



**CITY OF OAKLAND  
Oakland Parks & Recreation**

**TO:** Princess Allen, Chair, Parks and Recreation Advisory Commission (PRAC)  
Tam Tran, Vice Chair, PRAC  
**FROM:** Sean Maher, Acting Assistant to the Director, Oakland Public Works (OPW)  
**DATE:** September 14, 2022  
**SUBJECT: Informational Report: OPW Monthly Measure Q Hiring Matrix and Performance Measures Update**

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**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.
3. An OPW staff assessment of conditions at miniparks – presented for informational purposes and to seek PRAC Commissioner feedback on the factors staff consider when evaluating conditions at miniparks.

**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.

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.

Finally, this month's report includes an assessment of minipark conditions that OPW staff conducted as a sample process. The department's request to PRAC is to provide feedback on the factors OPW used to evaluate the overall conditions at miniparks. The process OPW is seeking to establish is:

1. OPW conducts sample assessment of parks assets -- starting with miniparks -- to establish a pilot approach that will be replicated with other categories of parks. This assessment includes review of condition factors, scoring/grading based on that review, and providing a list of projects/repairs/improvements that would bring each park up to an "A" grade. Staff performed this work with miniparks in late 2021. The resulting report is attached; will need revising, but still functions as a template.
2. **OPW brings that assessment to the PRAC with one specific ask: Are we looking at the correct factors, or are there any missing factors that PRAC wants OPW to evaluate? This is the primary question OPW has for the Commissioners at the Sept. 14, 2022 PRAC meeting.** If PRAC provides additional factors, OPW will revise the assessment to account for any additional factors.
3. OPW replicates the above steps for the remaining categories of parks. What the department is looking for is a process that incorporates PRAC input about what factors staff are reviewing, and then allows OPW to serve Oakland Parks, Recreation, and Youth Development (OPRYD) as a client City department to provide assessments of all parks assets.
4. OPW completes the assessment and then works with OPRYD to scope and cost out the work that would be necessary to improve all these miniparks (as well as other categories of park) to a desired level. OPW and OPRYD will bring back to PRAC that prioritized list for informational purposes and any additional feedback. This will be scheduled at a future meeting.

### **RECOMMENDATION**

OPW recommends that PRAC accept this informational report.

Respectfully submitted,

/s/ Sean Maher

Prepared by:

