

Title 2

ADMINISTRATION AND PERSONNEL

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Chapter 2.04**CITY COUNCIL****Section:****2.04.010 Time of regular meetings.****Section 2.04.010 Time of regular meetings.**

Except for the months of July and August, and the regular meetings of the Mayor and City Council shall be held on the first, second and third and fourth Tuesdays of each month at the approximate hour of 2:00 p.m. During the months of July and August, the regular meetings shall be held on the second and fourth Tuesdays of said months at 2:00 p.m., and said Mayor and City Council shall not have regular meetings on the first and third Tuesdays of said months. If any regular meeting falls on a City holiday, such meeting shall be held on the first day thereafter which is not a City holiday. (Ord. 6578 § 1, 2001; Ord.6549 § 1, 2000; Ord. 6257 § 1, 1995; Ord. 6215 § 1, 1995; Ord. 6137 § 1, 1994; Ord. 5971 § 1, 1991; Ord. 5825 § 1, 1990; Ord. 5012 § 1, 1982; Ord. 4819 § 1, 1980; Ord. 4766 § 1, 1980; Ord. 4602 § 1, 1978; Ord. 4430 § 1, 1977; Ord. 4407 § 2, 1977; Ord. 4245 § 1, 1975; Ord. 3587 § 1, 1969; Ord. 3491 § 1, 1968; prior code § 2.13)

Chapter 2.08

ADMINISTRATIVE OFFICES AND DEPARTMENTS

Sections:

- 2.08.010** Title--Authority of City Manager.
2.08.020 Offices, Departments, divisions of departments, and office/department heads established.
2.08.030 City Manager Pro Tempore.

Section 2.08.010 Title--Authority of City Manager.

This chapter shall be known as the administrative regulations of the City and may be referred to as such. The departments, divisions of departments, and department heads set out in this chapter shall constitute the administrative organizational structure of the City, and shall be under the control and direction of the City Manager, in accordance with the provisions of the City Charter. (Prior code § 2.18)

Section 2.08.020 Offices, Departments, divisions of departments, and office/department heads established.

The following departments and department heads are established:

- A. The City Manager's Office, the head of which shall be the City Manager;
- B. The Community Development Department, the head of which shall be the Community Development Director. The Planning Director shall be the head of the Planning Division of the Community Development Department;
- C. The City Clerk's Office, the head of which shall be the City Clerk;
- D. The City Attorney's Office, the head of which shall be the City Attorney;
- E. The Police Department, the head of which shall be the Chief of Police;
- F. The Fire Department, the head of which shall be the Fire Chief;
- G. The Public Works Department, the head of which shall be the Public Works Director;
- H. The Public Utilities Department, the head of which shall be the Public Utilities Director;
- I. The Parks, Recreation and Community Services Department, the head of which shall be the Parks, Recreation and Community Services Director;
- J. The Library Department, the head of which shall be the Library Director;
- K. The Museum Department, the head of which shall be the Museum Director;
- L. The Airport Department, the head of which shall be the Airport Director;
- M. The General Services Department, the head of which shall be the General Services Director;
- N. The Development Department, the head of which shall be the Development Director;
- O. The Human Resources Department, the head of which shall be the Human Resources Director;
- P. The Information Systems Department, the head of which shall be the Information Systems Director. (Ord. 6832 § 1, 2005; Ord. 6806 § 3, 2005; Ord. 6683 § 1, 2003; 6140 § 1, 1994; Ord. 6064 § 1, 1993; Ord. 5596 § 1, 1987; Ord. 5591 § 1, 1987; Ord. 5530 § 1, 1987; Ord. 5119 § 1, 1983; Ord. 4931 § 1, 1981; Ord. 4164 § 1, 1974; Ord. 3815 § 1, 1971; prior code § 2.19)

Section 2.08.030 City Manager Pro Tempore.

In accordance with Section 603 of the City Charter, the City Manager shall appoint, subject to the approval of the City Council, one of the other officers or department heads of the City to serve as City Manager Pro Tempore.

The position and class title of Assistant City Manager is created hereby. The Manager Pro Tempore shall hold the position and bear the class title of Assistant City Manager. The Assistant City Manager shall perform such duties as may be assigned by the City Manager. He shall act as Manager Pro Tempore during any temporary absence or disability of the City Manager.

The position and class title of Assistant City Manager shall be included in the salary resolution and provision shall be made for the payment of such salary as may be designated by the salary resolution. Such salary shall be in addition to the regular monthly compensation of the officer or department head who is also Assistant City Manager and Manager Pro Tempore. (Ord. 6393 § 2, 1997; prior code § 2.20)

Chapter 2.10

BOARDS AND COMMISSIONS

Sections:

- 2.10.010** **Number of members.**
2.10.020 **Prohibition on Holding Incompatible Offices.**

Section 2.10.010 **Number of members.**

Pursuant to Sections 800, 803 and 1201 of the Charter of the City, the number of members of the following boards or commissions shall be as follows:

- A. The Board of Public Utilities shall have nine members.
- B. The Board of Library Trustees shall have nine members.
- C. The Human Resources Board shall have nine members.
- D. The Park and Recreation Commission shall have nine members.
- E. The Planning Commission shall have nine members. (Ord. 6974 § 1, 2008; Ord. 6848 § 1, 2006; Ord. 6847 § 1, 2006; Ord. 6835 § 1, 2005; Ord. 6814 § 1, 2005; Ord. 6801 § 1, 2005; Ord. 6786 § 1, 2005; Ord. 6750 § 1, 2004; Ord. 6393 § 3, 1997; Ord. 4978 § 1, 1982)

Section 2.10.020 **Prohibition on Holding Incompatible Offices.**

Under existing California law, no member of boards or commissions may hold another public office where the two offices are incompatible. When two such offices are incompatible, the member of the board or commission shall be deemed to have forfeited the first office upon acceding to the second. (California Gov. Code Section 1099) (Ord. 6840 § 1, 2, 2006)

Chapter 2.12

MUSEUM

Sections:

- 2.12.005** **Name of Museum and Branches.**
- 2.12.010** **Metropolitan Museum Board Established.**
- 2.12.020** **Duties of Metropolitan Museum Board.**
- 2.12.030** **Administrative Objectives.**
- 2.12.040** **Title to Property.**
- 2.12.050** **Special Fund Created.**

Section 2.12.005 **Name of Museum and Branches.**

The collective name for all Museum facilities shall be the "Riverside Metropolitan Museum." Individual facilities may be individually named but formally referred to as part of the Riverside Metropolitan Museum. (Ord. 6838 § 1, 2, 2005)

Section 2.12.010 **Metropolitan Museum Board Established.**

There is hereby created, pursuant to Section 800 of the City Charter, a Museum Board for the Metropolitan Museum which shall consist of nine members appointed by the Mayor and City Council. The Museum Director or his representative shall attend all meetings of this Board and be responsible for maintaining all records and minutes. (Ord. 6824 § 1, 2005; Ord. 6786 § 3, 2005; Ord. 6393 § 4, 1997; Ord. 4770 § 1, 1980; Ord. 4081 § 1 (part), 1974)

Section 2.12.020 **Duties of Metropolitan Museum Board.**

The Board of the Metropolitan Museum shall have the powers, duties and functions to serve in an advisory capacity to the City Council in matters pertaining to the museum sites, scope, growth and development, care, maintenance, daily operations and activities. They shall:

- A. Make recommendations regarding extent of museum activities;
- B. Recommend the hours and days which the museum will be open to the public;
- C. Ascertain and recommend fees, where applicable, to be charged for special classes, functions, and special services;
- D. Review the annual budget for personnel and operational needs of the museum during the process of its preparation and make recommendations with respect thereto to the City Council and the City Manager;
- E. Develop specific collection and exhibition goals and policies for the museum;
- F. Make recommendations to the City Council in regards to acceptance or rejection of all proposed gifts of money or real property which are specifically designated for City museum purposes;
- G. Accept gifts of specimens and artifacts for museum use on behalf of the City, with periodic ratification of such acceptance by the City Council;
- H. Dispose of any inappropriate museum objects in accordance with needs of the museum and consistent with general provisions of the Charter;
- I. Make recommendations to the City Council in regards to contracts with Riverside County, local school districts and/or other agencies for museum services;
- J. Organize or cause to be organized one or more membership groups dedicated to the support of the museum;

K. Initiate any other recommendations to the City Council and City Manager concerning the development, care, maintenance, operation and welfare of the Riverside Metropolitan Museum, and make recommendations on such other museum matters as the City Council or City Manager may request;

L. Perform such other advisory functions relating to museum activities as may be desired by the City Council. (Ord. 6824 § 2, 2005; Ord. 4374 § 1, 1977; Ord. 4081 § 1 (part), 1974)

Section 2.12.030 Administrative Objectives.

In the conduct and administration of the Museum Department, the following objectives shall govern:

A. All collections and exhibits of the museum shall generally reflect but shall not necessarily be limited to the specific interpretations of the history, natural history and anthropology of the City and County of Riverside and the immediate environs of southern California;

B. The types, location and extent of museum facilities and programs shall be recommended to the City Council based on observed or expressed community needs. (Ord. 4374 § 2, 1977; Ord. 4081 § 1 (part), 1974)

Section 2.12.040 Title to Property.

The title to all real and personal property acquired and utilized by the municipal museum or any of its branches, when not otherwise designated by terms of its acquisition, shall vest in the City. (Ord. 4374 § 3, 1977; Ord. 4081 § 1 (part), 1974)

Section 2.12.050 Special Fund Created.

There is hereby created a special fund of the City, to be known as the "Museum Fund." Revenues derived from any allowable special fees, from the sale of inappropriate artifacts, or from any real property held in the name of the Metropolitan Museum Board, together with all moneys acquired through gift, bequest or otherwise which have been specifically designated for museum purposes, shall be deposited in the City Treasury to the credit of such fund. They shall be kept separate and apart from all other moneys of the City, and shall be devoted exclusively to museum purposes. (Ord. 6824 § 3, 2005; Ord. 4081 § 1 (part), 1974)

Chapter 2.14

PARK FEES

Section:

2.14.010 Fairmount Park.

Section 2.14.010 Fairmount Park.

The City Council establishes an entrance fee for vehicles entering Fairmount Park. This fee shall be set by resolution of the City Council. Said resolution may establish the time and manner in which the fee is collected, the amount of the fee and other procedures necessary for its collection. (Ord. 4439 § 1, 1977)

Chapter 2.16

HUMAN RELATIONS COMMISSION

Sections:

- 2.16.010** **Created.**
- 2.16.020** **Number of members-Qualifications.**
- 2.16.025** **Objectives.**
- 2.16.030** **Powers, duties and functions.**

Section 2.16.010 **Created.**

Pursuant to Sections 800 through 805 of the City Charter, there is created a Human Relations Commission consisting of at least fifteen members selected by the City Council. No action or proceeding before the Human Relations Commission, formerly known as the Community Relations Commission, and no term of office of any Commissioner shall be affected by this name change. (Ord. 6393 § 5, 1997; Ord. 5979 § 1, 1992; Ord. 5833 § 1, 1990; Ord. 3737 § 1, 1970; Ord. 3389 § 1, 1966)

Section 2.16.020 **Number of members-Qualifications.**

The Human Relations Commission shall consist of fifteen members in accordance with the City Charter. So far as is reasonably possible, the Commission members shall include representation from the following fields: education, medicine, health and welfare, law, real estate, industry, business, finance, law enforcement, and labor. The remaining members may be appointed from other fields of endeavor. Further, the diversity of the Commission is important to achieving its stated objectives. In that regard, there should be focused outreach activities to expand the pool of applications for appointment to the Commission. (Ord. 7037 § 1, 2009; Ord. 6848 § 2, 2006; Ord. 6824 § 4, 2005; Ord. 6786 § 4, 2005; Ord. 6704 § 1, 2003 (part); Ord. 5979 § 1, 1992; Ord. 5833 § 2, 1990; Ord. 4115 § 1, 1974; Ord. 3899 § 1, 1972; Ord. 3389 § 2, 1966)

Section 2.16.025 **Objectives.**

A. The objectives of the Human Relations Commission shall include, but not be limited to the following:

1. Equal justice and access before the law.
2. Equal socio-economic and political opportunity.
3. A caring, trust, and non-biased community with individual dignity and integrity to all.
4. Protection of the dignity and integrity of every individual.
5. Responsible citizenship.
6. Effective consideration of complaints and redress of grievances.
7. Equitable opportunities in health, housing, education and employment.
8. Education of all in the community relating to basic human rights and responsibilities.
9. Protection for all in the City of Riverside from the discrimination and injustice caused

by discrimination based on race, religion, gender, age, disability, sexual orientation, and national origin. (Ord. 6704 § 1, 2003 (part))

Section 2.16.030 Powers, duties and functions.

