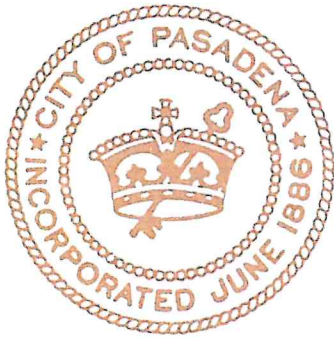




Agenda Report

August 31, 2026

TO: Honorable Mayor and City Council

FROM: City Manager's Office

SUBJECT: **AMENDMENT TO PASADENA MUNICIPAL CODE SECTION 2.05.060 AND SECTION 2.28.050 TO HOLD REGULAR MEETINGS OF THE CITY COUNCIL ON TUESDAYS AND SEPTEMBER 2026 SPECIAL COMMITTEE MEETINGS**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is covered by the commonsense exemption set forth in State CEQA Guidelines Section 15061(b)(c) as CEQA only applies to projects that may have a significant effect on the environment;
2. Conduct first reading of "An Ordinance of the City of Pasadena Amending Title 2, Chapter 2.05, Section 2.05.060 and Chapter 2.28, Section 2.28.050 of the Pasadena Municipal Code Chapter to hold regular meetings of the City Council on Tuesdays"; and
3. Direct City staff to proceed with the recommended special meetings of City Council Committees for September 2026, incorporating outreach and notification to members of the public.

BACKGROUND:

At the August 17, 2026 City Council meeting, staff proposed holding special meetings of the City Council on Tuesday, September 15, 2026, and Tuesday, September 29, 2026, in place of regularly scheduled meetings. The special meetings would serve as a trial or test for City Council to assess whether they wish to move their regular meetings from Mondays to a different day of the week. City Council agreed to hold the special meetings and directed staff to draft an ordinance for consideration to move regular meetings of the City Council from Mondays to Tuesdays beyond the trial basis. The City Attorney's Office has prepared the draft ordinance for this meeting as all City Councilmembers are expected to be in attendance to consider the item.

In assessing other days of the week for City Council to meet, the City Clerk and Interim City Manager agree that Tuesdays appear to be the least disruptive option for normal City business. Additionally, the City can maintain the current posting schedule for agendas and materials on the Thursday prior to the meeting and it provides the City Council one additional workday to review meeting materials, meet with stakeholders, solicit public input, and seek information from City staff.

With City Council holding a special meeting on September 15, the Finance Committee will also need a special meeting to maintain its practice of meeting beforehand. The September 15 date also conflicts with the Economic Development and Technology (EdTech) Committee's regular meeting, so EdTech is expected to hold a special meeting in September. No City Council committee meetings are affected by the special meeting scheduled for September 29.

In addition to the two meetings previously stated, staff is also proposing to hold a special Closed Session only meeting on September 8th at 5:00 p.m. One consideration if the Tuesday meetings become permanent is to hold Closed Session only meetings on Tuesdays that follow a Monday when a City Council Meeting would have been cancelled, typically due to a holiday. By scheduling Closed Session only meetings, likely once per month on average, staff can plan for certain items such as labor negotiations, real estate negotiations, employee reviews, and similar topics that can be scheduled in advance, and reserve the 5:00pm pre-City Council Closed Sessions for urgent items. This should minimize the need for early start Closed Sessions, Closed Sessions going beyond 6:00p.m., and require minimal preparation work on a holiday weekend prior to the meeting.

Below is a table of the City Council and Committee meetings planned for September for reference.

City Council or Committee Meeting	Meeting Type	Date
Housing, Homelessness and Planning Committee	Regular Meeting	Wednesday, September 2
Municipal Services Committee	Regular Meeting	Tuesday, September 8
Finance Committee	Special Meeting	Tuesday, September 15
City Council	Special Meeting	Tuesday, September 15
Public Safety Committee	Regular Meeting	Wednesday, September 16
Municipal Services Committee	Regular Meeting	Tuesday, September 22
Economic Development and Technology Committee	Special Meeting	TBD
Legislative Policy Committee	Special Meeting	Monday, September 28
City Council	Special Meeting	Tuesday, September 29

City staff also want to note the City Commissions, Boards, and Committees who meet on Tuesdays with staff assigned to support these advisory bodies. They include: Recreation and Parks Commission; Historic Preservation Commission; Human Relations Commission; Environmental Advisory Commission, Pasadena Community Access Corporation Board (PCAC); Senior Commission; Northwest Commission; Design

Commission; Accessibility and Disability Commission; and Hahamongna Watershed Park Advisory Committee. The advisory bodies can choose to keep their meetings on Tuesdays or move to another day of the week.

COUNCIL POLICY CONSIDERATION:

The City Council's consideration of changing regular meetings to be on Tuesdays maintains the public's ability to attend publicly noticed meetings and ensures the City's business is conducted in public. This is consistent with the City Council's strategic goals to support and promote the quality of life.

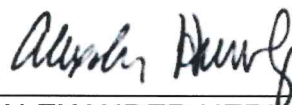
ENVIRONMENTAL ANALYSIS:

The proposed action has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines section 15061 (b)(3), the Common Sense Exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The consideration of special meetings and change of dates for City Council meetings would have no adverse impact on the environment.

FISCAL IMPACT:

There is no fiscal impact associated with a change in City Council meeting dates.

Respectfully submitted,



ALEXANDER HERNANDEZ
Assistant to the City Manager

Approved by:



MATTHEW E. HAWKESWORTH
Interim City Manager