



# Ordinance Fact Sheet

July 14, 2025

**TO:** Honorable Mayor and City Council

**FROM:** City Attorney / City Prosecutor's Department

**SUBJECT:** AN ORDINANCE OF THE CITY OF PASADENA AMENDING SECTIONS 2.05.160, 2.05.170, 2.05.180, 2.05.190, AND 2.05.200 OF TITLE 2, CHAPTER 2.05 OF THE PASADENA MUNICIPAL CODE REGARDING COUNCIL COMMITTEES

**TITLE OF PROPOSED ORDINANCE:**

AN ORDINANCE OF THE CITY OF PASADENA AMENDING SECTIONS 2.05.160, 2.05.170, 2.05.180, 2.05.190, AND 2.05.200 OF TITLE 2, CHAPTER 2.05 OF THE PASADENA MUNICIPAL CODE REGARDING CITY COUNCIL COMMITTEES

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the action proposed herein is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 21065 and within the meaning of Section 15378(b); and
2. Adopt an ordinance amending Title 2, Chapter 2.05, Sections 2.05.160, 2.05.170, 2.05.180, 2.05.190, and 2.05.200 of the Pasadena Municipal Code as further described in this fact sheet.

**PURPOSE OF THE ORDINANCE:**

This ordinance amends the Municipal Code to amend sections 2.05.160, 2.05.170, 2.05.180, 2.05.190, and 2.05.200 of Title 2 of the Pasadena Municipal Code, all of which relate to the City Council Committees. The ordinance makes changes to the quorum requirements of each Council Committee.

07/21/2025

~~07/14/2025~~

MEETING OF

AGENDA ITEM NO. ~~-21-~~ 28

**REASONS WHY LEGISLATION IS NEEDED:**

During the City Council retreat that took place on Friday, June 20, 2025, the Council discussed modifying the quorum requirements for the Council Committees in order to increase the likelihood that Committee meetings will be held, given the busy schedules of Councilmembers. This change should result in fewer cancelled meetings due to lack of quorum. The Council may desire to revisit this modification in the future based on its effectiveness; at that time, it may be modified by further ordinance, if necessary.

**PROGRAMS, DEPARTMENTS OR GROUPS AFFECTED:**

This change may have a minor affect on the City Council. No other Departments or groups are directly affected.

**COUNCIL POLICY CONSIDERATION:**

The amendments to Pasadena Municipal Code sections 2.05.160, 2.05.170, 2.05.180, 2.05.190, and 2.05.200 are consistent with the City Council's goal of maintaining fiscal responsibility and stability by limiting the need to use staff resources to prepare for meetings cancelled due to loss of quorum.

**ENVIRONMENTAL ANALYSIS:**

This action is exempt from the California Environmental Quality Act ("CEQA"), which excludes from environmental review actions that are not "projects" as defined by California Public Resources Code ("PRC") Section 21065 and within the meaning of CEQA Guidelines Section 15378(b). PRC Section 21065 and CEQA Guidelines Section 15378(b) define a project as an action which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. CEQA Guidelines Section 15378 excludes from the definition of "project" administrative activities of governments that will not result in direct or indirect physical changes in the environment. The actions proposed herein, amending the PMC to modify quorum requirements for City Council Committees, is an administrative activity, and therefore is not a "project" as defined by CEQA. Since the action is not a project subject to CEQA, no environmental document is required.

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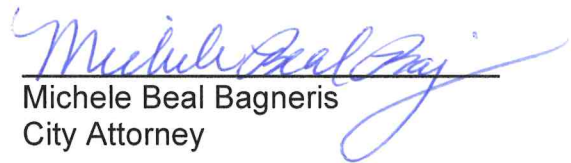
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**FISCAL IMPACT:**

There is no fiscal impact from the proposed ordinance.

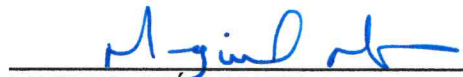
Respectfully submitted,

  
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