



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

# BH-1

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6425 • Fax (562) 570-5836

September 8, 2015

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 2016 budget as listed in Attachment A of this letter. (Citywide)

## DISCUSSION

On July 28, 2015, the City Manager's Proposed Budget for Fiscal Year 2016 (FY 16) was delivered by Mayor Garcia to the City Council and community with recommended amendments for consideration. Budget meetings were set for March 3, June 16, July 28, August 4, August 11, August 18, September 1, September 8, September 15, along with five Budget Oversight Committee (BOC) meetings, and nine community meetings at which the FY 16 Proposed Budget was discussed. We are pleased to report that through the scheduled hearings, BOC and community meetings, there have been 23 separate opportunities for public feedback, deliberation and input. In addition, this year, the City has solicited input through two informal survey mechanisms. The first is the Budget Challenge, which is an interactive simulation that provides citizens with the opportunity to balance the City's budget, while also deciding if funding levels should be changed. The second is the Budget Priority Survey to obtain input on what the City's General Fund priorities should be. These were both promoted, along with OpenLB, which shows the budget visually, on the City's website, through Twitter and Facebook, and at the community meetings.

At the conclusion of the hearings, the City Council will amend the proposed budget as it deems appropriate, and adopt the proposed budget as amended. Since the publication of the FY 16 Proposed Budget, updated estimates of revenue and expense, which primarily address technical corrections, are listed by fund and department in Attachments B and C to this letter, respectively. The reasons are discussed at the end of this letter.

There are two Ordinances in Attachment A; one is an Ordinance approving Resolution No. WD-1341 (A-3), which establishes the rates and charges for the water and sewer service, and the other is the Appropriations Ordinance (A-16), which officially adopts the FY 16 budget and authorizes expenditures in conformance with the adopted budget. In order for these two Ordinances to become effective October 1, 2015, the City Council must first declare an emergency to exist before adopting each Ordinance (A-2 and A 15). Specific Resolutions provide for approval of the budgets for the Harbor, Water and

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Sewer funds, which are not in the Appropriations Ordinance and certain fee adjustments. There will also be motions that request approvals for the following: the Master Fee and Charges Schedule; the FY 16 Capital Improvement Program; the Mayor's Recommendations; the Budget Oversight Committee's Recommendations; the Departmental Organization Ordinance; and the Salary Resolution for the FY 16 Proposed Budget.

This matter was reviewed by City Attorney Charles Parkin on August 26, 2015.

### TIMING CONSIDERATIONS

In accordance with the Long Beach City Charter, the FY 16 budget must be adopted by September 15, 2015. Should the City Council fail to adopt the budget by that date, the City Manager's FY 16 Proposed Budget will be deemed the budget for the 2016 fiscal year. The Mayor 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, 2015, to override veto action by the Mayor with a two-thirds supermajority vote (six Councilmembers).

### 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 16 budget for all departments and funds is \$3,123,674,238, which comprises \$2,673,694,658 in new appropriation and \$449,979,580, in estimated carry-over from FY 15 for multi-year grants and projects.

The Appropriations Ordinance, included as Attachment A-16 to this letter, totals \$2,168,945,541 for all funds except Harbor, Sewer, and Water, and \$2,174,310,315 for all departments except Harbor and Water. The \$5,364,774 difference between funds and departments in the Appropriations Ordinance is due to general City indirect costs budgeted in the Financial Management Department, 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 Resolutions included as Attachment A-1 and A-4 to this letter, respectively, and total \$954,973,379. The Board of Harbor Commissioners adopted the budget for the Harbor Department by minute order on May 27, 2015. The Board of Water Commissioners adopted the budget for the Water Department by Resolution on June 18, 2015.

User fees and charges in the Master Fee and Charges Schedule Attachment A-5 have been adjusted due to changes in service and other factors. For details regarding these proposed new fees, deletions and adjustments, please see the List of Proposed Fee Adjustments for FY 16 that has been incorporated as Exhibit C to the Master Fee and Charges Resolution.

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Other requested City Council actions include approval of the FY 16 One-Year Capital Improvement Program (CIP) budget, included in Attachment A-6, which is contained in the Appropriations Ordinance. The Planning Commission, at its meeting of August 20, 2015, approved the CIP for FY 16 for conformance with the General Plan.

