (1-½) times the employee's regular straight-time rate of pay in minimum fifteen (15) minute increments. If an employee receives multiple requests for assistance within the same fifteen (15) minutes, those requests shall be included in the fifteen (15) minute minimum.
- 2.6 **On-Call Alert** - An off duty employee who is notified that they are on On-Call Alert, (i.e., are required to be available by telephone or pager, and be available to respond to their workstation within thirty (30) minutes after being requested to do so) shall receive On-Call Alert allowance. On-Call Alert shall be authorized only by the Chief or the Chief's designee. When On-Call Alert is ordered, that employee shall receive two (2) hours of compensatory time for every twelve (12) hours of On-Call Alert. If the employee is called into work, they shall be compensated as a normal callout for duty in accordance with Section 2.4. Employees placed on Standby Alert (i.e. are required to equip themselves, remain at home, and be prepared to immediately respond to assembly point) shall be paid for all time they are on Stand-by Alert at \$11 per hour. If the employee is called in to report and remain at the assembly point, they shall be compensated for all time they are assembled at their regular overtime rate of pay.

- 2.7 **Higher Classification**– In the event an employee works in a higher classification than that to which the employee is regularly assigned, the employee shall be paid an additional seven percent (7%) above their base rate of pay while working in this role. Higher classification shall be paid for in increments of fifteen (15) minutes with the major portion of each fifteen (15) minutes being paid as fifteen (15) minutes. If the CID sergeant is absent for three (3) or more consecutive workdays, then an acting sergeant will be assigned and will be entitled to higher classification pay consistent with this section.
- 2.8 **Shift Trades** – Employees may trade shifts within their normal work period so long as exchange occurs within sixty (60) days. Employees who trade shifts must have their supervisor(s) approval in writing in advance of the trade. Employees who trade shifts must notify their supervisor at least seven (7) calendar days in advance of the trade and receive his/her approval. Shift trades must be voluntary on the part of the employees and occur off the books of the City. An employee who fails to report for duty for an approved trade due to an unexcused absence may be subject to discipline. Shift trades shall be cost neutral and shall not result in overtime compensation.
- 2.9 **Voluntary Transfers from Shift to Shift**: Employees may transfer shifts providing the shift is cost neutral to the City and agreed to by the Police Chief or designee and both officers in writing. The maximum number of shift transfers for each officer is 2 per calendar year. If the employer adjusts an employee’s shift to accommodate mandatory training, the employer will provide at least seven (7) days’ notice of the shift adjustment to the employee prior to the training.
- 2.10 **Training** – Employees shall attend departmental meetings and training sessions called by the Chief of Police upon two (2) weeks advance notice unless the employee is excused by the Chief. .
- 2.11 **Mandatory Training** - For mandatory training employees shall receive one and a half (1½) times their regular rate of pay when an employee’s hours exceed the work day or work period. This provision shall apply to all trainings required by the employer, including but not limited to those necessary to maintain professional certification, licensure, or credentialing, as well as trainings required for eligibility, assignment, or continuation in a specialty position or appointment. When mandatory training requires a temporary adjustment to an employee’s work cycle, such adjustments shall be administered in accordance with Section 2.1.4 of this Agreement.
- 2.12 **Optional Training** – Attendance at optional special training classes, whether conducted at the police station or at other locations, shall be compensated without additional compensation unless time worked exceeds the employee’s normal work period (as defined in Section 2), or as set forth herein. The work cycle may be adjusted to accommodate the employee’s attendance at optional training. If an employee attends optional training outside of the employee’s regular work schedule, the employee shall be credited hours equivalent to one and a half (1½) times their regular rate of pay which shall be accrued as trade time that can only be used as vacation time. This time must be used within 30 days or it will be

forfeited. Employees who are unable to use trade time hours in December, due to scheduling constraints, will be able to roll the hours into the month of January.

- 2.13 **Travel Time** – An employee traveling to mandatory training will be compensated for any time spent in the vehicle from their point of origin (police station or home, whichever is closer to the destination) using the most direct route available. Employees will be paid their normal work time if travel falls within their work day. Officers will be paid overtime for hours worked in excess of the scheduled number of work hours in the employee's normal work schedule, including mandatory department training and meetings, unless the officer is given fourteen (14) days' notice, in which case overtime for hours worked will be paid pursuant to the FLSA overtime threshold. An employee traveling to training will be compensated for any time spent in transit by automobile, bus or motorcycle from his/her point of origin (police station or home, whichever is closest to the destination) using the most direct route available. When traveling by plane, employees will be paid from their point of origin through their time in flight and travel to and from the airport for the duration of point of destination excluding normal start times for training or regular scheduled shifts. Point of origin through point of destination includes, but is not limited to, drive time to and from the airport and the standard of arriving at the airport up to two hours prior to a flight.
- 2.14 **Mandatory Meetings**- Employees shall be paid one and one-half (1-1/2) times the employee's regular straight-time rate of pay, or receive compensatory time off, at the employee's discretion, for mandatory meetings and travel outside of the employee's regular work schedule. Overtime compensation for travel time to mandatory meetings is limited to maximum amount of thirty (30) minute each direction from home to the normal place of work. If a meeting goes three (3) hours or beyond, travel time will not be paid. Pre-scheduled meetings are exempt from the 3 (three) hour minimum

### **ARTICLE III WAGES**

- 3.1 The monthly rates of pay for employees covered by this Agreement shall be as set forth in Appendix "A" to this Agreement which by this reference shall be incorporated herein as if set forth in full.

