



# Board of Ethics Memorandum

City of Arts & Innovation

---

**TO: BOARD OF ETHICS MEMBERS**

**DATE: MARCH 5, 2026**

**FROM: CITY CLERK'S OFFICE**

**WARDS: ALL**

**SUBJECT: CONSIDER THE BOARD OF ETHICS 2026 WORKPLAN**

**ISSUES:**

Consider and approve the Board of Ethics 2026 Workplan and form Ad Hoc Committees and appoint members thereto.

**RECOMMENDATIONS:**

That the Board of Ethics:

1. Consider and approve the proposed 2026 Workplan; and
2. Form Ad Hoc Committees and designate members, if needed for the 2026 Workplan.

**LEGISLATIVE HISTORY:**

To strengthen the focus and effectiveness of the City's boards and commissions, staff have been assigned to collaborate with each body in developing an annual work plan. The Board of Ethics (BOE) is charged with specific duties and powers outlined in the Riverside Municipal Code (RMC), Section 2.80.040.

**DISCUSSION:**

In 2025, the BOE presented the Code of Ethics to all the boards and commissions as part of its annual effectiveness review of the Code of Ethics. The BOE also conducted its own annual review, incorporating recommendations received from the boards and commissions, and proposed revisions for consideration by the Governmental Processes Committee. Additionally, the BOE held four (4) pre-conference meetings and four (4) Ethics hearings related to Code of Ethics and Conduct complaints.

Listed below is the Proposed 2026 Workplan:

1. Administer the duties and powers set forth in RMC 2.80.040
2. Provide training and advocacy to boards and commissions.
3. Create a method for Public Education and Public Outreach including videos on the Code of Ethics and Conduct process
4. Propose Charter amendment(s) to the Charter Review Committee

5. Revise the BOE Standing Rules
6. Perform the annual review of the Code of Ethics
7. Deliver an annual report to the City Council in accordance with the Board of Ethics Standing Rules

Should the BOE members deem it appropriate, they may establish an ad hoc committee of no more than three members to focus on specific work plan task. The ad hoc committee would meet between regular meetings and provide updates to or seek direction from the full BOE during regular scheduled meetings.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Christiana Kalawa, Deputy City Clerk  
Approved by: Donesia Gause, City Clerk  
Approved as  
to form by: Rebecca McKee-Reimbold, Interim City Attorney

Attachment: Proposed 2026 Workplan