

OFFICE OF THE CITY ATTORNEY  
DAWN MCINTOSH, City Attorney  
411 W. Ocean Boulevard, 9th Floor  
Long Beach, CA 90802

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ORDINANCE NO. ORD-23-0018

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, SEPTEMBER 9, 2014, SEPTEMBER 22, 2015, SEPTEMBER 20, 2016, SEPTEMBER 12, 2017, SEPTEMBER 11, 2018, SEPTEMBER 3, 2019, AND SEPTEMBER 8, 2020, SEPTEMBER 7, 2021, AND APRIL 11, 2023 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

1 amended, is amended to read as follows:

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

4 Departments, Bureaus and Divisions Created.

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

- 10 A. City Auditor Department;
- 11 B. City Clerk Department with the following bureaus:
  - 12 1. Legislative Bureau;
  - 13 2. Elections Bureau; and
  - 14 3. Administration Bureau.
- 15 C. City Manager Department;
- 16 D. City Prosecutor Department;
- 17 E. Civil Service Department with the following divisions:
  - 18 Administration and Support Services; Employment Services; and
  - 19 Recruitment and Outreach Services;
- 20 F. Development Services Department with the following division:
  - 21 Communications; and the following bureaus and divisions:
    - 22 1. Planning Bureau with the following divisions: Advance  
23 Planning; and Current Planning;
    - 24 2. Housing and Neighborhood Services Bureau with the  
25 following divisions: Grants Administration; Neighborhood Improvement;  
26 Housing Services; and Community Improvement;
    - 27 3. Code Enforcement Bureau with the following divisions:  
28 Standard Code Enforcement; and Multi-Family Housing Inspection;

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4. Administration and Financial Services Bureau with the following divisions: Administrative Services; and Financial Services; 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 divisions: Administration and Grants; Disaster Preparedness; and Emergency Communications;

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

1. Business Development Bureau with the following division: Business Services;

2. Workforce Development Bureau with the following division: Operations, Career Services, and Employer Engagement;

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

4. Business Operations Bureau with the following division: Administrative and Financial Services.

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

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- divisions:
1. City Controller/Accounting Bureau with the following divisions: General Accounting; Special Accounting; Payroll; Accounts Payable, and Special Projects;
  2. Business Services Bureau with the following divisions: Procurement Services; Business Services; Labor Compliance; and Procurement Compliance;
  3. Commercial Services Bureau with the following divisions: Billing and Collections; and Financial Services;
  4. Treasury Operations Bureau with the following divisions: Debt Management; Cash Management; and Investment and Financial Analysis Management;
  5. Budget Management Bureau with the following divisions: Budget Analysis and Special Projects; Revenue Management; Budget Development; and Budget Operations; and
  6. Fleet Services Bureau with the following divisions: Fleet Operations; Fleet Acquisitions; Fleet Maintenance; Fuel and Underground Storage Tanks (UST); and Towing and Lien Sales.
- J. Fire Department with the following bureaus and divisions:
1. Administration Bureau with the following division: Administrative Services;
  2. Fire Prevention Bureau with the following divisions: Code Enforcement; and Community Services;
  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

- 1 the following bureaus and divisions:
- 2 1. Physician Services Bureau with the following divisions:
- 3 Clinical Services; and Laboratory Services;
- 4 2. Community Health Bureau with the following divisions:
- 5 Nutrition Services; Nursing Services; and Chronic Disease and Injury
- 6 Prevention;
- 7 3. Environmental Health Bureau with the following
- 8 division: Environmental Health Operations;
- 9 4. Homeless Services Bureau with the following divisions:
- 10 Homeless Administrative Operations; and Homeless Programs;
- 11 5. Administration and Finance Bureau with the following
- 12 divisions: Accounting Services; Administrative Services; Financial Services;
- 13 and Grants and Contracts Management;
- 14 6. Housing Authority Bureau with the following divisions:
- 15 Housing Administration and Financial Services; and Housing Program
- 16 Operations;
- 17 7. Communicable Disease and Emergency Response
- 18 Bureau with the following divisions: Public Health Emergency Management;
- 19 and Communicable Disease Surveillance and Control; and
- 20 8. Collective Impact Bureau: Resource Connections; and
- 21 Community Impact.
- 22 L. Human Resources Department with the following division:
- 23 Administration; and the following bureaus and divisions:
- 24 1. Risk and Occupational Health Services Bureau with the
- 25 following divisions: Occupational Health Services; and Workers'
- 26 Compensation;
- 27 2. City Safety Bureau with the following division: City
- 28 Safety;

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3. Labor Relations and Benefits Administration Bureau with the following divisions: Labor Relations; HR Compliance Support; and Benefits Administration; and

4. Personnel Operations Bureau with the following divisions: Personnel Services; Training and Equal Employment Opportunity; and Talent Acquisition.

