

Introduced by: _____

ORDINANCE NO. _____

**AN ORDINANCE 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, to ensure that all appointees receive the 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, while recognizing the need to retain members on their respective appointed bodies who may have special knowledge or training to continue to be of service to their board, commission or committee; 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 3 of Title 2 of the Pasadena Municipal Code to add sections 2.45.015 and 2.45.055, and amends sections 2.45.050, 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, members shall be appointed for a term of three years and shall, subject to Subdivision C below, serve no more than two consecutive full terms. A term of less than one year is not considered a full term. Terms expire on June 30th of the applicable years. A member’s accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section.**
- B. Following the expiration of a term, the official responsible for nominating the individual who would fill that seat shall nominate an individual to fill that seat, subject to ratification by the city council within One Hundred Eighty (180) days following the expiration of that term. If that seat has not been filled within One Hundred Eighty (180) days following the expiration of that term, the member whose term has expired shall immediately vacate that seat.**
- C. A member of a board, commission or committee whose two full terms have expired may, within the timeframe set forth in Subdivision B of this section, be reappointed for one additional term (“Extended Term”) upon city council making a finding that the member’s background, training and/or experience are required to fill the seat for the Extended Term.**

D. If, as of July 1, 2026, based on previous appointments and reappointments, a member currently filling a seat for which a term has expired, and whose tenure will have exceeded two consecutive full terms on an applicable board, commission or committee, upon the expiration of the term currently being served as of June 30, 2026, that member may be appointed to one Extended Term pursuant to Subdivision C of this section.”

SECTION 3. Pasadena Municipal Code, Title 2, Article III, Chapter 2.45, Section 2.45.050 [Vacation of appointments by newly elected councilmember or Mayor], Subdivision D, is amended to read as follows:

“D. An incumbent board member, commissioner or committee member shall continue to serve until a replacement has been nominated by a newly elected council member or mayor, ratified by the city council, and sworn in by the city clerk.”

SECTION 4. 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 and Committee member training.
Unless otherwise provided in a chapter in Articles III and IV governing a specific board, commission, committee or operating company board, within One Hundred Eighty (180) 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, and other appropriate meeting and governance subjects.
Members who have not completed such training within One Hundred Eighty (180) 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 5. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year is not considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the

~~term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."~~

SECTION 6. 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. ~~Members shall be appointed for a term of 3 years and shall serve no more than 2 consecutive terms. A term of less than 1 year is not considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval"~~

SECTION 7. 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. ~~A member shall be appointed for an initial term of 3 years, and shall serve periodic three-year terms thereafter if re-nominated by the councilmember who originally nominated that member. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed."~~

SECTION 8. 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. Members shall be appointed for a term of 3 years, which shall be staggered. The initial members shall be appointed to terms of 1, 2, and 3 years, respectively. Four members shall be appointed to serve a three-year term; four members shall be appointed to a two-year term; and the remaining members shall be appointed to a one-year term. Thereafter, all members shall serve a term of three years. ~~**pursuant to Section 2.45.015, which shall govern their terms.** Members shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a two-year interval."

SECTION 9. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 10. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 11. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No

member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.”

SECTION 12. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.”

SECTION 13. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.”

SECTION 14. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.”

SECTION 15. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 16. 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. The terms of the members of these commissions are governed by Section 2.45.015. Members shall be appointed for a term of three years, and shall serve no more than two consecutive terms. A term of less than one year 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 he/she was appointed or until his/her successor is appointed. No member who has served two consecutive terms shall be eligible for reappointment to a commission prior to the passage of a two-year interval."

SECTION 17. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 18. 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. Members shall be appointed for a term of 3 years, and shall serve no more

than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2 year interval."

SECTION 19. 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. Members shall be appointed for a term of three years, and shall serve no more than two consecutive terms. A term of less than one year shall not be considered a full term. Members shall serve staggered terms which expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served two consecutive terms shall be eligible for reappointment to the commission prior to the passage of a two year interval."

SECTION 20. 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. The terms of the members of this commission are governed by Section 2.45.015. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2 year interval."

SECTION 21. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 22. 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. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval."

SECTION 23. Pasadena Municipal Code, Title 2, Article III, Chapter 2.150 [Hahamonga Watershed Park Advisory Committee], Section 2.150.030 C, is amended to read as follows:

"C. The terms of the two 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. for a term of three (3) years, and shall serve no more than 2 consecutive terms. A term of less than 1 year shall not be considered a full term for such members. Terms expire on June 30th of the applicable years. Such members shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the committee prior to the passage of a 2-year interval."

SECTION 24. 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 four 3 years. A "City Member" is defined as a member who is appointed or reappointed by city council following nomination by a city council member or the mayor. No City

Member may serve more than three consecutive full terms on this board, and city members shall serve no more than 2 consecutive terms. A term of less than two1 years is not 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 he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the board prior to the passage of a 2-year interval. Appointment of a member to a different representative capacity shall not be considered a reappointment.

