

Introduced by: _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF PASADENA AMENDING
PASADENA MUNICIPAL CODE TITLE 2, ARTICLES III AND IV TO
UPDATE PROVISIONS REGARDING TERM LIMITS AND TRAINING OF
MEMBERS OF ADVISORY BOARDS, COMMISSIONS, COMMITTEES
AND BOARDS OF OPERATING COMPANIES CREATED BY CITY
COUNCIL**

WHEREAS, members of City boards, commissions, committees and operating company boards play a vital role providing input, advice and recommendations to City Council in furthering the City's strategic goals, and

WHEREAS, members of such bodies would benefit from training related to City standards of conduct, ethics, and the Brown Act, among other areas, and standards to promote individual and overall commission effectiveness, to ensure that all appointees receive pertinent information to fulfill their duties to their assigned advisory body, and

WHEREAS, because currently there are members continuing to volunteer their time as they are serving beyond their expired terms, and because there is a corresponding need to provide an orderly process for enforcing member term limits and filling vacancies; and

WHEREAS, there is a desire to amend the Pasadena Municipal Code to support these important volunteers and enhance their roles as members of City bodies, while enforcing term limits and filling vacancies.

NOW, THEREFORE, the People of the City of Pasadena ordain as follows:

SECTION 1. This ordinance, due to its length and corresponding cost of publication, will be published by title and summary as permitted in Section 508 of the Pasadena City Charter. The approved summary of this ordinance is as follows:

"Summary

This proposed ordinance amends Chapter 2.45 of Article III of Title 2 of the Pasadena Municipal Code to add sections 2.45.015 and 2.45.055, and amends sections 2.47.030, 2.48.030, 2.55.030, 2.60.030, 2.65.030, 2.75.030, 2.80.030, 2.85.030, 2.86.030, 2.90.030, 2.95.030, 2.98.030, 2.100.030, 2.105.030, 2.120.030, 2.130.030, 2.135.030, 2.140.030 and 2.150.030 within Article III and sections 2.155.030,

2.155.040, 2.165.030, 2.165.040, 2.175.030, and 2.175.040 within Article IV to conform with the sections added in Chapter 2.45, to require training for members of city boards, commissions, committees, and operating company boards, and to establish limits on the terms of office for members of city boards, commissions, committees, and operating company boards.

Ordinance No. _____ shall take effect upon publication.”

SECTION 2. Pasadena Municipal Code, Title 2, Article III, Chapter 2.45, is amended to add Section 2.45.015 to read as follows:

“2.45.015 – Length of terms.

- A. Unless otherwise provided in a chapter in this Article III governing a specific board, commission or committee (“Advisory Body”), members of Advisory Bodies shall be appointed for a term of 4 years and shall serve no more than 8 consecutive years or 2 consecutive full terms, whichever is greater, on the same Advisory Body. A term of less than 2 years is not considered a full term. Terms shall expire on June 30th of the applicable years. An Advisory Body member’s accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. The limits in this section on the number of terms shall apply only to members of Advisory Bodies who are nominated by the mayor or a councilmember and whose nomination is then ratified by the city council.
- B. A member’s current 3-year term will expire at the conclusion of their existing 3-year term. A member’s reappointment thereafter will be for a 4-year term.
- C. Following the expiration of an Advisory Body member’s term, the official or entity responsible for nominating the individual who would fill that member’s seat shall renominate or nominate an individual eligible to fill that seat, subject to ratification by the city council, within 180 days following the expiration of that term. If the seat of a member who was nominated by the mayor or a councilmember has not been filled within 180 days following the expiration of that term, the member whose term has expired shall immediately vacate that seat. Members nominated by other entities shall continue in office for the term for which they were appointed or until their successor is appointed

D. If, as of June 30, 2026, an Advisory Body member will have already served at least 8 consecutive years in a particular seat, that member shall vacate that seat on or before December 31, 2026.”

SECTION 3. Pasadena Municipal Code, Title 2, Article III, Chapter 2.45 is amended to add Section 2.45.055 to read as follows:

“2.45.055 – Board, commission, committee, operating company board member training.

Unless otherwise provided in a chapter in Articles III and IV governing a specific board, commission, committee or operating company board, within 90 days following their appointment or reappointment, all members of any board, commission, committee, or operating company board, shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, other appropriate governance subjects, and standards to promote individual and overall commission effectiveness. Members who have not completed such training within 90 days following their appointment or reappointment shall not participate in the meetings of their board, commission, committee or operating company board until completion of such training.”

