

**APPENDIX A**

TO THE  
AGREEMENT  
by and between  
THE CITY OF OAK HARBOR  
and  
OAK HARBOR POLICE  
ASSOCIATION NON-COMMISSIONED  
UNIT

**CLASSIFICATION SCHEDULE**  
January 1, 2024 through December 31,  
2026

- A.1 Wage rates shall be as set out below to be effective the first full pay period of January of the referenced year.
- A.2 As of January 1, 2024, the wage rates have been adjusted by a market average comparable rate with comparable cities in the State of Washington. All classifications have been adjusted to reflect appropriate market adjustments to each classification from the 2023 wage rates.
- A.3 Effective January 1, 2024, the monthly rates of pay will be increased by three percent (3%) cost of living adjustment (COLA) and two percent (2%) market adjustment for employees covered by this Agreement shall be as follows:

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	<i>% above base step</i>		5%	10%	15%	20%	25%
Evidence Information Specialist	PNB	\$4,467	\$4,690	\$4,913	\$5,137	\$5,361	\$5,584
Records Information Specialist							
	<i>% above base step</i>		5%	10%	15%	20%	25%
Police Support Officer (PSO)	PNC	\$5,135	\$5,392	\$5,648	\$5,905	\$6,161	\$6,419
	<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Police Support Officer Sergeant	PNE	\$5,648	\$6,072	\$6,527	\$7,060		
	<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Records Evidence Supervisor	PND	\$6,143	\$6,358	\$6,580	\$6,810	\$7,049	\$7,295
<i>Step 1 for Supervisor is 10% is over 5-year Records Specialist. Step 1 for Sergeant is 10% over 5-year Police Support Officer (PSO).</i>							

OAK HARBOR POLICE  
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A.4 Effective January 1, 2025, the monthly rates of pay set forth in A.3 will be increased by two percent (2%) cost-of-living adjustment (COLA) and two percent (2%) market adjustment for employees covered by this agreement shall be as follows:

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
		<i>% above base step</i>		5%	10%	15%	20%	25%
Evidence Information Specialist	PNB	\$4,646	\$4,878	\$5,109	\$5,342	\$5,575	\$5,807	
Records Information Specialist								
		<i>% above base step</i>		5%	10%	15%	20%	25%
Police Support Officer (PSO)	PNC	\$5,340	\$5,607	\$5,874	\$6,141	\$6,408	\$6,675	
		<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Police Support Officer Sergeant	PNE	\$5,874	\$6,314	\$6,788	\$7,343			
		<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Records Evidence Supervisor	PND	\$6,389	\$6,612	\$6,844	\$7,083	\$7,331	\$7,587	
		<i>Step 1 for Supervisor is 10% is over 5-year Records Specialist.</i>						
		<i>Step 1 for Sergeant is 10% over 5-year Police Support Officer (PSO).</i>						

A.5 Effective January 1, 2026, the monthly rates of pay set forth in A.4 will be increased by two percent (2%) cost-of-living adjustment (COLA) and one percent (1%) market adjustment for employees covered by this agreement shall be as follows:

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
		<i>% above base step</i>		5%	10%	15%	20%	25%
Evidence Information Specialist	PNB	\$4,785	\$5,024	\$5,263	\$5,502	\$5,742	\$5,981	
Records Information Specialist								
		<i>% above base step</i>		5%	10%	15%	20%	25%
Police Support Officer (PSO)	PNC	\$5,500	\$5,776	\$6,050	\$6,326	\$6,600	\$6,876	
		<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Police Support Officer Sergeant	PNE	\$6,050	\$6,504	\$6,992	\$7,563			
		<i>% btwn steps</i>		3.5%	3.5%	3.5%	3.5%	3.5%
Records Evidence Supervisor	PND	\$6,580	\$6,810	\$7,049	\$7,295	\$7,551	\$7,815	
		<i>Step 1 for Supervisor is 10% is over 5-year Records Specialist.</i>						
		<i>Step 1 for Sergeant is 10% over 5-year Police Support Officer (PSO).</i>						

- A.6 Wage Step Increases – Any wage STEP increase shall become effective the first of the month coincident with or next following the employee's anniversary date of employment.
- A.7 In the event an employee covered by this Agreement is on disciplinary status becomes otherwise eligible for a wage increase in accordance with Section A.1, such increase shall not be granted until the employee has been removed from such status by the Chief of Police or designee. There shall be no retroactive pay adjustment under such circumstance.
- A.8 Wage Step Placement – The Union recognizes the Employer may find it necessary to hire individuals with current or prior experience in the classification of Non- Commissioned Employee. Such lateral entry placement may be assigned to any step in the Classification wage rate structure in Section A.1 at the sole discretion of the Chief of Police or designee.

**APPENDIX B – INCENTIVE PAY**

- B.1 Education Incentive Pay
- B.2 Employees covered by this Agreement with an **Associate’s Arts or Science degree** from an accredited institution shall receive three percent (3%) of the applicable wage rate of pay in Appendix A or as amended.
- B.3 Employees covered by this Agreement with a **Bachelor’s of Arts or Science degree** from an accredited institution shall receive six percent (6%) of the applicable wage rate of pay in Appendix A or as amended.
- B.4 It is understood that the Education Pay in Appendix B.2 and B.3 shall only be awarded upon completion of probation and when an actual degree from an accredited college or university is presented by the applicant for the applicable incentive increase.
- B.5 Those already receiving pay for college credits from a previous agreement, would continue receiving the same pay rate until they terminate employment, or another agreement supersedes or modifies this Appendix B.
- B.6 Employees who possess a degree as outlined in B.2-B.3 above, would receive the education incentive pay based on this Appendix B.
- B.7 Longevity Incentive Pay
- B.8 Upon adoption of this agreement, longevity will be paid to employees after completion of five (5) years of consecutive years of continuous full-time employment with the City as follows based on the employee’s base wage rate of pay:
 

Five (5) years.....	Two percent (2%)
Ten (10) years.....	Three percent (3%)
Fifteen (15) years.....	Four percent (4%)
Twenty-plus (20+) years .....	Five percent (5%)

Longevity percentages are not compounded.
- B.9 Retroactive checks will be issued within thirty (30) days after signing of the contract. The retroactive pay will only apply to those employees who are employed with the City at the time the contract is officially approved and ratified by the Union and the City.

