

RESOLUTION NO. 2026-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
HUNTINGTON BEACH AMENDING THE CITY'S CLASSIFICATION PLAN  
BY ADDING THE CLASSIFICATION OF  
HUMAN PERFORMANCE AND WELLNESS COORDINATOR

WHEREAS, the City Council of Huntington Beach wishes to amend the City's Classification Plan;

NOW, THEREFORE, the City Council of the City of Huntington Beach does hereby resolve that the Classification Plan be amended as follows:

Add the new classification of HUMAN PERFORMANCE AND WELLNESS COORDINATOR and establish compensation at \$99,943.68 - \$140,630.79 as set forth in Exhibit A, which is attached hereto and incorporated by this reference.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

APPROVED AS TO FORM:

\_\_\_\_\_  
Travis Hopkins, City Manager

  
\_\_\_\_\_  
Mike Vigliotta, City Attorney

INITIATED AND APPROVED:

\_\_\_\_\_  
Marissa Sur, Assistant City Manager

Exhibit A

MEO Salary Schedule  
Effective 6/20/2026

Classification Title	Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H
Administrative Services Manager	232	\$55.78	\$58.57	\$61.50	\$64.58	\$67.81	\$71.20	\$74.76	\$78.49
Assistant City Attorney	263	\$75.94	\$79.74	\$83.73	\$87.91	\$92.31	\$96.92	\$101.77	\$106.86
Assistant City Clerk	213	\$46.18	\$48.48	\$50.91	\$53.45	\$56.13	\$58.93	\$61.88	\$64.97
Assistant to the City Manager	228	\$53.61	\$56.29	\$59.10	\$62.06	\$65.16	\$68.42	\$71.84	\$75.43
Associate Civil Engineer	216	\$47.57	\$49.95	\$52.45	\$55.07	\$57.83	\$60.72	\$63.75	\$66.94
Associate Planner	207	\$43.50	\$45.67	\$47.96	\$50.36	\$52.87	\$55.52	\$58.29	\$61.21
Building Inspection Manager	233	\$56.34	\$59.16	\$62.12	\$65.22	\$68.48	\$71.91	\$75.50	\$79.28
Building Inspection Supervisor	217	\$48.05	\$50.45	\$52.98	\$55.62	\$58.41	\$61.33	\$64.39	\$67.61
Building Official	246	\$64.12	\$67.33	\$70.70	\$74.23	\$77.94	\$81.84	\$85.93	\$90.23
Capital Projects Administrator	218	\$48.53	\$50.96	\$53.51	\$56.18	\$58.99	\$61.94	\$65.04	\$68.29
Capital Projects Supervisor	225	\$52.03	\$54.63	\$57.36	\$60.23	\$63.24	\$66.41	\$69.73	\$73.21
Chief Litigation Counsel	278	\$88.17	\$92.57	\$97.20	\$102.06	\$107.17	\$112.52	\$118.15	\$124.06
City Engineer	259	\$72.98	\$76.63	\$80.46	\$84.48	\$88.71	\$93.14	\$97.80	\$102.69
Civilian Police Services Commander	248	\$65.41	\$68.68	\$72.12	\$75.72	\$79.51	\$83.48	\$87.66	\$92.04
Code Enforcement Manager	236	\$58.05	\$60.95	\$64.00	\$67.20	\$70.56	\$74.09	\$77.79	\$81.68
Community & Library Services Manager	232	\$55.78	\$58.57	\$61.50	\$64.58	\$67.81	\$71.20	\$74.76	\$78.49
Construction Manager	232	\$55.78	\$58.57	\$61.50	\$64.58	\$67.81	\$71.20	\$74.76	\$78.49
Council Policy Analyst	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Cyber Information Security Officer	226	\$52.55	\$55.18	\$57.94	\$60.84	\$63.88	\$67.07	\$70.42	\$73.95
Deputy City Attorney I	232	\$55.78	\$58.57	\$61.50	\$64.58	\$67.81	\$71.20	\$74.76	\$78.49
Deputy City Attorney II	258	\$72.26	\$75.87	\$79.66	\$83.64	\$87.83	\$92.22	\$96.83	\$101.67
Deputy City Engineer	243	\$62.24	\$65.35	\$68.62	\$72.05	\$75.65	\$79.43	\$83.40	\$87.57
