

CITY OF OAKLAND

AGENDA REPORT

2007 JUN 19 11:2:43

To: Office of the City Administrator
Attn: Deborah Edgerly
From: Budget Office
Date: June 19, 2007

Re: **Ordinance Amending Chapter 2.29 Of The Oakland Municipal Code, Entitled, "City Agencies, Departments And Offices", Which Established The Organizational Structure Of The City Under The City Administrator's Jurisdiction In Accordance With The Requirements Of City Charter Section 600, To Create A Department Of Contracting And Purchasing, And A Department Of Information Technology That Will Report Directly To The City Administrator, And An Engineering, Planning And Design Division In The Community And Economic Development Agency**

SUMMARY

The FY 2007-09 Proposed Policy Budget includes the formation of two new departments (Department of Information Technology and Department of Contracting and Purchasing) and the consolidation of engineering, planning and design activities within the Community and Economic Development Agency. The proposed ordinance confirms this organizational restructuring.

FISCAL IMPACT

There is no direct fiscal impact from City Council action on this report.

BACKGROUND

Section 600 of the Oakland City Charter provides that the City Council shall, by ordinance, provide the form of organization through which the functions of the City under the jurisdiction of the City Administrator are to be administered. The City Council, in 1999, adopted Ordinance No. 12186 C.M.S. which established in Chapter 2.29 of the Oakland Municipal Code (OMC), the organizational structure of the City.

KEY ISSUES AND IMPACTS

The purpose of the proposed ordinance is to update OMC Chapter 2.29 to reflect the organizational structure of the City as provided in the FY 2007-09 Proposed Policy Budget. The proposed organizational structure includes the formation of two new departments and the consolidation of engineering, planning and design activities as described below.

- ***Department of Information Technology:*** A centralized Department of Information Technology (DIT) will facilitate the City's goal of effectively using technology to improve operations and provide better services. This new department's goal will be to put technology to its maximum use in order to improve the execution of City programs and services. The DIT will work collaboratively with other City departments to align business and technology objectives and to implement cost-effective solutions that will enhance business transactions with the City's internal and external customers.
- ***Department of Contracting and Purchasing:*** A separate Department of Contracting and Purchasing will allow the City to more effectively provide consistent, economical and timely procurement support to all City departments. This new department will encourage an environment of transparency that will highlight the City's equal opportunity, fairness, honesty and integrity with customers and suppliers. In addition, the Department of Contracting and Purchasing will ensure that the City receives the greatest return on its investment of the tax dollar by carefully reviewing and selecting the "best value" in a full and open competition.
- ***Community and Economic Development Agency:*** The new Engineering, Planning and Design Division will allow the City to provide more efficient development and planning services. By consolidating engineering services, CEDA will be able to re-design and streamline work processes in areas such as entitlement and capital improvement projects. With more efficiencies in place, CEDA will be able to improve business transactions with potential developers, thereby encouraging additional development and investment within the City.

In addition, the ordinance presented for consideration provides updated information on the City's existing organizational structure as reflected in the FY 2007-09 Proposed Policy Budget.

SUSTAINABLE OPPORTUNITIES

There are no direct economic, environmental, or social equity opportunities or impacts associated with the City Council action requested in this report.

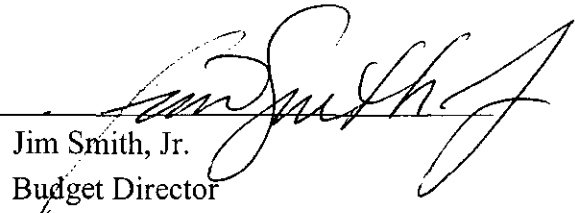
DISABILITY AND SENIOR ACCESS

There is no direct impact to people with disabilities or to seniors associated with the City Council action requested in this report.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve the Ordinance Amending Section Chapter 2.29 of the Oakland Municipal Code entitled, "City Agencies, Departments and Offices".