A. The powers, duties and functions of the Human Relations Commission shall include, but not be limited to the following:

1. To advise the City Council on all problems of local inter-group relations;
2. To study the problems of prejudice and discrimination in the community and the causes thereof;
3. To work with other agencies, public and private, in developing programs to eliminate prejudice and discrimination;
4. To sponsor and encourage educational activities which tend to promote interracial, interfaith, and interethnic harmony, progress, and integration;
5. To foster mutual understanding and respect among all racial, religious, and national groups;
6. To prepare and submit an annual report to the City Council concerning human relations by the end of the fiscal year;
7. To recommend and coordinate effective systems to insure equal justice and access for the City of Riverside. (Ord. 6704 § 1, 2003 (part); Ord. 5979 § 1, 1992; Ord. 5833 § 3, 1990; Ord. 3389 § 3, 1966)

Chapter 2.20

UNCLAIMED PROPERTY

Sections:

- 2.20.010** **General provisions.**
- 2.20.020** **Care by Police Department.**
- 2.20.030** **Restoration to owner upon proof.**
- 2.20.040** **Sale at auction--Notice of sale.**
- 2.20.045** **Transfer of bicycles for use in program to prevent delinquency.**
- 2.20.050** **Proceeds of sale.**
- 2.20.060** **Disposal of valueless property.**

Section 2.20.010 **General provisions.**

Unclaimed property in the possession of the Police Department of the City shall be cared for, restored to its owner, sold or destroyed as herein provided and consistent with the laws of the state. (Ord. 4356 § 1 (part), 1976; prior code § 23A.1)

Section 2.20.020 **Care by Police Department.**

A. Every item of unclaimed property in the possession of the Police Department shall be held for a period of at least three months.

B. A record of each item of such property shall be made and kept by the Police Department, showing the date when and the circumstances under which such property was received.

C. If the ownership of the property is known or reasonably ascertained, an effort shall be made to notify the owner that such property is in the possession of the Police Department.

D. During the period of time that such property is in the possession of the Police Department, it shall be made available for inspection by any person who claims ownership or a right of possession of lost or stolen property and who describes such property and the circumstances of its loss. (Ord. 6393 § 6, 1997; Ord. 4356 § 1 (part), 1976; prior code § 23A.2)

Section 2.20.030 **Restoration to owner upon proof.**

The Police Department shall restore any such property in its possession to the person submitting proof of ownership or right of possession which is satisfactory to the Chief of Police. A receipt for such property, containing the name and address of the claimant and provision for his identification, shall be signed by the claimant and retained by the Police Department as a part of the original record showing when and the circumstances under which such property was received. (Ord. 4356 § 1 (part), 1976; prior code § 23A.3)

Section 2.20.040 **Sale at auction--Notice of sale.**

A. Unclaimed property, excepting bicycles, in the possession of the Police Department which has been held by the Police Department for a period of at least four months shall be transferred to the Purchasing Division of the City for sale to the public at public auction. Unclaimed bicycles in the possession of the Police Department which have been held for a period of at least three months shall be transferred to the Purchasing Division of the City for sale to the public at public auction; provided, however, any such bicycles may be transferred in accordance with the provisions of Section 2.20.045.

B. Unclaimed property transferred to the Purchasing Division of the City shall not be redeemable by the owner or other person entitled to possession.

C. The auction of unclaimed property may be held concurrently with an auction of surplus City property. Such unclaimed property shall be sold at public auction to the highest bidder for cash.

D. Notices of all such sales shall be given by posting copies of notices on the bulletin board near the entrance of the County Court House, in the City Hall and in a conspicuous place near the entrance of the Police Department. Such notices shall be so posted for at least ten days preceding each sale. Copies of notices of sale shall be published at least one time in a newspaper of general circulation published within the City, the date of the last publication to be at least ten days before the date of sale. Such notices of sale shall contain general descriptions of the kinds of items of property to be sold, but definite descriptions of each of the several items are not required.

E. Notwithstanding Subsections C and D of this section, if the Purchasing Division of the City determines that any unclaimed property transferred to it for sale is needed for a public use, such property may be retained by the City and need not be sold. (Ord. 6258 § 1, 1995; Ord. 4356 § 1 (part), 1976; prior code § 23A.4)

Section 2.20.045 Transfer of bicycles for use in program to prevent delinquency.

Any unclaimed bicycles in the possession of the Police Department which have been held for a period of at least three months may, instead of being transferred to the purchasing division for sale at public auction, be transferred to the probation officer or to the Welfare Department of the County of Riverside for use in any program or activities designed to prevent juvenile delinquency or to any charitable or nonprofit organization which is authorized under its articles of incorporation to participate in a program or activity designed to prevent juvenile delinquency and which is exempt from income taxation under federal or State law, or both, for use in any program or activity designed to prevent juvenile delinquency. Prior to any such transfer, the Chief of Police shall submit a written report to the Finance Director advising of the number of bicycles to be transferred; whether the bicycles are being transferred to the probation officer, the Welfare Department or to a charitable or nonprofit organization; and if the transfer is to a charitable or nonprofit organization, the name and address and federal or State tax-exempt identification number of such charitable or nonprofit organization. (Ord. 6258 § 2, 1995)

Section 2.20.050 Proceeds of sale.

The Purchasing Agent shall make a record of the amount of money received for each item of property sold at each sale and shall deliver such record to the Comptroller of the City immediately after the date of each sale. All money received as proceeds of such sales shall be delivered to the Treasurer of the City and deposited in its general fund. (Ord. 4356 § 1 (part), 1976; prior code § 23A.5)

Section 2.20.060 Disposal of valueless property.

Unclaimed property which has been transferred to the Purchasing and Stores Division as provided in Section 2.20.040(a), and which has been offered for sale by the Purchasing Agent at least once without any bid being made therefor, which the Purchasing Agent determines to be of no value may be destroyed by the Purchasing Agent or delivered by him to some nonprofit organization which may be able to make some beneficial use of such property. (Ord. 4356 § 1 (part), 1976; prior code § 23A.6)

Chapter 2.28

SPECIAL EVENTS

Sections:

2.28.010	Title.
2.28.020	Purpose and intent.
2.28.030	Prohibited acts.
2.28.040	Definitions.
2.28.050	Permit required.
2.28.060	Application procedure.
2.28.070	Contents of application form.
2.28.080	Action on application.
2.28.090	Grounds for denial of application for a special event permit--Imposition of conditions.
2.28.100	Permit conditions.
2.28.110	Permit issuance.
2.28.120	Appeal procedure.
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2.28.160	Special security assignments and submission of security plan.
2.28.170	Cost recovery.
2.28.180	Delegation.
2.28.190	Violations.
2.28.200	Applicability.
2.28.210	Constitutionality and severability.

Section 2.28.010 Title.

This chapter shall be known as the City of Riverside "Special Events Ordinance." (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; Ord. 5287 § 1, 1985; prior code § 2.12 (part))

Section 2.28.020 Purpose and intent.

It is the purpose and intent of the Council to establish standards for the issuance of a permit for special events to use City streets, parks, facilities and services. It is recognized that these special events enhance the Riverside lifestyle and provide benefits to the citizens through the creation of unique venues for entertainment that are not normally provided as part of governmental services. Additionally, it is recognized that non-profit tax exempt organizations which benefit the community are central to the quality of life in Riverside and that they often develop through their special events the resources to provide essential services to the citizens of the City and County of Riverside. It is further intended to create a mechanism for cost recovery for special events without adversely impacting those events that contribute to the community. It is also the intent of the Council to protect the rights of its citizens to engage in protected free speech expression activities. Consequently, it is not the intent of this ordinance to regulate conduct, the sole or principal object of which is the expression, dissemination or communication by verbal, visual, literary or auditory means of opinion, views or ideas which are protected by the First Amendment of the United States Constitution or Article 1, Section 2 of the California Constitution. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; prior code § 2.12 (part))

Section 2.28.030 Prohibited acts.

It shall be unlawful for:

A. Any person, group, organization or entity to sponsor or conduct a special event, as defined herein, unless such special event permit as may be required under this chapter has been issued for the special event;

B. Any person, group, organization or entity to participate in any special event with the knowledge that the sponsor of the special event has not been issued the required permit;

C. The permittee or event sponsor to willfully violate the terms and conditions of the permit, or for any event participant, with the knowledge thereof, to willfully violate the terms and conditions of the permit;

D. To interfere with or disrupt a special event. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; prior code § 2.12 (part))

Section 2.28.040 Definitions.

As used in this chapter, the following terms and phrases shall have the indicated meanings:

A. Applicant. Any person, group, organization, or entity who seeks a special event permit from the Chief of Police to conduct or sponsor a special event governed by this chapter. An applicant must be eighteen years of age or older.

B. Athletic Event. An occasion in which a group of persons collectively engage in a sport or other form of physical exercise on a City street, sidewalk, alley, or other street right-of-way, which obstructs, delays, or interferes with the normal flow of pedestrian or vehicular traffic or does not comply with traffic laws and controls. Athletic events include mass participation sports such as marathons, running events, bicycle races or tours or spectator sports such as football, basketball, baseball games or golf tournaments.

C. Block Party. A festive gathering on a residential or commercial street or area requiring a closure of a street, or a portion thereof, to vehicular traffic and use of the street for the festivity.

D. Chief of Police. The Chief of Police or his authorized designee.

E. Event. An athletic event, block party or other special event.

F. Other Special Event. A street fair, circus, farmers market, street market, art and craft show, exhibition (i.e., car show, air show), carnival, festival, or indoor or outdoor musical concert or other social event or gathering which occurs on a City street, sidewalk, alley or other street right-of-way, City park, or City facilities and/or which:

1. Is likely to obstruct, delay, or interfere with the normal flow of pedestrian or vehicular traffic; or

2. Whose participants are likely not to comply with traffic laws and controls; or

3. Which involves the use or impacts upon other public property or facilities and the provision of City public safety services in response thereto.

G. Permit Application Fee. The fee to be paid by the special event permit applicant at the time the application is filed with the Chief of Police, pursuant to the application fee schedule established by resolution of the City Council.

H. Permittee. Any person or organization issued a special events permit by the Chief of Police. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; prior code § 2.12 (part))

Section 2.28.050 Permit required.

A. Any person intending to conduct or sponsor an event (as defined herein) in the City of Riverside shall first obtain a special event permit from the Chief of Police.

B. The Chief of Police is authorized to issue permits for special events occurring within the City limits of the City of Riverside pursuant to the standards established in this chapter. The

Chief of Police is authorized to coordinate the issuance of a permit for such events with other public agencies through whose jurisdiction or property such event or portion thereof shall occur and to issue a permit upon the concurrence of the other public agencies involved. The issuance of a permit shall confer upon the permittee the right to control and regulate concessions within the venue of the event in accordance with the terms and conditions set forth in the permit.

C. Exemptions. A permit shall not be required under this chapter for the below-listed activities, although the Chief of Police may issue a permit or similar certificate to an organizer who requests such document. An exempted activity is required to comply with general regulations governing public health and safety.

1. Activities conducted by a governmental agency acting within the scope of its authority.

2. Conduct, the sole or principal object of which is the expression, dissemination or communication by verbal, visual, literary or auditory means of opinion, views or ideas which are protected by the First Amendment of the United States Constitution or Article 1, Section 2 of the California Constitution.

3. Film making activities must comply with the permit procedures set forth in Riverside Municipal Code Sections 5.70.010--5.70.090.

4. Funeral processions by a licensed mortuary.

D. The procedures or requirements of this chapter shall not affect or supersede the provisions of law or the requirements for the issuance of fireworks, structural, electrical or other permits by City departments prescribed elsewhere in this code, when such permits are otherwise required because of a particular condition or requirement of the special event.

E. It shall be unlawful for any organizer to use in the title of an event the words "the City of Riverside" or "City of Riverside" or a facsimile of the seal of the City of Riverside, without written authorization from the Chief of Police. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; Ord. 6035 § 1, 1993; prior code § 2.12 (part))

Section 2.28.060 Application procedure.

A. Application. Any person desiring to sponsor an event not exempted by Section 2.28.050(C) shall apply for a special event permit by filing a verified application with the Chief of Police on a form supplied by the Chief of Police. All applications shall be submitted not less than sixty calendar days nor more than twelve months before the event date.

B. Late Application. Upon a showing of good cause, the Chief of Police shall consider an application which is filed after the filing deadline if there is sufficient time to process and investigate the application and obtain police services for the event.

C. Application Fee. An application for a permit to conduct an event shall be accompanied by a non-refundable permit application fee in an amount established by resolution of the City Council. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994; prior code § 2.12 (part))

Section 2.28.070 Contents of application form.

The application for a special event permit shall set forth the following information:

A. The name, mailing address and daytime and evening telephone numbers of the applicant, and a certification that the applicant will be financially responsible for any fees and costs that may be imposed for the event.

B. The name, mailing address and daytime and evening telephone numbers of an alternative person who may be contacted if the applicant is unavailable.

C. The name, mailing address and daytime and evening telephone numbers of the person or persons chiefly responsible for the conduct of the special event.

