

**CITY OF LONG BEACH**

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802

September 6, 2011

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Receive supporting documentation into the record, conclude the public hearing and take the actions necessary to adopt the Fiscal Year 2012 budget as listed in Attachment A of this letter. (Citywide)

**DISCUSSION**

On August 2, 2011, the City Manager's Proposed Budget for Fiscal Year 2012 (FY 12) was delivered by the Mayor to the City Council and community with recommended amendments for consideration. Subsequent hearings were set for August 2, August 16, August 23, August 30, and September 6, along with approximately three Budget Oversight Committee (BOC) meetings and 11 community meetings at which the FY 12 Proposed Budget was discussed. We are pleased to report that through the scheduled hearings, BOC and community meetings, presentations have been made by multiple City departments resulting in 19 separate opportunities for public feedback, deliberation and input.

At the conclusion of the hearings, the City Council will be asked to amend the proposed budget as it deems appropriate, and to adopt the proposed budget as amended. Since the publication of the FY 12 Proposed Budget, updated estimates of revenue and expense, which address technical corrections as well as decisions made by elected offices, are listed by fund and department in Attachments B and C to this letter, respectively.

The Appropriations Ordinance officially adopts the FY 12 budget and authorizes expenditures in conformance with the adopted budget. To become effective October 1, 2011, this Ordinance must include a finding of emergency. Specific resolutions provide for approval of the budgets for the Harbor, Sewer and Water funds, and certain fee adjustments. Requests for approval include the FY 12 Capital Improvement Program; the Mayor's Recommendations; and the Budget Oversight Committee's Recommendations to the FY 12 Proposed Budget.

This letter was reviewed by Assistant City Attorney Heather A. Mahood on August 19, 2011.

#### TIMING CONSIDERATIONS

In accordance with the Long Beach City Charter, the FY 12 budget must be adopted by September 15, 2011, following at least one public hearing. Should the City Council fail to adopt the budget on or by that date, the City Manager's FY 12 Proposed Budget shall be deemed the budget for the 2012 fiscal year. The Mayor then has five calendar days from City Council adoption of the budget to use his veto authority. The City Council would then have until September 30, 2011, to override veto action by the Mayor with a two-thirds supermajority vote.

#### FISCAL IMPACT

The City Charter requires that the Appropriations Ordinance shall govern and control the expenditure and commitment amounts stated therein relating to the City's departments, offices and agencies during each fiscal year. The total FY 12 budget for all departments and funds is \$4,057,654,963 which comprises \$2,779,631,046 in new appropriation and \$1,278,023,917 in estimated carry-over from FY 11 for multi-year grants and projects.

The Appropriations Ordinance, included as Attachment A-18 to this letter, totals \$2,480,775,505 for all funds except Harbor, Water and Sewer, and \$2,484,086,963 for all departments except Harbor and Water. The \$3,311,458 difference between funds and departments in the Appropriations Ordinance is due to general City indirect costs budgeted in the Department of Financial Management but charged to the Harbor, Water and Sewer funds, which are not included in the Appropriations Ordinance by fund.

The proposed Harbor, Water and Sewer Fund budgets are in separate City Council ordinances included as Attachment A-1 and A-4 to this letter, respectively, and total \$949,227,699. The budget for the Harbor Department was adopted by the Board of Harbor Commissioners by minute order on June 20, 2011. The budget for the Water Department was adopted by the Board of Water Commissioners by resolution on June 23, 2011.

All user fees and charges in the attached Master Fee and Charges Schedule (A-5) have been increased by the City Cost Index (CCI), a calculation of the projected increase in the City's cost from FY 11 to FY 12, except for those fees that are set using other criteria. In addition to the CCI-based fee changes, some fees have been added or adjusted due to a change in service or other bases. For details regarding these proposed new fees and non-CCI fee adjustments, please see the List of Proposed Fee Adjustments for FY 12 that has been incorporated as Exhibit C to the Master Fee and Charges Resolution.

HONORABLE MAYOR AND CITY COUNCIL

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Other requested City Council actions include approval of the FY 12 One-Year Capital Improvement Program (CIP) budget, which is contained in the Appropriations Ordinance. The Planning Commission, at its meeting of August 18, 2011, approved the CIP for FY 12 for conformance with the General Plan. Any projects that are not in conformance with the Plan will be highlighted by Development Services staff and steps to secure conformance will be outlined.

