

**Tentative Agreement Between  
The City of Kaukauna  
And  
Kaukauna Professional Police Association  
(2026-2028)**

1. Article 18 - Clothing Allowance (*Strike 18.01(d)*)

~~18.01(d) ——— Maximum carryover ——— \$200~~

2. Article 18 – Clothing Allowance (*Strike 18.02*)

~~18.02 — Employees that retire, or otherwise leave employment, after receipt of the clothing allowance stipend, but before the end of the year, shall have the clothing allowance prorated based upon time worked in that year with such amount due the City deducted from the employee's last paycheck.~~

3. Article 9 – Vacation (*Incorporate side letter of agreement for vacation*)

~~Section 9.01 - The vacation policy for the Police Department shall be on a work week basis as follows:~~

- ~~(a) — One (1) work week vacation after one (1) year of service.~~
- ~~(b) — Two (2) work weeks vacation after two (2) years of service.~~
- ~~(c) — Three (3) work weeks vacation after eight (8) years of service.~~
- ~~(d) — Four (4) work weeks vacation after fifteen (15) years of service.~~
- ~~(e) — Five (5) work weeks vacation after twenty (20) years of service.~~

Section 9.01 - The vacation policy for the Police Department shall be as follows:

- (a) Forty-eight (48) hours vacation ~~after~~ **for** one (1) year of service.
- (b) Ninety-six (96) hours vacation ~~after~~ **for** two (2) years of service.
- (c) One hundred forty-four (144) hours vacation ~~after~~ **for** eight (8) years of service.
- (d) One hundred ninety-two (192) hours vacation ~~after~~ **for** fifteen (15) years of service.
- (e) Two hundred forty (240) hours vacation ~~after~~ **for** twenty (20) years of service.

*(add language below vacation chart)*

**Vacation hours are frontloaded January 1 each calendar year and are based on the years of service the employee will reach in the calendar year.**

4. Article 9 – Vacation (*creating section 9.04*)

Section 9.04 - Upon separation from the KPD, voluntary or involuntary, employees will be eligible for vacation payout as a lump sum based on their prorated balance per full months of work in the current calendar year, less any time taken and less any required deficit balance. If the departing employee is in a milestone year for service, and if leaving before reaching said milestone date,

the vacation balance shall be prorated based on the hours for the milestone prior to the higher balance. Upon retirement, and with meeting WRS retirement eligibility requirements, the retiring employee will be eligible to receive a lump sum payment or to extend their employment date using eligible vacation (not prorated), less any time taken and required deficit balance.

5. Article 9 – Vacation (*incorporating provision of side letter*)

~~Section 9.02 – The Police Chief shall have a vacation schedule available for members on or before January 1, preceding the year the vacations are to run, so that the selection of vacations can be completed by March 1. The order of vacations shall be by seniority, with the Police Chief reserving the right to determine the number of personnel to be on vacation at any one time.~~

Section 9.02 - The Police Chief shall have a vacation schedule available for members on or before December 1, preceding the year the vacations are to run, so that the selecting of vacations can be completed by January 1. Vacant hours caused by the selection of vacations, which the Chief of Police requires to be filled, shall be filled by seniority on a rotating basis with the selection limited to a maximum of twenty-one (21) hours per each officers, per selection. After the first selection, officers shall be listed with the highest deficit hours to the lowest deficit hours. Selection shall be for a maximum of twenty-one (21) hours on a rotational basis. Selection shall be done prior to January 31. The Police Chief reserves the right to determine the number of personnel to be on vacation at any one time.

6. Article 5 – Overtime Pay (*modifying language in 5.04(A)*)

~~5.04(A) A minimum of three (3) hours at time and one-half (1 1/2) based on the individual's~~  
**Required court appearances that occur during a scheduled shift will be paid at the employee's**  
normal rate of pay ~~shall be paid for time spent for in court appearance (Court Time).~~ **A minimum**  
**of three (3) hours at time and one-half (1 ½), based on the employee's regular rate of pay will**  
**be compensated when court time does not overlap with a regular work shift.**

7. Article 5 – Overtime Pay (*creating 5.04(G)*)

5.04(G) No officer may receive more than one three-hour minimum on any day for scheduled Court appearances, unless the Court appearances are scheduled such that one is between 8 a.m. and 12 p.m. and one is between 12 p.m. and 5 p.m.

8. Article 5 – Overtime Pay (*modifying language*)

5.01 Regular Overtime - Employees will be compensated at the rate of time and one-half (1-1/2) based on their normal rate of pay for all hours worked in excess of the scheduled workweek. A minimum of ~~two (2)~~ **three (3)** hours at straight time plus time and one-half (1-1/2) based on the individual's normal rate of pay for the time actually worked shall be paid for call-in. Officers that are called in to split a shift shall split the call-in pay.