## ARTICLE IV LEAVES

- 4.1 Vacation/Holiday – Holidays as such shall not be recognized in police service by the Employer.
- 4.2 Employees shall receive vacation and “vacation in lieu of holiday benefits” according to the following schedule:

Years of Continuous Service	Vacation Hours (per year)	Vacation Hours (per month)	Vacation in Lieu of Holidays (Hours)	Vacation in Lieu of Overtime (Hours)	Total Hours
New Hire - 4	104	8.67	96	24	224
5	136	11.33	96	24	256
6	144	12.00	96	24	264
7	152	12.67	96	24	272
8	160	13.33	96	24	280
9	168	14.00	96	24	288
10-11	192	16.00	96	24	312
12-13	200	16.67	96	24	320
14 and thereafter	208	17.33	96	24	328

- 4.2.1 **Vacation Carryover** - An employee may carryover excess vacation up to a maximum of 300 hours. Provided that the maximum vacation an employee may cash out upon termination or retirement shall be two hundred (200) hours. All vacation time in excess of two hundred (200) hours shall be forfeited. When an employee is prevented from utilizing scheduled vacation due the needs of the department or due to the employees' illness or disability, the Chief will approve carryover of accrued leave in an excess of three hundred hours (300) for a period designated by the Chief at his/her discretion.
- 4.2.2 Upon the effective date of termination of an employee's employment, such employee shall thereupon cease to be an employee of the Employer. Such employee shall thereupon be entitled to a sum of money equal to their former compensation for any earned vacation time.
- 4.2.3 Once an employee has given notice of his/her intent to terminate employment with the City, vacation may not be scheduled and/or taken in lieu of working the last two (2) weeks of employment, unless approved by the Chief or designee. The effective date of a termination shall be the last actual day the employee worked.
- 4.2.4 “Vacation” hours listed in Section 4.2 are to be divided by 12 months and given to employees on the first pay period of each month. All “vacation in lieu of holiday hours” and “vacation in lieu of overtime hours” are to be given to employees at the beginning of the year based on Section 4.2. If vacation hours are not available, the employee must take any time-off as unpaid. Negative balances are not permitted.

- 4.2.5 The City may pay newly hired employees with previous experience at a rate of pay higher than Step A of the wage scale, but not greater than the pay step associated with their years of commissioned law enforcement experience. At the Chief's discretion, from the date of hire, lateral officers shall receive annual vacation hours consistent with their final offer letter, and shall continue to accrue vacation leave on their annual anniversary date consistent with the table in Section 4.2.
- 4.3 **Sick Leave** – Full-time employees shall accrue sick leave at the rate of eight (8) hours for each calendar month of service.
- 4.3.1 Newly hired employees shall be credited with a bank of ninety-six (96) hours and shall not accumulate any additional sick days until completion of one year of employment.
- 4.3.2 Sick leave may accumulate until claimed and used. Sick leave, which is used by an employee, shall be deducted from their accumulated sick leave time.
- 4.3.3 In the event an employee shall be entitled to benefits or payments under any program of disability insurance furnished by the Employer, Workers' Compensation Act, or other similar legislation of the State of Washington, or any other government unit, the Employer shall pay only the difference between the benefits and payments received under such insurance or act by such employee and their regular rate of compensation that they would have received from the Employer if able to work. The foregoing payment or contribution by the Employer shall be limited to the period of time that such employee has accumulated sick leave credits as here and above specified.
- 4.3.4 When a LEOFF II employee is entitled to Workers' Compensation benefits, the employee shall also be provided a wage supplement as per state law and current city policy.
- 4.3.5 **Cash Payment Upon Termination** - Upon termination from City employment, employees shall be paid a lump sum payment for unused sick leave. Employees hired by the City prior to April 5, 2006 shall be paid on the basis of three (3) hours for every four (4) hours of accumulated but unused leave at the employee's then current pay rate at termination. The maximum number of hours of pay for such employees shall be 700 hours. Employees hired after April 5, 2006 shall be paid based upon two (2) hours for every four (4) hours of accumulated but unused leave at the employee's then current pay rate at termination. The maximum number of hours of pay for such employees shall be eight hundred (800) hours. The maximum amount of sick leave paid that may be included in the final calculation for LEOFF retirement benefits shall be governed by State Law. Employees hired on or after January 1, 2015 shall not be entitled to cash out sick leave if employment ends for any reason other than death, disability, layoff or retirement. Retirement is defined as 15 years of service with the Monroe Police Department or eligible for retirement per LEOFF rules. Employees whose employment ends due to death or disability shall be paid based on two (2) hours for every four (4) hours of accumulated but unused leave at the employee's then current rate of pay. Employees who are laid off or retire (with a hire date after 1/1/2015) shall receive one (1) hour for every four (4) hours of accrued but unused leave at the employee's then current rate of pay, The maximum number

of hours of pay for employees in either category shall be eight hundred (800) hours.

4.3.6 Sick leave must first be earned because of completed service with the Employer and shall be computed from the employee's first month of employment. The rate of accrual shall be those amounts earned under the applicable ordinance and/or Labor Agreement in effect at the time such benefit was earned. Employees may not take sick leave prior to earning sick leave (negative balances are not permitted). Earned vacation leave may be taken at any time during a period of sickness after expiration of sick leave. If sick leave and vacation leave are not available, the employee must take any time off as unpaid.