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 divisions:

- 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; Administration; Leasing; 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. Energy Resources Department with the following bureaus and divisions:

- 1. Business Operations Bureau with the following

1 divisions: Personnel Services; Financial Services; Safety; Call Center  
2 Services; Energy Services; and Utility Services;

3 2. Construction and Pipeline Maintenance Bureau with  
4 the following division: Operations;

5 3. Gas Services Bureau with the following division:  
6 Customer Service;

7 4. Engineering and Regulatory Compliance Bureau with  
8 the following divisions: Engineering; Regulatory Compliance & Oversight;  
9 and Training;

10 5. Electric Generation Bureau with the following division:  
11 Southeast Resource Recovery Facility (SERRF) Operations; and

12 6. Oil Operations Bureau with the following divisions:  
13 Planning and Unit Operations; Production and Environmental Safety; and  
14 Subsidence and Reservoir.

15 Whenever the Charter or ordinances of the City or other applicable laws  
16 provide that certain duties and functions shall be performed either by the Oil  
17 Properties Department or the head of the Oil Properties Department, such  
18 duties and functions shall be performed by the head of the Energy Resources  
19 Department or his or her designee;

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

22 1. Business Operations Bureau with the following  
23 divisions: Personnel and Training; Financial Services; and Community  
24 Information and Graphics;

25 2. Community Recreation Services Bureau with the  
26 following divisions: Citywide Administration; Community Services; Area I;  
27 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and  
28 Historic Sites;

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

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

6                   5.     Animal Care Services Bureau; and

7                   6.     Park Planning and Partnership Bureau with the  
8                   following divisions: Planning and Development; and Partnership.

9                   S.     Police Department with the following divisions: Chief of Staff;  
10                  and Professional Standards; and Communications; and the following  
11                  bureaus and divisions:

12                  1.     Investigations Bureau with the following divisions:  
13                  Detective; Special Investigations; and Forensic Science Services;

14                  2.     Patrol Bureau with the following divisions: Patrol - East;  
15                  Patrol - North; Patrol - West; Patrol – South;

16                  3.     Strategic Initiatives Bureau with the following divisions:  
17                  Office of Constitutional Policing; Information Management; and Public  
18                  Records Compliance;

19                  4.     Business Operations Bureau with the following  
20                  divisions: Finance and Facilities; Personnel; Safety and Wellness; and  
21                  Contracts and Grants;

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

24                  6.     Collaborative Response and Engagement Bureau with  
25                  the following divisions: Community Outreach, Response and Enforcement;  
26                  Youth and Community Services.

27                  T.     Police Oversight Department;

28                  U.     Public Works Department with the following bureaus and

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- divisions:
1. Business Operations Bureau with the following divisions: Budget Services; Personnel Services; Community Information; Grants and Contracts;
  2. Engineering Bureau with the following divisions: Complete Streets; Local Infrastructure; and Storm Water Management;
  3. Environmental Services Bureau with the following divisions: Operations; Recycling and Waste Reduction; Refuse; Street Sweeping/Parking Control; and Waste Diversion;
  4. Project Management Bureau with the following divisions: Energy Efficiency and Special Projects; Facilities CIP; Private Development; and Tidelands and Open Space CIP;
  5. Public Service Bureau with the following divisions: Clean Team; Facilities Management; Right of Way Construction; Street Maintenance; and Traffic Operations; and
  6. Transportation Mobility Bureau with the following divisions: Mobility Programs; Transportation Engineering and Transportation Development.
- V. Technology and Innovation Department with the following divisions: Cyber Security; Civic Innovation; and the following bureaus and divisions:
1. Business Operations Bureau with the following divisions: Finance Operations; and Personnel Operations;
  2. Digital Services Bureau with the following divisions: Digital Partnerships; and Digital Transformation;
  3. Technology Engagement and Support Bureau with the following divisions: Customer Support; Office Services; and Video Communications;

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4. Enterprise Information Services Bureau with the following divisions: Enterprise Information Systems; Financial & HR Systems; and

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

Section 2. 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 Council of the City of Long Beach at its meeting of April 18, 2023, by the following vote:

Ayes: Councilmembers: Duggan, Supernaw, Kerr, Uranga,  
Austin, Ricks-Oddie.

Noes: Councilmembers: None.

Absent: Councilmembers: Allen, Saro.

Recusal(s): Councilmembers: Zendejas.

Approved: 4/19/23  
(Date)

[Signature]  
City Clerk  
[Signature]  
Mayor

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA ) ss  
COUNTY OF LOS ANGELES )  
CITY OF LONG BEACH )

Alyssa Campos being duly sworn says: That I am employed in the Department of the City Clerk of the City of Long Beach; that on the 20<sup>th</sup> day of April 2023, I posted three true and correct copies of Ordinance No. ORD-23-0018 in three conspicuous places in the City of Long Beach, to wit: One of said copies in the lobby of City Hall in front of the Civic Chambers; one of said copies in the Billie Jean King Main Library; and one of said copies on the front counter of the City Clerk Department.

  
\_\_\_\_\_

Subscribed and sworn to before me

This 20<sup>th</sup> day of April 2023.

  
\_\_\_\_\_  
CITY CLERK