D. If the event is proposed to be sponsored by an organization, the name, mailing address and telephone number of the organization and the authorized head of the organization.

If such event is designed to be held by, on behalf of, or for any organization other than the applicant, the applicant for such permit shall file a written communication from such organization authorizing the applicant to apply for such permit on its behalf, and certifying that it will be financially responsible for any costs or fees that may be imposed for the event.

E. A copy of the tax exemption letter issued for any applicant claiming a tax exempt non-profit status.

F. The name, address and telephone number of the person who will be present and in charge of the event on the day of the event.

G. The nature or purpose of the event.

H. The date and estimated starting and ending time of the event.

I. Location of the event, including its boundaries.

J. Estimated number of participants in the event.

K. The approximate number of persons, animals or vehicles which will constitute the special event, the kinds of animals, a description of the types of vehicles to be used, the number of bands and other musical units and the nature of any equipment to be utilized to produce sounds or noise during the special event.

L. Number and location of portable sanitation facilities, when appropriate, and other equipment or services necessary to conduct the event with due regard for participant and public health and safety.

M. The number of persons proposed or required to monitor or facilitate the special event and provide spectator or participant control and direction for events using City streets or facilities.

N. Provisions for first aid or emergency medical services, or both, where appropriate, based on event risk factors.

O. Insurance information, where appropriate.

P. Any special or unusual requirements that may be imposed or created by virtue of the proposed event activity.

Q. Any supplemental information which the Chief of Police shall find reasonably necessary, under the particular circumstances of the special event application, to determine whether to approve or conditionally approve a special event permit application pursuant to the provisions of this chapter. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.080 Action on application.

The Chief of Police shall approve, conditionally approve, or deny an application on the grounds specified in Section 2.28.090. Such action shall be taken as expeditiously as possible and, in any case, (a) no later than fifteen business days after the Chief receives a completed application for any special event; or (b) no later than five business days after the Chief receives a completed application pursuant to Section 2.28.060(B) unless the applicant agrees, upon the request of the Chief of Police, to extend the time for making decision to a later date. If the application is denied or approved on conditions other than those accepted by the applicant, the Chief of Police shall inform the applicant of the grounds for denial in writing, or the reason for the conditions imposed, simultaneously with the notice of the decision, and shall further inform the applicant of his or her right of appeal. If the Chief of Police relied on information about the event other than that contained in the application, he shall inform the applicant of the additional information he considered. The applicant shall be notified of any permit conditions at the time the application is approved and of the applicant's right to appeal the permit conditions. If the Chief of Police determines that good cause to consider a late application does not exist under Section 2.28.060(B), within forty-eight hours of receipt of a late application, the Chief shall inform the applicant of the reason for his determination regarding lack of good cause and of the applicant's right of appeal. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

**Section 2.28.090 Grounds for denial of application for a special event permit--
Imposition of conditions.**

A. Considerations. The Chief of Police shall deny an application for a special event permit only if he determines from a consideration of the application and other pertinent information that one or more of the following exists:

1. The information contained in the application, or supplemental information requested from the applicant, is found to be materially false or misleading.

2. The applicant fails to complete the application form after having been notified of the additional information or documents requested.

3. The Chief of Police has earlier received an application to hold another event at the same time and place requested by the applicant, or so close in time and place as to cause undue traffic congestion, or the Police Department is unable to meet the needs for police services for both events. Except for events sponsored by the City, wherever possible, priority shall be given to permit issuance to local non-profit tax exempt organizations operating in and providing services to the citizens of the City or County of Riverside.

4. The time, route or size of the event is reasonably likely to substantially interrupt the safe and orderly movement of traffic contiguous to the event site or route, or disrupt the use of a street at a time when it is usually subject to great traffic congestion.

5. The concentration of persons, animals and vehicles at the site of the event, or the assembly and disbanding areas around an event, is reasonably likely to prevent proper police, fire or ambulance services to areas contiguous to the event.

6. The size of the event is reasonably likely to require diversion of so great a number of police officers of the City to ensure that participants stay within the boundaries or route of the event, or to protect participants in the event, as to prevent normal protection to the rest of the City of Riverside.

7. The location of the event is reasonably likely to substantially interfere with any construction or maintenance work scheduled to take place upon or along the City streets, or a previously granted encroachment permit.

8. The event is reasonably likely to occur at a time when a school is in session, at a route or location adjacent to the school, and the noise created by the activities of the event would substantially disrupt the educational activities of the school.

9. The event will violate public health or safety law or fail to conform with the requirements of law or duly established Council policy.

10. The applicant demonstrates an inability or unwillingness to conduct an event pursuant to the terms and conditions of this chapter or has failed to conduct a previously authorized or exempt event in accordance with law or the terms of a permit, or both.

B. Conditional Approvals. When the grounds for denial of an application for a permit specified in subdivisions (A)(3) through (A)(10) of this section can be corrected by altering the date, time, duration, route or location of the event, the Chief of Police, instead of denying the application, shall conditionally approve the application pursuant to Section 2.28.100. The conditions imposed shall provide for only such modification of the applicant's proposed event as are necessary to achieve compliance with subdivisions (A)(3) through (A)(10) of this section, and shall be consistent with rules and regulations established by the Chief of Police and approved by a resolution of the City Council. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.100 Permit conditions.

The Chief of Police may condition the issuance of a special events permit by imposing reasonable requirements which are necessary to protect the safety of persons and property, and to provide for adequate control of traffic. Such conditions may include, but need not be limited to the following:

- A. Alteration of the date, time, route or location of the event proposed on the event application;
- B. Conditions concerning the area of assembly and disbanding of events;
- C. Conditions concerning accommodation of pedestrian or vehicular traffic, including restricting the event to only a portion of a street;
- D. Requirements for use of traffic cones or barricades;
- E. Requirements for provision of first aid, sanitary or emergency facilities;
- F. Requirements for use of event monitors and some method for providing notice of permit conditions to event participants;
- G. Restrictions on the number and type of vehicles, animals, or structures at the event and inspection and approval of structures for fire safety by the Riverside Fire Department;
- H. Compliance with animal protection ordinances and laws;
- I. Requirements for use of garbage containers, cleanup and restoration of City property;
- J. Restrictions on use of amplified sound;
- K. An application for a special event permit to conduct a block party may be conditioned on notice and approval by fifty percent of the owners or tenants of dwellings or businesses along the affected street(s);
- L. Compliance with any relevant ordinance or law in obtaining any legally required permit or license;
- M. Requirements for special security assignments. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.110 Permit issuance.

The Chief of Police shall issue the special events permit once the application has been approved, the applicant has agreed in writing to comply with the terms and conditions of the permit, and all of the requirements of this chapter have been satisfied. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.120 Appeal procedure.

- A. City Council. The applicant shall have the right to appeal:
 - 1. Denial of a permit;
 - 2. A permit condition;
 - 3. A determination that good cause to consider a late application does not exist;
 - 4. A determination by the City that the applicant's insurance policy does not comply with the requirements specified in Section 2.28.140;
 - 5. The cleanup deposit requirement as specified in Section 2.28.150;
 - 6. The special security assignment and security plan requirement as specified in Section 2.28.160; and
 - 7. The cost recovery requirement as specified in Section 2.28.170.

A notice of appeal stating the grounds of appeal with specificity shall be filed with the City Clerk within ten calendar days after mailing or personal delivery of a notice of the action to be appealed. The appeal must be filed no later than Tuesday, twelve noon, in order to qualify to be placed on the City Council's next regular meeting agenda. The City Council shall hear the applicant or a designated representative and receive any relevant information and documents. The decision of the City Council shall be final.

B. City Manager. If there is insufficient time for a timely appeal to be heard by the City Council prior to the date on which the event is scheduled, the applicant may, at his or her option, request that the City Clerk schedule the appeal before the City Manager. The City Manager or his designee shall hold a hearing no later than two business days after the filing of the appeal, and will render his decision no later than one business day after hearing the appeal.

If the appeal is heard before the City Manager, the City Manager's decision shall be final.

C. Fees. A fee in an amount established by resolution of the City Council shall be paid at the time of the filing of the notice of appeal. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.130 Indemnification agreement.

Prior to the issuance of a special event permit, the permit applicant or the authorized officer of the sponsoring organization must sign an agreement to reimburse the City of Riverside for any costs incurred by it in repairing damage to City property occurring in connection with the permitted event and proximately caused by the actions of the permittee or sponsoring organization, its officers, employees, or agents or any person who was under the permittee's or sponsoring organization's control insofar as permitted by law. The agreement shall also provide that the permittee or sponsoring organization shall defend the City against, and indemnify and hold the City harmless from, any liability to any persons resulting from any damage or injury occurring in connection with the permitted event proximately caused by the actions of the permittee or sponsoring organization, its officers, employees or agents, or any person who is under the permittee's or sponsoring organization's control insofar as permitted by law. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.140 Insurance.

A. Liability Insurance.

1. The applicant or sponsor of an event must possess or obtain public liability insurance to protect against loss from liability imposed by law for damages on account of bodily injury or property damage arising from the event. Such insurance shall name on the policy or by endorsement as additional insureds the City of Riverside, its officers, employees and agents. Insurance coverage must be maintained for the duration of the event. Coverage shall include, but is not limited to, a comprehensive general liability insurance policy issued by an insurance carrier approved by the City's Risk Manager with minimum limits of one million dollars combined single limit bodily injury and property damage for each occurrence.

2. If food or nonalcoholic beverages are sold or served at the event, the policy must also include an endorsement for products liability in an amount not less than one million dollars. If alcoholic beverages are sold or served at the event, the policy must also include an endorsement for liquor liability in an amount not less than one million dollars.

3. If the event involves the use of licensed motorized vehicles, the policy must also include an endorsement for automobile liability in an amount not less than one million dollars.

4. At any time when the insurance coverage required under this section may be purchased by a permit applicant through a City held insurance policy (if available), such coverage shall be made available to all permit applicants at the rates stated in the policy premium schedule.

B. Certificates of Insurance. A copy of the policy or a certificate of insurance along with all necessary endorsements must be filed with the City's Risk Manager no less than ten business days before the date of the event unless the City's Risk Manager for good cause waives the filing deadline. The special event permit shall not be issued by the Chief of Police until after the insurance policy or certificate of insurance along with the necessary endorsements have been filed by the applicant or sponsor and approved by the City's Risk Manager.

C. Waiver of Insurance Requirements. The insurance requirements of Subsections A and B may be waived by the Chief of Police for special events if the applicant or an officer of the sponsoring organization establishes to the satisfaction of the Chief of Police that the cost of obtaining insurance is financially prohibitive or it is impossible to obtain insurance coverage. If the Chief of Police determines that a waiver of the insurance requirement is appropriate

hereunder, the City of Riverside may, at its discretion, require the applicant or sponsor to apply for insurance coverage for the event under a policy selected or maintained by the City of Riverside, in which case the applicant or sponsor shall provide any information necessary to apply for such insurance and shall pay, upon the request of the City, all or a portion of the insurance premium attributable to the event. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.150 Cleanup deposits for special events.

A. Cleanup Deposit. The applicant or sponsor of an event shall be required to provide a cleanup deposit prior to the issuance of a special event permit. The cleanup deposit shall be in the amount established in a cleanup fee schedule for special events adopted by resolution of the City Council.

B. Refund. The cleanup deposit shall be returned after the event if the area used for the permitted event has been cleaned and restored to the same condition as existed prior to the event. If the actual cost for cleanup is less than the estimated cost, the applicant will be refunded the difference. Should the amount of the bill exceed the cleanup deposit, the difference shall become due and payable to the City upon the applicant's receipt of the bill.

C. The cleanup deposit requirement may be waived by the Chief of Police if the applicant or an officer of the sponsoring organization establishes to the satisfaction of the Chief of Police that such requirement is not necessary.

D. Appeals. If the applicant or sponsor disputes the cleanup charge, he must appeal to the City Manager within five calendar days after receipt of the bill or the charge shall be deemed reasonable. The decision of the City Manager shall be final. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.160 Special security assignments and submission of security plan.

The applicant or sponsor of an event shall submit a plan setting forth the proposed security measures to be taken to protect the health, safety and welfare of the participants in the special event. The plan shall be submitted concurrently with the permit application to the Chief of Police who may require the alteration of the plan to provide greater security measures including but not limited to the hiring of private security personnel and/or City police officers at the applicant's expense as a condition of permit issuance. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.170 Cost recovery.

A. Except as provided herein or when funded by Council resolution or ordinance, the Chief of Police shall charge for the cost of City personnel involved in the permit processing, event traffic control, police and fire safety or other facility or event personnel, based on the approved cost recovery schedule set by the City Council in the resolution governing fees and charges, or the actual cost of such personnel if not referenced in the resolution. Actual charges may also be made for the use of City equipment and other non-personnel expense for any special event. The Chief of Police shall require prepayment of such fees for a special event or a reasonable estimate thereof at the time the completed application is approved, unless (1) the Chief of Police for a good cause extends the filing deadline or time for payment as prescribed herein or (2) the City has waived expense reimbursement as prescribed herein.