4.3.7 Employees may use their accrued, unused paid sick leave hours for the following reasons:

A. To care for themselves or a family member for:

- Mental or physical illnesses, injuries, or health conditions;
- The need for medical diagnosis, care, or treatment of mental or physical illnesses, injuries, or health conditions; or
- The need for preventive medical care.

For the use of paid sick leave for an employee's family member, family member is defined as:

- A child;
  - Including a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status
- A parent;
  - Including a biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child
- A spouse;
- A registered domestic partner;
- A grandparent;
- A grandchild; or
- A sibling.

B. If the City or the employee's child's school or place of care has been closed for any health-related reason by order of a public official.

C. If an employee is absent from work for reasons that qualify for leave under the state's Domestic Violence Leave Act (DVLA).

D. Forced quarantine of the employee in accordance with State or Community health regulations. E. Any other situation which would qualify the employee for family medical leave under the Family Medical Leave Act (FMLA), Washington Family Care Statute, or Washington Family Leave under RCW 49.78 or current city policy.

- 4.3.8 If an employee is absent for a continuous work cycle, as defined in Sections 2.1.4. through 2.1.6., at the employer's expense, the employee may be required to provide a written report from the employee's doctor verifying the illness or incapacity. If the period of absence claimed as sick leave does not exceed one full set, no doctor's certification shall be required to accompany the request for approval of sick leave time, unless a pattern of sick leave usage above the norm is documented.
- 4.3.9 Donated Sick Leave - Employees may donate their accumulated sick leave time to other employees who have exhausted all of their leave banks due to qualifying sick leave events as established in 4.3.7. as long as the donating employee retains 96 hours of sick leave in their account. Sick leave shall be credited and debited based on the dollar value of the salary of the individual donating the leave and the employee utilizing the leave. Any donated sick leave may not be cashed out by the employee who received the leave. Unused donated sick leave shall be returned to donating employees on proportionate basis (based on the dollar value of the donation). The maximum amount of donated leave for an event shall be 1040 hours.
- 4.3.10 Light Duty - Light duty assignments are assignments of a temporary duration of no more than six consecutive months that do not require the full range of duties. Light duty assignments may be assigned by the Chief or his/her designee subject to the reasonable needs of the department. If available, employees have the option to work light duty assignments or they may continue to draw on applicable leave accounts.
- 4.4 **Bereavement Leave** - If an employee suffers a death in the immediate family, such employee shall be allowed up to three (3) days off with pay. Bereavement leave shall be granted upon approval of the Chief or designee. "Immediate family" shall be defined as spouse, children (step child), parents (step-parents), mother-in-law, father-in-law, siblings (half-brothers/sisters and step brothers/sisters), sister-in-law, brother-in-law, grandparents (includes spouse's grandparent), aunt, uncle, niece, nephew, grandchildren (step grandchildren), or one who was a member of the employee's household at the time of the person's death or at the time of the onset of the person's fatal illness.
- 4.5 **Leave of Absence** - Up to twelve (12) months leave of absence without pay may be granted to an employee upon request; provided however, such leave of absence shall not be used for purposes of seeking other employment. An employee on leave shall not accrue any seniority rights during leave of absence. Such leave shall be subject to the approval of the Chief of Police.
- 4.6 **Family Medical Leave** - Employees shall be eligible for family medical leave in accordance with Federal Law (FMLA). To the extent available, an employee must use accrued paid leave (i.e., sick, vacation, or compensatory time) for family medical leave. During any period of unpaid family medical leave, the Employer shall continue the employee's health insurance benefits on the same basis as

active employees to the maximum extent provided by the FMLA (12 weeks in a rolling calendar year).

4.7 **Judicial Leave** An employee who is required to serve on a jury or as a result of official police duties is required to appear before a Court, Legislative Committee, or quasi-judicial body as a witness in response to a subpoena or other directive, shall be authorized leave with pay. For official police duties, if the employee is not released from appearance by 8pm of the previous day, then said employee will receive their authorized pay according to the collective bargaining agreement (3 hours). When summoned and serving for jury service the Employer may, at its discretion, request that an employee be excused or delayed from jury duty when the employee's absence would adversely affect business needs. The employee is required to report to work at the City following jury selection if not serving as a juror or on days when court is in recess. The employee must complete a Leave of Absence Request form.

4.8 **State Paid Family and Medical Leave** - Beginning April 1, 2020, eligible employees will be covered by the Washington Paid Family Medical Leave (WPFML) insurance program. The Employer and employees will be required to contribute an amount equivalent to .4% of gross wages to the program. The parties have agreed that the premiums for such paid leave shall be the following statutory split: employees pay 63.333% of .4% of gross wages; the Employer pays 36.667% of .4% of gross wages. The parties agree that the Employer shall have the option to convert from the State program to a voluntary program at its discretion, provided that there is no reduction in benefits from the State plan offerings. Any increases in the employees' share of WPFML premiums shall be paid by the Employer.

## **ARTICLE V HEALTH AND WELFARE**

5.1 **Health Insurance-** The Employer shall pay each month into the following employee benefit plan the amount indicated, on behalf of each regular employee as defined in Section 1.1.1 who was compensated eighty (80) hours or more in the month preceding the month in which the contribution is due.