Motions approving the budgets of the Redevelopment Agency's (RDA) Project Area Committees (PACs) for the Central Long Beach, the West Long Beach Industrial and the North Long Beach Project Areas and the Long Beach Housing Development Company (HDC) are requested. The PAC budgets are included in the budget of the Development Services Department. In addition, a motion to find that the contribution of North Redevelopment Project Area funds to Central Redevelopment Project Area low-and-moderate-income housing efforts will benefit the North Redevelopment Project Area is requested. The Redevelopment Agency adopted its FY 12 budget on June 20, 2011, premised on no changes to California Redevelopment Law (Health and Safety Code Section 33000 *et seq.*). Approximately one week later, AB 1X 26 and AB 1X 27, which respectively eliminated and recreated redevelopment agencies on a voluntary basis, were enacted. In August 2011, the City Council approved an ordinance pursuant to AB 1X 27 to participate in the voluntary redevelopment program at a cost of approximately \$34 million. AB 1X 26 and AB 1X 27 have been stayed by the California Supreme Court; however, the Agency may continue to pay its existing obligations, which are well within the proposed budget. If AB 1X 27 is upheld, the Agency's overall budget will not change but funds will need to be reallocated to make the payment.

A motion to amend the Departmental Organization Ordinance is also being requested. This amendment incorporates changes to departments, bureaus, and divisions for Fiscal Year 2012. These organizational changes are necessary to implement changes reflected in the Proposed FY 12 budget. The Salary Resolution is also included for adoption.

The City Council is also requested to adopt the Resolution establishing the "Gann Appropriations Limit" (Limit) for general purpose expenditures. In November 1979, the voters of the State of California approved Proposition 4, also known as the "Gann Initiative." The Initiative places certain limits on the amount of tax revenue that can be appropriated each fiscal year. The Limit is based on actual appropriations during FY 79 and guards against overspending proceeds of taxes. Only those revenues which are considered as "proceeds of taxes" are subject to the Limit. The Limit is recalculated each fiscal year based on certain inflation and population factors provided by the State. The Proposed Budget includes tax revenue estimates that are at 39.36 percent of the 2011-2012 Appropriations Limit and, therefore, does not exceed the Limit. This calculation is reviewed by the City Auditor for conformance to the law.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

JG/jt  
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ATTACHMENTS

APPROVED:



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PATRICK H. WEST  
CITY MANAGER

**List of Requested Fiscal Year 2012 Budget Adoption Actions**

1. Adopt the Resolution approving the FY 12 budget for the Long Beach Harbor Department as adopted by the Board of Harbor Commissioners on June 20, 2011. (A-1)
2. Declare an emergency to exist. (A-2)
3. Declare the Ordinance approving the Resolution No. WD-1285 establishing the rates and charges for water and sewer service to all customers, as adopted by the Board of Water Commissioners on June 23, 2011, as an Emergency Ordinance, read, and adopted as read and laid over to the next regular meeting of the City Council for final reading. (A-3)
4. Adopt the Resolution approving the FY 12 budget of the Long Beach Water Department as adopted by the Board of Water Commissioners on June 23, 2011. (A-4)
5. Adopt the Resolution amending the master fee and charges schedule for specified city services for citywide fees and charges for the City of Long Beach. (A-5)
6. Approve the FY 12 One-Year Capital Improvement Program. (A-6)
7. Adopt a motion approving the budgets for the Redevelopment Agency's Project Area Committees in the amounts of \$50,000 for Central Long Beach, \$80,000 for West Long Beach Industrial, and \$50,000 for North Long Beach. (A-7)
8. Adopt the Resolution finding that the use of taxes allocated to the North Redevelopment Project on behalf of the Central Redevelopment Project for the purpose of increasing, improving and preserving the community's supply of low- and moderate-income housing will be of benefit to the North Redevelopment Project. (A-8)
9. Adopt a motion approving the budget for the Long Beach Housing Development Company in the amount of \$20,193,989. (A-9)
10. Adopt a motion approving the transfer of \$16,920,700 from the Harbor Revenue Fund to the Tidelands Operating Fund. (A-10)
11. Declare the Ordinance amending the Departmental Organization Ordinance read the first time and laid over to the next regular meeting of the City Council for final reading. (A-11)
12. Adopt the amended Salary Resolution for FY 12. (A-12)
13. Adopt the Resolution adopting an appropriations limit (Gann) for FY 12 pursuant to Article XIII (B) of the California Constitution. (A-13)
14. Adopt the Mayor's proposed funding recommendations, as amended, to the FY 12 Proposed Budget. (A-14)

