



City of Arts & Innovation

Board of Ethics Memorandum

TO: BOARD OF ETHICS

DATE: MARCH 5, 2026

**FROM: CITY ATTORNEY'S OFFICE
CITY CLERK'S OFFICE**

WARDS: ALL

SUBJECT: FORMATION OF AD HOC COMMITTEE FOR REVIEW OF STANDING RULES

ISSUE:

Form an ad hoc committee to review and evaluate the Board of Ethics' Standing Rules and its Hearing Rules and Procedures.

RECOMMENDATION:

That the Board of Ethics:

- (1) Establish an ad hoc committee to review and evaluate the Standing Rules and Hearing Rules and Procedures; and
- (2) Provide recommendations for any necessary updates and revisions to the Board of Ethics.

BACKGROUND/LEGISLATIVE HISTORY:

Charter Section 804 provides that each board or commission may adopt its own rules and regulations, provided they are consistent with the Charter. Copies of such rules must be maintained on file in the Office of the City Clerk and made available for public inspection.

The attached Standing Rules of the Board of Ethics of the City of Riverside, adopted April 4, 2019, outline the Board's powers, duties, and functions; membership composition and terms of office; compensation; procedures for filling vacancies; election and number of officers; meeting schedule and conduct ; establishment of committees; annual reporting to the City Council; and process for amending the Standing Rules.

DISCUSSION:

The Code of Ethics and Conduct. has been amended since the adoption of the current Standing Rules. As a result, the Board of Ethics must review and revise its Standing Rules to ensure consistency with the recent amendments to Riverside Municipal Code Chapters 2.78 and 2.80.

These revisions include, but not limited to, updates to the meeting schedule and incorporation of the definition that "a term of more than two years and one day shall be considered a full term" consistent with the City Council Rules of Procedure and Order of Business Resolution No. 24318, Article XIV.G.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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Donesia Gause, City Clerk

Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Standing Rules
2. RMC 2.78 and 2.80
3. Meeting Rules Resolution No. 24318
4. Hearing Rules and PRocedures