

ORDINANCE NO. 88-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
RIDGECREST AMENDING THE RIDGECREST MUNICIPAL CODE  
AS IT RELATES TO CITY ADMINISTRATION

THE CITY COUNCIL OF THE CITY RIDGECREST ORDAINS as  
follows:

Section 1. Purpose

This ordinance reorganizes and updates the provisions of  
the Ridgecrest Municipal Code dealing with City Administration,  
including provisions reflecting the current organization of the  
City.

Section 2. Amendments: City Council

Article 1 is hereby added to Chapter 2 of the Ridgecrest  
Municipal Code to read as follows:

"Article 1. City Council

Section 2-1.101 Meetings: General

(a) Council meetings shall be held in the Council  
Chambers located at City Hall at 139 Balsam Street, Ridgecrest,  
California, unless called to be held in another place within the  
City.

(b) Regular meetings of the Council shall be held on the  
first and third Wednesday of each month at the hour of 7:00  
o'clock p.m. If the regular meeting day falls on a City holiday,  
the meeting shall be conducted at the same hour on the next  
succeeding day which is not a holiday.

(c) All meetings of the Council shall be conducted in  
accordance with the provisions of the Ralph M. Brown Act.

(d) Unless otherwise provided in this Code or in the Ralph M. Brown Act, the proceedings of the Council shall be governed by 'Roberts' Rules of Order,' current edition. However, no ordinance, resolution, proceeding or action of the Council shall be invalidated or the legality thereof otherwise affected by the failure or omission to follow Roberts' Rules of Order.

(e) Immediately following each Council meeting, the City Clerk shall prepare the minutes of the meeting and forward copies to each Councilmember. The reading of such minutes by the City Clerk at a following meeting may be dispensed with by a majority vote of the members present.

**Section 2-1.102 Meetings: Closed Sessions**

(a) Except for closed session, all meetings of the Council shall be open and public. The Council may conduct a closed session to: consider the appointment, promotion or job performance of employees; consider charges levied against an employee as a part of disciplinary proceedings or otherwise, unless the employee requests a public hearing; establish the City's position concerning employee negotiations; consider pending or potential claims or litigation; consider property acquisition by eminent domain or otherwise; or conduct any City business when public session is not possible due to riot or other interruption, provided members of the press shall be allowed to attend the closed session.

(b) The agenda shall state the purpose of the closed session unless the purpose of the closed session is to: consider charges levied against an employee in which case the identity of

the employee shall not be disclosed unless already publicly known or requested by the employee; discuss pending or potential claims or litigation and counsel announces that disclosure of the identity of the claimant or litigant would prejudice the City; or consider property acquisition, and counsel announces that disclosure of the identity of specific property would prejudice the City.

(c) If possible, the Council shall avoid taking action in closed session. Action may be taken in closed session when necessary to avoid prejudice to the City, e.g. counsel may be given authority to negotiate settlement to a lawsuit. If, or when, the potential for prejudice to the City does not exist, action taken in closed session shall be publicly announced at the same meeting as the closed session or at the next public meeting if such action was to appoint, employ or dismiss an employee. If the action was taken by roll call vote, the vote shall be announced.

(d) After completing a closed session, the City Attorney shall prepare a confidential memorandum stating the purpose of the closed session and action taken, if any. This memorandum shall be filed with the City Administrator.

#### Section 2-1.103 Meetings: Agenda

(a) The agenda for a regular meeting shall be posted at least 72 hours prior to the meeting. The agenda for an adjourned meeting shall be the same as the agenda for the meeting which was adjourned. If matters are added to the agenda for an adjourned meeting or if the adjourned meeting is held more than five days after the adjournment, a new agenda shall be posted at

least 72 hours prior to the adjourned meeting. The agenda for a special meeting shall be posted at least 24 hours prior to the meeting.

(b) The Council shall act only on matters appearing on the agenda unless an emergency exists or the need to take action arose subsequent to the posting of the agenda. A majority of the Council must find that an emergency exists. If five (5) Councilmembers are present, four Councilmembers must find that the need to take action arose subsequent to posting of the agenda. If the entire Council is not present, a unanimous number must find that the need to take action arose subsequent to the agenda being posted.

(c) The Council shall receive public comments on matters not appearing on the agenda but shall not act on such matters unless the Council finds an emergency exists or the need to take action arose subsequent to the agenda being posted as set forth above.

Section 2-1.104 Mayor and Vice-Mayor

(a) The mayor presides at Council meetings.

(b) The vice-mayor has all the powers and duties of the mayor when the mayor is absent or unable to act.

(c) The mayor pro-tempore has all of the powers and duties of the mayor when the mayor and vice-mayor are absent or unable to act.

(d) The Council shall meet on the Tuesday after the general municipal election and chose one of its member as mayor, one its member as vice-mayor and one of its member as mayor pro-tempore."

**Section 2-1.105 Mayor and Council: Compensation**

Members of the City Council shall each receive a monthly salary of three hundred (\$300.00) dollars. Councilmembers shall be reimbursed for actual and necessary expenses incurred in performance of official duties provided that the Councilmember has been authorized and instructed to perform such duties and incur such expenses by the Council in advance and, provided further, that a written claim for reimbursement is filed by the Councilmember with the Director of Finance within 30 days after such expenses are incurred.

**Section 3. Amendment: Boards and Commissions**

Article 2 is hereby added to Chapter 2 of the Ridgecrest Municipal Code to read as follows:

**"Article 2. Boards and Commissions**

**Section 2-2.101 General**

(a) This Article deals with city commissions. This Section sets forth provisions which are common to all commissions. Unless otherwise indicated, the term 'commission' also includes boards and committees.

(b) Commissions shall consist of five (5) commissioners who shall be registered voters within the City and who shall be appointed on the basis of their particular fitness for their duties. Each member of the Council shall nominate one Commissioner. The Council shall confirm or reject the nomination.

(c) Commissioners shall serve for two (2) year terms which expire on the last day of April of even numbered years.

Vacancies shall be filled by appointment for unexpired terms only by the Councilmember who appointed the Commissioner.

Commissioners may be removed at any time, without cause, by a majority vote of the Council. The removal of a commissioner shall create a vacancy on the commission which shall be filled by appointment for the unexpired term of the removed commissioner.

