



**Community & Economic Development Department**

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**Planning Division**

**PLANNING COMMISSION HEARING DATE: JULY 17, 2025  
AGENDA ITEM NO.: 5**

**PROPOSED PROJECT**

<b>Case Numbers</b>	<b>Not applicable</b>
<b>Request</b>	Annual Review of the Code of Ethics and Conduct (Riverside Municipal Code Chapter 2.78)
<b>Project Location</b>	Citywide
<b>Wards</b>	All

**RECOMMENDATIONS**

Staff recommends that the Planning Commission:

1. Receive and file the amendments to the Riverside Municipal Code Chapter 2.78 – Code of Ethics and Conduct;
2. Review the Code of Ethics and Conduct; and
3. Forward any recommendations to the Board of Ethics for consideration.

**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 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.
- B. 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 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 (Exhibit 1). Any recommendations should be submitted to the Board of Ethics no later than July 31, 2025.

## STRATEGIC PLAN ALIGNMENT

This item aligns with Envision Riverside 2025 Strategic Priority 5, High Performing Government, Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

It aligns with Envision Riverside 2025 Cross Cutting Threads as follows:

1. **Community Trust** – This review enhances transparency and public accountability by ensuring that Boards and Commissions are functioning effectively, meeting consistently, and serving their intended advisory roles. Community involvement remains a priority through ongoing opportunities for public comment and participation in advisory processes.
2. **Equity** – Streamlining membership structures and clarifying responsibilities ensures more equitable access to participation and improves representation across all Wards. A standardized governance framework helps ensure all commissions operate under fair and consistent expectations.
3. **Fiscal Responsibility** – Reducing inactive or overlapping commissions and right-sizing membership supports more efficient use of City resources, including staff time and administrative support. Resources saved can be redirected toward higher-impact programs and services.
4. **Innovation** – The proposed standardization and restructuring provide an opportunity to modernize how Boards and Commissions operate, including clearer onboarding, digital access to materials, and improved collaboration tools for commissioners and the public.
5. **Sustainability & Resiliency** – Establishing a consistent framework for governance and participation supports long-term stability, reduces redundancy, and helps ensure that advisory bodies remain relevant and effective in adapting to future community needs.

## EXHIBITS LIST

1. Chapter 2.78 Code of Ethics and Conduct
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