(Continued from other side)

the courts; and screens complaints from the police and the public to determine whether the issuance of a criminal complaint is justified.

WHERE TO WRITE

Other legislative representatives may be addressed at the following locations:

1. FEDERAL
   U.S. Senators: Senate Office Building, Washington, D.C. 20515
   Representatives: Rayburn Bldg. Washington, D.C. 20515
2. STATE OF CALIFORNIA
   State Assembly Members or State Senators:
   State Capitol
   Sacramento, CA 95814
3. COUNTY
   Supervisors: 500 W. Temple Street
   Los Angeles, CA 90012

APPOINTIVE OFFICES

CITY CLERK—The City Clerk is appointed by and serves at the pleasure of the City Council. The duties of the office include preparation of Council agendas; attendance at and keeping the minutes of all Council meetings; recording ordinances and other official business of that body; the Clerk is secretary to the Civic Center, Parking, and Housing authorities and has custody of the Corporate Seal of the City, as well as all official records and archives, some dating back to the City's founding in 1888. The City Clerk certifies appointments, administers oaths of office and commissions. The conduct of all municipal elections is administered by the City Clerk, by receiving petitions for nominations, preparation of ballots, the directing of voting procedures, and the tabulation of ballots.

SEMI-AUTONOMOUS COMMISSIONS

CIVIL SERVICE COMMISSION (5) administers the merit system for the City's classified service, recruits and examines applicants for classified positions, conducts promotional exams, certifies eligibles for appointment, maintains personnel records, hears appeals on disciplinary action, and enacts rules applying to the classified service.

BOARD OF WATER COMMISSIONERS (5)

neighborhoods. The department accomplishes this goal through programs which encourage economic development opportunities that provide additional employment; provide job training for our unemployed and unskilled citizens; through redevelopment or revitalization of deteriorating business, industrial or residential areas; by assisting lower-income families, senior citizens or handicapped persons with decent rental housing through its Housing Authority; by promoting the development of new housing and rehabilitation of substandard housing; and in general contributing to the improvement of the City and our citizen's standard of life.

FINANCIAL MANAGEMENT DEPARTMENT

Financial Management Department consists of four bureaus: Accounting, Budgeting, Commercial Services and the City Treasury. The Accounting Bureau is responsible for the City's accounting and financial record-keeping activities and for ensuring that financial reporting is in conformity with Generally Accepted Accounting Principles. The City's Annual Financial Report has won the prestigious "Certificate of Conformance in Financial Reporting" Award for the past three years.

The Budget Bureau is responsible for coordinating and facilitating the tasks in the development of an annual budget in excess of one billion dollars. The development process begins in November and ends in late June, when the Council adopts the final budget. After implementation of the budget, the bureau assists in reviewing departmental fiscal performance and working with the departments in solving any problems which might arise. The Budget Bureau is also responsible for the City's Risk Management Program.

The Bureau of Commercial Services provides assistance to both the public and City departments. They turn on, turn off, bill and collect for gas, water and refuse utility services to the tune of $148,000,000 per year, read 110,000 gas and water meters monthly, process parking citations, issue or renew 22,000 business licenses yearly and serve as the City's central cashier.

The City Treasurer serves as the official custodian for public monies received by all departments and commissions of the City. The Treasurer invests over $400,000,000 in authorized securities with consideration being given to safety of principle and portfolio yields while en-

and equipment and capital items are acquired and replaced through an internal service fund.

The department has the following major programs:

Purchasing

The Purchasing Division provides centralized purchasing for all City departments and processes approximately 7,000 requisitions annually. In addition, the Purchasing program is responsible for the operation of a Central Stores Warehouse and the Sales and Salvage operation for surplus City property.

Fleet Services

Fleet Services acquires, maintains and leases all of the vehicles in the City, including fire apparatus, police cars, refuse packers, helicopters, and boats. Fleet Services manages 1,600 pieces of equipment and operates out of two major facilities.

Towing Operation

The Towing Operation tows and impounds vehicles in support of the Police Department and disposes of unclaimed vehicles through the lien sale process. The Towing Operation tows approximately 13,000 vehicles a year and brings in $1.7 million in revenues.

Parking Operations

This program is responsible for the operation of two downtown City parking facilities with approximately 1,200 parking spaces for public and employee use.

Information Services

Information Services is responsible for the implementation of new computer systems as well as maintenance of the City's existing computer system networks and associated hardware. The City's main applications operate on IBM mainframes connected to a TP network of over 600 devices. The City also provides CAD-MOT systems for the Police Department as well as an engineering mapping system and on-line library system on DEC equipment.

The Data Processing Center is a 24-hour, 365-day operation which supports all of the main operation units of the City. Within the last year the City has bought up an office automation system in the pilot stage which provides electronic mail capabilities among approximately 40 users.

Office Services

the management of the City's Animal Control operations and facilities. The department also maintains a division of Occupational Health and Safety to serve the employees of the City.

DEPARTMENT OF LIBRARY SERVICES

The Long Beach Public Library and Information Center provides an educational and cultural center for all of Long Beach. Its Main Library, 11 branches, a Senior Center reading library, and two historic sites make this system the third largest in Los Angeles County with holdings of over 900,000 and an annual circulation of 2.5 million. The Main Library has been designated a major urban resource library in Southern California and serves as a total community information and referral system. Its special services include extensive business and reference directory service, in-depth subject collections, audio visual materials, service to the handicapped, 1,400 periodicals, and a government publications depository. The Main Library also houses a number of important special collections.

The Library prides itself in the neighborhood branch concept by offering personal service to the many district population groups and neighborhoods in Long Beach. The collections and services of each of the eleven branches are catered to reflect the individual community served through ethnic and foreign language collections, large print collections for the visually impaired and an active year-round children's program that includes story hours, library instruction, group visits, and a summer reading motivation program.

The library has been in the forefront of information technology, with its automated circulation and on-line public access services. Microcomputers are available for public use at all agencies.

The Department of Library Services also administers the two Spanish land-grant ranchos, Rancho Los Cerritos and Rancho Los Alamitos. Both ranchos have had their principle buildings preserved and are open to the public; a lasting heritage for present and future generations.

DEPARTMENT OF PARKS AND RECREATION

PLANNING AND BUILDING DEPARTMENT

The Department of Planning and Building is responsible for planning and overseeing the physical development and revitalization of the City. It seeks to provide an improved quality of life, safety in building construction and utilization, efficiency in the provision and use of public facilities, and beneficial economic development over the long range future of the City.

The Planning Bureau of the Department is responsible for preparing and maintaining the long range General Plan, redevelopment area plans and neighborhood development strategies. It also administers environmental, zoning and subdivision regulations to insure that development is undertaken in accordance with long range plans and policies. Its community planners work with neighborhood organizations to provide an ongoing mechanism for citizen participation in local decision-making.

The Building Bureau insures that all structures in the City are built and maintained in a manner which will promote public safety and maintain property values. It reviews all building construction plans to make sure that they comply with all State and Federal building codes, and inspects buildings as they are being constructed to insure compliance with approved plans and proper building methods. It also inspects existing structures and properties to make certain that they are used in a legal and safe manner, and that they are properly maintained so as to avoid physical deterioration.

POLICE DEPARTMENT

The Police Department has the primary responsibility for providing prompt, effective law enforcement services to the citizens we serve and for the creation of a safe, secure environment for the residents and guests of our community to live and vacation within.

