



City of Arts & Innovation

Community Police Review Commission Memorandum

TO: COMMUNITY POLICE REVIEW COMMISSION DATE: AUGUST 26, 2026

FROM: CITY MANAGER'S OFFICE WARDS: ALL

SUBJECT: REINSTATE THE BYLAWS AND POLICIES AND PROCEDURES AD-HOC COMMITTEE TO REVIEW AND CONSIDER ADDITIONAL REVISIONS TO THE COMMUNITY POLICE REVIEW COMMISSION'S BYLAWS AND POLICIES AND PROCEDURES

ISSUE:

The Community Police Review Commission (CPRC) approved revisions to its Bylaws and Policies and Procedures in March of 2026 following review and recommendations by the CPRC Ad-Hoc Committee. Following adoption, the City Attorney's Office conducted additional legal review of the documents and determined that further review and potential revisions are appropriate to ensure consistency with applicable law, the City Charter and the Riverside Municipal Code.

RECOMMENDATIONS:

That the Community Police Review Commission:

1. Reinstate the Bylaws and Policies and Procedures Ad-Hoc Committee to review the Bylaws and Policies and Procedures adopted by the Commission in March 2026;
2. Appoint three members of the CPRC to serve on the Ad-Hoc Committee, consisting of one Chair and two committee members;
3. Direct the Ad-Hoc Committee to work with the City Attorney's Office to review the documents for consistency with applicable state law, the City Charter, and the Riverside Municipal Code; and
4. Direct the Ad-Hoc Committee to present any recommended revisions to the full Commission for consideration and approval.

BACKGROUND:

On February 26, 2025, the CPRC reviewed and discussed its Bylaws last amended on December 14, 2022, and its Policies and Procedures last amended on January 24, 2024. As part of that discussion, the Commission considered whether revisions to the documents were necessary and whether an ad hoc committee should be established to conduct a more detailed review.

The Commission subsequently established a Bylaws and Policies and Procedures Ad-Hoc Committee to review the Bylaws and Policies and Procedures and recommended updates to the full Commission.

The Ad-Hoc Committee met to review both documents and developed recommended revisions for consideration by the full Commission. Following the Ad Hoc Committee's review, the proposed revisions were presented to the Commission. In March 2026, the Commission approved the revised Bylaws and Policies and Procedures, and the documents were subsequently signed and adopted.

Following adoption, questions regarding provisions within the document were referred to the City Attorney's Office. As part of its review, the City Attorney's Office determined that additional legal review of the Bylaws and Policies and Procedures was appropriate to ensure that the documents are consistent with applicable law and align with the City Charter and Riverside Municipal Code.

DISCUSSION:

The City Attorney's Office has requested an opportunity to discuss the adopted Bylaws and Policies and Procedures with the members of the Commission to identify provisions that may require clarification or additional revisions.

Reinstating the Ad-Hoc Committee will allow the Commission to build upon the work completed during its previous review while ensuring that the adopted documents are consistent with applicable legal requirements and the City's governing authorities.

FISCAL IMPACT:

There is no fiscal impact associated with this report

Prepared by: Ruby Leann Castillo, CPRC Manager
Approved by: Ruby Leann Castillo, CPRC Manager

Attachments:

1. Bylaws 3/2026
2. Policies and Procedures 3/2026
3. Charter Section 810
4. RMC Section 2.76