Sean Maher

Assistant to the Director

Oakland Public Works

### **Identification of Support Documents:**

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

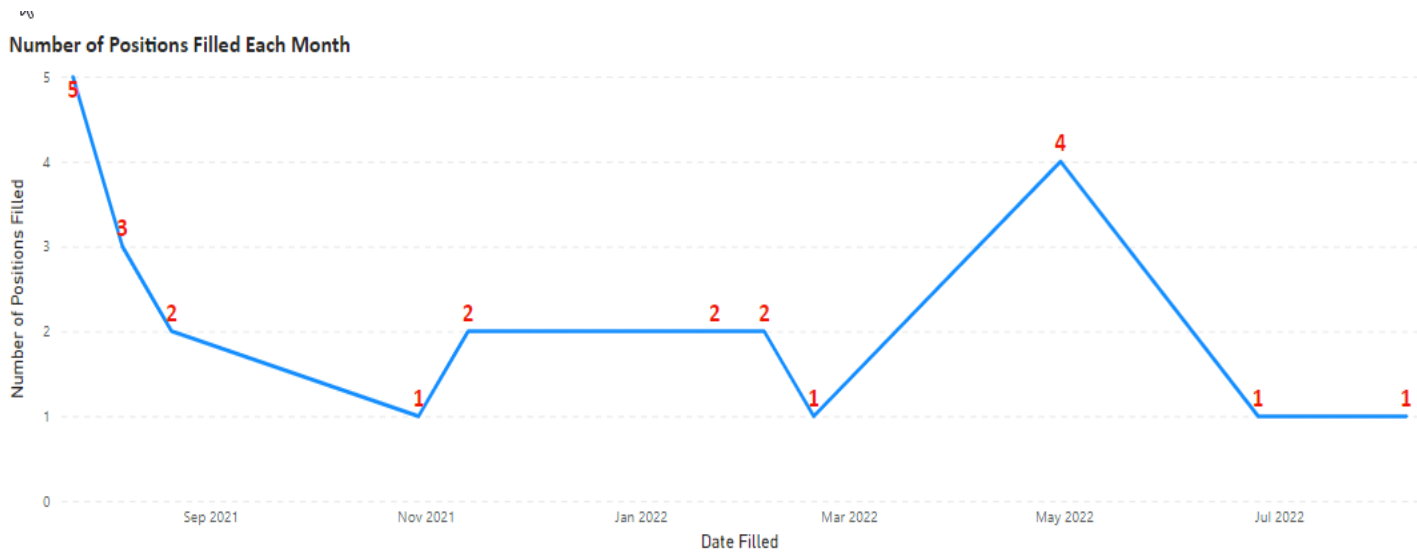
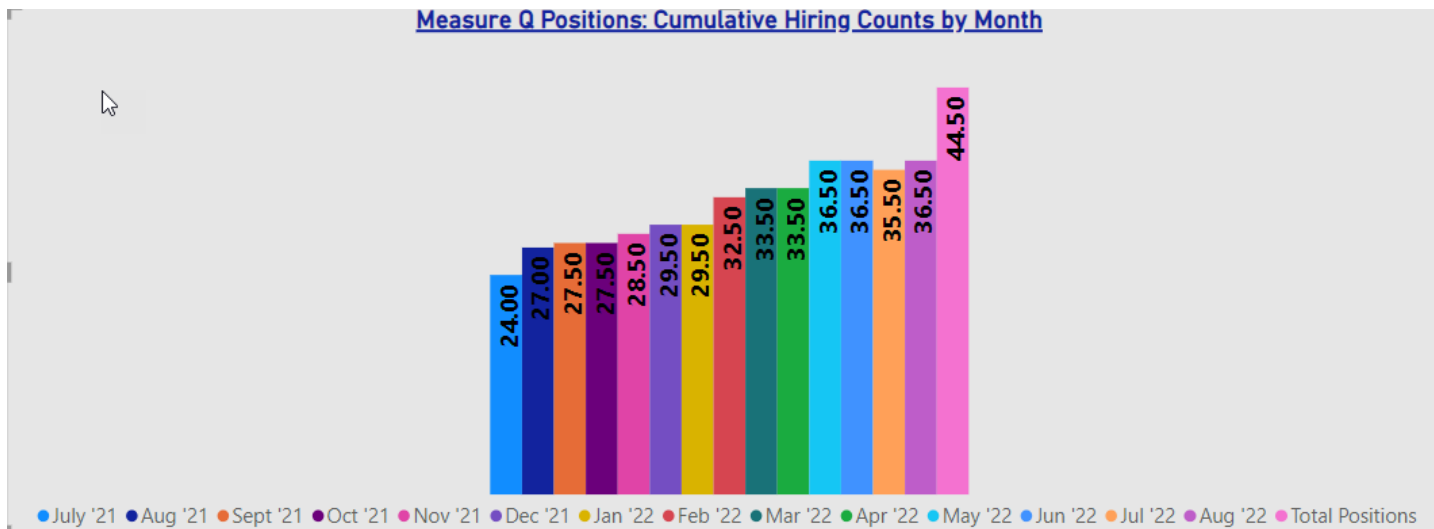
Exhibit B – *Performance Measures and Service Delivery Charts, Updated August 2022*

Exhibit C – *Miniparks Assessment*

Exhibit A – Measure Q Hiring Progress Tracker, Updated 8/26/2022

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 Filled (2.5.22), 3 FTE selections Made and Offers and onboarding in progress
OPW	Assistant Engineer I	1	1	No	Filled (8.6.2022)
OPW	Administrative Assistant II	1	1	Yes	Filled (2.26.2021)
OPW	Construction & Maintenance Mech	2	1	Yes	1 Filled (10.30.21) New recruitment required
OPW	Business Analyst II	1	1	No	Filled (11.14.2020)
OPW	Gardener Crew Leader	7	7	Yes	3 Filled 4.30.22
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	1	Yes	Filled 3.19.22, 1 Painter quit 07/2022
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	1	No	New recruitment underway.
OPW	Park Supervisor II	1	1	No	Filled 6.25.22, K. Brink
OPW	Tree Worker (formerly Tree Worker	1	1	No	Filled ( E. Rodriguez effective 11.13.21)
OPW	Tree Trimmer	1	0	Yes	Job to be posted soon.

## Hiring Metrics (as of Aug 25, 2022)



**\*\*\*NOTE: Data displayed is baseline data before all Measure Q positions have been filled.**  
 Measure Q deliverable: “Provide dedicated staff at major parks. “Major Parks” means City operated Community Parks, Region-serving parks, and Resource Conservation Areas, as those

terms are used in the Open Space Conservation & Recreation (OCSAR) Element of the Oakland General Plan.” Section (3 (B)(1) (m)

**Community Serving Parks:** • Mosswood (11 acres) • Bushrod (10.12 acres) • DeFremery (9.4 acres) • San Antonio (11.62 acres) • Brookdale (4.66 acres) • Brookfield (14 acres) • Arroyo Viejo (18.75 acres) • Montclair (7.3 acres) • Dimond (14.31 acres)

