



City of Arts & Innovation

Board of Ethics Memorandum

TO: BOARD OF ETHICS **DATE: JULY 6, 2017**
FROM: CITY ATTORNEY'S OFFICE **WARDS: ALL**
SUBJECT: BOARD OF ETHICS HEARING PANEL CHAIR MEETING PROCEDURES

ISSUE:

Review, discuss and approve the "Board of Ethics Hearing Panel Chair Meeting Procedures".

RECOMMENDATIONS:

That the Board of Ethics review, discuss and approve the "Board of Ethics hearing Panel Chair Meeting Procedures".

LEGISLATIVE HISTORY:

Riverside Municipal Code (RMC) Section 2.78.080 A states, in pertinent part, "The Board of Ethics shall have the authority to adopt hearing procedures not in conflict with this chapter."

BACKGROUND:

Several members of the Board of Ethics serving as Chairs of various Hearing Panels requested the City Attorney's Office provide direction as to how they should conduct hearings. In response, the City Attorney's Office prepared hearing procedures for the Chairs to use in conducting hearings.

DISCUSSION:

Several members of the Board of Ethics serving as Chairs of various Hearing Panels requested the City Attorney's Office provide direction as to how they should conduct hearings. In response, the City Attorney's Office prepared hearing procedures for the Chairs to use in conducting hearings.

The Board of Ethics Hearing Panel Chair Meeting Procedures before you have been prepared by the City Attorney's Office as a starting point in the discussion by the Board of Ethics regarding procedures to be followed by a Chair of a Hearing Panel in conducting a hearing on a complaint.

FISCAL IMPACT:

None.

Prepared by: Robert L. Hansen, Assistant City Attorney
Approved as to form: Robert L. Hansen, Assistant City Attorney
Attachments: Board of Ethics Hearing Panel Meeting Procedures