**List of Requested Fiscal Year 2012 Budget Adoption Actions**

15. Adopt the Budget Oversight Committee's proposed funding recommendations, as amended, to the FY 12 Proposed Budget. (A-15)
16. Adopt a motion amending the proposed FY 12 budget. (A-16)
17. Declare an emergency to exist. (A-17)
18. Declare the Appropriations Ordinance for FY 12, creating and establishing the funds of the Municipal Government and appropriating money to and authorizing expenditures from said funds and for said fiscal year as an Emergency Ordinance, read, and adopted as read and laid over to the next regular meeting of the City Council for final reading. (A-18)

## FISCAL YEAR 2012 APPROPRIATIONS ORDINANCE BY FUND

<u>FUND</u>	FY 12		FY 11 ESTIMATED	FY 12
	<u>PROPOSED</u> <u>EXPENDITURES</u>	<u>CHANGES</u>	<u>CARRYOVER*</u>	<u>APPROPRIATION</u>
GENERAL FUND	392,919,799	(915,198)	-	392,004,602
GENERAL GRANTS FUND	6,316,419	52,502	11,051,337	17,420,258
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	3,133,760	1,544	-	3,135,304
HEALTH FUND	38,775,090	381,108	27,986,543	67,142,740
PARKING & BUSINESS AREA IMPROVEMENT FUND	6,178,583	53,286	-	6,231,869
SPECIAL ADVERTISING & PROMOTION FUND	5,251,736	(3,493)	-	5,248,243
UPLAND OIL FUND	18,348,325	1,302,532	-	19,650,857
HOUSING DEVELOPMENT FUND	28,191,550	(14,190)	55,104,629	83,281,989
BELMONT SHORE PARKING METER FUND	674,147	(212,275)	-	461,872
DEVELOPMENT SERVICES FUND	12,299,709	(400,662)	-	11,899,047
BUSINESS ASSISTANCE FUND	724,197	(909)	1,340,574	2,063,862
COMMUNITY DEVELOPMENT GRANTS FUND	31,126,960	(2,966,776)	29,985,248	58,145,432
PARK DEVELOPMENT FUND	3,735	(3,735)	-	-
GASOLINE TAX STREET IMPROVEMENT FUND	16,662,565	(8,636)	21,805,942	38,459,871
TRANSPORTATION FUND	15,882,549	(3,017)	18,448,967	34,328,498
CAPITAL PROJECTS FUND	4,875,477	4,532	159,084,775	163,964,784
DEBT SERVICE FUND	-	10,813,439	-	10,813,439
CIVIC CENTER FUND	1,293,530	15,982	724,955	2,034,467
GENERAL SERVICES FUND	38,804,422	53,484	189,233	39,047,139
FLEET SERVICES FUND	31,193,217	108,061	(577,111)	30,724,167
INSURANCE FUND	38,733,582	131,318	295,483	39,160,383
EMPLOYEE BENEFITS FUND	222,796,558	11,441,636	-	234,238,194
TIDELANDS FUNDS	133,556,857	(1,776,921)	60,733,543	192,513,479
TIDELAND OIL REVENUE FUND	242,170,966	(100,997)	-	242,069,969
RESERVE FOR SUBSIDENCE	-	-	-	-
GAS FUND	103,502,278	24,779	12,564,139	116,091,196
GAS PREPAY FUND	20,871,645	(855,628)	-	20,016,018
AIRPORT FUND	39,960,231	49,022	64,837,870	104,847,123
REFUSE/RECYCLING FUND	42,088,611	1,602,091	122,138	43,812,840
SERRF FUND	46,714,501	1,280,788	-	47,995,289
SERRF JPA FUND	11,369,810	-	-	11,369,810
TOWING FUND	8,349,681	(53,764)	-	8,295,917
PARKING AUTHORITY FUND	-	-	-	-
HOUSING AUTHORITY FUND	73,226,330	41,804	658,353	73,926,487
REDEVELOPMENT FUND	170,171,437	806,440	188,160,508	359,138,385
CUPA FUND	1,261,418	(19,440)	-	1,241,978
TOTAL	1,807,429,676	20,828,706	652,517,124	2,480,775,505

\*Carryover of multi-year grants and CIP funds.

