



*City of Arts & Innovation*

# Community Police Review Commission Memorandum

**TO: COMMUNITY POLICE REVIEW  
COMMISSION**

**DATE: SEPTEMBER 24, 2025**

**FROM: CITY MANAGER'S OFFICE**

**WARDS: ALL**

**SUBJECT: RECEIVE AN UPDATE FROM THE BYLAWS AND POLICIES AND  
PROCEDURES AD HOC COMMITTEE, MODIFY ITS MEMBERS, AND EXTEND  
THE TERM OF THE AD HOC COMMITTEE**

## **ISSUES:**

Receive an update from the Bylaws and Policies and Procedures ad hoc committee, modify its members, and extend the duration of the ad hoc committee.

## **RECOMMENDATIONS:**

That the Community Police Review Commission:

1. Receive an update from the Bylaws and Policies and Procedures ad hoc committee;
2. Add a new member to the committee; and
3. Extend the duration of the ad hoc committee.

## **BACKGROUND:**

On February 26, 2025, the Community Police Review Commission (CPRC) formed an ad hoc committee to review and update the CPRC's bylaws, policies and procedures. The Commission voted to have Eileen Teichert as the Chair of the committee and Commissioner Garcia and Commissioner Bell as the committee members. The ad hoc committee was scheduled to dissolve in September of 2025.

## **DISCUSSION:**

The Bylaws and Policies and Procedures Ad Hoc Committee was established earlier this year to conduct a thorough review of the CPRC's governing documents and recommend updates where needed. Since its formation, the committee has been meeting to identify areas where revisions may improve clarity, ensure alignment with the City Charter, and reflect current practices of the Commission. The committee is prepared to provide an update on its progress and any preliminary recommendations.

At this time, the Commission should discuss three items:

1. **Committee Updates** – Receive a report from the ad hoc committee regarding the status of its review, including whether draft amendments to the bylaws or policies and procedures are ready for full Commission consideration or if additional time is needed for review.
2. **Membership Changes** – Modify the composition of the committee by adding a new member to ensure adequate representation and capacity to complete the review since Commissioner Garcia resigned from the CPRC in July of 2025.
3. **Extension of Term** – Determine whether to extend the duration of the ad hoc committee beyond its original September 2025 expiration date so that the committee has sufficient time to finalize its work and return with recommendations.

The Commission's discussion will help ensure that the review process remains on track, that membership reflects the current needs of the committee, and that adequate time is provided for the completion of recommendations before the committee dissolves.

Approved by: Ruby Leann Castillo, CPRC Manager

Attachments:

1. By-Laws 12/14/2022
2. Policies and Procedures 1/24/2024
3. Charter Section 810
4. RMC Section 2.76