



Ordinance Fact Sheet

August 31, 2026

TO: Honorable Mayor and City Council

FROM: City Attorney/City Prosecutor Department

SUBJECT: **SECOND READING OF 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**

TITLE OF PROPOSED ORDINANCE:

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

PURPOSE OF ORDINANCE:

Background

Generally, members of advisory boards, commissions, and committees created by City Council pursuant to Pasadena Municipal Code ("PMC") Article III ("Article III Commissions") currently are limited to two three-year terms. The boards of nonprofit corporations - Pasadena Community Access Corporation ("PCAC"), Pasadena Center Operating Company ("PCOC"), and Rose Bowl Operating Company ("RBOC"), are governed by PMC Article IV ("Article IV Boards"). PCAC and PCOC board members similarly are limited to two three-year terms. RBOC board members are limited to two four-year terms. Following input from the City Council Legislative Policy Committee ("Committee") during three meetings in 2025, and direction from City Council on February 9, 2026, versions of the ordinance were considered or placed on the agendas of City Council meetings dated, May 11, May 18, June 8, June 15, and June 22, 2026.

MEETING OF 8/31/2026

AGENDA ITEM NO. 14

At its meeting held on June 22, 2026, City Council approved on first reading the ordinance that is now before City Council on second reading, which limits Article III Commission members to two four-year terms and limits Article IV Board members to three four-year terms. Pursuant to City Council's direction, the ordinance also requires that both Article III Commission and Article IV Board members vacate their seats within 180 days of the expiration of their terms. Those members who have exceeded the applicable term limit as of June 30, 2026, would be required to vacate their seat by December 31, 2026. Term limits would not apply to: the City Manager (or representative), City Council members on Article IV Boards, members nominated by outside entities, the commercial property member of the PCOC Board, and members of parking commissions.¹ All members on every board, commission or committee would be required to receive training on various governance subjects.

REASON WHY LEGISLATION IS NEEDED

An ordinance is needed to revise the term limits of advisory boards, commissions, committees and operating company boards so they are clear and enforceable. This ordinance will also codify a requirement that Commission and Board Members receive required training to serve on their respective advisory bodies.

PROGRAMS, DEPARTMENTS OR GROUPS AFFECTED

Commission and Board Members will be affected by this ordinance, as it will affect their terms and required training. The City Attorney's Office, with the assistance of the City Manager's Office, will coordinate the required training programs. The Offices of the Mayor/City Council and City Clerk monitor and update the eligibility of Members of all advisory boards, commissions, committees and operating company boards.

FISCAL IMPACT

There is no anticipated fiscal impact associated with the adoption of the proposed revisions of the Pasadena Municipal Code.

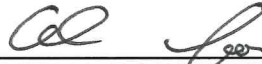
ENVIRONMENTAL DETERMINATION

This action is not considered to be a project under 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

¹ City Council directed that term-limit provisions regarding parking commissions not be amended due to difficulty recruiting individuals who meet the qualifications specified in PMC sections 2.98.040 and 2.130.040.

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 are administrative activities and therefore such actions are not "projects" as defined by CEQA. Since the actions are not projects subject to CEQA, no environmental document is required.

Respectfully submitted,



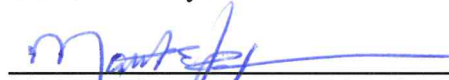
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Concurred by:



MATTHEW E. HAWKESWORTH
Interim City Manager