

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

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ORDINANCE NO.

~~BH-1.13~~  
**ORD-22**

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, AND SEPTEMBER 12, 2017, 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:

1 Departments, Bureaus and Divisions Created.

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

6 A. City Auditor Department;

7 B. City Clerk Department with the following bureaus:

8 1. Legislative Bureau;

9 2. Elections Bureau; and

10 3. Administration Bureau;

11 C. City Manager Department;

12 D. City Prosecutor Department;

13 E. Civil Service Department with the following divisions:

14 Commission Support; Administrative Services; Recruitment and Selection;  
15 and Special Projects;

16 F. Development Services Department with the following division:

17 Communications; and the following bureaus and divisions:

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

20 2. Housing and Neighborhood Services Bureau with the  
21 following divisions: Grants Administration; Neighborhood Improvement;  
22 Housing Services; and Community Improvement;

23 3. Code Enforcement Bureau with the following divisions:  
24 Standard Code Enforcement; and Multi-Family Housing Inspection;

25 4. Administration and Financial Services Bureau with the  
26 following divisions: Administrative Services; and Financial Services; 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 divisions: Administration and Grants; Disaster  
11 Preparedness; and Emergency Communications;

12                  H.     Economic Development Department with the following  
13 division: Administrative/Financial Services; and the following bureaus and  
14 divisions:

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

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

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

21                   I.     Financial Management Department with the following  
22 divisions: Administrative Operations; Administrative Services; Special  
23 Projects; and the following bureaus and divisions:

24                         1.     City Controller/Accounting Bureau with the following  
25 divisions: General Accounting; Special Accounting; Payroll; Accounts  
26 Payable, Vendor Maintenance and Special Projects;

27                         2.     Business Services Bureau with the following divisions:  
28 Procurement Services; Business Services; and Labor Compliance;

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3. Commercial Services Bureau with the following divisions: Billing and Collections; and Central Cashiering;
4. Treasury Operations Bureau with the following divisions: Debt Management; and Cash and Investment Management;
5. Budget 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; Financial Systems; and Business Process Improvement; and
7. Fleet Services Bureau with the following divisions: Fleet Operations; Fleet Acquisitions; Fleet Maintenance; Fuel and Underground Storage Tanks (UST); 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;
  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; Nursing Services; and Chronic Disease and Injury

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Prevention;

3. Environmental Health Bureau with the following division: Environmental Health Operations;

4. Human Services Bureau with the following divisions: Homeless Services; and Community Impact;

5. Collective Impact and Operations Bureau with the following divisions: Financial Services; Administrative Operations; and Office of Equity;

6. Housing Authority Bureau with the following divisions: Operations; and Administrative; and

7. City Health Officer Bureau with the following division: Public Health Emergency Management;

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

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

2. Labor Relations Bureau with the following division: Labor Negotiations; and

3. Personnel Operations Bureau with the following divisions: Personnel Services; Training and Equal Employment Opportunity; and Employee Benefits;

M. Law Department;

N. Legislative Department with the following divisions: Mayor's Office; Council District One; Council District Two; Council District Three; Council District Four; Council District Five; Council District Six; Council District Seven; Council District Eight; and Council District Nine;

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 and 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; and Energy Services;

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

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

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

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

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 Oil Properties Department or the head of the Oil Properties Department,  
4 such duties and functions shall be performed by the head of the Energy  
5 Resources Department or his or her designee;

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

8                   1.     Business Operations Bureau with the following  
9 divisions: Personnel and Training; Financial Services; Contract  
10 Management and Golf Operations; Planning and Development; and  
11 Community Information and Graphics;

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

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

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

21                   5.     Animal Care Services Bureau; and

22                   6.     Community Engagement and Partnership Bureau with  
23 the following division: Partnership;

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

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

28                   2.     Patrol Bureau with the following divisions: Patrol -

1 East; Patrol - North; Patrol - West; Patrol – South; and Field Support;

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

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

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

7 T. Public Works Department with the following bureaus and  
8 divisions:

9 1. Business Operations Bureau with the following  
10 divisions: Budget Services; Personnel Services; Safety and Disaster  
11 Preparedness; and Special Projects;

12 2. Project Management Bureau with the following  
13 divisions: Private Development; and Project Development;

14 3. Engineering Bureau with the following divisions:  
15 Capital Improvement; Construction Management; Design; Engineering; and  
16 Storm Water/Environmental Compliance;

17 4. Environmental Services Bureau with the following  
18 divisions: Operations; Recycling and Waste Reduction; Refuse; and Street  
19 Sweeping/Clean Long Beach;

20 5. Public Service Bureau with the following divisions:  
21 Facilities Management; Street Maintenance; and Traffic Operations; and

22 6. Transportation Mobility Bureau with the following  
23 divisions: Mobility Programs; Transportation Development; and  
24 Transportation Engineering;

25 U. Technology and Innovation Department with the following  
26 divisions: Administrative Services; and Cyber Security; and the following  
27 bureaus and divisions:

28 1. Business Operations Bureau;



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

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

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

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

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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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\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

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

\_\_\_\_\_  
Mayor