

Introduced by Councilmember _____

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF PASADENA AMENDING
VARIOUS SECTIONS OF TITLE 2 OF THE PASADENA MUNICIPAL
CODE RELATED TO CITY MANAGER DEPARTMENT FUNCTIONS, AND
DEPARTMENTS HEADED BY CITY MANAGER APPOINTEES**

The People of the City of Pasadena ordain as follows:

SECTION 1. Section 2.40.020 is hereby amended to read:

“2.40.020 Department functions.

The department shall be responsible for providing the functions set forth in

Section 2.40.030 and the following functions:

- A. Administer the city’s public information program;
- B. Administer the city’s KPAS program;
- C. Administer the city’s intergovernmental affairs program;
- D. Administer the city’s Information Technology Services Division;
- E. Perform such other duties relating to the office as shall be required of him/her by law, ordinance or the city council.”

SECTION 2. Sections 2.40.060 and 2.40.070 of said Code are hereby repealed.

SECTION 3. Chapter 2.260 of said Code is hereby repealed.

SECTION 4. Subsection D. of Section 2.265.020 is hereby amended to read:

“D. Provide staff services and support to the human services commission, the recreation and parks commission, the commission on the status of women, and the senior commission;”

SECTION 5. Section 2.266.010 is hereby amended to read:

“2.266.010 Created - Direction.

There is created a functional unit of city government known as the public health department, under the general administration of the city manager, which shall be under the direction and control of the city’s director of public health.”

SECTION 6. Subsection A of Section 2.270.020 is amended to read:

“A. Provide staff services to the city manager, city council, community development commission, community development committee, relocation appeals board, and northwest programs relating to the development and implementation of programs and plans for economic development and redevelopment activities which stress job creation and housing production with emphasis on low and moderate income housing and improving the city’s tax base.”

SECTION 7. Section 2.275.020 is hereby amended to add new subsections F, G, H, I and J to read:

“F. Administer the city’s workers compensation program;

G. Provide safety and loss control services;

- H. Manage the city's property and liability insurance;
- I. Manage and adjust liability claims;
- J. Perform such other related duties as shall be required by law, ordinance, or the city manager."

SECTION 8. Chapter 2.285 of the Pasadena Municipal Code is hereby amended to read:

"HUMAN RESOURCES DEPARTMENT" .

SECTION 9. Section 2.285.010 is hereby amended to read:

"2.285.010 Created - Direction.

There is created a functional unit of city government known as the human resources department, under the general administration of the city manager, which shall be under the direction and control of the director of human resources."

SECTION 10. Section 2.285.020 is hereby amended to read:

"Section 2.285.020 Department functions.

The department shall:

- A. Operate a personnel merit system for the city consistent with the city charter, city ordinances and administrative policy;
- B. Advise and assist the city manager and all departments in matters relating to employee relations, including administration of the compensation plan, classification plan, discipline and grievances,

and negotiations and contract implementation with recognized employee organizations;

- C. Administer the recruitment and testing process;
- D. Maintain the official city employee records;
- E. Administer the employee benefits program;
- F. Administer the organizational effectiveness training and development programs for the city;
- G. Administer the city's affirmative action and equal employment opportunity program;
- H. Perform such other related duties as shall be required by law, ordinance or the city manager."

SECTION 11. Chapter 2.290 of the Pasadena Municipal Code is hereby amended to read:

"PLANNING AND PERMITTING DEPARTMENT".

SECTION 12. Section 2.290.010 is hereby amended to read:

"2.290.010 Created - Direction.

There is created a functional unit of city government known as the planning and permitting department, under the general administration of the city manager, which shall be under the direction and control of the director of planning and permitting."

SECTION 13. Subsection H of Section 2.290.020 is hereby amended to read:

“H. Provide staff services and support to the planning commission, cultural heritage commission, design commission, board of zoning appeals, city manager and other officers, boards, commissions and committees with respect to planning, building and housing;”

SECTION 14. Section 2.300.010 is hereby amended to read:

“2.300.010 Created - Direction

There is created a functional unit of city government known as the public works and transportation department, under the general administration of the city manager, which shall be under the direction and control of the director of public works and transportation.”

SECTION 15. Subsection E of Section 2.300.020 is hereby amended to read:

“E. Administer projects or staff committees/commissions relative to transit/transportation activities throughout the city, and staff the recreation and parks commission;”

SECTION 16. Section 2.305.010 is hereby amended to read:

“Section 2.305.010 Created - Direction.

There is created, pursuant to the city charter, a functional unit of city government known as the water and power department, under the general administration of the city manager, which shall be under the direction and control of the general manager, water and power.”

SECTION 17. This ordinance shall take effect upon the date of publication.

Signed and approved this _____ day of _____ 2000.

Bill Bogaard
Mayor of the City of Pasadena

I HEREBY CERTIFY that the foregoing ordinance was adopted by the City Council of
the City of Pasadena at its meeting held _____, 2000, by the following vote:

AYES:

NOES:

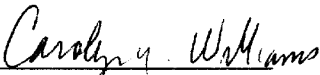
ABSTAIN:

ABSENT:

Published:

Jane Rodriguez, CMC
City Clerk

APPROVED AS TO FORM:



Carolyn Y. Williams
Asst. City Attorney