B. The issuance of the permit pursuant to this chapter does not obligate or require the Chief of Police to provide City services, equipment or personnel in support of an event.

C. The City's right to seek reimbursement may be waived by the City Council under the following conditions:

1. A public purpose will be served and the event provides a benefit to the citizens of the City and County of Riverside.

2. The nature of the event is such that the permittee does not have the ability to recover costs through direct event generated income.

Factors to be considered in determining whether a public purpose is served shall include the fact that the event is organized and conducted by a tax exempt non-profit organization which operates from or provides the services within the City or County of Riverside, that it provides a benefit to the general public, that it does not exclude participation by the general public (notwithstanding an admission or participation fee) and that the City services provided will result in improved crowd or event control and general public safety.

If after issuance of the permit but prior to the occurrence of the event, the Chief of Police determines that there is a need to provide additional police services, equipment or personnel in direct support of the special event, the additional cost may be borne by the permittee if so determined by the City Council after notice and hearing. Failure to pay the additional cost may be grounds for revocation of the permit and/or grounds for refusal to issue future permits. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.180 Delegation.

The Chief of Police may, in his discretion, delegate any or all of the functions hereunder, subject to all of the conditions of this chapter. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.190 Violations.

Any person who violates any penal provisions of Section 2.28.030 is guilty of a misdemeanor. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.200 Applicability.

The provisions of this chapter shall apply to completed applications submitted on or after the effective date of this ordinance. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Section 2.28.210 Constitutionality and severability.

If any portion of this chapter is for any reason held to be invalid, such decision shall not affect the remaining portions of this chapter. The City Council hereby declares that it would have adopted the chapter or any portion thereof, irrespective of the fact that one or more portions be declared invalid, and to the extent such portions can be given effect without the invalid provisions or portions thereof shall be severable. (Ord. 6404 § 1, 1997; Ord. 6102 § 1, 1994)

Chapter 2.32

SALARY REGULATIONS

Sections:

- 2.32.010** Short title.
- 2.32.020** Purpose of chapter.
- 2.32.030** The salary plan.
- 2.32.040** The classification plan.
- 2.32.050** Salary differentials.
- 2.32.060** Administration of the salary and classification plan.
- 2.32.070** Attendance, hours and working time computations.
- 2.32.080** Overtime and call time.
- 2.32.090** Vacation.
- 2.32.100** Holidays.
- 2.32.110** Sick leave.
- 2.32.120** Bereavement leave.
- 2.32.130** Industrial accident leave.
- 2.32.140** Leave of absence and military leave.
- 2.32.150** Payroll deductions.
- 2.32.160** Automobile allowance and reimbursement for expenses.

Section 2.32.010 Short title.

This chapter shall be known as the "Salary Regulations of the City," and may be cited as such. (Prior code § 2.21)

Section 2.32.020 Purpose of chapter.

This chapter is enacted pursuant to Section 701 of the City Charter to provide for the number, titles, qualifications, powers, duties, compensation and terms of employment of City officers and employees and to conform to the principle of equal pay for equal work. (Ord. 6393 § 7, 1997; prior code § 2.22)

Section 2.32.030 The salary plan.

The basic monthly compensation plan for City officers and employees shall be established by resolution of the City Council. (Prior code § 2.23)

Section 2.32.040 The classification plan.

The classification plan for City officers and employees and allocation of class titles to salary ranges shall be established by resolution of the City Council. (Prior code § 2.24)

Section 2.32.050 Salary differentials.

Exceptions to the City salary plan and classification plan shall be established by resolution of the City Council. (Prior code § 2.25)

Section 2.32.060 Administration of the salary and classification plan.

No employee shall receive less than the minimum nor more than the maximum rate of compensation established for the class to which such employee is assigned except that

reclassified employees may retain their current compensation as a special rate until the rate is included in their new class range. Initial appointments shall be made at the minimum of the salary range, but the City Manager may approve a higher initial rate of compensation if the best interests of the City so require. An employee who is promoted from one class to another class which is allocated to a higher salary range shall receive no less than the equivalent of a one-step increase in the class to which such employee is promoted. All salary advancements within each class shall not be automatic, but shall be based upon merit and fitness and upon the financial ability of the City to make such advancements.

Each employee may be granted a one-step salary increase after the completion of six months of continuous service following appointment to the first step of the classification or after completion of one year of continuous service after the appointment to any other step of the classification and in accordance with established personnel policies and procedures, and said employee may be granted a one-step salary increase at the completion of each additional year of continuous service thereafter until said employee reaches the top of the salary range for such employee's classification; provided, however, each employee appointed to an approved apprenticeship program so providing may be granted a one-step salary increase at the completion of each six months of continuous service when the work and educational standards have been completed for that step until said employee reaches the top of the salary range for that classification.

Each employee who is promoted may be granted a one-step salary increase after the completion of six months of continuous service following promotion to the first step of the new classification or one year of continuous service following promotion to any other step of the new classification in accordance with established personnel policies and procedures, and said employee may be granted a one-step salary increase upon completion of each additional year of continuous service thereafter until said employee reaches the top of the salary range for that classification.

If a position is reclassified to a classification in which the salary range is higher and it is administratively determined that the incumbent meets the minimum qualifications and selection requirements of the classification and is in fact performing the full range of duties and responsibilities of that position, the incumbent of the position shall be entitled to a salary increase which shall advance such employee to the closest step within the new range that would provide a five percent salary increase.

Notwithstanding the foregoing, the City Manager may approve a special meritorious increase prior to the expiration of the required time. All appointments, promotions, merit and salary increases shall be recommended by the department head and approved by the City Manager. (Ord. 5628 § 1, 1988; Ord. 4117 § 1, 1974; Ord. 4053 § 1, 1973; Ord. 3360 § 1, 1966; prior code § 2.26)

Section 2.32.070 Attendance, hours and working time computations.

All officers and employees of the City shall be in attendance at their work in accordance with the working hours established for the several departments, except that the City Manager, department heads and supervisory personnel designated by the City Manager shall work such hours as may be necessary for the effective operation of their respective departments. Employment by the City shall be eight hours per day and forty hours per week except that the City Manager may authorize employment on a different basis when the nature of the employment or the best interests of the City so require. Each department head shall certify to the attendance of his employees at such time and in such manner as the Finance Director may require. Working time computation for regular hourly pay rates shall be computed on the basis of twelve times the monthly rate divided by fifty-two, divided by the number of hours in the regular work week for the position for which such rate is computed. (Ord. 3621 § 1, 1969; prior

code § 2.27)

Section 2.32.080 Overtime and call time.

Overtime and call time for City officers and employees shall be established by resolution of the City Council. (Ord. 3934 § 1 (part), 1972; Ord. 3789 § 1, 1971; Ord. 3621 § 2, 1969; prior code § 2.28)

Section 2.32.090 Vacation.

Vacation provisions for City officers and employees shall be established by resolution of the City Council. (Ord. 3934 § 1 (part), 1972; Ord. 3579 § 1, 1969; Ord. 3494 § 1, 1968; prior code § 2.29)

Section 2.32.100 Holidays.

Authorized holidays for City officers and employees shall be established by resolution of the City Council. (Ord. 3934 § 1 (part), 1972; Ord. 3782 § 1, 1970; Ord. 3724 § 1, 1970; Ord. 3621 § 3, 1969; prior code § 2.30)

Section 2.32.110 Sick leave.

Sick leave for City officers and employees shall be established by resolution of the City Council. (Ord. 3959 § 1, 1972; Ord. 3782 § 2, 1970; Ord. 3724 § 2, 1970; Ord. 3462 § 1 (part), 1967; prior code § 2.31 (part))

Section 2.32.120 Bereavement leave.

Bereavement leave for City officers and employees shall be established by resolution of the City Council. (Ord. 4043 § 1 (part), 1973; Ord. 3485 § 1, 1967; Ord. 3462 § 1 (part), 1967; prior code § 2.31 (part))

Section 2.32.130 Industrial accident leave.

Industrial accident leave for City officers and employees shall be established by resolution of the City Council. (Ord. 4043 § 1 (part), 1973; Ord. 3462 § 1 (part), 1967; prior code § 2.31 (part))

Section 2.32.140 Leave of absence and military leave.

Leave of absence and military leave for City officers and employees shall be established by resolution of the City Council. (Ord. 4043 § 1 (part), 1973; prior code § 2.32)

Section 2.32.150 Payroll deductions.

The Finance Director shall deduct from each employee's salary the amount required for income tax purposes and make payment thereof to the United States as required by law. The Finance Director shall deduct from each employee's salary the amount required for the employee's contribution to the State Employees' Retirement System and make payment thereof as required by law. Any officer or employee may authorize the Finance Director to make such deductions from his salary as are authorized by the City Council. When so authorized, the Finance Director shall make such deductions and shall pay the amounts thereof to the specified agency, firm or group. (Prior code § 2.33)

Section 2.32.160 Automobile allowance and reimbursement for expenses.

Automobile allowance and reimbursement for expenses for City officers and employees

shall be established by resolution of the City Council. (Ord. 4043 § 1 (part), 1973; Ord. 4006 § 1, 1973; prior code § 2.34)

Chapter 2.36

PERSONNEL SYSTEM

Sections:

- 2.36.010** Purpose of chapter.
- 2.36.020** Human Resources Director.
- 2.36.030** Human Resources Board.
- 2.36.035** Criminal conduct--Ineligibility for employment.
- 2.36.040** Classified service.
- 2.36.050** Appointments and promotions.
- 2.36.060** Probationary periods.
- 2.36.070** Tenure--Employees service rating system--Outside employment or business activity.
- 2.36.080** Suspension, demotion and dismissal.
- 2.36.090** Appeals and hearings.
- 2.36.100** Political activities.
- 2.36.110** Discrimination.
- 2.36.120** Cooperation.
- 2.36.130** Appropriation of funds--Contracts for special services.

Section 2.36.010 Purpose of chapter.

This chapter is enacted pursuant to Article IX of the City Charter to create a personnel merit system, to establish a fair and equitable basis for the selection, appointment, advancement and separation of employees, to recognize efficient service, and to provide a reasonable degree of security for qualified employees.

This chapter shall constitute the personnel rules and regulations of this City. (Prior code § 2.35)

Section 2.36.020 Human Resources Director.

There is created the position of Human Resources Director, who shall be appointed by and be directly responsible to the City Manager. The Human Resources Director shall:

- A. Administer all provisions of the personnel merit system not specifically reserved to the City Council, Personnel Board, City Manager or department heads;
- B. Prepare and recommend to the City Manager revisions and amendments to this chapter and the salary plan;
- C. Prepare and recommend to the City Manager a position classification plan and a salary plan and maintain the plans after adoption by the City Council;
- D. Conduct examinations for employment and promotion in the classified service;
- E. Develop and maintain an effective system of employee service rating to determine efficient job performance;
- F. Establish and maintain a system of employee service records;
- G. Serve in an advisory capacity to the City Manager, department heads and the Personnel Board in matters relating to personnel administration;
- H. Perform such other duties as may be necessary or appropriate for effective personnel administration consistent with the provisions of this chapter and the City Charter. (Ord. 6064 § 2, 1993; Ord. 4185 § 1, 1975; prior code § 2.36)

Section 2.36.030 Human Resources Board.

There is created a Human Resources Board, which shall consist of nine members appointed by the Council pursuant to Article VII of the City Charter.

The Board shall hold regular meetings once each month and such other special meetings as may be required. The Human Resources Board shall:

A. Recommend to the City Council, after a public hearing thereon, the adoption, amendment or repeal of personnel rules and regulations;

B. Act in an advisory capacity to the City Council on matters concerning personnel administration;

C. Hear grievances and appeals submitted by any person in the classified service and make findings and recommendations which shall be advisory only;

D. Make any recommendations to the City Manager which it may consider desirable concerning conditions of employment and the administration of personnel in the City service;

E. Recommend to the City Council the amendment or repeal of the provisions of Sections 2.32.010 through 2.32.160;

F. Perform such other duties as may be necessary or appropriate for effective personnel administration consistent with the provisions of this Chapter and the City Charter. (Ord. 6847 § 2, 2006; Ord. 6801 § 2, 2005; Ord. 6800 § 1, 2005; Ord. 6750 § 2, 2004; Ord. 6667 § 1, 2003; Ord. 5635 § 6, 1988; Prior code § 2.37)

Section 2.36.035 Criminal conduct--Ineligibility for employment.

No person convicted (including pleas of guilty and nolo contendere) of a felony or a misdemeanor involving moral turpitude shall be eligible for employment by any department of the City; provided, however, that the appointing authority may disregard such conviction if it is found and determined by such appointing authority that mitigating circumstances exist, such as, but not limited to, evidence of rehabilitation, length of time elapsed since such conviction, the age of such person at the time of conviction, or the fact that the classification applied for is unrelated to such conviction.

