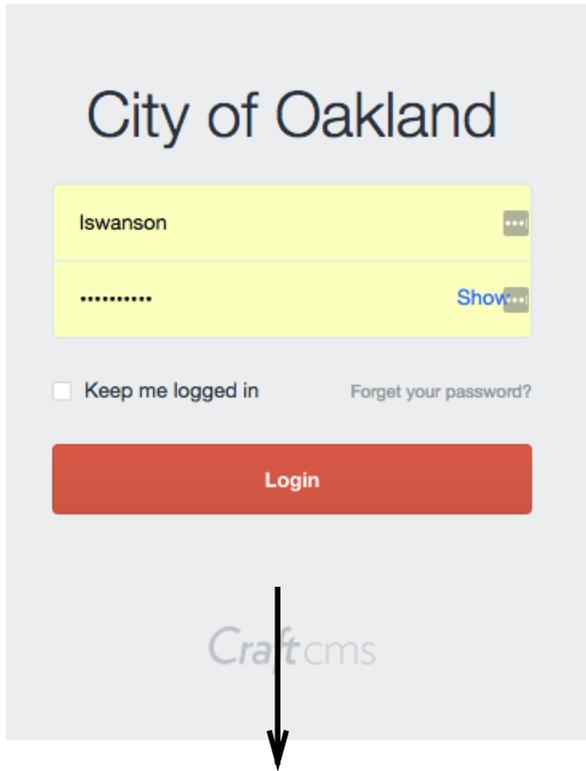


Craft CMS Content Guide

- 1 - Logging In
- 2 - Departments
- 5 - Services
- 10 - Topics
- 13 - Projects
- 16 - Elected Officials
- 19 - Boards and Commissions
- 22 - Staff
- 25 - News
- 29 - Events
- 33 - Documents
- 36 - Teams

1. Log-In / Dashboard



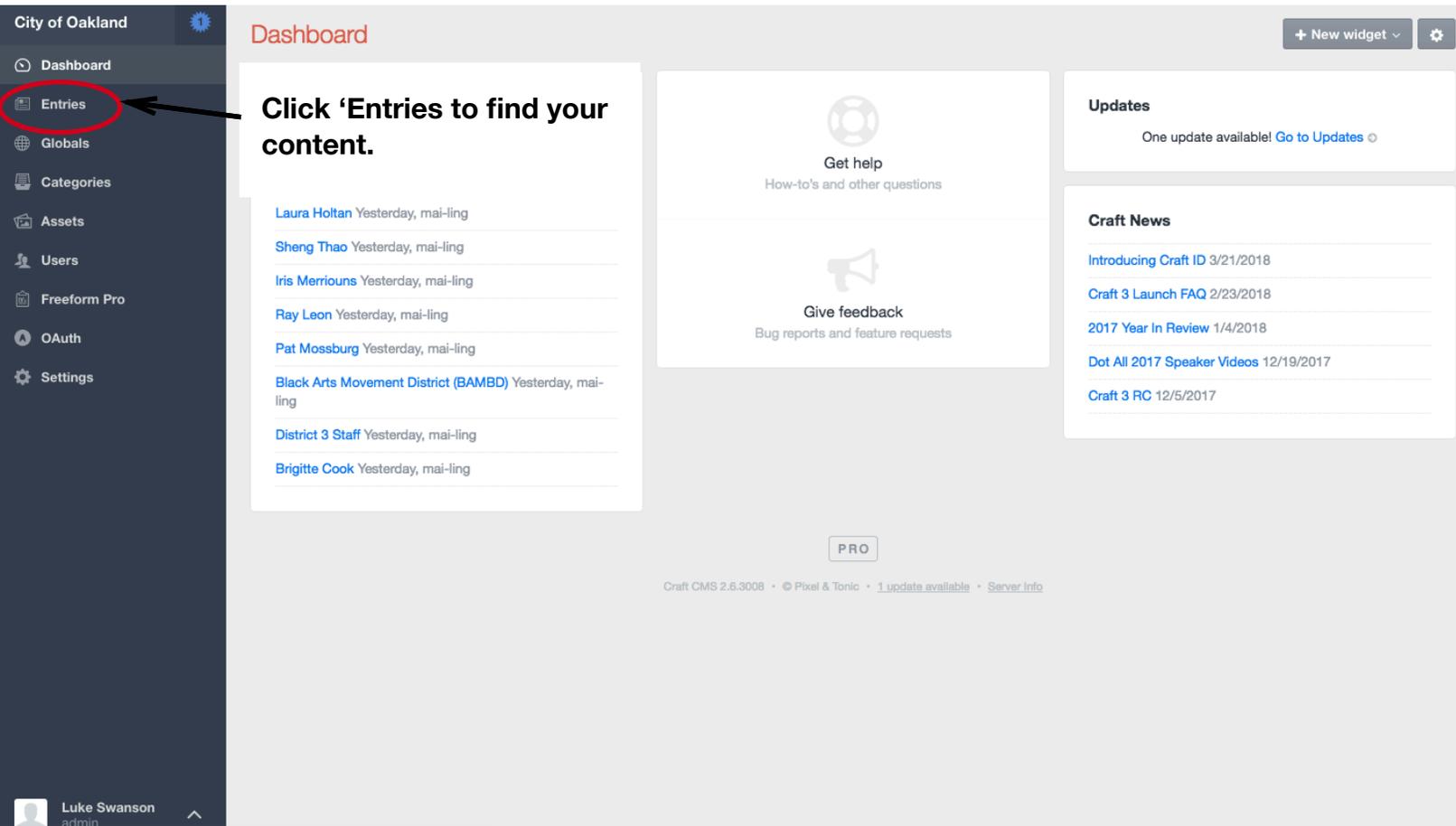
Log-In:

1. Visit oaklandca.gov/admin
2. Enter your username and password.

Note: You should have gotten a password reset email when you set up your account. If you have not you must request one from someone with 'Admin' access.

When you log in you will be in 'Dashboard'.

Click on 'Entries' to find, edit or create content.



2. Entries / Departments

All content is located in 'Entries'

You can see the Content Types on the left-hand side. You may click on these content types to find specific pages.

You can click on 'Departments' to find any department page.

The screenshot displays the 'Entries' page in the City of Oakland system. The left sidebar lists various content types, with 'Departments' selected. The main area shows a table of entries with columns for Title, Post Date, Expiry Date, Author, and Date Updated. A search bar and a '+ New entry' button are at the top right. Numbered callouts indicate key features: 1. Edit icon on the 'City Auditor' entry title; 2. Search bar; 3. '+ New entry' button; 4. 'Post Date' column header; 5. Author column header; 6. Live version icon (globe) on the 'City Auditor' entry.

Title	Post Date	Expiry Date	Author	Date Updated
<input type="checkbox"/> City Auditor	2/8/2018		lswanson	<input type="checkbox"/> 3/20/2018
<input type="checkbox"/> City Clerk	4/19/2016		agennino	<input type="checkbox"/> Tuesday
<input type="checkbox"/> Community Police Review Agency	2/8/2018		vmason	<input type="checkbox"/> 3/20/2018
<input type="checkbox"/> Contracts & Compliance	2/26/2018		agennino	<input type="checkbox"/> 9:41 AM
<input type="checkbox"/> Economic & Workforce Development	2/28/2018		rsteinzig	<input type="checkbox"/> 9:42 AM
<input type="checkbox"/> Finance	3/15/2018		rsteinzig	<input type="checkbox"/> 9:42 AM
<input type="checkbox"/> Fire	4/19/2016		norrishung	<input type="checkbox"/> 9:38 AM
<input type="checkbox"/> Housing & Community Development	2/8/2018		vmason	<input type="checkbox"/> 9:38 AM
<input type="checkbox"/> Human Resources Management	2/8/2018		vmason	<input type="checkbox"/> 9:41 AM
<input type="checkbox"/> Human Services	2/8/2018		vmason	<input type="checkbox"/> Tuesday
<input type="checkbox"/> Information Technology	4/19/2016		lswanson	<input type="checkbox"/> 9:43 AM
<input type="checkbox"/> Oakland Animal Services	4/19/2016		lswanson	<input type="checkbox"/> Yesterday
<input type="checkbox"/> Oakland Public Library	4/19/2016		norrishung	<input type="checkbox"/> 3/20/2018
<input type="checkbox"/> Office of the City Administrator	2/21/2018		agennino	<input type="checkbox"/> 9:36 AM
<input type="checkbox"/> Parks, Recreation & Youth Development	2/8/2018		vmason	<input type="checkbox"/> 9:41 AM

- 1 To edit page click on the page title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

3. Department Page



Department pages help users find all content related to a single department in one place.

3 News



Lead a Volunteer Project on Earth Day 2018!
We are seeking site coordinators this Earth Day

American Recovery and Reinvestment Act (ARRA) Projects Generate Energy and Cost Savings
Public Works received \$3.9 million from the U.S. Department of Energy to improve Energy Efficiency.

Restrictions on Pest Control Operators in Your Home
Consumers looking to hire a professional pest control operator should be aware of regulations on pesticide use around homes, other structures and landscaped areas.

All News >

1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

2 The Page Subtitle should provide a brief description of the department. Should be maximum of 200 characters.

3 News is linked to this page from the news item. To edit or create news items please look at page 25. You

4 Services & Resources

Americans with Disabilities Act (ADA) Services	Creeks, Watershed and Stormwater	Recycling & Solid Waste
Streets and Sidewalks	Contracting with Public Works	Tree Services
Volunteering with Public Works	Sewers	Buildings and Facilities Services
Environmental Protection and Compliance	Equipment Services	Energy Programs
Brownfields	Public Works Maps and Data	

4 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

5 Documents can be linked to departments to add, edit or remove documents visit page 33.

5 Recently Added Documents

Policy Friday, Feb 16 2018 Park Services Zones and Service Levels Park Services Zones and Service Levels	Policy Wednesday, Feb 14 2018 City of Oakland's Mowing Practices City of Oakland's Mowing Practices	Fact Sheet Wednesday, Feb 14 2018 Restrictions and Protections for Nesting Birds Brochure
--	---	---

All Documents >

6 This is information about the department head. The photo and bio made may be changed at any time.

7 The 'Meet The Team' button takes you to a staff directory. For information on how to edit Teams visit page 36

8 Contact information can include social media, phone, email, address and hours.

9 No Events have been added to this page. If there were Events they would appear here. To add, edit or remove Events visit page 29.

Our Leadership



Jason Mitchell
Director of Public Works
Jason is a highly experienced civil servant that has been with the City of Oakland Public Works and Parks and Recreation Department for 9 years. With an MBA from the University of San Francisco and extensive executive experience, he is bringing improved process and methodologies to Public Works.