Respectfully submitted,



Jim Smith, Jr.
Budget Director

Prepared by:
Bill Zenoni
Budget Office

APPROVED AND FORWARDED TO THE
CITY COUNCIL



Office of the City Administrator

OFFICE OF THE CITY ATTORNEY

APPROVED AS TO FORM AND LEGALITY
[Signature]
Office of the City Attorney *[Signature]*

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OAKLAND CITY COUNCIL

ORDINANCE NO. _____ C.M.S.

Ordinance Amending Chapter 2.29 of the Oakland Municipal Code, Entitled, "City Agencies, Departments and Offices", which Established the Organizational Structure of the City under the City Administrator's Jurisdiction In Accordance with the Requirements of City Charter Section 600, to Create a Department of Contracting and Purchasing, and a Department of Information Technology that will Report Directly to the City Administrator, and an Engineering, Planning and Design Division in the Community and Economic Development Agency.

WHEREAS, Section 600 of the Charter of the City of Oakland provides that the City Council shall by ordinance provide the form of organization through which the functions of the City under the jurisdiction of the City Administrator are to be administered; and

WHEREAS, in 1999 the Council passed Ordinance No. 12186, C.M.S. which established in Chapter 2.29 of the municipal code the organizational structure of the City; and

WHEREAS, the FY 2007-09 Policy Budget provides for organizational restructuring to promote operating efficiency; and

WHEREAS, to facilitate the City's goal of effectively utilizing technology to improve operations and provide better services, the Department of Information Technology will be formed to improve operations and provide better services and will report directly to the City Administrator; and

WHEREAS, to allow the City to more effectively provide consistent economical and timely procurement support to all City departments, the Department of Contracting and Purchasing will be formed and will report directly to the City Administrator; and

WHEREAS, to provide more efficient development and planning services, an Engineering, Planning and Design Division will be formed within the Community and Economic Development Agency; now, therefore

THE COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

SECTION 1. The City Council finds and determines the foregoing recitals *to be true and correct and hereby adopts and incorporates them into this Ordinance.*

SECTION 2. The Municipal Code is hereby amended to add, delete, or modify sections as set forth below (section numbers and titles are indicated in **bold type**; additions are indicated by underscoring and deletions are indicated by ~~strike-through type~~); there are no changes in the portions of the sections that are not cited or shown in underscoring or strike-through type.

SECTION 3. Chapter 2.29 of the Municipal Code is hereby amended to read as follows:

Section 2.29.010 Purpose.

The rendition of efficient and effective services in the city is best accomplished through the establishment of agencies, each of which shall function under the leadership of a single Director and shall consist of *departments or divisions*. Said *Director and any department or division head* shall serve as "department head" within the meaning of Article IX of the City Charter.

Section 2.29.020 Police Services Agency.

There is established in the city government a Police Services Agency which shall be under the supervision and administrative control of the City ~~Manager~~ Administrator. The powers, functions and duties of said ~~department~~ agency shall be those assigned, authorized and directed by the City ~~Manager~~ Administrator. The management and operation of the Police Services Agency shall be the responsibility of the Chief of the Police Services Agency who shall serve as Director of said agency, subject to the direction of the City ~~Manager~~ Administrator. In the Police Services Agency there shall be the following ~~divisions~~ bureaus: Field Operations, Investigations, and Administrative Services, and Administration.

Section 2.29.030 Fire Services Agency.

There is established in the city government a Fire Services Agency which shall be under the supervision and administrative control of the City ~~Manager~~ Administrator. The powers, functions and duties of said ~~department~~ agency shall be those assigned, authorized and directed by the City ~~Manager~~ Administrator. The management and operation of the Fire Services Agency shall be the responsibility of the Chief of the Fire Services Agency who shall serve as Director

of said agency, subject to the direction of the City Manager Administrator. In the Fire Services Agency there shall be the following divisions: Administration, Fire Suppression, Field Operations/Suppression, Support and Human Resources, Fire Prevention and Communication, Special Operations, Budget and Planning, Personnel, Safety and Liability, Emergency Medical Services, Training, and Office of Emergency Services. and Education and Training. (Ord. 12186 (part), 1999)

Section 2.29.040 Financial Services Finance and Management Agency.

