



# National Night Out Block Party Guide

## A guide for residents working to improve their neighborhoods

Dear Oakland Resident,

An easy way to organize a neighborhood block party is to host one on National Night Out - held annually on the first Tuesday in August.

For generations, block parties have served as a way for neighbors to meet each other. Some block parties are organized around holidays such as the 4th of July or Labor Day. Others may start because of an issue affecting the neighborhood. Whatever the reason for the block party, they are fun and an easy way to build your neighborhoods spirit and unity.

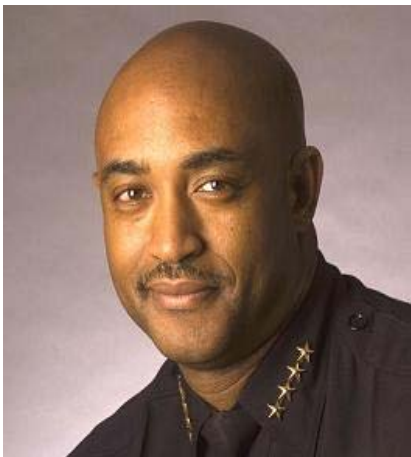
You don't have to live in a neighborhood of single family homes to be involved in a block party. Block parties can happen everywhere - in townhouse complexes, apartment buildings, or even in a park near a condominium.

This guide is organized so that all the necessary information, forms, and "do's and don'ts" are in one place. So don't hesitate! Gather a couple of neighbors, pick a date, follow the instructions in the guide, and invite everyone to join in!

To register your NNO block party, contact Brenda Ivey in the Neighborhood Services Unit for more information at (510) 238-3091 or visit [www.oaklandnet.com](http://www.oaklandnet.com) (see events).

Sincerely,

Anthony Batts  
Chief of Police



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# *About National Night Out*

## *It's America's Night Out Against Crime!*

National Night Out (NNO) is a unique event sponsored by the National Association of Town Watch and is held the first Tuesday in August.

Last year's National Night Out campaign involved citizens, law enforcement agencies, civic groups, businesses, neighborhood organizations and local officials from over 10,000 communities from all 50 states, U.S. territories, Canadian cities and military bases worldwide. In all, over 34 million people participated in NNO worldwide. Last year, 6,000 Oakland residents participated in NNO by attending 157 parties hosted by neighborhoods across the city.

National Night Out is designed to:

- Heighten crime and drug prevention awareness;
- Generate support for, and participation in, local anticrime programs, such as Neighborhood Watch
- Strengthen neighborhood spirit and police-community partnerships
- Send a message to criminals letting them know that neighborhoods are organized and fighting back

Along with the traditional display of outdoor lights and front porch vigils, cities, towns and neighborhoods 'celebrate' NNO with a variety of events and activities such as:

- Block parties
- Cookouts,
- Visits from local police and sheriff departments
- Parades, exhibits
- Flashlight walks, contest, and youth programs

NNO has proven to be an effective, inexpensive and enjoyable program to promote neighborhood spirit and police-community partnerships. Plus the benefits our community will derive from NNO will most certainly extend well beyond the one night.

Adapted from [www.nationalnightout.org](http://www.nationalnightout.org)

# *10 Reasons To Have a Block Party*

1. To have fun - no excuse is needed to celebrate!
2. To meet your neighbors. When you know who lives in your neighborhood, the more likely you are to identify strangers or suspicious people.
3. To increase the sense of belonging in your neighborhood.
4. To organize a Neighborhood Watch group (contact Brenda Ivey at 238-3091) or Citizens of Oakland Respond to Emergencies (CORE) group (contact Harriet Wright at 238-3947) to schedule your meetings.
5. To make additional connections within the community. When you know people, you can exchange skills or resources and perhaps organize a book club, baby-sitting co-op, share walking to school duties, or find new friends for your children.
6. To plan a campaign for traffic slowdown, get better lighting, or address other interests.
7. To "use" the street for one day, to, for example, roller blade, play hockey or play other games.
8. To meet some of the old time residents in the neighborhood and learn the neighborhood's history.
9. To have a neighborhood clean-up day, play some good music and barbecue once all of the work is done.
10. To start a yearly neighborhood tradition of getting together at least once a year!

