



**MINUTES:**  
**\*Special Meeting of the Oakland  
Parks and Recreation Advisory Commission (PRAC)  
Wednesday, February 8<sup>th</sup>, 2023, at 4:30 P.M.  
Zoom Teleconference**

**Meeting Recording Link:**

<https://oakland.granicus.com/player/clip/5326?&redirect=true>

CALL TO ORDER / ROLL CALL: 4:36 P.M.

**ALLEN, BARACH, DUHE, HA, KOS-READ, D. SMITH, K. SMITH, TORRES, TRAN,  
WATKINS**

**Present (8):** Vice Chair Tran, Commissioners Barach, Duhe, Ha, Kos-Read, K. Smith,  
Torres, Watkins

**Excused (1):** Chair Allen

**Absent (1):** Commissioner D. Smith

Vice Chair Tran read statement on Consent Item 4A – Resolution No. 2022-01 in accordance with California Government Code Section 54953(e), a provision of AB-361.

1. **MODIFICATION OF THE AGENDA:**

None.

2. **DISPOSITION OF MINUTES:**

- January 11th, 2023 Draft Meeting Minutes

**Motion:** Vice Chair Tran entertained a motion to approve the January Meeting Minutes. **Moved by:** Commissioner K. Smith. **Second by:** Commissioner Kos-Read. **Vote:** Yes (8) Barach, Duhe, Ha, Kos-Read, K. Smith, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

3. **OPEN FORUM:** There was 1 speaker and 0 public comments received via email.

4. **CONSENT CALENDAR ITEMS:**

4A. **RESOLUTION RENEWING AND CONTINUING THE PARKS AND RECREATION ADVISORY COMMISSION'S DETERMINATION THAT**

**CONDUCTING IN-PERSON MEETINGS OF THE PARKS AND RECREATION ADVISORY COMMISSION AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB-361.**

- 4B. **REQUEST APPROVAL TO ALLOW BAY VENTURES LLC. TO COLLECT FUNDS ONSITE THROUGH VENDOR SALES OF FOOD, BEVERAGES, MERCHANDISE AND ARTISAN SALES AT LAKE FEST TO BE HELD AT LAKE MERRITT (LAKE MERRITT SAILBOAT HOUSE, LAKESIDE PARK GARDEN CENTER & SAILBOAT HOUSE PARKING LOT) ON SATURDAY, JUNE 24, 2023, 11:00AM 7:00PM.**
- 4C. **REQUEST FROM THE NATIONAL MULTIPLE SCLEROSIS SOCIETY FOR PERMISSION TO COLLECT ON-SITE DONATIONS AND PLEDGES FOR THEIR ANNUAL WALK MS: EAST BAY 2023 AT LAKESIDE PARK (BANDSTAND) ON SATURDAY, APRIL 22, 2023, 6:00AM-1:00PM.**
- 4D. **REQUEST FROM CENTER FOR EARLY INTERVENTION ON DEAFNESS (CEID) FOR APPROVAL TO COLLECT ON-SITE REGISTRATION FEES AND THE SALES OF RAFFLE TICKETS AT THEIR ANNUAL WALK-A-THON TO BE HELD AT LAKESIDE PARK (FAIRYLAND AREA) ON SATURDAY, APRIL 29, 2023, FROM 8:30AM-2:00PM.**

**Motion:** Vice Chair Tran entertained a motion to approve Item 4 – Consent Items. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Barach. **Vote:** Yes (8) Barach, Duhe, Ha, Kos-Read, K. Smith, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

5. MEASURE Q OVERSIGHT/AD HOC COMMITTEE UPDATE:

\*Visit Measure Q [website](#) for more information, documents, and reports.