Meet the Team

7

Contact Us

Address
250 Frank H. Ogawa Plaza, Suite 4314
Oakland, CA 94612

8 Phone Numbers
Department Phone: (510) 238-3961
TTY: (510) 238-3254

Hours
Monday - Friday
8:30 a.m. - 5 p.m.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

4. Department Page / Back End

- Globals
- Categories
- Assets
- Users
- Freeform Pro
- OAuth
- Settings

Luke Swanson
admin

Department Landing Page

Title en_us
Public Works

About
Provide a one paragraph description about the purpose of this department
The Oakland Public Works Department plans, builds and takes care of the physical and environmental parts of the City of Oakland. Our work makes the City a great place to live, work, invest and visit.

Issue Hero
Upload a hero image for this issue.

Adams Poi...

Related Services and Resources
Pick the related services that should show up on this department's page

- Americans with Disabilities Act (ADA) Services
- Creeks, Watershed and Stormwater
- Recycling & Solid Waste
- Streets and Sidewalks
- Contracting with Public Works
- Tree Services
- Volunteering with Public Works
- Sewers
- Buildings and Facilities Services
- Environmental Protection and Compliance
- Equipment Services
- Energy Programs
- Brownfields
- Public Works Maps and Data

+ Select the city services that this department contributes to

Related Projects
+ Add an entry

Related Boards / Commissions
Choose the boards and commission pages that this document should show up on.
+ Add an entry

Related Issues
Select the issues you want to feature on this elected official's page
+ Add an entry

Department Head
Name on the first line, title on the second line

B /
Jason Mitchell
Director of Public Works

Department Head Bio
Give a short 1-2 bio of the department head.
Jason is a highly experienced civil servant that has been with the City of Oakland Public Works and Parks and Recreation C

Department Head Portrait
Portrait of the Department Head

Department Team
Pick the team associated with this department
Public Works Team

Department Phone Number
Main phone number to reach this department. (You can add multiple phone numbers if necessary)

Department Phone: (510) 238-3961
TTY: (510) 238-3254

Department Email
Main email for the public to contact this department

Department Address
Department physical address

250 Frank H. Ogawa Plaza, Suite 4314
Oakland, CA 94612

Department Hours
Hours of operations

Monday - Friday
8:30 a.m. - 5 p.m.

Facebook Profile
Add the URL for this elected official's facebook page

Instagram Profile
URL link for this official's instagram account

Twitter Profile
Add the twitter profile URL for this elected official

Newsletter
Link to subscribe to this elected official's newsletter

Official Department

Save 11

Live Preview

Entry Type Department

Slug en_us public-works

Author lswanson 12

Post Date 12/10/2015 11:52 AM

Expiry Date

Enabled 10 Delete

Date Created 12/10/2015 11:52 AM

Date Updated 3/28/2018 10:48 PM

Notes about your changes

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

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The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

The Page Subtitle should provide a brief description of the department. Should be maximum of 200 characters.

News is linked to this page from the specific news item. To edit or create news items please look at page 25.

These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

Documents can be linked to departments to add, edit or remove documents visit page 33.

This is information about the department head.

The 'Meet The Team' button takes you to a staff directory. For information on how to edit Teams visit page 36.

Contact information can include social media, phone, email, address and hours.

If applicable, you may select related Projects, Boards/Commissions and Topics.

You may enable or disable the page here. If you do not want it to be visible to the public you should disable the page.

You may save here.

'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

5. Entries / Services

All Primary or 'high level' services will appear under the Department Index.

The primary services should be the 'buttons' you see on the Department home page.

If you expand these services by clicking > you can easily scan all the content in your department.

This screenshot shows the 'Entries' page for the City of Oakland. The left sidebar contains a navigation menu with 'Services' highlighted. A text box on the left says 'You can see all department services by clicking >'. The main content area lists various service categories, with 'Public Works Index' circled in red. Annotations 1-6 point to specific elements: 1. The page title 'Public Works Index'; 2. The search bar; 3. The '+ New entry' button; 4. The 'Post Date' column; 5. The 'Author' column; 6. The globe icon in the author column.

Title	Post Date	Author
Public Works Index		howarddy
Contracts and Compliance Index		vmason
Office of the City Clerk Index		
Office of the City Administrator Index		
Mayor's Index		
Boards and Commissions Index		
Department of Transportation Index		
Economic and Workforce Developer		
Fire Department Index		
Planning and Building Index		
City Council Index		
Police Department Index		
City Auditor Index		
Finance Index	2/27/2018	howarddy
IT Dept Index	2/27/2018	howarddy
Parks and Recreation Index	3/13/2018	vmason

This screenshot shows the 'Entries' page with the 'Public Works Index' expanded. A text box on the left says 'When your index is open the arrow will appear like this >'. Another text box says 'These items are all the major service categories for your department.' with an arrow pointing to the expanded list. Annotations 1-6 point to specific elements: 1. The expanded service category 'Tree Services'; 2. The search bar; 3. The '+ New entry' button; 4. The 'Post Date' column; 5. The 'Author' column; 6. The globe icon in the author column.

Title	Post Date	Expiry Date	Author
Public Works Index	2/26/2018		lswanson
> Recycling & Solid Waste	2/13/2018		lswanson
> Tree Services	2/14/2018		lswanson
> Sewers	2/16/2018		lswanson
> Buildings and Facilities Services	2/16/2018		lswanson
> Americans with Disabilities Act (ADA) Services	2/13/2018		lswanson
> Energy Programs	2/22/2018		lswanson
> Park and Landscape Maintenance	2/16/2018		lswanson
> Contracting with Public Works	2/14/2018		lswanson
> Creeks, Watershed and Stormwater	2/14/2018		lswanson
> Volunteering with Public Works	2/14/2018		lswanson
> Brownfields	2/28/2018		lswanson
> Environmental Protection and Compliance	2/28/2018		lswanson
> Public Works Maps and Data	3/27/2018		lswanson

6. Service Landing Page

Service Landing Pages group content in a way that makes it easy for people to find.

These can link to services from multiple departments.



1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

2 The Page Subtitle should provide a brief description of the service. Should be less than 200 characters.

3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove other services here.

4 Documents can be linked to departments to add, edit or remove documents visit page 33.

3 Services & Resources

File an Americans with Disabilities Act (ADA) Complaint	Request Curb or Sidewalk Repair	Disability Parking
Apply for Paratransit Services	Request Disability Services for an Event	ADA Meeting Information, Policies and Reports
Accommodations for Oakland Employees with Disabilities	Senior Centers	Local Organizations Serving People with Disabilities
Disability Services at Oakland Public Library		

4 Recently Added Documents

All Documents >

Policy Tuesday, Dec 15 2015 ADA Standard Details & Plans for the Public Right-of-Way ADA Standard Details & Plans for the Public Right-of-Way	Policy Tuesday, Dec 01 2015 Guidelines for Areas of Sport Activity & Skate Park Design Guidelines for Areas of Sport Activity & Skate Park Design	Policy Wednesday, Apr 08 2015 Notice of Compliance with the Americans with Disabilities Act Notice of Compliance with the Americans with Disabilities Act
---	---	---

5 You may provide a longer description of the service here.

6 This button links to a 'team' page. You can learn how to edit a 'team' on page 36.

About this Service

6 Meet the Staff

5 ADA Programs promotes equity for persons with disabilities by coordinating physical and programmatic access compliance in all city programs, activities, and services. Dedicated staff manage various disability civil rights compliance activities so that individuals with disabilities can thrive and live independently.

ADA Programs oversees multi-million dollar infrastructure improvement programs, resolves disability civil rights grievances and formal complaints, implements settlement agreements, and assists departments in making their programs, activities, and services welcoming and accessible to all.

ADA Programs also staffs the Mayor's Commission on Persons with Disabilities (MCPD), and is supported by a network of Departmental Access Coordinators (DACs).

7 Contact information can include social media, phone, email, address and hours.

8 No news or events have been added to this service. If added, they would appear here. To add, edit or remove news visit page 25. For events visit page 29.

Contact Us

Address
ADA Programs Division
1 Frank H. Ogawa Plaza, 11th Floor
Oakland, CA 94612

7
Phone Numbers
(510) 238-5219
Hours
M - F
9 am - 5 pm

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

7. Service Landing Page / Back End

Service

Title en_us *

Americans with Disabilities Act (ADA) Services

Service Hero Image
Choose an image to be on the top of this page

Big Tree on...

About
Provide a one paragraph description about the purpose of this department

There are a variety of services for People with Disabilities in Oakland. Disability Services offers guidelines to ensure landowners and business owners are compliant with the Americans with Disabilities Act (ADA).

Related Services and Resources
Pick the related services that should show up on this department's page

- File an Americans with Disabilities Act (ADA) Complaint
- Request Curb or Sidewalk Repair
- Disability Parking
- Apply for Paratransit Services
- Request Disability Services for an Event
- ADA Meeting Information, Policies and Reports
- Accommodations for Oakland Employees with Disabilities
- Senior Centers
- Local Organizations Serving People with Disabilities
- Disability Services at Oakland Public Library

Related Boards / Commissions
Choose the boards and commission pages that this document should show up on.

Department Address
Department physical address

ADA Programs Division
1 Frank H. Ogawa Plaza, 11th Floor
Oakland, CA 94612

Department Phone Number
Main phone number to reach this department. (You can add multiple phone numbers if necessary)

(510) 238-5219

Department Email
Main email for the public to contact this department

Department Hours
Hours of operations

M - F
9 am - 5 pm

More About
Optionally, provide additional information about this board/commission that didn't fit into the summary.

ADA Programs promotes equity for persons with disabilities by coordinating physical and programmatic access compliance in all city programs, activities, and services. Dedicated staff manage various disability civil rights compliance activities so that individuals with disabilities can thrive and live independently.

ADA Programs oversees multi-million dollar infrastructure improvement programs, resolves disability civil rights grievances and formal complaints, implements settlement agreements, and assists departments in making their programs, activities, and services welcoming and accessible to all.

ADA Programs also staffs the Mayor's Commission on Persons with Disabilities (MCPD), and is supported by a network of Departmental Access Coordinators (DACs).

Department Team
Pick the team associated with this department

- Disability Services Team

Facebook Profile
Add the URL for this elected official's facebook page

Twitter Profile
Add the twitter profile URL for this elected official

Instagram Profile
URL link for this official's instagram account

Newsletter
Link to subscribe to this elected official's newsletter

Live Preview

U.S. English

Spanish

Chinese

Entry Type: Landing

Slug en_us: disability-services

Parent: Public Works Index

Author: lswanson

Post Date: 2/13/2018 12:49 PM

Expiry Date

Enabled

Date Created

Date Updated

Notes about your ch

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The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

The Page Subtitle should provide a brief description of the department. Should be maximum of 200 characters.

These are links to other service pages where the users can find more information or take specific actions. You can add/remove other services here.

Documents can be linked to departments to add, edit or remove documents visit page 33.

You may provide a longer description of the service here.

This button links to a 'team' page. You can learn how to edit a 'team' on page 36.

Contact information can include social media, phone, email, address and hours.

No news or events have been added to this service. If added, they would appear here. To add, edit or remove news visit page 25. For events visit page 29.

If applicable, you may select related Projects, Boards/Commissions and Topics.

You may enable or disable the page here. If you do now want it appear on the website you should disable the page.

