Human Resources Board Memorandum

City of Arts & Innovation

TO: **HUMAN RESOURCES BOARD** **DATE: JUNE 3, 2024**

FROM: **CITY CLERK AND CITY ATTORNEY** **WARDS: ALL**

SUBJECT: **ANNUAL REVIEW OF THE CODE OF ETHICS AND CONDUCT**

ISSUE:

Conduct the annual review of the Code of Ethics and Conduct.

RECOMMENDATION:

That the Human Resources Board conduct the annual review of the Code of Ethics and Conduct and provide any recommendations to the Board of Ethics.

BACKGROUND:

Riverside Municipal Code (RMC) Chapter 2.78 established a Code of Ethics and Conduct for elected officials and members of appointed boards, commissions, and committees. The annual review is identified in RMC 2.78.110 – Monitoring and oversight as follows:

A. Prior to the end of July of each year, the boards and commissions shall agendize 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.

B. Prior to the end of August of each year, the Board of Ethics shall agendize 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 City Council Inclusiveness, Community Engagement, and Governmental Processes Committee its recommendations.

DISCUSSION:

Municipal Code 2.78 regarding the Code of Ethics and Conduct for elected officials and members of appointed boards, commissions, and committees is attached for review. Any recommendations should be submitted to the Board of Ethics no later than July 31, 2023.

Approved by: Rene Goldman, Human Resources Director

Attachment: RMC 2.78