The Department is currently comprised of three operational bureaus: the Administrative Operations Bureau, which primarily provides support services; the Investigative Operations Bureau, which provides police investigative functions directed toward the identification, apprehension, and prosecution of criminal offenders; and the Patrol Bureau, which provides field patrol law enforcement services. In addition, an Executive Opera-

but must obtain approvals from the State for land use and many expenditures.

The Department of Oil Properties oversees all oil production in the City, analyzes data collected and ensures subsidence prevention.

The Marine Bureau operates the City's marina, which has about 4000 slips, and supervises waterfront facilities, launch ramps, beach parking lots and the Shoreline RV Park. It also manages some commercial ground leases.

The Administrative Division supervises all budget and personnel work, develops property, oversees construction on tidelands, coordinates special events on tidelands and manages the Convention Center and its energy plant.

LONG BEACH WATER DEPARTMENT

The Long Beach Water Department became the City's first municipal utility in 1911 and since then has developed into one of the nation's highest rated water utilities. The Department has achieved a Class 1 rating, the highest given by the Insurance Services Office, and has been commended by the City Council for its part in providing the City of Long Beach with the best fire protection system of any city in the United States.

In 1911, an $850,000 bond issue was used by the City of Long Beach to buy out two privately owned enterprises, the Long Beach Water Company and the Alamitos Water Company. The facilities of both companies totaled 4,500 services (customers) and 150 miles of water mains. Today, the Department has nearly 88,500 services and 88.8 miles of water mains. Since beginning operation on July 1, 1911, the City's municipal water utility has always been self-supporting and now has physical assets in excess of 85.8 million.

In 1931 a Charter amendment was passed creating the Board of Water Commissioners and authorizing the City to join the Metropolitan Water District of Southern California. These decisions guaranteed the future of Long Beach; without adequate water supply, there could be no growth, nor could there be long-range planning for the Department without continuity in management. A 1948 bond issue allowed expansion of the system's storage and distribution facilities, improving service ability throughout the City.

Long Beach has two sources of high quality water. Local water is pumped from

tions, preparation of ballots, the directing of voting procedures, and the tabulation of ballots.

SEMI-AUTONOMOUS COMMISSIONS

CIVIL SERVICE COMMISSION (5) administers the merit system for the City's classified service, recruits and examines applicants for classified positions, conducts promotional exams, certifies eligibles for appointment, maintains personnel records, hears appeals on disciplinary action, and enacts rules applying to the classified service.

BOARD OF WATER COMMISSIONERS (5) makes and enforces all rules to guide the Department's operation; employs and appoints all officers and employees; oversees work and property of the Department; sets fees and regulates the use, sale, and distribution of water.

BOARD OF HARBOR COMMISSIONERS (5) develops, operates, maintains the Port of Long Beach through the General Manager and the following divisions: Accounting, Port Operations, Engineering, Maintenance, and Public Information.

THE BOARD OF CIVIL SERVICE Commissioners for the City of Long Beach was established by Charter amendment in 1907. Its five board members are appointed by the City Council and serve six-year staggered terms.

The Civil Service Board operates under the authority of Article XI of the City Charter. Its primary responsibilities are to adopt and enforce, subject to approval by the City Council, a code of rules and regulations governing employment in the classified service and to perform final adjudication of disciplinary actions pertaining to classified employees. The Board establishes policy for the direction of the Civil Service Department which is headed by an Executive Director, who also serves as Board Secretary.

Each year, the Civil Service Department conducts approximately 250 examinations to fill vacancies within the City's 3,800 classified positions. Approximately 10,000 applications for employment for 415 positions are received each year with 3,000 of these applicants being placed on eligible lists for City positions. 415 appointments to the classified services are made annually.

THE CITY MANAGER is appointed by and serves at the pleasure of the City Council. As Chief Administrator of the City, the Manager is directly responsible for the efficient administration of all departments of City government with the exception of elective offices and the semi-autonomous commission-controlled entities.

The duties and powers of the City Manager include enforcement of all laws and ordinances; the appointment and/or removal of all department heads (except the City Clerk and elective officers); recommendation of measures and ordi-

The Bureau of Commercial Services provides assistance to both the public and City departments. They turn on, turn off, bill and collect for gas, water and refuse utility services to the tune of $148,000,000 per year, read 110,000 gas and water meters monthly, process parking citations, issue or renew 22,000 business licenses yearly and serve as the City's central cashier.

The City Treasurer serves as the official custodian for public monies received by all departments and commissions of the City. The Treasurer invests over $400,000,000 in authorized securities with consideration being given to safety of principle and portfolio yields while ensuring that sufficient cash will be available to meet disbursements as authorized by law.

FIRE DEPARTMENT

The Long Beach Fire Department is a vital part of the community and has several important functions. Fighting fires and saving lives is the major function of the fire department. In Long Beach, we have the potential for many different life-saving and firefighting situations that utilize the skills of firefighters and paramedics. We also have people specially trained in dealing with hazardous materials, arson, airplane fires, boating and harbor incidents, communication, and disaster preparedness.

Fire prevention is another important function of the fire department. There are firefighters specially trained to review building plans, inspect ships, airports, and building safety, as well as inform businesses of new and existing fire safety laws.

Public education is also a vital function of the fire service. It is important for the community to be aware of fire department services, safety information, and the importance of active planning and prevention so our community will be a safer place to live, learn, work, and play.

GAS DEPARTMENT

Domestic gas service was first introduced to residents of the City of Long Beach in 1900. The City leased certain properties for oil and gas development and eventually the idea of certain public-spirited citizens raised the idea for a municipally owned and operated gas utility in the belief of the citizens that gas could be delivered to residents of the city at a cost much less than that being charged by private companies.

In 1924, after a special election authorized a bond sale for acquisition of local gas properties, the city took over the complete gas distribution operation.

Since 1924, the City of Long Beach has grown so much that the supply/demand for natural gas could no longer be accommodated by the Signal Hill Oil and Gas Field. The Gas Department now purchases approximately 90% of its natural

associated hardware. The City's main applications operate on IBM mainframes connected to a TP network of over 600 devices. The City also provides CAD-MOT systems for the Police Department as well as an engineering mapping system and on-line library system on DEC equipment.

The Data Processing Center is a 24-hour, 365-day operation which supports all of the main operation units of the City. Within the last year the City has bought up an office automation system in the pilot stage which provides electronic mail capabilities among approximately 40 users.

Office Services

The Office Services program provides printing and other reprographic services with over seven million impressions per year, along with a mailing and messenger service.

Public Information

The "City Source" program provides a central citizen information and referral capability and coordinates various citizen information services.

HARBOR DEPARTMENT

Located on San Pedro Bay, the Port of Long Beach originally was an open roadstead, with ships loaded and discharged offshore by lighters. 1909 marked the first steps toward a modern port with construction of Pier 1 in Inner Harbor. 1911 acquisition of tidelands and 1936 discovery of oil in the harbor area made possible development of the Port in what is now known as Middle and Outer Harbors.

Expansion began in 1938, continuing during the '40s and '50s. Growth then accelerated and continues to the present. A $30 million program expanding container cargo facilities to 225 acres has been completed, providing the largest single container complex in the Pacific. Dredging the main channel to 60 feet gives the Port the deepest berthside water on the US West Coast, capable of ships of 165,000 tonnage. Today, Long Beach is the busiest of all US West Coast Harbors.

