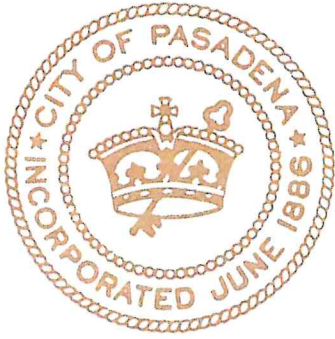




Agenda Report

DATE: October 6, 2026

TO: Honorable Mayor and City Council

THROUGH: Legislative Policy Committee (September 28, 2026 and October 5, 2026)

FROM: City Clerk

SUBJECT: CONSIDERATION OF A POLICY REGARDING THE VICE MAYOR APPOINTMENT PROCESS

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) Provide direction to City staff regarding the Vice Mayor appointment process.

BACKGROUND:

The position of Vice Mayor on the Pasadena City Council is established by City Charter Section 408 (Attachment A), which states: "...annually in December...the City Council shall elect from among the Councilmembers a Vice Mayor who shall exercise the powers and perform the duties of the Mayor during the latter's absence or disability."

It should be noted that the Vice Mayor's role was recently modified following a Charter Amendment occurring in November 2024, which created an Acting Mayor position. City Charter Section 407 (Attachment A) states: "In the event of a vacancy in the Office of Mayor, the City Council shall elect from among the remaining Councilmembers, an Acting Mayor who shall exercise the powers and perform the duties of the Mayor." Prior to this Charter change, it was the Vice Mayor's responsibility to assume the duties of the Mayor if the seat became vacant.

Historically, the practice of the City Council when selecting the Vice Mayor has been to appoint the longest serving Councilmember who has not yet served as Vice Mayor. The Vice Mayor has generally served for two one-year terms, with each appointment occurring at the annual Organizational meeting. The following chart provides the history of Vice Mayor appointments since 1999, as well as information regarding the start of service year on the City Council and the years of service prior to that Councilmember's appointment as Vice Mayor:

NAME	DISTRICT	START OF SERVICE YEAR	YEARS OF SERVICE	VICE MAYOR TERM
Joyce Streater	D1	1995	4	1999 - 2001
Paul Little	D2	1995	6	2001 - 2003
Sidney Tyler	D7	1997	6	2003 - 2005
Steve Madison	D6	1999	6	2005 - 2007
Steve Haderlein	D4	1999	8	2007 – 2009
Victor Gordo	D5	2001	8	2009 – 2011
Margaret McAustin	D2	2007	4	2011 – 2013
Jacque Robinson	D1	2007	6	2013 – 2015
Gene Masuda	D4	2011	4	2015 – 2017
John Kennedy	D3	2013	4	2017 – 2019
Tyron Hampton*	D1	2015	4	2019 – 2020
Andy Wilson	D7	2015 (Appt)	5	2020 – 2022
Felicia Williams	D2	2020	2	2022 – 2023
Steve Madison	D6	1999	24	2023 – 2024
Jess Rivas	D5	2021 (Appt)	3	2024 - 2026

* Councilmember Hampton served as Vice Mayor from May 6, 2019 to December 7, 2020 – transition from odd to even year elections

Vice Mayor Appointment Policy

In accordance with the City Charter, the City Council’s next Organizational Meeting is set to occur on Monday, December 7, 2026, and will include the appointment of Vice Mayor. The longest serving Councilmember who has not yet served as Vice Mayor is Justin Jones. Councilmember Jones started his City Council service on September 29, 2022 (by appointment), was elected in 2024, and re-elected on June 2, 2026. His total years of service to date on the City Council is over 4 years.

In terms of formalizing the Vice Mayor Appointment process, the policy can be adopted by resolution (as a stand-alone policy or incorporated in the City Council Meeting Policy resolution), or it can be codified in the Pasadena Municipal Code (PMC) under Title 2 of the City Council. The latter would require the City Council to direct the City Attorney’s Office to prepare an ordinance to amend the PMC. If no further action is taken, the City Council may still continue with the current practice without a formally adopted policy.

Proposed Policy

Consistent with the longstanding practice of the City Council, the longest-serving Councilmember who has not yet served as Vice Mayor will be considered the next in line to serve as Vice Mayor. Notwithstanding the foregoing, any action of the City Council as stated in City Charter Section 506 requires five affirmative votes to be valid. If any Councilmember nominated for Vice Mayor does not receive five affirmative votes, the City Council may nominate and elect another Councilmember to serve as Vice Mayor. Nothing in this policy shall prevent the City Council from electing the same person to serve as Vice Mayor for a second one-year term.

FISCAL IMPACT:

There is no anticipated fiscal impact associated with the appointment process for Vice Mayor of the Pasadena City Council.

Respectfully submitted,



Mark Jomsky
City Clerk

Attachment A – City Charter Sections 407, 408, and 506