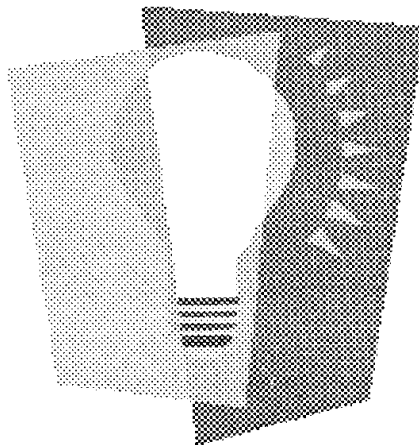
## How to Get Started

1. Gather a few neighbors and divide up the tasks. Decide on a possible theme, activities etc. Decide what to do about food.
2. Start knocking on doors to find out if there is enough interest and, if so, which day would be the best for the most people.
3. Pick a date and time (mid-afternoon to evening works best). Plan to end the event before 9:00pm in order to respect bedtime and neighborhood peace and quiet. Think of an alternate plan in case of poor weather.
4. Go door to door:
  - Hand out an invitation (use the one included in this guide, or create your own).
  - Ask people to fill out the Block Party details sheet and let them know where to return it (use the one included in this guide, or create your own).
  - Recruit volunteers.
5. Decide if this will be a block party restricted to those on the street/block or will people be able to invite friends/relatives (if yes, how many). Make this clear in your flyer/invitation.



## *Good Ideas*

- Invite a City council member, school principal or city staff member to your block party.
- Make sure you have a sign-in sheet with the names of everyone who attends the party and everyone you contacted; after all, the idea of a block party is to connect neighbors.
- Identify special talents your neighbors might have - you may be living next to a magician, singer, dancer, artist, radio host or prize winning cook.
- Plan lots of activities for children.
- Include activities that encourage people to meet each other. Use nametags and include children by asking them to create the tags.
- Make sure that people with disabilities can participate in the activities and include their attendants (those with Seeing Eye dogs or in wheelchairs).
- Institute a bathroom policy "everyone to use their own" so that home security is maintained.
- Inspire clean up after the party by rewarding children with a prize for packing up garbage.
- Have a block/street clean up as part of the party.
- Distribute an evaluation form to participants (to get a good response, number the forms and have door prizes for returned entries).

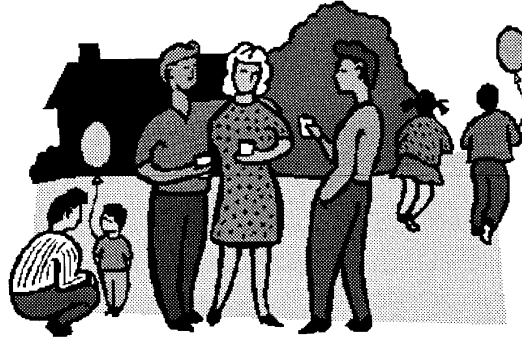


## **REMINDERS**

- Alcohol is only permitted on private property, not on city streets or in parks.
- Residents should observe security precautions, for example lock back doors to houses, and keep equipment in sight.
- In hot weather food spoils quickly: all perishables such as mayonnaise, salads or meats should be stored in coolers and be kept at the proper temperature.
- Food cannot be sold on city streets unless the proper permits have been obtained.
- Loud amplification of music is prohibited.
- Observe safety precautions for all activities, for example keep barbeques away from activities for children.
- Post signs the day before reminding everyone to remove cars and that the street will be closed.



# YOU ARE INVITED TO



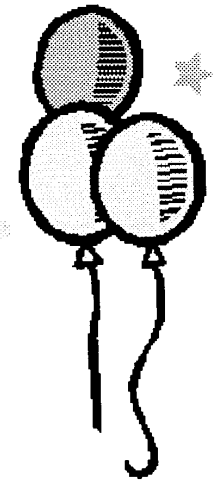
## A BLOCK PARTY On National Night Out!

