

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF RIVERSIDE, CALIFORNIA, AMENDING
SECTIONS 2.08.010 AND 2.08.020 AND ADDING SECTION 2.09 OF THE
RIVERSIDE MUNICIPAL CODE REGARDING THE OFFICE OF THE
INSPECTOR GENERAL AS AN ADMINISTRATIVE OFFICE AND
DEPARTMENT OF THE CITY AND RETENTION OF OUTSIDE COUNSEL
BY THE INSPECTOR GENERAL

The City Council of the City of Riverside does ordain as follows:

Section 1: Section 2.08.010 of the Riverside Municipal Code is amended as follows:

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, excepting the City Attorney, City Clerk, the Inspector General and their respective offices, set out in the 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.

Section 2: Section 2.08.020 of the Riverside Municipal Code is amended as follows to add Subdivision R:

“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;

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Q. The Marketing and Communications Department, the head of which shall be the Marketing and Communications Director.

R. The Office of the Inspector General, the head of which shall be the Inspector General.”

Section 3: Section 2.09 of the Riverside Municipal Code entitled “Retention of Outside Counsel by the Inspector General” is added as follows:

“Section 2.09 - Retention of Outside Legal Counsel by the Inspector General.

The City Attorney, or his or her designee, may serve as a resource to the Inspector General to assist the Inspector General in all legal matters pertaining to his/her office.

1 The Inspector General can seek the retention of outside counsel to provide legal advice for
2 investigations to be conducted by the Office of the Inspector General. If the Inspector General
3 requests outside legal counsel, the City Attorney shall: approve an expenditure for such outside legal
4 counsel in an amount not to exceed \$25,000 per his/her delegated authority, issue an Engagement
5 Letter indicating the approved budget amount as a public record, ensure the outside legal firm has
6 executed a Legal Services Agreement, and incorporate any outside counsel expenditures incurred by
7 the Inspector General into the public quarterly expenditure reports to City Council in compliance
8 with the City's Outside Counsel Policy. If the Inspector General requests to use an outside law firm
9 that is not on the City's approved panel of outside counsel due to potential conflicts of interest, the
10 Inspector General shall request and City Council shall add the law firm requested by the Inspector
11 General to the City's approved panel to ensure independence. Any proposed budget for outside
12 counsel to advise on an investigation that exceeds \$25,000 must be approved by City Council and
13 such approval cannot be withheld unless the proposed budget is excessive. If the Inspector General
14 determines that three (3) or more members of the City Council may be or are the subject of an
15 investigation to be conducted by the Office of the Inspector General which would prevent City
16 Council from having a quorum to approve a proposed budget for outside counsel, the City Manager
17 can approve an expenditure in excess of \$25,000 for outside legal counsel to advise on investigations
to be conducted by the Inspector General.”

18 Section 34: The City hereby finds that this ordinance is not subject to review under the
19 California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15060,
20 subdivision (c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical
21 change in the environment) and 15061, subdivision (b)(3) (there is no possibility the activity in
22 question may have a significant effect on the environment). In addition to the foregoing general
23 exemptions, the City Council further finds that this ordinance is categorically exempt from review
24 under CEQA under the Class 8 Categorical Exemption (regulatory activity to assure the protection of
25 the environment), CEQA Guidelines section 15308.

26 Section 45: The City Clerk shall certify to the adoption of this ordinance and cause
27 publication once in a newspaper of general circulation in accordance with Section 414 of the Charter
28 of the City of Riverside. This ordinance shall become effective on the 30th day after the date of its
adoption.

1 ADOPTED by the City Council this _____ day of _____, 2025.
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PATRICIA LOCK DAWSON
6 Mayor of the City of Riverside
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9 Attest:
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DONESIA GAUSE
13 City Clerk of the City of Riverside
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16 I, Donesia Gause, City Clerk of the City of Riverside, California, hereby certify that the
17 foregoing ordinance was duly and regularly introduced at a meeting of the City Council on the
18 _____ day of _____, 2025, and that thereafter the said ordinance was duly and
19 regularly adopted at a meeting of the City Council on the _____ day of _____, 2025,
20 by the following vote, to wit:
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22

23 Ayes:
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26 Noes:
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Absent:
Abstain:
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IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the
City of Riverside, California, this _____ day of _____, 2025.
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DONESIA GAUSE
City Clerk of the City of Riverside
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312524 SW 10/30/25