



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: OCTOBER 1, 2019**  
**FROM: GOVERNMENTAL AFFAIRS COMMITTEE      WARDS: ALL**  
**SUBJECT: CODE OF ETHICS ANNUAL REVIEW**

**ISSUE:**

Conduct annual review of the Code of Ethics and Conduct.

**COMMITTEE RECOMMENDATION:**

That the City Council:

1. Perform annual review the effectiveness of the Code of Ethics and Conduct and recommendations of the Governmental Affairs Committee, Board of Ethics, and other City boards and commissions as required by Section 2.78.110 of the Riverside Municipal Code; and
2. Concur that no further changes be made to the Code of Ethics and Conduct at this time.

**LEGISLATIVE HISTORY/BACKGROUND:**

Charter Section 202 requires adoption of a Code of Ethics and Conduct for elected officials and members of appointed boards, commissions, and committees to assure public confidence in the integrity of local government and its effective and fair operation. The first Code of Ethics and Conduct adopted by Resolution of the City Council on July 1, 2005, was amended on several occasions.

In 2014, the City Council appointed an ad hoc citizen committee to review the Code of Ethics and make recommendations. Subsequently, Chapters 2.78 and 2.80 added to the Riverside Municipal Code effective May 5, 2016, adopting a revised Code of Ethics and Conduct and establishing the Board of Ethics. Further amendments were adopted by the City Council in 2017 and 2018. RMC Section 2.78.110 provides the following monitoring and oversight steps:

- Prior to the end of July of each year, the boards and commissions shall agendaize and discuss at a regular meeting this Code of Ethics and Conduct and submit to the Board of Ethics any recommendations for the Board's consideration.
- Prior to the end of August of each year, the Board of Ethics shall agendaize and discuss at a regular meeting the effectiveness of this Code of Ethics and Conduct, recommendations of the other boards and commissions, and submit to the Governmental Affairs Committee its recommendations.

- Prior to the end of September of each year, the Governmental Affairs Committee shall agendize and discuss at a regular meeting the effectiveness of this Code of Ethics and Conduct and the recommendations of the Board of Ethics and other boards and commissions, and instruct the City Manager to present a report to the City Council for its discussion and consideration.
- Prior to the end of each year, the Chair of the City Council Governmental Affairs Committee shall present a report to the City Council which shall include the recommendations of the Board of Ethics, the other boards and commissions, and the Governmental Affairs Committee. The City Council shall hold a public hearing on its evening agenda at a regularly scheduled meeting, and shall review the report and make an independent evaluation of the effectiveness of this chapter and discuss and direct the City Attorney to make any changes to this chapter it deems appropriate.

Board and commission Chairs and staff liaisons were reminded of their obligations to review the Code of Ethics and Conduct and invited to submit written comments and/or appear at the Board of Ethics or Governmental Affairs Committee meetings. Resulting minutes of those meetings attached to this report indicate no substantive recommendations forwarded for Board of Ethics consideration at this time. After review of the Code and input from boards and commissions, the Board of Ethics has no recommendations for Code amendments at this time.

On September 4, 2019, the Governmental Affairs Committee with Chair Melendrez, Vice-Chair Gardner, and Member Conder present, conducted the required annual review, reviewed the recommendation of the Board of Ethics, and concurred that no amendments to the Code of Ethics be made at this time.

#### **FISCAL IMPACT:**

There is no fiscal impact associated with the annual review.

Prepared by:



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ANDY MELENDREZ, Chair  
Governmental Affairs Committee

Approved as to form: Gary G. Geuss, City Attorney

Attachments:

Riverside Municipal Code Chapter 2.78  
Riverside Municipal Code Chapter 2.80  
Board/commission minutes