You may save here.

'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

Service Page Type. This is 'Landing'. If you want a 'Transaction' select that.

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

8. Service Transaction Page

Americans with Disabilities Act (ADA) Complaint

File an Americans with Disabilities Act (ADA) Complaint

1 Please complete this form as fully as possible. The complaint should be submitted by the individual alleging discrimination on the basis of disability or an authorized representative as soon as possible but no later than 60 calendar days after the alleged discrimination.

ADA Complaint Form

2 [Download](#)

ADA Programs Phone

3 (510) 238-5219

ADA Programs Division

4 [Email](#)

5 Submit Your Form to:

ADA Coordinator
ADA Programs Division
One Frank Ogawa Plaza, 11th Floor
Oakland, CA 94612

Filing a grievance:

Please complete this form as fully as possible. The complaint should be submitted by the individual alleging discrimination on the basis of disability or an authorized representative as soon as possible but no later than 60 calendar days after the alleged discrimination. If you require this form in an alternative format, or need other assistance to submit your complaint, then contact the ADA Programs Division.

City response to grievance:

Within 10 business days after receipt of the complaint, the ADA Coordinator, or a designee, will contact the complainant or representative to discuss the complaint and possible resolutions. Within 30 business days of receipt of the complaint, unless the period is extended by agreement with the complainant or representative, the ADA Coordinator, or designee, will respond in writing, in a format accessible to the complainant. The response will explain the position of the City and, what actions if any the City will take to resolve the complaint.

Appeal:

If the response by the ADA Coordinator, or designee, does not satisfactorily resolve the issue, the complainant and/or a designee may appeal the decision within 10 business days after receipt of the response to the City Administrator. The City ADA Coordinator's findings on appeals from residential on-street disabled parking zone, curb ramp, or sidewalk repair denials are final and not appealable.

City response to appeal:

Within 10 business days after receipt of the appeal, the City Administrator, or a designee, will interview the complainant to discuss the complaint and ADA Grievance Form Rev. 10/2017 possible resolutions. Within 20 business days after the interview, the complainant will receive a response either affirming or modifying the determination of the City ADA Coordinator.

Additional Information:

- The City will not retaliate against you for filing a grievance. Any form of retaliation related to the filing of this complaint is prohibited and should be reported immediately to the ADA Coordinator.
- Please be advised that some of the information you supply on this complaint form may be subject to public disclosure under the California Public Records Act. However, the City will make every reasonable effort to ensure that confidentiality is maintained throughout the complaint, investigation, and corrective action process, to the extent consistent with the law.
- All documented complaints received by the ADA Coordinator, appeals to the City Administrator, and responses from these offices will be retained by the City of Oakland for at least three years.
- Additionally, in the event that the City decides that your complaint requires further investigation, witnesses may be interviewed, and the accused party/parties will be given an opportunity to respond to your allegations.

Transaction Pages are made for very specific actions. While other pages have links to content transactions do not. They are used to push make it as easy as possible for the user to complete an action.

1 The Page Subtitle should provide a summary of the service and summary of the actions the user

2 These buttons are used to help the user complete their task. These are action oriented. This button is a 'document link' and used to provide a form.

3 These buttons are used to help the user complete their task. This button is a 'phone number' and used to provide a phone number.

4 These buttons are used to help the user complete their task. This button is a 'online link' and can be used to redirect users to a website or email address.

5 You may provide a longer description of the service here with instructions of how to complete the task here.

10. Topics

Topic Pages are used to group resources around a specific topic, such as 'Sustainability', so that the public can easily locate resources, services and information related to that topic.

Very little new content will be located on these pages. They are primarily a place to group resources in a way that the public will find useful.

The screenshot shows the 'City of Oakland' dashboard with the 'Entries' section selected. The left sidebar lists various content categories, with 'Topics' highlighted. The main content area displays a list of entries with columns for Title, Post Date, Expiry Date, Author, and a globe icon. Numbered callouts (1-6) point to specific elements: 1 points to the title 'Resilient Oakland', 2 points to the search bar, 3 points to the '+ New entry' button, 4 points to the 'Post Date' column header, 5 points to the author 'rsteinzig', and 6 points to the globe icon.

Title	Post Date	Expiry Date	Author	
<input type="checkbox"/> Resilient Oakland	10/6/2016		rsteinzig	
<input type="checkbox"/> Equal Access and ADA Inclusion	3/14/2018		vmason	
<input type="checkbox"/> Facts about Oakland	Monday		rsteinzig	
<input type="checkbox"/> Oakland's History of Resistance to Racism	2/8/2018		vmason	
<input type="checkbox"/> Black Arts Movement District (BAMBD)	3/28/2018		mai-ling	
<input type="checkbox"/> Social Equity and the City of Oakland	3/6/2018		vmason	
<input type="checkbox"/> Community Safety	2/26/2016		norrishung	
<input type="checkbox"/> Volunteering	2/14/2018		lswanson	
<input type="checkbox"/> Lake Merritt, The Jewel of Oakland	3/15/2018		vmason	
<input type="checkbox"/> Economic Development Strategy	10/2/2017		hhamilton	
<input type="checkbox"/> Sustainability	2/15/2018		lswanson	
<input type="checkbox"/> #OaklandLoveLife	3/13/2018		mai-ling	

- 1 To edit page click on the page title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking will show you the live version of the web page.

11. Topic Page



News
About

Sustainability

Oakland is consistently recognized as one of the most livable and sustainable cities in the nation. Our award-winning sustainability efforts rely on a collaborative approach emphasizing balanced continuous improvement.

3 Services & Resources

Reusable Packaging Requirements

Oakland's Sustainability Awards

Environmental Prot and Compliance

City Facility Energy Improvement Program

4 News



Feb 28, 2018, 9:33:09 PM

American Recovery and Reinvestment Act (ARRA) Projects Generate Energy and Cost Savings

Public Works received \$3.9 million from the U.S. Department of Energy to improve Energy Efficiency.

About Sustainability

The City of Oakland is committed to leading Oakland's progress in becoming sustainable city – a community in which all people have the opportunity to p happy, healthy and fulfilling lives, now and into the future.

Protecting a clean and ecologically healthy environment; growing a strong economy brimming with opportunity; and fostering a safe, equitable and vibrant community are all critical components of this vision.

1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

2 The Page Subtitle should provide a brief description of the service. Should be less than 200 characters.

3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

4 News can be linked to Topics. To add, edit or remove News visit page 25.

5 You may provide a longer description of the Topic here.

6 If you link a 'Team' it would appear here.

7 You may include 'donate' and 'volunteer' contact. If included they would appear here.

8 No Events or Documents have been added to this service. To add, edit or remove Events visit page 29. For Documents visit page 33.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

12. Topic Page / Back End

Sustainability Current ▾ 10 Save ▾

Issues

Title en_us *
Sustainability

Issue Summary *
Give a short 1-2 paragraph description of this issue and why its important

🔍 B / ↵ ☰ 🖼️ ↗ ↻ —

Oakland is consistently recognized as one of the most livable and sustainable cities in the nation. Our award-winning sustainability efforts rely on a collaborative approach emphasizing balanced continuous improvement.

Issue Hero
Upload a hero image for this issue.

 1

Adams Poi... ▾

About This Issue
A longer description of this issue.

🔍 B / ↵ ☰ 🖼️ ↗ ↻ —

The City of Oakland is committed to leading Oakland's progress in beco city - a community in which all people have the opportunity to pursue : and fulfilling lives, now and into the future.

Protecting a clean and ecologically healthy environment; growing a str with opportunity; and fostering a safe, equitable and vibrant communit components of this vision.

Issue Team
Pick the team associated with this issue

6 + Add an entry

Donate Contact
Contact info (email or url) for donating to this issue

7

Volunteer Contact
Contact info (email or url) for volunteering for this issue

8

Related Services
What services are relevant to this issue?

- 3 Resuable Packaging Requirements ▾
- Oakland's Sustainability Awards ▾
- Environmental Protection and Compliance ▾
- City Facility Energy Improvement Program ▾

+ Add an entry

Live Preview

Slug en_us sustainable-oakland

Author  lswanson 11

Post Date 📅 2/15/2018 ⌚ 3:55 PM

Expiry Date 📅 ⌚

Enabled 9 Delete

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

2 The Page Subtitle should provide a brief description of the department. Should be maximum of 200 charactors.

3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

4 News is linked to this page from the specific news item. To edit or create news items please look at page 25.

5 You may provide a longer description of the Topic here.

6 This button links to a 'team' page. You can learn how to edit a 'team' on page 36.

7 You can include donate, volunteer and other contact information here.

8 No Events or Documents have been added to this service. To add, edit or remove Events visit page 29. For Documents visit page 33.

9 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.

10 You may save here.

11 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

Craft CMS 2.6.3008 • © Pixel 8

13. Projects

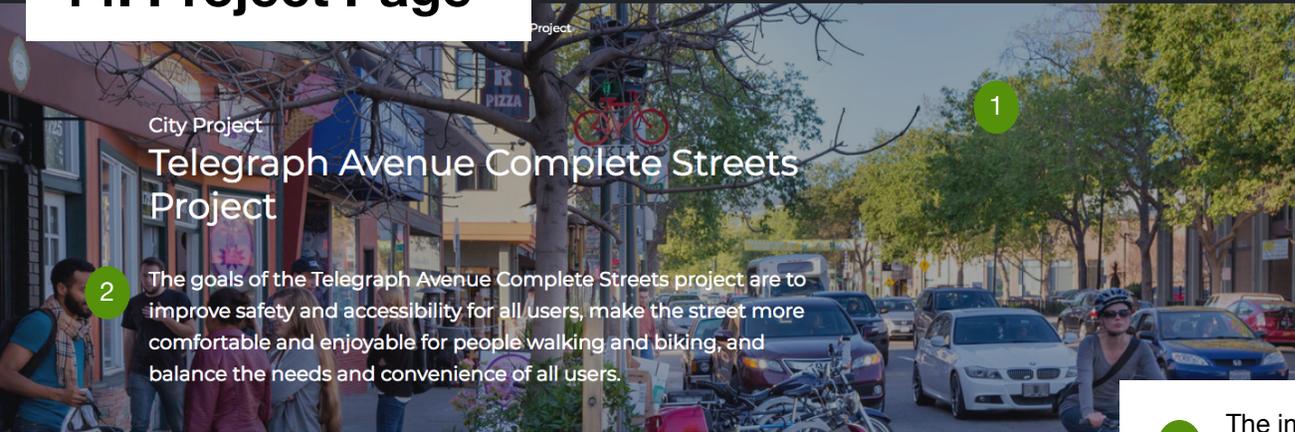
Project pages are used to highlight a specific 'Project' that has many associated resources. Projects have a finite period of time when they occur. They are not ongoing resource. Anything that is ongoing would be defined as a service.

