



Commission on Disabilities

City of Arts & Innovation

TO: COMMISSION ON DISABILITIES **DATE: DECEMBER 18, 2025**

FROM: GENERAL SERVICES DEPARTMENT **WARDS: ALL**

SUBJECT: REVIEW THE COMMISSION ON DISABILITIES RULES AND REGULATIONS OF PROCEDURE AND ORDER OF BUSINESS (BYLAWS)

ISSUE:

That the Commission on Disabilities review its Rules and Regulations of Procedure and Order of Business (Bylaws) and consider forming a Bylaws Ad Hoc Committee.

RECOMMENDATIONS:

That the Commission on Disabilities:

1. Review, discuss and update the Commission's Rules and Regulations of Procedure and Order of Business (Bylaws); and
2. Consider forming a by-laws Ad Hoc Committee to focus on bylaw review and return to the Commission with recommended revisions for discussion.

BACKGROUND:

The Commission on Disabilities is tasked with the following powers, duties, and functions per Section 2.66.040 of the Riverside Municipal Code:

1. Advise the City Council on all matters affecting persons with disabilities in the community.
1. Review community policies, programs and actions which affect persons with disabilities and make appropriate recommendations to the City Council.
2. Render advice and assistance as requested to other City boards and commissions, to City departments, and to private agencies on matters affecting persons with disabilities.
3. Identify the needs of persons with disabilities and create a public awareness of these needs in areas such as employment, housing, transportation, media, physical and communication accessibility and other needed areas.
4. Promote greater awareness of the changing life patterns, opportunities and responsibilities of persons with disabilities.
5. Promote the total integration of persons with disabilities into all aspects of community life.
6. Perform other functions and duties as may be directed by the City Council.

DISCUSSION:

In order to conduct business in an official matter, the Commission on Disabilities 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.

It is best practice for the Commission to review its Bylaws at least once during each term. The existing bylaws were last reviewed in 2020 and adopted on January 21, 2021. It is common for City boards and commissions to establish an Ad Hoc Committee to provide a more in-depth, focused review of bylaws and then return to the board or commission with recommended redlines for discussion by the full body.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Approved by: Daisy Gastelum, Administrative Analyst

Attachment: Commission of the Deaf Rules and Regulations of Procedure and Order of Business Adopted January 21, 2021