

City Administrator's Office (CAO)

Steven Falk
Interim City Administrator



CITY OF
OAKLAND



Mission Statement:

The Office of the City Administrator provides strategic leadership that supports the Mayor, City Council and City-wide Departments; the Office motivates and challenges the organization to deliver efficient and effective services toward equitable outcomes in the community.



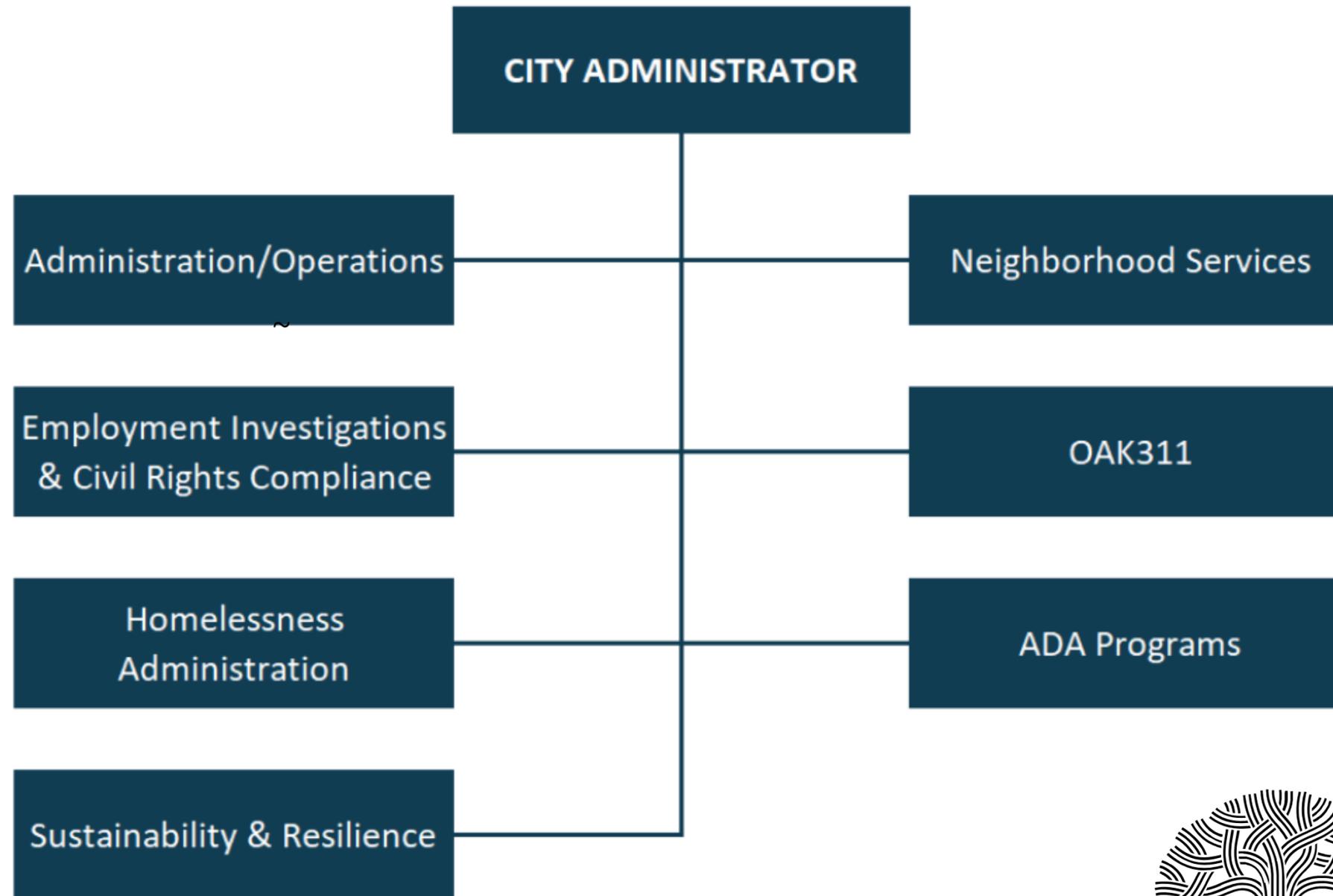
CAO - Key Team Members

- Steven Falk, Interim City Administrator
- Elizabeth “Betsy” Lake, Assistant City Administrator
- LaTonda Simmons, Assistant City Administrator
- Angela Robinson Piñon, Deputy City Administrator
- Joe DeVries, Deputy City Administrator
- Nicole Neditch, Acting Citywide Communications Director
- Aracely “Shelly” Garza, Executive Assistant to the City Administrator



**CITY OF
OAKLAND**

ORGANIZATIONAL CHART



**CITY OF
OAKLAND**

CAO - Business Goals

- Administer the affairs of the City in an efficient and effective manner;
- Conduct necessary reviews of City operations to improve accountability of City government toward equitable outcomes;
- Manage and coordinate Citywide service delivery;
- Enforce all applicable laws, ordinances, and policies of the City;



**CITY OF
OAKLAND**

CAO - Business Goals

- Advance the City's vision and goals and build organizational capacity;
- Provide professional expertise and support to the Mayor and City Council in the formulation, interpretation, and application of public policy; and
- Advance the Mayor's and City Council's priorities.



**CITY OF
OAKLAND**

Proposed Staffing FY 23-25

- **74.10** Full-Time Equivalent Employees (FTEs)
- Administration/Operations – 32.6 FTEs
- Homelessness Administration – 6.0 FTEs
- OAK311 Call Center – 10.0 FTEs
- Sustainability – 4.0 FTEs
- Neighborhood Services – 12.5 FTEs
- Employment Investigations & Civil Rights Compliance – 5.0 FTEs
- Americans with Disabilities Act (ADA) Programs – 4.0 FTEs

Proposed Enhancements FY 23-25

- **Housing Security & Homelessness Solutions**

- Adds 2.0 FTE Assistants to the City Administrator and deletes 1.0 FTE Deputy City Administrator
