

ORDINANCE NO. 7329

AN ORDINANCE OF THE CITY OF RIVERSIDE, CALIFORNIA,
ADOPTING CHAPTER 2.80 ESTABLISHING A BOARD OF ETHICS

The City Council of the City of Riverside does ordain as follows:

Section 1: PURPOSE. Sections 800, 801, 802, 804, and 805 of The Charter of the City of Riverside authorizes the City Council to establish, by ordinance, any advisory boards or commissions that, in its judgment, are required. The City Council hereby determines that a Board of Ethics is required to advise the Mayor and City Council and review, administer and adjudicate the Code of Ethics and Conduct.

Section 2: AUTHORITY. This ordinance is adopted pursuant to Article 11, sections 5(a) and 7 of the California Constitution and Sections 800, 801, 802, 804, and 805 of The Charter of the City of Riverside.

Section 3: The Riverside Municipal Code is hereby further amended to include a new Chapter 2.80 as follows:

"Chapter 2.80

BOARD OF ETHICS

Sections:

2.80.010 Creation of Board of Ethics.

2.80.020 Purpose.

2.80.030 Membership and Term of Service.

2.80.040 Duties and Powers.

2.80.050 Severability.

Section 2.80.010 Creation of Board of Ethics.

Pursuant to Article 11, sections 5(a) and 7 of the California Constitution and Sections 200, 202, 800, 801, 802, 804, and 805 of The Charter of the City of Riverside, there is hereby established by the City Council of the City of Riverside a Board of Ethics.

Section 2.80.020 Purpose.

1 It is the purpose of the Board of Ethics to advise and make recommendations to the
2 City Council of the City of Riverside on all matters pertaining to the adoption, revision,
3 administration, and enforcement of the Code of Ethics and Conduct for the City of Riverside
4 as set forth in Chapter 2.78 of the Riverside Municipal Code (RMC), and to conduct hearings
5 upon complaints.

6 **Section 2.80.030 Membership and Term of Service.**

7 A. The Board of Ethics shall consist of nine members to be appointed in
8 accordance with Section 802 of the Charter of the City of Riverside by the Mayor and City
9 Council.

10 B. Members may be removed from the Board by five (5) affirmative votes of the
11 Mayor and City Council for incompetence, malfeasance, misfeasance, nonfeasance or neglect
12 of duties.

13 **Section 2.80.040 Duties and Powers.**

14 A. The duties of the Board of Ethics shall include the following:

- 15 1. Annually review, hold public meetings, and make recommendations to
16 the City Council regarding the overall effectiveness of RMC Chapter
17 2.78, including any adopted or proposed city policies, in accordance
18 with the procedures established therein;
- 19 2. Receive and review complaints of violations of RMC Chapter 2.78;
- 20 3. Convene a hearing panel of the Board of Ethics to conduct hearings on
21 complaints of violations of RMC Chapter 2.78 pursuant to the
22 provisions of this chapter;
- 23 4. Conduct hearings on complaints of violations of RMC Chapter 2.78 in
24 accordance with the procedures set forth therein;
- 25 5. Issue subpoenas compelling the attendance of witnesses or the
26 production of books, papers or documents on any complaint before the
27 Board of Ethics where a super majority (four affirmative votes) of the
28 Board of Ethics where a super majority (four affirmative votes) of the

1 hearing panel determines it necessary for a meaningful hearing or
2 decision on complaints of violations of RMC Chapter 2.78;

3 6. Issue a decision with findings to the City Council for all complaints
4 determined by the hearing panel of the Board to be a violation of RMC
5 Chapter 2.78;

6 7. Establish meeting rules and procedures and hearing rules and
7 procedures not in conflict with the Charter of the City of Riverside,
8 Riverside Municipal Code, adopted rules and procedures of the City
9 Council, or any local, state or federal law.

10 B. In order to carry out its duties, the Board of Ethics is authorized to:

11 1. Hold public meetings, review, discuss, and make recommendations to
12 the City Council regarding the overall effectiveness of RMC Chapter
13 2.78, including any recommended amendments thereto or the adoption
14 of or changes to policies implementing RMC Chapter 2.78;

15 2. Receive from the City Clerk and review all complaints of violations of
16 RMC Chapter 2.78, including all submitted evidence;

17 3. Convene a hearing panel of the Board of Ethics to conduct hearings on
18 complaints of violations of RMC Chapter 2.78 as follows:

19 a. A hearing panel shall be comprised of no fewer than five (5)
20 members of the Board and one alternate;

21 b. A hearing panel, once established, shall be the sole hearing
22 body to conduct hearings and render decisions with findings on
23 the complaint for which the panel was convened;

24 c. No later than thirty (30) calendar days prior to the date set for
25 the hearing, a hearing panel shall be selected by the City Clerk
26 by randomly drawing names of Board members until all names
27 have been drawn. The first five (5) names drawn shall
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1 constitute the hearing panel, with the sixth name drawn as an
2 alternate;

3 d. The alternate shall be present at the hearing, but will not
4 participate unless and until any member of the hearing panel is
5 unable to continue as a member of the hearing panel. At that
6 point the alternate shall become a member of the hearing panel;

7 e. Any Board member who is selected as a member of a hearing
8 panel or alternate shall notify the City Clerk not less than
9 fifteen (15) calendar days before the hearing that he or she is
10 unable to participate on the hearing panel or as an alternate and
11 the reasons why;