## FISCAL YEAR 2012 APPROPRIATIONS ORDINANCE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>FY 12 PROPOSED EXPENDITURES</u>	<u>CHANGES</u>	<u>FY 11 ESTIMATED CARRYOVER*</u>	<u>FY 12 APPROPRIATION</u>
MAYOR AND COUNCIL	4,839,203	(20,229)	-	4,818,974
CITY ATTORNEY	8,585,107	(2,747)	-	8,582,360
CITY AUDITOR	2,638,210	(9,826)	-	2,628,384
CITY CLERK	4,982,164	(12,693)	-	4,969,471
CITY MANAGER	8,536,494	18,542,066	(196)	27,078,364
CITY PROSECUTOR	4,824,978	19,987	91,946	4,936,911
CIVIL SERVICE	2,160,085	(19,310)	-	2,140,775
COMMUNITY DEVELOPMENT	-	-	92,742,471	92,742,471
AIRPORT	39,376,533	22,750	64,717,064	104,116,347
DEVELOPMENT SERVICES	231,075,221	(4,246,249)	289,718,208	516,547,180
FINANCIAL MANAGEMENT**	380,252,817	21,147,305	19,266,064	420,666,186
FIRE	94,356,153	(308,938)	1,980,096	96,027,311
HEALTH AND HUMAN SERVICES	115,886,603	(3,896,233)	28,111,036	140,101,407
HUMAN RESOURCES	22,094,035	1,732,604	-	23,826,639
LIBRARY SERVICES	13,002,844	(32,787)	-	12,970,057
LONG BEACH GAS AND OIL	401,289,908	2,589,775	12,564,139	416,443,821
PARKS, RECREATION AND MARINE	59,966,893	(8,760,104)	38,555,096	89,761,884
POLICE	200,238,669	(964,643)	6,535,800	205,809,827
PUBLIC WORKS	179,347,493	(4,743,302)	98,069,200	272,673,391
TECHNOLOGY SERVICES	37,073,759	5,245	166,200	37,245,203
TOTAL	1,810,527,168	21,042,672	652,517,124	2,484,086,963

\*Carryover of multi-year grants and CIP funds.

\*\*Department of Financial Management includes internal service charges that are contained in the resolutions of the Water, Sewer and Harbor funds for accounting, budgeting and treasury functions, and other citywide activities such as debt service.

ORDINANCE NO.

1  
2  
3 AN ORDINANCE OF THE CITY COUNCIL OF THE  
4 CITY OF LONG BEACH RELATING TO ADOPTING AN  
5 AMENDMENT TO ORDINANCE NO. C-6496, ADOPTED  
6 JULY 5, 1988, AND AMENDED ON JANUARY 24, 1989,  
7 JULY 11, 1989, DECEMBER 5, 1989, MARCH 20, 1990,  
8 JULY 3, 1990, SEPTEMBER 18, 1990, JULY 2, 1991, JULY  
9 7, 1992, JANUARY 26, 1993, AUGUST 24, 1993, JUNE 28,  
10 1994, JULY 18, 1995, NOVEMBER 28, 1995, OCTOBER 1,  
11 1996, MARCH 25, 1997, OCTOBER 7, 1997, OCTOBER 27,  
12 1998, APRIL 20, 1999, OCTOBER 19, 1999, OCTOBER 17,  
13 2000, OCTOBER 30, 2001, MARCH 19, 2002, NOVEMBER  
14 26, 2002, JANUARY 6, 2004, FEBRUARY 8, 2005,  
15 NOVEMBER 1, 2005, DECEMBER 5, 2006, MARCH 20,  
16 2007, MAY 22, 2007, DECEMBER 18, 2007, JULY 15, 2008,  
17 AND SEPTEMBER 21, 2010, RELATING TO THE  
18 DEPARTMENTAL ORGANIZATION OF THE CITY OF LONG  
19 BEACH

