



# MEMORANDUM

**TO:** HONORABLE MAYOR &  
CITY COUNCIL

**FROM:** Brooke A. Levin, Interim Director

**SUBJECT:** Public Works Management Changes    **DATE:** August 16, 2013

City Administrator

Date

Approval

/s/ **Scott P. Johnson**

**8/19/13**

## INFORMATION

This info memo is announcing the Public Works Agency (PWA) Executive Team, effective Monday August 19, 2013. This updates key staff in the PWA as noted below in the chart. Current contact information is shown for each person.

Please continue to submit service requests to PWA using the PWA Call Center, this assures the requests are tracked and that full accountability is in place for each item.

### **Public Works Call Center**

Phone: (510) 615-5566

Email: [pwacallcenter@oaklandnet.com](mailto:pwacallcenter@oaklandnet.com)

Mobile App: SeeClickFix

Online: [www.oaklandpw.com](http://www.oaklandpw.com) (Report a Problem)

<b>Key Contact</b>	<b>Responsibilities</b>
Brooke A. Levin, Interim Agency Director <b>Public Works Agency</b> 250 Frank Ogawa, 4 <sup>th</sup> Floor Phone: (510) 238-4470 Email: <a href="mailto:blevin@oaklandnet.com">blevin@oaklandnet.com</a>	<u><b>Agency Director Managing</b></u> <ul style="list-style-type: none"> <li>• Dept of Facilities &amp; Environment</li> <li>• Dept of Infrastructure &amp; Operations</li> <li>• Dept of Engineering &amp; Construction</li> <li>• Dept of Administration</li> </ul>
Mike Neary, Assistant Director <b>Department of Engineering &amp; Construction</b> Public Works Agency 250 Frank Ogawa, 4 <sup>th</sup> Floor Phone: (510) 238-6659 Email: <a href="mailto:mneary@oaklandnet.com">mneary@oaklandnet.com</a>	<u><b>Dept. of Engineering &amp; Construction</b></u> <ul style="list-style-type: none"> <li>• ADA Programs</li> <li>• Engineering Design &amp; Right-of-Way</li> <li>• Contract Services</li> <li>• Infrastructure Plan &amp; Programming</li> <li>• Transportation &amp; Traffic</li> <li>• Parking Garages</li> <li>• Project Delivery</li> </ul>

<p><u>Susan Kattchee</u>, Acting Assistant Director <b>Department of Facilities &amp; Environment</b> Public Works Agency Municipal Service Center 7101 Edgewater Drive, Building 2 Phone: (510) 238-6382 Email: <a href="mailto:skattchee@oaklandnet.com">skattchee@oaklandnet.com</a></p> <p><i>Replacing: Brooke A. Levin</i></p>	<p><b><u>Dept. of Facilities &amp; Environment</u></b></p> <ul style="list-style-type: none"><li>• City Facilities Operations &amp; Maintenance</li><li>• Street Sweeping</li><li>• Illegal Dumping Removal</li><li>• Vegetation Management</li><li>• Public Property Graffiti Abatement</li><li>• Park, Grounds &amp; Median Maintenance</li><li>• Zero Waste Procurement</li><li>• Hazardous Tree Response</li><li>• Sustainability, Energy, Environmental Protection</li><li>• Community Volunteer Programs</li></ul>
<p><u>Jason Mitchell</u>, Interim Assistant Director <b>Department of Infrastructure &amp; Operation</b> Public Works Agency Municipal Service Center 7101 Edgewater Drive, Building 4 Phone: (510) 615-5856 Email: <a href="mailto:jwmitchell@oaklandnet.com">jwmitchell@oaklandnet.com</a></p> <p><i>Replacing: David Ferguson</i></p>	<p><b><u>Dept. of Infrastructure &amp; Operations</u></b></p> <ul style="list-style-type: none"><li>• Sewers</li><li>• Drainage</li><li>• Streets and Sidewalks</li><li>• City-wide Fleet</li><li>• Streetlights</li><li>• Electrical</li><li>• Traffic Signals, Signs/Street Markings</li><li>• Parking Meter Repair</li></ul>

The Acting Agency Administrator is Tom Morgan and he be can reached at (510) 238-7953.

Respectfully submitted,

Brooke A. Levin  
Interim Director, Oakland Public Works Agency