

BOARD OF ETHICS
THURSDAY, DECEMBER 1, 2016, 5 P.M.
ART PICK COUNCIL CHAMBER

MINUTES

PRESENT: Members Ford, Foley, Nelson, Stahovich (arrived at 5:02 p.m.),
Macias, House, Huerta, and Wright

ABSENT: Member Tucker

STAFF PRESENT: Assistant City Clerk Morton and Assistant City Attorney Hansen

Chair House convened the meeting at 5 p.m.

MINUTES

Following discussion, it was moved by Member Nelson and seconded by Member Macias to approve the minutes of October 6, 2016, as presented. Motion carried unanimously.

EXCUSE ABSENCES OF WENDEL TUCKER

Following discussion, it was moved by Member Nelson and seconded by Member Macias to excuse the absences of Wendel Tucker from the August 31 and December 1, 2016 meetings. Motion carried unanimously.

Member Stahovich arrived at the meeting at this time.

HEARING RULES AND PROCEDURES

Following discussion and a report by Assistant City Attorney Hansen on the Board of Ethics Hearing Rules and Procedures, the Board unanimously and without formal motion, approved the recommendation to amend Ordinance No. 7328 to correct Riverside Municipal Code Section 2.78.080 H to reference subsection G instead of subsection E.

Following further discussion, a motion was made by Member Stahovich and seconded by Member Macias directing Assistant City Attorney Hansen to add a provision to the Hearing Rules and Procedures, Section 12 (Chronology of the Hearing) after Subsection A, that the City Clerk or his/her designee administer the oath to all witnesses. Motion carried unanimously.

Following further discussion, a motion was made by Member Huerta and seconded by Member Stahovich directing Assistant City Attorney Hansen to include preparation of a Statement of Finding of Decision, to be voted on at a future Board of Ethics meeting by the members who participated in that particular hearing panel. Motion carried unanimously.

CODE OF ETHICS INFORMATIONAL MATERIALS AND COMPLAINT FORMS

Following discussion regarding the Code of Ethics informational materials and the complaint form, motion was made by Member Nelson and seconded by Member Huerta to form a subcommittee consisting of Member Huerta and Member Foley to create a flowchart outlining the complaint process and to return to the Board's February meeting. The motion carried with Member Macias voting "No".

ITEMS FOR FUTURE BOARD CONSIDERATION AS REQUESTED BY THE BOARD OF ETHICS MEMBERS

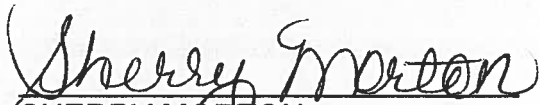
Member House requested Assistant City Attorney Hanson address Jason Hunter's concerns regarding subpoenas of evidence or witnesses, pre-hearing objections, and the appeal process for complaints against the entire City Council at the next Board meeting.

ORAL COMMUNICATIONS

Jason Hunter spoke regarding the complaint documents and process.

Chair House adjourned the meeting at 6:07 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sherry Morton". The signature is written in dark ink and is positioned above the printed name and title.

SHERRY MORTON
Assistant City Clerk