(d) The City Administrator shall appoint a secretary for each commission who shall maintain the records of the commission and the minutes of the meetings. The secretary shall receive such compensation as may be fixed from time to time by the Council by resolution.

(e) At its first meeting in the month of May of each even-numbered year, each commission shall elect one of its members as chairman and one of its members as vice-chairman. If the chairman is absent or unable to act, the vice-chairman shall conduct the meeting of the commission and exercise the powers of the chairman.

(f) Each commission shall provide for the time and place of holding of its regular meetings. Adjourned regular and special meetings shall be called in accordance with the provisions of the Ralph M. Brown Act. All meetings shall be conducted in accordance with the Act.

(g) Each commission shall act only by resolution or motion. A majority of the commissioners shall constitute a quorum for the transaction of the commission's business; however, no motion or resolution shall be passed and become effective without the affirmative vote of at least a majority of the commissioners.

(h) From time to time each commission shall adopt rules and regulations of procedure consistent with the provisions of this Code and State law. Each commission shall keep written records of its proceedings which shall open at all times for public inspection. Each commission shall also file its recommendations with the Council. Each commission shall also file an annual report with the Council setting forth the transactions and recommendations of the commission.

(i) The Council shall provide the funds, equipment, and accommodations necessary for the work of each commission.

(j) Upon request by the commission, city employees shall furnish to each commission within a reasonable time such information as may be required for the work of the commission. Each commission shall cooperate with commissions of other agencies charged with similar responsibilities in the formulation of its plans and recommendations to the Council.

(k) Whenever a person requests a special meeting by any commission to consider a matter or take an action for that person's private benefit, then such person shall reimburse the City for any compensation paid by the City to the commissioners for attendance at such meeting. The City Administrator shall determine whether a special meeting is requested for 'private benefit' within the meaning of this section.

(l) On or before December 31 of each year, the Council shall prepare an appointments list of all regular and ongoing board commissions and committees which are appointed by the Council. The list shall identify all appointed terms which will

expire during the next calendar year with the name of the incumbent, the date of the appointment, the date the term expires and the necessary qualifications for the position. The list shall also include all boards, commissions and committees whose members serve at the will of the Council.

(m) Whenever an unscheduled vacancy occurs in any board, commission or committee for which the Council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the City Clerk and not earlier than twenty (20) days before nor later than twenty (20) days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the Council for at least ten (10) working days after the posting of the notice unless the Council finds that an emergency exists. A person appointed to fill a vacancy in an emergency shall serve only on an acting basis until the final appointment is made pursuant to this Section.

#### Section 2-2.102 Planning Commission

(a) Pursuant to the provisions of Chapter 3 of Title 7 (commencing with Section 65100) of the Government Code there is hereby established a planning agency for the City. The planning agency shall be the Planning Commission composed and organized as set forth in this article.

(b) Commissioners shall receive fifty dollars (\$50.00) per calendar month. If approved by the Council, commissioners may also receive traveling and other expenses incurred on City planning business.

(c) The Planning Commission shall:

1. Develop and maintain a general plan;
2. Develop such specific plans as may be necessary or desirable;
3. Periodically review the capital improvement program of the City; and
4. Perform such other functions as the Council may provide.

(d) The Planning Commission shall have the powers necessary to enable it to fulfill and carry out its planning functions as provided by law and as set forth herein. In the performance of its functions, Planning Commission personnel may enter upon any land and make examination and surveys provided such entries, examination and surveys do not interfere with the use of land by those persons lawfully entitled to the possessions thereof.

(e) The Director of Community Development shall assist the commission with the performance of its duties.

#### Section 2-2.103 Redevelopment Agency

(a) The Redevelopment Agency of the City of Ridgecrest is hereby established. The Council shall act as the governing body of the Redevelopment Agency.

(b) Members of the Redevelopment Agency shall be compensated at the rate of thirty (\$30.00) dollars per meeting and shall receive reimbursement for expenses incurred while on Agency business, provided, such expenses are authorized in advance by the Council.

**Section 2-2.104 Personnel Commission**

(a) The Personnel Commission is hereby established.

(b) Commissioners shall receive no compensation but shall receive reimbursement for expenses incurred while on City business, provided, such expenses are authorized by the Council.

(c) The Personnel Commission shall:

(1) Hear appeals by employees in the competitive service concerning appointments, promotions, demotions, suspensions and discharge; and

(2) Make recommendations to the Council concerning other personnel matters.

(d) The Personnel Officer shall assist the Personnel Commission in the performance of its duties.

**Section 2-2.105 Contractors Appeals Board**

(a) The Contractors Appeal Board is hereby established. The Board constituted as set forth in the Uniform Building Code.

(b) Board members shall receive no compensation but shall receive reimbursement for expenses incurred which on City business, provided, such expenses are authorized by the Council.

(c) The Board shall undertake the tasks specified in the Uniform Building Code.

(d) The Building Official shall assist the Board in the performance of its duties.

**Section 2-2.106 Handicap Access Appeals Board**

(a) The Handicap Access Appeals Board is hereby established. The Board shall be appointed and constituted as follows: Two members of the Board shall be physically

handicapped persons, two members shall be persons experienced in construction, and one member shall be a public member.

(b) Board members shall receive no compensation but shall receive reimbursement for expenses incurred which on City business, provided, such expenses are authorized by the Council.

(c) The Board shall conduct hearings on written appeals made under the State Handicapped Access Standards and may approve or disapprove interpretations of these Standards and enforce actions taken by the Building Department. All such approvals or disapprovals shall be file in conclusive as to the Building Department in the absence of fraud or prejudicial abuse of discretion. The Board shall adopt regulations establishing procedural rules and criteria for carrying out its duties.

(d) The Building Official shall assist the Board in the performance of its duties.

#### Section 2-2.107 Council Committees

The Council shall establish such committees as are necessary and useful to the aid in the administration of its affairs consisting of Councilmembers, officers and employees including Commissioners, and other persons of recognized expertise, from time-to-time appointed by the Mayor with the advice and consent of the Council.

#### Section 2-2.108 Disaster Council

(a) The Disaster Council is hereby established.

(b) The Council shall provide for the preparation and carrying out of plans for the protection of persons and property within this city in the event of an emergency; the direction of

the emergency organization; and the coordination of the emergency functions of this city with all other public agencies, corporations, organizations, and affected private persons.