- Adds 1.0 FTE Project Manager III (Housing Development Officer)

- **Community Safety, Prevention & Healing**

- Adds 1.0 FTE Assistant to the City Administrator (Interdepartmental Operations) and deletes 1.0 FTE Project Manager III
- Adds 1.0 FTE Project Manager II (Internal Affairs Civilianization)

Proposed Enhancements FY 23-25

- **Clean, Healthy, Sustainable Neighborhoods**

- Transfers the Summer Food Program from the Human Services Department (HSD) to the City Administrator's Office (CAO), which includes 6.0 FTEs that cost approximately \$650,000 to run the Summer Food program.

Proposed Reductions FY 23-25

- **Good Jobs and a Vibrant Economy**
 - Continues to freeze vacant 1.0 FTE Assistant to the City Administrator (Performance Management)
 - Continues to freeze vacant 1.0 FTE Accountant III
- **Community Safety, Prevention & Healing**
 - Freezes vacant 1.0 FTE Neighborhood Services Coordinator (NSC) and continues to freeze 1.0 FTE Neighborhood Services Coordinator from the FY 2022-23 Mid-Cycle Budget

Proposed Organizational

Channels

This reorganization will be supported by an improved management structure in the City Administrator's Office. Departments with related services will be grouped into “channels” and report to or coordinate with a dedicated Deputy or Assistant City Administrator.



Community Safety

Comprised of public safety departments such as Police, Fire and the Department of Violence Prevention



Infrastructure and Economic Growth

Comprised of built environment departments such as DOT, OPW with community development departments such as Planning, Building and Economic Development



Community Services

Comprised of the new Housing Development and Homelessness Department, Department of Children, Youth & Families, Library Services and Animal Services



Internal Services

Comprised of Finance, Human Resources and Information Technology. This channel will be focused on supporting more efficient and effective government.

LEARN MORE

For more information about the work of the City Administrator's Office, please visit the City of Oakland website.

www.Oaklandca.gov/departments/city-administrator