

ORDINANCE NO.

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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

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 Tidelands; 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;

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

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

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

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

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

1. Physician Services Bureau;

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

~~3.~~ Environmental Health Bureau;

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

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

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

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

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

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

1 Organizational Development;

2 3. Personnel Operations Bureau; and

3 4. Workforce Development Bureau with the following
4 divisions: Workforce Operations; Workforce Development;

5 Communications; Workforce Development Board; and Enterprise Zone;

6 K. Law Department;

7 L. Legislative Department;

8 M. Library Services Department with the following divisions:
9 Administrative and Facility Management; Youth Services; and the following
10 bureaus:

11 1. Automated Services Bureau;

12 2. Branch Library Services Bureau; and

13 3. Main Library Services Bureau;

14 N. Long Beach Airport Department with the following division:
15 Planning and Development; and the following bureaus and divisions:

16 1. Business Operations Bureau with the following divisions:
17 Finance and Administration; and Leasing; and

18 2. Airport Operations Bureau with the following divisions:
19 Operations-1; Operations-2; Operations-3; Operations-4; Airport Security;
20 Public Affairs; and Noise Compliance;

21 O. Long Beach Gas & Oil Department with the following bureaus
22 and divisions:

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

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

28 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

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6. Animal Care Services Bureau;

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

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

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

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

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

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

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

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

3. Engineering Bureau with the following divisions: Construction Services; Design; Storm Water/Environmental Compliance; Project Management; Traffic and Transportation Program; Transportation Engineering; Transportation Programs; and Parking Operations;

4. Environmental Services Bureau with the following divisions: Administration/Recycling/Special Projects; Operations; Refuse; and Street Sweeping/Clean Long Beach;

5. Fleet Services Bureau with the following divisions: Fleet Operations; Fleet Acquisitions; Fleet Maintenance; and Towing/Lien

1 Sales; and

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

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

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

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

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

14 4. Customer Services Bureau with the following divisions:
15 Customer Support; Video Communications; and Office Services.

16
17 Section 3. The City Clerk shall certify to the passage of this ordinance by
18 the City Council and cause it to be posted in three (3) conspicuous places in the City of
19 Long Beach, and it shall take effect on the thirty-first (31st) day after it is approved by the
20 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: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

Approved: _____
(Date)

Mayor

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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ROBERT E. SHANNON, City Attorney
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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, AND JULY 15, 2008, AND SEPTEMBER 21, 2010 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.

There are within the City the following departments of City

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:

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

2. Leadership and Organizational Development Bureau with the following divisions: Administration; and Leadership and 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. ~~North and East Neighborhood~~ Branch Library Services Bureau; and

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

4. Main Library Services Bureau;

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

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

4.2. Airport Operations Bureau with the following divisions: 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 4. 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

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

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

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

Approved: _____
(Date)

Mayor

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