As used herein 'emergency' shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are, or likely to be, beyond the control of the services, personnel, equipment and facilities of this city, requiring the combined forces of other political subdivisions to combat.

(c) The Disaster Council shall consist of the following: the Mayor, who is the chair; the Director of Emergency Services who is the City Administrator and who shall be vice chair; the Assistant Director of Emergency Services who is the Chief of Police or the person appointed by the Director in the Assistant Director's absence; such chiefs of emergency services as are provided for in a current emergency plan of the city adopted pursuant to this section; and such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility as may be appointed by the Director with the advice and consent of the City Council.

(d) The Disaster Council is empowered to develop and recommend for adoption by the City Council, emergency and mutual aid plans and agreements and such ordinances and resolutions and

rules and regulations as are necessary to implement such plans and agreements. The Disaster Council shall meet upon the call of the chair, or in the chair's absence from the city or inability to call such meeting, upon the call of the vice chair.

(e) The Chairman may:

(1) Request the City Council to proclaim the existence of threatened existence of a "local emergency" if the Council is in session, or to issue such proclamation if the City Council is not in session.

(2) Request the Governor to proclaim a "state of emergency" when, in the opinion of the Chair the locally available resources are inadequate to cope with the emergency.

(f) The Director may:

(1) Declare a local emergency, provided, whenever a local emergency is proclaimed, the Council shall take action to ratify the proclamation within seven days thereafter or the proclamation shall have no further force or effect.

(2) Control and direct the effort of the emergency organization of this city for the accomplishment of the purposes of this section.

(3) Direct cooperation between and coordination of services and staff of the emergency organization of this city; and resolve questions of authority and responsibility that may arise between them.

(4) Represent this city in all dealings with public and private agencies on matters pertaining to emergencies as defined herein.

(g) In the event of the proclamation of a 'local emergency' as herein provided, the proclamation of a 'state emergency' by the Governor or the Director of the State Office of Emergency Services, or the existence of a "state of war emergency', the Director may:

(1) Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the City Council;

(2) Obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property and to bind the city for the fair value thereof and, if required immediately, to commandeer the same for public use;

(3) Require emergency services of any city officer or employee and, in the event of the proclamation of a 'state of emergency' in Kern County or the existence of a 'state of war emergency,' to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers;

(4) Requisition necessary personnel or material of any city department or agency; and

(5) Execute all of his ordinary power as City Administrator, all of the special powers conferred upon him by this section or by resolution or emergency plan pursuant hereto

adopted by the City Council, all powers conferred upon him by any statute, by any agreement approved by the City Council, and by any other lawful authority.

(h) The Director of Emergency Services shall designate the order of succession to that office to take effect in the event the Director is unavailable to attend meetings and otherwise perform his duties during an emergency. Such order of succession shall be approved by the City Council.

(i) The Assistant Director shall, under the supervision of the Director and with the assistance of emergency service chiefs, develop emergency plans and manage the emergency programs of this city; and shall have such other powers and duties as may be assigned by the Director.

(j) All officers and employees of this city, together with those volunteer forces enrolled to aid them by agreement or operation of law, including persons impressed into service under the provisions of this code, shall be charged with duties incident to the protection of life and property in this city during such emergency, and shall constitute the emergency organization of the City.

(k) The Disaster Council shall be responsible for the development of the City Emergency Plan, which plan shall provide for the effective mobilization of all of the resources of this city, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services, and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the City.

(1) Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City.

(m) It shall be a misdemeanor, punishable by a fine of not to exceed five hundred (\$500.00) dollars, or by imprisonment for not to exceed six months, or both, for any person, during an emergency, to:

(1) Willfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this section, or in the performance of any duty imposed upon him by virtue of this section..

(2) Do any act forbidden by any lawful rule or regulation issued pursuant to this section, if such act is of such a nature as to give or be likely to give assistance to the enemy or to imperil the lives or property of inhabitants of this city, or to prevent, hinder, or delay the defense or protection thereof.

(3) Wear, carry, or display, without authority, any means of identification specified by the emergency agency of the State."

**Section 4. Amendment: City Departments**

Article 3 is hereby added to Chapter 2 of the Ridgecrest Municipal Code to read as follows:

## "Article 3. Departmental Organization

### Division 1. General

#### Section 2-3.101 Departments Created

(a) The organization of the City is divided into the following departments: administrative, police, finance, legal, public works, community development, records, parks and recreation, treasury, building, personnel and purchasing.

#### Section 2-3.102 Chain of Command

(a) All department heads shall report to the City Administrator.

(b) The City Attorney and City Treasurer shall also report to the Council, subject to the City Administrator's oversight.

### Division 2. Administrative

#### Section 2-3.201 Established

The Administrative Department is hereby established. The office of City Administrator is hereby created. The City Administrator is the head of the Administrative Department.

#### Section 2-3-202. City Administrator

(a) The City Administrator shall be appointed by the Council on the basis of administrative and executive ability and qualifications and shall hold office at the will of the Council.

(b) Residence in the City at the time of the appointment of a City Administrator shall not be required as a condition of the appointment, provided, however, within 180 days after reporting for work, the City Administrator shall become a resident of the City.

(c) The City Administrator and Acting City Administrator shall be covered by the City's public employees' blanket bond.

(d) No member of the Council shall be eligible for appointment as City Administrator until one year has elapsed after such Councilmember shall have ceased to be a member of the Council.

#### Section 2-3.203 Pro Tempore

The Assistant City Administrator shall serve as Administrator Pro Tempore during any temporary absence or disability of the City Administrator. If there is no Assistant City Administrator, the City Administrator, by filing a written notice with the City Clerk, shall designate a qualified City employee to exercise the powers and perform the duties of the City Administrator during temporary absence or disability. If the City Administrator is unable to appoint, the Council shall make the appointment. If an absence or disability of the City Administrator extends over a two (2) month period, the Council may, after the two (2) month period, appoint an Acting City Administrator.

