



CITY OF SIGNAL HILL
STAFF REPORT

2175 Cherry Avenue • Signal
Hill, California 90755-3799

7/8/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: YVETTE E. AGUILAR
DEPUTY CITY MANAGER/DIRECTOR OF PARKS, RECREATION AND LIBRARY
SERVICES**

SUBJECT: THIRD AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

Summary:

On December 13, 2022, the City Council approved a City Manager Employment Agreement with Carlo Tomaino. The City Council evaluates the City Manager's performance on an annual basis. Mr. Tomaino has successfully and satisfactorily performed his service to the City, and the City Council approved Amendment One and Amendment Two on July 25, 2023, and September 24, 2024, respectively. The City Council conducted its annual review of the City Manager on June 10, 2025, and will consider a Third Amendment to the City Manager's Employment Agreement.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendations:

1. Approve the Third Amendment to the Employment Agreement for the City Manager, in a form approved by the City Attorney;
2. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA,
APPROVING AND ADOPTING A CITY-WIDE PAY SCHEDULE AS REQUIRED BY THE
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS), AND REPEALING
ALL PRIOR RESOLUTIONS

3. Adopt a Resolution, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIGNAL HILL, CALIFORNIA, APPROVING AND ADOPTING SALARIES AND BENEFITS FOR MANAGEMENT PERSONNEL, AND REPEALING ALL PRIOR RESOLUTIONS.

Fiscal Impact:

The adopted Fiscal Year 2025-26 budget appropriated sufficient funds to implement the initial term of this contract amendment. Any future increases will be addressed in the budget process and require approval by the City Council.

Background:

On December 13, 2022, the City Council approved a City Manager Employment Agreement with Carlo Tomaino. The City Council evaluates the City Manager's performance on an annual basis. Mr. Tomaino has successfully and satisfactorily performed his service to the City, and the City Council approved Amendment One and Amendment Two on July 25, 2023, and September 24, 2024, respectively.

The City Council conducted its annual review of the City Manager on June 10, 2025.

The responsibilities of the City Manager include:

- Providing for the day-to-day management of City functions in accordance with City Council policies, the Signal Hill Municipal Code, and City Charter provisions.
- Implementing the policies and directives of the City Council through the supervision and coordination of various City departments.
- Delivering municipal services to residents and businesses in a cost-effective manner that upholds and maintains a high quality of life.
- Ensuring that the City's interests are effectively represented in decisions made by other governmental agencies.
- Implementing and providing executive oversight of the City's Strategic Plan.

To evaluate the City Manager's performance in carrying out these and other responsibilities, the City Council completed an evaluation of the City Manager and reviewed the City's accomplishments under his leadership.

Analysis:

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The City Council recognized the City Manager's exemplary performance and commended the City Manager on his leadership and notable accomplishments. The proposed amendment to the contract includes the following:

- An adjustment to the annual base salary to \$309,223.00 effective July 1, 2025, inclusive of the cost-of-living increase and salary adjustment for 2025.
- Annual salary adjustments to the base salary upon the completion of a satisfactory performance each year, with increases to base salary of 3% on July 1, 2026; 2% on July 1, 2027; 2% July 1, 2028; and 2% July 1, 2029.
- An adjustment to the Sick Leave accruals to 5.23 per pay period.
- An adjustment to vacation accrual to 5.23 hours per pay period.
- Sick Leave Sell Back of up to 150 hours annually.
- Sick Leave Cash Out upon termination.

Subject to approval by the City Council, the proposed Third Amendment would modify the City Manager's contract as noted above.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachments:

- A. Third Amendment to the City Manager Employee Agreement
- B. Resolution Approving City-Wide Pay Schedule
- C. Exhibit A - City-Wide Pay Schedule
- D. Resolution Approving Management Salary Ranges