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

PLACE: \_\_\_\_\_

THEME/EVENT: \_\_\_\_\_



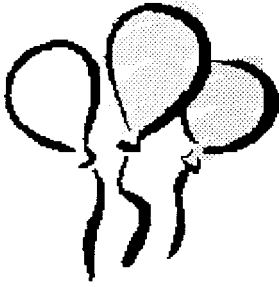
To RSVP, or to help out, please phone:

\_\_\_\_\_ at \_\_\_\_\_, or

\_\_\_\_\_ at \_\_\_\_\_



# Block Party Details



We are glad you can join us for National Night Out:

On \_\_\_\_\_ at \_\_\_\_\_  
(date) (time)

We are asking each family to bring:

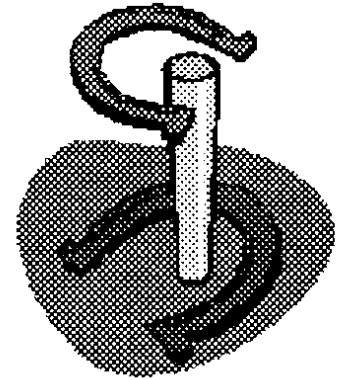
- chairs to sit on
- your own meats or vegetarian food to barbecue
- 1 salad and 1 desert to share (make enough for \_\_\_ people)
- your own beverages or coffee and tea will be provided
- your own non-breakable plates, cups and cutlery
- other

In addition, do you have the following that could be used:

\_\_\_\_\_ A barbecue

\_\_\_\_\_ A table

\_\_\_\_\_ A cooler



Do you have a talent that you would like to share with us?

Suggestions for activities you could organize?

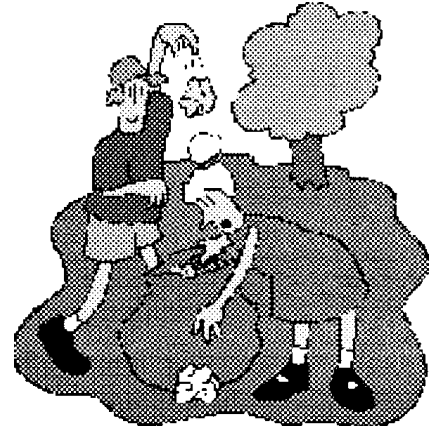
Please return this form by \_\_\_\_\_ (date) to:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

# National Night Out Evaluation Form

To help us plan future block parties,  
your feedback is appreciated.



What were the 3 best things about this block party?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

What 3 things would you change for next time?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

How would you like the neighborhood connections gained at the block party to be maintained during the year?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Are you willing to help with the planning of future neighborhood events?

yes \_\_\_\_\_ no \_\_\_\_\_

if yes, please leave your name and phone number

with \_\_\_\_\_ at \_\_\_\_\_

Please leave this form at (address) at \_\_\_\_\_

*Thank You*

# *Suggested Activities for Getting to Know Your Neighbors*

## **Neighborhood History**

- Cultural Connections
  - Have everyone bring their favorite family dish.
  - Teach everyone how to say three things in another language.
  - Use a map to indicate where everyone originally came from.
- Record the story of how everyone came to live in the neighborhood and what he or she likes best about it.
- Identify any special people that lived in your area such as the longest resident, politician, artist, eccentric, hero, etc. Have partygoers guess who, what, where through charades and other games.
- Research your neighborhood's history at the Oakland Main Library's *Oakland History Room*.

## **Neighborhood Action**

- Discuss what issues/concerns people have (keep this to a predetermined time: remember, a block party should be fun).
- Establish teams to explore how to resolve the concerns.
- Make plans to have a neighborhood clean-up.
- Build a bench, plant a garden, paint street numbers, or plant a tree as part of the block party activities.

## *Getting to know your "Non or Limited English Speaking" Neighbor*

Many new citizens/neighbors want to meet their neighbors and make friends. It is important to make everyone feel at ease and to communicate clearly your intentions.

