

CITY OF LONG BEACH **ORD-35**

DEPARTMENT OF HUMAN RESOURCES

333 West Ocean Boulevard 13th Floor • Long Beach, CA 90802

March 13, 2007

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Declare 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. (Citywide)

DISCUSSION

The attached amendment to Ordinance C-6496, relating to the departmental organization of the City of Long Beach, incorporates some additional changes to City departments, bureaus, and divisions as listed on the attached summary for Fiscal Year 2007 (FY 07). These organizational changes are necessary to implement emergent operational needs that have arisen since the adoption of the FY 07 Budget.

This item was reviewed by Deputy City Attorney Christina L. Checel, and by Budget and Performance Management Bureau Manager David Wodynski, on February 28, 2007.

TIMING CONSIDERATIONS

City Council approval of the amended Departmental Organization Ordinance is requested on March 13, 2007, to ensure timely implementation of requested organizational changes.

FISCAL IMPACT

Staffing associated with the requested organizational changes will be requested as part of the FY 08 Budget.

HONORABLE MAYOR AND CITY COUNCIL
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SUGGESTED ACTION:

Approve recommendation.

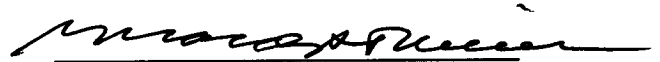
Respectfully submitted,



KEN WALKER
ACTING DIRECTOR OF HUMAN RESOURCES

KW:PH
Council Letter FY 2007 Org Ord
- 2nd Amendment.doc

APPROVED:



GERALD R. MILLER
CITY MANAGER

Attachments:

Summary of Changes to Departmental Organization Ordinance FY 2007-2nd Amendment
Amendment to the Departmental Organizational Ordinance

SUMMARY OF CHANGES TO FY 2007 DEPARTMENTAL ORGANIZATION ORDINANCE

March 13, 2007

HEALTH & HUMAN SERVICES DEPARTMENT

Add Personnel Services Division to the Support Services Bureau

POLICE DEPARTMENT

Add Forensic Science Services Division to the Investigations Bureau

1 hereby created and established; and the City Council consolidates those
2 departments, bureaus and divisions indicated in this Section:

3 A. City Auditor Department;

4 B. City Clerk Department with the following division: Administrative;

5 and the following bureaus:

6 1. Legislative Bureau; and

7 2. Elections Bureau;

8 C. City Manager Department;

9 D. City Prosecutor Department;

10 E. Civil Service Department with the following divisions:

11 Administration/Support Services; Employment Services; and Recruitment
12 Services;

13 F. Community Development Department with the following
14 bureaus and divisions:

15 1. Administrative and Financial Services Bureau with the
16 following divisions: Administrative Services; Financial Services; and
17 Diversity and Economic Opportunity;

18 2. Redevelopment Bureau with the following divisions:
19 West Long Beach Industrial; North Long Beach; Downtown and West
20 Beach; Central and Poly High; Redevelopment Administration; Parking
21 Operations; and Communications;

22 3. Neighborhood Services Bureau with the following
23 divisions: Neighborhood Improvement; Neighborhood Resources; Code
24 Enforcement; and Rehabilitation Services;

25 4. Economic Development Bureau with the following
26 divisions: Business Development; and Commercial and Retail
27 Development;

28 5. Workforce Development Bureau with the following

1 divisions: Workforce Operations; and Workforce Development;

2 6. Property Services Bureau with the following division:
3 Real Estate;

4 7. Housing Services Bureau with the following divisions:
5 Housing Operations; Housing Development; and Housing
6 Communications;

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

9 9. Project Development Bureau with the following division:
10 Development;

11 G. Financial Management Department with the following
12 divisions: Purchasing; Administrative Services; Financial Systems; and
13 the following bureaus and divisions:

14 1. City Controller/Accounting Bureau with the following
15 divisions: Accounting Operations; Grants/Redevelopment Agency; and
16 Capital Projects;

17 2. Business Relations Bureau;

18 3. Commercial Services Bureau with the following
19 divisions: Utility Customer Services; Financial Services; and Business
20 Services;

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

23 5. Performance Management and Budget Bureau with the
24 following divisions: Budget Management; and Performance Management;

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

26 1. Administration Bureau with the following division:
27 Community Services;

28 2. Fire Prevention Bureau with the following division:

- 1 Code Enforcement;
- 2 3. Operations Bureau with the following divisions:
- 3 Operations/Facilities; and Marine Safety; and
- 4 4. Support Services Bureau with the following divisions:
- 5 Training/Fleet Management; Disaster Management; and Emergency Medical
- 6 Services;
- 7 I. Health and Human Services Department with the following
- 8 division: Animal Control; and the following bureaus and divisions:
- 9 1. Physician Services Bureau with the following division:
- 10 Occupational Health Services;
- 11 2. Public Health Bureau with the following divisions:
- 12 Nursing Services; Laboratory Services; and Nutrition Services;
- 13 3. Environmental Health Bureau with the following
- 14 division: Hazardous Materials;
- 15 4. Human/Social Services Bureau with the following
- 16 divisions: Homeless Services; and Rehabilitation Services;
- 17 5. Preventive Health Bureau with the following division:
- 18 Preventive Services; and
- 19 6. Support Services Bureau with the following divisions:
- 20 Financial Services; and Personnel Services;
- 21 J. Human Resources Department with the following divisions:
- 22 Employee Benefits and Services; Equal Employment and Americans with
- 23 Disabilities Act; Workers' Compensation Coordination; and the following
- 24 bureaus and divisions:
- 25 1. Administration and Risk Management Bureau with the
- 26 following division: Loss Control and Prevention; and
- 27 2. Personnel Services Bureau;
- 28 K. Law Department;

