

Agenda Report

March 23, 2026

TO: Honorable Mayor and City Council

FROM: City Manager's Office

SUBJECT: **REPORT ON CITY COUNCIL DIRECTION TO MITIGATE THE IMPACTS OF FEDERAL CIVIL IMMIGRATION ENFORCEMENT OVERREACH ON CITY RESOURCES, PROPERTY, AND COMMUNITY SAFETY**

RECOMMENDATION:

The agenda report is for information only. The City Council may, however, take action relating to this item as it deems appropriate following consideration and discussion of the matter.

BACKGROUND:

On February 23, 2026, the City Council unanimously approved a motion directing staff to implement or study and report back on a number of measures designed to mitigate the impacts of federal civil immigration enforcement overreach on City resources, property, and community safety (Attachment A), with direction to report back to the City Council within 30 days with administrative policy recommendations, draft ordinances or resolutions where appropriate, legal analysis of proposed actions, and implementation timelines.

Many of the measures included in the City Council's motion fall into two broad categories: 1) establishing restrictions on the use of City and private property for purposes of civil immigration enforcement, and 2) implementing measures to increase transparency, documentation, and reporting of civil immigration activity. Additionally, the motion includes direction to evaluate implementing a requirement that bidders for City contracts disclose business relationships with the Department of Homeland Security.

The motion also directs staff to establish a comprehensive web page of community resources that support the right of Pasadena residents to live with safety, dignity, and peace of mind, regardless of immigration status, and it directs key City leadership staff to meet with organizations engaged in lawful monitoring of immigration enforcement activities to explore maintaining regular communication.

Following approval of the motion, staff formed a committee comprised of representatives across City departments tasked with carrying out the City Council's direction.

The following represents a summary of progress made to date, estimates for the completion of future work, and recommendations pertaining to the implementation of various measures included in the City Council's direction.

1. City Property Use Limitations

Staff is in the process of developing a policy limiting the use of City owned or City controlled property, including parking lots, vacant lots, garages, and non-public portions of City facilities from being used as a staging area, processing location, or operations base for civil immigration enforcement activities. The policy will be written in a manner consistent with applicable law and recognize exceptions for judicial warrants, criminal enforcement, and existing contractual rights.

Estimated Completion Date: April 15, 2026

2. Property Identification, Signage, and Access Controls

Staff has posted interior signage throughout City facilities, including in recreation centers and libraries, restricting access to non-public areas of these facilities. Staff is in the process of ordering exterior signage that will be posted at the entrances to City owned parking lots, vacant lots, garages indicating that use of such facilities to support civil immigration enforcement activities is prohibited. Included in this process is an analysis of properties that have been used or may be susceptible to use for such purposes. The signs will read as follows: "This property is owned or controlled by the City of Pasadena. It may be used only for purposes intended by the City of Pasadena and not for civil immigration enforcement as a staging area, processing location, or operations base."

Estimated Completion Date: May 1, 2026

3. Employee and Contractor Reporting Protocol

The policy establishing restrictions on the use of City owned or controlled parking lots, vacant lots, garages, and non-public portions of City facilities for civil immigration enforcement activities will include an employee and contractor reporting protocol that will require employees and contractors to promptly report attempted or actual use of City property for civil immigration enforcement staging, processing, or operational purposes through supervisory channels to the City Manager and City Attorney. City staff with responsibility for oversight of contractors will be instructed to notify contractors of the City's policy. City staff will be informed of the policy via email, in staff meetings, and in City training regarding immigration enforcement response protocols.

Estimated Completion Date: April 15, 2026

4. Ban on Use of any City Property

The City Council may elect to adopt a policy or ordinance restricting the use of any portion of any property owned by or in the control of the City from being used as a staging area, processing location, or operations base for civil immigration enforcement purposes, subject to certain exceptions required under local, State, or federal law. In the event that such policy or ordinance is adopted, staff will engage in open and transparent communication with the public regarding the parameters and limitations of such a policy so as not to convey a false sense of sanctuary or security for residents that regrettably the City is unable to guarantee.

