



PROPOSED AMENDMENTS TO RMC CHAPTER 5.15 AND OFFICIAL POLICE TOW TRUCK SERVICE AGREEMENT

Riverside Police Department

Safety, Wellness, and Youth Committee
July 16, 2025

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BACKGROUND

- **Official Police Tow Service (OPTS)** is a Tow company having a **contractual relationship** with RPD providing tows in accordance with **RMC Chapter 5.15**
- RPD **regularly assesses RMC** and **OPTS Agreement** for effectiveness
- **Proposed revisions are outlined** herein and, upon approval, incorporated in RMC and OPTS Agreement
- June 18, 2025 – Safety, Wellness and Youth Committee heard this item and continued the discussion to the July Committee Meeting



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DISCUSSION

- **Currently 6 OPTS providers** selected through an RFQ process in 2021
- Initial **Agreement term was 3 years** and ended December 31, 2024
- 3 optional 1-year **renewal terms are allowed by the agreement at the discretion of the City**
- **Current companies** are operating under the **first renewal term ending December 31, 2025**
- **RFQ** seeking qualified tow companies is planned for **Summer of 2025** for **Agreements effective January 1, 2026** due to revisions
- **All current providers are eligible to respond to the RFQ**



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RMC CHAPTER 5.15 PROPOSED AMENDMENTS

Various terms, phrases, and sections were eliminated, revised, or added throughout the RMC Chapter for clarity and alignment with the OPTS Agreement and the CA Vehicle Code.

- Section **5.15.095** is revised to:
 - **Reference City's Schedule of Fees and Charges** which includes a per-tow fee to be charged to OPTS when performing a tow at "**owner's request**" and facilitated by RPD
- Section **5.15.110** is revised to:
 - Clarify that **RPD incurs cost for impounding a vehicle as evidence** but when **hold is lifted, owner is responsible** for storage fees
 - Require tow answering service to **provide weekly reports** to RPD at cost to OPTS



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RMC CHAPTER 5.15 PROPOSED AMENDMENTS

- Section **5.15.145** is revised to :
 - Clarify **appeals and Tow Board Hearing process** allowing OPTS facing potential disciplinary actions, the **opportunity to appeal**
 - Allow RPD and Tow Board to **consider OPTS conduct** during the **current agreement term** and any **previous agreement terms** instead of limiting to the previous 12 months
- Section **5.15.150** is revised to:
 - Allow OPTS to **“pass”** on a tow no more than **twice a month** before being penalized.



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OPTTS AGREEMENT PROPOSED AMENDMENTS

Various terms, phrases, and sections were eliminated, revised, or added throughout the OPTTS Agreement for clarity and alignment with RMC Chapter 5.15 and the CA Vehicle Code.

Specific revisions include, but are not limited to, the following:

- Clarification of what constitutes **“good standing”** and what conduct leads to **disciplinary action or forfeiture of payment**
- Addition of language specifying **who is subject to background investigations**
- Update to **grooming standards** for tow truck operators



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OPTTS AGREEMENT PROPOSED AMENDMENTS

- Requirement of OPTS to **bill** for services **within 30 days** or forfeit payment
- Addition of language stating that **Lapses in insurance** coverage can lead to **removal** from **tow rotation until coverage is current**
- Clarification that **updates** to City's **Schedule of Fees and Charges** will be **passed** on to **OPTS**.



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STRATEGIC PLAN ALIGNMENT



Strategic Priority 2
Community Well-Being
 Goal 2.4



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RECOMMENDATIONS

That the Safety, Wellness, and Youth Committee:

1. Receive and discuss this report summarizing the proposed ordinance amending Riverside Municipal Code Chapter 5.15 and the proposed revisions to the Official Police Tow Truck Service Agreement;
2. Recommend that the City Council adopt the proposed ordinance amending Riverside Municipal Code Chapter 5.15 – Regulation of Riverside Police Official Police Tow Truck to clarify definitions, eliminate unnecessary verbiage, create consistency between Chapter 5.15 and the Agreement, and implement procedural changes to improve operational efficiency; and
3. Recommend that the City Council approve the proposed revisions to the Official Police Tow Truck Service Agreement to clarify definitions, eliminate unnecessary verbiage, create consistency between Chapter 5.15 and the Agreement, and implement procedural changes to improve operational efficiency.

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