Benefit Plan.	Employee	Dependents
LEOFF Trust – Plan F	100%	100%
AWC – Delta Dental Plan F	100%	100%

5.1.2 Opt-Out - Employees are not required to remain on the City sponsored insurance plan. Employees, spouses and dependents are now eligible to be removed from the insurance program. Prior to removal from the insurance program, employees are required to sign a waiver certifying their dependents and the employee have other medical insurance. The employee and dependents are only eligible to rejoin the medical insurance program during the annual open enrollment period. The only exception would be if an eligible dependent loses their (non-City)

medical coverage during another part of the year. In this situation, the employee and dependent(s) are eligible to rejoin the City's program on the 1st day of the month following loss of insurance. Employees and their dependents shall never be required to go without insurance benefits, unless at no fault to the city (e.g. dependents coverage terminates on the 15th (fifteenth) of the month and the coverage for the city does not start until the first (1st) of the next month). The insurance premium(s) and that would have been paid on the employee's behalf for the employee and eligible dependent(s) will be split with the employee and the City. The City benefits from a 50% cost savings. The employee receives the other 50% cost savings. This incentive will be placed in the employee's deferred compensation account on a monthly basis. The incentive is capped at one employee, one spouse and two children.

5.1.3 The employer shall pay 100% medical premiums throughout the life of the contract. If, however, during any one year of the plan, the premium increase is more than 20% but not more than 25% then the employer and employee shall split the amount of premium increase over 20% but less than 25% 50/50. If in any one year of the plan, the premiums increase more than 25% then the parties agree to reopen the contract for negotiations.

5.1.4 **Life Insurance** - Effective upon date of signing, the Employer shall contribute the following amount into the AWC Life Insurance Plan (\$50,000) or equivalent life insurance plan. The City will provide at least \$50,000 in life insurance coverage for each full time Guild Member

## **ARTICLE VI**            **EQUIPMENT AND UNIFORMS**

6.1 **Protective Items** – All protective clothing or protective devices required of employees in the performance of their duties shall be furnished by the Employer and shall remain the property of the Employer. Protective devices shall include guns, handcuffs, Ballistic vests, one (1) jump suit, leather goods and other standardized hardware or equipment required for police purposes. Protective devices shall be recommended by the Uniform Committee and the Chief of Police or his/her designee.

6.1.1 Fit Testing – Employees will be provided N95 respirators to assist in hazardous conditions. All employees shall be fit-tested in compliance with OSHA standard 1910.134—Respiratory Protectors and WAC 296-842 Respirators. As part of the fit test, employees will be required to complete a health assessment with an independent third-party vendor. The results of the health assessment will be used solely for fit testing and shall not be used for disciplinary measures.

6.2 **Uniforms and Equipment** Effective the first payroll period in January of each year of the contract, employees in the bargaining unit that occupy a plain clothes detective position will receive a clothing allowance of four hundred dollars (\$400.00).

As of January 1, 2009, the City of Monroe agrees to allow Monroe Police Officers to wear department uniform "jumpsuits" at the officers' discretion during all work shifts (class A uniform required for court unless the prosecutor requests otherwise and funerals). Special events may be dictated by order of the chief.

Beginning January 1, 2009, all required and optional uniforms shall be replaced by the City of Monroe upon written approval by the Chief or designee. Any disagreement regarding replacement of a uniform or equipment item shall be forwarded to the Chief for final decision. Reference for this section relating to optional and required uniforms shall be Monroe Police Bulletin GEN0049 as of January 1, 2009. Changes to optional and required uniforms in GEN0049 after this date will be subject to negotiation.

It is noted that as part of this agreement, patrol shorts will no longer be authorized for duty patrol wear except by approval of the Chief or designee. Patrol shorts shall still be authorized for bicycle patrol and special events such as fair traffic control.

6.2.1 Boot Allowance shall be \$300

6.2.2 Uniforms worn by officers and clothing worn in the line of duty by Plain Clothes Officers shall be cleaned at the expense of the Employer at a vendor chosen by the Employer. This shall be limited to four (4) items of clothing per calendar week, unless prior approval obtained from Command Staff.

6.2.3 Upon retirement, medical disability retirement, or other separation deemed appropriate by the Chief of Police, the employee shall be allowed to retain one complete summer and winter uniform including jackets and a jumpsuit. All other Employer issued equipment shall be returned to the Employer.

6.3 It shall be the Employer's responsibility to provide for each new Police Officer hired with the following:

- One class A pant
- One class A shirt
- One pair class A shoes
- One eight-point hat
- Two class B uniform pants (navy)
- Two class B short sleeve shirts (navy)
- one class B long sleeve shirt (navy) One patrol jacket
- One uniform jump suit
- One ball cap
- One pair of patrol boots
- One ballistic vest or exterior carrier

One department issued handgun  
One complete set of badges and brass  
One nameplate  
All uniforms uniform shall be embroidered with name and department patches.

The following nylon equipment items shall be issued:

One key holder  
One patrol belt and one pant belt  
One ammo pouch  
Two handcuffs with carrying cases  
One flashlight and holder  
One ASP impact weapon and holder  
One holster as required by SOP  
One OC spray holder  
One radio holder

#### 6.4 **SWAT Take Home Vehicle**

Beginning on January 1, 2026, the City agrees to provide assigned take-home vehicles to the two (2) current SWAT Officers. Any additional personnel added to the SWAT team shall not be eligible for an assigned take-home vehicle. If a vacancy occurs with one of the existing members, the most senior added member to the SWAT team will be eligible for take-home vehicle assignment.

In the event that the fleet program becomes constrained due to catastrophic or unforeseen circumstances that impact operational readiness, the assignment of such vehicles may be temporarily revoked. Revocation shall occur in inverse order of seniority. Once operational conditions permit, vehicles shall be reassigned in seniority order, with priority given to restoring the assignment to the original officer from whom the vehicle was revoked, provided that officer remains eligible under the terms of this agreement.

