



Agenda Report

February 6, 2017

TO: Honorable Mayor and City Council
FROM: City Manager
SUBJECT: PROPOSAL TO ESTABLISH THE QUORUM OF COUNCIL COMMITTEES AS TWO MEMBERS

RECOMMENDATION

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") as defined in Public Resources Code Section 21065 and Section 15378 of the State CEQA Guidelines.
2. Conduct first reading of "An Ordinance of the City of Pasadena Amending Title 2, Chapter 2.05, Sections 2.05.160 Through 2.05.200 of the Pasadena Municipal Code to Establish the Quorum of City Council Committees as Two Members."

BACKGROUND

The City Council has five standing subcommittees as set forth in Chapter 2.05 of the Municipal Code, these are: Finance, Municipal Services, Economic Development & Technology, Legislative Policy and Public Safety. Each subcommittee has three or four members as appointed by the Mayor. The quorum requirement for each subcommittee is currently three. In other words, for each respective subcommittee to convene and undertake business, including taking public comment, three members of the subcommittee must be present.

Staff is recommending that the quorum requirement be reduced to two members for each of the five subcommittees. Such action is expected to improve the efficiency of operations for each subcommittee and reduce inconvenience to the general public, who on occasion, must wait in order for a quorum to be achieved before a meeting may begin.

Both the City Manager and the City Attorney agree on bringing this proposal forward. This policy matter is one on which the City Council should deliberate and then determine whether or not it wishes to adopt the change with respect to Council subcommittees. Given the fact that two readings would be required to adopt the ordinance revision, and that there would not be the opportunity to consider it until February 27, 2017, it is being brought forward for review and first reading this evening without explicit City Council direction. There is precedent for this with administrative and other clarifying ordinances.

FISCAL IMPACT

There is no fiscal impact associated with the proposed action.

Respectfully submitted,



Steve Mermell
City Manager