Deputy Fire Marshal	216	\$47.57	\$49.95	\$52.45	\$55.07	\$57.83	\$60.72	\$63.75	\$66.94
Detention Administrator	225	\$52.03	\$54.63	\$57.36	\$60.23	\$63.24	\$66.41	\$69.73	\$73.21
Economic Development Manager	243	\$62.24	\$65.35	\$68.62	\$72.05	\$75.65	\$79.43	\$83.40	\$87.57
Economic Development Project Manager	225	\$52.03	\$54.63	\$57.36	\$60.23	\$63.24	\$66.41	\$69.73	\$73.21
Environmental Services Manager	233	\$56.34	\$59.16	\$62.12	\$65.22	\$68.48	\$71.91	\$75.50	\$79.28
Finance Manager	242	\$61.62	\$64.70	\$67.94	\$71.33	\$74.90	\$78.65	\$82.58	\$86.71
Fire Marshal	246	\$64.12	\$67.33	\$70.70	\$74.23	\$77.94	\$81.84	\$85.93	\$90.23
Fire Medical Coordinator	217	\$48.05	\$50.45	\$52.98	\$55.62	\$58.41	\$61.33	\$64.39	\$67.61
Fleet Operations Supervisor	213	\$46.18	\$48.48	\$50.91	\$53.45	\$56.13	\$58.93	\$61.88	\$64.97
Homeless Services Manager	236	\$58.05	\$60.95	\$64.00	\$67.20	\$70.56	\$74.09	\$77.79	\$81.68
Housing Manager	236	\$58.05	\$60.95	\$64.00	\$67.20	\$70.56	\$74.09	\$77.79	\$81.68
Human Performance and Wellness Coordinator*	217	\$48.05	\$50.45	\$52.98	\$55.62	\$58.41	\$61.33	\$64.39	\$67.61
Human Resources Analyst	198	\$39.77	\$41.76	\$43.85	\$46.04	\$48.34	\$50.76	\$53.30	\$55.96
Human Resources Manager	244	\$62.86	\$66.00	\$69.30	\$72.77	\$76.41	\$80.23	\$84.24	\$88.45
Information Technology Manager	246	\$64.12	\$67.33	\$70.70	\$74.23	\$77.94	\$81.84	\$85.93	\$90.23
Information Technology Supervisor	223	\$51.01	\$53.56	\$56.23	\$59.05	\$62.00	\$65.10	\$68.35	\$71.77
Landscape Architect	211	\$45.27	\$47.53	\$49.91	\$52.40	\$55.02	\$57.77	\$60.66	\$63.69
Management Analyst	198	\$39.77	\$41.76	\$43.85	\$46.04	\$48.34	\$50.76	\$53.30	\$55.96
Multimedia Coordinator	207	\$43.50	\$45.67	\$47.96	\$50.36	\$52.87	\$55.52	\$58.29	\$61.21
Municipal Records Manager	208	\$43.93	\$46.13	\$48.44	\$50.86	\$53.40	\$56.07	\$58.88	\$61.82
Network Systems Administrator	231	\$55.23	\$57.99	\$60.89	\$63.94	\$67.14	\$70.49	\$74.02	\$77.72
Parking & Camping Operations Supervisor	205	\$42.64	\$44.77	\$47.01	\$49.36	\$51.83	\$54.42	\$57.14	\$60.00
Permit & Plan Check Manager	236	\$58.05	\$60.95	\$64.00	\$67.20	\$70.56	\$74.09	\$77.79	\$81.68
Permit & Plan Check Supervisor	211	\$45.27	\$47.53	\$49.91	\$52.40	\$55.02	\$57.77	\$60.66	\$63.69
Plan Check Engineer	229	\$54.14	\$56.85	\$59.69	\$62.68	\$65.81	\$69.10	\$72.56	\$76.19
Planning Manager	242	\$61.62	\$64.70	\$67.94	\$71.33	\$74.90	\$78.65	\$82.58	\$86.71
Police Services Manager	225	\$52.03	\$54.63	\$57.36	\$60.23	\$63.24	\$66.41	\$69.73	\$73.21
Principal Civil Engineer	241	\$61.01	\$64.06	\$67.26	\$70.63	\$74.16	\$77.87	\$81.76	\$85.85
Principal Combination Inspector	208	\$43.93	\$46.13	\$48.44	\$50.86	\$53.40	\$56.07	\$58.88	\$61.82
Principal Finance Analyst	225	\$52.03	\$54.63	\$57.36	\$60.23	\$63.24	\$66.41	\$69.73	\$73.21
Principal Human Resources Analyst	220	\$49.51	\$51.98	\$54.58	\$57.31	\$60.18	\$63.18	\$66.34	\$69.66
Principal Information Technology Analyst	231	\$55.23	\$57.99	\$60.89	\$63.94	\$67.14	\$70.49	\$74.02	\$77.72