## **ARTICLE VII POLICE OFFICERS BILL OF RIGHTS**

7.1 All employees shall be entitled to the protection of what shall hereafter be termed as the "Police Officer's Bill of Rights" which shall be added to the present operating procedures of the Monroe Police Department. Questions often require immediate investigations by supervisory personnel designated by the Chief of the Monroe Police Department. In an effort to ensure that these investigations are conducted in a manner that is conducive to good order and discipline, the following guidelines are promulgated. The Police Officers' Bill of Rights shall apply to all internal investigations conducted by or on behalf of Monroe Police Department. Its provisions shall not be applicable to any third-party criminal investigation conducted by an independent outside agency such as the Federal Bureau of Investigation, U.S. Justice Department, or Washington State Patrol.

7.1.1 The employee shall be informed in writing of the nature of the investigation and whether he or she is a witness or a suspect before any interrogation commences

Such information shall also include the name of the complainant, and/or supervisor, the address or location of the incident and other information necessary to apprise the employee of the allegation(s) against them.

- 7.1.2 Any interrogation of an employee shall be at a reasonable hour, preferably when the employee is on duty unless the exigencies of the investigations dictate otherwise. When practical, interrogations shall be scheduled for the daytime.
- 7.1.3 The interrogation shall not violate the individual's constitutional rights, which are afforded any citizen, regardless of occupational position and shall take place at the Monroe Police Department facility, except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of the employee's own choosing and/or a representative of the Guild before being interrogated. An attorney of the employee's own choosing and/or a representative of the Guild may be present during the interrogations but may not participate in the interrogation except to counsel the employee.
- 7.1.4 The questioning shall not be overly long, and the employee shall be entitled to such reasonable intermissions as they shall request for personal necessities, meals, telephone calls and rest periods.
- 7.1.5 The employee shall not be subjected to any offensive language, nor shall they be threatened with dismissal, transfer, or other disciplinary punishment as a guise to attempt to obtain their resignation, nor shall they be intimidated in any other manner. No promises or rewards shall be made as an inducement to answer questions.
- 7.1.6 No employee may be required to take or be subjected to any lie detector or similar test as a condition of continued employment.

## **ARTICLE VIII MISCELLANEOUS**

- 8.1.1 **Education Reimbursement:** The eligible number of Guild members is five (5) per calendar year. All program requirements, including payback agreement, for this benefit shall be consistent with City Policy.
- 8.1.2 If a requested class is available only during regularly scheduled work hours, the employee must submit a written request to their immediate supervisor and the department director explaining the circumstances. Prior approval will be needed before registering or attending such a class. If approved, the time away from work must be made up during the same workweek; otherwise, it will be deducted from the employee's annual vacation leave, if available, or will be unpaid.
- 8.2 **Personnel Manual** - The City of Monroe personnel policies and procedures shall apply to employees in the bargaining unit. Where there is a conflict between such policies and procedures and this Agreement, this Agreement shall govern. Any changes in policies and procedures applicable to employees in the bargaining unit which are mandatory subjects of bargaining shall be negotiated between the Employer and the Guild. The Employer shall furnish the Guild and each employee in the bargaining unit a copy of the Employer's policies and procedures.

- 8.3 **No-Strikes** - Nothing contained in this Agreement shall permit or be construed to grant any employee or group of employees the right to strike or refuse to perform their prescribed duties. Violation of this Section may result in disciplinary action. Nothing contained within this Agreement shall be construed to prohibit political activity of individual members of the Guild as prescribed in RCW 41.06.250.
- 8.4 **Animal Control** - Law Enforcement Officers shall not be responsible for Humane Society control measure of a non-emergent nature.
- 8.5 **Management Rights** - Any and all rights concerned with the management and operation of the bargaining unit employment covered by this Agreement are exclusively that of the Employer unless otherwise provided by the terms of this Agreement. The right to hire, promote, discipline or discharge for just cause, improve efficiency, determine the work schedules and locations of department headquarters are examples of management prerogatives. The Employer shall retain its right to manage and operate its departments except as may be limited by the express provision of this Agreement. This Agreement shall not limit the right of the Employer to contract for services. In addition, the City may take any and all actions as may be necessary to carry out the mission of the City in situations of civil emergency as may be declared by the Mayor or City Administrator; provided, that no right enumerated herein shall be exercised or enforced in a manner contrary to or inconsistent with the provisions of the Agreement.
- 8.6 **Layoff** - In each class in a department, the following shall be the order of layoff:  
Provisional appointees;  
Temporary or intermittent employees not earning service credit;  
Probationers (except as their layoff may be affected by military service during probation);  
Regular employees in the order of their overall length of service with the police department, the one with the least service being laid off first.
- 8.6.1 **Layoff Out of Order** - The Commission may grant permission for layoff out of the regular order, upon showing by the Chief or designee of a necessity, therefore, in the interest of efficient operation of the department, after giving any employee or employees affected an opportunity to be heard.
- 8.6.2 **Recall** - In the case of recall, those employees with the longest length of continuous service in the classification affected shall be recalled first. If, during a layoff, an employee's Washington State Police Officer certification lapses that employee shall be recalled and provided with an opportunity to obtain recertification as required by the State, unless during the time of the layoff the employee has committed an act that has prohibited them from carrying a firearm. An employee on layoff must keep both the Employer and the Guild informed of the address and telephone number where the employee can be contacted. When the Employer is unable to contact an employee for recall from layoff, the Guild shall be so notified. If neither the Guild nor the Employer are able to contact the employee within five (5) business days from the time the Guild is notified, the Employer's obligation to recall the employee shall cease. The Employer shall have no obligation to recall an employee after the employee has been on continuous layoff for a period of two (2) years. Also, if an employee does not return to work when recalled, the Employer shall have no further obligation to recall the employee.