20  
21 The City Council of the City of Long Beach ordains as follows:  
22

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

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

27 Departments, Bureaus and Divisions Created.

28 There are within the City the following departments of City

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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

- 5 A. City Auditor Department;
- 6 B. City Clerk Department with the following division:

7 Administrative; and the following bureaus:

- 8 1. Legislative Bureau; and
- 9 2. Elections Bureau;

- 10 C. City Manager Department;
- 11 D. City Prosecutor Department;

- 12 E. Civil Service Department with the following divisions:

13 Administration and Support Services; and the following bureau and division:

- 14 1. Employment Services Bureau with the following  
15 divisions: Employment Services; and Recruitment Services;

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

- 18 1. Planning Bureau with the following divisions: Planning;  
19 and Historic Preservation;

- 20 2. Redevelopment Bureau with the following divisions:  
21 West Long Beach Industrial; North Long Beach; Downtown and West  
22 Beach; Central and Poly High; Redevelopment Administration; and Special  
23 Projects;

- 24 3. Housing Services Bureau with the following divisions:  
25 Housing Development; and Housing Communications;

- 26 4. Neighborhood Services Bureau with the following  
27 divisions: Neighborhood Improvement; Grant Administration; Code  
28 Enforcement; Housing Rehabilitation Services; and Nuisance Abatement;

1                   5.     Administration and Financial Services Bureau with the  
2 following divisions: Administrative Services; and Financial Services; and

3                   6.     Building and Safety Bureau with the following divisions:  
4 Engineering Services; Inspection Services; and Special Projects;

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

13                  G.     Financial Management Department with the following  
14 divisions: Administrative Services; Financial Systems; and the following  
15 bureaus and divisions:

16                   1.     City Controller/Accounting Bureau with the following  
17 divisions: Accounting Operations and Tideland; Grants/Redevelopment  
18 Agency and Payroll; and Accounts Payable/CIP;

19                   2.     Business Relations Bureau with the following division:  
20 Purchasing; and Special Projects;

21                   3.     Commercial Services Bureau with the following  
22 division: Financial Services;

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

25                   5.     Budget and Performance Management Bureau with the  
26 following divisions: Budget Management; and Revenue Management;

27                  H.     Fire Department with the following bureaus and divisions:

28                   1.     Administration Bureau;

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

3                   3.     Operations Bureau with the following divisions:  
4     Operations/Facilities; Marine Safety; and Emergency Medical Services;

5                   4.     Support Services Bureau with the following division:  
6     Training/Fleet Management;

7                   5.     Disaster Management Bureau with the following  
8     division: Emergency Preparedness; and

9                   I.     Health and Human Services Department with the following  
10    bureaus and divisions:

11                   1.     Physician Services Bureau;

12                   2.     Community Health Bureau with the following divisions:  
13    Nutrition Services; and Homeless Services;

14                   3.     Environmental Health Bureau;

15                   4.     Preventive Health Bureau with the following divisions:  
16    Preventive Services; Nursing Services; and Laboratory Services;

17                   5.     Support Services Bureau with the following divisions:  
18    Financial Services; and Personnel Services; and

19                   6.     Housing Authority Bureau with the following divisions:  
20    Housing Assistance, and Special Housing Projects;

21                   J.     Human Resources Department with the following divisions:  
22    Employee Benefits and Services; and Equal Employment and Americans  
23    with Disabilities Act; and the following bureaus and divisions:

24                   1.     Risk Management Bureau with the following divisions:  
25    Loss Control and Prevention; Workers' Compensation Coordination; and  
26    Occupational Health Services;

27                   2.     Leadership and Organizational Development Bureau  
28    with the following divisions: Administration; and Leadership and