The City Manager, Assistant City Manager, Human Resources Director, Supervising Personnel Analyst, Affirmative Action Officer, Chief of Police, City Attorney, Assistant City Attorney, and each appointing authority of the City are authorized to have access to the "State Summary Criminal History Information" as provided for in Section 11105 of the Penal Code of the State when it is required to assist such individual to fulfill employment responsibilities set forth in this section. (Ord. 6064 § 3, 1993; Ord. 4350 § 1, 1976)

Section 2.36.040 Classified service.

Section 2.36.040

Classified service. The classified service of the City shall include all permanent full-time officers and employees, except the following:

A. Elective officers;

B. Persons appointed by the City Council, including City Manager, City Clerk and City Attorney;

C. Persons appointed by the City Manager, including department heads;

D. Persons appointed by the Mayor;

E. Persons appointed by the Chief of Police to position of Assistant Chief of Police and Deputy Chief of Police;

F. Persons appointed by the City Attorney and by the City Clerk.

G. Persons appointed by the Fire Chief to the position of Deputy Fire Chief. (Ord. 7140 § 1, 2011; Ord. 6560 § 1, 2001; Ord. 6141 § 1, 1994; Ord. 4065 § 1, 1973; Ord. 3477 § 1, 1967; prior code § 2.38)

Section 2.36.050 Appointments and promotions.

All appointments and promotions in the classified service shall be based on merit except those necessary to place City employees who are scheduled for layoff or who are scheduled for placement into another classification as a result of physical inability to perform the employee's current job as a result of industrial injury. Insofar as practical, eligibility for employment and advancement shall be determined by competitive examination. Appointments and promotions shall be made by the department head with the approval of the City Manager. All persons appointed to employment with the City shall be citizens of the United States or, except for public safety members, shall have obtained a permanent visa, and shall be of good character and qualified to perform the duties of the positions to which they are appointed. The Human Resources Director shall conduct such examinations and investigations as may be necessary to carry out the provisions of this section. (Ord. 6064 § 4, 1993; Ord. 4695 § 1, 1979; prior code § 2.39)

Section 2.36.060 Probationary periods.

All original and promotional appointments to the classified service shall be subject to a probationary period of six full calendar months except as follows: Original and promotional appointments to the classification of firefighter and police cadet shall be subject to a probationary period of twelve full calendar months; original and promotional appointments in the general unit, management unit and refuse unit made on or after September 20, 1979, shall be subject to a probationary period of twelve full calendar months; and original and promotional appointments to the classification of police officer shall be subject to a probationary period of eighteen full calendar months. An employee's probationary period may be extended or reinstated, if necessary, not to exceed six months.

The original and promotional probationary periods shall be regarded as part of the selection procedure and shall be utilized for the purpose of determining the person's performance and fitness for employment in the classified service. The reinstated probationary period shall be regarded as a notification period of substandard performance, but shall not deprive the employee of the rights and benefits of the classified service. (Ord. 4694 § 1, 1979; Ord. 4576 § 1, 1978; prior code § 2.40)

Section 2.36.070 Tenure--Employees service rating system--Outside employment or business activity.

The tenure of every person in the classified service shall be subject to satisfactory performance. An employee service rating system shall be established to carry out the provisions of this section. Any person in the classified service who engages in outside employment or business activity shall secure the approval of such employee's department head and the City Manager. No employee shall engage in such activity which adversely affects or reflects upon said employee's employment with the City. (Ord. 5358 § 1, 1985; Ord. 4622 § 1, 1978; prior code § 2.41)

Section 2.36.080 Suspension, demotion and dismissal.

Any employee may be suspended, demoted or dismissed for cause by his department head with the approval of the City Manager. Any person in the classified service who is so affected shall be entitled to written notice of such action and the reason therefor. (Prior code § 2.42)

Section 2.36.090 Appeals and hearings.

Any person in the classified service who deems himself aggrieved by any act or

omission by his department head may request a hearing before the Personnel Board. After such hearing and investigation as it may deem necessary, the Personnel Board shall make its findings and recommendations to the City Manager. The action of the City Manager on the recommendation of the Personnel Board shall be final and conclusive. (Prior code § 2.43)

Section 2.36.100 Political activities.

A. No officer or employee of the City shall engage in political activity during working hours.

B. No person shall conduct political activities on the premises of the City. (Ord. 6393 § 8, 1997; Prior code § 2.44)

Section 2.36.110 Discrimination.

No person in the classified service or seeking admission thereto shall be favored or discriminated against because of political opinion or affiliation or because of race or religious belief. (Prior code § 2.45)

Section 2.36.120 Cooperation.

All officers and employees of the City shall maintain high standards of cooperation and efficiency in such manner as to fulfill the objectives and purposes of the personnel merit system. (Prior code § 2.46)

Section 2.36.130 Appropriation of funds--Contracts for special services.

The City Council shall appropriate such funds as may be necessary to carry out the provisions of this chapter. The City Council, upon the recommendation of the City Manager, may contract with any responsible firm or individual for the performance of technical personnel services to carry out the provisions of this chapter. (Prior code § 2.47)

Chapter 2.40

PLANNING COMMISSION

Sections:

- 2.40.010 Additional Duties of the Planning Commission.**
- 2.40.020 Powers and duties.**
- 2.40.030 Appeal procedure.**
- 2.40.040 Variance procedure.**
- 2.40.050 Continuing jurisdiction.**

Section 2.40.010 Additional Duties of the Planning Commission.

Pursuant to the provisions of Article VIII of the City Charter, and by ordinance, in addition to the duties of the Planning Commission set forth in Title 19 of this Code, all duties previously given to the Board of Administrative Appeals and Zoning Adjustment are assigned to the Planning Commission. In addition, four members of the Planning Commission, plus three additionally designated persons with disabilities, at least two of whom shall be mobility impaired, shall be designated to serve as the Accessibility Appeals Board. (Ord. 6462 § 2, 1999; Ord. 6037 § 1, 1993; Ord. 4855 § 4 (part), 1980)

Section 2.40.020 Powers and duties.

The Planning Commission shall have the following powers and duties:

A. Hear the appeal of any person denied a variance or use permit, a Floodplain Administrator approval under Chapter 16.18, and the appeals of other matters as set forth below. In such capacity the Commission is not vested with legislative authority and must act within the framework of existing ordinances. The Commission is authorized, upon appeal, to determine the suitability of alternate materials and methods and types of construction which are not specifically required or prohibited by law or ordinance of the City of Riverside;

B. To make recommendations upon and administer the regulations of Title 19 in accordance with the provisions of Section 19.82.020 (Planning Commission Powers and Duties) of Title 19 of this code;

C. To convene as an Accessibility Appeals Board, which Board shall be comprised of the three persons with disabilities and four other members of the Commission for the following purposes:

1. To consider and ratify, if appropriate, the findings and determinations required to be rendered by the Building Official when the Building Official has granted a total exemption from a specific access requirement, and

2. To conduct hearings on written appeals of decisions of the Building Official regarding accessibility issues, and approve or disapprove interpretations and enforcement actions taken by the Building Official relating to access. (Ord. 6997 §1, 2008; Ord. 6844 § 2, 2006; Ord. 6462 § 3, 1999; Ord. 6037 § 1, 1993; Ord. 4855 § 4 (part), 1980)

Section 2.40.030 Appeal procedure.

A. Notice of Appeal. Within the limitations provided for in Section 2.40.020, a person aggrieved by any order, act or determination of the Building Official or Fire Marshal or their subordinates, or Floodplain Administrator or designee, may appeal therefrom to the Planning Commission, acting as an appeals board. The appeal shall be taken by filing a written notice of appeal within thirty days after the date of making the order or determination or performing the

act or discovery by the aggrieved person, exclusive of holidays, and by paying a fee in an amount established by resolution of the City Council. The notice of appeal must be in writing on a form provided by the Planning Director, and the notice must be filed and the fee, if required, paid at the Planning Department. The operation of the act, order or determination appealed from is suspended by the filing of the notice of appeal and until the determination of the appeal or termination of proceedings thereunder.

B. Hearing. The Planning Director or the designee of said Planning Director shall fix the time and place of hearing the appeal and shall determine if the nine member Board or the Accessibility Appeals Board or Commission shall hear the matter. The date of hearing shall be not less than five days nor more than sixty days after the date of filing the notice of appeal, and the hearing must not be postponed for more than ten days without good and sufficient cause. The Board or Commission shall give written notice of the time and place of such hearing to the appellant and the officer or head of the department or division whose act, order or determination is appealed from. Witnesses may be sworn and examined and evidence produced by interested parties, who may appear in person or by attorney. The Board or Commission shall keep a record of each appeal and proceedings thereunder. At the conclusion of the hearing, the Board or Commission shall prepare and file its written findings and decision. The affirmative vote of two-thirds of the Board or Commission is necessary to modify or reverse the order, act or determination appealed from. The failure of the Board or Commission to file its findings and decision within five days after termination of the hearing shall deprive the Board or Commission of jurisdiction to proceed and shall result in the automatic confirmation of the order, act or determination appealed from.

C. Appeal to City Council. Any person aggrieved or affected by a decision of the Board or Commission may appeal to the City Council from such decision at any time within ten days after the date upon which the Board or Commission announces its decision or loses jurisdiction. An appeal to the City Council shall be taken by filing a letter of appeal with the Planning Department and by concurrently paying to such Department a fee if required in the amount established by resolution of the City Council. Such letter shall set forth the grounds upon which the appeal is based. Within fifteen days after the receipt of the letter of appeal and the filing fee, the Planning Department shall transmit to the City Council the letter of appeal and the record of the appeal at the Board or Commission, and the Board or Commission's findings and decision. The City Council may affirm, reverse or modify the decision of the Board or Commission. (Ord. 6997 §1, 2008; Ord. 6634 § 1, 2002; Ord. 6462 § 4, 1999; Ord. 6037 § 1, 1993; Ord. 5552 § 1, 1987; Ord. 4855 § 4 (part), 1980)

Section 2.40.040 Variance procedure.

The Planning Commission shall consider requests for variances in accordance with the procedures set forth in Chapter 19.64 of this code. (Ord. 6462 § 5, 1999; Ord. 6037 § 1, 1993; Ord. 4855 § 4 (part), 1980)

Section 2.40.050 Continuing jurisdiction.

The Planning Commission shall have and maintain jurisdiction over all previous matters assigned to be heard by the Board of Administrative Appeals and Zoning Adjustment or the Board of Zoning Adjustment. (Ord. 6462 § 6, 1999; Ord. 6037 § 1, 1993; Ord. 4855 § 4 (part), 1980)

Chapter 2.50**INDUSTRIAL DEVELOPMENT AUTHORITY****Sections:**

- 2.50.010 Declaration of need.**
- 2.50.020 Board designated.**
- 2.50.030 Statutory authority.**
- 2.50.040 Title.**

Section 2.50.010 Declaration of need.

The City Council hereby finds and declares that there is a need for an Industrial Development Authority to function in the City. (Ord. 4870 § 1, 1981)

Section 2.50.020 Board designated.

The City Council hereby further declares itself to be the Board of Directors of such Industrial Development Authority, and all the rights, powers, privileges, duties, liabilities, disabilities and immunities vested in such Board shall be vested in this City Council as such Board. (Ord. 4870 § 2, 1981)

Section 2.50.030 Statutory authority.

These declarations are made in accordance with the California Industrial Development Financing Act (Title 10, commencing with Section 91500, of the Government Code). (Ord. 4870 § 3, 1981)

Section 2.50.040 Title.

The Authority established in the City by said Act and authorized to transact business and exercise its powers thereunder by this chapter shall be known as the "Industrial Development Authority of the City of Riverside." (Ord. 4870 § 4, 1981)

Chapter 2.51

ECONOMIC DEVELOPMENT AUTHORITY

Sections:

2.51.010	Short title.
2.51.020	Findings and declarations.
2.51.030	Definitions.
2.51.040	Creation of Authority.
2.51.050	Ratification of certain prior actions.
2.51.060	Organization of Authority.
2.51.070	Powers of Authority.
2.51.080	Bonds--Purpose.
2.51.090	Bonds--Approval of purpose.
2.51.100	Bonds--Limited obligation.
2.51.110	Bonds--Issuance.
2.51.120	Bonds--Negotiability.
2.51.130	Bonds--Covenants with bondholders.
2.51.140	Bonds--Pledge of revenues.
2.51.150	Bonds--Legal investments.
2.51.160	Bonds--Purchase.
2.51.170	Bonds--Refunding.
2.51.180	Bonds--Validity.
2.51.190	Liberal construction.
2.51.200	No personal liability.
2.51.210	Other laws inapplicable.

Section 2.51.010 Short title.

The ordinance codified in this chapter may be cited as the "City Economic Development Revenue Bond Law." (Ord. 4976 § 1(a), 1981)

Section 2.51.020 Findings and declarations.