SECTION 4. Pasadena Municipal Code, Title 2, Article III, Chapter 2.47 [Arts and Culture Commission], Section 2.47.030 B is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 5. Pasadena Municipal Code, Title 2, Article III, Chapter 2.48 [Accessibility and Disability Commission], Section 2.48.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 6. Pasadena Municipal Code, Title 2, Article III, Chapter 2.55 [Code Enforcement Commission], Section 2.55.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 7. Pasadena Municipal Code, Title 2, Article III, Chapter 2.60 [Community Police Oversight Commission], Section 2.60.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 8. Pasadena Municipal Code, Title 2, Article III, Chapter 2.65 [Commission on the Status of Women], Section 2.65.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 9. Pasadena Municipal Code, Title 2, Article III, Chapter 2.75 [Historic Preservation Commission], Section 2.75.030 C, is amended to read as follows:

“C. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 10. Pasadena Municipal Code, Title 2, Article III, Chapter 2.80 [Design Commission], Section 2.80.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 11. Pasadena Municipal Code, Title 2, Article III, Chapter 2.85 [Human Relations Commission], Section 2.85.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 12. Pasadena Municipal Code, Title 2, Article III, Chapter 2.86 [Human Services Commission], Section 2.86.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 13. Pasadena Municipal Code, Title 2, Article III, Chapter 2.90 [Library Commission], Section 2.90.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 14. Pasadena Municipal Code, Title 2, Article III, Chapter 2.95 [Northwest Commission], Section 2.95.030 C, is amended to read as follows:

“C. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 15. Pasadena Municipal Code, Title 2, Article 3, Chapter 2.98 [Parking Meter Zones Advisory Commissions], Section 2.98.030 B, is amended to read as follows:

“B. Members shall be appointed for a term of 4 years. A term of less than 2 years shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which they were appointed or until their successor is appointed.”

SECTION 16. Pasadena Municipal Code, Title 2, Article III, Chapter 2.100 [Recreation and Parks Commission], Section 2.100.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 17. Pasadena Municipal Code, Title 2, Article III, Chapter 2.105 [Planning Commission], Section 2.105.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 18. Pasadena Municipal Code, Title 2, Article III, Chapter 2.120 [Senior Commission], Section 2.120.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 19. Pasadena Municipal Code, Title 2, Article III, Chapter 2.130 [South Lake Parking Place Commission], Section 2.130.030 B, is amended to read as follows:

“B. Members shall be appointed for a term of 4 years. A term of less than 2 years shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which they were appointed or until their successor is appointed.”

SECTION 20. Pasadena Municipal Code, Title 2, Article III, Chapter 2.135 [Transportation Advisory Commission], Section 2.135.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 21. Pasadena Municipal Code, Title 2, Article III, Chapter 2.140 [Environmental Advisory Commission], Section 2.140.030 B, is amended to read as follows:

“B. The terms of the members of this commission are governed by Section 2.45.015.”

SECTION 22. Pasadena Municipal Code, Title 2, Article III, Chapter 2.150 [Hahamongna Watershed Park Advisory Committee], Section 2.150.030 C, is amended to read as follows:

“C. The 2 members nominated by the mayor and ratified by the city council shall be appointed pursuant to Section 2.45.015, which shall govern their terms.”

SECTION 23. Pasadena Municipal Code, Title 2, Article IV, Chapter 2.155 [Pasadena Community Access Corporation Board], Section 2.155.030 B, is amended to read as follows:

“B.

1. Members shall be appointed for a term of 4 years. A “City Member” is defined as a member who is nominated by the mayor or a councilmember and whose nomination is then ratified by the city council. No City Member may serve more than 12 consecutive years or 3 consecutive full terms, whichever is greater, on this board. A term of less than 2-years is not considered a full term. Terms shall expire on June 30th of the applicable years. A City Member’s accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. The following members shall not be subject to a limitation on terms: the city manager or representative, and the nominees of PUSD and PCC. Appointment of a member to a different representative capacity shall not be considered a reappointment.

2. Following the expiration of a term, the official or entity responsible for nominating the individual who would fill that seat shall renominate or nominate an individual eligible to fill that seat, subject to ratification by city council, within 180 days following the expiration of that term. If the seat of a City Member has not been filled within 180 days following the expiration of that term, the City Member whose term has expired shall immediately vacate that seat. Non-City Members shall continue in office for the term for which they were appointed or until their successor is appointed.
3. A member's current 3-year term will expire at the conclusion of their existing 3-year term. A member's reappointment thereafter will be for a 4-year term.
4. If, as of June 30, 2026, a City Member will have already served at least 12 consecutive years in a particular seat, that member shall vacate that seat on or before December 31, 2026."

SECTION 24. Pasadena Municipal Code, Title 2, Article IV, Chapter 2.155, Section 2.155.040 [Qualifications] is amended to add Subdivision D to read as follows:

"D. Within 90 days following their appointment or reappointment, all members of this board shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, other appropriate governance subjects, and standards to promote individual and overall board effectiveness, pursuant to Section 2.45.055. Members who have not completed such training within 90 days following their appointment or reappointment shall not participate in the meetings of this board until completion of such training."