The screenshot shows the 'City of Oakland' CMS interface. The left sidebar contains navigation options: Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, Settings, Elected Officials, Boards and Commissions, Staff Members, News, Events, Documents, City Council, Facilities, Team, DFD, and Digital Playbook. The main content area is titled 'Entries' and features a search bar (2), a '+ New entry' button (3), and a 'Post Date' filter (4). A table lists project entries with columns for Title (1), Post Date (4), Expiry Date, and Author (5). A globe icon (6) is located at the end of each row. The user profile 'Luke Swanson admin' is visible in the bottom left.

Title	Post Date	Expiry Date	Author
69th Ave Safety Improvement Project	Friday		hphan
Franklin Elementary School Safety Improvement Project	Friday		hphan
Paint the Town!	Friday		hphan
Let's Bike Oakland! Oakland's Bike Plan	Friday		hphan
Grand Avenue Road Diet	2/16/2018		lswanson
St Andrews Plaza	2/16/2018		lswanson
10th Street Bridge	2/16/2018		lswanson
12th Street Project	2/16/2018		lswanson
Lake Merritt Bay Trail	2/16/2018		lswanson
Youth and Public Recreation Facilities Projects and Information	2/16/2018		lswanson
Lion Creek Restoration Project	2/16/2018		lswanson
Sausal Creek Restoration Proejct	2/16/2018		lswanson
Bird Island Restoration	2/16/2018		lswanson
Lakeside Green Street Restoration Project	2/16/2018		lswanson
Lakeside Park Restoration Project	2/16/2018		lswanson
Lake Merritt Water Quality Projects	2/16/2018		lswanson

- 1 To edit page click on the page title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

14. Project Page



City Project

Telegraph Avenue Complete Streets Project

2

The goals of the Telegraph Avenue Complete Streets project are to improve safety and accessibility for all users, make the street more comfortable and enjoyable for people walking and biking, and balance the needs and convenience of all users.

1

The image can be easily changed. You may select an image from the 'Asset Library' or

2

The Page Subtitle should provide a brief description of the service. Should be less than 200 characters.

Services & Resources

3

Bicycle Services

3

These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

About Telegraph Avenue Complete Streets Project

5

Meet the Team

4

Below is a set of metrics, derived from the project goals, that will be used to evaluate the ongoing project:

- crashes and injuries for motorists, pedestrians and bicyclists
- volume of vehicles, bus passengers, bicycle riders, and pedestrians
- traffic speeds, including percentage of speeding vehicles and median speeds
- economic vitality, including growth in retail activity
- user satisfaction

4

You may provide a longer description of the Project here.

Plan Recommendations

The recommended project will improve safety for all modes of travel on Telegraph Avenue through a combination of treatments that include bicycle lanes, new and improved pedestrian crossings, relocated bus stops, additional turn lanes, and traffic signal upgrades.



Conceptual rendering of parking-protected bike lane on Telegraph Avenue.

5

This button links to a 'team' page. You can learn how to edit a 'team' on page 36.

The following summarizes the key Plan recommendations:

- Remove 1 travel lane on Telegraph Avenue in each direction between 19th Street and 41st Street to allow for the installation of bicycle and pedestrian safety improvements.
- Install parking-protected bicycle lanes (also known as "cycle tracks") between 20th Street and 29th Street, using low-cost and interim materials (e.g., paint, striping, colored pavement, flex posts).
- Install buffered bicycle lanes between 29th Street and 41st Street, using low-cost and interim materials (e.g., paint, striping, colored pavement, flex posts).
- Install pedestrian improvements (e.g., median refuge islands, ladder crosswalks, curb extensions) using low-cost, interim materials.
- Reconfigure on-street parking, parking meters, and loading zones as needed to implement the proposed design, include potential designation of time-of-day load zones.
- Relocate and consolidate bus stops to far-side locations to improve efficiency of bus transit operations.
- Construct permanent transit boarding islands at transit stops as funding is available.
- Prohibit on-street parking between 55th Street and Aileen Street under SR24 to connect existing Telegraph Avenue bicycle lanes to 55th Street and Shattuck Avenue bicycle routes.
- Evaluate the effectiveness of Phase 1 improvements to allow the City to seek funding for future capital improvements on Telegraph Avenue from 20th Street to 57th Street (e.g., curb relocations, stormwater management treatments).
- Seek funding for more focused design studies and community outreach on how to reconfigure the street between 41st Street and 55th Street to become a complete street, including reconfiguration of the Telegraph Avenue/Shattuck Avenue intersection.

7

No News, Events or Documents have been added to this Project. To add, edit or remove News visit page 25. For Events visit page 27. For Documents visit page 33.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

15. Project Page / Back End

Projects

Title en_us

Telegraph Avenue Complete Streets Project

About This Issue

A longer description of this issue.



Below is a set of metrics, derived from the project goals, that will be used to evaluate the ongoing project:

- crashes and injuries for motorists, pedestrians and bicyclists
- volume of vehicles, bus passengers, bicycle riders, and pedestrians
- traffic speeds, including percentage of speeding vehicles and median speeds
- economic vitality, including growth in retail activity
- user satisfaction

Plan Recommendations

The recommended project will improve safety for all modes of travel on Telegraph Avenue through a combination of treatments that include bicycle lanes, new and improved pedestrian crossings, relocated bus stops, additional turn lanes, and traffic signal upgrades.



Conceptual rendering of parking protected bike lane on Telegraph Avenue.

The following summarizes the key Plan recommendations:

- Remove 1 travel lane on Telegraph Avenue in each direction between 19th Street and 41st Street to allow for the installation of bicycle and pedestrian safety improvements.
- Install parking-protected bicycle lanes (also known as "cycle tracks") between 20th Street and 29th Street, using low-cost and interim materials (e.g., paint, striping, colored pavement, flex posts).
- Install buffered bicycle lanes between 29th Street and 41st Street, using low-cost and interim materials (e.g., paint, striping, colored pavement, flex posts).
- Install pedestrian improvements (e.g., median refuge islands, ladder crosswalks, curb extensions) using low-cost, interim materials.
- Reconfigure on-street parking, parking meters, and loading zones as needed to implement the proposed design, include potential designation of time-of-day loading zones.
- Relocate and consolidate bus stops to far-side locations to improve efficiency of bus transit operations.
- Construct permanent transit boarding islands at transit stops as funding is available.
- Prohibit on-street parking between 55th Street and Aileen Street under SR24 to connect existing Telegraph Avenue bicycle lanes to 55th Street and Shattuck Avenue bicycle routes.
- Evaluate the effectiveness of Phase 1 improvements to allow the City to seek funding for future capital improvements on Telegraph Avenue from 20th Street to 57th Street (e.g., curb relocations, stormwater management treatments).
- Seek funding for more focused design studies and community outreach on how best to reconfigure the street between 41st Street and 55th Street to become a complete street, including reconfiguration of the Telegraph Avenue/Shattuck Avenue intersection.

Donate Contact

Contact info (email or url) for donating to this issue

Issue Hero

Upload a hero image for this issue.



Street Bike...

Issue Summary

Give a short 1-2 paragraph description of this issue and why its important



The goals of the Telegraph Avenue Complete Streets project are to improve safety and accessibility for all users, make the street more comfortable and enjoyable for people walking and biking, and balance the needs and convenience of all users.

Issue Team

Pick the team associated with this issue

- Department of Transportation

Related Services

What services are relevant to this issue?

- Bicycle Services

+ Add an entry

Volunteer Contact

Contact info (email or url) for volunteering for this issue

Live Preview

U.S. English

Spanish

Chinese

Slug en_us

telegraph-avenue-complete-streets-proj

Author

lswanson

Post Date

2/15/2018

3:38 PM

Expiry Date

Enabled

8

Delete

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

1

The image can be easily changed. You may select an image from the 'Asset Library' or upload one.

2

The Page Subtitle should provide a brief description of the department. Should be maximum of 200 characters.

3

These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.

4

You may provide a longer description of the Project here.

5

This button links to a 'Team' page. You can learn how to edit a 'team' on page 36.

6

Contact information can include social media, phone, email, address and hours.

7

No News, Events or Documents have been added to this Project. To add, edit or remove News visit page 25. For Events visit page 27. For Documents visit page 33.

8

You may enable or disable the page here. If you do now want it appear on the website you should disable the page.

9

You may save here.

10

'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

4

6

1

2

5

3

16. Elected Officials

This content type is used to show all elected officials. It is not to be used for any other purpose. The pages have been named by office and the elected officials names are included in the page content.

The screenshot displays the 'City of Oakland' content management system interface. On the left is a dark sidebar with navigation options: Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, and Settings. The main area is titled 'Entries' and features a search bar (2) with filters for 'All' and 'U.S. English', and a '+ New entry' button (3). Below the search bar is a table of 'Elected Officials' entries. The table has columns for Title (1), Post Date (4), Expiry Date, Author (5), and a globe icon (6). The entries include roles like City Attorney, City Auditor, Councilmember At Large, and various District Councilmembers, each with an associated author name.

Title	Post Date	Expiry Date	Author	
City Attorney	6/21/2016		akatz	
City Auditor	6/21/2016		norrishung	
Councilmember At Large	6/20/2016		sthao	
District 1 Councilmember	2/29/2016		mai-ling	
District 2 Councilmember	6/20/2016		norrishung	
District 3 Councilmember	6/20/2016		jlee5	
District 4 Councilmember	6/20/2016		ipena	
District 5 Councilmember	6/20/2016		norrishung	
District 6 Councilmember	6/20/2016		kgordon	
District 6 Councilmember (New)			kgordon	
District 7 Councilmember	6/20/2016		norrishung	
Mayor	2/26/2016		lswanson	

- 1 To edit page click on the page title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

17. Elected Official Page



About City Attorney Barbara Parker

Barbara J. Parker is the elected City Attorney of Oakland, CA. She is the recipient of the 2015 Public Lawyer of the Year award from the State Bar of California.

In July 2011, the Oakland City Council appointed Parker to complete the term of the prior City Attorney, and in November 2012, Oakland voters overwhelmingly elected her to serve her first full four-year term.

Voters elected Parker to a second four-year term in November 2016. She ran unopposed.

Parker is the first and only African American woman elected to citywide office in Oakland.

[Read her full bio.](#)

News

[All News >](#)



Mar 30, 2018, 2:52:16 AM

City Attorney secures injunction against unscrupulous landlords in Fruitvale neighborhood

Tenants in a Fruitvale area apartment building have complained that they had no heat, no working smoke detectors, bedbug and cockroach infestations, faulty electrical wiring and other habitability problems, including a fire in July 2016 that caused extensive damage to several units.



Mar 30, 2018, 2:42:50 AM

City Attorney and Centro Legal de la Raza Sue Hotel Chain and local affiliate over violations of labor laws and Oakland's minimum wage ordinance

Complaint is the City's first lawsuit under the minimum wage law Oakland voters passed in 2014



Mar 30, 2018, 2:19:36 AM

Oakland and San Francisco Sue Top Five Oil and Gas Companies to Make them Pay the Cost of Protecting Human Life and Property from Climate Change

Companies knew for decades that their products caused climate change and posed "catastrophic" risk, but lied to consumers and continued to make enormous profits.