The harbor complex represents a public investment of more than $260 million. Port traffic has grown by 500% in the past ten years. The Port of Long Beach is now tonnage leader among all West Coast ports, with over 5.4 million tons handled annually, and is now second only to New York/New Jersey in the nation. Commerce of this magnitude makes a healthy and pronounced contribution not only to Long Beach but also to the surrounding area. Port industry represents the second largest employer in Long Beach.

The Port of Long Beach is also the site of the Queen's Way Hilton Hotel complex, including restaurants and shops, on Pier J near the QUEEN MARY and the SPRUCE GOOSE in the vicinity of the Queen's Way Bridge. The new Quiet Cannon Restaurant is located nearby, while the Reef Restaurant is a landmark lying between the Hilton and the Queen Mary/Spruce

automated circulation and on-line public access services. Microcomputers are available for public use at all agencies.

The Department of Library Services also administers the two Spanish land-grant ranchos, Rancho Los Cerritos and Rancho Los Alamitos. Both ranchos have had their principle buildings preserved and are open to the public; a lasting heritage for present and future generations.

DEPARTMENT OF PARKS AND RECREATION

The Department of Parks and Recreation is the City's people Department, offering multi-faceted cultural, social service, and leisure-time programming at more than 60 parks and playgrounds, 4 swimming pools, 3 Facilities Centers, 4 golf courses, 32 community centers, 51 ballfields, numerous tennis courts, The Amphitheatre, the Long Beach Museum of Art, the Nature Center, Long Beach Senior Center, and at various other sites throughout the City.

The original townsite in 1888 set aside a 5 acre parcel for public park space. These 5 acres are currently the site of Long Beach City Hall, the main branch of the Long Beach Public Library, and Lincoln Park. Today, over 2,000 acres of parkland, golf-courses, and beautified areas are managed and operated by the Department.

The Department of Parks and Recreation operates under policies established by the Long Beach Recreation Commission, first chartered in 1929.

Major Department efforts included the coordination of Citywide youth and adult Sports Leagues; Senior Citizen programs; regionwide Special Events; state-licensed Child Care; the Long Beach Municipal Band; and afterschool, holiday and summer activities for pre-schoolers, youngsters, and teens.

Residents take an active interest in the Department of Parks and Recreation. Between July 1, 1984 and May 1, 1985 alone, over one-half million hours of Volunteer service were donated by members of the community to Department programs, services, facilities, and activities.

PERSONNEL DEPARTMENT

Through the development and implementation of City-wide personnel policies and procedures, the Department of Personnel assists City departments acquire, develop and retain high quality employees. The Department is organized into two divisions: Employee Services and Training and Personnel Services and Affirmative Action.

Labor Relations, which includes the conduct of negotiations with the City's employee organizations who represent 19 bargaining units, the administration of

responsibility for providing prompt, effective law enforcement services to the citizens we serve and for the creation of a safe, secure environment for the residents and guests of our community to live and vacation within.

The Department is currently comprised of three operational bureaus: the Administrative Operations Bureau, which primarily provides support services; the Investigative Operations Bureau, which provides police investigative functions directed toward the identification, apprehension, and prosecution of criminal offenders; and the Patrol Bureau, which provides field patrol law enforcement services. In addition, an Executive Operations Division is directly accountable to the Chief of Police and is responsible for the investigation of citizens' complaints involving police officers, the monitoring of administrative security, and the administration of the Department's overall police community relations program.

In addition to its main police facility in downtown Long Beach, the Police Department is decentralized throughout the city, with office facilities in the El Dorado Park and Houghton Park areas and a permanent police substation in Scherer Park. The Department currently has 989 employees, consisting of 628 sworn and 361 non-sworn personnel.

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works has 726 full time employees and approximately $61 million budgeted for its operations in 1985-86. In addition, the Department administers $80 million in Capital Improvement construction funds.

There are six major areas of responsibility within the Department including Administration, Airport, Engineering, Public Service, Waste Operations and Waste Management (Southeast Resource Recovery Facility Project).

The **Airport** Bureau administers an aircraft facility which consists of 1200 acres, 150 corporate and private businesses, 18 scheduled airline flights and five paved runways varying in size from 4,200 to 10,000 feet.

The **Engineering** Bureau functions include Construction Services, Transportation, Special Projects and Capital Improvements. Engineering is responsible for design, budget development, inspection, and construction administration for major City municipal construction projects.

The **Public Service** Bureau has eight divisions which provide a variety of community services including the repair, rehabilitation and general upkeep of City structures, streets, trees, dividing islands, traffic signals, street lights, traffic markings, sewers, storm drains and bridges. In addition, all communication equipment and traffic control devices are maintained by the Bureau.

The **Waste Management** Bureau is

physical assets in excess of 85.8 million.

In 1931 a Charter amendment was passed creating the Board of Water Commissioners and authorizing the City to join the Metropolitan Water District of Southern California. These decisions guaranteed the future of Long Beach; without adequate water supply, there could be no growth, nor could there be long-range planning for the Department without continuity in management. A 1948 bond issue allowed expansion of the system's storage and distribution facilities, improving service ability throughout the City.

Long Beach has two sources of high quality water. Local water is pumped from the underground basin, and imported water from the Colorado River or Northern California is purchased from the Metropolitan Water District. These are combined to supply more than 24 billion gallons annually to the City's residents.

Two separate reservoirs provide storage capacity in excess of 117 million gallons. The Long Beach Water system was the first in Southern California to provide a fluoridation program. Water treatment facilities, plus a State-approved quality control laboratory, ensure an average flow of 52 million gallons of clean sparkling water every day. In 1978, the Board of Water Commissioners initiated a water reuse program which will ultimately reuse 1 billion gallons of water annually. Each gallon of reclaimed water used for landscape irrigation conserves one gallon of high quality well water or imported water for domestic or commercial use.

HIGHLIGHTS

Discovered by Cabrillo 1542
Part of Rancho Nieto 1784
Incorporated (103-3) 1/30-1888
Disincorporated
(132-126) 6/28-1897
Re-incorporated
(237-21) 12/1-1897
Port Founded 1909
Oil Discovered 1921
Earthquake (5:55 p.m.) 3/10-1933
Douglas Aircraft Established 1941
Navy Shipyard Founded 1943
CSULB Founded 1949
Master Plan Adopted 1960
Shoreline Development
Began 1960
RMS Queen Mary Purchased 1967
City Hall/Library 1977
LOCATION:
Lat. 33° 46' NO
Long. 118° 11' W
AVERAGES
ALTITUDE: Sea level to 140 Feet
Temperature:
71° Summer
55° Winter
Rainfall: 11.28" Annually
Sunny Days: 276 per year
MOTTO:

THE CITY MANAGER is appointed by and serves at the pleasure of the City Council. As Chief Administrator of the City, the Manager is directly responsible for the efficient administration of all departments of City government with the exception of elective offices and the semi-autonomous commission-controlled entities.

The duties and powers of the City Manager include enforcement of all laws and ordinances; the appointment and/or removal of all department heads (except the City Clerk and elective officers); recommendation of measures and ordinances deemed necessary for efficient operation of the City; attendance at Council meetings; keeping the Council advised as to the City's financial position; informing the Council as to material facts requisite to proper legislation; and other such duties as may be required by municipal ordinance or resolution of the City Council.