9. Article 5 – Overtime Pay (*modifying language*)

5.03 - Call-ins shall be made, from a call-in book (overtime book) maintained by the Sergeant or officer in charge, by first calling **the most senior officer. If the most senior officer declines**

**overtime, the call-ins shall then be offered to the next most senior officer until the overtime assignment is filled.** ~~the officers on the off duty shift starting with the officer with the least amount of overtime hours worked, then proceeding to the remaining off duty officers starting with the officer with the least amount of overtime hours worked.~~ Once the call-in list has been exhausted by the Sergeant or officer in charge, management personnel may be used to fill overtime slots. To be eligible for call-in pay an officer must be off-duty and called-in to report to work.

10. Article 30 – Dues Deduction (*Adding to first paragraph in Article 30*)

The Association, as the exclusive representative of all the employees in the bargaining unit, will represent all such employees, Association and Non-Association, fairly and equally. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees who apply consistent with the Association constitution and by-laws. No employee shall be denied Association membership because of race, creed, color, sex, or any other protected category. The employer agrees that it will deduct from the earnings of all employees in the collective bargaining unit, who individually sign a dues deduction authorization form provided by the City where the employee is knowingly and affirmatively consenting to the deduction of dues from the employee's paycheck, the amount certified by the Association as the current dues uniformly required of all members, and pay said amount to the treasurer or the Association on or before the end of the month following the month in which said deduction was made. Changes in the amount of dues to be deducted shall be certified by the Association thirty (30) days before the effective date of the change. **The City shall update payroll dues deductions and applicable authorization forms within thirty (30) days from the date of notification from the Association of a change in amount to be deducted.**

11. Appendix C (*Creating Appendix C relating to deficit time*)

Appendix “C”  
Deficit Time

The City of Kaukauna Police Department bargaining unit employees are paid as salaried, non-exempt. Base salaries are based on 2080 hours. Regular work schedules are typically between 1911 – 1921.5 hours per year, depending on calendar dates and shift assignment. To account for the shortfall in scheduled hours (1911) from base salary hours (2080), the deficit hours are first deducted from the annual vacation balance on January 1. If the employee still has remaining deficit between schedule and annual hours after the vacation balance has been subtracted, then the employee is expected to make up the remaining deficit hours through additionally scheduled training, picking up additional work hours, etc. If at the end of a calendar year, the employee has not made up their difference in deficit hours, the City will deduct the remaining hours from the last paycheck(s) in the calendar year to cover the difference.

12. Appendix A (*Modifying language for sergeant and FTO pay rate*)

Appendix “A”  
SALARIES  
...

If an officer in a bargaining unit represented position is assigned by the Chief or his designee to fill in as a Sergeant for a period of no less than eight (8) hours in a workweek, then the officer shall receive the higher rate of pay **at the base Sergeant's pay rate** for all days worked in the Sergeant position during that workweek. \*Annual - Annualized amount, e.g., what would be paid if received biweekly amount for twenty-six (26) pay periods. Officers assigned Field Training Officer duties shall receive an additional ~~\$0.50~~ **5.00** per hour while performing such duties.

...

13. Article 3 – Hours (*Incorporate provisions in side letter/modifying existing language*)

~~Section 3.01 – A normal work day shall consist of an eight (8) hour shift. The normal work week shall average forty (40) hours per week based on a fifty two (52) week year.~~

Section 3.01 - A normal work day shall consist of a ten and one-half (10.5) hour shift. The normal work week shall average forty (40) hours per week based on a fifty-two (52) week year. The work year shall consist of 2,080 hours.

~~Section 3.02 – The work cycle shall be six (6) days on duty, two (2) days off duty; six (6) days on duty, two (2) days off duty; six (6) days on duty, two (2) days off duty; six (6) days on duty, two (2) days off duty; four (4) days on duty, four (4) days off duty; juvenile officer to work five (5) days on duty, two (2) days off duty.~~

Section 3.02 – The work cycle for day shifts, mid-days shifts, afternoon shifts, and night shifts shall consist of five (5) consecutive days on duty followed by two (2) consecutive days off duty followed by two (2) consecutive days on duty followed by five (5) consecutive days off duty. The City retains the right to adjust the work hours of the 5-2, 2-5 schedule on an annual basis.

|                  |           |                  |
|------------------|-----------|------------------|
| Patrol Officers: | 1st shift | 06:30am - 5:00pm |
|                  | 2nd shift | 09:30am - 8:00pm |
|                  | 3rd shift | 5:00pm - 3:30am  |
|                  | 4th shift | 8:00pm - 6:30pm  |
| Patrol Sergeants | 1st shift | 06:15am - 4:45pm |
|                  | 2nd shift | 4:30pm - 3:00am  |