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- Organizational Development;
- 3. Personnel Operations Bureau; and
- 4. Workforce Development Bureau with the following divisions: Workforce Operations; Workforce Development; Communications; Workforce Development Board; and Enterprise Zone;
- K. Law Department;
- L. Legislative Department;
- M. Library Services Department with the following divisions: Administrative and Facility Management; Youth Services; and the following bureaus:
  - 1. Automated Services Bureau;
  - 2. Branch Library Services Bureau; and
  - 3. Main Library Services Bureau;
- N. Long Beach Airport Department with the following division: Planning and Development; and the following bureaus and divisions:
  - 1. Business Operations Bureau with the following divisions: Finance and Administration; and Leasing; and
  - 2. Airport Operations Bureau with the following divisions: Operations-1; Operations-2; Operations-3; Operations-4; Airport Security; Public Affairs; and Noise Compliance;
- O. Long Beach Gas & Oil Department with the following bureaus and divisions:
  - 1. Business Operations Bureau with the following divisions: Personnel Services; Financial Services; Safety; and Call Center Services;
  - 2. Gas Services Bureau with the following division: Customer Service;
  - 3. Engineering and Construction Bureau with the following

1 divisions: Pipeline Maintenance; and Engineering;

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

4 5. Gas and Oil Operations Bureau with the following  
5 divisions: Energy Services; Planning and Unit Operations; Reservoir  
6 Operations; Production Operations; and Subsidence and Geology;

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

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

14 1. Business Operations Bureau with the following  
15 divisions: Personnel and Training; Finance and Controls; Contract  
16 Management and Golf Operations; Accident Prevention and Safety; and  
17 Community Information and Graphics;

18 2. Community Recreation Services Bureau with the  
19 following divisions: Citywide Administration; Community Services; Area I;  
20 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and  
21 Rangers;

22 3. Maintenance Operations Bureau with the following  
23 divisions: Park Facilities Maintenance; Marine Maintenance; Beach  
24 Maintenance/Queensway Bay; and Grounds Maintenance;

25 4. Planning and Development Bureau with the following  
26 divisions: Development; Historic Sites; and Tidelands Development; and

27 5. Marine Bureau with the following division:  
28 Administration; and

- 1                                   6.     Animal Care Services Bureau;
- 2                                   Q.     Police Department with the following divisions: Chief of Staff;
- 3                                   Internal Affairs; Employee Assistance; and the following bureaus and
- 4                                   divisions:
- 5                                   1.     Investigations Bureau with the following divisions:
- 6                                   Detective; Gang/Violent Crimes; and Forensic Science Services;
- 7                                   2.     Patrol Bureau with the following divisions: Patrol-East;
- 8                                   Patrol-North; Patrol-South; Patrol-West; and Field Support;
- 9                                   3.     Administration Bureau with the following divisions:
- 10                                  Fiscal; Records and Technology; and Personnel; and
- 11                                  4.     Support Bureau with the following divisions: Jail;
- 12                                  Training; and Emergency Operations;
- 13                                  R.     Public Works Department with the following bureaus and
- 14                                  divisions:
- 15                                  1.     Business Operations Bureau with the following
- 16                                  divisions: Budget Services; and Personnel Services;
- 17                                  2.     Public Services Bureau with the following divisions:
- 18                                  Traffic Operations; Street Maintenance; Facilities Management; and Safety
- 19                                  and Disaster Preparedness;
- 20                                  3.     Engineering Bureau with the following divisions:
- 21                                  Construction Services; Design; Storm Water/Environmental Compliance;
- 22                                  Project Management; Traffic and Transportation Program; Transportation
- 23                                  Engineering; Transportation Programs; and Parking Operations;
- 24                                  4.     Environmental Services Bureau with the following
- 25                                  divisions: Administration/Recycling/Special Projects; Operations; Refuse;
- 26                                  and Street Sweeping/Clean Long Beach;
- 27                                  5.     Fleet Services Bureau with the following divisions:
- 28                                  Fleet Operations; Fleet Acquisitions; Fleet Maintenance; and Towing/Lien

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Sales; and

6. Asset Management Bureau with the following divisions:  
Real Estate Acquisitions; and Real Estate Leasing;

S. Technology Services Department with the following division:  
Administrative Services; and the following bureaus and divisions:

1. Operations Support Bureau with the following divisions:  
Finance; and Office Services;

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

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

4. 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  
ROBERT E. SHANNON, 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



