



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, October 11, 2017

Lakeside Park Garden Center – 666 Bellevue Avenue

Agenda

1. CALL TO ORDER:

2. ROLL CALL

**AIKENS, COLE, CORBIN, DU BOIS, HOWZE, KADERA-REDMOND,
MARSHALL, REILLY, ROSENBLUM, TORRES, WU**

3. DISPOSITION OF MINUTES

A. April 12, 2017

B. July 12, 2017

C. August 9, 2017

D. August 12, 2017

E. September 13, 2017

4. MODIFICATIONS TO THE AGENDA

5. OPEN FORUM

6. CONSENT NEW BUSINESS

None

7. NEW BUSINESS

**A. REQUEST FOR APPROVAL TO DEDICATE A BENCH IN HONOR OF
JUDITH ELLEN CAMPBELL**

Parks & Recreation staff received a request to dedicate a bench in memory of Judith Ellen Campbell. The selected bench is in Joaquin Miller Park and is the first of two benches overlooking the lower pool of the Cascades. The dedication plaque will read:

Judith Ellen Campbell

1938 - 2017

Lover of Nature

**B. REQUEST APPROVAL TO ALLOW IRON SOULS MOTORCYCLE CLUB
(ISMC) TO COLLECT PROCEEDS FROM THE LIVE AUCTION AT THEIR
23RD ANNUAL HOLIDAY PARTY ON SATURDAY, DECEMBER 16, 2017,
FROM 8:00PM-12:00AM AT THE LAKESIDE PARK GARDEN CENTER**

Staff received a request from the Iron Souls Motorcycle Club (ISMC) to sell entry and raffle tickets, wine and beer and collect proceeds from the live auction at their 23rd Annual Holiday Party on Saturday, December 16, 2017 from 8:00pm-12:00am at the Lakeside Park Garden Center. ISMC is a non-profit organization of men who have a passion for riding motorcycles and giving back to the Oakland community. For over 20 years, ISMC has held their event peacefully at the Snow Building without incident

and has decided to move it to a less isolated venue. All funds raised, less expenses, will support their community outreach efforts. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

C. REQUEST APPROVAL TO ALLOW SoOAKLAND COLLECTIVE PERMISSION TO COLLECT DONATIONS AND SELL ENTRY TICKETS, RAFFLE TICKETS, FOOD, BEVERAGES, MERCHANDISE AT THE SoOAKLAND COLLECTIVE ADULT PROM AT LAKESIDE PARK GARDEN CENTER ON SATURDAY, NOVEMBER 25, 2017, FROM 8:00PM-12:00AM.

Staff received a request from the SoOakland Collective to collect donations and sell entry tickets, raffle tickets, food, beverages, merchandise at the SoOakland Collective Adult Prom on Saturday, November 25, 2017 from 8:00p.m. to 12:00p.m. at the Lakeside Park Garden Center. Approval from the Parks and Recreation Advisory Commission. The SoOakland Collective is a growing movement focused on preserving the Oakland and Bay Area's original culture.

Approval from the parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

D. REQUEST APPROVAL TO ALLOW BIG BROTHERS BIG SISTERS OF THE BAY AREA TO SELL FOOD AND BEVERAGES, AND SOLICIT CHARITABLE DONATIONS AT THEIR 5K RUN/WALK FUNDRAISER ON SATURDAY, OCTOBER 21, 2017 AT THE LAKE MERRITT AMPHITHEATRE.

Staff received a request from Big Brothers Big Sisters of the Bay Area to sell food and beverages, and solicit charitable donations to support their fundraising efforts and mission of providing life changing mentorship programs to at-risk youth. One third of the children served live in Oakland and the greater East Bay. Their 5K Run/Walk fundraising event will take place at the Lake Merritt Amphitheatre on Saturday, October 21, 2017 from 8:30am to 2:30pm.

8. PLANNING AND CONDITIONAL USE PERMITS
9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES
10. ANNOUNCEMENTS AND COMMUNICATIONS
 - A. Advocacy
11. DIRECTOR'S REPORT
12. CONTINUATION OF OPEN FORUM
13. ADJOURNMENT

Next Meeting:

Wednesday, November 8, 2017, 4:30 p.m.

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

This meeting location is wheelchair accessible. To request disability-related accommodations or to request an ASL, Cantonese, Mandarin or Spanish interpreter, please email dboyd@oaklandnet.com or call (510) 238-7532 or TDD/TTY (510) 238-3254 at least five working days before the meeting. Please refrain from wearing scented products to this meeting as a courtesy to attendees with chemical sensitivities.

Esta reunión es accesible para sillas de ruedas. Si desea solicitar adaptaciones relacionadas con discapacidades, o para pedir un intérprete de español, Cantones, Mandarín o de lenguaje de señas (ASL) por favor envíe un correo electrónico a dboyd@oaklandnet.com o llame al (510) 238-7532 o (510) 238-3254 por lo menos cinco días hábiles antes de la reunión. Se le pide de favor que no use perfumes a esta reunión como cortesía para los que tienen sensibilidad a los productos químicos. Gracias.

會場有適合輪椅出入設施。需要殘障輔助設施, 手語, 西班牙語, 粵語或國語翻譯服務, 請在會議前五個工作天電郵 dboyd@oaklandnet.com 或致電 (510) 238-7532 或 (510) 238-3254 TDD/TTY。請避免塗搽香氛產品, 參加者可能對化學成分敏感。



PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, April 12, 2017

Lakeside Park Garden Center, 4:30pm

Minutes

1. CALL TO ORDER: 4:35pm

2. ROLL CALL

**CORBIN, DU BOIS, HOWZE, KADERA-REDMOND, MANNING,
MARSHALL, REILLY, ROSENBLOOM, TORRES, WU**

Present: Commissioners Corbin, Howze, Kadera-Redmond, Manning, Rosenbloom and Wu

Arrivals: Du Bois (4:37pm) and Reilly (4:39pm)

Excused: Commissioners Marshall and Torres

Staff: Diane Boyd, Zermaine Thomas, Karis Griffin, Erin Burton, Desmona Armstrong and Wendy Johnson

3. DISPOSITON OF MINUTES

Draft Meeting Minutes March 8, 2017

Note: The motion to approve the March 8, 2017 minutes was postponed until sufficient members at the meeting are present to vote on the item.