Here are some suggestions that may help new neighbors feel welcome:

- Use a translated description of what a block party is.
- If possible, knock on the door of a new neighbor with someone who speaks their language.
- Be specific about what the expectations are.
- Remember words like "barbecue", "face painting" or "potluck" may need to be explained.
- If you are blocking off the street for the day, explain about street parking changes.
- It may take more than one invitation for a new citizen/neighbor to fully understand what a block party is, so make a point of following up in the weeks leading up to the party.
- Make activities accessible to those with limited English language skills.
- Ask about special cultural/religious diet or activity constraints.
- Safety is a big concern for many new citizens because of past experiences or fear caused by not knowing the language.

## *Fun Family Activities For Block Parties*

- Invite a clown, balloon artist, or magician
- Have games using water balloons
- Rent a "Jump House" but remember: it must not be placed on the street, so use a neighbor's yard
- Play hide and seek
- Do face painting (Remember to use non-toxic paint)
- Organize a kids talent show or parade
- Use sidewalk chalk (Make it a game for the kids and give out prizes)
- Play Pictionary® or charades
- "Name that Baby" (Have everyone bring a childhood photo and see who can guess who's who)
- Play Musical Chairs
- Rent a Popcorn or Snow Cone Machine





# Helpful Phone Numbers

## Mission Statement

The Oaklanders Assistance Center facilitates access for the citizens of Oakland, at the direction of the Mayor, by providing immediate, empathetic, multi-lingual assistance with their inquiries, service requests, comments, and concerns.

**Oaklanders Assistance Center**  
OFFICE OF THE MAYOR  
1 Frank Ogawa Plaza, Suite 123  
Oakland, CA 94612

[oac@oaklandnet.com](mailto:oac@oaklandnet.com)  
[www.oaklandnet.com](http://www.oaklandnet.com)

**444 CITY (2489)**  
510 238 3254 (TTY)  
FAX 510 238 6294 or 510 238 7420



UPDATED 7/09

## Oakland Elected Officials

**MAYOR**  
Ronald V. Dellums  
1 Frank H. Ogawa Plaza 3rd Floor  
Oakland, CA 94609  
(510) 238-3141  
Fax: (510) 238-4731  
TDD: (510) 238-3254  
[officeofthemayor@oaklandnet.com](mailto:officeofthemayor@oaklandnet.com)

**CITY COUNCIL**  
Reception . . . . .510) 238-3266  
TTY 839-6451  
Fax 238-6129  
Fax 238-6910

District 1  
Jane Brunner . . . . .238-7001  
[jbrunner@oaklandnet.com](mailto:jbrunner@oaklandnet.com)

District 2  
Patricia Kenirghan . . . . .238-7002  
[pkernighan@oaklandnet.com](mailto:pkernighan@oaklandnet.com)

District 3  
Nancy J Nadel . . . . .238-7003  
[nnadel@oaklandnet.com](mailto:nnadel@oaklandnet.com)

District 4  
Jean Quan . . . . .238-7004  
[jquan@oaklandnet.com](mailto:jquan@oaklandnet.com)

District 5  
Ignacio De La Fuente . . . . .238-7005  
[idelafuente@oaklandnet.com](mailto:idelafuente@oaklandnet.com)

District 6  
Desley Brooks . . . . .238-7006  
[dbrooks@oaklandnet.com](mailto:dbrooks@oaklandnet.com)

District 7  
Larry E. Reid . . . . .238-7007  
[lreid@oaklandnet.com](mailto:lreid@oaklandnet.com)

At Large  
Rebecca Kaplan . . . . .238-7008  
[rkaplan@oaklandnet.com](mailto:rkaplan@oaklandnet.com)

**CITY ATTORNEY**  
John Russo . . . . .238-3601  
[jrusso@oaklandcityattorney.org](mailto:jrusso@oaklandcityattorney.org)  
Fax: 238-6500

**CITY AUDITOR**  
Courtney Ruby . . . . .238 3378  
[cruby@oaklandnet.com](mailto:cruby@oaklandnet.com)  
Fax: 238-7640

## Oakland Appointed Officials

**CITY ADMINISTRATOR**  
Dan Lindheim . . . . .238-3301  
[cityadministrator@oaklandnet.com](mailto:cityadministrator@oaklandnet.com)  
Fax: 238-2223