## **ARTICLE IX DISCIPLINE**

- 9.1 The Employer shall not discharge nor suspend any employee without just cause and without having previously issued a written reprimand to the employee affected; however, theft, gross insubordination and intoxication while on duty and other issues of parallel magnitude may result in suspension or immediate discharge without a written reprimand.
- 9.2 Disciplinary action shall be based on the seriousness of the situation and the relevant circumstances. Discipline less than termination will include, but is not limited to, a written reprimand or documented verbal reprimand, or suspension without pay. Verbal counseling and performance appraisals shall not be considered disciplinary action.
- 9.3 Serious disciplinary actions such as suspensions and demotions shall remain the employee's file for a period of three (3) years; disciplinary action consisting of written reprimands or documented verbal reprimands shall remain in the employee's file for a period of two (2) years and given appropriate weight in subsequent personnel actions, which are appealable through the grievance procedure. The weight given by an arbitrator hearing an appeal shall take into consideration the severity of the incident(s) and whether there are any recurring incidents of a similar nature, including the length of time since the last incident occurred.
- 9.4 A disciplinary notice shall set forth the complaint against the employee and shall be presented to the employee with a copy forwarded to the Guild.
- 9.5 Within twenty-one (21) calendar days after the employer's discovery of an occurrence that may be grounds for discipline, the employer shall notify the employee in writing, with a copy to the Guild, of the intent to investigate the matter. Disciplinary action (documented verbal reprimand, written reprimand, suspension, demotions, or discharge) to be considered valid, must be issued within forty-five (45) calendar days after the notice of intent to investigate is issued to the employee and the Guild. Extensions of the forty-five (45) calendar days shall be granted upon mutual signature between the Guild and the City.
- 9.6 All items placed in an employee's personnel file shall bear the employee's signature or, if the employee refuses to sign, a signature from the guild president confirming receipt by the employee. Any documents in the employee's personnel file that do not have the employee's or guild president's signature shall be deemed to possess no merit. Employees shall have the opportunity to put a written response to discipline in their file.
- 9.7 **LOCATION DATA** - The employer has location technology in its vehicles and other items, which are operated by bargaining unit employees. The City agrees that it will not review location data solely to generate any complaints against bargaining unit employees. Location data may be used as evidence to support allegations of misconduct made against a member by a known complainant or other investigations of employees where the use of such evidence is based upon reasonable suspicion. Location data reviewed for the purposes of determining

misconduct shall be limited to the incident in question. The Guild agrees that in general, the location technology is valid for purposes of admissibility in a grievance hearing; however, the Guild may challenge the accuracy of the location data evidence in specific instances. Location data shall not be used to monitor or evaluate a bargaining unit employee's performance without having first received a substantiated poor performance evaluation requiring a work improvement plan. Location data, which is relevant to the areas identified as needing improvement may be used while the employee is on a work improvement plan. If location data is relevant to an investigation, prior to any interview of the accused, the data shall be provided to the employee and his/her representative. The employee shall be provided with a minimum of 24 hours of time to review the data prior to commencing the interview.

- 9.8 **Body Worn Cameras** – Both parties agree to a full-time body worn camera policy. To the extent there are any changes to body worn camera policies, the City shall provide notice and an opportunity to bargain with the Guild prior to implementation.

## **ARTICLE X GRIEVANCE PROCEDURE**

- 10.1 A grievance shall be defined as an issue raised relating to the interpretation, application or claim of violation of any express terms or provisions of this Agreement. A grievance shall be filed at the lowest level of supervision where the supervisor can resolve the grievance, however, where practical, the employee will notify their first level supervisor of the filing of any grievance. The employer shall provide a response to the employee at each level within the timelines specified. It will be the employee's responsibility to inform the appropriate level of supervision to move the grievance to the next step of the process after being advised of a response from the employer. If the employer fails to provide a response to the grievance within the timelines specified, the grievance will advance to the next step. If the employee fails to advance the grievance within fifteen (15) calendar days of being notified of the employer's response, then the employee's grievance will be dismissed.
- 10.1.1 **STEP 1** - An employee and/or the Guild, within fifteen (15) calendar days from knowledge of the occurrence of an alleged grievance may bring said grievance to the attention of the Supervisor (Sergeant). The Supervisor (Sergeant) shall make every effort to resolve the alleged grievance within fifteen (15) calendar days.
- 10.1.2 **STEP 2** - Should the Supervisor (Sergeant) fail to resolve the alleged grievance within fifteen (15) calendar days, then the matter shall be referred to the Deputy Chief, who shall have an additional fifteen (15) calendar days to resolve the alleged grievance.
- 10.1.3 **STEP 3** - Should the Deputy Chief fail to resolve the alleged grievance within-fifteen (15) calendar, then the matter shall be referred to the Police Chief, who shall have an additional fifteen (15) calendar days to resolve the alleged grievance.
- 10.1.4 **STEP 4** - The Police Chief shall make every effort to resolve the alleged grievance with fifteen (15) calendar days. Should the Police Chief fail to resolve the alleged grievance within fifteen (15) calendar days then the matter shall be referred to the

Mayor, who shall have an additional fifteen (15) calendar days to resolve the alleged grievance. Should the Police Chief and the Mayor fail to resolve the matter, then the Guild shall have the right to submit a demand for arbitration to the Employer. A demand for arbitration must be made by the Guild within thirty (30) calendar days from written notification from the Mayor to submit the grievance to an arbitrator for review.