5. Transparency and Documentation of Federal Enforcement Activity

The Police Department has reviewed its protocols regarding officer presence at civil immigration enforcement scenes and is in the process of codifying its protocols in policy. The policy will require that a supervisor or Watch Commander respond to the scene. It will require that all personnel responding to an immigration enforcement scene shall activate their body-worn cameras, attempt to identify and contact the ICE supervisor or senior agent on scene, and complete a report documenting the officers' actions. The policy will reiterate that officers shall not assist in immigration enforcement actions and shall not impede lawful federal operations, and that they shall take reasonable actions within their authority to maintain public safety and protect persons and property.

Estimated Completion Date: April 1, 2026

6. Evidence Preservation, Referral, and Public Reporting

The Police Department has reviewed its existing policies regarding evidence preservation and determined that existing policies regarding evidence preservation are adequate to ensure the preservation of all evidence pertaining to civil immigration enforcement actions. The Police Department will follow its standard procedures for referring misdemeanor matters to the City Prosecutors Office and felony referrals to the Los Angeles District Attorney's Office. The Police Department will commence monthly reporting of immigration enforcement actions occurring within City limits to the Public Safety Committee in April 2026.

7. Monitoring of Federal Agent Identification Requirements

Staff will monitor status of state and federal law regarding law enforcement identification requirements and to report back on any City policy or coordination actions that may be appropriate.

8. Private Property Policy Options

Staff does not recommend that the City Council implement measures to regulate private property use for civil immigration enforcement activities.

9. Contractor Disclosure Requirements

Staff recommends implementation of a contractor disclosure requirement that will require City contractors to disclose contracts or agreements with the Department of Homeland Security. The disclosure will prompt the contractor for specificity as to the federal agency within DHS with which they have a business relationship, the nature of the work, and the terms of compensation.

This measure can be implemented administratively, without the need for a resolution or ordinance. Staff recommends that the information be gathered prospectively for a period of one year without impact on contractor selection, after which the aggregated data collected over this period will be presented to the City Council for further evaluation. The data collection period will allow for a fully informed evaluation of further action based on the volume of City contractors reporting relationships with DHS, the variable nature of these relationships, and a deeper understanding of the impacts of taking further action on the City's operational and strategic objectives.

Concurrent with the implementation of the contractor disclosure requirement, staff will evaluate and update, if appropriate, the City's contractual third-party data sharing disclosure requirements.

Estimated Completion Date: April 1, 2026

10. Publish a Comprehensive Webpage of Resources

Staff has created a web page of relevant resources for the community that will be regularly reviewed and updated as appropriate. The page is accessible at:

www.cityofpasadena.net/immigrationresources

11. Private Property Signage

Staff has developed standardized language for signage to be made available upon request to landowners and leaseholders, subject to reasonable parameters and limitations, to delineate the non-public areas of their properties in which they wish to restrict civil immigration enforcement activities. Landowners and leaseholders requesting such signage will be required to release the City from any liability associated with their use of the signage.

Estimated Completion Date: April 1, 2026

12. Consideration of Establishing Certified Monitoring Protections

Staff does not recommend establishing a certification program for trained observers. However, over the course of the last several weeks, key leadership staff have been in communication with members of the community engaged in the lawful monitoring of immigration enforcement activities and with community groups advocating for the rights of the City's immigrant community. A meeting between

City staff, including the City Manager and Police Chief, is scheduled to occur during the week of March 23. The purpose of this meeting will be for City staff and members of the community to come together to share their perspectives candidly and explore avenues for establishing ongoing collaborative communication.

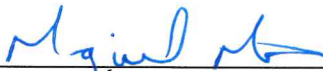
As summarized above, substantial progress has been made toward implementing the directives in the City Council's February 23, 2026 motion, and more progress remains to be made in the coming weeks. Subject to further City Council direction, staff is committed to implementing the Council's direction in furtherance of the City's values and belief that every resident of Pasadena, regardless of their immigration status, deserves to be treated with dignity and respect, and to live safely in this community without fear.

Respectfully submitted,



ALEX SOUTO,
Deputy City Manager

Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachments:

- A. Proposed Pasadena City Council Actions to Mitigate the Impacts of Federal Civil Immigration Enforcement Overreach on City Resources, Property, and Community Safety