There is established in the city government a Financial Services Finance and Management Agency which shall be under the supervision and administrative control of the City Manager Administrator. The powers, functions and duties of said ~~office and its divisions~~ agency shall be those assigned, authorized and directed by the City Manager Administrator. The management and operation of the Financial Services Finance and Management Agency shall be the responsibility of the Director of Financial Services Finance and Management, subject to the direction of the City Manager Administrator. In the Financial Services Finance and Management Agency there are the following divisions: Administration, Treasury, Accounting, Parking, Human Resources, Risk Management and Revenue.

Section 2.29.050 Public Works Agency.

There is established in the city government a Public Works Agency which shall be under the supervision and administrative control of the City Manager Administrator. The powers, functions, and duties of said ~~office and its departments~~ agency shall be those assigned, authorized and directed by the City Manager Administrator. The management and operation of the Public Works Agency shall be the responsibility of the Director of Public Works, subject to the direction of the City Manager Administrator. In the Public Works Agency there shall be the following divisions: Administration, Infrastructure and Operations, and Facilities and Environment Support Services, Design and Construction Services and Maintenance Services.

Section 2.29.060 Life Enrichment Agency.

~~There is established in the city government a Life Enrichment Agency which shall be under the supervision and administrative control of the City Administrator. The powers, functions and duties of said agency and its departments shall be those assigned, authorized and directed by the City Administrator. The management and operation of the Life Enrichment Agency shall be the responsibility of the Director, subject to the direction of the City Administrator. In the Life Enrichment Agency there are the following~~

~~departments: Administration, Aging, Health and Human Services, Library Services, Museum Services, and Parks and Recreation.~~

Section 2.29.070 Community and Economic Development Agency.

There is established in the city government a Community and Economic Development Agency which shall be under the supervision and administrative control of the City Manager Administrator. The powers, functions and duties of said ~~office and its departments~~ agency shall be those assigned, authorized and directed by the City Manager Administrator. The management and operation of the Community and Economic Development Agency shall be the responsibility of the Director, subject to the direction of the City Manager Administrator. In the Community and Economic Development Agency there shall be the following divisions: Administration, Planning and Zoning, Building Services, Economic Development, Redevelopment, Engineering, Planning and Design, and Housing and Community Development.

Section 2.29.080 Administrative departments.

There is established in the city government several administrative departments which shall be under the supervision and administrative control of the City Manager Administrator. The powers, functions and duties of said departments shall be those assigned, authorized and directed by the City Manager Administrator subject to Article IX of the City Charter. The management and operation of the departments shall be the responsibility of the directors of said departments, subject to the direction of the City Manager Administrator. The administrative departments shall be the following: Office Department of Information Technology, Office of Personnel Resource Management, Office of Retirement and Risk Administration, Department of Contracting and Purchasing, Office of Parks and Recreation, Oakland Public Library, Department of Human Services, and Oakland Museum of California. ~~and the Department of Arts and Cultural Affairs.~~

Section 2.29.090 Office of the City Manager Administrator

There is established in the city government an Office of the City Manager Administrator to assist in the operation and execution of functions as described in the City Charter under Articles IV, V, VI, VIII and IX. There shall be in the Office of the City Manager Administrator. the following divisions: Administration, Budget, Contract Compliance, Americans with Disabilities Act Programs Compliance, Citizens' Police Review Board, Equal Access, Equal Opportunity Programs, Marketing, and Public Ethics Commission. ~~and Fund Development and Government Relations.~~

SECTION 4. This ordinance will take effect immediately if it is adopted by the Council with six affirmative votes; it will take effect seven days after final passage if its is adopted with five affirmative votes. The organizational structure established by this Ordinance will become effective on the later of July 1, 2007 and the effective date of the Ordinance.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2007

PASSED BY THE FOLLOWING VOTE:

AYES--- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID and PRESIDENT DE LA FUENTE

NOES---

ABSENT---

ABSTENTION---

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California