



Administrative Report

H.20., File # 26-0446

Meeting Date: 4/14/2026

To: MAYOR AND CITY COUNCIL

From: DIANE STRICKFADEN, DIRECTOR OF HUMAN RESOURCES

TITLE

ADOPT BY TITLE ONLY RESOLUTION NO. CC-2604-017, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, AMENDING THE PART-TIME EMPLOYMENT POLICY AND PAY PLAN FOR PART-TIME EMPLOYEES

EXECUTIVE SUMMARY

The City currently maintains a Part-Time Employment Policy and Pay Plan for various hourly and temporary classifications employed by the City. Classifications included in the Plan range from Crossing Guard and Recreation Leader to Program Coordinator and Project Manager. The Plan was last updated in December 2025 based on an adjustment to the California State minimum wage, which increased to \$16.90 per hour on January 1, 2026 and affected approximately six job classifications.

One of the classifications in the Part-Time Employment Policy and Pay Plan is an hourly Project Manager job classification, which is designed to provide the City with flexibility to occasionally employ professionals that are available to assist City management with accomplishing various strategic objectives, as well as assisting with capital or other large projects. Currently, the existing hourly rate for this classification ranges from \$40 per hour to \$100 per hour. In order to reflect current market conditions and be able to attract top quality talent, staff is proposing an adjustment to the top end of this hourly range, to a maximum rate of \$130 per hour.

Staff recommends that the City Council approve the attached updated Part-Time Employment Policy and Pay Plan reflecting the change to the Project Manager classification.

BACKGROUND

As noted, the Part-Time Employment Policy and Pay Plan reflects the hourly wages and employment policies for the City's part-time and temporary workforce. The Plan represents a wide range of hourly classifications, including Crossing Guard, Lifeguard, Recreation Leader, and Project Manager. The Project Manager classification exists to allow the City hiring flexibility to occasionally employ high level, professional project managers that can assist management with more complex strategic projects and objectives.

The Project Manager job classification has stayed at the same hourly range of \$40/hour to \$100/hour for more than a decade. In order to reflect current market conditions and continue to be able to attract talented professionals, staff is proposing an adjustment to the top end of this hourly range, to

a maximum of \$130 per hour. No other changes to the Part-Time Employment Policy and Pay Plan are recommended at this time.

Staff recommends that the City Council approve the attached updated Part-Time Employment Policy and Pay Plan that reflects the increase in maximum hourly pay rate for the Project Manager classification.

COORDINATION

This report was prepared by the Human Resources Department. The Resolution was approved as to form by the City Attorney's Office.

FISCAL IMPACT

Funding for part time salaries is included in each Department's annual operating budget.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Reso - No. 2604-017 Amending the Part-Time Employment Policy and Pay Plan