

# OVERVIEW OF THE CODE OF ETHICS AND DUTIES AND POWERS OF THE BOARD OF ETHICS



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## CODE OF ETHICS

"The City of Riverside shall adopt 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 Charter of the City of Riverside  
Section 202*



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## CODE OF ETHICS

Riverside Municipal Code Chapter 2.78 establishes by ordinance a Code of Ethics and Conduct for elected officials and appointed members of boards, commissions, and committees.



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## CODE OF ETHICS

- Core Values:
  - Create a government trusted by everyone
  - Make decisions that are unbiased, fair, and honest
  - Ensure everyone is treated with respect and in a just and fair manner
  - Create a community that affirms the value of diversity
  - Ensure that all public decisions are well informed, independent, and in the best interests of the City
  - Maintain a nonpartisan and civic minded local government
  - Ensure that all public officials are adequately prepared for the duties of their office
  - Ensure that appointed members of boards, commissions, and committees attend regularly scheduled meetings



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## CODE OF ETHICS

- Prohibited Conduct:

- Use of title or position for personal gain
- Use or divulgence of confidential or privileged information
- Use of City resources for non-City purposes
- Advocacy of private interests of 3<sup>rd</sup> parties in certain circumstances
- Endorsements in name of City or official capacity for compensation
- Violation of Government Code Sections 87100, et seq.
- Certain political activity
- Display of campaign materials in or on City vehicles
- Knowingly assisting another public official in violating Code of Ethics
- Negotiation for employment with any entity having a matter pending before the City
- Ex parte contact in quasi-judicial matters (only applies to appointed officials)
- Attempts to coerce other public officials in their duties
- Violations of Federal, State, or Local laws



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## CODE OF ETHICS

- Complaints for violation of the Code of Ethics shall be heard by the Board of Ethics pursuant to Riverside Municipal Code Section 2.80.

- Penalties for Violations of the Code:

- Elected Officials:

- ❖ Public censure

- Appointed Officials:

- ❖ Referral to the body of which they are a member for public censure
- ❖ Public censure by the Mayor and City Council
- ❖ Removal from office



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## BOARD OF ETHICS

Riverside Municipal Code Chapter 2.80 creates a Board of Ethics "to advise and make recommendations to the City Council of the City of Riverside on all matters pertaining to the adoption, revision, administration, and enforcement of the Code of Ethics and Conduct for the City of Riverside as set forth in Chapter 2.78 of the Riverside Municipal Code (RMC), and to conduct hearings upon complaints."



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## BOARD OF ETHICS

- Duties:

- Annually review Ethics Code, including any adopted or proposed city policies pertaining to the Ethics Code, for overall effectiveness and make recommendations to the City Council;
- Receive and review complaints of violations of the Ethics Code;
- Convene a hearing panel to conduct hearings on complaints of violations of the Ethics Code;



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## BOARD OF ETHICS

- Conduct hearings on complaints of violations of the Ethics Code;
- Issue subpoenas compelling the attendance of witnesses or the production of books, papers or documents when necessary for a meaningful hearing or decision on Ethics Code complaints;
- Issue a decision with findings to the City Council on all complaints determined to be a violation of the Ethics Code; and



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## BOARD OF ETHICS

- Establish meeting rules and procedures, and hearing rules and procedures not in 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.



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## BOARD OF ETHICS

- Powers:

- Hold public meetings to review and discuss the overall effectiveness of the Ethics Code and make recommendations to the City Council;
- Receive and review all complaints of violations of the Ethics Code, including all submitted evidence;
- Convene a Hearing Panel to conduct hearings on complaints of violations of the Ethics Code;
- Conduct hearings on complaints;



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## BOARD OF ETHICS

- Issue subpoenas for witnesses and documents for hearings when appropriate;
- Render decisions with findings and recommendations;
- Adopt rules of procedure for Board meetings and hearings;
- Make determinations when outside legal counsel is necessary to advise the Board



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