The City Council is also requested to adopt the Resolution, included as Attachment A-9, 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" (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 42.17 percent of the 2015-2016 Appropriations Limit and, therefore, does not exceed the Limit. This calculation is reviewed by the City Auditor for conformance to the law.

A motion is also being requested to amend the Departmental Organization Ordinance, included as Attachment A-12. This amendment incorporates changes to departments, bureaus, and divisions for FY 16. These organizational changes are necessary to implement changes reflected in the Proposed FY 16 budget. (A redline version is also provided). A motion is also being requested to adopt the Salary Resolution, included as Attachment A-13.

After the City Manager delivered the FY 16 Proposed Budget to the Mayor, technical adjustments in nature were made to the budget. These changes are generally not substantive and are shown in Attachment B and C of this letter. Since the release of the FY 16 Proposed Budget, a few changes have occurred. The Civic Center rent allocation was revised to incorporate the addition of the Tidelands Capital Project Management group on the 5<sup>th</sup> Floor of City Hall. This addition resulted in a net increase of \$841 and \$51,354 to the Development Services Fund and Tidelands Operations Fund, respectively and a decrease of \$52,195 to the General Fund. The second item is a decrease of \$79,289 and an increase of \$1,666,194 to the Tidelands Operations Fund and the Tidelands Marina Fund, respectively, that relates to the Marina Fund debt service changes resulting from the issuance of the 2015 Marina Revenue Bonds, and the prepayment of previous State Department of Boating and Waterways loans. Additionally, the Capital Projects Fund was also decreased by \$230,000 due to timing of a project being completed earlier in FY 15 instead of FY 16. Also, a \$6,000 increase in the General Fund for an interdepartmental service charge related to parking validations for the Legislative Department was made to reflect actual charges. Revenue changes were made since the release of the budget and are reflected in Attachment D. Most of the changes were related to grants and a capital improvement project. A significant change included in Attachment D is the Department of Public Works postponing the proposed restructuring of the refuse rates. This has no impact on the Refuse operating budget, but will impact revenues for the Refuse Fund. The remaining changes were minor technical adjustments made to various funds and departments in order to align the budget with grants and/or revenues.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

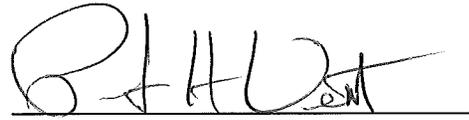


JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

JG/LE/RAG  
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ATTACHMENTS

APPROVED:



PATRICK H. WEST  
CITY MANAGER

**List of Requested Fiscal Year 2016 Budget Adoption Actions**

1. Adopt the Resolution approving the FY 16 budget for the Long Beach Harbor Department as adopted by the Board of Harbor Commissioners on May 27, 2015. (A-1)
2. Declare an emergency to exist. (A-2)
3. Declare the Ordinance approving the Resolution No. WD-1341 establishing the rates and charges for water and sewer service to all customers, as adopted by the Board of Water Commissioners on June 18, 2015, 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 16 budget of the Long Beach Water Department as adopted by the Board of Water Commissioners on June 18, 2015. (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 16 One-Year Capital Improvement Program. (A-6)
7. Adopt a motion approving the FY 16 budget for the Long Beach Community Investment Company (formerly known as the Long Beach Housing Development Company) in the amount of \$5,318,500. (A-7)
8. Adopt a motion approving the estimated transfer of \$17,737,000 from the Harbor Revenue Fund to the Tidelands Operating Fund. (A-8)
9. Adopt the Resolution establishing the "Gann Appropriations Limit" (Limit) for FY 16 pursuant to Article XIII (B) of the California Constitution. (A-9)
10. Adopt the Mayor's proposed budget recommendations, as amended, to the FY 16 Proposed Budget. (A-10)
11. Adopt the Budget Oversight Committee's proposed funding recommendations, as amended, to the FY 16 Proposed Budget. (A-11)
12. 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-12)
13. Adopt the amended Salary Resolution for FY 16. (A-13)
14. Adopt a motion amending the proposed FY 16 budget. (A-14)
15. Declare an emergency to exist. (A-15)
16. Declare the Appropriations Ordinance for FY 16, 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-16)

