



WORKSHOP – REVIEW OF BOARDS AND COMMISSIONS

City Manager's Office

November 5, 2025

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BACKGROUND

May 2025 Workshop Highlights



GPC Launched review of Boards & Commissions



Requested staff to solicit feedback from all Boards and Commissions



Discussed each Chair's role in agenda-setting



Considered consolidation of Boards or Commissions with overlapping missions (Council-led)

Considered whether the number of Boards and Commissions is typical for peer cities



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BOARD & COMMISSION FEEDBACK

KEY THEMES

Consolidation Resistance – Boards prefer to remain standalone, citing unique roles or legal mandates.

Improved Communication – Requested more clarity on roles, responsibilities, and Council direction and more collaboration between Commissions.

Quorum & Scheduling Challenges – Noted that meeting times may impact Commissioner and public participation.

Emphasis on Autonomy – Desire to retain independent governance.

Board Specific Feedback – Operational suggestions including youth engagement, training from consultants, and onboarding suggestions.



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COMPARABLE CITIES

City	Number of Boards	Meeting Frequency
Long Beach	30	Mostly monthly
Pasadena	26	Mostly monthly
Burbank	22	Mostly monthly
Glendale	18	Mostly monthly
Anaheim	13	Mostly monthly



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HYBRID GOVERNANCE FRAMEWORK

What a Citywide Resolution Could Provide

Baseline expectations for all Boards and Commissions

Chair roles: agenda-setting and liaison duties

Meeting procedures: decorum, public comment, etc. (Robert's Rules)

Quorum and attendance expectations

Bylaws template for consistency

Regular review cycle for alignment with City goals

What Boards and Commissions Would Retain

Charter authority to adopt their own rules

Flexibility to include board-specific provisions

Tailored bylaws based on structure or subject matter

Rules must not conflict with the Citywide Resolution



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STRUCTURAL CHANGES

Current Observations

- Some Boards/Commissions have **overlapping areas** of focus
- 27 current **vacancies, quorum** issues persist
- Most Boards **oppose consolidation** or reductions
- Inconsistent **appointment timelines and onboarding**

Committee Input Requested

- Are there **specific Boards** that should be evaluated for consolidation?
- Should **membership sizes** be reviewed for possible reduction?
- What tools would support more **timely appointments**?
- Should a **Governance Resolution** be adopted for Boards & Commissions?



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RECOMMENDATIONS



That the Governmental Processes Committee:

Provide direction to staff regarding next steps related to Board and Commission membership structures, consolidation opportunities, and the potential development of a Citywide governance Resolution.