- 10.1.5 **STEP 5** - The Employer and the Guild shall immediately upon the demand for arbitration, select an arbitrator to hear the dispute. For grievances relating to disciplinary actions, discharges, or terminations, the parties shall request an arbitrator from the Public Employment Relations Commission (PERC) in accordance with the process established in 41.58 RCW. For all other grievances, if the Employer and the Guild are unable to agree upon an arbitrator within fifteen (15) calendar days after receipt by the Employer for such demand for arbitration, the Guild may request a list of seven (7) arbitrators from the Federal Mediation and Conciliation Service (FMCS). After receipt of same, the parties involved shall either select the arbitrator or have FMCS select the arbitrator. The arbitrator hearing any grievance in this section shall render a decision, which shall be final and binding on the parties. Calendar days include holidays, the day of notification does not count in the computation of time.
- 10.1.6 The above timeframes may be extended by mutual agreement of the Employer and the Guild.
- 10.1.7 The expense of the arbitrator, the cost of any hearing room and the cost of a court reporter, unless such are paid by the State of Washington, shall be borne equally by the employer and the Guild. In resolving such matters, each party shall bear their costs of representation, including any attorney fees.
- 10.1.8 Claims of unlawful discrimination shall be pursued privately through State and Federal Administrative agencies or through the courts and are not subject to the grievance procedure.

## **ARTICLE XI SEPARABILITY AND SAVINGS**

- 11.1 If any provision of this Agreement should be held invalid by operation of Law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by such tribunal, the remainder of this Agreement shall not be affected thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provision.

**ARTICLE XII DURATION**

12.1 This Agreement shall be effective January 1, 2026, and shall remain in full force and effect through December 31, 2028, and shall remain in effect during the course of negotiations on a successor Labor Agreement.

GUILD

CITY OF MONROE, WASHINGTON

By Travis J. Block  
Travis J. Block (Dec 17, 2025 16:32:18 PST)

By   
Geoffrey Thomas (Dec 17, 2025 19:51:54 PST)

Travis Block, Guild

Geoffrey Thomas, Mayor

Date Dec 17, 2025

Date Dec 17, 2025

**AGREEMENT**  
 by and between  
 CITY OF MONROE, WASHINGTON  
 and  
**MONROE POLICE OFFICERS GUILD**  
 (Representing the Law Enforcement Officers)  
**January 1, 2026, through December 31, 2028**

THIS APPENDIX is supplemental to the AGREEMENT by and between the CITY OF MONROE, WASHINGTON, hereinafter referred to as the Employer, and MONROE POLICE OFFICERS GUILD, hereinafter referred to as the Guild.

A.1 Effective January 1, 2026, the wage rates for 2025, shall be increased by two and seven tenths percent (2.7%).

2026 wage scale:

		Recruit I			Recruit II	
		<u>Waiting for Academy</u>			<u>In the Academy</u>	
Police Recruit		\$7678			\$7849	
		STEP A	STEP B	STEP C	STEP D	STEP E
		<u>00-12m</u>	<u>13-24m</u>	<u>25-36m</u>	<u>37-48m</u>	<u>49-60m</u>
Police Officer		\$8248	\$8658	\$9090	\$9545	\$10,022

Effective January 1, 2027, the rates of pay set forth above shall be increased by one hundred percent 100% of that percentage increase in the “All Urban Consumers Index” (1967=100) for the Seattle-Tacoma-Bellevue Area for that period from June 2025, to June 2026, as is supplied by the Bureau of Labor Statistics, United States Department of Labor with a minimum of zero percent (0%) and a maximum of five percent (5%).

Effective January 1, 2028, the rates of pay which were in effect as of January 1, 2027, shall be increased by one hundred percent (100%) of that percentage increase in the “All Urban Consumers Index” (1967=100) for the Seattle-Tacoma-Bellevue Area for that period from June 2026, to June 2027, as is supplied by the Bureau of Labor Statistics, United States Department of Labor, with a minimum of two and seven tenths percent (2.7%) and a maximum of six percent (6%).

A.1.1 STEPS A to B, B to C, C to D, and D to E are annual STEP increases effective each twelve (12) month period from the employee’s anniversary date of hire.

A.1.2 Specialty Pay are staff appointments only and require specific applicable training/certification. Specialty Pay applies only when assigned and for the time while serving in a recognized specialty. If an employee is ordered by the Department to work in a specialty appointment, the employee shall be paid specialty pay for that appointment. Officers can stack one specialty up to a maximum of 7%. The specialty pay percentage for the FTO appointment does not count for purposes of the 7% maximum stacking provision.

K9	3% (while working 12-hour shifts 4% while working 4/10 or 5/8)	Defensive Tactics	3%
SWAT	3%	Foreign Language**	3%
Range Master	3%	CID	4%
EVOG	3%	Community Outreach	4%
Traffic Officer*	3%	SRO (while serving in the assignment)	4%
Drug Recognition Expert	3%	FTO per hour (15 minute increments) while training a recruit	7%
Accident Reconstructionist	3%		
Less Lethal	3%	Night Shift Premium***	2%

\*Traffic Officer appointed by the Chief of Police must obtain certification in basic and advanced collision investigation within one year of appointment and must become a certified collision technician within two years of appointment

\*\*The Employer will determine the foreign languages needed based on the needs of the City, and the appointments for this specialty will be made by the Police Chief.