**FISCAL YEAR 2016 APPROPRIATIONS ORDINANCE BY FUND**  
 (Does not include Harbor, Water and Sewer Funds)

<u>FUND</u>	<u>FY 16 PROPOSED EXPENDITURES</u>	<u>CHANGES</u>	<u>FY 15 ESTIMATED CARRYOVER*</u>	<u>FY 16 APPROPRIATIONS</u>
GENERAL FUND	427,892,742	(46,195)	-	427,846,547
UPLAND OIL FUND	13,799,272	-	-	13,799,272
GENERAL GRANTS FUND	8,962,538	68,690	7,422,489	16,453,717
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	3,232,643	-	-	3,232,643
HEALTH FUND	42,827,615	-	30,013,223	72,840,839
PARKING & BUSINESS AREA IMPROVEMENT FUND	7,968,757	-	-	7,968,757
SPECIAL ADVERTISING & PROMOTION FUND	7,821,689	-	-	7,821,689
HOUSING DEVELOPMENT FUND	6,944,495	-	19,393,340	26,337,836
BELMONT SHORE PARKING METER FUND	830,879	-	-	830,879
BUSINESS ASSISTANCE FUND	694,119	-	40,948	735,067
COMMUNITY DEVELOPMENT GRANTS FUND	20,653,503	6,000	1,253,640	21,913,142
GASOLINE TAX STREET IMPROVEMENT FUND	16,074,663	-	36,406	16,111,069
TRANSPORTATION FUND	20,576,303	-	26,891,072	47,467,375
CAPITAL PROJECTS FUND	7,756,280	(230,000)	63,672,787	71,199,067
CIVIC CENTER FUND	10,880,804	-	5,431,439	16,312,243
GENERAL SERVICES FUND	48,400,286	(114,400)	23,244,294	71,530,180
FLEET SERVICES FUND	45,115,791	-	875,000	45,990,791
INSURANCE FUND	42,402,722	-	139,683	42,542,405
EMPLOYEE BENEFITS FUND	248,910,324	-	-	248,910,324
TIDELANDS FUNDS	99,507,841	1,638,259	163,590,938	264,737,038
TIDELAND OIL REVENUE FUND	158,463,652	-	-	158,463,652
RESERVE FOR SUBSIDENCE	-	-	-	-
DEVELOPMENT SERVICES FUND	18,968,059	841	1,354,310	20,323,209
GAS FUND	105,680,210	-	30,063,817	135,744,027
GAS PREPAY FUND	39,128,641	-	-	39,128,641
AIRPORT FUND	42,608,676	-	28,907,613	71,516,288
REFUSE/RECYCLING FUND	45,102,765	-	73,381	45,176,147
SERRF FUND	51,145,981	-	-	51,145,981
SERRF JPA FUND	11,218,558	-	-	11,218,558
TOWING FUND	5,730,049	-	-	5,730,049
HOUSING AUTHORITY FUND	71,953,593	-	14,993,664	86,947,257
SUCCESSOR AGENCY	75,500,522	-	32,581,531	108,082,053
CUPA FUND	1,658,451	-	5	1,658,456
DEBT SERVICE FUND	9,230,342	-	-	9,230,342
<b>TOTAL</b>	<b>1,717,642,766</b>	<b>1,323,195</b>	<b>449,979,580</b>	<b>2,168,945,541</b>

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

**FISCAL YEAR 2016 APPROPRIATIONS ORDINANCE BY DEPARTMENT**  
**(Does not include Harbor and Water)**

<u>DEPARTMENT</u>	<u>FY 16 PROPOSED EXPENDITURES</u>	<u>CHANGES</u>	<u>FY 15 ESTIMATED CARRYOVER*</u>	<u>FY 16 APPROPRIATIONS</u>
MAYOR AND COUNCIL	5,319,212	6,000	-	5,325,212
CITY ATTORNEY	9,981,695	-	-	9,981,695
CITY AUDITOR	3,046,904	-	-	3,046,904
CITY CLERK	4,795,431	-	-	4,795,431
CITY MANAGER	13,800,703	(40,635)	114,947,208	128,707,276
CITY PROSECUTOR	5,007,241	-	295,048	5,302,289
CIVIL SERVICE	2,427,489	-	-	2,427,489
AIRPORT	41,891,004	-	28,907,613	70,798,617
DISASTER PREPAREDNESS & EMERGENCY COMMUNICATIONS	11,874,348	-	105,830	11,980,178
DEVELOPMENT SERVICES	115,002,537	6,000	62,693,417	177,701,954
ECONOMIC & PROPERTY DEVELOPMENT	25,772,537	-	-	25,772,537
FINANCIAL MANAGEMENT**	470,653,976	1,586,905	2,032,859	474,273,741
FIRE	98,041,760	-	176,008	98,217,768
HEALTH AND HUMAN SERVICES	115,719,022	-	30,519,563	146,238,584
HUMAN RESOURCES	10,826,039	-	5,884,275	16,710,314
LIBRARY SERVICES	13,160,257	-	1,500,000	14,660,257
LONG BEACH GAS AND OIL	324,917,682	-	30,109,116	355,026,798
PARKS, RECREATION AND MARINE	55,354,629	109,325	30,708,176	86,172,131
POLICE	209,158,622	-	3,977,547	213,136,168
PUBLIC WORKS	139,782,391	(230,000)	114,878,625	254,431,016
TECHNOLOGY & INNOVATION	46,474,062	(114,400)	23,244,296	69,603,958
<b>TOTAL</b>	<b>1,723,007,539</b>	<b>1,323,195</b>	<b>449,979,580</b>	<b>2,174,310,315</b>

