



# Ordinance Fact Sheet

**TO:** CITY COUNCIL **DATE:** July 19, 2021

**FROM:** CITY ATTORNEY

**SUBJECT: AMENDMENTS TO VARIOUS PROVISIONS OF TITLE 2 OF THE PASADENA MUNICIPAL CODE PRIMARILY RELATED TO SEVEN COMMISSIONS STAFFED BY THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT**

## TITLE OF PROPOSED ORDINANCE

**AN ORDINANCE OF THE CITY OF PASADENA AMENDING VARIOUS PROVISIONS OF TITLE 2 OF THE PASADENA MUNICIPAL CODE PRIMARILY RELATED TO SEVEN COMMISSIONS STAFFED BY THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT**

## PURPOSE OF ORDINANCE

At its May 3, 2021 meeting, the City Council directed the City Attorney to prepare an ordinance amending Title 2 of the Municipal Code related to seven PRCS commissions (Accessibility and Disability, Commission on the Status of Women, Human Relations, Human Services, Northwest, Recreation and Parks, and Senior Commission) to make minor amendments to revise (a) references to City Council members (to replace the former title of Director); (b) the date of annual officer elections to be at the commissions' annual meetings (not their first meetings of the year); and (c) the number of commission members required to approve and forward to the City Council rules and regulations, such that a majority of members must approve, in lieu of a specific number of commission members.

In preparing this ordinance, we have also included most of the text amendments proposed by staff at the April 27, 2021 Legislative Policy Committee meeting, mostly to the purpose and functions of the seven PRCS commissions, though such changes were not specifically included in the Agenda Report to the full City Council.

MEETING OF 07/19/2021

AGENDA ITEM NO. 17

Additionally, other minor and clerical amendments to Title 2 are included to, among other things, revise (a) the title of the staff to the Mayor receiving notification of commissioners who have three consecutive unexcused absences (from Secretary to Administrative Assistant); (b) the basis for a appointment of temporary commission chairs from “absence or disability” of the chair and vice chair to “absence or incapacity,” so as to avoid inference that proof of disability may be required (it is not); and (c) the title of the staff who performs claims functions (from Claims Coordinator to Risk and Insurance Administrator).

### **REASON WHY LEGISLATION IS NEEDED**

This ordinance is needed as a result of the Council’s direction at the May 3, 2021 meeting.

### **PROGRAMS, DEPARTMENTS OR GROUPS AFFECTED**

The Parks, Recreation, and Community Services will implement the ordinance, where it pertains to the seven PRCS commissions.

### **FISCAL IMPACT**

No fiscal impact is anticipated from this proposed ordinance.

### **ENVIRONMENTAL DETERMINATION**

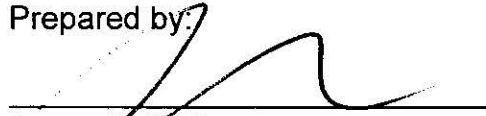
On May 3, 2021, the Council determined that the proposed Municipal Code amendments were exempt from California Environmental Quality Act (CEQA), review

pursuant to Public Resources Code Section 21065 and State CEQA Guidelines Sections 15060(c)(2) and (c)(3) and 15378.

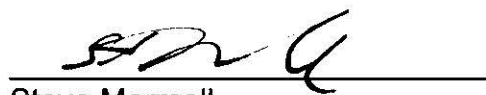
Respectfully submitted,

  
Michele Beal Bagneris  
City Attorney

Prepared by:

  
Javan N. Rad  
Chief Assistant City Attorney

Concurred by:

  
Steve Mermell  
City Manager

JNR:jm