#### Section 2-3.204 Powers and Duties

The City Administrator shall be the administrative head of the government of the City under the direction and control of the Council except as otherwise provided in this Article. The City Administrator shall be responsible for the efficient administration of all the affairs of the City which are under his control. In addition to general powers as administrative head, and not as a limitation thereon, the City Administrator shall have the following powers and authority:

(a) To enforce all the laws and regulations of the City and ascertain that all franchises, contracts, permits, and privileges granted by the Council are faithfully observed;

(b) To control, order, and give directions to all heads of departments and to subordinate officers and employees of the City under his jurisdiction through their department heads;

(c) To appoint, remove, discipline, promote and demote any and all officers and employees of the City, except the City Attorney; subject to all applicable personnel rules and regulations;

(d) To conduct studies and effect such administrative reorganization of offices, positions, or units as may be indicated in the interests of the efficient, effective, and economical conduct of the City's business;

(f) To attend all meetings of the Council unless excused therefrom by the Mayor or by the Council, except when removal is under consideration;

(g) To keep the Council at all times fully advised as to the financial conditions and needs of the City;

(h) To prepare and submit the proposed annual budget and the proposed annual salary plan to the Council for its approval.

(i) To ascertain that no expenditures shall be submitted or recommended to the Council except on his approval or the approval of his authorized representative.

(j) To make investigations into the affairs of the City, and any department or division thereof, and any contract or the proper performance of any obligations of the City, and to

investigate all complaints in relation to matters concerning the administration of the City government and in regard to the services maintained by public utilities in the City;

(k) To exercise general supervision over all public buildings, public parks, and other public property which are under the control and jurisdiction of the Council; and

(l) To perform such other duties and exercise such other powers as may be delegated to him from time to time by ordinance, resolution, or other action of Council.

(m) To serve as the ex officio personnel officer.

#### Section 2-3.205 Council-City Administrator Relations

The Council and individual Councilmembers shall deal with the administrative services of the City only through the City Administrator, except for the purposes of inquiry. Councilmembers shall not give orders or instructions to any subordinate of the City Administrator. The City Administrator shall take his orders and instructions from the Council only when sitting in a duly held meeting of the Council, and no individual Councilmembers shall give any orders or instructions to the City Administrator.

#### Section 2-3.206 Cooperation of Officers and Commissions

(a) All subordinate officers and department heads shall assist the City Administrator in administering the affairs of the City efficiently, economically, and harmoniously.

(b) The City Administrator may attend any and all meetings of the commissions, boards, or committees created by the Council, be heard by such commission, boards, or committees and inform such members as to the status of any matter being considered by the Council. The City Administrator shall cooperate to the fullest extent with the members of all such commissions, boards, or committees.

#### Section 2-3.207 Removal

(a) The City Administrator may be removed from office only by a majority vote at a regular meeting of the whole Council as then constituted. In the event of proposed removal, the City Administrator shall be furnished with a 30 day prior written notice. The Council shall provide reasons for the removal in writing within seven (7) days after requested by the City Administrator and at least fifteen (15) days prior to the effective date of such removal. After furnishing the City Administrator with a written notice of intended removal from office, the Council may suspend the City Administrator from duty; provided, however, compensation shall continue until removal is final.

(b) The City Administrator may file a written appeal and request a hearing before the Council.

(c) In removing the City Administrator, the Council shall use its uncontrolled discretion, and its action shall be final and shall not depend upon any particular showing or degree of proof at the hearing, the purpose of such hearing being to allow

the City Administrator an opportunity to present to the Council grounds of opposition to his removal prior to the action of the Council.

(d) Notwithstanding any other provisions of this division, the City Administrator shall not be removed from office, other than for misconduct in office, during or within a period of ninety (90) days next succeeding any election at which a member of the Council is elected or when a new Councilmember is appointed. The purpose of this provision is to allow any newly-elected or appointed member of the Council or a reorganized Council to observe the actions and ability of the City Administrator in the performance of the powers and duties of the office. After the expiration of such ninety (90) days period, the provisions of this division providing for the removal of the City Administrator from office shall apply and be effective.

(e) On the involuntary termination from service of the City Administrator for other than for willful misconduct in office, the City Administrator shall receive cash severance pay in a lump sum equal to one (1) months' pay for every year of continuous service, or fraction thereof, as City Administrator, up to a total of three (3) months' pay. Such pay shall be computed at the highest salary received by the City Administrator during service with the City. For the purposes of this section, 'involuntary removal from service' shall include reductions in pay not applicable to all employees of the City.

## Section 2-3.208 Supplemental Employment Agreements

Nothing contained in this division shall limit the power of the Council to enter into any supplemental agreement with the City Administrator delineating additional terms and conditions of employment not inconsistent with the provisions of this Division.

## Division 3. Police

### Section 2-3.301 Established

The Police Department is hereby established. The head of the department is the Chief of Police.

### Section 2-3.302 Police Chief

The Chief of Police shall be appointed by the City Administrator on the basis of ability to fulfill the work of the office and shall hold office at the will of the City Administrator.

### Section 2-3.303 Chief of Police: Powers and Duties

The Chief of Police shall control the operation of the Police Department, and shall direct the department so that it fulfills the duties delegated to it by law as follows:

- (a) Under the administrative direction of the City Administrator, to plan, organize, and direct the activities of the Police Department in law enforcement and crime prevention; and
- (b) Execute and return all process issued and directed to him by legal authority;
- (c) Take charge of prisoners in the City jail;

(d) Keep a detailed and up-to-date record of all fees for service of process or other money collected by the Department or paid to him in an official capacity;

(e) File at least monthly a detailed statement of all money received in an official capacity during the preceding month;

(f) To do related work as required by the Council and the City Administrator.

#### Division 4. Director of Finance

##### Section 2-3.401 Office Established

The Finance Department is hereby established. The Director of Finance is the head of the finance department.

##### Section 2-3.402 Finance Director: Appointment

(a) The Finance Director shall be appointed by the City Administrator on the basis of ability to fulfill the work of the office and shall hold office at the will of the City Administrator.

(b) Before entering upon the duties of his office, the Director of Finance shall execute a corporate surety bond, conditioned upon the faithful performance of his duties, in a penal sum in a reasonable amount as recommended by the City Attorney and fixed by the Council by resolution, which may be changed during the term of office of the Director of Finance.

