

RESOLUTION NO. 2026-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING THE PART-TIME AND TEMPORARY EMPLOYMENT POLICY AND COMPENSATION PLAN, ADOPTED IN RESOLUTION NO. 2026-03, AND ESTABLISHING AUTHORIZED POSITIONS AND A SALARY SCHEDULE FOR PART-TIME AND TEMPORARY EMPLOYEES FOR FISCAL YEAR COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027

THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA RESOLVES, DECLARES, DETERMINES AND ORDERS AS FOLLOWS:

SECTION 1. Recitals:

1. Section 37206 of the California Government Code requires the City Council to prescribe the time and method of paying salaries and wages of officers and employees of the City.
2. Lomita Municipal Code Title II, Administration, Chapter 14 Personnel System does not include part-time and temporary employees in the competitive service.
3. It is necessary from time to time to establish comprehensive wage and salary schedules and to fix the rates and compensation to be paid part-time and temporary employees of the City as well as other regulations.

SECTION 2. The part-time and temporary classes as set forth in this Resolution, shall be designated as non-competitive classes, and shall not be eligible to participate in any benefit programs of the City unless otherwise indicated in this Resolution.

AUTHORIZED PART-TIME AND TEMPORARY POSITIONS

Department	Position Title	Salary Schedule
Administrative Services	Office Assistant	112
City Manager	Office Assistant	112
	Community Safety Officer	119
Community Development	Planning Intern	101
Parks & Recreation	Recreation Leader	101
	Maintenance Aide	107
	Assistant Recreation Coordinator	109
Public Works	Engineering Intern	101
	Maintenance Aide	107
	Water Intern	101
Various	PT Positions Not Listed	Varies

SECTION 3. The Employment Policy for part-time and temporary employees as established by this Resolution shall be in effect immediately upon adoption.

SECTION 4. DEFINITION OF TERMS.

- A. Part-time shall mean those positions assigned a schedule of less than 1,000 hours per fiscal year on a re-occurring basis.
- B. Temporary shall mean a temporary appointment to a temporary assignment for a set period of time, not to exceed one year. A temporary assignment shall have a pre-determined beginning and end date, with prior approval by the City Manager or his/her designee. Employees on a temporary assignment may be allowed to work up to 80 hours in a pay period, with prior approval and authorization from the City Manager or his/her designee. In no case shall a temporary employee work in excess of 1,000 hours in a fiscal year.
- C. Dual Classification shall mean when an employee is working part-time in two different classifications. Employees working in two different classifications are limited to a combined total of less than 1,000 hours in a fiscal year. If two different departments are involved, both departments must mutually agree. It is the responsibility of the employee to inform each department of other City employment.

SECTION 5. WAGE INCREASES. Part-time employees are eligible for wage increases within the pay range for the class to which the employee is appointed. Wage increases shall not exceed the maximum pay rate as set forth in the pay range for the class and shall be based upon any of the following:

- A. Completion of one year of work for the City and satisfactory performance as documented in the employee's annual performance review and thereafter on an annual basis subject to satisfactory performance reviews;
- B. A significant increase in the employee's duties and responsibilities justified and documented by the department head and approved by the City Manager or his/her designee.
- C. Under unusual circumstances, justified and documented by the department head and approved by the City Manager or his/her designee.

SECTION 6. OVERTIME. For those employees working in a classification eligible under the Fair Labor Standards Act (FLSA), work performed in excess of 40 straight-time hours in a work period shall be deemed overtime and paid at the overtime rate of 1.5 times the employee's regular rate of pay. Notwithstanding emergency situations or special occurrences, it shall be the general policy to discourage overtime work by part-time and temporary employees. All overtime must be approved by the City Manager.

SECTION 7. SAFETY EQUIPMENT AND UNIFORMS. Safety equipment and uniforms required by the City to be used or worn by part-time and temporary employees shall be provided or paid for by the City.

