



REVIEW OF CITY COUNCIL RULES OF PROCEDURE AND ORDER OF BUSINESS – NUMBER AND ROLE OF BOARDS AND COMMISSIONS UPDATE

City Manager's Office

Inclusive, Community Engagement & Governmental Processes Committee
September 7, 2022

RiversideCA.gov

1

BACKGROUND

On January 5, 2022 - Inclusiveness, Community Engagement, and Governmental Processes Committee (ICGC) received and discussed a schedule to review nine Rules of Procedure and Order of Business items. Through discussion, the Committee added three additional items for review to the schedule and requested the discussion item be presented to Council for input.

On February 15, 2022, City Council received and discussed a schedule to review twelve Rules of Procedure and Order of Business items. Through discussion, the Council added additional items for review.



2

RiversideCA.gov

2

BACKGROUND

- On April 6, 2022, ICGC reviewed and discussed the process and authorities associated with adding items to the agenda, a formalized agenda item referral process.
- On May 4, 2022, ICGC reviewed and discussed the development and distribution of agenda packets, Public Comment and proclamation timelines,
- On June 1, 2022, ICGC reviewed and discussed the processes used as it relates to Board and Commission vacancies.
- On July 6, 2022, ICGC reviewed and discussed the number and role of existing Boards and Commissions.



3

RiversideCA.gov

3

DISCUSSION

September 7, 2022, review Item(s) include:

Section XIII, B – Referral of Matters to City Council Standing Committees

6. Boards and Commissions, by majority of vote, may forward matters to any City Council Standing Committee, as appropriate.
 - Board and Commissions outlined in Resolution 23618 include: Airport Commission, Budget Engagement Commission, Community Police Review Commission, Cultural Heritage Board, Commission on Disabilities, Board of Ethics, Human Relations Commission, Human Resources Board, Board of Library Trustees, Commission on Aging, Museum of Riverside Board, Park and Recreation Commission, Board of Public Utilities, and Transportation Board.



4

RiversideCA.gov

4

ROLE OF BOARDS AND COMMISSIONS

On July 6, 2022, ICGC recommended an extensive review of Boards and Commissions be completed to provide insight into the possible consolidation and alignment to the Envision Riverside 2025 Strategic Plan.

- Removal of the list and reporting structure of Boards and Commissions identified in Resolution No. 23618.
- Bring forth a separate resolution for adoption identifying the purview and reporting structure of Boards and Commissions.



5

RiversideCA.gov

5

ROLE OF BOARDS AND COMMISSIONS

Advantages

- A separate resolution would allow the review of Resolution No. 23618 remains focused on City Council Rules of Procedure and Order of Business.
- The Committee would be offered the flexibility of periodically reviewing Board and Commission composition, focus, and reporting structure outside of the City Council Rules and Procedure and Order of Business resolution.

Disadvantages

- Removing the list of established Boards and Commissions from the resolution focused on City Council Rules of Procedure and Order of Business would require locating and reviewing a separate resolution.



6

RiversideCA.gov

6

ADDITIONAL COMMISSION

On August 11, 2022, a meeting was held with the City Manager's Office, Mayor's Office, City Clerk's Office, City Councilmembers assigned as Regional Organization representatives to the Model Deaf Community Committee (MDCC), and current members of the MDCC.

- Recommendation to establish the MDCC as a City Council recognized commission.
- Brown Act/Sunshine Ordinance requirements
- Reporting structure



7

RiversideCA.gov

7

ADDITIONAL COMMISSION

History

- The MDCC was created in April 1998 to promote unity between Riverside's deaf and hard of hearing communities.
- A designated Councilmember is assigned to the MDCC through a Regional Organization assignment.
- Traditionally monthly meetings were coordinated by the Mayor's Office.
- Interpreter services expenditure.



8

RiversideCA.gov

8

COMMISSION PROPOSAL

Membership

- Pursuant to Sections 800 and 803 of the Riverside City Charter, the Model Deaf Community Commission shall be comprised of eleven (11) members appointed by the Mayor and City Council.
- Membership composition shall include one representative from Wards 1, 2, 4, 5, 6, & 7, two representatives from Ward 3, one youth member, and two at-large members.



9

RiversideCA.gov

9

COMMISSION PROPOSAL

Powers, Duties, and Functions

- 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, commissions, and City departments on matters affecting members of the deaf community.
- Perform other functions, community outreach, and duties as may be directed by the City.



10

RiversideCA.gov

10

COMMISSION PROPOSAL

Advantages

- Standard level of Commission support or sustainability.

Disadvantages

- Powers, duties, and functions could be considered the purview of existing Board or Commission.
- Transitioning of existing MDCC members into the proposed membership composition pursuant to Sections 800 and 803 of the Riverside City Charter.



STRATEGIC PLAN ALIGNMENT

Strategic Priority No. 5 – High Performing Government

Goal No. 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City.

Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability & Resiliency



Equity



Innovation



RECOMMENDATIONS

That the Inclusiveness, Community Engagement, and Governmental Processes Committee:

1. Provide further direction on any recommendations deemed necessary to the current and/or proposed City Council Rules of Procedure and Order of Business related to the number and role of Boards and Commissions as documented in Resolution No. 23618;
2. Request staff bring forth recommended language for a separate resolution addressing the purview and reporting structure of Boards and Commissions;
3. Provide input and guidance related to the introduction of a Model Deaf Community Commission; and
4. Request staff bring forth any specific language recommendations along with a corresponding resolution to the full City Council for discussion.