Patrol shifts shall be fixed shifts. Assignments to shift positions will be made by seniority within equivalent job classification levels determined by the effective date of appointment or effective date of promotion. The shift assignments will remain in effect for a twelve-month period, with selection to be made by October 31st of the preceding year. **The Chief or Chief's Designee will have the discretion to appoint an officer in charge for each shift regardless of seniority. If both the sergeant and officer in charge are off on a particular shift, the most senior officer will be the officer in charge.** If a vacancy occurs, the vacancy will be posted. Such vacancies will be filled in accordance with the procedures as set forth for the assignment of shift positions.

~~Section 3.03 - For training seminars of more than five (5) consecutive days, the work schedule will coincide with the training seminar schedule. When scheduled training days occur on normal off-duty days, the employee may reschedule the off-duty days subject to the approval of the Police Chief. Reserved.~~

14. Article 10 – Longevity (*modifying longevity pay language*)

Section 10.01 - The **officer** longevity plan has been dissolved as of January 1, 2026. ~~in addition to the salary, shall be paid as follows:~~

|                                | PER MONTH        | PER YEAR          |
|--------------------------------|------------------|-------------------|
| <del>3 Years of Service</del>  | <del>\$5.</del>  | <del>\$60.</del>  |
| <del>5 Years of Service</del>  | <del>\$10.</del> | <del>\$120.</del> |
| <del>7 Years of Service</del>  | <del>\$15.</del> | <del>\$180.</del> |
| <del>9 Years of Service</del>  | <del>\$20.</del> | <del>\$240.</del> |
| <del>12 Years of Service</del> | <del>\$25.</del> | <del>\$300.</del> |
| <del>15 Years of Service</del> | <del>\$30.</del> | <del>\$360.</del> |
| <del>20 Years of Service</del> | <del>\$35.</del> | <del>\$420.</del> |
| <del>25 Years of Service</del> | <del>\$40.</del> | <del>\$480.</del> |

15. Section 10.02 – With the dissolving of longevity, all positions will receive a one-time increase of \$525 in 2026 base salaries, applied after the 3.5% increase is calculated on the previous pay scale.

16. Article 4 – Shift Differential (*modify Article 4 in CBA and side letter agreement language*)

Section 4.01 – **Shift differential pay dissolved January 1, 2026. For dissolution, all shifts were compensated as part of the one-time increase of \$525 in Article 10.** ~~Officers regularly scheduled to work from 8:00 pm until 6:30 am or 5:00 pm to 3:30 am shall receive \$16.00 per month in shift differential pay. Shift differential shall be included when calculating overtime, holiday pay, etc.~~

17. Article 23 – Vacancies and Promotions (*incorporating provision in side letter/modifying existing language*)

~~Section 23.01 – When a vacancy of position occurs, it shall be posted for a period of ten (10) days to give each member in the next lower classification an equal opportunity to bid for the vacancy. All vacancies shall be posted within five (5) days and dated.~~

Section 23.01 - When a vacancy occurs in any position within the bargaining unit, the vacancy notice shall be dated and posted within five (5) days (Saturdays, Sundays and holidays excluded) of the vacancy for a period of ten (10) days (Saturdays, Sundays and holidays excluded) to give each member an equal opportunity to apply for the vacancy.

~~Section 23.02 – From the names of the qualified bidders, the member with the most seniority shall be given the first opportunity to fill the vacancy. If the employee is shown to not successfully pass~~

~~the probationary period in the position, then it shall go to the next senior employee whose name is on the list.~~

Section 23.02 - All appointments and promotions within the bargaining unit shall be made from the ranks providing the member appointed or promoted is qualified for the position. A qualified candidate for the sergeant position must have a minimum of 7 years of **law enforcement** experience ~~on the Kaukauna Police Department~~. The Police Chief shall establish the process used to determine qualified candidates for vacant positions. The most qualified candidates shall be appointed or promoted to the vacant position.

18. Article 11 – Holiday Pay (*incorporate side letter language for holiday pay*)

19. Article 15 – Compensation for Attending Training Courses (*incorporate side letter language for Article 15.01*)

20. Miscellaneous (*incorporation side language for the following*)

New Hire

Terminated Employees

PSLO Schedule

21. Wages – Three-year agreement

|                           |      |
|---------------------------|------|
| Effective January 1, 2026 | 3.5% |
| Effective January 1, 2027 | 3.5% |
| Effective January 1, 2028 | 3%   |