Services & Resources

[Request Public Records](#)

[Read the Oakland Municipal Code](#)

[File a Claim with the City Attorney](#)

[Apply for a Job with the City Attorney's Office](#)

[City Attorney's Past Newsletters](#)

[City Council Rules & Procedures](#)

Get in Touch

Address

1 Frank Ogawa Plaza, 6th Floor
Oakland, California 94612

On the Web



Phone Numbers

Main phone: (510) 238-3601

Main fax: (510) 238-6500

Hours

Monday - Friday, 9 a.m. - 5 p.m.

- 1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.
- 2 The Bio should provide a brief description of the elected official's background and focus.
- 3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.
- 4 News can be linked to any Elected Official. To add, edit or remove News visit page 25.
- 5 Contact information can include social media, phone, email, address and hours.
- 6 No Events or Documents have been added to this service. If added, they would appear here. For Events visit page 29. For Documents visit 33.
- 7 You may add a 'Team' to this page. To add, edit or remove 'Teams' go to page 36.
- 8 You may select any Topics related to this Elected Official here.
- 9 You may create a CTA or button that appears at the top of the page. This can redirect to any url.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

18. Elected Official Page

- Entries
 - Globals
 - Categories
 - Assets
 - Users
 - Freeform Pro
 - OAuth
 - Settings
- Luke Swanson
admin

Elected Officials

Title en_us City Attorney

Hero Image
Attorney_City-of-Oakland Landscape Painting.jpeg

Portrait
 Attorney_B...

Name
Barbara Parker

Call to Action
[+ Link to URL](#)

Related Issues
Select the issues you want to feature on this elected official's page
[+ Add an entry](#)

Related Services

- Request Public Records
- Read the Oakland Municipal Code
- File a Claim with the City Attorney
- Apply for a Job with the City Attorney's Office
- City Attorney's Past Newsletters
- City Council Rules & Procedures
- Subpoena Employee Records

[+ Add an entry](#)

Email
Email address for this elected official

Facebook Profile
Add the URL for this elected official's facebook page
<https://www.facebook.com/barbara.parker>

Twitter Profile
Add the twitter profile URL for this elected official
<https://twitter.com/barbarajparker1>

Instagram Profile
URL link for this official's instagram account

Newsletter
Link to subscribe to this elected official's newsletter
<https://visitor.constantcontact.com/manage/optin/ea?v=001JtLq2k4dXaLv0rldhCKdAXbi-DvL1ouWF0NyNe0-EL3TqA1O>

Phone Number
Add the phone number or numbers for this elected official.
Main phone: (510) 238-3601
Main fax: (510) 238-6500

Physical Address
Add the physical location for the office of this elected official
1 Frank Ogawa Plaza, 6th Floor
Oakland, California 94612

Availability
Add the hours and days of availability for this elected official
Monday - Friday, 9 a.m. - 5 p.m.

Donate Contact
Link to email or website for general donations to the mayor

Volunteer Contact
Contact info (website or email) for general volunteering opportunities

Contact Form
Select a form

Team
Pick the team associated with this official
[+ Add an entry](#)

Bio
a short 1-2 paragraph biography of the official
Barbara J. Parker is the elected City Attorney of Oakland, CA. She is the recipient of the 2015 Public Lawyer of the Year award from the State Bar of California.
In July 2011, the Oakland City Council appointed Parker to complete the term of the prior City Attorney, and in November 2012, Oakland voters overwhelmingly elected her to serve her first full four-year term.
Voters elected Parker to a second four-year term in November 2016. She ran unopposed.
Parker is the first and only African American woman elected to citywide office in Oakland.
[Read her full bio.](#)

11 Save

Live Preview

Entry Type: Elected Official

Slug en_us: barbara-parker

Author: akatz 12

Post Date: 6/21/2016 1:40 PM

Expiry Date

Enabled: 10 Delete

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

- 9
- 8
- 3
- 5
- 5
- 5
- 5
- 5
- 5
- 5
- 7
- 2

- 1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.
- 2 The Bio should provide a brief description of the elected official's background and focus.
- 3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit services look at page 5.
- 4 News can be linked to any Elected Official. To add, edit or remove News visit page 25.
- 5 Contact information can include social media, phone, email, address and hours.
- 6 No Events or Documents have been added to this service. If added, they would appear here. For Events visit page 29. For Documents visit 33.
- 7 You may add a 'Team' to this page. To add, edit or remove 'Teams' go to page 36.
- 8 You may select any Topics related to this Elected Official here.
- 9 You may create a CTA or button that appears at the top of the page. This can redirect to any url.
- 10 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.
- 11 You may save here.
- 12 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

19. Boards and Commissions

All Boards and Commissions are located in this content. This is only to be used for Boards and Commissions content.

The screenshot displays the 'City of Oakland' content management system interface. The left sidebar contains navigation options: Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, Settings, Boards and Commissions (highlighted), Staff Members, News, Events, Documents, City Council, Facilities, Team, DFD, and Digital Playbook. The main content area is titled 'Entries' and features a search bar, a language dropdown (U.S. English), and a '+ New entry' button. Below the search bar is a table of entries with columns for Title, Post Date, Expiry Date, Author, and a globe icon. The table lists various boards and commissions, such as 'Alameda County-Oakland Community Action Partnership Administrating Board' and 'Bicyclist and Pedestrian Advisory Commission'. Numbered callouts (1-6) highlight specific features: 1. Clicking on the page title to edit. 2. The search bar. 3. The '+ New entry' button. 4. The 'Post Date' column. 5. The 'Author' column. 6. The globe icon for live content.

Title	Post Date	Expiry Date	Author	
<input type="checkbox"/> Alameda County-Oakland Community Action Partnership Administrating Board	3/1/2018		lswanson	
<input type="checkbox"/> Bicyclist and Pedestrian Advisory Commission	2/15/2018		lswanson	
<input type="checkbox"/> Budget Advisory Commission	3/1/2018		lswanson	
<input type="checkbox"/> Cannabis Regulatory Commission	3/1/2018		lswanson	
<input type="checkbox"/> Civil Service Board	3/1/2018		lswanson	
<input type="checkbox"/> Commission on Aging	3/1/2018		lswanson	
<input type="checkbox"/> Community Policing Advisory Board (CPAB)	3/1/2018		lswanson	
<input type="checkbox"/> Cultural Affairs Commission	3/5/2018		lswanson	
<input type="checkbox"/> Head Start Advisory Board	3/1/2018		lswanson	
<input type="checkbox"/> Housing, Residential Rent and Relocation Board	3/1/2018		lswanson	
<input type="checkbox"/> Landmarks Preservation Advisory Board	2/23/2018		agennino	
<input type="checkbox"/> Library Advisory Commission	3/1/2018		lswanson	
<input type="checkbox"/> Mayor's Commission on Persons with Disabilities	2/16/2018		lswanson	
<input type="checkbox"/> Oakland - Alameda Coliseum JPA Commission	3/1/2018		lswanson	
<input type="checkbox"/> Oakland Animal Services Community Advisory Committee	3/5/2018		lswanson	
<input type="checkbox"/> Oakland Army Base Jobs Oversight Commission	3/5/2018		lswanson	

- 1 To edit page click on the page title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking will show you the live version of the web page.

20. Boards and Commissions Page



Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

11

3

Services & Resources

Resources for Bicycle and Pedestrian Advisory Committee (BPAC) Members

Bicycle and Pedestrian Advisory Commission Agendas

Bicycle and Pedestrian Advisory Commission Meeting Minutes

9

Upcoming Events

All Events >

Bicycle and Pedestrian Advisory Commission (BPAC) Meeting

Thursday, December 20, 2018

Bicycle and Pedestrian Advisory Commission (BPAC) Meeting

Thursday, November 15, 2018

Bicycle and Pedestrian Advisory Commission (BPAC) Meeting

Thursday, October 18, 2018

4

Recently Added Documents

All Documents >

Meeting Agenda | Wednesday, Feb 14 2018

Policy | Thursday, Feb 18 2016

[Bicyclist and Pedestrian Advisory Commission, Monthly Meeting Agenda Thursday, February 15, 2018;](#)

Bicyclist and Pedestrian Advisory Commission, Monthly Meeting Agenda Thursday, February 15, 2018;

[By-Laws, City of Oakland, Bicyclist & Pedestrian Advisory Commission](#)

By‐Laws, City of Oakland, Bicyclist & Pedestrian Advisory Commission

Contact Us

Address

City Hall, Hearing Room 4

Explore Openings

10

Email

jpatton@oaklandnet.com

Phone Numbers

(510) 238-7049

Hours

Meetings are held third Thursday of the month, 6-8pm

8

7

About this Board / Commission

Meet the Members

5 The duties of the BPAC according its establishing ordinance are:

1. Review and advise on proposed projects for Transportation Development Act Article 3 funding;
2. Provide input to staff on the expenditure of Measure B Bicycle & Pedestrian Pass through funds;
3. Provide input to staff in implementation of the Bicycle Master Plan, the Pedestrian Master Plan, and other related Plans;
4. Identify projects and plans that are pertinent to the Commission's purpose and prioritize those projects and plans for design review by the Commission

Joining the Commission

BPAC's Recruitment Committee recruits potential commissioners, reviews applications, and brings recommendations to BPAC for approval and subsequent submission to the Mayor. BPAC recommendations are advisory only.

Applicants may be invited to an interview. If selected by the Mayor, appointments are subject to full Council approval.

1

The image can be easily changed. You may select an image from the 'Asset Library'

2

The Page Subtitle should provide a brief description of the service. Should be less than 200 characters.

3

These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit Services look at page 5.

4

Documents can be linked to departments to add, edit or remove documents visit page 33.

5

You may provide a longer description of the Board or Commission here.

6

The 'Meet The Members' button takes you to a Team page. To learn how to edit 'Teams' visit page 36.

7

Contact information can include social media, phone, email, address and hours.

8

Events can be linked to departments to add, edit or remove documents visit page 29.

9

Explore Openings goes to a link of your choosing.

10

No News has been added to this page. If added, they would appear here. To learn how to add, edit or remove News visit page 25.

21. Boards and Commissions Page / Back End

Note: These numbers correspond to the numbers on the previous page. You can make edits on this page and see them on the public website.

- 1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.
- 2 The Page Subtitle should provide a brief description of the department. Should be maximum of 200 characters.
- 3 These are links to other service pages where the users can find more information or take specific actions. You can add/remove services here. To edit Services look at page 5.
- 4 Documents can be linked to departments to add, edit or remove documents visit page 33.
- 5 You may provide a longer description of the Board or Commission here.
- 6 The 'Meet The Members' button takes you to a Team page. To learn how to edit 'Teams' visit page 36.
- 7 Contact information can include social media, phone, email, address and hours.
- 8 Events can be linked to departments to add, edit or remove documents visit page 29.
- 9 Explore Openings goes to a link of your choosing. You may also include a 'apply' link.
- 10 No News has been added to this page. If added, they would appear here. To learn how to add, edit or remove News visit page 25.
- 11 You may include requirements for Board or Commission members here.
- 12 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.
- 13 You may save here.
- 14 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

22. Staff Members

Every Staff Member will have an entry here with some basic information. There is a variety of information that may be included but none is required.