##### Section 2-3.403 Finance Director: Powers and Duties

The Director of Finance shall control the operations of the finance department and shall direct the department so that it fulfills the duties delegated to it as follows:

(a) To audit demands prior to submitting such demands to the Council for approval or rejection;

(b) To countersign City warrants;

(c) To endorse orders or demands which are not approved for want of funds, number the endorsement, register the order or demand in departmental records and deliver it to the claimant, or his order.

(d) To certify or approve payrolls or attendance records of other officers and employees of the City;

(e) To maintain records readily reflecting the financial condition of the City;

(f) To prepare and present to the Council at the end of each fiscal year a summary statement of the receipts and disbursements by departments and funds, including opening and closing fund balances in the treasury;

(g) To cause the financial statement, in a form prescribed by the State Controller to be posted not later than 120 Days after the close of the fiscal year for which the report is compiled.

(h) To exercise continuous scrutiny of the expenditures and revenues in conformance with the approved budgetary requirements and budget accounting and transfer monies within a fund to prevent the over-expenditure of accounts or transfer monies from fund to fund where approved by the Council;

(i) To administer the daily transactions of the City by receiving all revenue consisting of cash, checks, and money orders; issuing cashier's receipts for monies received;

determining the proper revenue coding classifications for all revenue in accordance with the established charts of accounts;

(j) To prepare and certify all other monthly, quarterly, and annual reports to the State and other governmental agencies;

(k) To be available to the Council and the individual members thereof for consultation and advice at all reasonable times.

(l) To serve as the ex officio purchasing officer.

#### Section 2-3.404 Other Financial Duties

The duties imposed upon the City Clerk by Sections 37203 through 37205, 37207 and 40802 through 407805 of the Government Code of the State are hereby transferred to the Director of Finance.

### Division 5. Community Development

#### Section 2-3.501 Established

The Community Development Department is hereby established. The Community Development Director is the head of the Department.

#### Section 2-3.502 Community Development Director:

(a) The Community Development Director shall be appointed by the City Administrator on the basis of ability to fulfill the work of the office and shall hold office at the will of the City Administrator.

#### Section 2-3.503 Community Development Director:

##### Powers and Duties

The Community Development Director shall control the operations of the Community Development Department and direct the

Department so that it fulfills the duties delegated to it, including:

- (a) To prepare and implement of land use and development plans in cooperation with the Planning Commission.
- (b) To act as Secretary to the Planning Commission.
- (c) To act as the ex officio building official.

#### Division 6. City Treasurer

##### Section 2-3.601 Established

The Treasury Department is hereby established. The City Treasurer is the head of the department.

##### Section 2-3.602 City Treasurer: Appointment

(a) The Treasurer shall be appointed by the City Administrator on the basis of ability to fulfill the work of the office and shall hold office at the will of the City Administrator.

(b) Before entering upon the duties of the office, the City Treasurer shall execute a corporate surety bond, conditioned upon the faithful performance of duties. The penal sum of the bond shall be in a reasonable amount recommended by the City Attorney and fixed by the Council by resolution and may be changed during the term of office. The bond shall be filed with the Clerk.

##### Section 2-3.603 City Treasurer: Powers and Duties

The City Treasurer shall control the operations of the Treasury Department, subject to the supervision of the finance officer, and shall direct the department so that it fulfills the duties delegated to it as follows:

(a) To receive and safe keep all money coming into his hands as treasurer;

(b) To provide an annual recommendations concerning the City's investment policy;

(c) To invest surplus funds in accordance with the investment policy approved by the Council;

(d) To provide monthly reports of investments showing compliance with the City's approved investment policy; and

(e) To submit a written report to the Finance Director and Council at least monthly which accounts for all receipts, disbursements and fund balances.

#### Division 7. Records

##### Section 2-3.701 Established

The Records Department is hereby established. The head of the department is the City Clerk.

##### Section 2-3.702 City Clerk: Appointment

(a) The City Clerk shall be appointed by the City Administrator on the basis of ability to fulfill the work of the office and shall hold office at the will of the City Administrator.

##### Section 2-3.703 City Clerk: Powers and Duties

The City Clerk shall control the operation of the Records Department and shall direct the department so that it fulfills the duties delegated to it as follows:

(a) To prepare an accurate record of the proceedings of the Council in books bearing the appropriate titles and devoted exclusively to such purposes;

(b) Maintain a comprehensive general index to record proceedings;

(c) To keep a book marked 'ordinances' and record in it all City Ordinances with a certificate annexed to each, stating;

(1) It is a true and correct copy of a City ordinance.

(2) The ordinance number; and

(3) It has been published or posted pursuant to law;

(d) To be custodian of the City seal;

(e) To administer oaths or affirmations and take and certify affidavits and depositions pertaining to City affairs;

(f) To provide copies of public records, upon payment of required fees;

(g) To receive claims and provide notice of action on the claims; and

(h) To perform other acts required by law.

#### Division 8. Public Works

##### Section 2-3.801 Established

The Department of Public Works is hereby established. The head of the Department is the Director of Public Works.

##### Section 2-3.802 Director of Public Works

The Director of Public Works shall be appointed by the City Administrator on the basis of the ability to fulfill the work of the position and shall hold the position at the will of the City Administrator.

### Section 2-3.803 Powers and Duties

The Director of Public Works shall be responsible for the operation of the Department of Public Works and shall direct the Department so that it fulfills the duties delegated to it by law, including:

- (a) To serve as Superintendent of Streets; and
- (b) To serve as City Engineer;
- (c) To perform other acts required by law or as directed.

### Division 9. Legal

#### Section 2-3.901 Established

The Legal Department is hereby established. The City Attorney is the head of the Legal Department.

#### Section 2-3.902 Appointment

The City Attorney shall be appointed by, and serve at the will of, the City Council.

#### Section 2-3.903 City Attorney: Duties

The City Attorney shall be responsible for the operation of the Legal Department and shall direct the department so that it fulfills the duties delegated to it as follows:

- (a) To advise City officials in all legal matters pertaining to City business;
- (b) To frame all ordinances and resolutions required by the Council; and
- (c) To perform other legal services required by the Council or City Administrator.

**Division 10. Parks and Recreation**

**Section 2-3.1001 Established**

The Department of Parks and Recreation is hereby established. The head of the department is the Director of Parks and Recreation.