**CITY CLERK**  
La Tonda Simmons . . . . .238-3612  
[cityclerk@oaklandnet.com](mailto:cityclerk@oaklandnet.com)  
Fax: 238-6699

**PUBLIC ETHICS COMMISSION**  
Dan Purnell . . . . .238-6620  
[ethicscommission@oaklandnet.com](mailto:ethicscommission@oaklandnet.com)  
Fax: 238-3315

## Alameda County Elected Officials

Board of Supervisors . . . . .272-6984  
[www.acgov.org](http://www.acgov.org)

District 3 (Central Oakland, Chinatown, Fruitvale)  
Alice Lai-Bitker, President 272-6693  
[district3@acgov.org](mailto:district3@acgov.org)

District 4 (Oakland hills east of Thornhill Dr., East Oakland below High St.)  
Nathan Miley . . . . .272 6694  
[district4@acgov.org](mailto:district4@acgov.org)

District 5 (West and North Oakland)  
Keith Carson . . . . .272 6695  
[district5@acgov.org](mailto:district5@acgov.org)

Administrator  
Susan Muranishi . . . . .272-6984

Assessor  
Ron Thomsen . . . . .272-3787

County Counsel  
Richard Winnie . . . . .272-6700

District Attorney  
Tom Orloff . . . . .272-6222

Clerk-Recorder  
Patrick O'Connell . . . . .272-6362

Registrar of Voters  
Dave Macdonald . . . . .272-6973

Tax Collector  
Donald R. White . . . . .272-6800

**GOVERNOR**  
Arnold Schwarzenegger (R)  
(916) 445-2841  
Fax: (916) 445-4633  
[www.govmail.ca.gov](http://www.govmail.ca.gov)

**STATE SENATOR FOR OAKLAND**  
District 9 Loni Hancock  
(510) 286-1333  
[senator.Hancock@sen.ca.gov](mailto:senator.Hancock@sen.ca.gov)

**ASSEMBLY MEMBERS FOR OAKLAND**  
District 14\*  
*(Rockridge and part of Montclair northwest of Thornhill Drive.)*  
Nancy Skinner (D)(510)559-1406  
[Assemblymember.Skinner@assembly.ca.gov](mailto:Assemblymember.Skinner@assembly.ca.gov)

District 16\*\*  
*(Alameda; most of Oakland; and Piedmont)*  
Sandre Swanson . .(510) 286-1670  
[Assemblymember.Swanson@assembly.ca.gov](mailto:Assemblymember.Swanson@assembly.ca.gov)

District 18 \*\*\*  
*(parts of East Oakland - east of Keller Ave and the junction of 580 & MacArthur Blvd, and Bancroft Ave.)*  
Mary Hayashi (D)(510)583-8818  
[Assemblymember.Hayashi@assembly.ca.gov](mailto:Assemblymember.Hayashi@assembly.ca.gov)

## United States Elected Officials

**U.S. HOUSE OF REPRESENTATIVES**  
District 9  
Barbara Lee  
(510)763-0370  
[www.house.gov/lee](http://www.house.gov/lee)

**U.S. SENATE**  
Barbara Boxer  
(415) 403-0100  
<http://boxer.senate.gov>  
Dianne Feinstein (D)  
(415) 393-0707  
<http://feinstein.senate.gov>

**PRESIDENT**  
President Barack Obama (D)  
[president@whitehouse.gov](mailto:president@whitehouse.gov)  
Vice President Joseph Biden (D)  
[vice.president@whitehouse.gov](mailto:vice.president@whitehouse.gov)  
The White House  
1600 Pennsylvania Avenue N.W.  
Washington, DC 20500  
(202) 456-1414  
(202) 456-1111 Comments  
(202) 456-6213 TTY  
[www.whitehouse.gov](http://www.whitehouse.gov)

