



City of Arts & Innovation

BOARD OF ETHICS

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

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

SUBJECT: ADDRESSING NON-APPEARANCE OF PARTIES OF FILED COMPLAINTS TO PRE-CONFERENCES AND HEARINGS

ISSUE:

Review the Riverside Municipal Code (RMC) Chapter 2.78.075 (D) regarding the non-appearance of parties of filed complaints to pre-conferences and hearings.

RECOMMENDATIONS:

That the Board of Ethics:

1. Review the Riverside Municipal Code (RMC) Chapter 2.78.075 (D) the non-appearance of parties of filed complaints to pre-conferences and hearings; and
2. Provide recommendations for revision to the RMC related to non-appearance of parties.

BACKGROUND:

Pursuant to Riverside Municipal Code Chapter 2.78.075 (D) – Pre-Conference Procedures, the Board of Ethics shall conduct a pre-conference prior to a hearing date being set by the City Clerk. All parties are to attend the pre-conference; however, the absence of any party at the pre-conference shall not be grounds for a continuance and the pre-conference shall proceed as if the absent party were present.

DISCUSSION:

On February 7, 2024, former Member Foley requested a discussion on either party's non-appearances during the complaint proceedings. Any recommendations for revisions by the Board of Ethics will be referred to the City Council Governmental Processes Standing Committee during the annual review of the Code of Ethics and Conduct in August 2024.

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: Phaedra A. Norton, City Attorney