**Section 2-3.1002 Director of Parks and Recreation:**

The Director of Parks and Recreation shall be appointed by the City Administrator on the basis of the ability to fulfill the work of the position and shall hold the position at the will of the City Administrator.

**Section 2-3.1003 Powers and Duties**

The Director of Parks and Recreation shall be responsible for the operation of the Department of Parks and Recreation and shall direct the Department so that it fulfills the duties delegated to it by law as follows:

- (a) To plan, coordinate, and direct the development, use, and maintenance of the City parks and their facilities;
- (b) To plan and administer a broad program of municipal recreation; and
- (c) To do related work as required.

**Division 11. Building**

**Section 2-3.1101 Established**

The Building Department is hereby established. The Building Official is the head of the department. The Director of Community Development, or the Director's designee, is the ex officio Building Official.

Section 2-3.1102 Building Official: Power and Duties

The Building Official shall contract the operations of the Building Department to fulfill the duties delegated to it, including:

- (a) To enforce the building codes;
- (b) To perform other acts required by law or as directed.

Division 12. Personnel

Section 2-3.1201 Established

The Personnel Department is hereby established. The Personnel Officer is the head of the department. The City Administrator, or the City Administrator's designee, is the ex officio Personnel Officer.

Section 2-3.1202 Personnel Officer: Powers and Duties

(a) The Personnel Officer shall control the operations of the Personnel Department to fulfill the duties delegated to it as follows:

- 1) To prepare personnel rules and regulations and employer/employee rules and regulations in cooperation with the Personnel Commission;
- 2) To prepare, or cause to be prepared, position classification plans, including class specifications and revisions thereof;

3) To prepare, or cause to be prepared, a plan of compensation and revisions thereof, covering all classifications in the competitive service.

### Division 13. Purchasing

#### Section 2-3.1301 Established

The Purchasing Department is hereby established. The Purchasing Agent is the head of the department. The Finance Director, or the Finance Director's designee, is the ex officio Purchasing Agent.

#### Section 2-3.1302 Purchasing Agent: Powers and Duties

The Purchasing Agent shall control the operations of the Purchasing Department to fulfill the duties delegated to it as follows:

(a) Provide for the purchase of supplies and equipment in accordance with purchasing procedures;

(b) Supervise the inspection of all supplies and equipment purchased to insure conformance with specifications;

(c) Supervise the transfer of surplus or unused supplies and equipment between departments as needed and the sale of all supplies and equipment which cannot be used by the City;

(d) Operate and maintain the storage facilities of the City and such control records as are necessary for the proper inventory of stocks, supplies and equipment;

(e) Recommend for Council action rules and procedures governing the purchase of supplies and equipment."

**Section 5. Amendment: Employees**

Article 4 is hereby added to Chapter 2 of the Ridgecrest Municipal Code to read as follows:

**"Article 4. Employees**

**Section 2-4.101 General**

This Article sets forth the rules and regulations governing promotion, discipline and termination of City officers and employees. This Article also sets forth the rules and regulations governing employer-employee relations.

**Section 2-4.102 Classification of Employees**

(a) All officers and employees of the City other than department heads, consultants and employees who are hired to meet the immediate requirements of an emergency condition such as extraordinary fire, flood or earthquake which threatens life or property, are a part of the competitive service of the City. Department heads, volunteers and emergency employees are part of the non-competitive service.

(b) The City Attorney serves at the will of the Council. Other members of the non-competitive service serve at the will of the City Administrator, provided, no person shall be appointed to the non-competitive service by the City Administrator without the advice and consent of the Council and no person in the non-competitive service shall be disciplined by the City Administrator if the Council recommends against the action. The City Administrator shall provide the Council with written report of intended action at least fifteen (15) days prior to the effective date of any proposed hiring or discipline involving a

member of the non-competitive service. Members of the non-competitive service are not covered by the personnel rules set forth in this article.

(c) The City Administrator, the City Attorney and their Executive Secretaries are confidential officers and employees. Other members of the non-competitive service are management employees.

(d) In the event a member of the competitive service is demoted or removed, the City Administrator shall provide notice of said action to the City Council within five (5) days.

#### Section 2-4.103 Employer-Employee Relations

(a) The Personnel Officer shall recommend the adoption of rules and regulations covering hiring, promotion, discipline and termination of all officers and employees in the competitive service. If the recommendations of the Personnel Officer are approved by the City Council, said approved rules and regulations shall be adopted by City Council resolution.

(b) The rules and regulations governing the competitive services shall, as far as practicable, provide for:

(1) appointment and promotion based on merit and fitness ascertained by competitive examination;

(2) the establishment of a probationary period for appointments including promotional appointments of not less than 6 months for miscellaneous employees and 18 months for safety members;

(3) notices required by law prior to the imposition of disciplinary action and a right of appeal to the Personnel Commission.

(4) persons shall not be employed, promoted or disciplined or otherwise favored or disfavored because of political opinions, race, color, creed, national origin, ancestry, religious belief or sex.

**Section 2-4.104 Employer/Employee Relations**

(a) The Personnel Officer shall recommend the adoption of rules and regulations covering employer/employee relations. If the recommendations of the Personnel Officer are approved by the City Council, said approved rules and regulations shall be adopted by City Council resolution.

(b) The rules and regulations governing employer-employee relations shall, as far as practicable provide for:

(1) determination of appropriate representational units;

(2) determination of recognized employee organizations;

(3) impasse resolution;

(4) determination of unfair employee or employer practices; and

(5) other appropriate matters.

**Section 6. Amendment: Records**

Article 5 is hereby added to Chapter 2 of the Ridgecrest Municipal Code to read as follows:

**"Article 5. Official Records and Notices**

**Division 1. General**

**Section 2-5.101 Purpose and Scope**

This Article governs the handling of public records and official matters.

## Section 2-5.102 Definitions

The following terms are defined for the purposes of this Article:

(a) 'Public Records' means any writing containing information relating to the conduct of City business prepared, owned, used or retained by the City regardless of physical form or characteristics.

(b) 'Writing' means any handwriting, typewriting, printing, photostating, photographing, and every other means of recording upon any form of communication or representation, including letters, words, pictures, sounds or symbols, or combinations thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punched cards, discs, drums or other documents.