**MEO Salary Schedule**  
**Effective 6/20/2026**

Classification Title	Range	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H
Principal Librarian	207	\$43.50	\$45.67	\$47.96	\$50.36	\$52.87	\$55.52	\$58.29	\$61.21
Principal Management Analyst	220	\$49.51	\$51.98	\$54.58	\$57.31	\$60.18	\$63.18	\$66.34	\$69.66
Principal Planner	232	\$55.78	\$58.57	\$61.50	\$64.58	\$67.81	\$71.20	\$74.76	\$78.49
Public Affairs Manager	238	\$59.22	\$62.18	\$65.29	\$68.55	\$71.98	\$75.58	\$79.36	\$83.32
Public Affairs Officer	229	\$54.14	\$56.85	\$59.69	\$62.68	\$65.81	\$69.10	\$72.56	\$76.19
Public Works Maintenance Superintendent	224	\$51.52	\$54.09	\$56.80	\$59.64	\$62.62	\$65.75	\$69.04	\$72.49
Public Works Maintenance Supervisor	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Public Works Operations Manager	259	\$72.98	\$76.63	\$80.46	\$84.48	\$88.71	\$93.14	\$97.80	\$102.69
Real Estate & Project Manager	222	\$50.50	\$53.03	\$55.68	\$58.46	\$61.38	\$64.45	\$67.68	\$71.06
Risk Manager	240	\$60.41	\$63.43	\$66.60	\$69.93	\$73.42	\$77.10	\$80.95	\$85.00
Senior Civil Engineer	228	\$53.61	\$56.29	\$59.10	\$62.06	\$65.16	\$68.42	\$71.84	\$75.43
Senior Community & Library Services Supervisor	205	\$42.64	\$44.77	\$47.01	\$49.36	\$51.83	\$54.42	\$57.14	\$60.00
Senior Deputy City Attorney	269	\$80.61	\$84.64	\$88.88	\$93.32	\$97.99	\$102.88	\$108.03	\$113.43
Senior Finance Analyst	217	\$48.05	\$50.45	\$52.98	\$55.62	\$58.41	\$61.33	\$64.39	\$67.61
Senior Human Resources Analyst	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Senior Librarian	192	\$37.47	\$39.34	\$41.31	\$43.37	\$45.54	\$47.82	\$50.21	\$52.72
Senior Management Analyst	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Senior Planner	222	\$50.50	\$53.03	\$55.68	\$58.46	\$61.38	\$64.45	\$67.68	\$71.06
Senior Traffic Engineer	237	\$58.63	\$61.56	\$64.64	\$67.87	\$71.27	\$74.83	\$78.57	\$82.50
Traffic & Transportation Manager	245	\$63.49	\$66.66	\$70.00	\$73.50	\$77.17	\$81.03	\$85.08	\$89.33
Treasury Manager	242	\$61.62	\$64.70	\$67.94	\$71.33	\$74.90	\$78.65	\$82.58	\$86.71
Utilities Manager	244	\$62.86	\$66.00	\$69.30	\$72.77	\$76.41	\$80.23	\$84.24	\$88.45
Utilities Superintendent	224	\$51.52	\$54.09	\$56.80	\$59.64	\$62.62	\$65.75	\$69.04	\$72.49
Wastewater Supervisor	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Water Quality Supervisor	212	\$45.72	\$48.00	\$50.40	\$52.92	\$55.57	\$58.35	\$61.27	\$64.33
Water Utility Supervisor	214	\$46.64	\$48.97	\$51.42	\$53.99	\$56.69	\$59.52	\$62.50	\$65.62

