



**CITY OF OAKLAND
Oakland Parks & Recreation**

TO: Princess Allen, Chair, Parks and Recreation Advisory Commission (PRAC)
FROM: Sean Maher, Oakland Public Works (OPW)
DATE: April 13, 2022
SUBJECT: Informational Report: OPW Monthly Measure Q Hiring Matrix and Performance Measures Update, OPW Park and Facility Maintenance/Project List

SUMMARY

This report provides:

1. OPW's routine updates to PRAC regarding the hiring of staff related to Measure Q-funded park maintenance services.
2. In additional supplemental material, this report includes updated performance measures in the delivery of Measure Q-funded services, incorporating input the department received from PRAC at the February 9, 2022 PRAC meeting.
3. A letter received on March 16, 2022, from PRAC Chair Princess Allen to OPW, reflecting the commission's budget and project prioritization discussion at the March 9, 2022 PRAC meeting, for inclusion in the department's midcycle budget submittal.

FISCAL IMPACT

Since this report is informational only, no fiscal impacts are included.

BACKGROUND / LEGISLATIVE HISTORY

Measure Q, approved by Oakland voters in March 2020, provides funding for City of Oakland services related to parks maintenance, homelessness services, and water quality, subject to civilian oversight. The Oakland City Council assigned PRAC the oversight role regarding the Measure Q expenditures related to parks maintenance and water quality services.

As a component of this oversight function, OPW routinely submits to PRAC updates on hiring of positions related to Measure Q-funded park maintenance services. This report provides an update for the PRAC's meeting of February 9, 2022. For the first time, this report now also includes a chart representing hiring trends, so that PRAC and the public can see how hiring and staffing of Measure Q positions is changing over time.

Additionally, Measure Q includes service performance requirements. OPW has been working with the PRAC Measure Q ad hoc committee and with community members to develop a reporting template for measuring and tracking performance of those services. The department's goal is a routine report that is clear, simple, and accessible to the community to provide transparent and accessible reporting on service delivery. This will be an iterative process, and OPW welcomes feedback from PRAC on how the department can continue honing that reporting template.

RECOMMENDATION

OPW recommends that PRAC accept this informational report.

Respectfully submitted,

/s/ Sean Maher

Prepared by:

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Oakland Public Works

Identification of Support Documents:

Attachments: Exhibit A – *Measure Q Hiring Progress Tracker, Updated 03/24/2022*
(below)

Exhibit B – *Performance Measures and Service Delivery Charts, Updated March 2022*

Exhibit C – *Letter from PRAC Chair Princess Allen to OPW, March 16, 2022*

Measure Q Hiring Progress Tracker
 March 24, 2022 Civil Service Board Meeting

DEPT	CLASSIFICATION	FTE POSITIONS	FILLED	ELIGIBLE LIST AVAILABLE	DETAILS
HSD	Budget & Grants Administrator	1	0	Yes	Referrals sent to department to review and schedule interviews.
HSD	Administrative Assistant II	1	1	Yes	Filled (8.22.2020)
HSD	Case Manager I	1	1	Yes	Filled (March 2021)
OPW	Custodian	5	2	No	2 FTE starting 2/5/22, 3 FTE (6TPT) The department is moving forward with 3 full time hires, not 6 TPT hires.
OPW	Assistant Engineer I	1	0	No	Interview for Restricted List is complete. In process of scheduling interviews for the Open List within the next two weeks
OPW	Administrative Assistant II	1	1	Yes	Filled (2.26.2021)
OPW	Construction & Maintenance Mechanic	2	2	Yes	Filled (10.30.21) On Hold (11.13.21- one position on hold. Employee is currently on leave- department is trying to rescind offer)
OPW	Business Analyst II	1	1	No	Filled (11.14.2020)
OPW	Gardener Crew Leader	7	4	Yes	Still interviewing, 5 offers went out from 3.11 and 3.17 interviews.
OPW	Gardener II	15	15	Yes	Filled (5 filled 6.12.2021, 5 filled 7.24.2021, 3 filled 8.7.2021, 2 filled 8.21.2021)
OPW	Painter	2	2	Yes	Filled 3.19.22
OPW	Park Attendant, PT (NEW)	0.5	0.5	Yes	Filled (D. Mabon effective 11.13.21)
OPW	Park Equipment Operator	2	2	No	Filled 1.22.22 (K. Wilkerson and R.Armstrong)
OPW	Park Supervisor I	2	0	No	CPS managing recruitment,interviews 3.23.22.
OPW	Park Supervisor II	1	1	Yes	Filled (K. Charles effective 6.26.21)
OPW	Tree Worker (formerly Tree Worker D)	1	1	No	Filled (E. Rodriguez effective 11.13.21)
OPW	Tree Trimmer	1	0	Yes	The Division submitted an add/delete to convert Tree Trimmer positions to Tree Workers. 2.9.2022, waiting for response and next steps.

UPDATED: 3.24.2022