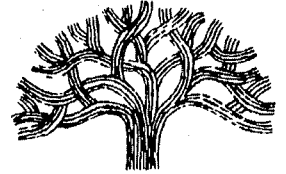


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CITY OF OAKLAND



CITY HALL • 1 FRANK H. OGAWA PLAZA, 3<sup>rd</sup> FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor  
Honorable Libby Schaaf  
Mayor

(510) 238-3141  
Fax (510) 238-4731

Letter of Appointment

April 9, 2019

The Honorable City Council  
One Frank H. Ogawa Plaza, Second Floor  
Oakland, CA 94612

Dear President Kaplan and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed the following persons as members of the following board or commission, subject to City Council confirmation:

**Civil Service Board**

**Brooke Levin** is appointed to the Civil Service Board to serve a term beginning May 5, 2018 and ending May 4, 2021, filling the seat previously held by Andrea Gourdine.

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf  
Mayor

A large, stylized handwritten signature in black ink, which appears to read "Libby Schaaf". The signature is written in a cursive, flowing style.

**Profile**

Brooke \_\_\_\_\_ Levin \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Street Address Suite or Apt

Oakland \_\_\_\_\_ CA \_\_\_\_\_ 94618 \_\_\_\_\_  
City State Postal Code

Home: \_\_\_\_\_ Home: \_\_\_\_\_  
Primary Phone Alternate Phone

Retired \_\_\_\_\_  
Employer Job Title

**Which Boards would you like to apply for?**

Civil Service Board: Submitted

**Interests & Experiences**

**Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.**

My extensive background in labor management for over 20 years with the City of Oakland has given me knowledge around Labor Contracts, Civil Service Rules, Administrative Instructions and the Classification system for the City of Oakland.

***Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.***

Resume 2019.pages  
Upload a Resume

**Please paste the text of your resume or curriculum vitae below.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please click the acknowledgement below.

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Service on City of Oakland boards, commissions, and committees may require filings of the FPPC's Statements of Economic Interest (Form 700). Upon appointment and determination of filing status, I will comply with all filing obligations.

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I Agree \*

## **Brooke A. Levin**

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### **Objective**

- To have a positive, sustainable impact by improving my community. To continue bringing innovative approaches to managing public resources. A strategic thinker, problem solver and leader that wants results that improve the quality of life in the community.

### **Major Qualifications**

- Director of Public Works from 2013-2017, managing 750 FTE, operating budget of \$194 million dollars and Capital Budget of \$40 million dollars.
- Managed challenging budgets that required major reductions and operational changes
- Served on the Executive Committee for the APWA Accreditation and re-Accreditation processes
- Managed two Citywide ballots for increasing the City's Landscape and Lighting Assessment District which funds the maintenance of parks, street lighting and trees
- Had a lead role in the design and implementation of Agency re-organizations
- Extensive emergency management experience (Oakland Hills Firestorm, Landslides, Civic Unrest, 580 Freeway Collapse, Occupy Oakland) Trained at CSTI on Earthquake response
- Managed the franchise for Solid Waste removal for all residential and commercial properties in Oakland
- Managed the Zero Waste Franchise procurement for a new solid waste, organics, recycling and landfill contracts.
- Extensive experience in working on a variety of contracts and inter-agency agreements
- Worked on labor related issues with four unions including as a member of the management team in contract negotiations and managed complex employee relations issues
- Twenty-six years of experience in the environmental field including overseeing the City of Oakland's Clean Water Program, Watershed and Waterways, Environmental Compliance and Remediation, Recycling and Solid Waste and Sustainability Programs
- Responsible for oversight of a number of formal boards, commissions and currently work with an elected Mayor, City Council and City Administrator
- Policy Advisor to the Mayor, City of Oakland: Public Works and Planning related issues
- City Planning for six municipal governments in Northern California and New Mexico

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## **Professional Experience**

### **Brooke A. Levin, Artist**

Artist and owner of a small Oakland business. My work includes art made from re-purposed materials and found objects. Creations include Art Boxes, "Energy Bells" for clearing space of stuck energy, "Rio Charms", Tins, Pocket Altars, Color Pencil and Collage art. The works are inspired by the community and the energy around me.

### **City of Oakland 1991-2017**

#### **Director of Public Works, June 2013-2017**

Manage the Department's \$194 million dollar operating budget, CIP budget \$40 million dollars, 750-FTE in four Bureaus, Infra-structure & Operations, Facilities & Environment, Engineer & Construction and Administration. The Department is wide-ranging in its responsibilities including maintenance, design and construction of transportation infrastructure (now part of a re-organization not a new Department), streets and sidewalks, trees, parks, Citywide fleet, solid waste and recycling collection for residents and businesses, stewardship, energy conservation, City facility security, maintenance and operations, sewer collection system, drainage, electrical street lights, signals and traffic maintenance, sustainability, and operating a full service Call Center.

