

Agenda Report

May 4, 2026

TO: Honorable Mayor and City Council

FROM: City Clerk

SUBJECT: CONDUCT AN APPOINTMENT PROCESS FOR AN AT-LARGE MEMBER POSITION AND THE ALTERNATE TENANT MEMBER POSITION ON THE PASADENA RENTAL HOUSING BOARD (PRHB) TO FILL UNSCHEDULED VACANCIES FOR THE REMAINDER OF THE UNEXPIRED TERMS ENDING MAY 24, 2027

RECOMMENDATION:

It is recommended that the City Council:

- (1) Find that the proposed action is not a “project” subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 21065 and within the meaning of Section 15378(b); and
- (2) In accordance with Resolution No. 10120, conduct a consensus building process to facilitate appointments of an At-Large Member and the Alternate Tenant Member positions to fill unscheduled vacancies on the Pasadena Rental Housing Board, for the remainder of the unexpired terms, ending May 24, 2027.

BACKGROUND:

The Pasadena Rental Housing Board is comprised of 13 members, with seven Tenant Members, four At Large Members, and two Alternate Members. Pursuant to City Charter Section 1811(c), the City Council, collectively, appoints the At Large and Alternate members of the PRHB. Each of the Tenant Members is appointed by the Councilmember from the represented District. Currently, there are four vacancies on the PRHB that need to be filled by appointment either collectively by the City Council, or individually by the Councilmember from the Council District, as follows:

- At Large Member Position – vacancy created following the resignation of Lourdes Gonzalez on April 2, 2026
- Alternate Tenant Position – vacancy created following the resignation of Brandon Lamar on April 6, 2026
- Tenant Member Position, representing Council District 2 – vacancy created following the resignation of Diane Romero Chavez on March 9, 2026
- Tenant Member Position, representing Council District 4 – vacancy created following the resignation of Barbara Pitts on February 5, 2026

For each of the above four vacancies, the City Clerk’s Office published a notice of solicitation on behalf of the City Council seeking applications from Pasadena residents interested in serving on the Board. Pursuant to City Charter Section 1811, the City Clerk’s Office is responsible for administering the application process for the PRHB and submitting qualified applicants to the City Council for consideration of appointments. During an open application period that started on January 5th and continued through the month of April, the City Clerk’s Office issued application materials to 27 interested residents of the City and have since certified 15 applicants as having met the City Charter prescribed requirements to serve on the Board.

Recently, four previously qualified applicants have withdrawn their names from any further consideration. Further, Casey Jagusch and Paul Goynes have been appointed to the District 2 and District 4 Tenant Member positions (respectively). And lastly, David Coher was appointed on April 6, 2026 to the PRHB to serve in an At Large Member position. With these latest developments, there are now eight qualified applicants eligible for consideration for the At Large Member position, and four qualified Tenant applicants eligible for the Alternate Tenant Member position.

Following is a list of the remaining eligible applicants the City Council can consider for the At Large and Alt Tenant Member vacancy appointments:

No.	DATE ISSUED	LAST NAME	FIRST NAME	AT LARGE	TENANT	DATE QUALIFIED	DISTRICT
1	1/30/2026	Avila	Desolina	Yes	n/a	2/24/2026	4
2	3/4/2026	De Anda	Claudia	Yes	CD2	3/27/2026	2
3	1/21/2026	Farmer	Elisia M.	Yes	n/a	2/23/2026	7
4	1/15/2026	Gibbons	Simon	Yes	n/a	2/24/2026	2
5	2/23/2026	Leiva	Rosa	Yes	CD4	4/27/2026	4
6	1/30/2026	Lyon	Brenda	Yes	CD2	2/17/2026	2
7	1/30/2026	Munoz	Erica	Yes	n/a	3/9/2026	3
8	1/7/2026	Starratt	Richard W.	Yes	CD6	1/15/2026	6

APPOINTMENT TO THE BOARD

City Charter Article XVIII, Section 1811, provides details on the Pasadena Rental Housing Board, the appointment criteria, and authority given to the City Council to make appointments to the Board. At Large Members are appointed collectively by the City Council, with Resolution No. 10120 detailing a consensus-building process to assist the City Council in making such appointments, as follows:

- Each member of the City Council will receive applications from qualified applicants, which are to be reviewed for qualifications, background, and ability to serve effectively in the position.

- Members of the City Council will be asked to identify and rank up to five applicants in order of preference with top rankings given to those judged to be the most qualified.
- At the Council meeting when appointments are to be made, each member of the City Council will announce their preferred applicant rankings, and the City Clerk will tally the results of the City Council's ranked choices.
- Collective City Council rankings are intended for consensus building purposes only, and do not constitute a vote of the City Council, nor entitle the highest ranked applicant appointment to the Board.
- Applicants with the most support may be invited to provide a statement for up to three minutes on their qualifications, background, and interest in serving on the Board.
- Members of the City Council can ask questions of any or all applicants.
- Public comments on this matter will occur prior to City Council deliberations and any action on appointments to the Board.
- Following City Council deliberations, any action on a motion to appoint an applicant requires five affirmative votes of the City Council to successfully approve a motion to appoint an applicant to serve on the Board.

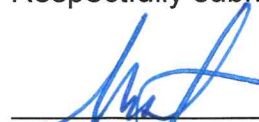
APPLICATIONS FROM APPLICANTS MEETING MINIMUM QUALIFICATIONS

Pursuant to City Charter Section 1811, the City Clerk's Office is required to confirm eligibility of prospective members of the Rental Board as part of an application process that includes an application, nominating petition with at least 25 signatures of residents from the same Council District as the applicant supporting their appointment to the Board, and a Statement of Economic Interest (Form 700). Application materials have been distributed to the City Council to aid in the vetting process, with the redacted applications provided as Attachment A to this agenda report for public review. At Large Member applicants may or may not have an ownership stake in rental properties, while tenant members may not have any interest in rental properties.

FISCAL IMPACT:

The process to make appointments to the Pasadena Rental Housing Board does not have a fiscal impact beyond what has already been considered as part of the Board's adopted budget.

Respectfully submitted,



Mark Jonsky
City Clerk