SECTION 8. RETIREMENT PLAN. Upon hire, the employee shall be enrolled in the International City Management Association – Retirement Corporation (ICMA-RC) PTS deferred compensation plan, the retirement plan for part-time and temporary employees. A 7.5% mandatory employee contribution will be deducted from the employee's paycheck.

SECTION 9. HOURLY SALARY SCHEDULE. The salary schedule and authorized part-time and temporary positions are hereby approved as indicated in Attachment A.

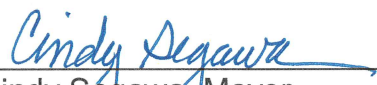
SECTION 10. PAID SICK LEAVE. Beginning on July 1, 2015, part-time and temporary employees who work 30 days or more within a year of beginning employment and annually thereafter shall be eligible to accrue and take paid sick leave. Part-time employees shall adhere to the existing Sick Leave Policy within the Lomita Personnel Rules, with the exception of the policies listed below:

- A. Employees shall accrue sick leave at the rate of one hour of paid sick leave for every 30 hours worked.
- B. Accumulated sick leave shall be capped at 80 hours.

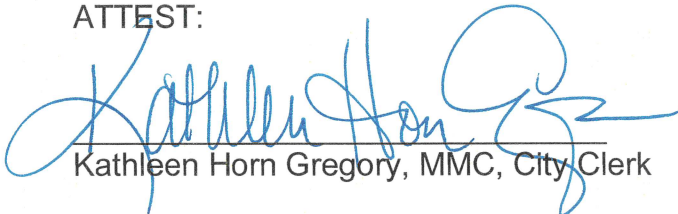
SECTION 11. This resolution will become effective immediately upon adoption.

SECTION 12. The City Clerk shall attest and certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force and effect in accordance with its terms.

PASSED, APPROVED AND ADOPTED this 16th day of June 2026.


Cindy Segawa, Mayor

ATTEST:


Kathleen Horn Gregory, MMC, City Clerk

APPROVED AS TO FORM:


Trevor Rusin, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF LOMITA)

I, **Kathleen Horn Gregory, City Clerk** of the City of Lomita, California, hereby certify that the foregoing Resolution No. 2026-34 was duly passed, approved, and adopted by the City Council of the City of Lomita at a regular meeting held on June 16, 2026, by the following vote, to wit:

AYES: Councilmembers: Gazeley, Uphoff, Waronek, Mayor Pro Tem Waite, and Mayor Segawa
NOES: None
RECUSE: None
ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Lomita, California, on this 16th day of June 2026.



Kathleen Horn Gregory, MMC, City Clerk
City of Lomita, California

CITY OF LOMITA
PART-TIME AND TEMPORARY EMPLOYEE HOURLY SALARY SCHEDULE
Effective July 1, 2026 - June 30, 2027

Schedule No.	Step 1	Step 2	Step 3	Step 4	Step 5
101	17.50	18.38	19.29	20.26	21.27
102	17.94	18.83	19.78	20.76	21.80
103	18.39	19.31	20.27	21.28	22.35
104	18.85	19.79	20.78	21.82	22.91
105	19.32	20.28	21.30	22.36	23.48
106	19.80	20.79	21.83	22.92	24.07
107	20.29	21.31	22.37	23.49	24.67
108	20.80	21.84	22.93	24.08	25.28
109	21.32	22.39	23.51	24.68	25.92
110	21.86	22.95	24.10	25.30	26.57
111	22.40	23.52	24.70	25.93	27.23
112	22.96	24.11	25.32	26.58	27.91
113	23.54	24.71	25.95	27.25	28.61
114	24.12	25.33	26.60	27.93	29.32
115	24.73	25.96	27.26	28.62	30.06
116	25.35	26.61	27.94	29.34	30.81
117	25.98	27.28	28.64	30.07	31.58
118	26.63	27.96	29.36	30.83	32.37
119	27.29	28.66	30.09	31.60	33.18
120	27.98	29.38	30.84	32.39	34.01
121	28.68	30.11	31.62	33.20	34.86
122	29.39	30.86	32.41	34.03	35.73
123	30.13	31.63	33.22	34.88	36.62

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