



Honorable Mayor and Members of the Hermosa Beach City Council

A RESOLUTION TO APPROVE AN AT-WILL EMPLOYMENT SERVICES AGREEMENT WITH STEVEN NAPOLITANO FOR INTERIM CITY MANAGER AND APPROVE AN AMENDMENT TO THE SALARY TABLE

(Human Resources, Cynthia Stafford)

Recommended Action:

Staff recommends City Council approve a resolution for an at-will employment services agreement with Steven Napolitano for Interim City Manager and update the salary table to reflect a change in the salary for the City Manager (**Attachments 1 and 2**).

Executive Summary:

The prior City Manager announced her resignation on Thursday, May 8, 2025. As the City needs administrative direction, the Council met on closed session on Tuesday, May 13, 2025, to discuss options for filling the position on a temporary basis. It was the decision of Council to appoint the current Public Works Director, Joseph SanClemente, as the temporary Interim City Manager until another Interim could be appointed.

Background:

The City of Hermosa Beach's Municipal Code **§2.12.010 Office created–appointment–qualifications** states the following:

The office of the city manager is created and established. The city manager shall be appointed by the city council wholly on the basis of his administrative and executive ability and qualifications and shall hold office for and during the pleasure of the city council. (Prior code § 2-7)

Upon resignation of the prior City Manager, the Council acted to appoint the current Director of Public Works, Joseph SanClemente, as Interim City Manager until another Interim could be appointed. Further direction was received to move forward with another Interim City Manager while a formal recruitment is conducted for the permanent position. Staff was instructed to extend a job offer to Steven Napolitano, as an at-will Interim City Manager.

Discussion:

Mr. Napolitano comes to the City with more than 30 years in local government. Mr. Napolitano is a former five-term Mayor and City Councilmember for the City of Manhattan

Beach and served as Senior Deputy to L.A. County Supervisor Don Knabe for nearly 12 years. He has a long track record of success on issues of economic development, public safety, infrastructure, education, homelessness, transportation, the arts and more. Steve is also an attorney skilled in administrative law and adjudication, has extensive experience with public outreach and engagement, and has worked with federal, state and local elected officials to solve problems and successfully build consensus among many competing interests.

Mr. Napolitano received his Juris Doctor from Loyola Law School and a Bachelor of Arts in Fine Arts from Loyola Marymount University.

Mr. Napolitano will be employed pursuant to the terms and conditions set forth in the attached Interim City Manager Employment Agreement. He will be an at-will employee, meaning that he serves at the pleasure of the City Council.

Council authorized an annual salary of \$240,000 (\$115.38 hourly). As such, the current Salary Schedule needs to be amended to reflect the new salary.

In accordance with Subdivision (a) of California Code of Regulations §570.5, a member agency shall have a publicly available pay scale adopted by the governing body. Staff recommends the following changes be made to the Salary Schedule (**Attachment 2**).

GRADE	POSITION	CURRENT MONTHLY RATE	UPDATED MONTHLY RATE
M45	City Manager	\$ 23,448	\$ 20,000

General Plan Consistency:

This report and associated recommendation have been evaluated for their consistency with the City’s General Plan. Relevant Policies are listed below:

Governance Element

Goal 1. A high degree of transparency and integrity in the decision-making process.

Policies:

- **Open meetings.** Maintain the community’s trust by holding meetings in which decisions are being made, that are open and available for all community members to attend, participate, or view remotely.
- **1.6 Long-term considerations.** Prioritize decisions that provide long-term community benefit and discourage decisions that provide short-term community benefit but reduce long-term opportunities.

Goal 8. A performance-based management and benchmarking program.

Policy:

- **8.1 Community indicators.** Utilize performance metrics, standards, and data collection procedures to evaluate progress towards goals.

Fiscal Impact:

Funding for the Employment Services Agreement would come from budgeted Prospective Expenditures for the remainder of the current Fiscal Year 2024-2025.

Staff will budget the Employment Services Agreement as part of the upcoming Fiscal Year 2025-2026 budget.

Attachments:

1. Interim City Manager Employment Agreement
2. Resolution to approve an at-will employment services agreement with Steven Napolitano for Interim City Manager
3. Salary Schedule updated effective May 28, 2025

Respectfully Submitted by: Cynthia Stafford, Human Resources

Noted for Fiscal Impact: Henry Chao, Finance Manager

Concur: Brandon Walker, Administrative Services Director

Legal Review: Todd Leishman, Interim City Attorney

Reviewed by: Leo Zalyan, Interim Deputy City Manager

Approved: Joseph SanClemente, Interim City Manager / Public Works Director