**Special Vacancy Notice**

**January 25, 2024**

**Parks and Recreation Advisory Commission**

**Office Term Last Seated**

Donna Duhe Commissioner 3 Year May 10, 2022 – January 21, 2024

**Description:** The Parks and Recreation Advisory Commission (PRAC) function is to study, investigate and research such matters as the City Administrator or the Council, through the City Administrator, may direct, or as it may deem advisable; to make reports and recommendations and to formulate policy recommendations and plans for the current and future operations and development of the City of Oakland Parks and Recreation System; to advise the City Administrator/City Council and the Council, through the City Administrator, on matters affecting the useful and efficient operation of the Oakland Parks, Recreation and Youth Development and Oakland Public Works so that the facilities, functions and exhibits can be utilized to the fullest advantage of the residents of this Oakland community.

**Requirements:** A Commissioner is appointed for a 3-year term with no Commissioner serving more than 2 consecutive 3-year terms. Commissioners must take the Oath of Office and submit Conflict of Interest Filings (Form 700) at the time of assuming office, and annually by April 1, and within 30 days of separation from this body. The Commission meets monthly, the second Wednesday of the month from 4:30pm - 6:30pm.

Commissioner applications are sought from candidates of all backgrounds and from all parts of the City who are interested in preserving the City's parks and recreation facilities and who have expertise in one or more of the following:

- youth development - parks maintenance / landscaping

- planning and implementing major projects - mediation skills

- experience with recreational programs - equity based work

**Staff to the Board**

***Jasmine Bellow***

Oakland Parks, Recreation & Youth Development

250 Frank H. Ogawa Plaza, #3330

Oakland, CA 94612

Phone: (510) 238-7532

Email: jbellow@oaklandca.gov

**This special vacancy notice is provided in accordance with the Maddy Act, Government Code, sections 54970-54974, which requires posting of special vacancy notices for vacancies on boards and commissions that are not listed on the City’s list of anticipated vacancies.**