To effect the fulfillment of these duties, the City Manager is aided by the organization of 13 separate departments, and the talents of approximately 4,000 City employees. The separate departments and personnel involved are under the immediate direction of a staff of department heads selected and appointed by the City Manager and responsible solely to him.

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department is responsible for promoting sound commercial, industrial, economic, and housing growth and revitalization of our

citizens raised the idea for a municipally owned and operated gas utility in the belief of the citizens that gas could be delivered to residents of the city at a cost much less than that being charged by private companies.

In 1924, after a special election authorized a bond sale for acquisition of local gas properties, the city took over the complete gas distribution operation.

Since 1924, the City of Long Beach has grown so much that the supply/demand for natural gas could no longer be accommodated by the Signal Hill Oil and Gas Field. The Gas Department now purchases approximately 90% of its natural gas from Southern California Gas Company and approximately 10% of its natural gas from local suppliers.

In 1981 the Gas Department added conservation services for residential customers (RCS). The purpose of gas conservation is to assist the residential customers in obtaining the most efficient use of gas, water, and space heating appliances. This service will eventually be extended to commercial customers in 1986.

Located at 2400 East Spring Street, the department currently employs 200 people and provides a number of customer services to gas users. Tours of Gas Department facilities can be arranged upon request.

DEPARTMENT OF GENERAL SERVICES

The Department of General Services provides a variety of support services to City operations. The department has 232 employees and an annual budget of $30 million. The department's programs are financed by charges to user departments

ports, with over 5.4 million tons handled annually, and is now second only to New York/New Jersey in the nation. Commerce of this magnitude makes a healthy and pronounced contribution not only to Long Beach but also to the surrounding area. Port industry represents the second largest employer in Long Beach.

The Port of Long Beach is also the site of the Queen's Way Hilton Hotel complex, including restaurants and shops, on Pier J near the QUEEN MARY and the SPRUCE GOOSE in the vicinity of the Queen's Way Bridge. The new Quiet Cannon Restaurant is located nearby, while the Reef Restaurant is a landmark lying between the Hilton and the Queen Mary/Spruce Goose complex.

HEALTH DEPARTMENT

The Department of Public Health serves the citizens of Long Beach by dedicating its services not only for the prevention of disease in the community, but also for the promotion of health by creating a safe and healthy environment. Comprised of five major divisions, this multi-faceted facility offers a variety of services and programs including preventive medicine clinics, immigrant health, alcohol and drug treatment, maternal and child care, refugee and laboratory services and senior health care. Also, to expand services, several clinics affiliated with the Health Department are located throughout the community and are specially designed for the testing and treatment of specific diseases.

Other responsibilities of the Department are the enforcement of all regulations, laws and ordinances of applicable government agencies relating to the health and welfare of the community and

PERSONNEL DEPARTMENT

Through the development and implementation of City-wide personnel policies and procedures, the Department of Personnel assists City departments acquire, develop and retain high quality employees. The Department is organized into two divisions: Employee Services and Training and Personnel Services and Affirmative Action.

Labor Relations, which includes the conduct of negotiations with the City's employee organizations who represent 19 bargaining units, the administration of the negotiated labor contracts and administration of the negotiated grievance procedure.

Employee Services and Training contracts and coordinates the group health, life and dental insurance programs for all employees of the City; coordinates the City's retirement program with the Public Employees Retirement System; conducts pre-retirement counseling; administers the City's service awards program; coordinates the employee training and employment program; and coordinates all personnel transactions in the City prior to their input into the payroll/personnel system.

The Personnel Services and Affirmative Action activities include classification and compensation, affirmative action, management recruitment, contract and grant compliance, minority business enterprise, organizational analysis, the administration of the CETA grievance resolution program, personnel records, and providing day-to-day assistance to operating departments in all areas of personnel, with special emphasis on employee discipline nd the coordination of City-wide layoff procedures.

Improvements. Engineering is responsible for design, budget development, inspection, and construction administration for major City municipal construction projects.

The **Public Service** Bureau has eight divisions which provide a variety of community services including the repair, rehabilitation and general upkeep of City structures, streets, trees, dividing islands, traffic signals, street lights, traffic markings, sewers, storm drains and bridges. In addition, all communication equipment and traffic control devices are maintained by the Bureau.

The **Waste Management** Bureau is responsible for refuse collection, street and alley sweeping and the issuance of parking citations for street sweeping vehicle violations.

One of the newest activities of the department is administered by the Waste Management Bureau. It is responsible for the development of a trash burning facility which will subsequently generate electricity. The plant will be located on Terminal Island.

TIDELANDS AGENCY

In 1911 the State granted the City all of its tide and submerged lands to be managed in trust for the State. The Tidelands Agency, manages those lands through three divisions: The Department of Oil Properties, the Marine Bureau and the Administrative Division. The Agency has an annual budget of $500 million and 250 FTE employees. The Agency is an entrepreneurial operation, using no tax monies, but only money generated in the area of the Tidelands Trust from development, investment and leases and permits. The Agency functions as a City Department,

Navy Shipyard Founded 1943
CSULB Founded 1949
Master Plan Adopted 1960
Shoreline Development
Began 1960
RMS Queen Mary Purchased 1967
City Hall/Library 1977

LOCATION:
Lat. 33° 46' NO
Long. 118° 11' W

AVERAGES
ALTITUDE: Sea level to 140 Feet
Temperature:
71° Summer
55° Winter
Rainfall: 11.28" Annually
Sunny Days: 276 per year
MOTTO:
Urbs Amicitae (Friendly City)
SLOGAN: The International City
OFFICIAL FLOWER:
Flowering Peach
OFFICIAL COLORS:
Blue, White and Yellow

HISTORICAL BACKGROUND — Just fifty years after Columbus had discovered America, Cabrillo and his crew of explorers hove to off the present site of Long Beach. Vast clouds of smoke were rolling high in the skies from burning grass and brush ashore where the native Indians were conducting one of their periodic rabbit drives. Cabrillo named the area BAHIA DE LOS FUMOS, "Bay of Smokes." The Indians living in the rancheria just north of present-day Alamitos Bay had another name for the place. They called it PUBUGNA.

The first modern identity given the location began when it was included in

buildings preserved and are a lasting heritage for present and future generations.

RANCHO LOS CERRITOS, located at 4600 Virginia Road, set in a flowering, wooded eminence overlooking the former river bed, was built in 1844 by Don Juan Temple. It was a cattle ranch till 1866 when Flint, Bixby and Company acquired the 27,000 acre property for $20,000 in gold and raised sheep for their wool. In 1881 Willmore took an option of 4,000 acres on the shore to start his city. The ranch was broken up into smaller land holdings, and the ranch house deterio-

1921-Now City Manager form of Government

CURRENT CITY GOVERNMENT — Long Beach's present system of government was established in 1921 when the citizens adopted a new City Charter. The Charter sets up the form of government, the powers and duties of the City Council, election procedures, establishes commissions and offices, details methods of initiative, referendum and recall procedures, establishes the position and duties of the City Manager and other miscellaneous provisions.

Although the Charter provides Long Beach with basic municipal laws, the

All sessions of the Council are open to the general public, with two notable exceptions. The Council may go into private or closed session when it is dealing with personnel matters or when it is conducting an attorney-client meeting with the City Attorney.