4. MODIFICATIONS TO THE AGENDA

Item 11 Director's Report was moved to be heard before Item 7A.

Motion: Commissioner Wu entertained a motion to modify the agenda to move the Director's Report, Item 11, above Item 7A and to pull Item 7F. **Moved by:**

Commissioner Manning: **Second by:** Commissioner Kadera-Redmond. **Vote: Yes:**

Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly,

Rosenbloom and Wu. **Result:** Motion passed

5. OPEN FORUM

6. CONSENT NEW BUSINESS

**A. REQUEST APPROVAL TO ALLOW AMERICAN FOUNDATION FOR
SUICIDE PREVENTION (AFSP) TO SOLICIT ONSITE CHARITABLE
DONATIONS FROM SUPPORTERS AT THEIR OUT OF DARKNESS SUICIDE
PREVENTION WALK AT LAKESIDE PARK (PERGOLA) ON SATURDAY,
OCTOBER 14, 2017.**

Oakland Parks & Recreation received a request from American Foundation for Suicide Prevention (AFSP), a non-profit organization that funds research to improve intervention, train clinicians in suicide prevention and advocate for policies that will save lives. AFSP is requesting to solicit onsite charitable donations from supporters at their Out of

Darkness Walk at Lakeside Park (Pergola) on Saturday, October 14, 2017, from 6:00AM-10:00AM. 100% of the donations collected will benefit prevention and education about suicide with 50% of the funds retained locally for crisis support in the Bay Area. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

B. REQUEST APPROVAL TO ALLOW EASTSIDE ARTS ALLIANCE PERMISSION COLLECT DONATIONS AND AUTHORIZED VENDORS TO SELL FOOD AND MERCHANDISE AT THE MALCOLM X JAZZ FESTIVAL IN SAN ANTONIO PARK ON SATURDAY, MAY 20, 2017.

Eastside Arts Alliance (ESAA), contacted Oakland Parks & Recreation for permission to collect donations and to allow vendor's to sell food and merchandise at the 17th Annual Malcolm X Jazz Festival in San Antonio Park on Saturday, May 20, 2017, from 7:00am – 6:30pm. The funds raised will be used to cover the costs of the festival, (i.e. stage rental, clean-up, tables/chairs, etc.). Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

Motion: Commissioner Wu entertained a motion to approve the Consent New Business Items 6A and B. **Moved by:** Commissioner Du Bois: **Second by:** Commissioner Manning **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. **Result:** Motion passed

7. NEW BUSINESS

A. REQUEST THE PARKS AND RECREATION ADVISORY COMMISSION APPROVE THE POLICY RECOMMENDATIONS ON DOGS IN OAKLAND PARKS.

The Parks and Recreation Advisory Commission review the Ad Hoc Committee on Dog Play Areas report presented by Commissioner Faith Du Bois. In August 2012, the Oakland Parks and Recreation Advisory Commission (PRAC) established an Ad Hoc Committee to address the issue of dogs in Oakland parks. Creation of the *Ad Hoc Committee on Dog Play Areas* was in response to public debate about how Oakland was addressing a growing demand for dog play areas in its parks. The Commission determined there was a need for the City to adopt a formal policy to guide future decisions about how and where to accommodate dogs in parks as Oakland's population, both canine and human, grows.

The Commission accepted the item and concluded that the report be moved to City Council with an accompanying addendum citing updated laws and ordinances and a cover letter providing the history of activities to date. Members requested that the date of the report be changed to 2017, and the word "Ensure" be stricken from the title of item 10 on page 10 and replaced with "Provide."

Motion: Commissioner Wu entertained a motion to approve the Policy Recommendations on Dogs in Oakland Parks submitted by the Ad Hoc Committee on Dog Play Areas provided that: 1) the 2017 be reflected on the report 2) "Ensure" is stricken from the title of item 10 on page 10 and replaced with "Provide," and 3) a cover letter be draft to accompany the report to City Council providing a history and summary of activities. **Moved by:** Commissioner Manning: **Second by:** Commissioner Rosenbloom **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. Abstentions: Commissioner Howze. **Result:** Motion passed

B. REQUEST APPROVAL TO ALLOW EAST BAY AGENCY FOR CHILDREN TO SOLICIT ONSITE CHARITABLE DONATIONS FROM SUPPORTERS AT THEIR CIRCLE OF CARE WALK TO REMEMBER AT LAKESIDE PARK ON SATURDAY, MAY 6, 2017.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7B prepared by Zermaine Thomas. Oakland Parks & Recreation received a request from East Bay Agency for Children (EBAC), a non-profit organization whose mission is to improve the well-being of children, youth and families by reducing the impact of trauma and social inequities. EBAC is requesting to solicit onsite charitable donations from supporters at their Circle of Care Walk to Remember at Lakeside Park on Saturday, May 6, 2017, at 9:00AM-2:00PM. Donations from the event will directly support East Bay Agency for Children's grief and loss program that provides support services for children and families in Oakland. This is East Bay Agency for Children's third presentation before the Commission. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to allow the East Bay Agency for Children to solicit donations from supporters at their Circle of Care Walk to Remember on Saturday, May 6, 2017 at Lakeside Park. **Moved by:** Commissioner Kadera-Redmond: **Second by:** Commissioner Howze **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. **Result:** Motion passed

C. REQUEST APPROVAL TO ALLOW CARIBELINO OMNIMEDIA LLC TO COLLECT VENDOR REGISTRATION FEES, AND TO AUTHORIZE VENDORS TO SELL FOOD, CONCESSIONS AND WARES AT THE OAKLAND CARNIVAL AT MOSSWOOD PARK ON JUNE 3, 2017.