**Region Serving:** • Lakeside (75 acres)• Joaquin Miller (improved 4 acres)

**Resource Conservation Areas:** • Glen Daniel/King Estates (75 acres) • Dimond Canyon (41 acres) • Garber (13 acres) • Beaconsfield (5 acres) • Claremont Canyon (208 acres) • Joaquin Miller (unimproved 41 acres) • Leona Heights/Open Space (50 acres)

**Metrics through July 31, 2022**

- FY. Month name
- ✓  FY 20-21
  - ✓  FY 21-22
  - ✓  FY 22-23

### Staff Labor Hours by Park

Facility name and address	Jul	Total
Arroyo Viejo Park, 7701 Krause Avenue	850.00	850.00
Brookdale Park, 2535 High Street	187.00	187.00
Brookfield Park, 525 Jones Avenue	26.00	26.00
Bushrod Park, 569 59th Street	1,288.00	1,288.00
Defremery Park, 1651 Adeline Street	20.00	20.00
Dimond Park, 3860 Hanley Road	56.00	56.00
Joaquin Miller Park, 3300 Joaquin Miller Road	26.00	26.00
Lakeside Park, 666 Bellevue Avenue	1,340.00	1,340.00
Montclair Park, 6300 Moraga Avenue	36.00	36.00
Mosswood Park, 3612 Webster Street	549.00	549.00
San Antonio Park, 1701 E 19th Street	192.00	192.00
<b>Total</b>	<b>4,570.00</b>	<b>4,570.00</b>

- FY. Month na... ✓
- ✓  FY 20-21
  - ✓  FY 21-22
  - ✓  FY 22-23
- Jul

### Staff Labor Hours per Park Acre

Facility name and address	Jul	Total
Arroyo Viejo Park, 7701 Krause Avenue	44.74	44.74
Brookdale Park, 2535 High Street	37.40	37.40
Brookfield Park, 525 Jones Avenue	1.86	1.86
Bushrod Park, 569 59th Street	128.80	128.80
Defremery Park, 1651 Adeline Street	2.22	2.22
Dimond Park, 3860 Hanley Road	4.00	4.00
Joaquin Miller Park, 3300 Joaquin Miller Road	0.63	0.63
Lakeside Park, 666 Bellevue Avenue	17.87	17.87
Montclair Park, 6300 Moraga Avenue	5.14	5.14
Mosswood Park, 3612 Webster Street	49.91	49.91
San Antonio Park, 1701 E 19th Street	16.00	16.00
<b>Total</b>	<b>308.57</b>	<b>308.57</b>

**NOTE: Number of ballfields mowed by name of ballfield is a new metric added in February 2022.**

**Measure Q deliverable: “Mowing City operated sports fields frequently, every other week, or as may be required by the time of year.” Section (3 (B)(1) (a)**

Metrics through July 31, 2022

**# of Times Ballfields Mowed by Month**

DATE	Name of Ballfield	Jul 2022	Total
<input type="checkbox"/> FY 20-21	Allendale Rec Center Field	2	2
<input type="checkbox"/> FY 21-22	Arroyo Viejo - McConnell Field	2	2
<input checked="" type="checkbox"/> FY 22-23	Brookfield Rec Center Field	1	1
<input type="checkbox"/> Jul	Burckhalter Park Field	2	2
	Bushrod - Upper Field	2	2
	Concordia Park Field	1	1
	Curt Flood Field	2	2
	Franklin Field	2	2
	Golden Gate Rec Center Field	2	2
	Greenman Field/ Carter Gilmore	2	2
	Oakport Field	2	2
	Otis Spunkmeyer Field	2	2
	Pinto Park (Jones Field)	2	2
	Poplar Rec Center Field	1	1
	Ramondi Field	2	2
	<b>Total</b>	<b>27</b>	<b>27</b>

**NOTE: # of litter pickups is a new metric added in Jan 2022. In previous years, litter pickup was not calculated as a separate metric, it was included in the work categorized as Park maintenance.**

**Measure Q Deliverable: “Collecting trash and litter several times per week, including Saturdays and Sundays, from the City’s most used parks, assuring equitable distribution of resources.”**