Due to the quantity of materials to be acted upon, and the importance of the items, it is necessary that the Council meetings proceed in an orderly manner. Generally, meetings follow the outline indicated below:

(1) Roll Call
(2) Flag Salute

week to allow the Councilpersons time for review and study of the materials prior to the Council meeting.

THE MAYOR—The Mayor and Vice Mayor are elected by the Council from among its membership at the Organizational meeting of the Council in July of even numbered years. This is the first meeting of the Council. There are nine councilmembers and each councilperson is elected solely by the constituents in their geographic district and serve four years. The Mayor presides at all meetings of the City Council and acts as its spokesperson, as the official head of the City for

1980-82 Eunice N. Sato
1982-84 Thomas J. Clark
1984 to present—Ernie Kell

*First Mayor in City's history to be elected 5 terms.

OTHER ELECTIVE OFFICES

In addition to the nine Councilmembers, three other offices are filled by vote of the people. These are the offices of City Auditor, City Attorney, and City Prosecutor. The duties and responsibilities set forth in the Charter are given briefly here:

CITY AUDITOR—The City Auditor audits the books, records, accounts, funds and

INFORMATION SERVICE

FREQUENTLY CALLED NUMBERS—CITY OF LONG BEACH

POLICE, FIRE & PARAMEDIC EMERGENCIES 911
HEARING IMPAIRED TTY
(FOR REPORTING EMERGENCIES) 590-6529
CITY HALL INFORMATION 590-6555

Airport	421-8293
Animal Shelter	595-5449
Bus Company—	
Information	591-2301
Business License	590-6211
City Clerk	590-6101
City Council	590-6801
Employment (City of L.B. Only)	
Civil Service	590-6202
Job Recording (24-Hrs.)	590-6201
Fire and Paramedics	
Information	436-2219
Paramedic Billing	432-3909
Harbor	437-0041
Health	427-7421
Housing Authority	590-6985
Main Library	437-2949
Marinas	
Alamitos Bay	594-0951
Downtown	437-0375
Park Bureau	421-9431
Parking Citations	590-6822
Planning and Building	
24-Hour Inspection Requests	590-6105
Permits (Building)	590-6651
Zoning and Subdivision	590-6194
Police	
Information	590-7260
Towing	432-6537
Recreation	432-5931
Rubbish Collection	427-0917
Senior Citizens Center	435-7511
Streets, Street Lighting, and Sewer Maintenance	432-8904
Street Sweeping	426-4428
Tree Trimming	435-8306
Utilities	
Gas Emergency	595-5311
Water Emergency	426-5951
Billing Service	435-8811
Turn Ons/Offs	435-8811

LONG BEACH

Long Beach, named for its fifteen miles of beaches and waterways, has also made a name for itself through its port's pacific rim trade, the Queen Mary and Spruce Goose, the dramatically camouflaged oil islands, the Grand Prix, and $1.2 billion in down-

