City of Arts & Innovation

Board of Ethics Memorandum

TO: **BOARD OF ETHICS** **DATE:** **AUGUST 6, 2020**

FROM: **CITY CLERK** **WARDS:** **ALL**

SUBJECT: **CODE OF ETHICS ANNUAL REVIEW**

ISSUE:

Conduct annual review of the Code of Ethics and Conduct for recommendation to the City Council Inclusiveness, Community Engagement, and Governmental Processes Committee.

RECOMMENDATIONS:

That the Board of Ethics recommend that the City Council Inclusiveness, Community Engagement, and Governmental Processes Committee:

1. Perform the annual review the effectiveness of the Code of Ethics and Conduct and consider the recommendations of the Board of Ethics and other City boards and commissions as required by Section 2.78.110 of the Riverside Municipal Code for recommendation to the City Council; and
2. Recommend that the City Council amend the Code of Ethics and Conduct provisions in Riverside Municipal Code Chapter 2.78 to replace "Governmental Affairs Committee" references with "Inclusiveness, Community Engagement, and Governmental Processes Committee".

LEGISLATIVE HISTORY/BACKGROUND:

Charter Section 202 requires adoption of 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 first Code of Ethics and Conducted adopted by Resolution of the City Council on July 1, 2005, was amended on several occasions.

In 2014, the City Council appointed an ad hoc citizen committee to review the Code of Ethics and make recommendations. Subsequently, Chapters 2.78 and 2.80 added to the Riverside Municipal Code effective May 5, 2016, adopting a revised Code of Ethics and Conduct and establishing the Board of Ethics. RMC Section 2.78.110 provides the following monitoring and oversight steps:

- Prior to the end of July of each year, the boards and commissions shall agendize and discuss at a regular meeting this Code of Ethics and Conduct and submit to the Board of Ethics any recommendations for the Board's consideration.
- Prior to the end of August of each year, the Board of Ethics shall agendize and discuss at

a regular meeting the effectiveness of this Code of Ethics and Conduct, recommendations of the other boards and commissions, and submit to the Governmental Affairs Committee its recommendations.

- Prior to the end of September of each year, the Governmental Affairs Committee shall agendize and discuss at a regular meeting the effectiveness of this Code of Ethics and Conduct and the recommendations of the Board of Ethics and other boards and commissions, and instruct the City Manager to present a report to the City Council for its discussion and consideration.
- Prior to the end of each year, the Chair of the City Council Governmental Affairs Committee shall present a report to the City Council which shall include the recommendations of the Board of Ethics, the other boards and commissions, and the Governmental Affairs Committee. The City Council shall hold a public hearing on its evening agenda at a regularly scheduled meeting, and shall review the report and make an independent evaluation of the effectiveness of this chapter and discuss and direct the Attorney to make any changes to this chapter it deems appropriate.

Board and commission Chairs and staff liaisons were reminded of their obligations to review the Code of Ethics and Conduct and invited to submit written comments to the Board of Ethics and/or Inclusiveness, Community Engagement, and Governmental Processes Committee. Due to COVID-19, many board/commission meetings were cancelled in the past few months. The Budget Engagement Commission and Planning Commission formally agendized this matter and offer no substantive recommendations for Board of Ethics consideration.

During the past year, the City Council reorganized and renamed the City Council Standing Committees. Code of Ethics matters, including the annual review, are now under the jurisdiction of the City Council Inclusiveness, Community Engagement, and Governmental Processes Committee. An update to Chapter 2.78 of the Municipal Code to reflect the new Standing Committee name is required to bring congruence with the reorganized and renamed Committees.

FISCAL IMPACT:

There is no fiscal impact associated with the annual review.

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

Attachments:

Riverside Municipal Code Chapter 2.78
Riverside Municipal Code Chapter 2.80
Board/Commission Communications