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

5 A. City Auditor Department;

6 B. City Clerk Department with the following division:

7 Administrative; and the following bureaus:

8 1. Legislative Bureau; and

9 2. Elections Bureau;

10 C. City Manager Department;

11 D. City Prosecutor Department;

12 E. Civil Service Department with the following divisions:

13 Administration and Support Services; and the following bureau and division:

14 1. Employment Services Bureau with the following  
15 divisions: Employment Services; and Recruitment Services;

16 F. Development Services Department with the following division:

17 Administration; and the following bureaus and divisions:

18 1. Planning Bureau with the following divisions:  
19 ~~Engineering and Development Services; Planning; and Current Planning~~

20 Historic Preservation;

21 2. Redevelopment Bureau with the following divisions:  
22 West Long Beach Industrial; North Long Beach; Downtown and West  
23 Beach; Central and Poly High; Redevelopment Administration; and Special  
24 Projects;

25 3. Housing Services Bureau with the following divisions:  
26 Housing Development; and Housing Communications;

27 4. Neighborhood Services Bureau with the following  
28 divisions: Neighborhood Improvement; Grant Administration; Code

1 Enforcement; Housing Rehabilitation Services; and Nuisance Abatement;  
2 and Inspection; and

3 5. Administration and Financial Services Bureau with the  
4 following divisions: Administrative Services; and Financial Services; and  
5 6. Building and Safety Bureau with the following divisions:  
6 Engineering Services; Inspection Services; and Special Projects;

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

15 G. Financial Management Department with the following  
16 divisions: Administrative Services; Financial Systems; and the following  
17 bureaus and divisions:

18 1. City Controller/Accounting Bureau with the following  
19 divisions: Accounting Operations and Tidelands; Grants/Redevelopment  
20 Agency and Payroll; and Accounts Payable/CIP;

21 2. Business Relations Bureau with the following division:  
22 Purchasing; and Special Projects;

23 3. Commercial Services Bureau with the following  
24 division: Financial Services;

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

27 5. Budget and Performance Management Bureau with the  
28 following divisions: Budget Management; and Revenue Management;

- 1 H. Fire Department with the following bureaus and divisions:
- 2 1. Administration Bureau;
- 3 2. Fire Prevention Bureau with the following divisions:
- 4 Code Enforcement; and Community Services/Public Education;
- 5 3. Operations Bureau with the following divisions:
- 6 Operations/Facilities; Marine Safety; and Emergency Medical Services;
- 7 4. Support Services Bureau with the following division:
- 8 Training/Fleet Management;
- 9 5. Disaster Management Bureau with the following
- 10 division: Emergency Preparedness; and
- 11 I. Health and Human Services Department with the following
- 12 bureaus and divisions:
- 13 1. Physician Services Bureau;
- 14 2. Community Health Bureau with the following divisions:
- 15 Nutrition Services; and Homeless Services; ~~and Health Promotion;~~
- 16 3. Environmental Health Bureau; ~~with the following~~
- 17 ~~division: Hazardous Materials;~~
- 18 4. Preventive Health Bureau with the following divisions:
- 19 Preventive Services; Nursing Services; and Laboratory Services;
- 20 5. Support Services Bureau with the following divisions:
- 21 Financial Services; and Personnel Services; and
- 22 6. ~~Animal Care Services Bureau; and~~
- 23 7. Housing Authority Bureau with the following divisions:
- 24 Housing Assistance, and Special Housing Projects;
- 25 J. Human Resources Department with the following divisions:
- 26 Employee Benefits and Services; and Equal Employment and Americans
- 27 with Disabilities Act; and the following bureaus and divisions:
- 28 1. Risk Management Bureau with the following divisions:

1 Loss Control and Prevention; Workers' Compensation Coordination; and  
2 Occupational Health Services;

3 2. Leadership and Organizational Development Bureau  
4 with the following divisions: Administration; and Leadership and  
5 Organizational Development;

6 3. Personnel Operations Bureau; and

7 4. Workforce Development Bureau with the following  
8 divisions: Workforce Operations; Workforce Development;  
9 Communications; Workforce Development Board; and Enterprise Zone;