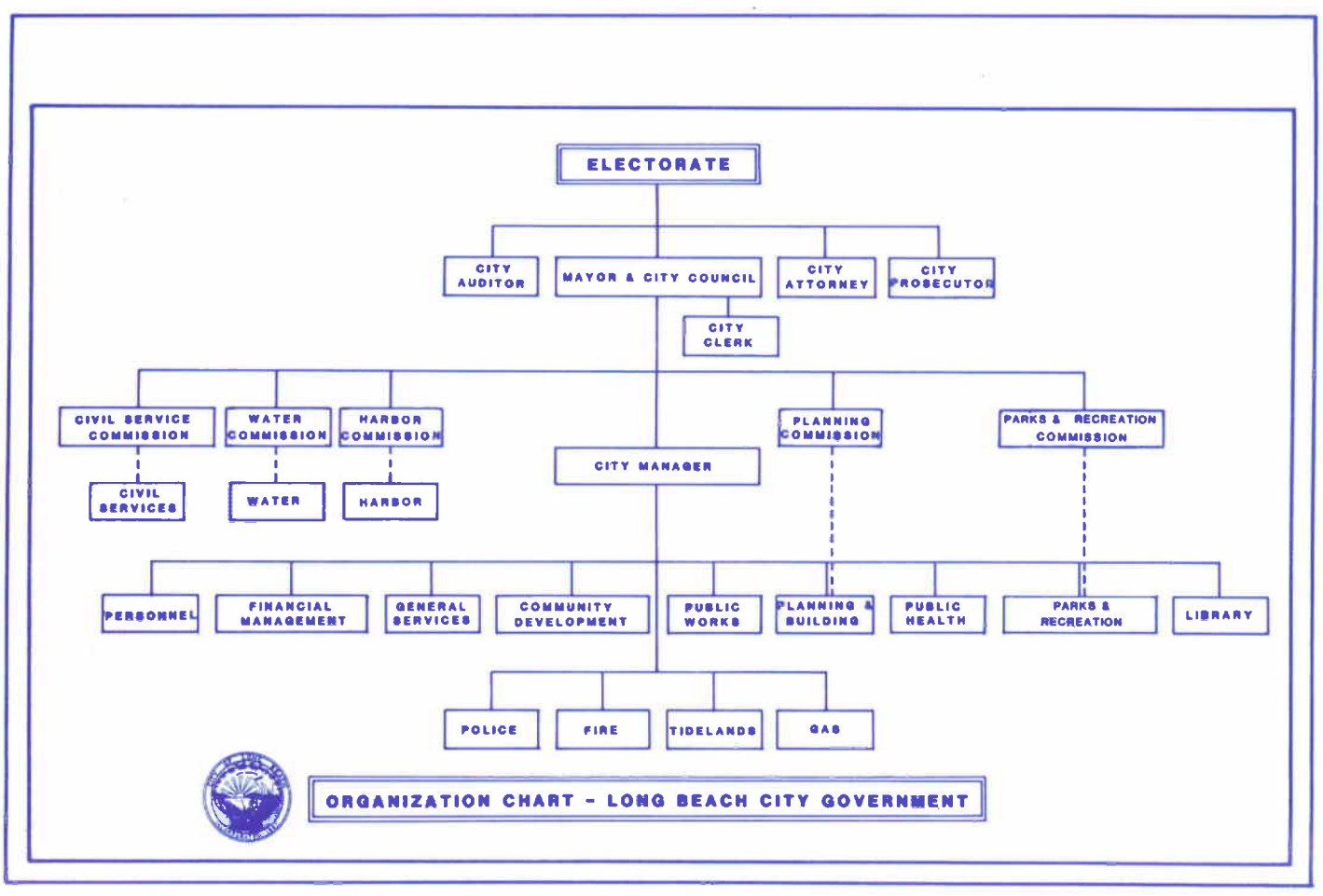


City Council Representatives



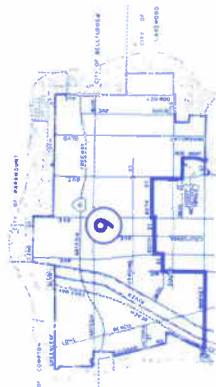


THE CITY
ITS PEOPLE
THEIR GOVERNMENT

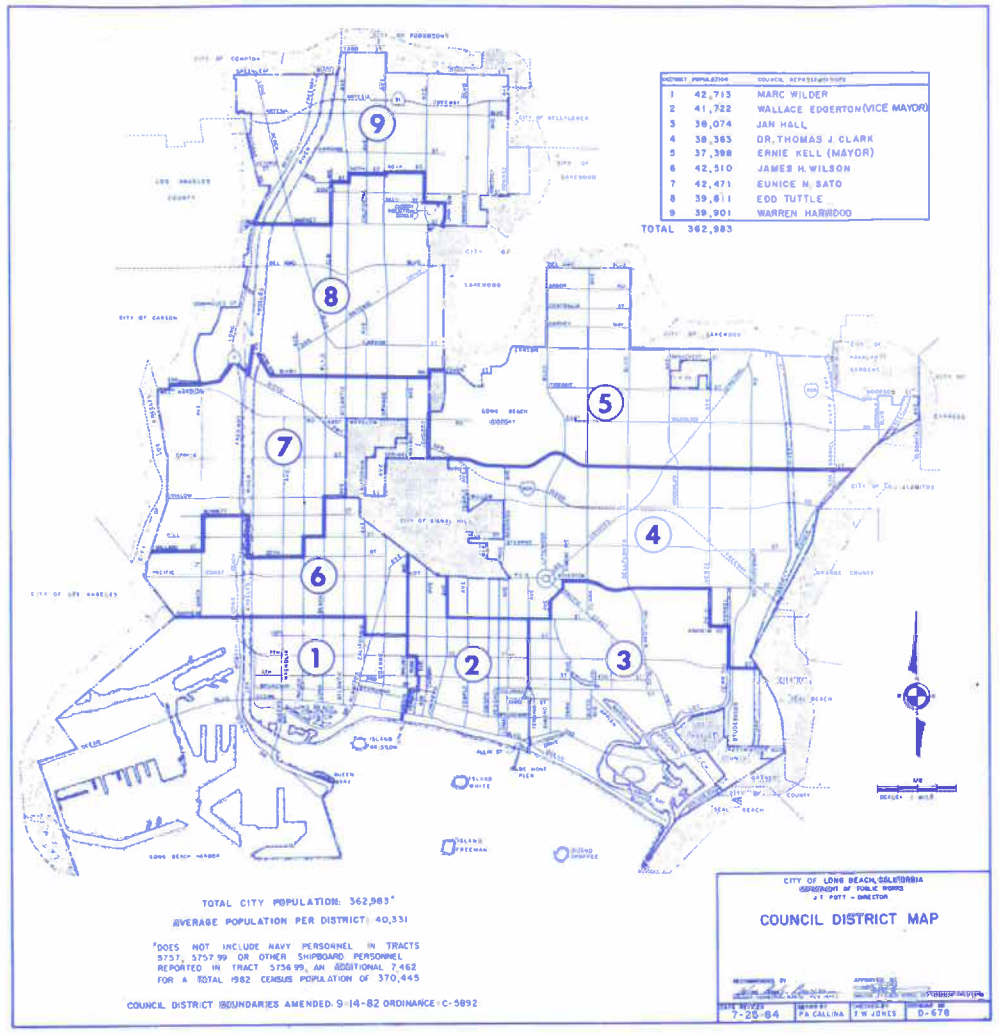


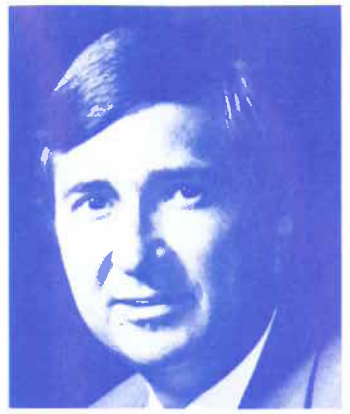
ORGANIZATION CHART - LONG BEACH CITY GOVERNMENT

DISTRICT	POPULATION	COUNCIL REPRESENTATIVES
1	42,713	MARC WILDER
2	41,722	WALLACE EDGERTON (VICE MAYOR)
3	38,074	JAN HALL
4	38,363	DR. THOMAS J. CLARK
5	37,398	ERNIE KELL (MAYOR)
6	42,510	JAMES H. WILSON
7	42,471	EUNICE M. SATO
8	39,611	EOD TUTTLE
9	39,901	WARREN HARWOOD
TOTAL	362,903	



City Council Representatives





1st Dist.

Marc Wilder 590-6919
Joy W. Melton, Legis. Asst. 590-6919



2nd Dist.

Wallace Edgerton (Vice Mayor) 590-6684
Janice Peck, Legis. Asst. 590-6684



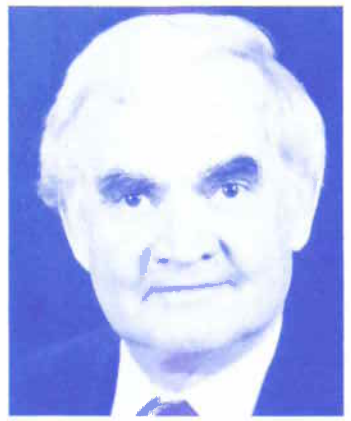
3rd Dist.

Jan C. Hall 590-6310
Nina H. Spradling, Legis. Asst. 590-6310



4th Dist.

Thomas J. Clark 590-6918
June Seils, Legis. Asst. 590-6918



5th Dist.

Mayor Ernie E. Kell 590-6309
Sheila N. Parsons, Legis. Asst. 425-4967
Tom Poe, Adm. Asst. 590-6707



6th Dist.

James H. Wilson 590-6816
Molli Ellis, Legis. Asst. 590-6816



7th Dist.

Eunice N. Sato 590-6139
Carol Estes, Legis. Asst. 590-6139



8th Dist.

Edd A. Tuttle 590-6685
Annetta Horner, Legis. Asst. 590-6685



9th Dist.

Warren Harwood 590-6137
Harriett Davis, Legis. Asst. 423-7924

LONG BEACH

Long Beach, named for its fifteen miles of beaches and waterways, has also made a name for itself through its port's pacific rim trade, the Queen Mary and Spruce Goose, the dramatically camouflaged oil islands, the Grand Prix, and $1.3 billion in downtown redevelopment.

The City of Long Beach is a full service City, providing not only the standard complement of municipal services, but also an unusual array of enterprise operations. The City has the second largest port in the country, major offshore and inland oil operations, a gas utility, a water utility, a modern airport, golf courses and the world's largest municipally operated marina.

The City's varied activities are carried out by 16 departments. To improve services in recent years, the City has invested millions of dollars in its infrastructure, its physical plant, and has implemented an automated financial management system. Perhaps its most important investment has been in the development of its current and future management team through management rotations and a management intern program.

Long Beach is considered one of the nation's most progressive cities. The City provides an outstanding business environment, recreational attractions and municipal services.

HISTORICAL BACKGROUND — Just fifty years after Columbus had discovered America, Cabrillo and his crew of explorers hove to off the present site of Long Beach. Vast clouds of smoke were rolling high in the skies from burning grass and brush ashore where the native Indians were conducting one of their periodic rabbit drives. Cabrillo named the area BAHIA DE LOS FUMOS, "Bay of Smokes." The Indians living in the rancheria just north of present-day Alamitos Bay had another name for the place. They called it PUBUGNA.

The first modern identity given the buildings preserved and are a lasting heritage for present and future generations.

