

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONG BEACH RELATING TO ADOPTING AN AMENDMENT TO ORDINANCE NO. C-6496, ADOPTED JULY 5, 1988, AND AMENDED ON JANUARY 24, 1989, JULY 11, 1989, DECEMBER 5, 1989, MARCH 20, 1990, JULY 3, 1990, SEPTEMBER 18, 1990, JULY 2, 1991, JULY 7, 1992, JANUARY 26, 1993, AUGUST 24, 1993, JUNE 28, 1994, JULY 18, 1995, NOVEMBER 28, 1995, OCTOBER 1, 1996, MARCH 25, 1997, OCTOBER 7, 1997, OCTOBER 27, 1998, APRIL 20, 1999, OCTOBER 19, 1999, OCTOBER 17, 2000, OCTOBER 30, 2001, MARCH 19, 2002, NOVEMBER 26, 2002, JANUARY 6, 2004, FEBRUARY 8, 2005, NOVEMBER 1, 2005, DECEMBER 5, 2006, MARCH 20, 2007, MAY 22, 2007, DECEMBER 18, 2007, JULY 15, 2008, SEPTEMBER 21, 2010, SEPTEMBER 13, 2011, SEPTEMBER 11, 2012, OCTOBER 3, 2013, AND SEPTEMBER 9, 2014, SEPTEMBER 22, 2015, AND SEPTEMBER 20, 2016, RELATING TO DEPARTMENTAL ORGANIZATION OF THE CITY OF LONG BEACH

The City Council of the City of Long Beach ordains as follows:

Section 1. Section 2 of Ordinance No. C-6496, adopted July 5, 1988, as amended, is amended to read as follows:

Section 2. The Departmental Organization of the City of Long Beach is hereby adopted to read as follows:

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 Departments, Bureaus and Divisions Created.

2 There are within the City the following departments of City Government, and those
3 departments, bureaus and divisions not otherwise created are hereby created and
4 established; and the City Council consolidates those departments, bureaus and
5 divisions indicated in this Section:

6 A. City Auditor Department;

7 B. City Clerk Department with the following bureaus:

8 1. Legislative Bureau;

9 2. Elections Bureau; and

10 3. Administration Bureau;

11 C. City Manager Department;

12 D. City Prosecutor Department;

13 E. Civil Service Department with the following divisions:

14 Administration and Support Services; Recruitment and Selection; and
15 Special Projects;

16 F. Development Services Department with the following division:

17 Communications; and the following bureaus and divisions:

18 1. Planning Bureau with the following divisions: Advanced
19 Planning; and Current Planning;

20 2. Housing and Neighborhood Services Bureau with the
21 following divisions: Grants Administration; Neighborhood Improvement;
22 Housing Services; and Community Improvement;

23 3. Code Enforcement Bureau with the following divisions:
24 Standard Code Enforcement; and Multi-Family Housing Inspection;

25 4. Administration and Financial Services Bureau with the
26 following divisions: Administrative Services; and Financial Services; and

27 5. Building and Safety Bureau with the following divisions:
28 Engineering Services; Inspection Services; and Permit Center;

1 Whenever the Charter or ordinances of the City or other applicable
2 laws provide that certain duties and functions shall be performed either by
3 the Planning Department or the head of the Planning Department, by the
4 Department of Building and Safety or the Superintendent of Building and
5 Safety, or the Community Development Department or the head of the
6 Community Development Department, such duties and functions shall be
7 performed by the head of the Development Services Department or his or
8 her designee;

9 G. Disaster Preparedness and Emergency Communications
10 Department with the following bureaus and divisions:

11 1. Administration Bureau with the following division:
12 Homeland Security Grants Administration;

13 2. Disaster Preparedness Bureau with the following
14 divisions: Emergency Preparedness; and Disaster Management and
15 Recovery; and

16 3. Emergency Communications Bureau;

17 H. Economic Development Department with the following
18 bureaus and divisions:

19 1. Business Development Bureau with the following
20 divisions: Business Attraction and Retention; Business Improvement
21 Districts; Business StartUp; and Small Business Lending;

22 2. Workforce Development Bureau with the following
23 divisions: Career Services; Workforce Operations; and Business
24 Engagement; and

25 3. Property Development Bureau with the following
26 divisions: Property Services; and Real Estate Development;

27 I. Financial Management Department with the following division:
28 Administrative Operations; Administrative Services; Special Projects; and