- 1 L. Legislative Department;
- 2 M. Library Services Department with the following division:
- 3 Administrative and Facility Management; and the following bureaus and
- 4 divisions:
- 5 1. Automated Services Bureau;
- 6 2. North and East Neighborhood Library Services
- 7 Bureau;
- 8 3. Central and West Neighborhood Library Services
- 9 Bureau;
- 10 4. Youth Library Services Bureau; and
- 11 5. Main Library Services Bureau.
- 12 N. Long Beach Gas & Oil Department with the following
- 13 bureaus and divisions:
- 14 1. Business Operations Bureau with the following
- 15 divisions: Energy Services; Financial Services; and Safety;
- 16 2. Gas Services Bureau with the following divisions:
- 17 Customer Services; and Meters and Regulators;
- 18 3. Engineering and Construction Bureau with the
- 19 following divisions: Pipeline Construction and Maintenance; Engineering;
- 20 and
- 21 4. Electric Generation Bureau with the following division:
- 22 SERRF Operations;
- 23 5. Oil Operations Bureau with the following divisions:
- 24 Administration; and Planning/Unit Operations; and
- 25 6. Oil Production/Subsidence Bureau with the following
- 26 divisions: Wilmington East; Wilmington West; and Subsidence and
- 27 Geology;
- 28 O. Parks, Recreation and Marine Department with the following

1 division: Special Projects; and the following bureaus and divisions:

2 1. Business Operations Bureau with the following
3 divisions: Personnel and Training; Finance and Controls; Contract
4 Management; Accident Prevention and Safety; Community Information
5 and Graphics;

6 2. Special Events and Filming Bureau;

7 3. Community Recreation Programs and Services
8 Bureau with the following divisions: North; Northeast; Northwest; South;
9 Southeast; Southwest; Citywide Programs; Citywide Services; and
10 Rangers;

11 4. Maintenance Operations Bureau with the following divisions:
12 Golf Operations; Park Facilities Maintenance; Marine Maintenance; Beach
13 Maintenance/Queensway Bay; and Grounds Maintenance;

14 5. Planning and Development Bureau with the following
15 divisions: Development; and Historic Sites; and

16 6. Marine Bureau with the following division:
17 Administration;

18 P. Planning and Building Department with the following
19 division: Administration; and the following bureaus and divisions:

20 1. Planning Bureau with the following divisions:
21 Comprehensive Planning; Community Design and Development Services;
22 Historic Preservation; and Urban Design;

23 2. Building and Safety Bureau with the following
24 divisions: Engineering and Development Services; and Inspection
25 Services;

26 Whenever the Charter or ordinances of the City or other applicable
27 laws provide that certain duties and functions shall be performed either by
28 the Planning Department or the head of the Planning Department or by

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the Department of Building and Safety or the Superintendent of Building and Safety, such duties and functions shall be performed by the head of the Planning and Building Department or his or her designee;

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; Youth Services; and Forensic Science Services;

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

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

4. Support Bureau with the following divisions: Planning and Research; Jail; Communications; Training; and Information and Technology;

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

1. Administration, Planning and Facilities Bureau with the following divisions: Safety and Disaster Preparedness; Project Management; Budget Services; Personnel Services; and Facilities Management;

2. Airport Bureau with the following divisions: Administration; Operations Administration; Operations - 1; Operations - 2; Operations - 3; Operations - 4; Airport Security; Public Affairs; Noise; Leasing and Business Development; and Special Projects;

3. Engineering Bureau with the following divisions:

1 Construction Services; Project Development; Storm Water Program; and
2 Street Maintenance;

3 4. Traffic and Transportation Bureau with the following
4 divisions: Traffic Engineering; Transportation Programming; and Traffic
5 Operations;

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

9 6. Fleet Services Bureau with the following divisions: Fleet
10 Operations; Fleet Acquisitions; Fleet Maintenance; and Towing/Lien Sales;

11 S. Technology Services Department with the following bureaus
12 and divisions:

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

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

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

21 4. Customer Services Bureau with the following
22 divisions: Customer Support; and Video Communications.

23
24 Sec. 2. The City Clerk shall certify to the passage of this ordinance by the
25 City Council and cause it to be posted in three conspicuous places in the City of Long
26 Beach, and it shall take effect on the thirty-first 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 _____, 2007, by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

City Clerk

Approved: _____

Mayor

Robert E. Shannon
City Attorney of Long Beach
333 West Ocean Boulevard
Long Beach, California 90802-4664
Telephone (562) 570-2200