City of Arts & Innovation

Board of Ethics Memorandum

TO: **BOARD OF ETHICS MEMBERS** **DATE:** **APRIL 4, 2024**

FROM: **CITY CLERK'S OFFICE** **WARDS:** **ALL**

SUBJECT: SCHEDULE SPECIAL MEETING IN JULY 2024

ISSUE:

Schedule a special meeting of the Board of Ethics in July 2024 due to the cancellation of the regular meeting on the 4th of July holiday.

RECOMMENDATION:

That the Board of Ethics determine a date for a special meeting in July 2024 due to the cancellation of the regular meeting of July 4, 2024, due to the holiday.

DISCUSSION:

Pursuant to Riverside Municipal Code Chapter 4.05.040 (C), if a regular meeting for any local body falls on a holiday, the meeting shall be held on the next scheduled regular meeting day unless otherwise noticed as a special meeting for which notice is given at least five calendar days in advance.

The Board of Ethics regular meeting of July 4, 2024 is cancelled due to the holiday. If the Board of Ethics desires to hold a special meeting, staff proposes Tuesday, July 9 or Wednesday, July 17, 2024, at 5 p.m. or later as available dates for a special meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Donesia Gause, City Clerk
Approved as to form: Phaedra A. Norton, City Attorney