SECTION 25. Pasadena Municipal Code, Title 2, Article IV, Chapter 2.165 [Pasadena Center Operating Company Board], Section 2.165.030 B, is amended to read as follows:

"B.

1. Members shall be appointed for a term of 4 years. A "City Member" is defined as a member - other than a voting member of city council or the member who has an economic interest in commercial real property situated within the proposed Midtown/Civic Auditorium sub-district - who is nominated by the mayor or a councilmember and whose nomination is then ratified by

the city council. No City Member may serve more than 12 consecutive years or 3 consecutive full terms, whichever is greater, on this board. A term of less than 2 years is not considered a full term. Terms expire on June 30th of the applicable years. A City Member's accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. The following members shall not be subject to a limitation on terms: the member who is a voting member of the city council, the city manager or representative, the member with the economic interest in commercial real property situated within the proposed Midtown/Civic Auditorium sub-district, the nominees of the major hotels in Pasadena, and the nominee of the Tournament of Roses Association. Appointment of a member to a different representative capacity shall not be considered a reappointment.

2. Following the expiration of a term, the official or entity responsible for nominating the individual who would fill that seat shall renominate or nominate an individual eligible to fill that seat, subject to ratification by city council, within 180 days following the expiration of that term. If the seat of a City Member has not been filled within 180 days following the expiration of that term, the City Member whose term has expired shall immediately vacate that seat. Non-City Members shall continue in office for the term for which they were appointed or until their successor is appointed.
3. A member's current 3-year term will expire at the conclusion of their existing 3-year term. A member's reappointment thereafter will be for a 4-year term.
4. If, as of June 30, 2026, a City Member will have already served at least 12 consecutive years in a particular seat, that member shall vacate that seat on or before December 31, 2026."

SECTION 26. Pasadena Municipal Code, Title 2, Article IV, Chapter 2.165, Section 2.165.040 [Qualifications], is amended to add Subdivision C to read as follows:

"C. Within 90 days following their appointment or reappointment, all members of this board shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, other appropriate governance subjects, and standards to

promote individual and overall board effectiveness, pursuant to Section 2.45.055. Members who have not completed such training within 90 days following their appointment or reappointment shall not participate in the meetings of this board until completion of such training.”

SECTION 27. Pasadena Municipal Code, Title 2, Article 4, Chapter 2.175 [Rose Bowl Operating Company], Section 2.175.030 B, is amended to read as follows:

“B.

1. Terms shall be 4 years long. A “City Member” is defined as a member – other than a voting member of city council - who is nominated by the mayor or a councilmember and whose nomination is then ratified by the city council. No City Member may serve more than 12 consecutive years or 3 consecutive full terms, whichever is greater, on this board. A term of less than 2 years is not considered a full term. Terms shall expire on June 30th of the applicable years. A City Member’s accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. The following members shall not be subject to a limitation on terms: The member who is a voting member of the city council, the city manager or representative, and the nominees of the Tournament of Roses Association and of the University of California, Los Angeles. Appointment of a member to a different representative capacity shall not be considered a reappointment.
2. Following the expiration of a term, the official or entity responsible for nominating the individual who would fill that seat shall renominate or nominate an individual eligible to fill that seat, subject to ratification by city council, within 180 days following the expiration of that term. If the seat of a City Member has not been filled within 180 days following the expiration of that term, the City Member whose term has expired shall immediately vacate that seat. Non-City Members shall continue in office for the term for which they were appointed or until their successor is appointed.

3. If, as of June 30, 2026, a City Member will have already served at least 12 consecutive years in a particular seat, that member shall vacate that seat on or before December 31, 2026.”

SECTION 28. Pasadena Municipal Code, Title 2, Article IV, Chapter 2.175, Section 2.175.040 [Qualifications], is amended to add Subdivision E to read as follows:

“E. Within 90 days following their appointment or reappointment, all members of this board shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, other appropriate governance subjects, and standards to promote individual and overall board effectiveness, pursuant to Section 2.45.055. Members who have not completed such training within 90 days following their appointment or reappointment shall not participate in the meetings of this board until completion of such training.”

SECTION 29. The City Clerk shall certify the adoption of this ordinance and shall cause this ordinance to be published in full text.

SECTION 30. This ordinance shall take effect upon publication.

Signed and approved this _____ day of _____, 2026.

Victor M. Gordo
Mayor of the City of Pasadena

I HEREBY CERTIFY that the foregoing ordinance was adopted by the City Council of the City of Pasadena at its meeting held this _____ day of _____ 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Date Published:

Mark Jomsky
City Clerk

Approved as to form:


Dion O'Connell
Assistant City Attorney