If you want to create a Team with multiple staff members you can learn more at page 34.

The screenshot shows the 'City of Oakland' dashboard with the 'Entries' section selected. The left sidebar contains navigation options like Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, and Settings. The main content area is titled 'Entries' and features a search bar, filters for 'All' and 'U.S. English', and a '+ New entry' button. A table lists staff members with columns for Title, Post Date, Expiry Date, and Author. Numbered callouts (1-6) highlight specific UI elements: 1 points to the title 'Matt Nichols', 2 to the search bar, 3 to the '+ New entry' button, 4 to the 'Post Date' column header, 5 to the 'Author' column header, and 6 to the globe icon in the rightmost column.

Title	Post Date	Expiry Date	Author	
<input type="checkbox"/> Matt Nichols	9/27/2016		rsteinzig	
<input type="checkbox"/> Andrew "Pete" Peterson	2/28/2018		howarddy	
<input type="checkbox"/> Vinzuela Bolden	3/1/2018		vmason	
<input type="checkbox"/> Ana Lara-Franco	5/12/2016		norrishing	
<input type="checkbox"/> Lauren Blanchard	10/16/2017		Mhunt	
<input type="checkbox"/> David Silver	9/27/2016		rsteinzig	
<input type="checkbox"/> Sonya Smith	7/12/2016		alara	
<input type="checkbox"/> Bradley Johnson	4/28/2017		mai-ling	
<input type="checkbox"/> Yvonna Cazares	10/16/2017		Mhunt	
<input type="checkbox"/> Jose Corona	9/27/2016		rsteinzig	
<input type="checkbox"/> Reginald K Burnette Jr	2/20/2018		lswanson	
<input type="checkbox"/> Ryan Chan	2/20/2018		lswanson	
<input type="checkbox"/> Chris Hwang	2/20/2018		lswanson	
<input type="checkbox"/> Christopher Kidd	2/20/2018		lswanson	
<input type="checkbox"/> Christopher Andrews	3/1/2018		lswanson	
<input type="checkbox"/> Angelina Ramos	10/5/2016		rsteinzig	

- 1 To edit entry click on the title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking will show you the live version of the web page.

23. Staff Member Page

- 1 The image can be easily changed. You may select an image from the 'Asset Library'
- 2 Job Title
- 3 Contact information. This is optional and may include phone number and email.
- 4 Staff Bio. Please keep this as brief as possible.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

Oakland → City Staff → Andrew "Pete" Peterson

Andrew "Pete" Peterson



2 Director, information Technology Department
3 apeterson@oaklandnet.com

4 Mr. Peterson is an application platform and enterprise software veteran with more than 25 years in the Information Technology industry. He was most recently the Chief Operating Officer of ConnectSolutions in San Francisco and previously, the Chief Technology Officer for Up Communications in Oakland. Prior to that he was the Vice President of Technology and Operations for Xtiva Financial Systems.

Mr. Peterson has extensive experience leading teams of IT professionals in engineering, network operations, customer support and service delivery.

A resident of East Oakland, Peterson has served with community agencies such as Clinica De La Raza, and has also started businesses such as Up Communications. His IT career began at IBM, where he worked with the team developing DB2, IBM's signature database.

24. Staff Members / Back End

The screenshot shows the Craft CMS back end interface for managing staff members. The left sidebar contains navigation options: Globals, Categories, Assets, Users, Freeform Pro, OAuth, and Settings. The main content area is titled 'Staff Members' and contains a form for editing a staff member. The form fields are numbered 1 through 8:

- 1: Portrait image of Pete Peterson.
- 2: Job Title field containing 'Director, Information Technology Department'.
- 3: Staff Email Address field containing 'Apeterson@oaklandnet.com'.
- 4: Staff Bio field containing a paragraph of text.
- 5: Staff Type dropdown menu set to 'Staff'.
- 6: Enabled toggle switch.
- 7: Save button.
- 8: Author dropdown menu set to 'howarddy'.

At the top right, there is a 'Live Preview' button and a 'Save' button. The bottom of the page shows the footer: 'Craft CMS 2.6.3008 • © Pixel & Tonic • 2 updates available • S'.

Note: These numbers correspond to the numbers on the previous page. You can make edits here and see them reflected there.

- 1 The image can be easily changed. You may select an image from the 'Asset Library'
- 2 Job Title
- 3 Contact information. This is optional and may include phone number and email.
- 4 Staff Bio. Please keep this to a reasonable length.
- 5 Staff Type. Please select one.
- 6 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.
- 7 You may save here.
- 6 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

25. News

News items are used to deliver current information to the public. They are organized in order by most recent to oldest and should convey current information about a Topic, Service, Department or Project. They also appear on the Home Page.

News items can appear on multiple pages. **You must select where you want a news item to appear from the item itself. You cannot edit a news item in any other place.** For example, if you have a news item on your department page you cannot edit it there. Instead you must navigate to news, search for the item, click on it and make any edits there.

The screenshot displays the 'Entries' management page for the City of Oakland. The left sidebar contains navigation options such as Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, and Settings. The main content area is titled 'Entries' and includes a search bar with the text 'bike plan' and a '+ New entry' button. Below the search bar is a table of news entries with columns for Title, Post Date, Expiry Date, Author, and Entry Type. The table lists several news items, including 'Bike Plan Community Input Map' and 'Mayor Libby Schaaf announces Oakland as one of five Bay Area cities exploring tenfold expansion of bike sharing in 2016-2017'. Numbered callouts (1-6) highlight specific features: 1. Clicking on the title of an entry to edit it. 2. The search bar. 3. The '+ New entry' button. 4. The 'Post Date' column. 5. The 'Author' column. 6. The 'Entry Type' column, specifically the globe icon for live versions.

Title	Post Date	Expiry Date	Author	Entry Type
Bike Plan Community Input Map	3/20/2018		hphan	News Update
Help the Bike Plan Update by using Ride Report app on your ride!	11/17/2017		lswanson	News Update
Carlos Hernandez on "Oakland Bikes!" A local radio show about biking in Oakland	5/5/2017		Mmohan	News Update
Take OakDOT's survey about biking in Oakland	3/1/2018		lswanson	News Update
Let's Bike Oakland Workshop Schedule	3/7/2018		nneditch	News Update
Carlos Hernandez on "Oakland Bikes!"	2/22/2018		lswanson	News Update
Mayor Libby Schaaf announces Oakland as one of five Bay Area cities exploring tenfold expansion of bike sharing in 2016-2017	4/2/2015		ederryck	News Update
Mayor Schaaf and City Leaders Discuss Equity and Safety Goals in New Department of Transportation's First Strategic Plan	10/4/2016		ederryck	News Update
Mayor Libby Schaaf Announces Matt Nichols as Policy Director for Infrastructure and Transportation	3/4/2015		ederryck	News Update
Mayor Libby Schaaf Launches Oakland's First Department of Transportation	6/8/2016		ederryck	News Update

- 1 To edit entry click on the title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

26. News Page Examples

News items appear on the Home Page in order of most recent to oldest.

News & Updates

[Newsroom >](#)



Mar 5, 2018

City Announces First Cannabis Dispensary Permit Recipients Under Equity Program

The City of Oakland held a public drawing today to select qualified individuals and businesses to be eligible for four (4) new cannabis dispensary permits made available specifically to equity applicants.

Lead a Volunteer Project on Earth Day 2018!

Mar 12, 2018

City Announces First Cannabis Dispensary Permit Recipients Under Equity Program

Mar 5, 2018

City of Oakland launches free tools to help business owners with permit requirements, location-based zoning research

Jan 23, 2018

July 9, 2017 Update on Fire at 2302 Valdez Street

Jul 9, 2017

Mayor Schaaf Commits To Expanding Services, Adding Supportive Housing In Light of New Point-in-Time Count

Jun 2, 2017

News items appear on all other pages in this way. They are ordered from most recent (left) and become older from there.

News

[All News >](#)



Mar 20, 2018, 9:39:18 PM

Bike Plan Community Input Map

Let's Bike Oakland interactive Community Input Map



Mar 7, 2018, 5:45:11 PM

Let's Bike Oakland Workshop Schedule

Check out our list of mobile workshop events for Let's Bike Oakland



Feb 22, 2018, 6:46:10 PM

Carlos Hernandez on "Oakland Bikes!"

Carlos Hernandez, a transportation planner for the City of Oakland, was on a local radio show about biking in Oakland.

27. News Page

Oakland → News → Bike Plan Community Input Map

Bike Plan Community Input Map

2 Tuesday, Mar 20, 2018 | News



Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

1 The image can be easily changed. You may select an image from the 'Asset Library'

2 Post Date. News items are sorted by this date. Most recent items will be seen more often.

3 Body Text. You may use this to explain the details of the News Item.

3 Hey Oakland!

The City of Oakland is updating the City's Bike Plan and we want to hear from you!

Check out this interactive **Community Input Map** to share your ideas, concerns, and how you currently get around Oakland.

The goal of the of the Community Input Map is to capture as much feedback from Oaklanders about where they bike, need more bike parking, and where currently the bike network needs improvements. Feedback received through the Community Input Map will help guide decisions that will be included in the Oakland Bike Plan.

We thank you for taking the time to give us input!

Here are some more ways to stay involved with the Oakland Bike Plan:

- Sign up for updates on the Oakland Bike Plan [here](#)
- Come join us out in the community and talk to us in person. Check out the schedules of workshops and events at [LetsBikeOakland.com/events](https://letsbikeoakland.com/events)
- Download the **Ride Report app** to your mobile phone to start rating your rides
- Take the **long-form survey** to tell us more about how you get around Oakland
- For more information on the Bike Plan update, visit [LetsBikeOakland.com](https://letsbikeoakland.com)

We look forward to hearing all the feedback!

28. News Page / Back End

Input Map Current

10 Save

Content

Live Preview

Entry Type News Update

Slug en_us bike-plan-community-input-map

Author hphan 11

Post Date 3/20/2018 3:00 PM

Expiry Date

Enabled 9 Delete

2

1

3

Oakland In...

Body en_us

Hey Oakland!

The City of Oakland is updating the City's Bike Plan and we want to hear from you!

Check out this interactive [Community Input Map](#) to share your ideas, concerns, and how you currently get around Oakland.

The goal of the of the Community Input Map is to capture as much feedback from Oakland about where they bike, need more bike parking, and where currently the bike network improvements. Feedback received through the Community Input Map will help guide changes that will be included in the Oakland Bike Plan.

We thank you for taking the time to give us input!

Here are some more ways to stay involved with the Oakland Bike Plan:

- Sign up for updates on the Oakland Bike Plan [here](#)
- Come join us out in the community and talk to us in person. Check out the scheduled workshops and events at [LetsBikeOakland.com/events](#)
- Download the [Ride Report app](#) to your mobile phone to start rating your rides
- Take the [long-form survey](#) to tell us more about how you get around Oakland
- For more information on the Bike Plan update, visit [LetsBikeOakland.com](#)

We look forward to hearing all the feedback!