**ANIMALS**

Vicious/Nuisance Animals (Animal Services-Police)	.777-3333
Adoption/Licenses/Dead/Lost (Oakland Animal Services)	.535-5602
Rats/Pest/Wildlife Control (Vector Control-County)	.567-6800
East Bay SPCA	.569-1606

**AUTOMOBILES/VEHICLES/PARKING**

Abandoned Vehicles- on the Street	.777-8622
Abandoned Vehicles- on Private Property	.777-8538 or 238-381
Illegal/Nuisance Auto Repair (Code Enforcement)	.238-3381
Parking Enforcement/Complaints	.238-3099
Parking Citation Assistance/Payments/ Residential Permits	.1 800 500 6484
Towed Vehicle Info (Records Police)	.238-3021
Traffic Operations Section (Police)	.238-3155
Disable curb request	.238-5219
Transportation Services (parking design & review)	.238-3466
A&B Towing (contracted through City of Oakland)	.635-3211

**BUILDING & DEVELOPMENT**

Code Enforcement (Zoning Violations, Blighted/Abandoned Properties, Squatting, Illegal Construction)	.238-3381
Community Development Block Grants (CDBG)	.238-3716
Engineering Services (Civil Engineering-CEDA)	.238-4777
Permit Center (Building Services-CEDA)	.238-3443
Permit Information (Building Services-CEDA)	.238-3891
Building/Permit Inspection (Building Services-CEDA)	.238-3444
Planning Division (CEDA)	.238-3911
Property Improvement Assistance (County)	.670-5398
Property Improvement Assistance (Residential Lending)	.238-3909
City real estate	.238-3541
Redevelopment Projects (CEDA)	.238-3015
Zoning Information (Zoning Division-CEDA)	.238-3911
Contractor Complaints (State License Board)	.800-321-2752

**BUSINESS**

Oakland Business Development Corp	.763-4297
Business License/Tax Section (Revenue Division)	.238-3704
Consumer Complaints (Department of Consumer Affairs)	.800-952-5210
Oakland Metropolitan Chamber of Commerce	.874-4800
Economic Development (CEDA)	.238-3344
Small Business Assistance (Entrepreneur Center)	.238-3703

**FIRE**

Emergency/Fire Dispatch	.911
Emergency Cell Phone	.444-3322
Oakland Fire Department Admin	.238-3856 TTY 238-3254
Fire prevention Bureau	.238-3851
Vegetation Management	.238-7388
Disaster Preparedness/C.O.R.E. (Communities of Oakland responding to emergencies)	.238-3938
Office of Emergency Services	.238-3938
Hazardous Materials	.238-3927

**HEALTH AND SAFETY**

Hazardous Waste Illegal Dumping	.444-3322
Health Care and Health Services (Public Health Dept. - County)	.267-8000
Health Hazards- Private Property (Code Enforcement)	.238-3381
Household Hazardous Waste Disposal	.670-6460 or 800-606-6606
Rats/Pest Control (Vector Control-County)	.567-6800
Restaurant/Food- Health Complaints (County)	.567-6700

**HOUSING**

Housing Department (Housing & Community Development)	.238-3015
Housing assistance (Eden Information and Referral)	.211
First Time Home Buyer Assistance (City)	.238-7486
First Time Home Buyer Assistance (county)	.670-5398
Foreclosure/Eviction information	.238-3721 or 211
Homeless Shelter information	.211
Home Repair Assistance (County)	.670-5398
Home Repair Assistance (City/Residential Lending)	.238-3909
Illegal Housing (Code Enforcement)	.238-3381
Public Housing Maintenance (Oakland Housing Authority)	.874-1500
Rent Control (Rent Adjustment Program)	.238-3721
Subsidized Housing (Section 8-Oakland Housing Authority)	.874-1500

**PARKS AND RECREATION**

Parks and Recreation General Assistance	.238-7275
Park Grounds Maintenance	.615-5566
East Bay Regional Parks/Maintenance	.800-327-2757
Park Security (Ranger Section-Police)	.482-7888
Park Security (East Bay Regional Parks)	.881-1833