The staff report for Item 7C was prepared by Erin Burton and reviewed by the Oakland Parks and Recreation Advisory Commission. Oakland Parks, Recreation & Youth Development received a request from CaribelinQ OmniMedia LLC, a for profit organization, to use Mosswood Park as the site for their Oakland Carnival event on June 3, 2017 from 8:00AM – 8:00PM. Organizers are requesting permission to collect registration fees from onsite vendors to create an African Marketplace and for approval of vendors to sell goods and food items. The goal of the Oakland Carnival is to bring African centered communities of culture together in the name of art music, dance and wellness.

Organizer Theo Williams gave a brief description of the event and informed the Commission of CaribelinQ Omnimedia's decision to dedicate this year's Carnival to mothers. Mr. Williams voiced regret for online pre-marketing activities prior to PRAC's review and approval. He also agreed to comply with the staff direction to remove Parks & Recreation's logo as the department was not a signed sponsor of the event.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to allow CaribelinQ Omnimedia to collect vendor registration fees, and to authorize vendors to sell food, refreshments and wares at the Oakland Carnival at Mosswood Park on June 3, 2017. **Moved by:** Commissioner Reilly; **Second by:** Commissioner Kadera-Redmond **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. **Result:** Motion passed

D. REQUEST APPROVAL TO ALLOW ARDOR OF HOPE PERMISSION TO COLLECT DONATIONS ONSITE AT THEIR FUNDRAISING EVENT AT JACK LONDON AQUATIC CENTER ON SATURDAY, JUNE 10, 2017.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7D prepared by Desmona Armstrong. **Oakland Parks & Recreation received a request from Ardor of Hope to collect donations at their fundraising event on June 10, 2017 from 3:00 pm to 9:00 pm at the Jack London Aquatic Center. Ardor of Hope is a nonprofit organization located in San Leandro, California and was established to provide transitional housing for the reentry population released from prison back to Oakland. The organization's primary focus is to provide services to men from historically marginalized groups with high recidivism rates.**

The event will be a celebration of Father's Day and fatherhood. Celebrants will have the option of having family portraits taken from a selection of 5 (five) studio. Other activities include, poetry reading, dancing, singing and dining.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to allow Ardor of Hope to collect donations at their funding raising event on June 10, 2017 at the Jack London Aquatic Center. **Moved by:** Commissioner Howze. **Second by:** Commissioner Manning **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. **Result:** Motion passed

E. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO APPROVE THE FRIENDS OF SAUSAL CREEK IN COORDINATION WITH EAGLE SCOUTS TO INSTALL FENCING IN THE MONTEREY BLVD. REDWOOD RESTORATION AREA, OF DIMOND PARK.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7E prepared by Stephanie Benavidez. Oakland Parks, Recreation & Youth Development (OPRYD) received a proposal from The Friends of Sausal Creek (FOSC) to support an Eagle Scout project to construct 155 foot split rail fencing to protect redwood forest understory plantings along the Bridgeview Trail in Dimond Canyon Park.

Herman Miller from Oakland Public Works and FOSC staff will help oversee the project and supervise approximately 12 to 14 teenagers.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to allow the installation of fencing in the Monterey Blvd. Redwood Restoration area of Dimond Park by the Friends of Sausal Creek and Eagle Scouts. **Moved by:** Commissioner Howze. **Second by:** Commissioner Corbin **Vote: Yes:** Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Manning, Reilly, Rosenbloom and Wu. **Result:** Motion passed

Note: Item 7F was pulled and will be address at a future meeting.

F. PARKS AND RECREATION ADVISORY COMMISSION MEMBERS WILL MAKE NOMINATIONS AND VOTE FOR A CHAIR AND VICE-CHAIR.

Note: Supporting documents are not required for item 7F.

8. PLANNING AND CONDITIONAL USE PERMITS

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES

Commissioner Du Bois:

- Attended the celebration of life and memorial service for Anne Woodell.
- Attended budget meeting – not encouraged by information learned

10. ANNOUNCEMENTS AND COMMUNICATIONS

- The June 14, 2017 PRAC meeting will be held at Studio One located at 365 45th Street.

- PRAC will hold its annual retreat on Wednesday, August 9, 2017 – location to be determined.
- The 2017 PRAC tour will take place on Saturday, August 12th from 9:00pm to 12:00pm.

11. DIRECTOR'S REPORT

.Note: This item was moved and heard before Item 7A.

- Susan Montauk with the Oakland Parks and Recreation Foundation presented a Power Point presentation on the 2016 Community Report Card on the State of Maintenance in Oakland Parks

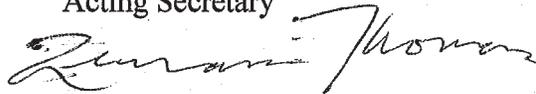
12. CONTINUATION OF OPEN FORUM

13. ADJOURNMENT: 6:27pm

Respectfully submitted,



Diane L. Boyd
Acting Secretary



Zermaine Thomas
Acting Recording Secretary

Next Meeting:

Wednesday, May 10, 2017, 4:30 p.m.

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, July 12, 2017

Lakeside Park Garden Center, 4:30pm

Draft Meeting Minutes

1. CALL TO ORDER: 4:41p.m.

2. ROLL CALL

**CORBIN, DU BOIS, HOWZE, KADERA-REDMOND,
MARSHALL, REILLY, ROSENBLOOM, TORRES, WU**

**Present: Commissioners Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly,
Rosenbloom, Torres and Wu**

3. DISPOSITION OF DRAFT MINUTES

A. March 8, 2017

Motion: Commissioner Wu entertained a motion to approve March 8, 2017 draft minutes. **Moved by:** Commissioner Howze. **Second by:** Commissioner Corbin: **Vote:** Yes - Corbin, Du Bois, Howze, Kadera-Redmond, Reilly, Rosenbloom, Torres and Wu **Abstained:** Marshall. **Motion:** Passed.