**Section 3(B)(1)(b)**

Metrics through July 31, 2022

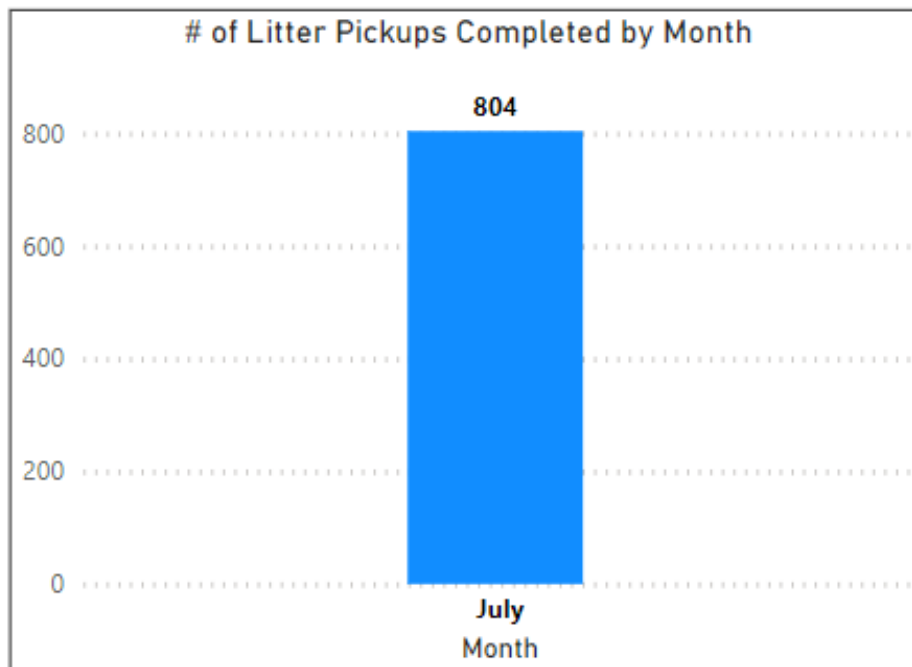


**Date** ▾

- ▾  FY 20-21
- ▾  FY 21-22
- ▴  FY 22-23

Jul

Year	Month	# of Hours Picking up Litter	Volume of Litter (cubic yards)
2022	July	685	1,767.60
<b>Total</b>		<b>685</b>	<b>1,767.60</b>



**Measure Q Deliverable:**

**“Cleaning park restrooms more than once per day, especially on weekends.” Section 3(B)(1)(e)**

Metrics through July 31, 2022

FY, Month na...

FY 20-21

FY 21-22

FY 22-23

Jul

**Facilities - Parks: # of Outdoor Restroom Cleanings by Month**

WO_DESCRIPTION	Jul
<b>FM - Custodial - Clean Restrooms - Parks</b>	<b>75</b>
ARROYO VIEJO PARK	
ARROYO VIEJO PARK - MCCONNELL FIELD HOUSE	0
ARROYO VIEJO PARK - RESTROOM	0
ASTRO PARK	5
BELLA VISTA PARK	
BELLA VISTA PARK - FIELD HOUSE	0
BROOKDALE PARK	1
BROOKFIELD VILLAGE PARK	
BURCKHALTER PARK - RESTROOM	5
CALDECOTT PARK (N OAKLAND SPORTS FIELD) - RESTROOM	
CENTRAL RESERVOIR RECREATION AREA -RESTROOM	1
CONCORDIA PARK	
DAVIE TENNIS STADIUM - FIELD HOUSE - RESTROOM	
DIMOND PARK - RESTROOM	2
EASTSHORE PARK (AKA LAKEVIEW) - RESTROOM	
FOOTHILL MEADOWS (CESAR E. CHAVEZ) PARK	1
FOOTHILL MEADOWS (CESAR E. CHAVEZ) PARK EXTENSION	
FROG PARK	4
GARDEN CENTER	5
JOAQUIN MILLER PARK - FIRE CIRCLE RESTROOM	5
JOAQUIN MILLER PARK - MEADOW RESTROOM	5
JOAQUIN MILLER PARK - RANGER STATION	2
LAKESIDE PARK	
LAKESIDE PARK - ROTARY NATURE SCIENCE CENTER	
LAKESIDE PARK - SAILBOAT HOUSE	3
LAKEVIEW LIBRARY	
LOWELL PARK - RESTROOM	2
MADISON MIDDLE SCHOOL	0
MADISON SQUARE PARK	5
MAXWELL PARK - RESTROOM	1
MCCREA PARK - RESIDENCE AND RESTROOM	0
MCCREA TROUT POND	
MONTCLAIR PARK - RESTROOM	
MORCOM ROSE GARDEN - FIELD HOUSE	4
OFFICER WILLIE WILKINS PARK (ELMHURST) - RESTROOM	2
PINE KNOLL PARK - RESTROOM	7
ROTARY NATURE CTR	4
SAN ANTONIO PARK	
SAN ANTONIO PARK - RESTROOM	1
SEQUOYAH VIEW DR	
SHEPHERD CANYON CORPORATION YARD - BLDG 3	0
SHEPHERD CANYON PARK	
SHEPHERD CANYON PARK - RESTROOM	5
SNOW PARK - RESTROOM	3
UNION POINT PARK	2
<b>Total</b>	<b>75</b>



Exhibit C – *Miniparks Assessment*

See this attachment in attached file “Mini Park Assessment - September 2022 - V1.pdf.”

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