



Office of the City Clerk

March 11, 2024

**Charter Study Task Force
Status Update
Chair - Ken Chawkins**





CHARTER STUDY TASK FORCE MEMBERS

Office of the City Clerk

Ken Chawkins – Chair, District 6
Marcus D. Hatcher – Vice Chair, District 3
Vince Farhat – Mayoral
Diana Carbajal Mejia – At Large
Raul Francisco Salinas – At Large
Lena Louise Kennedy – District 1
Margaret McAustin – District 2
Paul A. Novak – District 4
Liberty McCoy – District 5
Andy Wilson – District 7

Baker Tilly Consultants:
Shauna Clark, Jay Trevino, & Al Zelinka



CHARTER STUDY TASK FORCE SCHEDULE

Office of the City Clerk

- ✓ • **December 9, 2023**
- ✓ • **January 20, 2024**
- ✓ • **February 7, 2024**
- ✓ • **February 22, 2024**
- **March 14, 2024**
- **March 28, 2024**
- **April 11, 2024**
- **April 25, 2024**
- **May 9, 2024**
- **May 23, 2024**
- **June 10, 2024 – Final Report to City Council**
- **June/July – City Council Deliberations**



CHARTER STUDY TASK FORCE TOPICS IN SCOPE

Office of the City Clerk

- **City Council Vacancy Appointment Process**
- **Vacancy of Mayor – Role of Vice Mayor**
- **Vice Mayor Appointment Process**
- **Mayor and City Council Term Limits**
- **Timing of Mayoral Election**
- **City Council compensation**
- **Campaign contribution limits**



CHARTER STUDY TASK FORCE TOPICS REVIEWED

Office of the City Clerk

- **Vacancy Appointment Process for City Council**
 - **Council Vacancy – Two years or less on term**
 - **Require appointments**
 - **Maintain 75-day appointment period**
 - **Process codified in Pasadena Municipal Code**
 - **Public engagement and public meetings required**
 - **6-month residency in-district required prior to vacancy**



CHARTER STUDY TASK FORCE TOPICS REVIEWED

Office of the City Clerk

- **Vacancy Appointment Process cont.**
 - **Council Vacancy – More than 2 years on term**
 - Election required
 - Remaining term filled upon certification of election results once more than 50% of votes achieved for one candidate (either in Primary or General/run-off election)
 - Remove “chosen by lot”
 - If Council cannot meet 75-day appointment deadline, special election occurs
 - Add death as part of the definition for vacancy



CHARTER STUDY TASK FORCE TOPICS REVIEWED

Office of the City Clerk

- **Vacancy of Mayor, Role/Appointment of Vice Mayor**
 - **Mayor Pro Tem position**
 - Serves during vacancy until position filled by election
 - Chosen by remaining members of City Council
 - Requires five votes
 - Allow City Council to call special election if more than two years remain on term of Mayor
 - **Vice Mayor**
 - Chosen on annual basis
 - City Council Organizational meeting
 - Chosen on a rotational basis
 - Consider seniority



CHARTER STUDY TASK FORCE TOPICS TO BE REVIEWED

Office of the City Clerk

- **Mayor and City Council Term Limits**
 - Discussed at February 7th meeting
 - Scheduled for follow-up on March 14th
- **Timing of Election of Mayor**
 - Discussed at February 22nd meeting
 - Scheduled for follow-up on March 28th
- **Council Compensation Issue – Scheduled for March 14th**
- **Campaign Contribution Limits – Schedule for March 28th**
- **April and May meetings**
 - Finalize topics
 - Prepare Final Report to the City Council
 - April 11th meeting to occur at Robinson Park Recreation Center
 - May 9th meeting to occur at H&H Jivalagian Youth Center

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Questions/Comments

Office of the City Clerk