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

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

**FISCAL YEAR 2016 REVENUES BY FUND**  
**(Does not include Harbor, Water and Sewer Funds)**

<u>FUND</u>	<u>FY 16 PROPOSED REVENUES</u>	<u>CHANGES</u>	<u>FY 16 PROPOSED BUDGETED REVENUES</u>
GENERAL FUND	413,203,378	-	413,203,378
UPLAND OIL FUND	14,217,809	-	14,217,809
GENERAL GRANTS FUND	8,907,641	123,586	9,031,228
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	2,914,420	-	2,914,420
HEALTH FUND	43,347,104	-	43,347,104
PARKING & BUSINESS AREA IMPROVEMENT FUND	7,968,757	-	7,968,757
SPECIAL ADVERTISING & PROMOTION FUND	7,596,000	-	7,596,000
HOUSING DEVELOPMENT FUND	11,598,238	-	11,598,238
BELMONT SHORE PARKING METER FUND	701,734	-	701,734
BUSINESS ASSISTANCE FUND	871,838	(194,000)	677,838
COMMUNITY DEVELOPMENT GRANTS FUND	20,523,305	-	20,523,305
GASOLINE TAX STREET IMPROVEMENT FUND	11,853,372	-	11,853,372
TRANSPORTATION FUND	20,367,912	-	20,367,912
CAPITAL PROJECTS FUND	7,642,049	160,000	7,802,049
CIVIC CENTER FUND	11,193,610	-	11,193,610
GENERAL SERVICES FUND	48,279,036	-	48,279,036
FLEET SERVICES FUND	35,797,973	-	35,797,973
INSURANCE FUND	49,283,048	-	49,283,048
EMPLOYEE BENEFITS FUND	247,348,843	-	247,348,843
TIDELANDS FUNDS	102,295,240	401,538	102,696,778
TIDELAND OIL REVENUE FUND	158,580,567	-	158,580,567
RESERVE FOR SUBSIDENCE	1,480,000	-	1,480,000
DEVELOPMENT SERVICES FUND	18,109,086	-	18,109,086
GAS FUND	106,764,572	-	106,764,572
GAS PREPAY FUND	41,475,391	-	41,475,391
AIRPORT FUND	42,209,669	-	42,209,669
REFUSE/RECYCLING FUND	45,318,927	(2,717,222)	42,601,705
SERRF FUND	47,819,036	-	47,819,036
SERRF JPA FUND	11,250,285	-	11,250,285
TOWING FUND	5,691,849	-	5,691,849
HOUSING AUTHORITY FUND	70,532,437	-	70,532,437
SUCCESSOR AGENCY	75,610,413	-	75,610,413
CUPA FUND	1,607,180	-	1,607,180
DEBT SERVICE FUND	9,230,342	-	9,230,342
<b>TOTAL</b>	<b>1,701,591,062</b>	<b>(2,226,098)</b>	<b>1,699,364,964</b>

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 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:

Departments, Bureaus and Divisions Created.

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

5           A.     City Auditor Department;

6           B.     City Clerk Department with the following bureaus:

7                 1.     Legislative Bureau;

8                 2.     Elections Bureau; and

9                 3.     Administration 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; Recruitment and Selection; and  
14                 Special Projects.