The City Council of the City finds and declares that:

A. There exists within the City critical and persistent unemployment; this condition has adversely affected the economy of the City and the prosperity, health, welfare and safety of its inhabitants and their standard of living and has reached emergency proportions; the continuing decline in industrial employment within the City has contributed to this state of emergency and has been caused by the increased inefficiency, obsolescence and abandonment of many existing industrial and manufacturing facilities in the City; existing industrial and manufacturing enterprises would be induced to remain and expand in the City and new and varied enterprises would be induced to locate in the City if financial assistance were available to them; no reasonable mechanism exists for the provision of such financial assistance and thus no measure exists for the immediate alleviation of the critical problem of unemployment faced by the City.

B. It is declared to be a public purpose and a municipal affair for the City to provide financial assistance to industrial and manufacturing enterprises to locate or remain in the City in order to mitigate unemployment and to develop and expand commerce and industry which is essential to the economic growth and stability of the City and to the full employment, prosperity,

health, welfare and safety of its inhabitants. (Ord. 4976 § 1(b), 1981)

Section 2.51.030 Definitions.

Unless the context otherwise requires, the terms defined in this chapter shall have the following meanings:

"Act" means the California Industrial Development Financing Act, Title 10, commencing with Section 91500, of the California Government Code, as amended.

"Authority" means the economic development authority of the City as created by this chapter.

"Bonds" means any bonds, bond anticipation notes, notes, certificates, debentures or other obligations issued by the authority pursuant to this chapter.

"City" means the City, a political subdivision of the State and a City with home rule powers, duly authorized and existing under the Constitution and laws of the State.

"Cost" means all capital costs incurred by or on behalf of a person in connection with a project, and includes the cost of acquisition, construction, reconstruction, repair, alteration, improvement and extension of any building, structure, facility or other improvement; the cost of land, right-in lands, easements, privileges, agreements, franchises, utility extensions, disposal facilities, access roads and site development necessary, useful or convenient for any project or in connection therewith; interest prior to, during and for a period not exceeding one year after completion of construction; discount on bonds, costs of issuance of bonds, engineering and inspection costs, cost of financial, legal, professional and other estimates and advice, organization, administrative, insurance, operating and other expenses of the authority or any person prior to and during any acquisition or construction, and all such expenses as may be necessary or incident to the financing, acquisition, construction or completion of any project or part thereof, and all such provision for reserves for payment or security of principal of or interest on bonds during or after such acquisition or construction as the authority may determine. Cost with respect to any project shall not mean the cost of providing working capital or inventory.

"Council" means the City Council of the City.

"Person" means any natural person, company, corporation (whether for profit or not), partnership, firm, association, society, trust or other legal entity or group of entities. Person shall include the plural as well as the singular.

"Project" means:

A. The acquisition, construction, reconstruction, repair, alteration, improvement or extension of any building, structure, or facility whether or not in existence or under construction; and

B. The purchase or installation of equipment, machinery, and other personal property, all of which are to be used or occupied by any person in connection with any industrial project for industry, which project may be any industrial or manufacturing factory, mill, assembly plant or fabricating plant. A project may include all appurtenances and incidental facilities such as land, headquarters or office facilities, warehouses, distribution centers, access roads, sidewalks, utilities, railway sidings, trucking and similar facilities, parking facilities, landing strips and other facilities for aircraft, waterways, docks, wharves and other improvements necessary or convenient for the construction, maintenance and operation of any building or structure, or addition thereto.

"Revenues" means receipts, fees, rentals, loan repayments or other payments or income derived from the lease, sale or other disposition of a project, the loan of money, moneys or securities in reserve and insurance funds or accounts or other funds and accounts and income from the investment thereof, and fees, charges or other moneys to be received by the authority in respect of such projects, loans and contracts with persons.

"State" means the State of California. (Ord. 4976 § 1(c), 1981)

Section 2.51.040 Creation of Authority.

There is created and there now exists a body politic and corporate and a political subdivision of the City to be known as the "Economic Development Authority" of the City. The exercise by the Authority of the powers conferred by this chapter shall be deemed and held to be an essential governmental function of the City. (Ord. 4976 § 2(a), 1981)

Section 2.51.050 Ratification of certain prior actions.

By Ordinance No. 4870 of the City, adopted on January 20, 1981, effective February 19, 1981, the Council created an Industrial Development Authority in accordance with the provisions of the Act. Resolution No. 2 of said Authority, adopted on October 6, 1981, effective October 6, 1981, and any contracts, agreements and other actions with respect thereto, are adopted and fully ratified by the Authority. The Authority shall be bound by the resolution, and any contracts, agreements and other actions with respect thereto, as if originally adopted, entered into and taken by it in accordance with the provisions of this chapter. The Authority finds and declares that the resolution fully satisfies the provisions of this chapter, including, without limitation, the standards enumerated in Section 2.51.090. (Ord. 4976 § 2(b), 1981)

Section 2.51.060 Organization of Authority.

The Authority shall be governed by a Board of Directors which shall consist of the members of the Council. The provisions regarding the members, officers, quorum and voting requirements, terms of office, vacancies, meetings and official seal, as adopted by the Industrial Development Authority created by Ordinance No. 4870, shall apply to the Authority. Notwithstanding any provision hereof to the contrary, the Authority may make, amend and repeal bylaws governing procedures and meetings of the board and the duties of its officers, and may make, amend and repeal rules, regulations and policies governing the transaction of its business and the exercise of its powers. (Ord. 4976 § 2(c), 1981)

Section 2.51.070 Powers of Authority.

The Authority shall have all of the powers necessary or convenient to carry out and effectuate the purposes and provisions of this chapter, including, but without limiting the generality of the foregoing, the powers:

A. To acquire in the name of the Authority by purchase, lease or otherwise, on such terms and conditions and such manner as it may deem proper, any lands or interest therein or other real and personal property for any project;

B. To enter into contracts with a person upon such terms and conditions as the Authority shall determine to be reasonable, including but not limited to reimbursement for the planning, designing, financing, construction, reconstruction, improvement, equipping, furnishing, operation and maintenance of a project and to pay or compromise any claims arising therefrom;

C. To establish and maintain reserve and insurance funds with respect to any assistance authorized by this chapter;

D. To sell, convey or lease to any person all or any portion of a project, for such consideration and upon such terms as the Authority may determine to be reasonable;

E. To mortgage, pledge, assign or otherwise encumber all or any portion of a project or revenues;

F. To grant options to purchase or renew a lease for any project;

G. To contract for and to accept any gifts, grants or loans of funds or property or financial or other aid from any source and to comply, subject to the provisions of this chapter, with the terms and conditions thereof;

H. To charge and collect such fees and charges as the Authority shall determine to be reasonable for the use of its services;

I. To acquire, purchase, manage and operate, hold and dispose of real and personal property or interests therein, take assignments of rentals and leases and make and enter into all contracts, leases, agreements and arrangements necessary or incidental to the performance of its duties;

J. To purchase, acquire and take assignments of notes, mortgages and other forms of security and evidences of indebtedness;

K. To purchase, acquire, attach, seize, accept or take title to any project by conveyance or, by foreclosure, and sell, lease, manage or operate any project for a use specified in this chapter;

L. To borrow money and to issue bonds of the Authority as provided in this chapter, and to provide for the rights of the holders thereof;

M. To make loans to any person for a project, which loans may be secured by loan and security agreements, mortgages, leases, and any other instruments, upon such terms and conditions as the Authority shall deem reasonable, including provision for the establishment and maintenance of reserve and insurance funds;

N. To invest any funds or moneys of the Authority pending the application of such funds or moneys to the purposes of this chapter;

O. To employ consulting engineers, architects, attorneys, real estate counselors, appraisers, and such other consultants and employees, who shall be members of the unclassified service, as may be required in the judgment of the Authority to carry out the purposes of this chapter, and to fix and pay their compensation from funds available to the Authority therefor by negotiation;

P. To do and perform any acts and things authorized by this chapter under, through or by means of its own officers, agents and employees, or by contracts with any person; and

Q. To procure insurance against any losses in connection with its property, operations or assets in such amounts and from such insurers as it deems desirable. (Ord. 4976 § 2(d), 1981)

Section 2.51.080 Bonds--Purpose.

The Authority shall have the power to authorize or provide for the issuance of bonds pursuant to this chapter for the purpose of providing funds to pay all or any part of the cost of any project and to refund bonds issued pursuant to this chapter, including the payment of any redemption premium thereon and any interest accrued or to accrue to the date of redemption of such bonds, and for either or both of:

A. Constructing improvements, additions, extensions, or enlargements of the project or projects in connection with which the bonds to be refunded shall have been issued; and

B. Paying all or any part of the cost of any additional project or projects. (Ord. 4976 § 3(a), 1981)

Section 2.51.090 Bonds--Approval of purpose.

The Authority may adopt a resolution authorizing or providing for the issuance of bonds provided that:

A. An application for assistance under this chapter is submitted to the Authority requesting the issuance of bonds to finance a project. Prior to making any commitment for such assistance, the Authority shall find and declare on the basis of all information reasonably available to it, that such assistance:

1. Will tend to maintain or provide gainful employment for the inhabitants of the City;
2. Shall serve a public purpose by contributing to the prosperity, health, welfare, and safety of the inhabitants of the City;
3. Will stimulate the economy, development or redevelopment of the City;

4. Will result in the creation, or retention, of a significant number of jobs; and
5. The project would not have been undertaken without the issuance of the bonds therefor.

Such findings and determinations shall be conclusive for all purposes of this chapter. The Authority may make the foregoing findings and declarations on a prospective basis prior to the receipt of any such application; provided further, that the proceeds of bonds issued by the Authority are not disbursed to any applicant or applicants until such findings and declarations are made specifically with respect to such applicants or applicants' project or projects.

B. The Authority may issue bonds to refund bonds issued pursuant to this chapter without making any of the foregoing findings. (Ord. 4976 § 3(b), 1981)

Section 2.51.100 Bonds--Limited obligation.

Every issue of bonds shall be a limited obligation of the Authority payable from all or any specified part of the revenues and the moneys and assets authorized in this chapter to be pledged or assigned to secure payment of bonds. Such revenues, moneys or assets shall be the sole source of repayment of such issue of bonds. Bonds issued under the provisions of this chapter shall not be deemed to constitute a debt or liability of the State, the City or any political subdivision thereof, or a pledge of the faith and credit of the State, the City or any political subdivision thereof, but shall be payable solely from specified revenues, moneys and assets. The issuance of bonds shall not directly, indirectly, or contingently obligate the State, the City or any political subdivision thereof, to levy or pledge any form of taxation or to make any appropriation for their payment.

All bonds shall contain on the face thereof a statement to the following effect:

This bond does not constitute a debt or general obligation of the State of California, the City of Riverside or any political subdivision thereof. Neither the faith and credit nor the taxing power of the State of California, the City of Riverside or any political subdivision thereof is pledged to the payment of the principal of, or premium or interest on this bond. (Ord. 4976 § 3(c), 1981)

Section 2.51.110 Bonds--Issuance.

Bonds may be issued as serial bonds, term bonds, installment bonds or pass-through certificates or any combination thereof. No election shall be required for the issuance of any bonds pursuant to this chapter. Bonds shall be authorized by resolution of the Authority, may be issued in one or more series, and shall bear such date or dates, mature at such time or times, bear interest at such fixed or variable rate or rates, be payable at such time or times, be in such denominations, be in such form, either coupon or registered, carry such conversion or registration privileges, have such rank or priority, be executed in such manner, be payable in lawful money of the United States of America at such place or places, be subject to such terms of redemption (with or without premium) and have such other terms and conditions as such resolution, or any indenture or other instrument authorized by such resolution to be entered into by the authority, may provide. Bonds may be sold at either a public or private sale and for such prices as the Authority shall determine. Pending preparation of definitive bonds, the Authority may issue temporary bonds, which shall be exchanged for such definitive bonds when prepared. (Ord. 4976 § 3(d), 1981)

Section 2.51.120 Bonds--Negotiability.

Any provision of any law to the contrary notwithstanding, any bond issued pursuant to this chapter shall be fully negotiable within the meaning and for all purposes of the California Commercial Code, and each holder or owner of such a bond, or of any coupon appertaining thereto, by accepting such bond or coupon shall be conclusively deemed to have agreed that

such bond or coupon is and shall be fully negotiable within the meaning and for all purposes of said commercial law. (Ord. 4976 § 3(e), 1981)

Section 2.51.130 Bonds--Covenants with bondholders.

