

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, SEPTEMBER 20, 2016, SEPTEMBER 12, 2017, SEPTEMBER 11, 2018, AND SEPTEMBER 3, 2019, RELATING TO DEPARTMENTAL ORGANIZATION OF THE CITY OF LONG BEACH

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

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

1 hereby adopted to read as follows:

2 Departments, Bureaus and Divisions Created.

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

- 7 A. City Auditor Department;
- 8 B. City Clerk Department with the following bureaus:
  - 9 1. Legislative Bureau;
  - 10 2. Elections Bureau; and
  - 11 3. Administration Bureau;
- 12 C. City Manager Department;
- 13 D. City Prosecutor Department;
- 14 E. Civil Service Department with the following divisions:
  - 15 Administration and Support Services; Employment Services; and
  - 16 Recruitment and Outreach Services;
- 17 F. Development Services Department with the following division:
  - 18 Communications; and the following bureaus and divisions:
    - 19 1. Planning Bureau with the following divisions: Advance  
20 Planning; and Current Planning;
    - 21 2. Housing and Neighborhood Services Bureau with the  
22 following divisions: Grants Administration; Neighborhood Improvement;  
23 Housing Services; and Community 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
    - 28 5. Building and Safety Bureau with the following divisions:

1 Engineering Services; Inspection Services; and Permit Center;

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

10 G. Disaster Preparedness and Emergency Communications  
11 Department with the following divisions: Administration and Grants; Disaster  
12 Preparedness; and Emergency Communications;

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

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

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

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

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

23 I. Financial Management Department with the following  
24 divisions: Administrative Operations; Administrative Services; Special  
25 Projects; Business Improvement and Controls; and the following bureaus  
26 and divisions:

27 1. City Controller/Accounting Bureau with the following  
28 divisions: General Accounting; Special Accounting; Payroll; Accounting

- 1           Operations; and Special Projects;
- 2                     2.     Business Services Bureau with the following divisions:
- 3                     Procurement Services; Business Services; and Labor Compliance;
- 4                     3.     Commercial Services Bureau with the following
- 5                     divisions: Billing and Collections; and Central Cashiering;
- 6                     4.     Treasury Operations Bureau with the following
- 7                     divisions: Debt Management; and Cash and Investment Management;
- 8                     5.     Budget Management Bureau with the following
- 9                     divisions: Fiscal Impact Analysis; Revenue Management; Budget
- 10                    Development; and Projects and Grants;
- 11                    6.     Fleet Services Bureau with the following divisions:
- 12                    Fleet Operations; Fleet Acquisitions; Fleet Maintenance; Fuel and
- 13                    Underground Storage Tanks (UST); and Towing/Lien Sales;
- 14                    J.     Fire Department with the following bureaus and divisions:
- 15                         1.     Administration Bureau with the following division:
- 16                         Administrative Services;
- 17                         2.     Fire Prevention Bureau with the following divisions:
- 18                         Code Enforcement; and Community Services;
- 19                         3.     Operations Bureau with the following divisions:
- 20                         Operations/Facilities; and Marine Safety; and
- 21                         4.     Support Services Bureau with the following divisions:
- 22                         Training/Fleet Management; and Emergency Medical Services;
- 23                    K.     Health and Human Services Department with the following
- 24                    bureaus and divisions:
- 25                         1.     Physician Services Bureau with the following divisions:
- 26                         Clinical Services; and Laboratory Services;
- 27                         2.     Community Health Bureau with the following divisions:
- 28                         Nutrition Services; Nursing Services; and Chronic Disease and Injury

- 1 Prevention;
- 2           3. Environmental Health Bureau with the following
- 3 division: Environmental Health Operations;
- 4           4. Human Services Bureau with the following divisions:
- 5 Homeless Services; and Community Impact;
- 6           5. Operations Bureau with the following divisions:
- 7 Financial Services; Administrative Operations; and Grants and Contracts
- 8 Management;
- 9           6. Housing Authority Bureau with the following divisions:
- 10 Operations; and Administrative; and
- 11           7. City Health Officer Bureau with the following division:
- 12 Public Health Emergency Management;
- 13           L. Human Resources Department with the following division:
- 14 Administration; and the following bureaus and divisions:
- 15           1. Risk Management Bureau with the following divisions:
- 16 Loss Control and Prevention; Workers' Compensation Coordination;
- 17 Departmental Safety Support; and Occupational Health Services;
- 18           2. Labor Relations Bureau with the following division:
- 19 Labor Relations; and
- 20           3. Personnel Operations Bureau with the following
- 21 divisions: Personnel Services; HR Compliance Support; Training and Equal
- 22 Employment Opportunity; and Employee Benefits;
- 23           M. Law Department;
- 24           N. Legislative Department with the following divisions: Mayor's
- 25 Office; Council District One; Council District Two; Council District Three;
- 26 Council District Four; Council District Five; Council District Six; Council
- 27 District Seven; Council District Eight; and Council District Nine;
- 28           O. Library Services Department with the following division:

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

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

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

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

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

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

6. Oil Operations Bureau with the following divisions:

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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 Energy  
Resources 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; and Community  
Information and Graphics;

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

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

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

5. Animal Care Services Bureau; and

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

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; Special Investigations; 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 Public Records Compliance;
- 5                                    4.      Business Operations Bureau with the following divisions:
- 6                                    Finance and Facilities; and Personnel;
- 7                                    5.      Support Bureau with the following divisions: Jail; Training;
- 8                                    Port Police; and Security Services;

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

- 11                                    1.      Business Operations Bureau with the following
- 12                                    divisions: Budget Services; Personnel Services; Safety and Disaster
- 13                                    Preparedness;
- 14                                    2.      Engineering Bureau with the following divisions:
- 15                                    Construction Management; Design; 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;
- 20                                    4.      Project Management Bureau with the following
- 21                                    divisions: Private Development; and Project Development; and Special
- 22                                    Projects
- 23                                    5.      Public Service Bureau with the following divisions:
- 24                                    Facilities Management; Street Maintenance; and Traffic Operations; and
- 25                                    6.      Transportation Mobility Bureau with the following
- 26                                    divisions: Mobility Programs and Transportation Development;

27                                    U.      Technology and Innovation Department with the following  
28                                    division: Cyber Security; and the following bureaus and divisions:



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1. Business Operations Bureau with the following divisions: Administrative Services; Office Services; and Video Communications;
2. Business Information Services Bureau with the following divisions: Business Information Systems; and Business Information Technology;
3. Customer Services Bureau with the following division: Customer Support;
4. Enterprise Information Services Bureau with the following divisions: Enterprise Information Systems; Financial & HR Systems;
5. Infrastructure Services Bureau with the following divisions: Telecommunications; Wireless Communications; and Operations Center.

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  
411 West Ocean Boulevard, 9th 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: \_\_\_\_\_

Recusal(s) Councilmembers: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

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

\_\_\_\_\_  
Mayor

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