#### **Assistant Director, Public Works Agency, March 2004-June 2013**

Manage the Department of Facilities and Environment (DFE), \$60 million dollar budget, four divisions with 300+ full time staff. The DFE's charge is to clean and enhance the built environment. My key areas of responsibility include maintaining and operating 300 city facilities, including those at City Parks, Libraries, Fire Stations, Police Administration, City Hall Complex, and the Public Works Service Centers. The DFE is also responsible for street cleaning, illegal dumping, graffiti abatement, park maintenance, tree service, median maintenance, administration of solid waste and recycling contracts, sustainability, energy efficiency and environmental remediation and compliance services. The DFE facilitates volunteer participation in community beautification and clean-up activities such as adopt-a-spot (creeks, parks, drains, and blocks) programs.

#### **Key Work:**

- Manage 300 City facilities, structures in compliance with all building and health codes and review and comment on all major CIP projects
- Provide maintenance of 640 acres of developed parks and 1,000 acres of open space, streetscapes and grounds at city facilities
- Provide environmental site assessment, compliance and remediation services to the City and Redevelopment Agency (now Successor Agency)
- Maintain and enhance the cleanliness, health and appearance of City streets and neighborhoods through street sweeping, illegal dumping removal, weed abatement and graffiti removal

- Oversee community volunteer programs with over 87,000 volunteer hours annually
- Manage the Solid Waste and recycling contracts for residential and commercial Citywide
- Manage the Zero Waste Procurement for new recycling, solid waste, organics and landfill contracts
- Oversee energy efficiency programs and the stimulus funding for City projects
- Created and now oversee the City's Sustainable Oakland program that facilitates Oakland's sustainable development through innovative programs and practices

#### Environmental Services Manager, 1994-2004

Managed a \$12 million dollar annual budget, 25 full time staff and three major environmental program areas. Responsible for Oakland's water quality programs, environmental compliance and remediation and recycling and solid waste services. Acted as lead negotiator and administrator on major contracts, train and supervise professional and technical staff. Had a leadership role on various citywide efforts to improve process and streamline the bureaucracy. Analyze and make recommendations on federal, state and local environmental legislation. Have experience as lead staff for an appointed board, the Environmental Affairs Commission and the Lake Merritt Water Quality Review Committee.

#### **Key work:**

- Created the first Environmental Services Division
- Managed implementation of the Creek Protection Storm Water Ordinance (which regulates public/private property development in reference to storm water management and creek protection)
- Actively solicited grant funding from local, state and federal agencies to leverage local resources for creek restoration and watershed planning, recycling and other programs
- Coordinated the Countywide Clean Water Permit
- Responsible for developing and implementing commercial and residential (140,000 customers) solid waste and recycling programs and services to reach the City's adopted goal of 75% waste reduction

#### Assistant to the Mayor, Public Works and Planning, 1991-1994

#### **Key Work:**

- Advisor to the Mayor of Oakland for Public Works and Planning. Handled a wide range of issues and held a leadership role on major policy initiatives including the emergency support and restoration after the 1991 Oakland Hills Fire
- Held a lead role in the development of a strategic plan for Oakland (Oakland Sharing the Vision).
- Leadership role in the restoration after the 1991 Firestorm: Coordinated the Mayor's Emergency Preparation and Community Restoration Task Force, set-up the Disaster Assistance Center and worked with various stakeholders on the cleanup and rebuilding efforts.
- Created and staffed the Mayor's "We Mean Clean" citizen's task force established to find creative new ways to reduce litter and fight blight and grime.
- Delegate representing Oakland, California, winner of the National Civic League "All America City" designation.

**Real Estate Appraiser, Donald Ashley and Associates 1985-1991**

- Appraised commercial and specialty properties for public agencies
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**City Planner 1977-1984**

- City Planner for the cities of Grants and Albuquerque, New Mexico and San Carlos, Millbrae, Belmont and Woodside, California

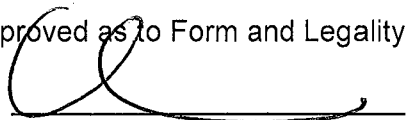
**Education and Affiliations**

- American Public Works Association Fellow
- B.U.S., University of New Mexico
- Charter Member, American Planning Association (retired)

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

19 APR 25 AM 11:56

Approved as to Form and Legality

  
City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

INTRODUCED BY MAYOR LIBBY SCHAAF

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**RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF  
BROOKE LEVIN TO THE CIVIL SERVICE BOARD**

**WHEREAS**, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

**WHEREAS**, Ordinance No. 8979 C.M.S., adopted April 2, 1974 and amended by Ordinance No. 11777 C.M.S. (passed March 14, 1995) and Ordinance No. 13120 C.M.S. (passed June 5, 2012), created the Civil Service Board to hear employee disciplinary appeals, to study, investigate and research other personnel matters, and to make reports and recommendations to the City Administrator; and

**WHEREAS**, the Civil Service Board consists of seven members serving three-year staggered terms with no more than two terms served consecutively; and

**WHEREAS**, the Honorable Mayor Libby Schaaf has appointed Brooke Levin Martinez to serve a three-year term on the Civil Service Board subject to confirmation by the City Council; now therefore be it

**RESOLVED:** That pursuant to City Charter section 601 the City Council hereby confirms the Mayor's reappointment of:

**Brooke Levin** is appointed to the Civil Service Board to serve a first term beginning May 5, 2018 and ending May 4, 2021, filling the seat previously held by Andrea Gourdine.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND  
PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LATONDA SIMMONS  
City Clerk and Clerk of the Council of the  
City of Oakland, California