Any resolution authorizing any bonds or any issue of bonds, or any indenture or other instrument authorized by such resolution to be entered into by the Authority, may contain provisions respecting any of the following terms and conditions which shall be a part of the contract with the holders of such bonds:

A. The terms, conditions and form of such bonds and the interest, premium if any, and principal to be paid thereon;

B. Limitations on the uses and purposes to which the proceeds of sale of such bonds may be applied, and the pledge or assignment of such proceeds to secure the payment of such bonds;

C. Limitations on the issuance of additional bonds, the terms upon which additional bonds may be issued and secured, and the refunding of outstanding bonds;

D. The setting aside of reserves, sinking funds and such other funds as are necessary and the source, custody, investment, security, regulation, application and disposition thereof;

E. The pledge or assignment of all or any part of the revenues and the use and disposition thereof, subject to such agreements with the holders of bonds as may then be outstanding;

F. Specification of the acts or omissions to act which shall constitute a default in the duties of the authority or a person to holders of such bonds, and providing the rights and remedies of such holders in the event of default, including any limitations on the right of action by individual bondholders;

G. The appointment of a trustee or trustees, fiscal or escrow agent or agents to act on behalf of the Authority and the holders of its bonds, the pledge or assignment of loans, deeds of trust, mortgages and any other contracts to such trustee or agent, and the vesting of rights, duties and powers in such trustee or agent;

H. The procedure, if any, by which the terms of any contract with bondholders may be amended or abrogated, the amount of such bonds the holders of which must consent thereto, and the manner in which such consent may be given;

I. The custody, security, use, expenditure, investment or application of the proceeds of bonds;

J. The use, regulation, operation, maintenance, insurance or disposition of all or any part of any project;

K. Payment of the principal of and interest on the bonds, the sources and methods of payment thereof, the rank or priority of any such bonds as to any lien or security, or the acceleration of the maturity of any such bonds;

L. The use and disposition of any moneys of the Authority, including all revenues or other moneys derived or to be derived from any project;

M. Mortgaging, pledging, assigning or depositing all or any part of the revenues or other moneys of the Authority or all or any part of a project to secure the payment of the principal of and interest on the bonds and the powers and duties of any trustee or agent with regard thereto;

N. The rents, fees or other charges for the use of any project, including any parts thereof theretofore constructed or acquired and any parts, replacements or improvements thereof thereafter constructed or acquired, and the fixing, establishment, collection and enforcement of the same; and

O. Any other provisions which the Authority may deem reasonable and proper for the purposes of this chapter and the security of the bondholders.

All such provisions of any resolution, indenture or other instrument shall constitute valid

and legally binding contracts between the Authority and the several holders of the bonds, regardless of the time of issuance of such bonds. (Ord. 4976 § 3(f), 1981)

Section 2.51.140 Bonds--Pledge of revenues.

Any pledge of revenues or other moneys or assets pursuant to the provisions of this chapter shall be valid and binding from the time such pledge is made. Revenues, moneys and assets so pledged and thereafter received by the authority shall immediately be subject to the lien of such pledge without any physical delivery thereof or further act, and the lien of any such pledge shall be valid and binding as against all parties having claims of any kind in tort, contract, or otherwise against the authority, irrespective of whether such parties have notice thereof. Neither the resolution nor any indenture or other instrument by which a pledge is created need be filed or recorded, however, copies of such resolution, indenture or other instrument shall be retained by the authority. (Ord. 4976 § 3(g), 1981)

Section 2.51.150 Bonds--Legal investments.

Notwithstanding any restriction contained in any other law, the State and all political subdivisions and public agencies of the State, their officers, boards, commissioners, departments or other agencies, all banks, bankers, trust companies, savings banks and institutions, building and loan associations, savings and loan associations, investment companies and other persons carrying on a banking or investment business, all insurance companies, insurance associations and other persons carrying on an insurance business, and all executors, administrators, guardians, trustees and other fiduciaries, and all other persons whatsoever who now are or may hereafter be authorized to invest in bonds or other obligations of the State, may properly and legally invest any sinking funds, moneys or other funds, including capital, belonging to them or within their control in any bonds issued by the authority under the provisions of this chapter. Such bonds are made obligations which may properly and legally be deposited with and received by any State or municipal officers or agency of the State for any purpose for which the deposit of bonds or other obligations of the State is now or may hereafter be authorized by law. (Ord. 4976 § 3(h), 1981)

Section 2.51.160 Bonds--Purchase.

The Authority shall have the power out of any funds available therefor to purchase its bonds. The Authority may hold, pledge, cancel, or resell such bonds, subject to and in accordance with agreements with the bondholders. (Ord. 4976 § 3(i), 1981)

Section 2.51.170 Bonds--Refunding.

A. The proceeds of bonds issued for the purpose of refunding any outstanding bonds may, in the discretion of the Authority, be applied to the purchase or retirement at maturity or redemption of such outstanding bonds, either at their earliest or any subsequent redemption date or dates or upon the purchase or retirement at the maturity thereof and may, pending such application, be placed in escrow, to be applied to such purchase or retirement at maturity or redemption on such date or dates as may be determined by the Authority.

B. Pending use for purchase, retirement at maturity or redemption of outstanding bonds, any proceeds held in escrow pursuant to Subsection A of this section may be invested and reinvested as provided in the resolution, indenture or other instrument. Any interest or other increment earned or realized on any such investment may be applied to the payment of the outstanding bonds to be refunded or to the payment of interest on the refunding bonds. After the terms of the escrow have been fully satisfied and carried out, any balance of such proceeds and any interest or increment earned or realized from the investment thereof may be returned to

the Authority to be used by it for any lawful purpose.

C. All bonds issued pursuant to this section shall be subject to the provisions of this chapter in the same manner and to the same extent as other bonds issued pursuant to this chapter. (Ord. 4976 § 3(j), 1981)

Section 2.51.180 Bonds--Validity.

A. The validity of the authorization and issuance of any bonds is not dependent on and shall not be affected in any way by any proceedings taken by the Authority for the making of any loan or the entering into of any agreement, or by the failure to make any loan or enter into any agreement, for which bonds are authorized to be issued under this chapter.

B. Any omission of any director of the Authority in proceedings under this chapter or any other defect in the proceedings shall not invalidate such proceedings or the bonds issued pursuant to this chapter. (Ord. 4976 § 3(k), 1981)

Section 2.51.190 Liberal construction.

This chapter being necessary for the prosperity, health, welfare and safety of the City and its inhabitants shall be liberally construed to effect its purposes. (Ord. 4976 § 4(a), 1981)

Section 2.51.200 No personal liability.

Neither the directors of the Authority, members of the Council, the officers or employees of the City, nor any person executing any bonds shall be liable personally on the bonds or be subject to any personal liability or accountability by reason of the issuance thereof. (Ord. 4976 § 4(b), 1981)

Section 2.51.210 Other laws inapplicable.

This chapter provides a complete, additional and alternative method for the matters authorized in this chapter, and the powers conferred under this chapter are supplemental and additional to the powers conferred by other laws. The approval of projects and the issuance of bonds under the provisions of this chapter need not comply with the requirements of any other law applicable to the issuance of bonds. The purposes authorized may be effectuated and bonds may be issued for any such purposes under this chapter notwithstanding that any other law may provide for such purposes or for the issuance of bonds for like purposes and without regard to the requirements, restrictions, limitations, or other provisions contained in any other law.

To the extent that the provisions of this chapter are inconsistent with the provisions of any general statute or special act or parts thereof, the provisions of this chapter shall be deemed controlling. (Ord. 4976 § 4(c), 1981)

Chapter 2.52

RELOCATION APPEALS BOARD

Sections:

- 2.52.010** **Created.**
- 2.52.020** **Membership.**
- 2.52.030** **Powers, duties and functions.**

Section 2.52.010 **Created.**

Pursuant to Sections 800 through 805 of the Charter of the City and to Section 33417.5 of the Health & Safety Code there is created the Relocation Appeals Board. (Ord. 6377 §1, 1997; Ord. 3955 § 1, 1972)

Section 2.52.020 **Membership.**

The Relocation Appeals Board shall consist of five members: the chairpersons of the four following bodies: City Planning Commission, Human Relations Commission, Board of Public Utilities and Cultural Heritage Board; and one member of the City Council, appointed by the Mayor on a rotating basis. In the event that a chairperson is unable to serve, the vice chairperson of that body shall be the member. (Ord. 6726 § 1, 2004; Ord. 6462 § 7, 1999; Ord. 6377 § 2, 1997; Ord. 3955 § 2, 1972)

Section 2.52.030 **Powers, duties and functions.**

The Relocation Appeals Board shall act in an advisory capacity to the City Council, the Redevelopment Agency of the City and other agencies as appropriate on relocation matters. The powers, duties and functions of the Board shall be as follows:

A. To hear complaints from all persons displaced from real property, or who moves his personal property from real property as a result of acquisition of such real property in whole or in part by the City or a written order from the City to vacate the real property aggrieved by the determination as to eligibility for, or the amount of a payment, or aggrieved as to relocation assistance offered by the City pursuant to relocation rules and regulations adopted by the City Council;

B. The Board shall promptly hear all complaints brought by residents of various redevelopment project areas relating to relocation and shall determine if the Redevelopment Agency of the City has complied with the provisions of the applicable local, State and federal relocation rules and regulations. The Board shall, after a public hearing, transmit its findings and recommendations to the Redevelopment Agency. (Ord. 6377 § 4, 1997; Ord. 3955 § 4, 1972)

Chapter 2.60**AIRPORT COMMISSION****Sections:**

- 2.60.00E** Editor's note to Chapter 2.60.
2.60.010 MEMBERSHIP.
2.60.020 Creation authority--Member appointments.
2.60.030 Powers and duties.
2.60.040 Terms of additional members.

Section 2.60.00E Editor's note to Chapter 2.60.

* For airport and aircraft rules and regulations, see Title 12 of this code.

Section 2.60.010 MEMBERSHIP.

The Airport Commission shall consist of nine members. (Ord. 6933 § 1, 2007; Ord. 6861 § 1, 2006; Ord. 6819 § 1, 2005; Ord. 6786 § 5, 2005; Ord. 4809 § 1, 1980; Ord. 4153 (part), 1974)

Section 2.60.020 Creation authority--Member appointments.

The Airport Commission is an advisory board created pursuant to the provisions of Section 800 of the Charter of the City. The members of the Commission shall be appointed in the manner and for the terms provided by Section 802 of the Charter and shall organize, meet and conduct proceedings as provided by Section 804 of the Charter.

The Airport Commission is subjected to all provisions of the Charter of the City which are applicable to advisory commissions created thereunder. (Ord. 6393 § 9, 1997; Ord. 4153 (part), 1974)

Section 2.60.030 Powers and duties.

The Airport Commission shall have the power and duty to act in an advisory capacity to the City Council in all matters pertaining to the administration, operation, development, improvement and maintenance of the Riverside Municipal Airport and the Riverside Heliport. (Ord. 4153 (part), 1974)

Section 2.60.040 Terms of additional members.

The members first appointed to the eighth and ninth seats shall serve until October 1, 1983, at which time their appointments shall expire. (Ord. 4809 § 2, 1980; Ord. 4153 (part), 1974)

Chapter 2.62

PARKING, TRAFFIC, AND STREETS COMMISSION

Sections:

- 2.62.010** **Membership.**
- 2.62.020** **Creation authority--Member appointments.**
- 2.62.030** **Powers, Duties and Functions.**

Section 2.62.010 **Membership.**

The Parking, Traffic and Streets Commission shall consist of twelve members. (Ord. 7160 § 1, 2012; Ord. 7143 § 1, 2011; Ord. 6786 § 6, 2005; Ord. 4812 § 1, 1980; Ord. 4777 § 1 (part), 1980)

Section 2.62.020 **Creation authority--Member appointments.**

The Parking, Traffic and Streets Commission is an advisory board created pursuant to the provisions of Section 800 of the Charter of the City. The members of the Commission shall be appointed in the manner and for the terms provided for by Section 802 of the Charter and shall organize, meet and conduct proceedings as provided by Section 804 of the Charter.

Said Commission is subjected to all provisions of the Charter of the City which are applicable to advisory commissions created thereunder. (Ord. 6393 § 10, 1997; Ord. 4777 § 1 (part), 1980)

Section 2.62.030 **Powers, Duties and Functions.**

The powers, duties and functions of the Parking, Traffic and Streets Commission are as follows:

- A. Advise the City Council with respect to on-street and off-street parking of vehicles.
- B. Advise the City Council with respect to the regulation of traffic on city streets.
- C. Annually review Public Works Department-proposed Capital Improvements Projects, including traffic signal construction, and make recommendations to the City Council.
- D. Review proposed amendments to the Circulation and Community Mobility Element of the General Plan and make recommendations to the Planning Commission and the City Council.
- E. Annually review the City's Traffic Signal Synchronization Master Plan and make recommendations to the City Council.
- F. Explore neighborhood traffic calming alternatives and make recommendations to the City Council.
- G. Review speed limits, major road closures, grade crossings and other traffic operation and circulation matters and make recommendations to the City Council, when requested.
- H. Perform other functions and duties as may be directed by the City Manager or any member of the City Council. (Ord. 6880 § 1, 2006; Ord. 4777 § 1 (part), 1980)

Chapter 2.64

MAYOR'S COMMISSION ON AGING

Sections:

- 2.64.010** **Creation.**
- 2.64.020** **Members.**
- 2.64.030** **Powers and duties.**

Section 2.64.010 **Creation.**

Pursuant to the provisions of Article VIII of the Charter of the City, there is created a Mayor's Commission on Aging to be composed of nine members appointed by the Mayor and City Council. (Ord. 6807 § 1, 2005; Ord. 6786 § 7, 2005; Ord. 6665 § 1, 2003; Ord. 4773 § 1, 1980; Ord. 4715 § 1, 1979; Ord. 4563 § 1, 1978; Ord. 4268 § 1, 1976)

Section 2.64.020 **Members.**

Members shall be at least fifty-five years of age. No paid representative of any public or private elderly service shall serve as a member of this Commission. (Ord. 6666 § 1, 2003; Ord. 5983 § 1, 1992; Ord. 4268 § 2, 1976)

Section 2.64.030 **Powers and duties.**

The powers and duties of the Commission shall be as follows:

- A. To act in an advisory capacity to the City Council on all matters pertaining to older Americans and their needs;
- B. To assemble information on problems and their solutions for older Americans through all available means including public hearings;
- C. To be empowered on its own initiative to make recommendations to senior citizens' service agencies on matters within its purview;
- D. To act to facilitate coordination between existing and proposed programs for the elderly;
- E. To carry out such studies as may be assigned to it by the City Council;
- F. To, from time to time, report to the Mayor and City Council its findings.