12 f. If any member of the hearing panel or the alternate so notifies
13 the City Clerk, the alternate shall then become a member of the
14 hearing panel and the seventh name of a Board member
15 previously drawn shall then become an alternate. This process
16 shall be followed until a five (5) member hearing panel and
17 alternate is established;

18 g. If, after the commencement of a hearing, the hearing panel
19 does not have at least five (5) members, the chairperson shall
20 adjourn the hearing to a date certain. If the hearing can be
21 reconvened with the same members of the hearing panel, then
22 the hearing shall proceed from the point at which the hearing
23 was adjourned. If the hearing cannot continue with all of the
24 same members of the hearing panel as constituted at
25 adjournment, then the hearing shall begin anew;

26 h. If a complaint concerns a City Councilmember, any member of
27 the Board residing in that Councilmember's Ward shall be
28 disqualified from participating on the hearing panel;

- i. If a complaint concerns a member of the Board, that member shall be disqualified from participating on the hearing panel; and
 - j. The first name drawn by the City Clerk shall serve as chairperson of the hearing panel to preside at the hearing.
4. Conduct hearings, swear witnesses, receive and consider evidence, ask questions, and otherwise hold hearings in accordance with the provisions of RMC Chapter 2.78;
5. Issue subpoenas compelling the attendance of witnesses or the production of books, papers or documents on any complaint before the Board where a super majority (four affirmative votes) of the hearing panel determines it necessary for a meaningful hearing or decision on complaints of violations of RMC Chapter 2.78;
6. Render decisions with findings following a hearing on a complaint for violation of RMC Chapter 2.78, along with recommendations for sanctions, if any, to be sent to the City Council for final action;
7. Adopt rules of procedure for the conduct of the business of the Board, and for the administration of hearings on complaints, so long as those rules of procedure do not conflict with the Charter of the City of Riverside, Riverside Municipal Code, adopted rules and procedures of the City Council, or any local, state or federal law.
8. Determine occurrences when outside legal counsel shall be used to advise the Board of Ethics or a hearing panel in lieu of the City Attorney. If outside legal counsel is so desired, the City Attorney shall contract with the appropriate party(ies).

Section 2.80.050 Severability.

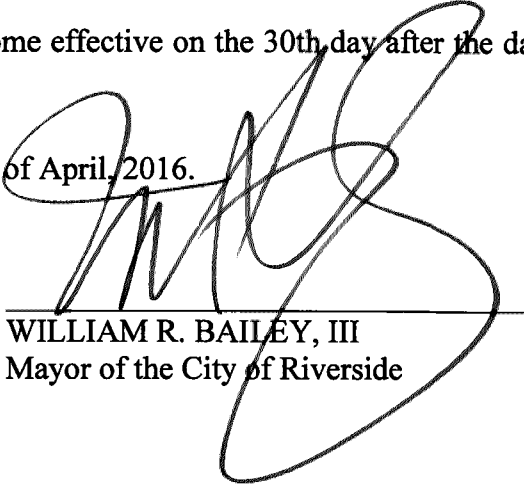
If any section, subsection, subdivision, paragraph, sentence, clause, or phrase in this chapter or any part thereof is for any reason held to be unconstitutional or invalid or

1 ineffective by any court of competent jurisdiction, such decision shall not affect the validity
2 or effectiveness of the remaining portions of this chapter or any part thereof. The City
3 Council hereby declares that it would have passed each section, subsection, subdivision,
4 paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one (1) or more
5 subsections, subdivisions, paragraphs, sentences, clauses, or phrases be declared
6 unconstitutional, or invalid, or ineffective.

7 Section 4: The City Council has reviewed the matter and, based upon the facts and
8 information contained in the staff reports, administrative record, and written and oral testimony,
9 hereby finds that this ordinance is not subject to CEQA pursuant to Sections 15060(c)(2),
10 15060(c)(3) and/or 15061(b)(3) of the State CEQA Guidelines, California Code of Regulations, Title
11 14, Chapter 3, in that it will not result in a direct or reasonably foreseeable indirect physical change
12 in the environment nor have a significant impact on the environment.

13 Section 5: The City Clerk shall certify to the adoption of this ordinance and cause
14 publication once in a newspaper of general circulation in accordance with Section 414 of the Charter
15 of the City of Riverside. This ordinance shall become effective on the 30th day after the date of its
16 adoption.

17 ADOPTED by the City Council this 5th day of April, 2016.

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WILLIAM R. BAILEY, III
Mayor of the City of Riverside

Attest:


COLLEEN J. NICOL
City Clerk of the City of Riverside

1 I, Colleen J. Nicol, City Clerk of the City of Riverside, California, hereby certify that the
2 foregoing ordinance was duly and regularly introduced at a meeting of the City Council on the 8th
3 day of March, 2016, and that thereafter the said ordinance was duly and regularly adopted at a
4 meeting of the City Council on the 5th day of April, 2016, by the following vote, to wit:

5 Ayes: Councilmembers Gardner, Melendrez, Soubirous, Davis, Perry, and Burnard

6 Noes:

7 Absent: Councilmember Mac Arthur

8 Abstain:

9 IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the
10 City of Riverside, California, this 8th day of April, 2016.

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12 COLLEEN J. NICOL
13 City Clerk of the City of Riverside
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