



Administrative Report

H.16., File # 26-0804

Meeting Date: 7/7/2026

To: MAYOR AND CITY COUNCIL

From: DIANE STRICKFADEN, DIRECTOR OF HUMAN RESOURCES

TITLE

ADOPT BY TITLE ONLY RESOLUTION NO. CC-2607-050, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, AMENDING THE OFFICIAL BOOK OF CLASS SPECIFICATIONS BY CREATING THE POSITION OF WATERFRONT AND COMMUNITY SERVICES DIRECTOR

ADOPT BY TITLE ONLY RESOLUTION NO. CC-2607-051, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, AMENDING THE OFFICIAL BOOK OF CLASS SPECIFICATIONS FOR THE POSITION OF COMMUNITY DEVELOPMENT DIRECTOR

EXECUTIVE SUMMARY

The City maintains an Official Book of Class Specifications for positions in the service of Redondo Beach. Pursuant to Article 6, Chapter 3 of the Redondo Beach Municipal Code, as recruitments for open positions are evaluated, class specifications may be created, reviewed, updated, and modified to validate current job duties, responsibilities, and qualifications.

As part of the FY 2026-27 Budget Adoption, the City Council approved Decision Package #30, which consolidated the currently vacant Waterfront and Economic Development Director position with the existing Community Services Director position. The Decision Package also shifted citywide economic development activities to the Community Development Department.

Attached for City Council approval, are the two job specifications needed to implement Decision Package #30; one to create the new Waterfront and Community Services Director position, and the other to modify the Community Development Director job specification to reflect the expanded duties. The Resolutions approving the new class specifications also establish the salary ranges for the positions, which were funded as part of the Decision Package.

BACKGROUND

Historically, responsibility for property management and recreation activities in the Waterfront has been split between the Waterfront and Economic Development (WED) Department and the Community Services Departments, with WED in the lead role. In recent years, there has been a stronger focus on special events and new recreation programs in the harbor area. Additionally, this past spring, the Waterfront and Economic Development Director role was vacated. This confluence of factors led to the proposed merger of the Community Services Director and Waterfront and Economic Development Director roles included in Decision Package #30. The reorganization also

included the transitioning of citywide economic development activities to the Community Development Director position, which were formerly performed by WED.

In light of the changes and the additional duties that will be performed by each Director, the salary range for the new Waterfront and Community Services Director position is set at 20% above the current Community Services Director range, and the salary range for the existing Community Development Director position is increased by 5%. Staff will bring an updated Management and Confidential Pay Plan to the City Council in the coming weeks to reflect the position updates.

COORDINATION

The Human Resources Department and the City Manager's Office coordinated the proposed job class specifications. The City Attorney's Office approved the Resolutions as to form.

FISCAL IMPACT

The merging of the two department director positions and the proposed reorganization of economic development duties will create an annual budget savings of approximately \$124,650.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Reso - No. 2607-050 Amending the Official Book of Class Specifications by Creating the Position of Waterfront and Community Services Director
- Reso - No. 2607-051 Amending the Official Book of Class Specifications for the Position of Community Development Director
- Redline - Official Book of Class Specifications for the Position of Community Development Director