- Informational Report: OPW Monthly Measure Q Hiring Matrix and Performance Measures Update:

Sean Maher, OPW Public Information Officer, Assistant to the Director, and Leslie Liew, OPW Business Analyst, presented informational report and were joined by Will Crowder, OPW Technology Program Manager, and Brian Carthan, OPW Parks Services Manager - Tree Division. Due to a decision in 2022, hiring updates will be reviewed quarterly. First Public Works Hiring Updates of the year are up as of January 9, 2023. Hiring Metrics chart shows added trend line on vacancies for each month. Personnel Control (PC) Reports account for positions and funding sources, classifications, and titles. Data for Staff Labor Hours by Park and per Park Acre for the fiscal year is updated

through December. Ballfields Mowed data capture available through December. Data updated on Monthly Litter Collection by Hours and Volume, and the scheduled Park Restroom cleanings per week along with daily targets (most have targets of 2 per day) updated through December. Previously, Restroom Cleaning data was based on monthly counts. Will Crowder noted the final column of this report is inaccurate. Report will be updated for the next month's reporting. Sean added that information prioritized and reported on in PRAC meetings is based on requirements specifically outlined in Measure Q.

Commissioner Barach asked how to determine context of data provided and the correlations. Vice Chair Tran advised there is an ad-hoc committee working with staff on these performance measures and how to present them. The data collection and presentation are still evolving, and the committee is taking into account feedback to improve the storytelling that the data presents.

Commissioner Barach asked if data interpretation/narrative is part of the presentation. Sean advised report outs are not at a point where data interpretation is included at this time but is a goal the team is working towards. Feedback will be taken back to the working group. Commissioner Kos-Read acknowledged the OPW team for adding dollar value per acre in metrics reporting as it brings more clarity and asked for clarity on the Bathroom Cleaning metrics. Will advised the inaccuracy of the data illustrated is based on averages that include future months instead of only the months that have passed. In addition, data for July and August still needs to be added to provide a more refined picture of the fiscal year. Sean and Will also added that Restroom Cleanings are a new metric and the reporting likely to evolve as well.

Commissioner Kos-Read asked if there are funds from Measure Q going toward addressing tree stump concerns and the approximate number of stumps. Brian Carthan informed that there are about 4,000 tree stumps citywide due to the lack of a stump grinding program. For visibility and safety reasons, stumps are left at 4 feet in height. Since internally we do not have the bandwidth to manage the task alone, part of the Urban Forrest Plan will consider adding revenue for a stump grinding program that will allow for outsourcing until that number is reduced to zero. Then responsibility would shift to internal staff for maintenance. Current tree positions in Measure Q are not allocated for such a project.

6. NEW BUSINESS:

- 6A. **REQUEST FROM SOUL FOCUS LLC FOR APPROVAL TO SERVE AND SELL ALCOHOLIC BEVERAGES, FOOD, MERCHANDISE AND ACCEPT DONATIONS ON-SITE AT THE 14TH ANNUAL OAKLAND RUNNING**

**FESTIVAL MARATHON AT SNOW PARK ON SUNDAY, MARCH 19, 2023,  
FROM 7:00AM-3:00PM.**

Zermaine Thomas, OPRYD Special Events Coordinator, introduced speaker JT Service, CEO of Soul Focus, joined by Angie Kandalaft, and Justin Coburn for the presentation. Soul Focus has recently acquired the Oakland Running Festival from Corrigan Sports, based in Baltimore. This is not the first time Soul Focus has worked with the Oakland Running Festival or produced a marathon, but it is the first time they will be taking on the entire event. There will be a 5K, 10K, Half Marathon, Marathon, Eat.Learn.Play Kids Run, and free entry will be provided to 500 local students.

Commissioner Duhe asked about attendance expectations. JT advised the expectations are the same for past years' events with Corrigan Sports which is 7,000 participants with hopes to grow in future years. Commissioner Torres requested to have more food vendors this year. JT affirmed the feedback.

**Motion:** Vice Chair Tran entertained a motion to approve the request. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Barach. **Vote:** Yes (7) Barach, Duhe, Ha, Kos-Read, Torres, Tran, Watkins. **Abstain:** (1) K. Smith. **Motion:** Passed.

7. PLANNING AND CONDITIONAL USE PERMITS:

None.

8. UPDATE FROM DIRECTOR, COMMITTEES, RECREATION ADVISORY COUNCILS & ANNOUNCEMENTS:

**Director's Report:**

- Provided by Interim Director Riley.
  - Expect to be in person for the March and future meetings at the Garden Center at 666 Bellevue Avenue. Parking is waived for attendees. Hope to offer hybrid meeting options in the future as the matter is discussed with City Administration and technology team.
  - The Director's position for OPRYD has been posted and closes late February. Please share with interested parties. Posting is on the City of Oakland Jobs website.