Tags

+

4

Summary

Provide a one sentence summary for the news article

Let's Bike Oakland interactive Community Input Map

5

Media Contacts

Provide a list of contacts and their information for media to contact

+

6

Press Release PDF

Upload a pdf version of this press release

+ Add an asset

7

Show on Homepage

Toggle whether this story should appear on the homepage

8

Related Issues

what issues should feature this news story?

+ Add an entry

8

Related Officials

Select the Official's pages that this news story should appear on

+ Add an entry

8

Related Services

Pick the services and resources that this board/commission offers

- Pedestrian Services
- Bicycle Services

+ Add an entry

8

Related Departments

What departments should feature this news story?

- Transportation

+ Add an entry

8

Related Projects

+ Add an entry

8

Related Boards / Commissions

Pick which boards / commissions this news article should show up in

+ Add an entry

Related Councils

Toggle whether this event should show up on the city council page

+ Add an entry

PRO

Note: These numbers correspond to the numbers on the previous page. You can make edits here and see them reflected there.

- 1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.
- 2 Post Date. News items are sorted by this date. Most recent items will be seen more often.
- 3 Body Text. You may use this to explain the details of the News Item.
- 4 The summary appears beneath the News Title on all pages where News appears. The Body will only appear when the News item is opened.
- 5 If there is a specific contact point for the media to use you may include that here.
- 6 If there is a Press Release associated with this News Item you may add that here.
- 7 You may choose whether or not you would like this item to appear on the home page here. Only the most recent FOUR items will appear on the Home Page.
- 8 **This is where you choose where the news item appears.** You may select any number of Topics, Officials, Services, Departments, Projects or Boards/Commissions and the item will appear on all of those pages. You may change these details at any time.
- 9 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.
- 10 You may Save here.
- 11 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

29. Events

Events are used to notify the public of an Event that is happening that they can attend. These can include meetings, volunteer days or any other public event.

Events can appear on multiple pages. **You can select where you want an Event to appear from the item itself. You cannot edit a Event in any other place.** For example, if you have a Event on your department page you cannot edit it there. Instead you must navigate to Events, search for the item, click on it and make any edits there.

The screenshot shows the 'City of Oakland' Admin interface. The left sidebar contains navigation options: Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, Settings, and a user profile for Luke Swanson. The main area is titled 'Entries' and features a search bar (2) and a '+ New entry' button (3). Below the search bar is a table of events with columns for Title (1), Post Date (4), Expiry Date, and Author (5). A globe icon (6) is visible at the end of each row. The 'Events' category is selected in the sidebar.

Title	Post Date	Expiry Date	Author
<input type="checkbox"/> District 4 Community Office Hours	2/27/2018		lswanson
<input type="checkbox"/> Alameda County Master Gardeners Volunteer Days	3/15/2018		vmason
<input type="checkbox"/> Alameda County-Oakland Community Action Partnership Board Monthly Meeting	3/5/2018		lswanson
<input type="checkbox"/> Art & Soul Oakland	3/14/2018		nreditch
<input type="checkbox"/> Bicycle and Pedestrian Advisory Commission (BPAC) Meeting	2/21/2018		lswanson
<input type="checkbox"/> Cambodian Women's Garden Group Volunteer Days	3/15/2018		vmason
<input type="checkbox"/> Cambodian Women's Garden Group Volunteer Days	3/15/2018		vmason
<input type="checkbox"/> Cannabis Regulatory Commission Monthly Meeting	3/1/2018		lswanson
<input type="checkbox"/> Citizens' Police Review Board Monthly Meeting	3/5/2018		lswanson
<input type="checkbox"/> Civil Service Board Monthly Meeting	3/5/2018		lswanson
<input type="checkbox"/> Commission on Aging Monthly Meeting	3/1/2018		lswanson
<input type="checkbox"/> Community Gardening Program Advisory Board	3/15/2018		vmason
<input type="checkbox"/> Community Kick-off Event	8/8/2017		malena
<input type="checkbox"/> Community Policing Advisory Board Monthly Meeting	3/1/2018		lswanson
<input type="checkbox"/> Council Member Dan Kalb's Community Office Hours	2/27/2018		lswanson
<input type="checkbox"/> Downtown Oakland Specific Plan: Community Advisory Group (CAG) Meeting	7/27/2017		malena

- 1 To edit entry click on the title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

30. Event Page Examples

Events will appear on the Home Page in this format.

Upcoming Events

[All Meetings & Events >](#)



Sunday, April 29, 2018 - Saturday, May 05, 2018

[Oakland Small Business Week](#)



Saturday, July 28, 2018

[Art & Soul Oakland](#)

News items appear on Department, Service, Topic, Elected Official and Project pages in this format. They are ordered from most recent (left) to oldest.

Upcoming Events

[All Events >](#)

[Summer Swim League City Championships](#)

Saturday, August 11, 2018

[Youth Basic Sailing Camp](#)

Friday, August 10, 2018

[Youth Basic Sailing Camp](#)

Thursday, August 09, 2018

31. Events Page

- 1 The image can be easily changed. You may select an image from the 'Asset Library'
- 2 Event Date. Events are sorted by this date. Most recent items will be seen more often.
- 3 Event Location
- 4 Event Details. You may include any relevant information, including an event description, here.

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

Oakland → Events → Art & Soul Oakland

Art & Soul Oakland

Saturday, July 28, 2018

Details

Join us for music, dance, food, and family fun at our 18th Annual Art + Soul festival in happening downtown Oakland Saturday July 28 + Sunday July 29 from Noon to 6 pm!

<https://www.artandsouloakland.com/>

Location

14th Street & Broadway, Oakland, CA 94606



32. Event Page / Back End

Events

Live Preview

U.S. English
Spanish
Chinese

lug en_us art-soul-oakland

Author nneditch

Post Date 3/14/2018 1:25 PM

Expiry Date

Enabled

3

Title en_us *
Art & Soul Oakland

Event Location *
The place and address of where this event is held. This will be used to generate the google map view.
B /
14th Street & Broadway, Oakland, CA 94606

Event Date and Time *
Set the event date/time and, optionally, set a reoccurring schedule.

Start Date
When should the event start?
7/28/2018

End Date
When should the event end?
7/28/2018

5 All day Repeat

Event Neighborhood
What neighborhood does this event take place in?
+ Add a category

Event Photo
Upload a photo that reflects this event.
1
Upload 67...

Event Types
Tag this event with the relevant event type(s).
+ Add a category

4 Body en_us *
<> ¶ B /
Join us for music, dance, food, and family fun at our 18th Annual Art + Soul festival happening downtown Oakland Saturday July 28 + Sunday July 29 from Noon to
<https://www.artandsouloakland.com/>

7 Event Contact
Contact information (e.g., phone number, email, website) in case the public needs more information on
B /

11 Recorded / Live Video Link
Provide the URL to the live or recorded video of this event (mainly for meetings)

6 Show on Homepage
Toggle whether this story should appear on the homepage

10 Attached Documents
Add documents related to this event including agenda, meeting minutes, and reports
+ Add an entry

12 Related Issues
Which issue pages should this event show up on?
+ Add an entry

12 Related Officials
Which official pages should this event show up on?
+ Add an entry

12 Related Boards / Commissions
Pick the boards / commissions that this event should show up in.
 Public Art Advisory Committee
+ Add an entry

12 Related Services
Pick the services and resources that this board/commission offers
 Cultural Arts
+ Add an entry

Related Councils
Toggle whether this event should show up on the city council page
+ Add an entry

PRO

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Note: These numbers correspond to the numbers on the previous page. You can make edits here and see them reflected there.

- 1 The image can be easily changed. You may select an image from the 'Asset Library' or upload one.
- 2 Event Date. Events are sorted by this date.
- 3 Event Location
- 4 Event Details. You may include any relevant information, including an event description, here.
- 5 You may select 'all day' if the event goes for a full day. You may select 'repeat' if the event is recurring.
- 6 If 'Show on Homepage' is selected. Your news item will be put in the cue to appear on Home Page. These items will be sorted by publish date.
- 7 If there is a specific contact point for the media to use you may include that here.
- 8 You may select the neighborhood of the event here.
- 9 You may select an Event type here.
- 10 If there are any documents related to the event you can link them here.
- 11 If there is a recorded or live video link you can include that here.
- 12 **This is where you choose where the news item appears.** You may select any number of Topics, Officials, Services, Departments, Projects or Boards/Commissions and the item will appear on all of those pages. You may change these details at any time.
This item currently appears on Public Art Advisory Committee and Cultural Arts
- 13 You may enable or disable the page here. If you do not want it appear on the website you should disable the page.
- 14 You may Save here.
- 15 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

33. Documents

All documents that currently exist on OaklandNet can easily be transferred to the new Website. To put the Document into the new system you will need to have a url for an online document. This will require you to upload it to Oracle if it has not been uploaded.

Please consider whether your item needs to be a document OR if it could be any other content type (Service, News, etc). Documents are less searchable than web pages and people find them more difficult to use.

Documents can appear on multiple pages. **You can select where you want an Document to appear from the item itself. You cannot edit a Document in any other place.** For example, if you have a Document on your department page you cannot edit it there. Instead you must navigate to Documents, search for the item, click on it and make any edits there.

The screenshot displays the 'Entries' management page in the City of Oakland system. The left sidebar contains navigation options such as Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, Settings, and a list of content types including Documents, City Council, Facilities, Team, DFD, and Digital Playbook. The main area shows a table of entries with columns for Title, Post Date, Expiry Date, Author, and a globe icon. Numbered callouts provide instructions: 1. To edit entry click on the title. 2. Search all content. 3. To Add Content click here. 4. Post Date. 5. Author. This is the person responsible for updating the page content. 6. Clicking the globe icon will show you the live version of the web page.

Title	Post Date	Expiry Date	Author	
Carta modela para dar la gracias	2/27/2018		lswanson	
Las mejores prácticas para obtener donaciones de refrigerios para eventos de voluntariado	2/27/2018		lswanson	
Limited Public Financing Act (LPFA) 2016 Election Year	2/27/2018		lswanson	
Local & Small Local Business Enterprise Program	2/23/2018		agennino	
OFD Vegetation Inspection - 2nd Follow-Up	2/27/2018		lswanson	
OPD 9-1-1 Call Operations Audit	2/27/2018		lswanson	
Oportunidades Para Ser Voluntario	2/27/2018		lswanson	
Town Camp 2018 Brochure (中文)	3/14/2018		vmason	
場地協調員指南	2/27/2018		lswanson	
多謝捐贈樣板	2/27/2018		lswanson	
義工機會宣傳單張			lswanson	
10-3-2016 Agenda Revised 9-30-1			lswanson	
100 Year Tidal Summary			lswanson	
2014 Asset Management Implemer			lswanson	
2016 Lobbyist Quarterly Report			lswanson	
2017 Administrative Instructions (A			lswanson	

- 1 To edit entry click on the title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

34. Documents

- 1 Document Name
- 2 Document Summary. This should provide a full description of the document. The description will help users understand what it's for and also allow it to be discoverable in search.
- 3 Publish Date. Items are ordered from newest (left) to oldest.
- 4 Document Type. You can select one of the categories in the system

Note: These numbers correspond to the numbers on the next page. You can make edits there and see them reflected here.