2. Following the expiration of a term, the official responsible for nominating the individual who would fill that seat shall renominate or nominate an individual to fill the seat, subject to ratification by city council for City Members, within One Hundred Eighty (180) days following the expiration of that term. If that seat has not been filled within One Hundred Eighty (180) days following the expiration of its term, the member whose term has expired shall immediately vacate that seat.
3. A member's current three-year term will expire at the conclusion of their existing three-year term. A member's reappointment thereafter will be for a four-year term. A City Member whose three full terms have expired may, within the timeframe set forth in this Subdivision B, be reappointed for one additional term ("Extended Term") upon city council making a finding that the City Member's background, training and/or experience are required to fill the seat for the Extended Term.
4. A City Member's accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this Subdivision B. If, as of July 1, 2026, based on previous appointments and reappointments, a City Member currently filling a seat for which a term has expired, and whose tenure will have exceeded three consecutive full terms on this board, upon the expiration of the term currently being served as of June 30, 2026, that

City Member may be appointed to one Extended Term pursuant to this Subdivision B.”

SECTION 25. 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. Members shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, and other appropriate meeting and governance subjects, pursuant to Section 2.45.055.”

SECTION 26. 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 four 3 years, and city members, except for the city manager or his/her appointed representative and except for any member of the city council, shall serve A “City Member” is defined as a member who is appointed or reappointed by city council following nomination by a city council member or the mayor. No City Member may serve more than three consecutive full terms on this board. no more than 2 consecutive terms. A term of less than two 1 years is not 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 he/she was appointed or until his/her successor is appointed. No city member, except for the city manager or his/her appointed representative and except for any member of the city council, who has served 2 consecutive terms shall be eligible for reappointment to the board prior to the passage of a 2 year interval.

Appointment of a member to a different representative capacity shall not be considered a reappointment requiring a hiatus without serving.
2. Following the expiration of a term, the official responsible for nominating the individual who would fill that seat shall renominate or nominate an individual to fill the seat, subject to ratification by city council for City Members, within One Hundred Eighty (180) days following the expiration of that term. If the seat has not been filled

within One Hundred Eighty (180) days following the expiration of its term, the member whose term has expired shall immediately vacate that seat.

3. A member's current three-year term will expire at the conclusion of their existing three-year term. A member's reappointment thereafter will be for a four-year term. A City Member whose three full terms have expired may, within the timeframe set forth in this Subdivision B, be reappointed for one additional term ("Extended Term") upon city council making a finding that the City Member's background, training and/or experience are required to fill the seat for the Extended Term.
4. A City Member's accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. If, as of July 1, 2026, based on previous appointments and reappointments, a City Member currently filling a seat for which a term has expired, and whose tenure will have exceeded three consecutive full terms on this board, upon the expiration of the term currently being served as of June 30, 2026, that City Member may be appointed to one Extended Term pursuant to this Subdivision B."

SECTION 27. 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. Members shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, and other appropriate meeting and governance subjects, pursuant to Section 2.45.055."

SECTION 28. 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. The initial board members may serve up to three terms of four years each if approved by the council. At the start of the third four-year term, members may draw lots to establish staggered terms if necessary. Members other than the initial members shall serve no more than two consecutive four-year terms.~~

- ~~1. Terms shall be four years long. Terms shall expire on June 30th of the applicable years. A "City Member" is defined as a member who is~~

appointed or reappointed by city council following nomination by a city council member or the mayor. No City Member may serve more than three consecutive full terms on this board. A term of less than two years is not considered a full term. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. 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. Other than the initial members who serve three four-year terms, no member who has served two consecutive four-year terms shall be eligible for reappointment to the board prior to the passage of a two-year interval. Appointment of a member to a different representative capacity shall not be considered a reappointment requiring an interval without serving.

2. Following the expiration of the applicable term, the official responsible for filling that seat shall renominate or nominate an individual to fill the seat, subject to ratification by city council for City Members, within One Hundred Eighty (180) days following the expiration of that term. If the expired seat has not been filled within One Hundred Eighty (180) days following the expiration of its term, the member whose term has expired shall immediately vacate that seat.
3. A City Member whose three full terms have expired may, within the timeframe set forth in this Subdivision B, be appointed for one additional term (“Extended Term”) upon city council making a finding that the City Member’s background, training and/or experience are required to fill the seat for the Extended Term.
4. A City Member’s accumulation of previous appointments and reappointments to terms is counted toward the limitations contained in this section. If, as of July 1, 2026, based on previous appointments and reappointments, a City Member’s tenure will have exceeded three consecutive full terms on this board, upon the expiration of the term

currently being served as of June 30, 2026, that City Member may be appointed to one Extended Term pursuant to this Subdivision B.”

SECTION 29. 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. Members shall be required to undertake training provided by city staff on the Brown Act, conflict of interest laws, and other appropriate meeting and governance subjects, pursuant to Section 2.45.055.”

SECTION 30. The City Clerk shall certify the adoption of this ordinance and shall cause this ordinance to be published in full text.

SECTION 31. 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