**POLICE/PUBLIC SAFETY**

Police Emergency	.911
Police emergency on Cell Phone	.777-3211

Non Emergency	.777-3333
Alameda County Sherriff Non emergency	.667-7721
Oakland Airport Police	.563-2940
Alcohol Outlet Illegal/Nuisance (ABAT)	.777-8680
Chronic Nuisance Property Abatement	.238-7542
Anonymous Drug Hotline	.238-DRUG
Anonymous CrimeStopper Hotline	.777-8572
Drug House abatement	.777-8630
Domestic Violence Help (A Safe Place)	.536-SAFE
Youth and Family Services	.238-3641
Criminal Investigations	.238-3744
Traffic Operations	.238-3155
Police Records/Reports	.238-3021
Neighborhood Watch Coordinator	.238-3091
Neighborhood Crime Prevention Council Coordinator	.986-2715
Neighborhood Services Division	.444-2489
Graffiti Removal	.615-5566
Citizens Police Review Board	.238-3159
Internal Affairs	.238-3161
Reentry Specialist	.238-6905
Measure Y Information	.238-3121
Neighborhood Law Corps	.238-6628

**SENIOR/DISABLED SERVICES**

Oakland Paratransit/Taxi Scrip	.238-3036
East Bay Paratransit	.287-5000
Disabled Parking Blue Curb Request	.238-5219
Alameda Co. Adult and Aging Services	.577-1900
City of Oakland Adult and Aging Services	.238-3762
Legal Assistance for Seniors	.832-3040
ADA Programs	.238-5219
Center for Independent Living	.841-4776
Adult protective Services	.577-1900

**PUBLIC WORKS AGENCY**

PWACallCenter@oaklandnet.com	.615-5566
<i>Curb and Street Repainting, Litter Enforcement, Median Strip and Park Maintenance, Pothole Repair, Sewers, Sidewalk repairs, Speed Bump Requests, Storm Drains, Street Cleaning, Street Sign or Light Repair, Illegal Dumping, Graffiti Removal, Litter Containers, Tree Services, Adopt-A-Spot, Creek Protection/Clean Up, Community Clean Up Volunteering/Keep Oakland Clean and Beautiful.</i>	
Recycling Hotline & Garbage Collection Complaints	.238-SAVE

**YOUTH**

Head Start	.238-3165
Oakland Fund for Children and Youth	.238-6379
Youth Leadership and Development	.238-3245
Mayor's Summer Jobs Program	.533-3447
Oakland Library Information	.238-3134
Oakland Unified School District Information	.879-8582
Parks and Recreation General Assistance	.238-7275 or 238-3092

**CULTURAL ARTS/SPECIAL EVENTS/DESTINATIONS**

Cultural Arts and Marketing	.238-2103
Oakland Convention and Visitors Bureau	.839-9000
Oakland Art and Soul Hotline	.238-7402
Oakland Film Office	.238-FILM
Oakland Museum of California	.238-2200
Downtown Walking Tours	.238-3234
Jack London Square	.645-9292
KTOP Cable Channel 10	.238-6565
Special Activity Permits	.238-6914

**UTILITIES/TRANSPORATION**

East Bay M.U.D. (Water Services)	.866-403-2683
Pacific Gas and Electric	.800-743-5000
Waste Management of Alameda County	.613-8710
California Waste Solutions	.836-6200
Comcast Cable Television	.866-886-6838
Transit/Traffic Information	.511
AC Transit	.891-4700
BART (Bay Area Rapid Transit)	.464-6000
Oakland International Airport	.563-3300
Oakland/Alameda Ferry	.749-5972

**VARIOUS AGENCIES AND SERVICES**

Port of Oakland	.627-1100
Consumer Complaints (Dept of Consumer Affairs)	.800-952-5210
Birth/Death/Marriage Certificates (County Recorder)	.272-6363
Property Records (County Assessor)	.272-3787
Domestic Partner Registry (Secretary of State)	.916-659-3984
Air Pollution (Bay Area Air Quality Management)	.800-334-6367
Legal Civil Matters (Superior Court of Alameda County)	.272-6070
Liens (Central Collections)	.238-3287
Passports (City Clerk)	.238-3611