B. April 12, 2017

There were insufficient members present to vote on the April 12, 2017 draft minutes.

C. May 10, 2017

Motion: Commissioner Wu entertained a motion to approve the May 10, 2017 draft minutes **Moved by:** Commissioner Kadera-Redmond. **Second by:** Commissioner Rosenbloom. **Vote:** Yes - Corbin, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu. **Abstained** Du Bois and Howze. **Motion:** Passed.

D. June 14, 2017

Motion: Commissioner Wu entertained a motion to approve the June 14, 2017 draft minutes. **Moved by:** Commissioner Du Bois. **Second by:** Commissioner Howze: **Vote:** Yes - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

4. MODIFICATIONS TO THE AGENDA

5. OPEN FORUM

6. CONSENT NEW BUSINESS

A. REQUEST FROM THE FRIENDS OF THE GARDENS/OAKLAND EAST BAY GARDEN CENTER INC. AT LAKE MERRITT AND OAKLAND PUBLIC WORKS FOR CONSENT TO USE THE GARDEN CENTER AND THE GARDENS AT LAKE MERRITT TO HOLD A FUNDRAISER CALLED THE

**“AUTUMN LIGHTS FESTIVAL” FUNDRAISER ON WEDNESDAY,
THURSDAY, FRIDAY AND SATURDAY, OCTOBER 19TH, 20TH, 21, 22ND, 2017**

- B. REQUEST APPROVAL TO ALLOW LAKE MERRITT ROWING CLUB TO
SELL FOOD, BEVERAGES, EVENT T-SHIRTS AND MOBILE FOOD
TRUCK VENDORS ONSITE AT LAKESIDE PARK AND THE LAKE
EMERRITT SAILBOAT HOUSE CLUBROOM DURING THE ROWING
REGATTA EVENT AT LAKESIDE PARK ON SUNDAY, JULY 16, 2017
8:00AM-5:00PM**
- C. REQUEST APPROVAL TO ALLOW EAST BAY FRONT RUNNERS AND
WALKERS TO COLLECT ON-SITE REGISTRATION FEES AND SELL CLUB
MERCHANDISE (SOCKS) AT THEIR 5K/10K PRIDE RUN/WALK AT
LAKESIDE PARK ON SATURDAY, OCTOBER 14, 2017, 8:30AM-11:30AM**

Motion: Commissioner Wu entertained a motion to approve the consent New Business Items 6A – 6C. **Moved by:** Commissioner Howze. **Second by:** Commissioner Kadera-Redmond. **Vote:** Yes - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

7. NEW BUSINESS

- A. REQUEST APPROVAL TO ALLOW THE QUEER GYM (aka The Perfect
Sidekick) PERMISSION TO COLLECT DONATIONS/FUNDS ONSITE FROM
VENDOR FOR THE LGBTQ COMMUNITY AT THEIR COMMUNITY EVENT
AT THE LAKESIDE PARK PERGOLA AREA ON SATURDAY, SEPTEMBER 9,
2017 FROM 8:00AM – 9:00AM.**

The Oakland Parks and Recreation Advisory Commission reviewed the staff report for Item 7A prepared and submitted by Wendy Johnson, Oakland Parks & Recreation. Nathalie Huerta of The Queer Gym (formerly known as The Perfect Sidekick) requested permission to accept donations for gym memberships for the LGBTQ community. Event organizers hope to promote health, wellness and encourage those unable to afford traditional gym memberships to join The Queer Gym. Proceeds will be earmarked to offset membership fees.

Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

Motion: Commissioner Wu entertained a motion to the staff recommendation to grant The Queer Gym permission to collect accept donations for gym memberships for the LGBRQ community at their community event on Saturday, September 9, 2017 at the Lakeside Park Pergola. **Moved by:** Commissioner Kadera-Redmond. **Second by:** Commissioner Reilly. **Vote:** Yes - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

B. REQUEST APPROVAL TO ALLOW WIGGINS CONSULTING PERMISSION TO COLLECT FUNDS AND ALLOW VENDORS TO SELL FOOD, BEVERAGES, AND MERCHANDISE AT THEIR COMMUNITY MARKETPLACE EVENT AT SPLASH PAD PARK ON SUNDAY, SEPTEMBER 10, 2017 FROM 12:00PM – 5:00PM

The Oakland Parks and Recreation Advisory Commission reviewed the staff report for Item 7B prepared and submitted by Wendy Johnson, Oakland Parks & Recreation. Wiggins Consulting requested permission to collect funds and allow vendors to sell food, beverages and merchandise at their Community Marketplace event on Sunday, September 10, 2017. Wiggins Consulting is a startup consulting firm located in Oakland with community outreach and entrepreneurial development throughout the Bay Area being their primary focus. By organizing hands-on learning programs for children and adults, Wiggins Consulting hopes to promote creativity and foster entrepreneurship for all participants.

Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

Wiggins Consulting reported that the location was strewn with trash which they removed before setting up for their event.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to allow Wiggins Consulting permission to collect funds and allow vendors to sell food, beverages and merchandise at the Community Marketplace event on Sunday, September 10, 2017 at the Splash Pad Park. **Moved by:** Commissioner Du Bois. **Second by:** Commissioner Corbin. **Vote: Yes** - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

C. REQUEST FOR PARKS AND RECREATION ADVISORY COMMISSION TO APPROVE THE ANNUAL SALE OF NATIVE PLANTS AT THE NATIVE PLANT NURSERY OPEN HOUSE ON SUNDAY, OCTOBER 22, 2017 FROM 10AM TO 3:00PM LOCATED AT JOAQUIN MILLER PARK

The Oakland Parks and Recreation Advisory Commission reviewed the staff report for Item 7C prepared and submitted by Karis Griffin, Oakland Parks & Recreation. The Friends of Sausal Creek (FOSC), requested permission to conduct the annual native plant sale, at the Native Plant Nursery, on October 22, 2017, from 10:00am to 3:00pm, at Joaquin Miller Park. Joaquin Miller Park has been home base for FOSC, Native Plant Nursery since 2008. The sale of native plants fundraising event helps to offset costs for supplies towards the restoration of various watershed related projects that prevent activities that promotes erosion and degradation of sensitive creek habitat.

