

RESOLUTION NO. 2022 -72

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON BEACH
AMENDING THE CITY'S CLASSIFICATION PLAN AND MEMORANDUM OF
UNDERSTANDING BETWEEN THE CITY AND THE HUNTINGTON BEACH MARINE
SAFETY MANAGEMENT ASSOCIATION (MSMA) BY ADOPTING THE SIDE LETTER
OF AGREEMENT

WHEREAS, on March 15, 2021, the City Council of Huntington Beach approved an agreement with Public Sector Personnel Consultants, Inc., to conduct a citywide Classification and Compensation Study to review, simplify, and modernize the City's classification plan, and to conduct a comparison of salary and benefits within the City's employment market, which was defined as the cities of Anaheim, Santa Ana, Irvine, Garden Grove, Orange, Fullerton, Costa Mesa, and Newport Beach; and,

WHEREAS, on December 21, 2021, the City Council of Huntington Beach adopted Resolution No. 2021-72 approving the MOU between the City and MSMA through the term ending December 31, 2024, which transitioned all classifications to a new master salary schedule with pay ranges that are one percent (1%) apart and consist of seven (7) steps that are five percent (5%) apart that provides additional flexibility in assigning pay ranges and creates greater alignment across associations; and,

WHEREAS, the City's Human Resources Division, with assistance from Public Sector Personnel Consultants, has met and conferred with the impacted associations and individual employees through the Request for Reconsideration process; and the proposed Classification and Compensation Study implementation plan improves internal alignment, more clearly defines career ladders, and brings classifications whose pay range maximums were behind the market average of similar positions in the City's employment market as close to market average as feasible within the authorized budget and constraints of the City's existing classification and compensation plan; and,

Subsequent to the adoption of the MOU, the City of Huntington Beach and MSMA has met and conferred and agreed to changes, corrections, and clarifications to the MOU that are reflected in a Side Letter of Agreement attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Huntington Beach as follows:

1. The Side Letter of Agreement attached hereto as Exhibit A is approved and adopted.
2. The Side Letter of Agreement amends the MOU between the City of Huntington Beach and MSMA.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the 15th day of November, 2022.

Mayor

REVIEWED AND APPROVED:

APPROVED AS TO FORM:

City Manager

City Attorney 

INITIATED AND APPROVED:



Director of Administrative Services

**SIDE LETTER OF AGREEMENT
BETWEEN
THE CITY OF HUNTINGTON BEACH
AND THE
MARINE SAFETY MANAGEMENT ASSOCIATION (MSMA)**

Representatives of Huntington Beach Marine Safety Management Association (MSMA) and the City of Huntington Beach (City) have negotiated this Side Letter of Agreement to modify the following sections of the MSMA MOU dated January 1, 2022, through December 31, 2024:

ARTICLE II – REPRESENTATIONAL UNIT/CLASS

The City of Huntington Beach proposes to modify the following classification in the City's Classification Plan and the MSMA MOU (see Exhibit A – MSMA Salary Schedule):

MODIFIED CLASSIFICATION

Current Job Title	New Job Title
Ocean Lifeguard Specialist	Marine Safety Specialist

All references to "Ocean Lifeguard Specialist" throughout the MSMA MOU shall be replaced with "Marine Safety Specialist" and remain in full effect.

The parties agree that this side letter agreement will take effect on the pay period beginning February 4, 2023. If the City is unable to complete implementation of these changes by this pay period due to competing year-end priorities, the parties agree that these changes will be retroactive to the pay period beginning February 4, 2023.

The parties agree that some of the above classifications are new and that the class specifications and minimum qualifications have not been completed. The parties agree to meet and confer on these class specifications and minimum qualifications before final implementation of the new classifications.

The parties agree that the policies and procedures surrounding the addition of new full-time equivalent authorized positions and positional adjustments via the budgeting process remain in effect. The creation of a new job classification does not equate to a new authorized position, nor an upgrade to an existing position, and that if and when a position is added or upgraded, the policies surrounding the promotional process remain in effect.

The parties agree that the implementation of this side letter will not change the anniversary date of employees that are being reclassified or retitled. Employees will

receive their merit-based step advancement on their current anniversary date, in accordance with the Personnel Rules.

The parties agree that no incumbent employee shall be required to serve a probationary period as a result of being reclassified, retitled, or placed under new supervision or a new reporting relationship as a result of this implementation.

The parties agree that all of the intended additions or deletions of MSMA positions are encompassed in this side letter agreement. If the City proposes any further additions and/or deletions to MSMA positions following the adoption of this agreement, the parties agree to meet and confer on those matters.

Side Letter Implementation

Should the MOU between MSMA and the City of Huntington Beach continue beyond December 31, 2024, either through a successor MOU or an extension of the current MOU, all terms and conditions of this side letter shall remain in full force and effect unless changes are mutually agreed to by both parties.

IN WITNESS WHEREOF, the parties have caused this SIDE LETTER AGREEMENT to be executed by and through their authorized officers on _____.

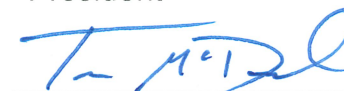
City of Huntington Beach

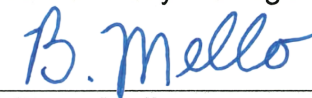
Marine Safety Management
Association

By: _____
Al Zelinka
City Manager

By: 
Sterling Foxcroft
President

By: _____
Travis Hopkins
Assistant City Manager

By: 
Trevor McDonald
Vice President

By: 
Brittany Mello
Administrative Services Director

APPROVED AS TO FORM:

Michael Gates 
City Attorney

**MARINE SAFETY MANAGEMENT ASSOCIATION
EXHIBIT A – MSMA SALARY SCHEDULE**

Job Description	Range	A	B	C	D	E	F	G
Marine Safety Specialist	161	27.52	28.90	30.34	31.86	33.45	35.13	36.88
Marine Safety Captain	206	43.07	45.22	47.48	49.86	52.35	54.97	57.72
Marine Safety Battalion Chief	226	52.55	55.18	57.94	60.83	63.88	67.07	70.42