A.1.3 An employee who has earned a degree in a field of study including police administration, political science, sociology, psychology, law, business administration, education, criminology or other fields of study approved by the Employer shall receive additional compensation as follows:

Degree:	Monthly Amount:
AA	2.5%
BA/BS	5.0%
MA	7%

A.1.4 Upon completion of the required time of service, employees shall be entitled to Longevity Pay as per the following schedule. Longevity shall be based on the employee's date of hire on full-time service, to become effective with the beginning of the pay period following completion of the required service time.

Years of Employment:	Monthly Amount:
5	1%
10	3%
15	5%
20	7%

A.1.5 The Employer will pay 100% of the cost for the AWC Long Term Disability (90 day/67% benefit) or equivalent for each employee.

A.1.6 The Employer will match three percent (3%) into a Deferred Compensation Plan for each employee.

A.1.7 **Night Shift Premium Pay**<sup>\*\*\*</sup> - All employees assigned to work a shift beginning at 3:00 p.m. or 5:00 p.m. shall receive a night shift premium of 2% of their base monthly salary. This premium shall be paid on a monthly basis and is intended to recognize the unique demands and operational challenges associated with night shift assignments. Night shift premium pay does not count for purposes of the 7% maximum stacking specialty pay provision.

Night Shift Premium Eligibility Criteria:

1. To qualify for the night shift premium, an officer must:
  - Have successfully completed Field Training; and
  - Be assigned to solo patrol duties.
2. For the purposes of this section, a "night shift" is defined as a regularly scheduled twelve (12) hour shift with a start time of 1500 hours (3:00 PM) or later.
3. Officers must work a majority of their scheduled shifts within a calendar month on qualifying night shifts to be eligible for the premium for that month.
4. Determination of eligibility shall be made monthly by the Department based on the officer's assigned schedule and actual hours worked.
5. Vacation and/or training does not impact an officer's eligibility for the night shift premium.

**A.1.8 Physical Fitness Incentive**

- A. Participation in the physical fitness program is voluntary, and results will not be considered part of employee performance. The design of the physical fitness program is not intended to be punitive and instead is designed to encourage employees to continue to maintain the ability to meet the requirements of the Washington State Criminal Justice Training Commission Basic Law Enforcement Academy Physical Ability Test (PAT).
- B. A fitness test will be developed by the Guild and approved by the Chief or their designee.
- C. The administrator(s) of the fitness test will be appointed by the Chief of Police.
- D. Members who receive a passing score will be awarded one (1) day off (for hours commensurate with their work shift) to be used within a year of issuance.

GUILD

CITY OF MONROE,  
WASHINGTON

By *Travis J. Block*  
Travis J. Block (Dec 17, 2025 16:32:18 PST)  
Travis Block, Guild

By *Geoffrey Thomas*  
Geoffrey Thomas (Dec 17, 2025 19:51:54 PST)  
Geoffrey Thomas, Mayor

Date Dec 17, 2025

Date Dec 17, 2025

THIS APPENIX is supplemental to the AGREEMENT by and between the CITY OF MONROE, WASHINGTON, hereinafter referred to as the Employer, and MONROE POLICE OFFICERS GUILD, hereinafter referred to as the Guild. 1/1/2026, through 12/31/2028

Annual Shift Bid Tracking Form

Standby List

- Tracking K-9
- Narcotics K-9
- SWAT
- Defensive Tactics
- Firearms Instructor
- FTO
- Less Lethal

- Tracking K-9
- Narcotics K-9
- SWAT
- Defensive Tactics
- Firearms Instructor
- FTO
- Less Lethal

**Dayshift Patrol Sergeant**

January 2, 3, 4 (2026)

**Dayshift Patrol Sergeant**

January 5, 6, 7 (2026)

5A Officer \_\_\_\_\_

5A Officer \_\_\_\_\_

5A Officer \_\_\_\_\_

5A Officer \_\_\_\_\_

7A Officer \_\_\_\_\_

7A Officer \_\_\_\_\_

7A Officer \_\_\_\_\_

7A Officer \_\_\_\_\_

Motors Officer \_\_\_\_\_

Motors Officer \_\_\_\_\_

- Tracking K-9
- Narcotics K-9
- SWAT
- Defensive Tactics
- Firearms Instructor
- FTO
- Less Lethal

- Tracking K-9
- Narcotics K-9
- SWAT
- Defensive Tactics
- Firearms Instructor
- FTO
- Less Lethal

**Night Shift Patrol Sergeant**

January 2, 3, 4 (2026)

**Night Shift Patrol Sergeant**

January 5, 6, 7 (2026)

3p Officer \_\_\_\_\_

3p Officer \_\_\_\_\_

3p Officer \_\_\_\_\_

3p Officer \_\_\_\_\_

5p Officer \_\_\_\_\_

5p Officer \_\_\_\_\_

5p Officer \_\_\_\_\_

5p Officer \_\_\_\_\_

- Deputy Chief chooses which side or squads require a specialty
- Officers place their name by seniority and check the box if qualified specialty
- Sergeants and Deputy Chief review the shift bid requests to ensure department needs are met
- Adjustments or conflict adjustments are made as needed
- Sergeants are assigned squads
- Sergeants and/or Deputy Chief assign new officers to their respective squads

# Monroe Police Officers Guild CBA Final 2026-2028\_Contract No. 2025-101

Final Audit Report

2025-12-18

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