Motion: Commissioner Wu entertained a motion to approve the staff recommendation to approve the annual sale of Native plants at the Native Plant Nursery Open House on Sunday, October 22, 2017 at Joaquin Miller Park. **Moved by:** Commissioner Howze. **Second by:** Commissioner Corbin. **Vote: Yes** - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

D. REQUEST FOR PARKS AND RECREATION ADVISORY COMMISSION TO APPROVE INSTALLATION OF FENCING ON BRIDGEVIEW TRAIL SWITCHBACKS AT DIMOND CANYON PARK BY EAGLE SCOUT CANDIDATE

The Oakland Parks and Recreation Advisory Commission reviewed the staff report for Item 7D prepared by Stephanie Benavidez and submitted by Karis Griffin, Oakland Parks & Recreation. The Friends of Sausal Creek (FOSC) requested permission to support a project to install fencing on Bridgeview Trail Switchbacks at Dimond Canyon Park. The project will be installed by an Eagle Scout Candidate. The installation of the split rail fencing is to prevent off-trail activity that promotes erosion and degradation of sensitive creek habitat in Dimond Canyon Park.

Organizers of the project will install 72 feet of fencing consisting of 8' long 4"x4" redwood posts and rails with galvanized wire mesh attached. The installation will take place in a section of switchbacks in Dimond Canyon heavily used by bicyclists, hikers and dog-walkers. FOSC staff, the Eagle Scouts and Oakland Public Works staff have partnered on the project.

Motion: Commissioner Wu entertained a motion to approve the Installation of fencing on Bridgeview Train Switchback at Dimond Canyon Park by Eagle Scout Candidate. **Moved by:** Commissioner Torres. **Second by:** Commissioner Kadera-Redmond. **Vote: Yes** - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

E. COMMISSION MEMBERS WILL MAKE NOMINATIONS AND SELECT PRAC OFFICERS

The Commission engaged in a brief discussion to nominate and seat both a successor chair and vice chair.

Motion: Commissioner Wu entertained a motion seat Commissioner Mandolin Kadera-Redmond as Chair and Commissioner C.N.E. Corbin as Vice Chair of the Parks and Recreation Advisory Commission. **Moved by:** Commissioner Wu. **Second by:** Commissioner Marshall **Vote: Yes** - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

8. PLANNING AND CONDITIONAL USE PERMITS

A. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO RECOMMEND APPROVAL OF A CONDITIONAL USE PERMIT FOR IMPROVEMENTS TO THE EXISTING PLAYGROUND KNOWN AS FROG PARK

The Oakland Parks and Recreation Advisory Commission reviewed the staff report for Item 8A prepared and submitted by Diane Tannenwald, Oakland Public Works. The FROG community raised funds to install additional playground equipment and repair existing equipment at the playground closet to Interstate 880. Per Chapter 17.11.060 of the Oakland Planning Code, installation of playground equipment less than 1,000 sf requires a Minor Conditional Use Permit and review and consideration by the Zoning Manager. Staff requested an endorsement that the proposed project meets the findings for improvements to FROG Parks. The project involves the installation of new play equipment, repair of existing facilities, and site improvements to an existing park.

The Commission heard mixed community feedback on this project. Common concerns included:

- Installation of a large-scale spinning element attracting more foot traffic to what is considered an already congested area. Community members requested a down-sized version be considered.
- An increase of trash in the area due to the rise in foot traffic. Extra trash bins and more frequently scheduled trash pick-ups were requested.
- Current trash and rodent issues.
- The presence of a homeless encampment and its proximity to the playground. Safety patrol was requested.
- Decreased parking for local residents.

The Commission requested staff consider installing an ADA swing which could accommodate a parent or child wheel chair bound.

Motion: Commissioner Wu entertained a motion to recommend approval of a Conditional Use Permit for improvements to the Existing playground known as Frog Park. **Moved by:** Commissioner Wu. **Second by:** Commissioner Corbin. **Vote:** Yes - Corbin, Du Bois, Howze, Kadera-Redmond, Marshall, Reilly, Rosenbloom, Torres and Wu **Motion:** Passed.

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES

- Commissioner Corbin: Mosswood Recreation Center staff and RAC requested information regarding the City's plans to rebuild the center.
- The Mosswood RAC meets on the first Saturday of each month

10. ANNOUNCEMENTS AND COMMUNICATIONS

- The Great American Camp Out July 29 and 30, \$25.00 per person
- Commissioner Howze: Requested feedback on how OPRYD's budget is allocated and which centers are self-sustaining.

11. DIRECTOR'S REPORT

12. CONTINUATION OF OPEN FORUM

13. ADJOURNMENT

Respectfully submitted,

/s/ Dana Riley

Dana Riley
Acting Secretary



Diane L. Boyd
Recording Secretary

Next Meeting: - ***Special Meeting*******
Wednesday, August 9, 2017 4:30 p.m. – 7:30pm
Studio One Art Center
365 – 45th Street
Oakland, CA

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PARKS AND RECREATION ADVISORY COMMISSION - PRAC

Wednesday, August 9 2017

Studio One Art Center 365 -45th Street, 4:30pm

*******Special Meeting /Retreat*******

Draft Minutes

1. CALL TO ORDER: 4:45pm

2. ROLL CALL

Present: Commissioners Cole, Corbin, Du Bois, Howze, Kadera-Redmond, Torres

Arrivals: Commissioner Aikens (4:54pm)

Excused: Marshall, Reilly, Rosenbloom, Wu

**AIKENS, COLE, CORBIN, DU BOIS, HOWZE, KADERA-REDMOND,
MARSHALL, REILLY, ROSENBLOOM, TORRES, WU**

3. DISPOSITION OF MINUTES

Note: Items 3A and 3B were moved to the next meeting due to an insufficient quorum.