RANCHO LOS CERRITOS, located at 4600 Virginia Road, set in a flowering, wooded eminence overlooking the former river bed, was built in 1844 by Don Juan Temple. It was a cattle ranch till 1866 when Flint, Bixby and Company acquired the 27,000 acre property for $20,000 in gold and raised sheep for their wool. In 1881 Willmore took an option of 4,000 acres on the shore to start his city. The ranch was broken up into smaller land holdings, and the ranch house deterio-

1921-Now City Manager form of Government

CURRENT CITY GOVERNMENT — Long Beach's present system of government was established in 1921 when the citizens adopted a new City Charter. The Charter sets up the form of government, the powers and duties of the City Council, election procedures, establishes commissions and offices, details methods of initiative, referendum and recall procedures, establishes the position and duties of the City Manager and other miscellaneous provisions.

Although the Charter provides Long

All sessions of the Council are open to the general public, with two notable exceptions. The Council may go into private or closed session when it is dealing with personnel matters or when it is conducting an attorney-client meeting with the City Attorney.

Due to the quantity of materials to be acted upon, and the importance of the items, it is necessary that the Council meetings proceed in an orderly manner. Generally, meetings follow the outline indicated below:

(1) Roll Call

week to allow the Councilpersons time for review and study of the materials prior to the Council meeting.

THE MAYOR—The Mayor and Vice Mayor are elected by the Council from among its membership at the Organizational meeting of the Council in July of even numbered years. This is the first meeting of the Council. There are nine councilmembers and each councilperson is elected solely by the constituents in their geographic district and serve four years. The Mayor presides at all meetings of the City Council and acts as its spokesperson, as the official head of the City for

1980-82 Eunice N. Sato
1982-84 Thomas J. Clark
1984 to present—Ernie Kell

*First Mayor in City's history to be elected 5 terms.

OTHER ELECTIVE OFFICES

In addition to the nine Councilmembers, three other offices are filled by vote of the people. These are the offices of City Auditor, City Attorney, and City Prosecutor. The duties and responsibilities set forth in the Charter are given briefly here:

CITY AUDITOR—The City Auditor audits

HISTORICAL BACKGROUND — Just fifty years after Columbus had discovered America, Cabrillo and his crew of explorers hove to off the present site of Long Beach. Vast clouds of smoke were rolling high in the skies from burning grass and brush ashore where the native Indians were conducting one of their periodic rabbit drives. Cabrillo named the area BAHIA DE LOS FUMOS, "Bay of Smokes." The Indians living in the rancheria just north of present-day Alamitos Bay had another name for the place. They called it PUBUGNA.

The first modern identity given the location began when it was included in the vast rancho awarded Manuel Nieto, back in 1784. Time (and descendants) divided the old Spanish Land Grant until the bulk of what is now Long Beach was contained in the ranchos LOS CERRITOS and LOS ALAMITOS. Following the Mexican War, these lands fell into Yankee hands at ridiculously low prices.

In 1880, William Erwin Willmore, an Englishman, and Long Beach's first real estate operator, subdivided a portion of LOS CERRITOS. With the advent of two parties of settlers in 1882, the township of WILLMORE CITY was launched. By 1884, with only a dozen houses in the settlement, WILLMORE CITY had failed, and the founder departed for Arizona. However, people still straggled in, and in 1888, with 59 buildings and a new school, the newly named CITY OF LONG BEACH was first incorporated. Nine years later, dissatisfaction with prohibition and high taxes led to an abortive and short-lived disincorporation. Before the year 1897 was out, the citizens voted to re-incorporate, and LONG BEACH has continued to grow ever since. From a starting population of 1,500 and an area of 3.1 square miles in 1897, the City has grown until it has a 1982 census population of 370,445 living in an area of 49.63 square miles.

THE HISTORIC RANCHOS

The City of Long Beach falls within the borders of the two southerly ranchos of the original Nieto land grant. These were the Ranchos Los Cerritos (Little Hills) and Los Alamitos (Little Cottonwoods). Today, both ranchos have had their principal buildings preserved and are a lasting heritage for present and future generations.

RANCHO LOS CERRITOS, located at 4600 Virginia Road, set in a flowering, wooded eminence overlooking the former river bed, was built in 1844 by Don Juan Temple. It was a cattle ranch till 1866 when Flint, Bixby and Company acquired the 27,000 acre property for $20,000 in gold and raised sheep for their wool. In 1881 Willmore took an option of 4,000 acres on the shore to start his city. The ranch was broken up into smaller land holdings, and the ranch house deteriorated over five decades.

In 1930 Llewellyn Bixby restored the rancho and lived there until 1955 when it was sold to the City, which operates the rancho as a historic museum, under the direction of the Department of Library Services.

On October 22, 1970 the Rancho was dedicated as a National Historic Landmark.

RANCHO LOS ALAMITOS, located at 6400 E. Bixby Hill Road, containing more than 26,000 acres, was inherited by Juan Jose Nieto in 1834 and promptly sold to Governor Figueroa. After his death the rancho was purchased by Don Abel Stearns in 1842. He mortgaged the ranch in 1861, and it was foreclosed in 1886. In 1878 John Bixby leased the Rancho and purchased the entire spread in 1881 for $125,000 in gold by a partnership of I. W. Hellman, Jotham Bixby Company. In 1906 an heir, Fred Bixby, moved into the adobe ranch house with his family. In 1931 the house and headquarters buildings plus 100 acres of surrounding land were put in a trust. By 1968 the trust had been reduced to 7½ acres by sales and condemnation. Deciding it should be a public historical site, the property was given to the City, which maintains it as a historic museum.

HISTORICAL FORMS OF GOVERNMENT

1888-1908	Board of Trustees
1908-15	Mayor and Council Government
1915-21	Commission form of Government
1921-Now	City Manager form of Government

CURRENT CITY GOVERNMENT — Long Beach's present system of government was established in 1921 when the citizens adopted a new City Charter. The Charter sets up the form of government, the powers and duties of the City Council, election procedures, establishes commissions and offices, details methods of initiative, referendum and recall procedures, establishes the position and duties of the City Manager and other miscellaneous provisions.

Although the Charter provides Long Beach with basic municipal laws, the more specific laws dealing with such matters as zoning, traffic laws or building regulations are enacted by the City Council in the form of ordinances. All such ordinances are assembled and codified in the Municipal Code. Copies of both Charter and Code can be inspected at the City libraries, or may be purchased through the City Clerk's office.

One of the major elements of the City Charter is the establisment of the Council-Manager form of government. Under this system, the people elect a City Council of nine citizens who serve a term of four years, and who, in turn, appoint a City Manager.

THE CITY COUNCIL is the governing body of the city of Long Beach. It is the legislative head of the fifth largest city in the State of California and the second largest in the County of Los Angeles. It sets policy for the City, by enacting the ordinances and resolutions which are necessary for controlling the affairs of the municipality. It carries into effect the powers conferred by the City Charter; holds public hearings; authorizes contracts on behalf of the City; submits propositions to the electorate; acts as an Appeals Board with regard to rulings by Planning and other commissions.

Each Councilperson is nominated and elected by district for a four-year term. While each Councilperson represents one particular district, all are representatives of the entire City. District boundaries are adjusted from time to time to keep the districts approximately equal in population.

All sessions of the Council are open to the general public, with two notable exceptions. The Council may go into private or closed session when it is dealing with personnel matters or when it is conducting an attorney-client meeting with the City Attorney.