**PRAC Committees:**

- Lake Merritt Ad Hoc:
  - Commissioner Kos-Read advised there are no significant updates as the committee has not met since the last commission meeting, however, he has met with members of the community to build partnerships to move forward.
- Measure Q: No update.
- Parks Rules & Regulations: No update.
- Tree Advisory: No update.
- Priority & Goals Ad Hoc:
  - Vice Chair Tran advised that the group has not met since the last meeting but will be onboarding new Commissioner Barach, and plans to add commissioner handbook

online.

### **Recreation Advisory Councils (RACs):**

- San Antonio Park
  - Commissioner Ha is assisting with the creation of this RAC along with the Center Director and Friends group. Question posed to staff for the procedure for different groups using park facilities for programs. In 2019, a presentation from the Foundation about a pilot program involving a partnership with OPRYD and developing a program where groups could use park facilities on a short- to long-term basis, especially in underutilized parks/facilities or locations without rec centers.
    - Director Riley advised that there are a handful of facilities operated by third-party organizations. Those go before Council for authorization to the agreement. Looking into implementing policy to identify the need of a community and a RFPQ process to identify a provider. Agreed that there should be more transparency around the process, hence, the work on the new policy. The 2019 pilot program proposal was to operate San Antonio as a hub/non-profit incubator for different organizations to come in. During Covid, the program was not prioritized. The City has now allocated funding for that site where it had previously been defunded in 2012. Since OPRYD has received funding to operate the site, a Center Director has been placed there and any inquiries to use the facility would go through them. The Center Director is working with community organizations to determine what is needed in park operations. Currently, there are various organizations operating in the park with a few utilizing the facility as well under permit and are now going into a formalized process to ensure usage is documented and liabilities covered. The RFPQ process is for organizations that will be operating in a City facility in lieu of the City operating it. This is where through community engagement with RACs, Center Directors and liaisons can determine the direction for programs to go. San Antonio is not fully funded to have program staff. Thus, support and collaboration come through community organizations.
- Vice Chair Tran posed a question to the director regarding rec centers with adjacent schools that use the park facilities or rec centers during or after school hours and agreement with OUSD.
  - Director Riley confirmed this utilization falls under the Joint Use Agreement between the school district and the City to promote recreational services where we do not charge one another for use. The department uses their gyms, they use the department's fields and share amenities such as pools. This agreement is a collaborative annual permitting process where discussions are had with the school district.
- Lincoln Square Park
  - Vice Chair Tran informed the Friends group is working on collecting funds for the rec center revamp. They have received a \$2 million earmark from the federal budget passed in late December secured by the city of Oakland and Senator Padilla.

### **Announcements:**

- Interim Director Riley reviewed City Council Briefing stats:
  - Summer Town Camp 2022
    - Almost serving at pre-Covid numbers.
    - 3,637 enrollments for a two-week period; about 900 youth at camp over 8 weeks of programming.

- With funds from the City and donations from Eat.Learn.Play. and the Foundation, OPRYD was able to grant \$294,000 in financial aid to Oakland families last year.
- Steps OPRYD has taken to increase access and remove barriers to programs as part of the equity movement (ideas generated from survey suggestions and the departmental Race and Equity Team):
  - Implemented a staggered enrollment plan which provides residents access to registration a month in advance of access to non-residents.
  - 30% of program enrollment space at each town camp site is now being held for participants needing financial assistance until 10 days before the program start date, whereafter it becomes open to the waitlist.
  - Promotional materials both digital and print are regularly translated into Spanish and Chinese.
- Commissioners Torres and Duhe acknowledged staff for the seamless transition with the change in Director.
- Vice Chair Tran stated appreciation and importance of reserving 30% of program enrollments for low-income and underserved families.

9. OPEN FORUM: There was 1 speaker.

10. ADJOURNMENT: 5:45 p.m.

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\*Visit [PRAC Website](#) for more information, documents, and reports.

**Next Meeting:**

***Wednesday, March 8<sup>th</sup>, 2023, at 4:30 pm  
Via Zoom Teleconference***

Respectfully Submitted,

Jasmine Bellow  
Executive Assistant to the Director  
Recording Secretary