A. April 12, 2017

B. July 12, 2017

4. MODIFICATIONS TO THE AGENDA

None

5. OPEN FORUM

- John Bliss, President of the Oakland Parks and Recreation Foundation (OPRF), gave a brief overview of the non-profit organization's connection with and support of Oakland Park, Recreation & Youth Development. Mr. Bliss congratulated Commissioner Mandolin Kadera-Redmond on her new position as the PRAC Chair and informed her of her seat as an ex officio member on the Board of Directors for the OPRF. The Chair was invited to attend the board meetings held at 7:30am on the 3rd Wednesday of each month.
- Oakland resident, Ken Katz raised concerns regarding the Farmer's Market located at Splash Pad Park. He cited issues of overcrowding at the market; a review of operational guidelines; the disposition of the license agreement; events approved by the PRAC and inconsistency with fees.

6. CONSENT NEW BUSINESS

None

7. NEW BUSINESS

A. Overview of the Open Space, Conservation and Recreation (OSCAR) – Barry Miller

- Former Chair Barry Miller provided the Commission with a Power Point overview of the Open Space, Conservation and Recreation. The General Plan is required of every city and county in California, however, Oakland has not conducted a comprehensive update in 20 years. The General Plan consists of various independent documents including; Historic Preservation (1994); OSCAR – Open Space, Conservation, Recreation (1996); LUTE – Land Use, Transportation (1998); Safety (2004 and Housing (2015). While some plans have been updated since 1998, OSCAR is referenced for policies on parks issues. The Commission discussed how the PRAC can help get funding to update the OSCAR and create a Parks Master Plan. It was determined that support of the City Council would be needed to accomplish both goals.

B. Assignment of Advisory Council Liaisons and Ad Hoc Sub-committees

- Commissioners reviewed the current Advisory Council Liaisons and Ad Hoc Sub-committee's rosters and will contact each other to discuss possible exchanges of assignments. Follow-up will be addressed at the September meeting.

C. How to Advocate for OPRYD: Discussion – all share experiences and ideas

- The PRAC requested staff develop a quarterly list of talking points specifying the department's goals. The list would be use by commissioners as an aid when seeking support for the department.
- Determine a time when the PRAC can engage in a broader discussion regarding the meaning of "access" to public parks.
- Gather direction by standardizing the Director's Report
- National engagement – Staff to research possible funding for PRAC members to attend CPRS/NRPA conferences.
- Recommended that members visit CPRS and NRPA websites and sign up for newsletters
- Staff will review the possibility of having presentations made to the Commission

D. RAC review purpose, RAC manual

- All members will review the RAC manual in preparation for a future conversation on supporting staff and engaging community members who serve as RAC members.

8. PLANNING AND CONDITIONAL USE PERMITS

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES

10. ANNOUNCEMENTS AND COMMUNICATIONS

A. Sundays in the Redwoods –

This annual concert series takes place on the last two Sundays in September and the first two Sundays in October at the Woodminster Amphitheater in Joaquin Miller Park. The 2017 line includes:

- September 17th: Marsha Ambrosius and Daley
- September 24th: Stanley Clark and Regina Belle
- October 1st: Tamia and Lyfe Jennings
- October 8th: SOS Band and Confunkshun

B. Youth Development Fundraiser

The September 9, 2017 Black Tie Fundraiser at the Oakland Zoo was postponed until further notice.

C. Park Master Plan

The Commission wants to discuss forming a Parks Master Plan – Ad Hoc committee

D. PRAC Identification

Commissioners requested PRAC badges or other forms of identification to be used when engaging the public.

E. PRAC Attire

Staff will survey the Commission to determine who needs a standard issued shirt and consider the possibility of other attire e.g., green hoodies.

11. DIRECTOR’S REPORT

None

12. CONTINUATION OF OPEN FORUM

None

13. ADJOURNMENT 7:26pm

Respectfully submitted,

Dana Riley

/s/ Dana Riley
Acting Secretary



Diane Boyd
Recording Secretary

Next Meeting: *Annual Retreat and Tour*****

Saturday, August 12, 2017, 9:00 a.m.

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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PARKS AND RECREATION ADVISORY COMMISSION

Saturday August 12, 2017

Lakeside Park Garden Center, 9:00am

*******Special Meeting*******

DRAFT MINUTES

1. CALL TO ORDER: 9:30am
2. ROLL CALL
3. **AIKENS, COLE, CORBIN, DU BOIS, HOWZE, KADERA-REDMOND, MARSHALL, REILLY, ROSENBLOOM, TORRES, WU**
Present: Commissioners Atkins, Corbin, Du Bois, Howze, Kadera-Redmond and Reilly
Excused: Commissioners Cole, Marshall, Rosenbloom and Wu
Absent: Commissioner Torres
4. DISPOSITON OF MINUTES
 - A. April 12, 2017
 - B. July 12, 2017
 - C. August 9, 2017Note: Due to an insufficient quorum, Items 4A – 4C will be heard at the September 13, 2017 meeting.
5. MODIFICATIONS TO THE AGENDA
6. OPEN FORUM
6. CONSENT NEW BUSINESS
None
7. NEW BUSINESS - Tour Itinerary (times are approximate)
 - A. 9:30am Departure - Lake Merritt Garden Center, 666 Bellevue Ave.
 - B. 10:00am Arrival - Brooklyn Basin, Port of Oakland 9th Ave. Terminal
Meeting location: Brooklyn Basin Marketing Trailer (accessed via Brotzeit/Homewood Suites Parking Lot - 1103 Embarcadero)
 - Toured the 9th Avenue Terminal conducted by the Signature Developers team. Viewed work to date and received information regarding future phases of the project.
 - C. 11:00am Arrival – Union Point Park, 2311 Embarcadero
 - The Commission walked Union Point Park and expressed dismay on the condition and underutilization of the prime waterfront space.
 - D. 11:45am Arrival – Peralta Hacienda Historical Park, 2465 34th Ave.
 - Received tour by site Director Holly Alonso. Toured the Historic House, community Center gardens and park. Viewed past improvements and site for future phased improvements.
 - E. 12:45pm Arrival – Saint Andrews Plaza, San Pablo Ave. and 32nd Street
 - Gates to the Plaza were closed. Viewed site for tour bus.