Documents will appear on Department, Service, Project and Topic Pages in this format.

Recently Added Documents

All Documents >

4	Fact Sheet Sunday, Feb 18 2018	3	Fact Sheet Sunday, Feb 18 2018		Fact Sheet Tuesday, Feb 13 2018
1	Summer Parks and Recreation Hiring Flyer (English)		Summer Parks and Recreation Hiring Flyer (Español)		Summer Parks and Recreation Hiring Flyer (中文)
2	This flyer contains details about the summer job openings with Parks, Recreation and Youth Development and includes...		This flyer contains details about the summer job openings with Parks, Recreation and Youth Development and includes...		This flyer contains details about the summer job openings with Parks, Recreation and Youth Development and includes...

When you open up a document it will show you this information. If you would like to load more information about the document, you may want to create a 'Service' page that has instructions on what to do with this document. You can include a download link on those pages as well. For information on services visit page 4.

Oakland → Documents → Summer Parks and Recreation Hiring Flyer (English)

Summer Parks and Recreation Hiring Flyer (English)

Published on Feb 18, 2018 | Fact Sheet

Download the Fact Sheet

Summer Parks and Recreation Hiring Flyer (English)

City of Oakland

Entries > Documents >

35. Documents / Back End

ion Hiring Flyer (English) Current

8 Save

Live Preview

en_us slug summer-parks-and-recreation-hiring-flye

Author vmason 9

Post Date 3/14/2018 2:15 PM

Expiry Date

Enabled 7 Delete

1 Title en_us Summer Parks and Recreation Hiring Flyer (English)

4 Document Type Choose the document type
Fact Sheet
+ Add a category

3 Document Publish Date When was this document published?
2/18/2018

6 Document PDF Link Paste the link to PDF of this document
http://www2.oaklandnet.com/oakca1/groups/contributor/documents/marketingmaterial/oak069012.pdf

2 Document Description/Summary Write a short 1-2 paragraph summary/description of this document

This flyer contains details about the summer job openings with Parks, Recreation and Development and includes instructions on how to apply for the jobs.

5 Related Officials Which Elected Official page should this document show up in?
+ Add an entry

5 Related Services Pick the services and resources that this board/commission offers
+ Add an entry

5 Related Departments What department page should this document show up in?
Parks, Recreation & Youth Development
+ Add an entry

5 Related Initiatives What initiatives should this document show up in?
+ Add an entry

5 Related Boards / Commissions Choose the boards and commission pages that this document should show up on.
+ Add an entry

Related Councils Toggle whether this document should show up on the city council page
+ Add an entry

PRO

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Note: These numbers correspond to the numbers on the previous page. You can make edits here and see them reflected there.

- 1 Document Name
 - 2 Document Summary. This should provide a full description of the document. The description will help users understand what it's for and also allow it to be discoverable in search.
 - 3 Publish Date
 - 4 Document Type
 - 5 **This is where you choose where the news item appears.** You may select any number of Topics, Officials, Services, Departments, Projects or Boards/Commissions and the item will appear on all of those pages. You may change these details at any time.
- This item currently appears on Parks, Recreation and Youth Development Department Page**
- 6 Document url. You must have the document uploaded into the Oracle system to use it here.
 - 7 You may enable or disable the page here. If you do now want it appear on the website you should disable the page.
 - 8 You may Save here.
 - 9 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

36. Team Pages

Team Pages are used to group staff members together by Team so that it's possible for staff and the public to see who is working on a particular service, project or resource.

Teams are made up of one or more Staff Members. To add, remove or edit staff members visit page 20.

For small Departments there may only be one Team while larger Departments may be broken up into many Teams.

The screenshot shows the 'City of Oakland' dashboard with the 'Entries' section selected. The interface includes a sidebar menu, a top navigation bar, and a main content area displaying a list of entries. Numbered callouts (1-6) point to specific elements: 1 points to the title of an entry, 2 points to the search bar, 3 points to the '+ New entry' button, 4 points to the 'Post Date' column header, 5 points to the 'Author' column header, and 6 points to the globe icon in the rightmost column.

	Title	Post Date	Expiry Date	Author	
1	Allendale Recreation Center	2/28/2018		vmason	6
	Animal Services Team	2/28/2018		howarddy	6
	Aquatics	3/5/2018		vmason	6
	Arroyo Viejo Recreation Center	3/1/2018		vmason	6
	Auditor's Team	4/25/2017		rsteinzig	6
	Bicycle and Pedestrian Advisory Commission	2/20/2018		lswanson	6
	Boating	3/14/2018		vmason	6
	Brookdale Recreation Center	3/1/2018		vmason	6
	Budget Advisory Commission	3/19/2018		lswanson	6
	Budget Team	4/28/2017		mai-ling	6
	Bushrod Recreation Center	3/1/2018		vmason	6
	Business Assistance	3/12/2018		rsteinzig	6
	Cannabis Regulatory Commission	3/1/2018		lswanson	6
	Carmen Flores Recreation Center	3/1/2018		vmason	6
	Charles Porter Golden Gate Recreation Center	3/1/2018		vmason	6
	Citizens' Police Review Board Team	12/7/2016		rsteinzig	6

- 1 To edit entry click on the title.
- 2 Search all content.
- 3 To Add Content click here.
- 4 Post Date
- 5 Author. This is the person responsible for updating the page content.
- 6 Clicking  will show you the live version of the web page.

37. Team Page

Oakland → Teams → District 4 Staff
District 4 Staff **1**

2  Iwayna Peña
Policy Analyst & Community Liaison
ipena@oaklandnet.com

2  Daryel R. Dunston
Policy Advisor & Community Liaison
DDunston@oaklandnet.com

1 Team Name

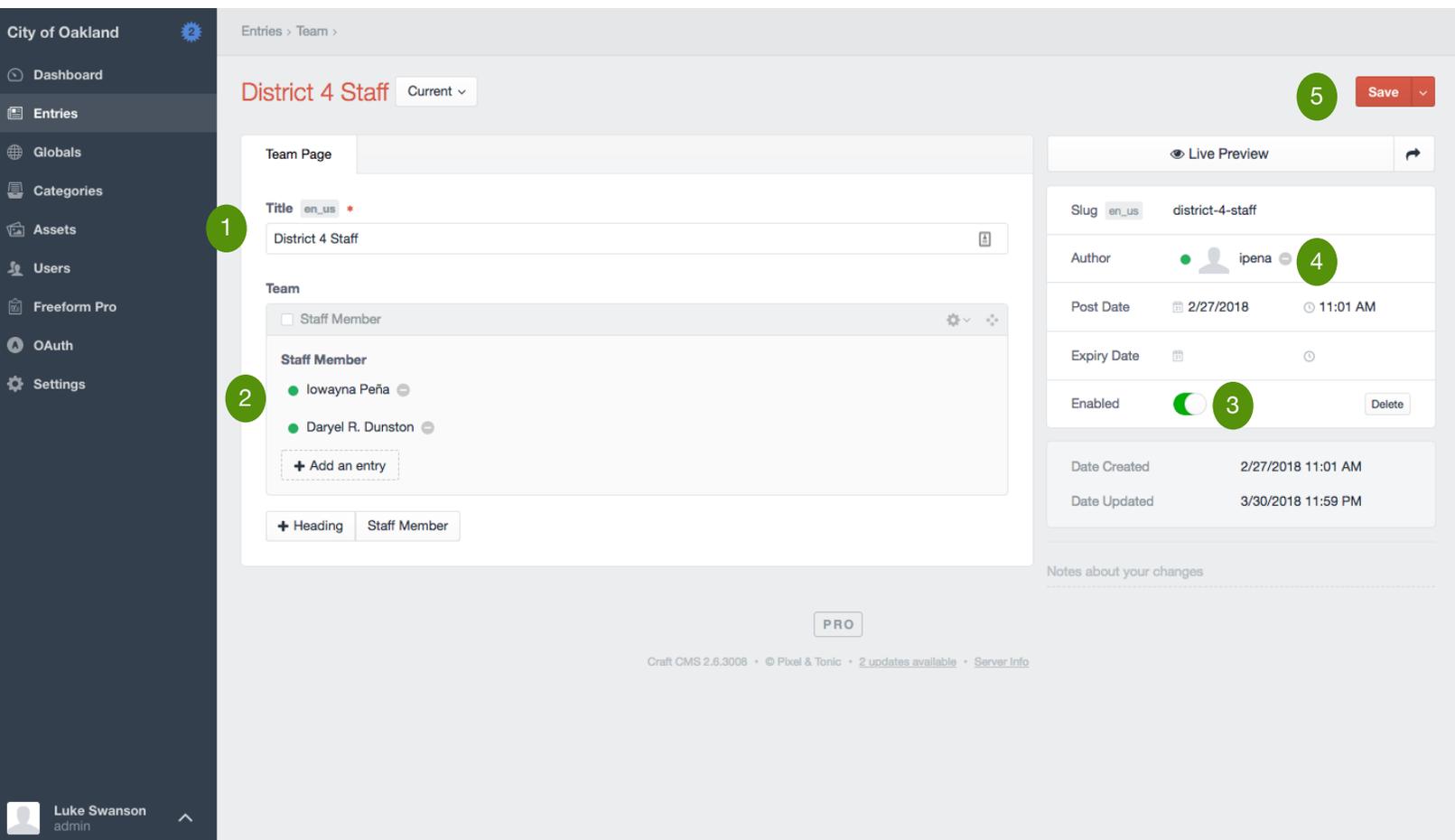
2 Team Members

3 Enable/Disable Team

4 'Author' indicates the owner of the content. This person is responsible for updating and editing the page.

5 Save

Team / Back End



The screenshot shows the Craft CMS back end interface for editing a Team Page. On the left is a dark sidebar with navigation options: City of Oakland, Dashboard, Entries, Globals, Categories, Assets, Users, Freeform Pro, OAuth, and Settings. The main content area is titled 'District 4 Staff' and includes a 'Current' dropdown. The page editor shows the 'Team Page' configuration with the following fields:

- Title:** District 4 Staff (marked with **1**)
- Team:** A list of staff members: Iwayna Peña and Daryel R. Dunston (marked with **2**). There is an '+ Add an entry' button below the list.
- Author:** ipena (marked with **4**)
- Post Date:** 2/27/2018 11:01 AM
- Expiry Date:** (empty)
- Enabled:** A toggle switch is turned on (marked with **3**), with a 'Delete' button next to it.
- Save:** A red 'Save' button is in the top right corner (marked with **5**).

At the bottom of the page, there is a 'PRO' badge and footer information: Craft CMS 2.6.3008 • © Pixel & Tonic • 2 updates available • Server Info.

FAQs