City of Arts & Innovation

# Commission of the Deaf Memorandum

**TO:** **COMMISSION OF THE DEAF** **DATE: JUNE 11, 2025**

**FROM:** **CITY MANAGER'S OFFICE** **WARDS: ALL**

**SUBJECT:** **RULES AND REGULATIONS OF PROCEDURE AND ORDER OF BUSINESS**

## ISSUE:

That the Commission of the Deaf continue to review the Rules and Regulations of Procedure and Order of Business (bylaws).

## RECOMMENDATIONS:

That the Commission of the Deaf review, discuss and provide any input on any recommended revisions to the Rules and Regulations of Procedure and Order of Business (Bylaws).

## LEGISLATIVE HISTORY:

On February 7, 2023, the City Council voted to adopt an Ordinance establishing a Commission of the Deaf to advise the City Council on matters affecting members of the deaf community. The Commission of the Deaf is codified in Riverside Municipal Code Chapter (RMC) 2.100.

## BACKGROUND:

The purpose of the Commission of the Deaf is to advise the City Council on matters affecting members of the deaf community. The powers and duties of the Commission as listed in the Bylaws are to:

- Serve in an advisory capacity to help create an integrated community that promotes full participation in society, education and employment, effective communication, and cultural awareness.
- Review community policies, programs, and actions which affect persons within the deaf community and make appropriate recommendations to City Council.
- Render advice and assistance as requested to other City boards and commissions, and to City departments on matters affecting members of the deaf community.
- Perform other functions, community outreach, and duties as may be directed by the City Council.

The existing bylaws were adopted on October 11, 2023.

**DISCUSSION:**

In order to conduct business in an official matter, the Commission of the Deaf must adopt Rules and Regulations of Procedure and Order of Business (Bylaws). The Bylaws provide rules for the transaction of business and the conduct of meetings as well as detailing the powers, duties and functions of the Commission as approved by the City Council.

The existing attached Bylaws were prepared by staff with legal counsel and with input from the City Clerk. Following review and discussion of the existing Rules, the Commission may vote to make any desired updates or changes or to keep the Bylaws as-is with no changes going forward.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Approved by: Rene Goldman, HR Director

Attachment: Commission of the Deaf Rules and Regulations of Procedure and Order of Business Adopted October 11, 2023