

Agenda Report

June 10, 2024

TO: Honorable Mayor and City Council

FROM: City Clerk

SUBJECT: PRESENTATION OF CHARTER STUDY TASK FORCE FINAL REPORT AND DIRECTION TO CITY STAFF ON NEXT STEPS IN PREPARATION OF ANY AMENDMENTS TO THE CITY CHARTER

RECOMMENDATION:

It is recommended that the City Council:

- (1) Find that the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, Section 15061(b)(3), the "Common Sense Exemption" that CEQA only applies to projects that may have an effect on the environment;
- (2) Receive and file the Charter Study Task Force's Final Report and recommendations; and
- (3) Review proposed next steps for City Council's consideration of Charter Study Task Force recommendations and provide direction to staff on how to proceed.

BACKGROUND:

Following a series of discussions held in September, October, and November 2023, the Mayor and City Council convened a Charter Study Task Force comprised of residents of the City representing the seven Council districts, the Mayor's Office, and two At Large City representatives. The Task Force examined and made recommendations on the following topics:

- Vacancy Appointment Process for Mayor and City Council – Consider options for allowing Special Elections (Charter Sections 403 and 404)
- Vice Mayor Appointment Process, Timing, and/or Length of Term (Charter Sections 401 and 407)
- Term Limits for the Mayor and City Council
- Campaign Contribution Limits
- Timing of Mayoral Election (Charter Sections 401 and 406)
- City Council Compensation, broadly, as well as dedicated childcare and eldercare allowances for members of the City Council (City Charter Section 405)

Over the course of six months (December 2023 through May 2024), the Charter Study Task Force held public meetings to discuss and thoroughly consider each topic and receive public input, culminating in a series of recommendations submitted to the City Council for its consideration. On May 23, 2024, the Task Force held its final meeting and approved the Final Report presented to the City Council as part of this agenda item (Attachment A). Ken Chawkins, Task Force Chair, and Marcus Hatcher, Task Force Vice Chair, will present an overview of the report and recommendations on behalf of the Task Force.

Next Steps

As part of the action to receive and file the Charter Study Task Force’s Final Report, staff is providing the following table detailing possible next steps to facilitate the City Council’s consideration of the recommendations presented by the Task Force. This includes options and the process to prepare one or more Charter Amendment ballot measures to submit to voters at the upcoming November 5, 2024 General Municipal Election (or whatever later election date determined appropriate by the City Council):

Council Meeting Date	Suggested Steps Prior to Adoption of Election Resolutions
June 10, 2024	Charter Study Task Force Presentation of Final Report
July 8, 2024	In-depth review of Task Force recommendations, with the following possible outcomes: <ul style="list-style-type: none"> • Direct staff to prepare one or more ballot measure questions • Schedule further discussion by the City Council • Refer the matter to a Council Committee for review and recommendation prior to the July 22, 2024 City Council meeting • Provide alternate direction
July 22, 2024	Consideration of Election Resolutions to submit ballot measures, including any Charter Amendment measures approved by City Council, to Pasadena voters for their consideration.


On July 8, 2024, City staff is preparing to present a more in-depth review of each Charter Study topic and the corresponding Task Force recommendation, provide details and potential impacts of proposed changes to the City Charter, include draft Charter language revisions/additions, and receive direction from the City Council on how to proceed in each instance. Staff is also planning to provide an overall picture of the various local ballot measures contemplated for the upcoming November 5, 2024 General Election ballot.

The deadline to submit ballot measures to the Los Angeles County Registrar-Recorder/County Clerk's Office for the November 5, 2024 General Election ballot is August 9, 2024 (88th day prior to the election). The City Council's last scheduled meeting date prior to the deadline is July 22, 2024. If necessary, the Council can utilize July 29, 2024 as an additional meeting date, should more time be needed to finalize details on any ballot measures prior to submitting to the County for inclusion on the ballot.

FISCAL IMPACT:

The Task Force's Final Report is presented for the City Council's information, as the first step in the process to consider proposed changes to the City Charter, and to provide an opportunity to direct City staff on next steps. There is no fiscal impact anticipated as part of this agenda item.

Respectfully submitted,



Mark Jomsky
City Clerk, CMC