



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 25-622

Agenda Date: 3/12/2025

Agenda #: 11.

DATE: March 12, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

TITLE: MODIFY A PARKS AND BEACHES MAINTENANCE SUPERVISOR POSITION TO A SENIOR PARKS AND BEACHES MAINTENANCE SUPERVISOR WITHIN THE MAINTENANCE AND OPERATIONS DIVISION IN THE PUBLIC WORKS DEPARTMENT

RECOMMENDATION

Staff recommends that City Council approve the modification of an existing Parks and Beaches Maintenance Supervisor position to a newly created Senior Parks and Beaches Maintenance Supervisor classification in the Public Works Department, effective immediately following Council adoption.

BACKGROUND AND ANALYSIS

The Public Works Department currently has a Parks and Beaches Maintenance Supervisor position that oversees the day to day operations of the City's parks, the beaches and pier maintenance programs, the City tree program and the parkways and medians landscape maintenance program (which includes seven fire stations). The existing position was originally formed and further evolved following a series of organizational changes in the 1990's and through 2020. Until recently, the varying scope of duties and responsibilities were effectively and efficiently handled by the prior incumbent who left the City in July 2024. Following a reassessment of the current duties and responsibilities assigned to the position, staff determined that it is unlikely that a single candidate would possess the necessary knowledge, skills, and abilities to successfully meet the requirements of the role as currently defined. As part of the assessment, staff attempted to find a comparable position to our Maintenance Supervisor outside of our organization, but was unable to find one in a similar agency.

The level of activity within the parks, beaches, pier, City tree and parkways and medians maintenance programs is demanding. The section consists of 13 full-time employees, three hourly extra help Maintenance Assistants and multiple service contractors. Currently, the position provides and oversees the maintenance and upkeep, and service contract management of approximately 45 park and community facility sites, beaches and access points, the municipal pier, 57 parkway and median locations (which includes seven fire stations) and a City tree inventory of over 48,000 trees. Specifically, the program is responsible for sizable landscape and irrigation maintenance and service contracts for the 45 parks and community facilities, a janitorial contract for 28 parks and beaches restrooms, maintenance contract for 57 parkways and median landscape and irrigation locations,

pressure washing services contract for parks and public walkways, and a Citywide tree pruning and inventory management program for over 48,000 trees. Other program responsibilities include the regular inspection and maintenance of 25 play structures, five skateparks and repair and maintenance of 28 parks and beaches restrooms, maintenance and cleaning of the pier, regular beach cleaning, tennis and pickleball court cleaning, and seasonal sports field renovations for baseball and soccer. Vandalism and graffiti further add to this unit's workload as addressing vandalism and graffiti is an everyday task that takes away from preventative maintenance programs and duties.

The parks, beaches, and pier programs operate seven days a week requiring staff and service contractors to be on site at various City facilities to provide services to the public. In addition, the City tree and parkways and medians landscape maintenance programs have regular weekend and afterhours issues that involve staff and service contractors. Most of these issues are due to storm related events and frequent vehicular collisions.

The Public Works Department is requesting to modify the existing Parks and Beaches Maintenance Supervisor position to a Senior Parks and Beaches Maintenance Supervisor classification. The Senior Parks and Beaches Maintenance Supervisor position will exclude the duties and responsibilities associated with the tree program (Urban Forestry) and parkways and medians landscape and irrigation program. All comparable organizations researched and evaluated provide multiple supervisors or managers to the various specialized fields whereas Oceanside currently utilizes one position.

FISCAL IMPACT

Staff anticipates filling the Senior Parks and Beaches Maintenance Supervisor position as soon as feasible following City Council authorization. For FY 2024-25, the Senior Parks and Beaches Supervisor position, at Step G, is estimated to cost \$169,526 annually. The current Parks and Beaches Maintenance Supervisor (PCN MA42PW01) is currently budgeted in business units Parks Maintenance (34%) 660613101.5105, Beach Maintenance (33%) 600625101.5105, and Pier Maintenance (33%) 600626101.5105 at \$162,303. There is sufficient funding available to support the Senior Parks and Beaches Maintenance Supervisor for the remaining 3 months of the FY due to cost savings from the vacancy. In subsequent years, the Senior Parks and Beaches Maintenance Supervisor position is expected to increase the General Fund ongoing cost by approximately \$ 7,223 annually.

Description	FY 2024-25
Parks and Beaches Maintenance Supervisor (Step G) PCN MA42PW01	\$162,303
Senior Parks and Beaches Maintenance Supervisor (Step G)	169,526
	\$ 7,223

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

Does not apply.

Prepared by: Nathan Mertz, Public Works Division Manager

Reviewed by: Hamid Bahadori, Public Works Director

Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Staff Report
2. Senior Parks and Beaches Maintenance Supervisor Class Specification