



Administrative Report

J.2., File # BF26-0971

Meeting Date: 8/13/2026

To: BUDGET AND FINANCE COMMISSION

From: DIANE STRICKFADEN, DIRECTOR OF HUMAN RESOURCES

TITLE

CONSIDERATION OF SALARY ADJUSTMENTS FOR MAYOR AND CITY COUNCIL, CITY CLERK AND CITY TREASURER IN ADVANCE OF MARCH 2027 ELECTION

EXECUTIVE SUMMARY

In 2005, the City Council adopted Resolution CC-0505-56 to establish a process for consideration of future pay and/or benefit adjustments for elected officials. The resolution directs the Budget and Finance Commission to make recommendations to the City Council regarding elected official pay and potential adjustments, in advance of the filing period for a regular election. The 2027 regular municipal election will cover the City Clerk position, the City Treasurer, and two City Council seats (District 3 and District 5). The filing period for the March 2027 election will open on November 9, 2026.

The City Council last provided direction regarding the salaries for the Mayor and City Council, City Clerk and City Treasurer positions in 2022. At that time, the Council voted to increase the City Council salaries, beginning with the commencement of each forthcoming term. The City Council also increased the City Clerk's salary by 2% a year for each year of the subsequent term. The City Council did not make any changes to the City Treasurer's salary.

BACKGROUND

City Clerk

The compensation and benefits for the City Clerk was last set by the City Council, via Ordinance 3246-22, which was adopted in 2022. The ordinance established the City Clerk monthly base salary in April 2023 at \$10,875 per month, with yearly 2% adjustments taking place through 2026. The monthly base salary is currently set at \$11,540 per month, effective April 1, 2026.

The City Charter requires that any changes to the City Clerk's base salary must be made at least 30 days prior to the nomination period for a new four-year term. It cannot be increased or decreased from that point until the completion of a subsequent four-year term. With the opening of the nomination period being on November 9, 2026, any recommended salary changes will need to be codified by the City Council no later than October 6, 2026.

In light of this upcoming deadline, staff conducted a monthly base salary survey for the City Clerk position, using the agreed upon survey cities that have previously been negotiated with the various

City bargaining units. Although some of the cities are outside of the immediate area, the cities were selected as similar due to their size and market comparability to Redondo Beach. Staff surveyed both full time and part time City Clerk positions, with some being elected positions, and some being appointed positions. Monthly base salary information is current as of July 2026, and is indicated below:

<u>City</u>	<u>Title</u>	<u>Part Time or Full Time</u>	<u>Monthly Salary</u>
Culver City	City Clerk	FT	\$18,124
El Segundo	City Clerk	PT	\$3,375
Gardena	City Clerk	PT	\$1,000
Hawthorne	City Clerk	PT	\$833
Hermosa Beach	City Clerk	FT	\$13,607
Huntington Beach	City Clerk	FT	\$12,123
Lawndale	City Clerk	PT	\$350
Manhattan Beach	City Clerk	FT	\$21,541
Pasadena	City Clerk	FT	\$23,375
Rancho Palos Verdes	City Clerk	FT	\$16,310
Torrance	City Clerk	FT	\$15,799
West Hollywood	City Clerk	FT	\$20,144
<i>Redondo Beach</i>	<i>City Clerk</i>	<i>FT</i>	<i>\$11,540</i>
<i>Median Salary</i>			<i>\$13,607</i>

Survey results indicate that the Redondo Beach City Clerk position currently ranks below the median for full time City Clerks in comparable cities.

The Redondo Beach City Clerk oversees three full time employees and is responsible for elections, records management, City Council, agency and commission agendas and minutes, administering the Commission appointment process, maintaining the City's legislative history and several other functions.

Per ordinance, the City Clerk position also receives the same benefits as full time employees in the Management and Confidential Employee Unit. No changes to these benefits are currently being proposed.

Following Budget and Finance Commission review and recommendation, an ordinance (if applicable) will be presented to the City Council for review, which will set the adjusted salary for the elected position at the beginning of the next term.

City Treasurer

On June 3, 2014, at the recommendation of the former City Treasurer, the City Council considered information regarding a compensation reduction for the City Treasurer position. The City Council ultimately voted to reduce the base salary of the City Treasurer from \$9,746 per month (\$116,952

annually) to \$2083.33 per month (\$25,000 annually), and the salary remains the same in 2026. This vote took place after the Budget and Finance Commission recommended no change to the salary. During that timeframe, voters approved Measure CT, which was an amendment to the City Charter that removed the full-time status of the City Treasurer position and made it a part-time position.

Staff conducted a monthly base salary survey for the City Treasurer position, using the same survey cities that have previously been negotiated with the various City bargaining units. Although some of the cities are outside of the immediate area, the cities were selected as similar due to their size and comparability to Redondo Beach. Staff surveyed both full time and part time City Treasurer positions, with some positions being elected as dedicated City Treasurers, and others having the treasurer duties conducted by the City's Finance Director, as part of a different job specification.

