



City of Arts & Innovation

Board of Ethics Memorandum

TO: BOARD OF ETHICS

DATE: MARCH 2, 2017

FROM: CITY CLERK'S OFFICE

WARDS: ALL

SUBJECT: HEARING PROCEDURES AND PROTOCOLS

ISSUE:

Review hearing procedures and protocols of the Board of Ethics including dissemination of complaint documents to the Board of Ethics Hearing Panel, handling of single incident complaints against several officials, and a recusal policy for hearing panels.

RECOMMENDATION:

That the Board of Ethics (1) review and amend as appropriate the Board of Ethics Hearing Rules and Procedures; and (2) forward any recommendations or amendments to Ordinance No. 7328 to the City Council for consideration.

BACKGROUND/LEGISLATIVE HISTORY:

The hearing rules and procedures of the Board of Ethics of the City of Riverside establish a uniform set of guidelines to be followed in a hearing on a complaint alleging a violation of Riverside Municipal Code Chapter 2.78.

Following the February 10, 2017, Board of Ethics hearing panel meetings, the Chair requested that the Board of Ethics review and amend as appropriate the hearing procedures and/or protocols including dissemination of complaint documents to the Board of Ethics Hearing Panel, handling of single incident complaints against several officials, and a recusal policy for the hearing panels.

FISCAL IMPACT:

There is no fiscal impact associated with the review of the hearing procedures and protocols.

Prepared by: Colleen J. Nicol, City Clerk
Approved as to form: Gary G. Geuss, City Attorney

Attachments:
Ordinance No. 7328
Board of Ethics Hearing Rules and Procedures