15          F.     Development Services Department with the following division:

16                 Communications; and the following bureaus and divisions:

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

19                     2.     Housing and Community Improvement Bureau with the  
20                     following divisions: Housing Services; and Community Improvement;

21                     3.     Neighborhood Services Bureau with the following  
22                     divisions: Neighborhood Improvement; Neighborhood Relations; and Code  
23                     Enforcement;

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

- 11                   1.     Administrative Bureau;
- 12                   2.     Disaster Preparedness Bureau with the following  
13 divisions: Emergency Preparedness; Disaster Management and Recovery;  
14 and Homeland Security Grants; and
- 15                   3.     Emergency Communications Bureau;

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

- 18                   1.     Business Development Bureau with the following  
19 divisions: Economic Services; and Property Services;
- 20                   2.     Workforce Development Bureau with the following  
21 divisions: Workforce Operations; Workforce Development;  
22 Communications; and Workforce Development Board.

23                   I.     Financial Management Department with the following division:  
24 Administrative Services; and the following bureaus and divisions:

- 25                   1.     City Controller/Accounting Bureau with the following  
26 divisions: Accounting Operations and Tidelands; Grants/Successor Agency  
27 and Payroll; and Accounts Payable/CIP;
- 28                   2.     Business Services Bureau with the following divisions:

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Purchasing; and Special Projects;

3. Commercial Services Bureau with the following divisions: Financial Services; and Utility Services;

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

5. Budget and Performance 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; and Towing/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/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;

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

1                   3.     Environmental Health Bureau with the following  
2     division: Environmental Health Protection and Oversight;

3                   4.     Policy, Planning and Prevention Bureau with the  
4     following division: Nursing Services;

5                   5.     Administration Bureau with the following divisions:  
6     Financial Services; and Administrative Operations; and

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

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

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

14                   2.     Labor Relations Bureau;

15                   3.     Personnel Operations Bureau with the following  
16    divisions: Equal Employment, Americans with Disabilities Act, and Training;  
17    and Employee Benefits;

18                   M.    Law Department;

19                   N.    Legislative Department;

20                   O.    Library Services Department with the following divisions:  
21    Support Services; Youth Services; and the following bureaus:

22                   1.     Automated Services Bureau;

23                   2.     Branch Library Services Bureau; and

24                   3.     Main Library Services Bureau;

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

27                   1.     Business Operations Bureau with the following divisions:  
28    Finance and Administration; Leasing and Business Development; Public Affairs;

1 and Noise and Environmental Compliance; and

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

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

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

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

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

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

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

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

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

27 1. Business Operations Bureau with the following  
28 divisions: Personnel and Training; Finance and Controls; Contract

1 Management and Golf Operations; Planning and Development; and  
2 Community Information and Graphics;

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

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

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

12 5. Animal Care Services Bureau;

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

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

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

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

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

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

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

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

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

U. Technology and Innovation Department with the following  
division: Administrative Services; 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.

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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: \_\_\_\_\_

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Noes: Councilmembers: \_\_\_\_\_

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Absent: Councilmembers: \_\_\_\_\_

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\_\_\_\_\_

City Clerk

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

Mayor

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

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

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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, ~~AND~~ OCTOBER 3, 2013, ~~AND~~ SEPTEMBER 9, 2014 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

1 hereby adopted to read as follows:

2 Departments, Bureaus and Divisions Created.

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

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

16 Administration and Support Services; Recruitment and Selection; and  
17 Special Projects. and the following bureau and division:

- 18 1. ~~Employment Services Bureau with the following~~  
19 ~~divisions: Employment Services; and Recruitment 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: Advanced  
23 Planning; and Current Planning;
- 24 2. Housing and Community Improvement Bureau with the  
25 following divisions: Housing Services; and Community Improvement;
- 26 3. Neighborhood Services Bureau with the following
- 27

1 divisions: Neighborhood Improvement; Neighborhood Relations; and Code  
2 Enforcement; and Nuisance Abatement;

3 4. Administration and Financial Services Bureau with the  
4 following divisions: Administrative Services; Financial Services; and Grants  
5 Administration; and

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

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

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

- 18 1. Administrative Bureau;
- 19 2. Disaster Preparedness Bureau with the following  
20 divisions: Emergency Preparedness; Disaster Management and Recovery;  
21 and Homeland Security Grants; and
- 22 3. Emergency Communications Bureau;

23 H. Economic and Property Development Department with the  
24 following Bureaus and divisions:

- 25 1. Business Development Bureau with the following  
26 divisions: Economic Services; and Property Services;
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2. Workforce Development Bureau with the following divisions: Workforce Operations; Workforce Development; Communications; and Workforce Development Board.