City Treasurer monthly base salary information is current as of July 2026, as indicated below:

<u>City</u>	<u>Title</u>	<u>Part Time or Full Time</u>	<u>Monthly Salary</u>
Culver City	Finance Director	FT	NA
El Segundo	City Treasurer	PT	\$2,375
Gardena	City Treasurer	PT	\$500
Hawthorne	City Treasurer	PT	\$833
Hermosa Beach	City Treasurer	FT	\$530
Huntington Beach	City Treasurer	¾ TIME	\$13,494
Lawndale	Finance Director	FT	NA
Manhattan Beach	City Treasurer	FT	\$500
Pasadena	Deputy Finance Director	FT	NA
Rancho Palos Verdes	Finance Director	FT	NA
Torrance	City Treasurer	FT	\$2,860
West Hollywood	Finance Director	FT	NA
<i>Redondo Beach</i>	<i>City Treasurer</i>	<i>PT</i>	<i>\$2,083</i>
<i>Median Salary</i>			<i>\$1,458.33</i>

Survey results indicate that the Redondo Beach City Treasurer position currently ranks above the median for part time City Treasurers in comparable cities. In several survey cities, the City Treasurer position is a dual role with the City's Finance Director, as noted above. Therefore, those salaries were not included as they are not comparable to City Treasurer salaries.

The elected Redondo Beach City Treasurer oversees one full time Chief Deputy City Treasurer. Per ordinance, the elected Redondo Beach City Treasurer receives the same benefits as full time employees in the Management and Confidential Employee Unit. No changes to these benefits are currently being proposed.

In addition to the above survey, staff received additional information regarding total cash compensation for Southern California City Treasurers, downloaded from the State Controller's Office. This survey reflects total cash compensation changes and wage growth from 2014 until 2026.

<u>City</u>	<u>2014</u>	<u>2026</u>
Azusa	\$ 31,253.00	\$ 39,404.00
Baldwin Park	\$ 2,400.00	\$ 30,252.00
Beverly Hills	\$ 2,490.00	\$ 8,580.00
Carson	\$ 135,001.00	\$ 150,376.00
Compton	\$ 115,753.00	\$ 128,884.00
Covina	\$ 2,466.00	\$ 9,600.00
El Monte	\$ 14,734.00	\$ 11,022.00
Gardena	\$ 3,599.00	\$ 9,192.00
Glendale		\$ 169,923.00
Hawthorne	\$ 9,942.00	\$ 14,400.00
Inglewood	\$ 64,908.00	\$ 122,884.00
Manhattan Beach	\$ 6,001.00	\$ 12,390.00
Palos Verdes Estates	\$ 3,600.00	\$ 3,600.00
Sierra Madre	\$ 1,939.00	\$ 3,000.00
Southgate	\$ 7,200.00	\$ 28,406.00
South Pasadena	\$ 8,733.00	\$ 8,472.00
Torrance	\$ 125,102.00	\$ 75,617.00
Redondo Beach	\$ 30,356.00	\$ 42,674.00

Any change to the position's existing compensation would have to follow the same process as that for the City Clerk, which is outlined in the City Charter and must be completed before the opening of the nomination period for the upcoming election.

Mayor and City Council

The compensation and benefits for the Mayor and City Councilmembers is specified in the Municipal Code and established by the City Council via ordinance. Previously, the pay for the Mayor and City Councilmembers had not increased since 2007 and was set at \$927.31 per month (\$11,127.72 per year). The compensation was reviewed by the City Council biannually between 2008 and 2022 with adjustments being made in 2022 to \$1669.16 per month (\$20,030/year). The Mayor and City Council also receive deferred compensation in the amount of 12% of their salary, and the same fringe benefits provided to Management and Confidential employees.

Government Code Section 36516 lays out regulations for general law cities regarding how councilmember salaries may be adjusted. However, there are no cases specifying if charter cities like Redondo Beach must conform with the above Government Code section, or what method charter cities should use to adjust councilmember salaries.

As there was a recent change to the Mayor and Council salaries in 2022, staff did not conduct a salary survey for the positions. If the Budget and Finance Commission wishes to provide a recommendation to the City Council regarding additional salary adjustments, the City Charter requires that changes to the City Council's salary must be made at least 30 days prior to the nomination period for a new four-year term. It cannot be increased or decreased from that point until

the completion of a subsequent four-year term.

COORDINATION

The Human Resources Department coordinated this report with the Finance Department.

FISCAL IMPACT

The cost of adjustments will depend upon final Council approval. As reference, a 1% increase for the respective positions would be as follows:

Mayor/Councilmember: \$1,733

City Clerk: \$2013

City Treasurer: \$303

Any compensation changes would have to be included in future operating budgets.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Resolution - Elected Officials Salary and Benefits Adjustment Process
- Ordinance - Salary and Benefits of the City Council
- Ordinance - Salary and Benefits of the City Clerk
- Ordinance - Salary and Benefits of the City Treasurer
- City Clerk Duties
- City Treasurer Duties