Due to the quantity of materials to be acted upon, and the importance of the items, it is necessary that the Council meetings proceed in an orderly manner. Generally, meetings follow the outline indicated below:

(1) Roll Call
(2) Flag Salute
(3) Invocation
(4) Minutes of Previous Meeting
(5) Unfinished Business
(6) Manager's Agenda
(7) Clerk's Agenda
(8) Hearings at 10:30 a.m.
(9) New Business
(10) Citizen Representation*
(11) Adjournment

*Under "Citizen Representation" any citizen who wishes to address the Council on any matter of general City business not on the agenda will be heard, for up to five minutes per person.

LEGISLATIVE ACTION — Ordinances and resolutions adopted by the Council, as the legislative body of the City, govern the conduct and welfare of the people in the City, and establish specific laws for the administration of City departments.

Meetings are held each Tuesday morning at 9 o'clock in the Council Chambers at City Hall with the exception of the fourth Tuesday of each month when meetings are held at 7:00 p.m. The Council considers and acts upon an average of 75 to 80 items on the day's agenda. That proper consideration may be given to the various items brought to the Council for its attention, the City Manager prepares a formal agenda of administrative matters to be acted upon. The City Clerk also prepares another agenda wherein all correspondence addressed to the Council is presented, as well as such matters as the Council may have previously referred to various offices for action, are reported. These agendas are prepared the previous week to allow the Councilpersons time for review and study of the materials prior to the Council meeting.

THE MAYOR—The Mayor and Vice Mayor are elected by the Council from among its membership at the Organizational meeting of the Council in July of even numbered years. This is the first meeting of the Council. There are nine councilmembers and each councilperson is elected solely by the constituents in their geographic district and serve four years. The Mayor presides at all meetings of the City Council and acts as its spokesperson, as the official head of the City for all ceremonial purposes, is in charge of all civic functions and performs the social duties, requisite to the office of Mayor. The administrative functions of the office inlcude signing proclamations, resolutions or other legal instruments, and the direction of the employees hired to serve in the office of the Mayor and City Council. The Vice Mayor acts as president of the Council in the event the Mayor is absent or unable to act. In such cases, the Vice Mayor has all the powers of the Mayor. The Mayor appoints, and the Council approves members of the various advisory commissions, committees, and boards.

MAYORS OF THE CITY OF LONG BEACH

1908-12	C. H. Windham
1912-14	Ira S. Hatch
1914-15	Louis N. Whealton
1915-21	Wm. T. Lisenby
1921-24	C. A. Buffum
1924-26	Ray R. Clark
1926-27	Fillmore Condit
1927-30	Oscar Hauge
1930-33	Asa E. Fickling
1933-34	M. E. Paddack
1934-36	Carl Fletcher
1936-38	Thomas M. Eaton
1938-39	Clarence E. Wagner
1939-42	Francis H. Gentry
1942-45	Clarence E. Wagner
1945-47	Herbert E. Lewis
1947-53	Burton W. Chace
1953-54	Lyman B. Sutter
1954-57	Geo. Vermillion
1957-60	Ray C. Kealer
1960-75	Edwin W. Wade*
1975-80	Thomas J. Clark
1980-82	Eunice N. Sato
1982-84	Thomas J. Clark
1984 to present	—Ernie Kell

*First Mayor in City's history to be elected 5 terms.

OTHER ELECTIVE OFFICES

In addition to the nine Councilmembers, three other offices are filled by vote of the people. These are the offices of City Auditor, City Attorney, and City Prosecutor. The duties and responsibilities set forth in the Charter are given briefly here:

CITY AUDITOR—The City Auditor audits the books, records, accounts, funds and securities of every City department, board and commission. His primary responsibility is to ensure that all revenues are properly reported and accounted for and that all expenditures are made in accordance with provisions of the City Charter and applicable City ordinances. The City Auditor also performs annual audits of various City franchises, leases, concessions and contracts and internal audits of all demands, claims and payrolls.

CITY ATTORNEY—The basic responsibilities of the City Attorney's office include attendance at all regular meetings of the Council; acting as legal advisor to the City Council, the City Manager, and all other officers, boards and departments of the City. The City Attorney handles all suits, matters and proceedings in which the City has a legal interest and defends all suits for damages lodged against officers and employees for acts performed by them in pursuit of their municipal duties. The office also prepares opinions, ordinances, resolutions, motions, contracts, leases, permits, assignments, deeds, condemnations and other legal documents and instruments.

THE CITY PROSECUTOR prosecutes all criminal cases arising from misdemeanor violations of the City Charter, City Ordinances, and State laws. The office renders legal opinions regarding ordinances; drafts penal ordinances of the City; prosecutes on behalf of the City Manager all trials or hearings before the Civil Service Commission which concern City employees; collects restitution as ordered by

(Continued on other side)

THE CITY MANAGER is appointed by and serves at the pleasure of the City Council. As Chief Administrator of the City, the Manager is directly responsible for the efficient administration of all departments of City government with the exception of elective offices and the semi-autonomous commission-controlled entities.

The duties and powers of the City Manager include enforcement of all laws and ordinances; the appointment and/or removal of all department heads (except the City Clerk and elective officers); recommendation of measures and ordi-

tually the idea of certain public-spirited citizens raised the idea for a municipally owned and operated gas utility in the belief of the citizens that gas could be delivered to residents of the city at a cost much less than that being charged by private companies.

In 1924, after a special election authorized a bond sale for acquisition of local gas properties, the city took over the complete gas distribution operation.

Since 1924, the City of Long Beach has grown so much that the supply/demand for natural gas could no longer be accommodated by the Signal Hill Oil and Gas Field. The Gas Department now purchases approximately 90% of its natural

tonnage leader among all West Coast ports, with over 5.4 million tons handled annually, and is now second only to New York/New Jersey in the nation. Commerce of this magnitude makes a healthy and pronounced contribution not only to Long Beach but also to the surrounding area. Port industry represents the second largest employer in Long Beach.

The Port of Long Beach is also the site of the Queen's Way Hilton Hotel complex, including restaurants and shops, on Pier J near the QUEEN MARY and the SPRUCE GOOSE in the vicinity of the Queen's Way Bridge. The new Quiet Cannon Restaurant is located nearby, while the Reef Restaurant is a landmark lying between the Hilton and the Queen Mary/Spruce

PERSONNEL DEPARTMENT

Through the development and implementation of City-wide personnel policies and procedures, the Department of Personnel assists City departments acquire, develop and retain high quality employees. The Department is organized into two divisions: Employee Services and Training and Personnel Services and Affirmative Action.

Labor Relations, which includes the conduct of negotiations with the City's employee organizations who represent 19 bargaining units, the administration of

tation, Special Projects and Capital Improvements. Engineering is responsible for design, budget development, inspection, and construction administration for major City municipal construction projects.

The **Public Service** Bureau has eight divisions which provide a variety of community services including the repair, rehabilitation and general upkeep of City structures, streets, trees, dividing islands, traffic signals, street lights, traffic markings, sewers, storm drains and bridges. In addition, all communication equipment and traffic control devices are maintained by the Bureau.

The **Waste Management** Bureau is

Douglas Aircraft Established 1941
Navy Shipyard Founded 1943
CSULB Founded 1949
Master Plan Adopted 1960
Shoreline Development Began 1960
RMS Queen Mary Purchased 1967
City Hall/Library 1977

LOCATION:
Lat. 33° 46' NO
Long. 118° 11' W
AVERAGES
ALTITUDE: Sea level to 140 Feet
Temperature:
71° Summer
55° Winter
Rainfall: 11.28" Annually
Sunny Days: 276 per year
MOTTO: