

RESOLUTION NO. 2022 - 73

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 SURF CITY LIFEGUARD
EMPLOYEES' ASSOCIATION (SCLEA) 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 June 7, 2022, the City Council of Huntington Beach adopted Resolution No. 2022-30 approving the MOU between the City and SCLEA through the term ending June 30, 2025, 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 SCLEA 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 SCLEA.

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 *mv*

INITIATED AND APPROVED:

B. Mello

Director of Administrative Services

**SIDE LETTER OF AGREEMENT
BETWEEN
THE CITY OF HUNTINGTON BEACH
AND THE
SURF CITY LIFEGUARD EMPLOYEES' ASSOCIATION (SCLEA)**

Representatives of Surf City Lifeguard Employees' Association (SCLEA) and the City of Huntington Beach (City) have negotiated this Side Letter of Agreement to modify the following sections of the SCLEA MOU dated June 11, 2022, through June 30, 2025:

ARTICLE II – REPRESENTATIONAL UNIT/CLASS

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

MODIFIED CLASSIFICATIONS

Current Job Title	New Job Title
Ocean Lifeguard I	Ocean Lifeguard
Ocean Lifeguard II	Senior Ocean Lifeguard
Ocean Lifeguard III	Supervising Lifeguard

All references to the prior job titles throughout the SCLEA MOU shall be replaced with the new job titles 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 if a classification that has been merged or modified is listed elsewhere in the MOU, those sections will continue to remain in full effect.

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

Side Letter Implementation

Should the MOU between SCLEA and the City of Huntington Beach continue beyond June 30, 2025, 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

Surf City Lifeguard Employees'
Association

By: _____
Al Zelinka
City Manager

By:  _____
Katherine Yasko
President

By: _____
Travis Hopkins
Assistant City Manager

By: _____
Sean McGlynn
Vice President

By:  _____
Brittany Mello
Administrative Services Director

APPROVED AS TO FORM:

Michael Gates 
City Attorney

SURF CITY LIFEGUARD EMPLOYEES' ASSOCIATION (SCLEA)
EXHIBIT A – SALARY SCHEDULE

Job Description	Range	A	B	C	D	E	F	G
Ocean Lifeguard	125	19.24	20.20	21.21	22.27	23.38	24.55	25.78
Senior Ocean Lifeguard	140	22.33	23.45	24.62	25.85	27.15	28.50	29.93
Supervising Ocean Lifeguard	156	26.19	27.50	28.87	30.31	31.83	33.42	35.09
Junior Lifeguard Program Coordinator	156	26.19	27.50	28.87	30.31	31.83	33.42	35.09