## Section 2-5.103 Filing Documents

The City Administrator, the City Clerk, and the City Attorney and each hereby appointed authorized agents of the City for the filing with such offices and officers of the State and of the County of certified copies of ordinances and resolutions and such other documents as may be required for the proper and efficient conduct of the business of the City.

## Division 2. Records Access

### Section 2-5.201 Purpose & Scope

This Division governs the access of City records. This Division implements the provision of Chapter 3.5 (commencing with Section 6250) of Title 1 of the Government Code.

### Section 2-5.202 Access

City records are open to public inspection at all times during the office hours of the City and every citizen has a right to inspect any City record except as herein provided.

### Section 2-5.203 Exceptions

(a) Nothing contained in this section shall be construed to require disclosure or records that are:

(1) Preliminary drafts, notes or intra or interagency memoranda which are not retained by the City in the ordinary course of business, provided, that public interest in withholding such records clearly outweighs the public interest and disclosure;

(2) Records pertaining to pending litigation to which the City is a party or to claims made pursuant to Division 3.6 (commencing with Section 810) of Title 1 of the Government Code, until such litigation or claim has been fully adjudicated or otherwise settled;

(3) Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy;

(4) Geological or geophysical data, plant production data and similar information relating to utility systems development which are obtained in confidence from any person;

(5) Test questions, scoring keys, and other examination data used to administer examinations for employment;

(6) The contents of real estate appraisals, engineering or feasibility estimates and evaluations made for or

by the City relative to the acquisition of property, or to prospective supply and construction contracts, until such time as all of the property has been acquired or all of the contract agreement obtained, provided, however, the law of eminent domain shall not be affected by this provision;

(b) Notwithstanding the foregoing, every employment contract between the City and any public official or public employee is a public record which must be disclosed and an itemized statement of the total expenditures and disbursements of the City provided for in Article VI of the California Constitution shall be open for public inspection.

(c) The City shall justify withholding any records by demonstrating that the record in question is exempt under the express provisions of this section or that on the facts of the particular case the public interest served by not making the record public clearly outweighs the public interest served by disclosure of the record.

#### Section 2-5.204 Copies

(a) No person, unless authorized by the City Administrator, City Clerk, or City Attorney, shall remove any papers or documents from the City Hall.

(b) A person may receive a copy of any identifiable City record, upon request. An exact copy shall be provided unless impracticable to do so. Computer data shall be provided in a form determined by the City. A request for a copy of an identifiable public record or information produced therefrom or a certified copy of such record shall be accompanied by payment of a fee in the amount from time to time established by the Council.

(c) If the applicant is unable to identify the record to be copied, a charge from time to time established by the Council, shall be paid to the City for time spent by City personnel in attempting to locate such record.

(d) The City Clerk may require any person who desires to obtain a copy of a City record to deposit an amount equal to the estimated fees for copying and, if applicable, charges for searching the required information. That portion of the deposit which is not required to cover the costs of such fees and charges will be refunded to the person desiring to obtain the information. If such deposit is insufficient to cover the cost of such fees and charges, an additional deposit will be required.

#### Section 2-5.205 Council Access

Notwithstanding any other provision in this Article to the contrary, all records of the City including records excluded from public inspection, shall be made available for inspection by any member of the Council at all reasonable times. No fee or charge shall be imposed upon any Council member for obtaining a copy of such record or for any search relating to the location of such record.

### Division 3. Records Destruction

#### Section 2-5.301 Purpose and Scope

This Division governs the destruction of City records. This Division implements the provisions of Chapter 7 (commencing with Section 60200) of Division 2, Title 6 of the Government Code Sections 34090, 34090.5, 34090.6 and 34090.7 of the Government Code.

Section 2-5.302 Permanent Records

The following original records shall be maintained in perpetuity in the City's files:

- (1) The certificate of incorporation of the City;
- (2) Any certificate of annexation proceedings;
- (3) Any certificate of the Secretary of State reciting the filing of annexation papers by the City in his office;
- (4) Any certification by the Secretary of State reciting the filing of annexation papers by the City in his office;
- (5) Resolutions and Ordinances;
- (6) Minutes of the Meetings of the Council of Directors;
- (7) Certificate of assessed valuation prepared by the auditor of Kern County.
- (8) Documents received from the tax assessor detailing City taxes collected;
- (9) Ballot arguments pro or contra on bond issues;
- (10) Results of bond propositions received from the canvassing bodies;
- (11) Results of elections for the office of member of the Council of Directors received from the canvassing body;
- (12) Records of securities acquired with surplus City monies;
- (13) Receipts for securities from Banks;

(14) Documents received relating to claims brought against the City;

(15) Documents received pursuant to eminent domain proceedings brought by the City;

(16) Records that are determined by the Council of Directors to be of significant and lasting historical, administrative, legal, fiscal or research value; and

(17) Records required by law to be filed and preserved.

#### Section 2-5.303 Microfilmed Records

The following original records, or a microfilmed copy of such original record, shall be maintained in perpetuity in the City's files:

(1) Financial records summarizing the financial status of the City other than reports prepared pursuant to Article 9 (commencing with Section 53891) of Part 1 of Division 2 of the Government Code;

(2) Records affecting title to land or liens thereon;

(3) Oaths of office and related materials depicting the authenticity of the appointment of any director or officer of the City;

(4) Paid vouchers with attached documents; summary of collections, registers of demands issued and journals of warrant paid, provided, the original thereof has been maintained in the City's files for a period of five years;

(5) Reports of the City in correspondence not covered in any other portion of this section; and

Records received pursuant to State statute which are not expressly required by law to be filed and preserved.

(6) Records received pursuant to State statute which are not expressly required by law to be filed and preserved.

Section 2-5.304 Temporary Records

(a) With the consent of the Council and City Attorney, the following original records may be destroyed after the passage of time, as indicated, without the maintenance of a microfilm copy thereof:

(1) Unaccepted bids or proposals for construction may be destroyed without microfilming after two years;

(2) Work orders or in-house records of time spent on various City work assignments may be destroyed without microfilming after two years;

(3) Records created for a specific event or action may be destroyed without microfilming after five years following the end of the fiscal year in which the event or action was completed, unless there is pending litigation involving the records;

(4) Cancelled checks for the payment of bond interest and redemption may be destroyed by an executive officer without microfilming after ten years;

(5) Tapes of City meetings may be erased after 60 months; and

(6) Any record, paper or document which is more than two years old and which was prepared or received in any manner other than pursuant to state statute.