1 the following bureaus and divisions:

2 1. City Controller/Accounting Bureau with the following
3 divisions: Accounting Operations, Tidelands and CIP; Grants/Successor
4 Agency and Payroll; and Accounts Payable;

5 2. Business Services Bureau with the following divisions:
6 Procurement Services; Business Services; and Labor Compliance;

7 3. Commercial Services Bureau with the following
8 divisions: Billing and Collections; and Central Cashiering;

9 4. Treasury Operations Bureau with the following
10 divisions: Debt Management; and Cash and Investment Management;

11 5. Budget Management Bureau with the following
12 divisions: Fiscal Impact Analysis; Revenue Management; Budget
13 Development; and Budget Operations;

14 6. Financial Controls Bureau with the following divisions:
15 Controls Operations; and Financial Systems; and

16 7. Fleet Services Bureau with the following divisions:
17 Fleet Operations; Fleet Acquisitions; Fleet Maintenance; Fuel and
18 Underground Storage Tanks (UST); and Towing/Lien Sales;

19 J. Fire Department with the following bureaus and divisions:

20 1. Administration Bureau with the following division:
21 Administrative Services;

22 2. Fire Prevention Bureau with the following divisions:
23 Code Enforcement; and Community Services;

24 3. Operations Bureau with the following divisions:
25 Operations/Facilities; and Marine Safety; and

26 4. Support Services Bureau with the following divisions:
27 Training/Fleet Management; and Emergency Medical Services;

28 K. Health and Human Services Department with the following

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bureaus and divisions:

1. Physician Services Bureau with the following divisions:
Clinical Services; Laboratory Services; and Public Health Emergency
Management;

2. Community Health Bureau with the following divisions:
Nutrition Services; Nursing Services; and Chronic Disease and Injury
Prevention;

3. Environmental Health Bureau with the following
division: Environmental Health Operations;

4. Human Services Bureau with the following divisions:
Homeless Services; and Community Impact;

5. Collective Impact and Operations Bureau with the
following divisions: Financial Services; and Administrative Operations; and

6. Housing Authority Bureau with the following divisions:
Operations; and Administrative;

L. Human Resources Department with the following division:
Administration; and the following bureaus and divisions:

1. Risk Management Bureau with the following divisions:
Loss Control and Prevention; Workers' Compensation Coordination;
Departmental Safety Support; and Occupational Health Services;

2. Labor Relations Bureau with the following division:
Labor Negotiations; and;

3. Personnel Operations Bureau with the following
divisions: Personnel Services; Training and Equal Employment Opportunity;
and Employee Benefits;

M. Law Department;

N. Legislative Department with the following divisions: Mayor's
Office; Council District One; Council District Two; Council District Three;

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Council District Four; Council District Five; Council District Six; Council District Seven; Council District Eight; and Council District Nine;

O. Library Services Department with the following division:
Support Services; and the following bureaus and division:

1. Automated Services Bureau;
2. Branch Library Services Bureau; and
3. Main Library Services Bureau with the following division: Youth Services;

P. Long Beach Airport Department with the following bureaus and divisions:

1. Business Operations Bureau with the following divisions: Finance and Administration; Leasing and Business Development; Public Affairs; and Noise and Environmental Compliance; and
2. Airport Operations Bureau with the following divisions: Operations; Maintenance and Facilities; Safety and Security; Airport Engineering; and Building Services;

Q. Long Beach Gas & Oil Department with the following bureaus and divisions:

1. Business Operations Bureau with the following divisions: Personnel Services; Financial Services; Safety; Call Center Services; and Energy Services;
2. Gas Services Bureau with the following division: Customer Service;
3. Engineering and Construction Bureau with the following divisions: Pipeline Maintenance; Engineering; and Regulatory Compliance & Oversight;
4. Electric Generation Bureau with the following division: SERRF Operations; and

1 5. Oil Operations Bureau with the following divisions:
2 Planning and Unit Operations; Production and Environmental Safety; and
3 Subsidence and Reservoir;

4 Whenever the Charter or ordinances of the City or other applicable
5 laws provide that certain duties and functions shall be performed either by
6 the Oil Properties Department or the head of the Oil Properties Department,
7 such duties and functions shall be performed by the head of the Long
8 Beach Gas and Oil Department or his or her designee;