10 K. Law Department;

11 L. Legislative Department;

12 M. Library Services Department with the following divisions:  
13 Administrative and Facility Management; Youth Services; and the following  
14 bureaus:

15 1. Automated Services Bureau;

16 2. North and East Neighborhood Branch Library Services  
17 Bureau; and

18 3. ~~Central and West Neighborhood Library Services~~  
19 Bureau; and

20 4. Main Library Services Bureau;

21 N. Long Beach Airport Department with the following divisions:  
22 ~~Administration; Public Affairs; Noise; Leasing and Business Development;~~  
23 ~~Special Projects~~ Planning and Development; and the following bureaus and  
24 divisions:

25 1. Business Operations Bureau with the following divisions:  
26 Finance and Administration; and Leasing; and

27 4.2. Airport Operations Bureau with the following divisions:  
28 Operations-1; Operations-2; Operations-3; Operations-4; and Airport

1 Security; Public Affairs; and Noise Compliance

2 O. Long Beach Gas & Oil Department with the following bureaus  
3 and divisions:

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

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

9 3. Engineering and Construction Bureau with the following  
10 divisions: Pipeline Maintenance; and Engineering;

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

13 5. Gas and Oil Operations Bureau with the following  
14 divisions: Energy Services; Planning and Unit Operations; Reservoir  
15 Operations; Production Operations; and Subsidence and Geology;

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

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

23 1. Business Operations Bureau with the following  
24 divisions: Personnel and Training; Finance and Controls; Contract  
25 Management and Golf Operations; Accident Prevention and Safety; and  
26 Community Information and Graphics;

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

1 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and  
2 Rangers;

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

6 4. Planning and Development Bureau with the following  
7 divisions: Development; Historic Sites; and Tidelands Development; and

8 5. Marine Bureau with the following division:  
9 Administration; and

10 6. Animal Care Services Bureau;

11 Q. Police Department with the following divisions: Chief of Staff;  
12 Internal Affairs; Employee Assistance; and the following bureaus and  
13 divisions:

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

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

18 3. Administration Bureau with the following divisions:  
19 Fiscal; Records and Technology; and Personnel; and

20 4. Support Bureau with the following divisions: Jail;  
21 Training; and Emergency Operations;

22 R. Public Works Department with the following bureaus and  
23 divisions:

24 1. Business Operations Bureau with the following  
25 divisions: Budget Services; and Personnel Services; and  
26 Communications/Community Information;

27 2. Public Services Bureau with the following divisions:  
28 Traffic Operations; Street Maintenance; Facilities Management; and Safety

1 and Disaster Preparedness;

2 3. Engineering Bureau with the following divisions:

3 Construction Services; Design; Storm Water/Environmental Compliance;

4 Project Management; Traffic and Transportation Program; Transportation

5 Engineering; ~~and~~ Transportation Programs; and Parking Operations;

6 4. Environmental Services Bureau with the following

7 divisions: Administration/Recycling/Special Projects; Operations; Refuse;

8 and Street Sweeping/Clean Long Beach;

9 5. Fleet Services Bureau with the following divisions:

10 Fleet Operations; Fleet Acquisitions; Fleet Maintenance; and Towing/Lien

11 Sales; and

12 6. Asset Management Bureau with the following divisions:

13 Real Estate Acquisitions; and Real Estate Leasing; ~~and Parking Operations~~;

14 S. Technology Services Department with the following division:

15 Administrative Services; and the following bureaus and divisions:

16 1. Operations Support Bureau with the following divisions:

17 Finance; and Office Services;

18 2. Infrastructure Services Bureau with the following

19 divisions: Telecommunications; Wireless Communications; and Operations

20 Center;

21 3. Business Information Services Bureau with the

22 following divisions: Business Information Systems; and Business

23 Information Technology; and

24 4. Customer Services Bureau with the following divisions:

25 Customer Support; Video Communications; and Office Services.

26  
27 Section 3. The City Clerk shall certify to the passage of this ordinance by

28 the City Council and cause it to be posted in three (3) conspicuous places in the City of

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1 Long Beach, and it shall take effect on the thirty-first (31st) day after it is approved by the  
2 Mayor.

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City Clerk

Approved: \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Mayor