Nothing contained in this section shall be construed as vesting the Commission, or any member thereof, with supervisory powers over the actions or duties of City employees or the operations of City Departments. (Ord. 4268 § 3, 1976)

Chapter 2.66

COMMISSION ON DISABILITIES

Sections:

2.66.010	Title.
2.66.020	Establishment, Findings.
2.66.030	Membership and Terms of the Commission on Disabilities.
2.66.040	Powers, Duties and Functions.
2.66.050	Meetings, Rules and Procedures.
2.66.060	Severability.

Section 2.66.010 Title.

This Chapter shall be known as the City of Riverside "Commission on Disabilities Ordinance." (Ord. 6841 § 1, 2006)

Section 2.66.020 Establishment, Findings.

The City Council finds as follows:

A. It is the policy of the City of Riverside to promote the full integration and participation of persons with disabilities into all areas of economic, political and community life.

B. The City of Riverside is committed to utilizing all available resources and to coordinate efforts to removing barriers to full integration and participation of persons with disabilities.

C. Pursuant to Section 800 of the Riverside City Charter, there is hereby established a Commission on Disabilities for the City of Riverside. (Ord. 6841 § 1, 2006)

Section 2.66.030 Membership and Terms of the Commission on Disabilities.

A. The Commission on Disabilities shall consist of eleven members appointed by the Mayor and City Council.

B. Members should consist of both persons with and without disabilities. Members should also represent a cross-section of the City's disability groups and include persons with professional experience representing or supporting persons with disabilities. Further, the diversity of the Commission is important to achieving its stated duties and functions. In that regard, there should be focused outreach activities to expand the pool of applicants for appointment to the Commission.

C. The term of each member of the Commission shall be for four years; provided, however, the initial appointment of the first eleven members after the effective date of this Chapter, shall be determined by a drawing at the Commission's first meeting to decide which members shall serve two, three and four year terms; three members shall serve two year terms, four members shall serve three year terms, and four members shall serve four year terms. The members first appointed to serve two year terms shall serve until March 1, 2008; the members first appointed to serve three year terms shall serve until March 1, 2009; and the members first appointed to serve four year terms shall serve until March 1, 2010. No person may serve more than two consecutive full terms. Service of more than one year shall be counted as service of one full term. (Ord. 6841 § 1, 2006)

Section 2.66.040 Powers, Duties and Functions.

The powers, duties and functions of the Commission on Disabilities are as follows:

A. Advise the City Council on all matters affecting persons with disabilities in the community.

B. Review community policies, programs and actions which affect persons with disabilities and make appropriate recommendations to the City Council.

C. Render advice and assistance as requested to other City boards and commissions, to City departments, and to private agencies on matters affecting persons with disabilities.

D. Identify the needs of persons with disabilities and create a public awareness of these needs in areas such as employment, housing, transportation, media, physical and communication accessibility and other needed areas.

E. Promote greater awareness of the changing life patterns, opportunities and responsibilities of persons with disabilities.

F. Promote the total integration of persons with disabilities into all aspects of community life.

G. Perform other functions and duties as may be directed by the City Council. (Ord. 6841 § 1, 2006)

Section 2.66.050 Meetings, Rules and Procedures.

A. The Commission shall annually elect one of its members to be chairperson and one of its members to be vice-chairperson.

B. The Commission shall establish a regular time and place of meeting and shall hold at least one regular meeting each month. Special meetings may be called by the chairperson, or by a majority of the members of the Commission, upon written notice received by each member at least 24 hours prior to such meeting.

C. The Commission shall make and alter rules governing its organization and procedures which are not inconsistent with this Chapter, the Riverside City Charter, or any other City ordinance, resolution or policy.

D. The Commission shall keep a record of its proceedings and its transactions and shall submit an annual report to the City Council.

E. An officer or employee designated by the City Manager shall serve as secretary of the Commission and provide staff support as necessary. (Ord. 6841 § 1, 2006)

Section 2.66.060 Severability.

If any provision of this ordinance or its application is held invalid by a court of competent jurisdiction, such invalidity shall not effect other provisions, sections or application of the ordinance which can be given effect without the invalid provisions or applications, and to this end any phrase, section, sentence, or word is declared severable. (Ord. 6841 § 1, 2006)

Chapter 2.68

LOCAL EMERGENCY

Sections:

- 2.68.010** Authority designated.
- 2.68.020** Effective period of proclaimed emergency.
- 2.68.030** Formal mutual aid agreement--Authorization.
- 2.68.040** Formal mutual aid agreement--Implementation.
- 2.68.050** Informal mutual aid--Effect of chapter provisions.
- 2.68.060** Informal mutual aid--Availability.
- 2.68.070** Informal mutual aid--Immediate rendering.
- 2.68.080** Informal mutual aid--Effective period.

Section 2.68.010 Authority designated.

Pursuant to Section 8630 of the Government Code of the State, the City Manager or in his absence the City Police Chief or Fire Chief, or their designated agent, or the Emergency Services Director or his successor are designated as the City officials who may proclaim a local emergency within the City and to act pursuant to the provisions of the California Emergency Services Act. (Ord. 4670 § 1, 1979)

Section 2.68.020 Effective period of proclaimed emergency.

Whenever a local emergency is proclaimed by the aforementioned individuals, said emergency shall not remain in effect for a period in excess of seven days unless it has been ratified by the City Council, pursuant to the requirements of the Government Code of the State. (Ord. 4670 § 3, 1979)

Section 2.68.030 Formal mutual aid agreement--Authorization.

During the period of any declared local emergency, the parties set forth in Section 2.68.010 in the same order of sequence, may authorize the providing of formal mutual aid to other political subdivisions of the State declaring a local emergency or request mutual aid from such political subdivisions when a local emergency exists. (Ord. 4670 § 2, 1979)

Section 2.68.040 Formal mutual aid agreement--Implementation.

Provisions of this chapter providing for formal mutual aid in local emergencies may be implemented by appropriate emergency plans or agreements in compliance with federal, State, and local Charter. (Ord. 4670 § 4, 1979)

Section 2.68.050 Informal mutual aid--Effect of chapter provisions.

It is expressly understood that this chapter shall not supplant existing agreements either oral or written between representatives of the City Fire Department, the City Police Department, and parties hereto providing for the exchange or furnishing of informal mutual aid. (Ord. 4670 § 5, 1979)

Section 2.68.060 Informal mutual aid--Availability.

It is the intent of this chapter that informal mutual aid shall be available and furnished in all cases of local peril or emergency, when requested by appropriate agency designates as

provided in Sections 2.68.010, 2.68.030 and 2.68.070. (Ord. 4670 § 6, 1979)

Section 2.68.070 Informal mutual aid--Immediate rendering.

It is expressly understood that in cases arising from a need for informal mutual aid, the City Police Chief, the City Fire Chief, or their designated representatives shall render the necessary assistance immediately. (Ord. 4670 § 7, 1979)

Section 2.68.080 Informal mutual aid--Effective period.

Whenever a request for informal mutual aid is honored by the City Police Chief, the City Fire Chief, or their designated representatives, it shall remain in effect no longer than forty-eight hours, unless it has been approved by the City Manager or the City Council. (Ord. 4670 § 8, 1979)

Chapter 2.76

COMMUNITY POLICE REVIEW COMMISSION

Sections:

2.76.010	Title.
2.76.020	Purpose.
2.76.030	Creation of Community Police Review Commission.
2.76.040	Membership and terms of Community Police Review Commission.
2.76.050	Powers, duties and functions.
2.76.060	Confidentiality.
2.76.070	Severability.

Section 2.76.010 Title.

This Chapter shall be known as the City of Riverside "Community Police Review Commission Ordinance." (Ord. 6516 § 1, 2000)

Section 2.76.020 Purpose.

The general purpose of this Ordinance is to promote effective, efficient, trustworthy and just law enforcement in the City of Riverside, and to bring to the attention of the City its findings and recommendations in regard to law enforcement policies and practices. Further, it is the purpose of this Ordinance to ensure good relations between those who enforce the laws and the diverse populace whom they serve so that the public will take pride in local law enforcement and those who enforce the laws will take pride in their service to the public. (Ord. 6516 § 1, 2000)

Section 2.76.030 Creation of Community Police Review Commission.

Pursuant to the provisions of Article VIII. Appointive Boards and Commissions, of the Charter of the City of Riverside, as the same now exists or is hereafter amended, there is hereby created a Community Police Review Commission. The Executive Director of the Commission or his/her representative shall be responsible to attend all meetings of the Commission and be responsible for maintaining all records and minutes. (Ord. 6516 § 1, 2000)

Section 2.76.040 Membership and terms of Community Police Review Commission.

The Community Police Review Commission shall consist of nine members appointed by the Mayor and City Council. Members shall be removed from the Commission by five affirmative votes of the Mayor and City Council for incompetence, malfeasance, misfeasance, nonfeasance or neglect of duty.

The term of each member of the Commission shall be for four years. No person shall serve more than two full terms. Serving more than one year of an expired term shall be counted as service of one full term. (Ord. 6848 § 3, 2006; Ord. 6786 § 8, 2004; Ord. 6516 § 1, 2000)

Section 2.76.050 Powers, duties and functions.

The powers, duties and functions of the Community Police Review Commission are as follows:

- A. To advise the Mayor and City Council on all police/community relations issues.
- B. To conduct public outreach to educate the community on the purpose of the Commission.

C. To receive, and in its discretion, review and investigate, through the Executive Director, complaints filed within six months of the date of the alleged police employee misconduct, in writing with the Commission or any other City office, which allege persons employed by the Riverside Police Department in a sworn capacity with, but not limited to (a) use of excessive force, (b) discrimination or sexual harassment in respect to members of the public, (c) the improper discharge of firearms, (d) illegal search or seizure, (e) false arrest, (f) false reporting, (g) criminal conduct, (h) misconduct. "Misconduct" is defined to mean and include any alleged improper or illegal acts, omissions or decisions directly affecting the person or property of a specific community member by reason of:

1. Alleged violation of any general, standing, or special orders or guidelines of the Riverside Police Department, or

2. An alleged violation of any state or federal law that occur in the course and scope of employment, or

3. Any act otherwise evidencing improper or unbecoming conduct by a sworn police officer employed by the Riverside Police Department.

D. to review and investigate the death of any individual arising out of or in connection with actions of a sworn police officer, regardless of whether a complaint regarding such death has been filed.

E. To conduct a hearing on filed complaints or Commission initiated investigations when such hearing, in the discretion of the Commission, will facilitate the fact finding process.

F. To the extent permissible by law, exercise the power of subpoena to require the attendance of witnesses, including persons employed by the City of Riverside, and the production of books and papers pertinent to the investigation and to administer oaths to such witnesses and to take testimony. Subpoenas shall only be issued by the Commission upon the affirmative of six Commission members.

G. To make findings concerning allegations contained in the filed complaint to the City Manager and Police Chief.

H. To review and advise the Police Department in matters pertaining to police policies and practices.

I. To prepare and submit an annual report to the Mayor and City Council on Commission activities. (Ord. 6516 § 1, 2000)

Section 2.76.060 Confidentiality.

All personnel records, investigative reports, documents generated within the City of Riverside Police Department, information relating to closed session deliberations of the Commission, and any other privileged matters, shall be kept confidential to the extent permitted by law.

The hearing process shall be open to the public to the extent legally permissible and insofar as it does not conflict with state or federal law. (Ord. 6516 § 1, 2000)

Section 2.76.070 Severability.

If any provision of this Ordinance or its application is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions, sections, or applications of the Ordinance which can be given effect without the invalid provisions or applications, and to this end any phrase, sections, sentence, or word is declared severable. (Ord. 6516 § 1, 2000)