\*Per Council Resolution 2026-\_\_\_, new job classification approved

**CITY OF HUNTINGTON BEACH**

**CLASS SPECIFICATION**



**TITLE: HUMAN PERFORMANCE AND WELLNESS COORDINATOR**

**PERSONNEL COMMISSION APPROVAL: TBD**

**COUNCIL APPROVAL: TBD**

**JOB CODE: 0TBD**

**EMPLOYMENT STATUS: REGULAR FULL-TIME**

**UNIT REPRESENTATION: MEO**

**FLSA STATUS: EXEMPT**

**EEOC CODE: PROFESSIONALS**

**JOB SUMMARY**

Under general direction, plans, manages, coordinates, and evaluates the Department's human performance, injury prevention, rehabilitation, and employee wellness programs. Oversees day-to-day program operations and staff while ensuring alignment with Department objectives, applicable laws and regulations, and professional standards established by the Board of Certification (BOC) for Athletic Trainers and other governing bodies.

The Human Performance and Wellness Coordinator implements program strategies designed to reduce occupational injury risk, support return-to-work efforts, enhance employee health and performance, and promote workforce readiness. Provides subject matter expertise and operational recommendations to executive staff in support of the Department's mission.

**SUPERVISION RECEIVED AND EXERCISED**

Reports to: Chief of Police, or as assigned by the Chief of Police

Supervises: Professional, technical, and administrative support personnel

**DISTINGUISHING CHARACTERISTICS**

This is a single-position classification responsible for the administrative management of the Department's human performance and wellness programs.

The incumbent exercises independent judgment and discretion in the management and administration of the Department's human performance and wellness programs. Responsibilities include planning, implementing, and evaluating injury prevention initiatives, strength and conditioning programs, rehabilitation coordination, return-to-work processes, wellness programming, and risk mitigation strategies. The position establishes operational procedures, ensures regulatory compliance, monitors program

## CITY OF HUNTINGTON BEACH

### CLASS SPECIFICATION



### TITLE: HUMAN PERFORMANCE AND WELLNESS COORDINATOR

effectiveness, and provides recommendations to executive staff to support workforce readiness and organizational performance.

#### EXAMPLES OF ESSENTIAL DUTIES

- Plans, organizes, coordinates, and evaluates human performance and wellness program operations to ensure effective service delivery and alignment with Department goals
- Develops and implements injury prevention, rehabilitation, strength and conditioning, and wellness programs for sworn and civilian personnel
- Ensures compliance with applicable federal, state, and local laws; professional certification standards; and City policies and procedures
- Monitors regulatory changes and implements necessary procedural adjustments
- Analyzes injury trends, performance metrics, and operational risk factors; develops and implements strategies to reduce workplace injuries and minimize lost work time
- Evaluates work-related and non-work-related injuries and administers appropriate care within scope of professional practice
- Refers personnel to physicians, hospital emergency departments, or allied healthcare specialists when appropriate
- Advises and counsels employees regarding injury prevention, conditioning, rehabilitation, nutrition, and recovery practices
- Applies protective and therapeutic devices including bandages, wraps, braces, strapping, padding, and guards as necessary
- Administers therapeutic modalities under physician direction when required and in accordance with professional standards
- Assists in the coordination of medical care and return-to-work planning in collaboration with healthcare providers and risk management personnel
- Establishes and maintains accurate and confidential records related to injuries, treatment plans, rehabilitation programs, and program outcomes
- Supervises assigned staff, including training, performance evaluation, and professional development
- Develops and maintains collaborative working relationships with healthcare providers, City administration, and workers' compensation representatives
- Provides regular program status updates, reports, and recommendations to executive staff
- Advises executive staff regarding physical readiness standards and safety considerations associated with job duties and specialized assignments
- Maintains human performance and training facilities and equipment in a safe, clean, and operational condition