F. 1:00pm Return – Lake Merritt Garden Center, 666 Bellevue Ave.

8. PLANNING AND CONDITIONAL USE PERMITS

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES

- Commissioner Reilly met the Bushrod Recreation Advisory Council
- Commissioner Howze visited the Malonga Arts Center and contacted Sheffield Recreation staff to schedule a meeting.

10. ANNOUNCEMENTS AND COMMUNICATIONS

11. DIRECTOR'S REPORT

12. CONTINUATION OF OPEN FORUM

13. ADJOURNMENT 1:02pm

Respectfully submitted,

Dana Riley

/s/ Dana Riley

Acting Secretary

Recording Secretary

Next Meeting:

Wednesday, September 13, 2017, 4:30p.m.

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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PARKS AND RECREATION ADVISORY COMMISSION

Wednesday, September 13, 2017

Lakeside Park Garden Center, 4:30PM

Draft Minutes

1. CALL TO ORDER:
2. ROLL CALL
3. **AIKENS, COLE, CORBIN, DU BOIS, HOWZE, KADERA-REDMOND, MARSHALL, REILLY, ROSENBLOOM, TORRES, WU**
Present: Commissioners Aikens, Cole, Corbin, Howze, Kadera-Redmond, Reilly and Rosenbloom
Excused: Commissioners DuBois, Marshall, Torres and Wu
Staff: Parks & Recreation: J. Nicholas Williams, Diane Boyd, Zermaine Thomas, Karis Griffin; Bureau of Planning: Catherine Payne
4. DISPOSITON OF MINUTES
 - A. April 12, 2017
 - B. July 12, 2017
 - C. August 9, 2017
 - D. August 12, 2017

Note: Item 4A– 4B were held over to the October agenda due to the insufficient quorum for each date cited.
5. MODIFICATIONS TO THE AGENDA
6. OPEN FORUM
6. CONSENT NEW BUSINESS
7. NEW BUSINESS
 - A. **REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO RECOMMEND APPROVAL OF THE REMAINING BROOKLYN BASIN PARKS FINAL DEVELOPMENT PERMIT TO THE OAKLAND PLANNING COMMISSION.**

The Parks and Recreation Advisory Commission reviewed the staff report prepared and presented by Catherine Payne from the Bureau of Planning.

The purpose of this report was to seek a recommendation from the Parks and Recreation Advisory Commission (PRAC) regarding a Final Development Permit (FDP) application for the remaining parks to be developed at Brooklyn Basin. The Brooklyn Basin PUD was approved in 2009 with 30 acres of public parks to be located along the waterfront of the Oakland Estuary. The 10-acre Shoreline Park was the first Brooklyn Basin Park to receive FDP approval in 2016, and is currently under construction in the southeast portion of the Brooklyn Basin site. At this time, the Brooklyn Basin master developer, Zarsion-OHP 1, LLC (ZOHP), had submitted schematic design for the remaining 20

acres of planned parks and seeks approval of a FDP by the Planning Commission. As part of the review process, the Bureau of Planning requests that the PRAC conduct design review and make a recommendation to the Planning Commission. The proposed Final Development Permit is to construct the remaining planned parks generally consistent with the conceptual design included in the 2009 approved Brooklyn Basin PUD.

Planning staff and Signature Development Group provided the Commission with a Power Point presentation depicting an overview of the Brooklyn Basin Phase 2 Parks Project including Channel Park, South Park, Gateway and Clinton Basin Parks. Each park is uniquely designed to provide the visiting public different experiences and uses. The project consists of a mix of residential, retail and commercial, civic, parks and open spaces. There will be no fiscal impact to the City of Oakland related to preliminary development and maintenance of Brooklyn Basin parks. The Development agreement states that the developer, ZOHP is responsible for construction and delivery of park improvements to the City of Oakland.

Motion: Commissioner Kadera-Redmond entertained a motion to support the staff recommendation to approve the Brooklyn Basin parks FDP and

- A. Find that the Brooklyn Basin Parks Final Development Permit application is in substantial conformance with the Preliminary Development Plan (included in Attachment B to this report);
- B. Find that the Brooklyn Basin Parks Final Development Permit meets the attached Oakland Municipal Code Chapter 17.136.050 - Regular design review criteria (see Attachment C to this report); and
- C. Recommend that the Planning Commission approve the Brooklyn Basin Parks Final Development Permit, subject to the attached findings and staff recommendations.

Moved by: Commissioner Reilly. **Second by:** Commissioner Aikens. **Vote: Yes** – Aikens, Cole, Corbin, Howze, Kadera-Redmond, Reilly and Rosenbloom

Motion: Passed

B. REQUEST APPROVAL TO ALLOW REBUILDING TOGETHER OAKLAND – TOGETHER TO HOST A SILENT AUCTION, SELL TICKETS AND COLLECT ONSITE DONATIONS AT THEIR ANNUAL GATHER TOGETHER FUNDRAISER ON THURSDAY, OCTOBER 5, 2017 AT THE LAKE MERRITT SAILBOAT HOUSE.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7B prepared and presented by Zermaine Thomas from Oakland Parks Recreation, & Youth Development.

Staff received a request from Rebuilding Together Oakland | Eastbay to host a silent auction, sell tickets and collect onsite donations at their Annual Gather Together Fundraiser on Thursday, October 5, 2017 at the Lake Merritt Sailboat House. Rebuilding Together Oakland | Eastbay is a 501(c)(3) non-profit organization that provides free home rehabilitation modifications and repairs, safe and healthy home assessments, and installs fall prevention measures through its Safe at Home volunteers program. All funds collected will be earmarked to provide services to homeowners in need of their services in the future. Approval from the PRAC is required per O.M.C. Section 12.64.080.