9 R. Parks, Recreation and Marine Department with the following
10 division: Special Projects; and the following bureaus and divisions:

11 1. Business Operations Bureau with the following
12 divisions: Personnel and Training; Financial Services; Contract
13 Management and Golf Operations; Planning and Development; and
14 Community Information and Graphics;

15 2. Community Recreation Services Bureau with the
16 following divisions: Citywide Administration; Community Services; Area I;
17 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and
18 Historic Sites;

19 3. Maintenance Operations Bureau with the following
20 divisions: Park Facilities Maintenance; and Grounds Maintenance;

21 4. Marine Bureau with the following divisions: Marina
22 Operations; Beach Maintenance/Queensway Bay; and Marine
23 Maintenance; and

24 5. Animal Care Services Bureau;

25 S. Police Department with the following divisions: Chief of Staff;
26 and Internal Affairs; and the following bureaus and divisions:

27 1. Investigations Bureau with the following divisions:
28 Detective; Gang/Violent Crimes; and Forensic Science Services;

- 1 2. Patrol Bureau with the following divisions: Patrol -
2 East; Patrol - North; Patrol - West; Patrol – South; and Field Support;
- 3 3. Administration Bureau with the following divisions:
4 Records; Community Engagement; and Personnel;
- 5 4. Financial Bureau with the following division: Fiscal; and
- 6 5. Support Bureau with the following divisions: Jail; Training;
7 Port Police; and Security Services;

8 T. Public Works Department with the following bureaus and
9 divisions:

- 10 1. Business Operations Bureau with the following
11 divisions: Budget Services; Personnel Services; and Safety and Disaster
12 Preparedness;
- 13 2. Engineering Bureau with the following divisions:
14 Capital Improvement; Construction Management; Design; Engineering;
15 Parking Operations; Project Management; and Storm Water/Environmental
16 Compliance;
- 17 3. Environmental Services Bureau with the following
18 divisions: Operations; Recycling and Waste Reduction; Refuse; and Street
19 Sweeping/Clean Long Beach; and
- 20 4. Public Service Bureau with the following divisions:
21 Facilities Management; Street Maintenance; and Traffic Operations; and
- 22 5. Transportation Mobility Bureau with the following
23 divisions: Mobility Programs; Transportation Development; and
24 Transportation Engineering;

25 U. Technology and Innovation Department with the following
26 divisions: Administrative Services; and Cyber Security; and the following
27 bureaus and divisions:

- 28 1. Infrastructure Services Bureau with the following

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divisions: Telecommunications; Wireless Communications; and Operations Center;

2. Business Information Services Bureau with the following divisions: Business Information Systems; and Business Information Technology; and

3. Customer Services Bureau with the following divisions: Customer Support; Video Communications; and Office Services.

Section 3. The City Clerk shall certify to the passage of this ordinance by the City Council and cause it to be posted in three (3) conspicuous places in the City of Long Beach, and it shall take effect on the thirty-first (31st) day after it is approved by the Mayor.

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

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I hereby certify that the foregoing ordinance was adopted by the City Council of the City of Long Beach at its meeting of _____, 20__ by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

Approved: _____
(Date)

Mayor

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

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1 Departments, Bureaus and Divisions Created.

2 There are within the City the following departments of City Government, and
3 those departments, bureaus and divisions not otherwise created are hereby
4 created and established; and the City Council consolidates those departments,
5 bureaus and divisions indicated in this Section:

- 6 A. City Auditor Department;
- 7 B. City Clerk Department with the following bureaus:
- 8 1. Legislative Bureau;
- 9 2. Elections Bureau; and
- 10 3. Administration Bureau;
- 11 C. City Manager Department;
- 12 D. City Prosecutor Department;
- 13 E. Civil Service Department with the following divisions:

14 Administration and Support Services; Recruitment and Selection; and
15 Special Projects;

16 F. Development Services Department with the following division:
17 Communications; and the following bureaus and divisions:

18 1. Planning Bureau with the following divisions: Advance
19 Planning; and Current Planning;

20 2. Housing and Neighborhood Services Bureau with the
21 following divisions: ~~Neighborhood Relations~~Grants Administration;
22 Neighborhood Improvement; Housing Services; and Community
23 Improvement;

24 3. Code Enforcement Bureau with the following divisions:
25 Standard Code Enforcement; and Multi-Family Housing Inspection;