## CITY OF HUNTINGTON BEACH

### CLASS SPECIFICATION



### TITLE: HUMAN PERFORMANCE AND WELLNESS COORDINATOR

- Manages inventory of equipment and supplies; prepares and submits purchase requisitions in accordance with City procurement procedures
- Travels to offsite locations throughout and outside the City
- Performs other related duties and responsibilities as required

*The preceding duties have been provided as examples of the essential types of work performed within this job classification. The City, at its discretion, may add, modify, change or rescind work assignments as needed.*

#### **MINIMUM QUALIFICATIONS**

*Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:*

#### **Knowledge of:**

- Principles of athletic training, strength and conditioning, rehabilitation, and performance science
- Occupational health practices related to law enforcement operations
- Injury prevention strategies and organizational risk reduction methods
- Workers' compensation procedures and return-to-work coordination
- Supervisory principles and staff development practices
- Public sector budgeting and procurement processes
- Data collection, reporting methods, and program evaluation techniques
- Federal, state, and local regulations governing employee health and safety
- Confidential medical documentation standards and privacy requirements

#### **Ability to:**

- Administer and manage department-wide human performance and wellness programs
- Supervise, train, and evaluate assigned staff
- Analyze injury data and implement appropriate mitigation strategies
- Develop evidence-based conditioning and rehabilitation protocols
- Prepare reports, program evaluations, and operational recommendations
- Communicate effectively in clinical and law enforcement environments
- Interpret and apply applicable laws, regulations, and policies
- Manage multiple priorities and exercise sound independent judgment
- Maintain confidentiality and handle sensitive information appropriately
- Establish and maintain effective working relationships across organizational levels

**CITY OF HUNTINGTON BEACH**

**CLASS SPECIFICATION**



**TITLE: HUMAN PERFORMANCE AND WELLNESS COORDINATOR**

**Education:** Master's degree in athletic training, kinesiology, exercise science, sports medicine, or a closely related field.

**Experience:** Minimum of five (5) years of clinical experience post education, including five (2) years in a professional or collegiate sports setting. Administrative experience including familiarity with worker's compensation preferred.

**Licenses/Certifications:** Possession of a valid California Class C driver's license and an acceptable driving record are required at the time of appointment and throughout employment.

Certified Athletic Trainer Certification (ATC) credential issued by the Board of Certification (BOC) is required.

Certified Strength and Conditioning Specialist (CSCS) credential issued by the National Strength and Conditioning Association (NSCA) is required.

Current CPR, AED, and First aid certification required.

**Shift Assignment:** Must be available to work all assigned shifts, including evenings, weekends and holidays.

**Background Investigation:** Must successfully pass a comprehensive background investigation.

**SPECIAL CONDITIONS**

Employees regularly assigned/required to drive a city or personal vehicle in the course and scope of work shall be required to participate in the DMV Employer Pull Notice program.

**Public Employee Disaster Service Worker:** In accordance with Government Code Section 3100, all Huntington Beach City employees are required to perform assigned disaster service worker duties in the event of an emergency or a disaster.

**PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS**

Work involves treating and providing close contact care to individuals. There is frequent need to stand, reach overhead, sit, stoop, walk, work, and perform other similar actions during the course of the workday. Must be able to work any shift, including weekends and

**CITY OF HUNTINGTON BEACH**

**CLASS SPECIFICATION**



**TITLE: HUMAN PERFORMANCE AND WELLNESS COORDINATOR**

holidays. Employee accommodations for physical disabilities will be considered on a case-by-case basis.