(b) The following records may be destroyed at any time, without maintenance of a microfilm copy thereof;

(1) All duplicated, the original or a permanent photostatic record of which is on file;

(2) Rough drafts, notes and working papers accumulated in the preparation of a communication, study or other document, unless of a formal nature contributing significantly to the preparation of the document representing the work of any department of the City, including but not limited to meter books after the contents thereof have been transferred to other records;

(3) Cards, listings, non-permanent indices, other papers used for controlling work and transitory files including letters of transmittal, suspense letters, and tracer letters; and

(4) Canceled coupon sheets from registered bonds.

#### Division 4. Publication and Posting

##### Section 2-5.401 Purpose and Scope

This Division governs the publication and posting of City notices and other documents.

##### Section 2-5.402 Posting

(a) All City ordinances and all City resolutions required by law to be posted and all notices adopted or issued by the City shall be posted in three (3) public places within the City.

(b) The following places are officially designated as the public places within the City for the posting of all City ordinances and all City resolutions required by law to be posted and all notices adopted or issued by the City:

(1) The bulletin board and foyer of the City Hall, located at 139 Balsam Street, Ridgecrest, California.

(2) The bulletin board in the Ridgecrest Post Office located at 101 East Coso Avenue, Ridgecrest, California;

(3) The bulletin board in the Department of Motor Vehicles located at 540 Perdew Avenue, Ridgecrest, California.

**Section 2-5.403 Publication: Required**

All City ordinances and all City resolutions required by law to be published shall be so published, within fifteen (15) days after their passage, once in a newspaper or general circulation, published and circulated in the City, in accordance with the provisions of the Government Code."

**Section 7. Amendment: Miscellaneous**

Article 6 is hereby added to Chapter 2 of the Ridgecrest Municipal Code to read as follows:

**"Article 6. Miscellaneous**

**Section 2-6.101 P.O.S.T. Standards**

The City will adhere to the standards for recruitment and training established by the California Commission on Peace Officer Standards and Training.

**Section 2-6.102 Gas Tax Improvement Fund**

(a) There is hereby created a special fund in the City Treasury to be known as the special gas tax street improvement fund.

(b) All monies received by the City from the State of California under the provisions of the Streets and Highways Code, Section 2107 et seq for the acquisition of real property or

interests therein for, or for engineering, or for the construction, maintenance or improvement of streets or highways by the City shall be paid into said fund.

(c) All monies in said fund shall be expended exclusively for the purposes authorized by, and subject to the provisions of Sections 2107 et seq. of the Streets and Highways Code."

#### Section 2-6.103 Conflicts of Interest

(a) A model Conflicts of Interest Code promulgated by the Fair Political Practices Commission and approved by the code reviewing body is hereby adopted as the City's Conflict of Interest Disclosure Code pursuant to Government Code § 87300.

(b) The following employees, hereinafter ("designated employees"), shall file disclosure statements for all categories of disclosure, provided that income need not be disclosed on the initial disclosure statement:

#### Section 2-6.104 P.E.R.S.

(a) That a Contract between the City Council and the Board of Administration, California State Employees' Retirement System is hereby authorized, a copy of said Contract being attached hereto, marked "Exhibit A", and by such reference made a part hereof as though herein set out in full.

(b) The mayor of the City Council is hereby authorized, empowered, and directed to execute said Contract for and on behalf of said Agency.

(c) An amendment to the Contract between the City Council and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said amendment

being attached hereto, marked 'Exhibit A', and by such reference made a part hereof as though herein set out in full. The Mayor of the City is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency.

(d) An amendment to the Contract between the City Council of the City of Ridgecrest and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said amendment being attached hereto, marked 'Exhibit A', and by such reference made a part hereof as though herein set out in full. The Mayor of the City Council is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency."

#### Section 8. Repeals

Sections 1-3, including 1-3.1, 1-3.2, 1-3.3, 1-3.4, 1-3.5, 1-3.6, 1-3.7, 1-3.8 and 1-3.9; 1-4; 1-6, including 1-6.1, 1-6.2, 1-6.3, 1-6.4 and 1-6.5; 2-1, including 2-1.1 and 2-1.2; 2-1.3, 2-1.4; 2-2, including 2-2.1, 2-2.2, 2-2.3, 2-2.4 and 2-2.5; 2-3, including 2-3.1; 2-4, including 2-4.1, 2-4.2, 2-4.3, 2-4.4, 2-4.5, 2-4.6, 2-4.7, 2-4.8, 2-4.9 and 2-4.10; 2-5, including 2-5.1, 2-5.2, 2-5.3, 2-5.4, 2-5.5, 2-5.6, 2-5.7, 2-5.8, 2-5.9, 2-5.10, 2-5.11 and 2-5.12; 2-6, including 2-6.1, 2-6.2, 2-6.3, 2-6.4, 2-6.5, 2-6.6, 2-6.7, 2-6.8 and 2-6.9; 2-7, including 2-7.1; 2-9, including 2-9.1, 2-9.2, 2-9.3, 2-9.4, 2-9.5, 2-9.6, 2-9.7, 2-9.8, 2-9.9, 2-9.10, 2-9.11 and 2-9.12, 4-1; 4-2; 4-3, including 4-3.1, 4-3.2, 4-3.3 and 4-3.4; 4-4; 4-5; 4-6; 4-7; 4-8; 4-9; 4-10; 4-11; 4-12; 4-13; 4-14; 4-15; 4-16, 4-17, including

4-17.1, 4-17.2 and 4-17.3; 4-18; 9-7, including 9-7.1, 9-7.2  
9-7.3, 9-7.4 and 9-7.5; 22-1; 22-2 and 22-3 of the Ridgecrest  
Municipal Code are hereby repealed.

Section 9. Other

Except as provided herein, the Ridgecrest Municipal Code  
is hereby reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED this 20th day of January  
1988.

AYES: Mayor Mower, Councilmembers Wiknich, Bergens, Condos.

NOES: None.

ABSTAIN: None.

ABSENT: Councilmember Corlett.



Michael R. Mower, Mayor

ATTEST:

  
Joyce M. Taft, City Clerk