26 4. Administration and Financial Services Bureau with the
27 following divisions: Administrative Services; and Financial Services; ~~and~~
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~~Grants Administration;~~ and

5. Building and Safety Bureau with the following divisions:
Engineering Services; Inspection Services; and Permit Center;

Whenever the Charter or ordinances of the City or other applicable laws provide that certain duties and functions shall be performed either by the Planning Department or the head of the Planning Department, by the Department of Building and Safety or the Superintendent of Building and Safety, or the Community Development Department or the head of the Community Development Department, such duties and functions shall be performed by the head of the Development Services Department or his or her designee;

G. Disaster Preparedness and Emergency Communications Department with the following bureaus and divisions:

1. Administrative ~~veon~~ Bureau with the following division:
Homeland Security Grants Administration;

2. Disaster Preparedness Bureau with the following divisions: Emergency Preparedness; and Disaster Management and Recovery; and Homeland Security Grants; and

3. Emergency Communications Bureau;

H. Economic ~~and Property~~ Development Department with the following bBureaus and divisions:

1. Business Development Bureau with the following divisions: Business Attraction and Retention; Business Improvement Districts; Business StartUp; and Small Business Lending~~Economic Services;~~ and Property Services;

2. Workforce Development Bureau with the following divisions: Career Services; Workforce Operations; ~~Workforce~~

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~~Development, Communications; and Workforce Development~~

~~Board Business Engagement; and~~

3. Property Development Bureau with the following divisions: Property Services; and Real Estate Development;

I. Financial Management Department with the following divisions: Administrative Operations; Administrative Services; Special Projects; and the following bureaus and divisions:

1. City Controller/Accounting Bureau with the following divisions: Accounting Operations, Tidelands and CIP; Grants/Successor Agency and Payroll; and Accounts Payable;

2. Business Services Bureau with the following divisions: Procurement Services~~Purchasing~~; Business Services; and Labor Compliance;

3. Commercial Services Bureau with the following divisions: ~~Financial Services~~Billing and Collections; and Central Cashiering;

4. Treasury Operations Bureau with the following divisions: Debt Management; and Cash and Investment Management;

5. Budget Management Bureau with the following divisions: Fiscal Impact Analysis; Revenue Management; Budget Development; and Budget Operations;

6. Financial Controls Bureau with the following divisions: Controls Operations; and Financial Systems; and

7. Fleet Services Bureau with the following divisions: Fleet Operations; Fleet Acquisitions; Fleet Maintenance; Fuel and Underground Storage Tanks (UST); and Towing/Lien Sales;

J. Fire Department with the following bureaus and divisions:

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1. Administration Bureau with the following division:
Administrative Services;

2. Fire Prevention Bureau with the following divisions:
Code Enforcement; and Community Services/~~Public Education~~;

3. Operations Bureau with the following divisions:
Operations/Facilities; and Marine Safety; and

4. Support Services Bureau with the following divisions:
Training/Fleet Management; and Emergency Medical Services;

K. Health and Human Services Department with the following
bureaus and divisions:

1. Physician Services Bureau with the following divisions:
Clinical Services; ~~and~~ Laboratory Services; and Public Health Emergency
Management;

2. Community Health Bureau with the following divisions:
Nutrition Services; ~~and~~ Nursing Services; and Chronic Disease and Injury
Prevention;

3. Environmental Health Bureau with the following
division: Environmental Health Operations;

4. Human Services Bureau with the following divisions:
Homeless Services; and Community Impact;

5. Collective Impact and Operations Bureau with the
following divisions: Financial Services; and Administrative Operations; and

6. Housing Authority Bureau with the following divisions:
Operations; and Administrative;

L. Human Resources Department with the following division:
Administration; and the following bureaus and divisions:

1. Risk Management Bureau with the following divisions:

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Loss Control and Prevention; Workers' Compensation Coordination;
Departmental Safety Support; and Occupational Health Services;

2. Labor Relations Bureau with the following division:
Labor Negotiations; and

3. Personnel Operations Bureau with the following
divisions: Personnel Services; and Employee Training & Engagement
Equal Employment Opportunity; and Employee Benefits;

M. Law Department;

N. Legislative Department with the following divisions: Mayor's
Office; Council District One; Council District Two; Council District Three;
Council District Four; Council District Five; Council District Six; Council
District Seven; Council District Eight; and Council District Nine;