H.I. Financial Management Department with the following divisions: Administrative Services; ~~Financial Systems~~; and the following bureaus and divisions:

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

2. Business Services Bureau with the following divisions: Purchasing; and Special Projects;

3. Commercial Services Bureau with the following divisions: Financial Services; and Utility Services;

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

5. Budget and Performance Management Bureau with the following divisions: ~~Budget Management; Fiscal Impact Analysis~~; Revenue Management; ~~Operations Analysis~~Budget Development; and ~~Revenue Analysis and Special Projects~~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; and Towing/Lien Sales;

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

1. Administration Bureau with the following division:

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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;

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

1. ~~Planning and Prevention~~Physician Services Bureau  
with the following divisions: Clinical Services; and Laboratory Services;

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

3. Environmental Health Bureau with the following  
division: Environmental Health Protection and Oversight;

4. ~~Preventive Health~~Policy, Planning and Prevention  
Bureau with the following division: Nursing Services;

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

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

K.L. Human Resources Department with the following divisions:  
~~Employee Benefits and~~ Administration; and the following bureaus and  
divisions:

1. Risk Management Bureau with the following divisions:  
Loss Control and Prevention; Workers' Compensation Coordination;

1 Departmental Safety Support; and Occupational Health Services;

2 2. Labor Relations Bureau;

3 3. Personnel Operations Bureau with the following  
4 divisions: Equal Employment, Americans with Disabilities Act, and Training;  
5 and Employee Benefits;

6 ~~4. Workforce Development Bureau with the following~~  
7 ~~divisions: Workforce Operations; Workforce Development;~~  
8 ~~Communications; and Workforce Development Board;~~

9 L.M. Law Department;

10 M.N. Legislative Department;

11 N.O. Library Services Department with the following divisions:  
12 Support Services; Youth Services; and the following bureaus:

13 1. Automated Services Bureau;

14 2. Branch Library Services Bureau; and

15 3. Main Library Services Bureau;

16 O.P. Long Beach Airport Department with ~~the following division:~~  
17 ~~Airport Engineering;~~ and the following bureaus and divisions:

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

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

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

26 1. Business Operations Bureau with the following  
27

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

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

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

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

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

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

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

20 1. Business Operations Bureau with the following  
21 divisions: Personnel and Training; Finance and Controls; Contract  
22 Management and Golf Operations; ~~Accident Prevention and Safety~~;  
23 Planning and Development; and Community Information and Graphics;

24 2. Community Recreation Services Bureau with the  
25 following divisions: Citywide Administration; Community Services; Area I;  
26 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; ~~Rangers~~;

1 and Historic Sites;

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

6 4. Marine Bureau with the following divisions:  
7 ~~Administration~~Marina Operations; ~~and~~ Beach Maintenance/Queensway  
8 Bay; and Marine Maintenance;

9 5. Animal Care Services Bureau;  
10 ~~R.S.~~ Police Department with the following divisions: Chief of Staff;  
11 Internal Affairs; ~~Employee Assistance;~~ and the following bureaus and  
12 divisions:

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

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

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

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

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

22 ~~S.T.~~ Public Works Department with the following bureaus and  
23 divisions:

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

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~~2. Public Services Bureau with the following divisions:  
Traffic Operations; Street Maintenance; Facilities Management;~~

~~3.2. Engineering Bureau with the following divisions:  
Capital Improvement; Construction Management; Design; Engineering;  
Mobility Programs; Storm Water/Environmental Compliance; Parking  
Operations; Project Management; Storm Water/Environmental Compliance;  
and Transportation; Engineering; Mobility Programs; Parking Operations;  
and Capital Improvement;~~

~~4.3. Environmental Services Bureau with the following  
divisions: Operations; Recycling and Waste Reduction; Operations;  
Refuse; and Street Sweeping/Clean Long Beach; and~~

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

~~5. Asset Management Bureau with the following divisions:  
Real Estate Acquisitions; and Real Estate Leasing;~~

~~T.U. Technology and Innovation Department with the following  
division: Administrative Services; 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.~~

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

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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 Council of the City of Long Beach at its meeting of \_\_\_\_\_, 20\_\_ by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

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Noes: Councilmembers: \_\_\_\_\_

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Absent: Councilmembers: \_\_\_\_\_

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City Clerk

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

\_\_\_\_\_

Mayor