O. Library Services Department with the following division:
Support Services; and the following bureaus and division:

1. Automated Services Bureau;
2. Branch Library Services Bureau; and
3. Main Library Services Bureau with the following

division: Youth Services;

P. Long Beach Airport Department with the following bureaus
and divisions:

1. Business Operations Bureau with the following divisions:
Finance and Administration; Leasing and Business Development; Public Affairs;
and Noise and Environmental Compliance; and

2. Airport Operations Bureau with the following divisions:
Operations; Maintenance and Facilities; Safety and Security; Airport
Engineering; and Building Services;

Q. Long Beach Gas & Oil Department with the following bureaus

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and divisions:

1. Business Operations Bureau with the following divisions: Personnel Services; Financial Services; Safety; Call Center Services; and Energy Services;

2. Gas Services Bureau with the following division: Customer Service;

3. Engineering and Construction Bureau with the following divisions: Pipeline Maintenance; Engineering; and Regulatory Compliance & Oversight;

4. Electric Generation Bureau with the following division: SERRF Operations; and

5. Oil Operations Bureau with the following divisions: Planning and Unit Operations; Production and Environmental Safety; and Subsidence and Reservoir;

Whenever the Charter or ordinances of the City or other applicable laws provide that certain duties and functions shall be performed either by the Oil Properties Department or the head of the Oil Properties Department, such duties and functions shall be performed by the head of the Long Beach Gas and Oil Department or his or her designee;

R. Parks, Recreation and Marine Department with the following division: Special Projects; and the following bureaus and divisions:

1. Business Operations Bureau with the following divisions: Personnel and Training; Financial Services ~~Finance and Controls~~; Contract Management and Golf Operations; Planning and Development; and Community Information and Graphics;

2. Community Recreation Services Bureau with the following divisions: Citywide Administration; Community Services; Area I;

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Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and
Historic Sites;

3. Maintenance Operations Bureau with the following
divisions: Park Facilities Maintenance; Grounds Maintenance;

4. Marine Bureau with the following divisions: Marina
Operations; Beach Maintenance/Queensway Bay; and Marine

Maintenance; and

5. Animal Care Services Bureau;

S. Police Department with the following divisions: Chief of Staff;
and Internal Affairs; and the following bureaus and divisions:

1. Investigations Bureau with the following divisions:
Detective; Gang/Violent Crimes; and Forensic Science Services;

2. Patrol Bureau with the following divisions: Patrol –
East; Patrol – North; Patrol – West; Patrol – South; and Field Support;

3. Administration Bureau with the following divisions:
Records; Community Engagement; and Personnel;

4. Financial Bureau with the following division: Fiscal; and

5. Support Bureau with the following divisions: Jail; Training;
Port Police; and Security Services;

T. Public Works Department with the following bureaus and
divisions:

1. Business Operations Bureau with the following
divisions: Budget Services; Personnel Services; and Safety and Disaster
Preparedness;

2. Engineering Bureau with the following divisions:
Capital Improvement; Construction Management; Design; Engineering;
Mobility Programs; Parking Operations; Project Management; and Storm

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Water/Environmental Compliance; ~~and Transportation;~~

3. Environmental Services Bureau with the following divisions: Operations; Recycling and Waste Reduction; Refuse; and Street Sweeping/Clean Long Beach; ~~and~~

~~4. Public Service Bureau with the following divisions: Facilities Management; Street Maintenance; and Traffic Operations; and~~

~~5. Transportation Mobility Bureau with the following divisions: Mobility Programs; Transportation Development; and Transportation Engineering;~~

U. Technology and Innovation Department with the following divisions: Administrative Services; ~~and~~ Cyber Security; and the following bureaus and divisions:

1. Infrastructure Services Bureau with the following divisions: Telecommunications; Wireless Communications; and Operations Center;

2. Business Information Services Bureau with the following divisions: Business Information Systems; and Business Information Technology; and

3. Customer Services Bureau with the following divisions: Customer Support; Video Communications; and Office Services.

Section 3. The City Clerk shall certify to the passage of this ordinance by the City Council and cause it to be posted in three (3) conspicuous places in the City of Long Beach, and it shall take effect on the thirty-first (31st) day after it is approved by the Mayor.

I hereby certify that the foregoing ordinance was adopted by the City

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

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Council of the City of Long Beach at its meeting of _____, 20__ by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

Approved: _____
(Date)

Mayor