Commissioner Howze applauded Rebuilding Oakland Together for their work in the community and thanked them for the service provided to her 94-year-old uncle.

Motion: Commissioner Kadera-Redmond entertained a motion to approve the staff recommendation to allow Rebuilding Together Oakland – Eastbay to host a silent auction, sell tickets and collect onsite donations at their Annual Gather Together Fundraiser on Thursday, October 5, 2017 at the Lake Merritt Sailboat House.

Moved by: Commissioner Howze. **Second by:** Commissioner Cole. **Vote:** Yes – Aikens, Cole, Corbin, Howze, Kadera-Redmond, Reilly and Rosenbloom **Motion:** Passed

C. REQUEST APPROVAL TO ALLOW THE CALIFORNIA DRAGON BOAT ASSOCIATION (CDBA) TO SELL FOOD AND MERCHANDISE AT THEIR 21ST ANNUAL NORTHERN CALIFORNIA INTERNATIONAL DRAGON BOAT FESTSIVAL ON SATURDAY, SEPTEMBER 23 – 24 AT LAKESIDE PARK AND LAKE MERRITT SAILBOAT HOUSE.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7C prepared and presented by Zermaine Thomas from Oakland Parks Recreation, & Youth Development.

Staff received a request from the California Dragon Boat Association (CDBA) to sell food and merchandise at their 21st Annual Northern California International Dragon Boat Festival on Saturday, September 23, 2017 and Sunday, September 24, 2017 at Lakeside

Park and Lake Merritt Sailboat House. The California Dragon Boat Association (CDBA) is a IRC 501(c)(3) non-profit organization of nearly 1,000 members and host of dragon boat races and events throughout Bay Area. Dragon boating is a 2,500-year-old sport which originated in China, but is now internationally recognized with teams in North America, Europe, Asia, Africa, and Australia. All proceeds from this event will benefit the organization's nationally recognized CDBA Youth Dragon Boat program. The high school youth focused yearlong program promotes teamwork, leadership, cultural awareness, health and fitness to Bay Area high schools and youth organizations.

Commissioner Rosenbloom encouraged PRAC members to attend this year's event and congratulated the California Dragon Boat Association organizers for their 2016 race.

Motion: Commissioner Kadera-Redmond entertained a motion to approve the staff recommendation to allow the California Dragon Boat Association to sell food and merchandise at their 21st Annual Northern California International Dragon Boat Festival on Saturday, September 23, 2017 and Sunday, September 24, 2017 at Lakeside Park and Lake Merritt Sailboat House. **Moved by:** Commissioner Corbin. **Second by:** Commissioner Rosenbloom. **Vote: Yes** – Aikens, Cole, Corbin, Howze, Kadera-Redmond, Reilly and Rosenbloom **Motion:** Passed

D. REQUEST APPROVAL TO ALLOW THE REDWOOD HEIGHTS ELEMENTARY SCHOOL PTA TO SELL WINE, BEER AND EVENT TICKETS (\$20) AT THE DOOR AND HOST AN AUCTION FUNDRAISER AT THE JOAQUIN MILLER COMMUNITY CENTER ON SATURDAY, NOVEMBER 4, 2017.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7D prepared Desmona Armstrong and presented by Zermaine Thomas from Oakland Parks Recreation, & Youth Development.

Staff received a request from the Redwood Heights Elementary School PTA to sell wine, beer and event tickets (\$20) at the door and host an auction fundraiser, at the Joaquin Miller Community Center on Saturday, November 4, 2017. The Redwood Heights Elementary School PTA is a non-profit organization. All funds raised will be earmarked to support ongoing resources at Redwood Heights Elementary School. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

Motion: Commissioner Kadera-Redmond entertained a motion to approve staff recommendation to allow the Redwood Heights Elementary School PTA to sell wine, beer and event tickets (\$20) at the door and host an auction fundraiser at the Joaquin Miller Community Center on Saturday, November 4, 2017. **Moved by:** Commissioner Corbin. **Second by:** Commissioner Howze. **Vote: Yes** – Aikens, Cole, Corbin, Howze, Kadera-Redmond, Reilly and Rosenbloom **Motion:** Passed

8. PLANNING AND CONDITIONAL USE PERMITS

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES

- The Director and Commission discussed reviewing and redesigning the Recreation Advisory Commission (RAC) process and procedures. A committee was formed to establish a “tool kit” for the RAC’s. The Tool Kit committee includes Commissioners Aikens, Howze and Cole.
- Co-Chair Corbin will follow up with Gail McMillon regarding the disposition of the Parks Rule update.

10. ANNOUNCEMENTS AND COMMUNICATION

A. Advocacy: Commissioner’s bio and resumes

Director Williams’ purpose for requesting the bios and resumes of the commissioners is to acquire a better understanding of the body’s expertise. Here he emphasized the importance for members to attend community meetings and events to help build connections. The Chair will initiate contact with Dana Riley on gathering the bios and resumes.

- Commissioner Aiken: Creek to Bay Day – Arroyo Recreation Center
- Chair Kadera-Redmond attended the Oakland Parks and Recreation Foundation (OPRF) Annual Meeting on Saturday, September 9, 2017

11. DIRECTOR’S REPORT

Director Williams attended the Oakland Parks and Recreation Foundation (OPRF) Annual Meeting on Saturday, September 9, 2017 and shared with the PRAC is report to the Board including his vision and mission for the department of Parks, Recreation and Youth Development, he highlighted accomplishments and challenges. A discussion followed on how the PRAC, OPRF and Recreational Advisory Committees serving the recreation centers could work together to enhance support to the department.

Staff to organize a meeting with the Director, Chair and Co-Chair, OPRF and Dana Riley.

12. CONTINUATION OF OPEN FORUM

13. ADJOURNMENT; 7:00PM

Respectfully submitted,

/s/ J. Nicholas Williams

J. Nicholas Williams
Secretary



Diane L. Boyd
Recording Secretary

Next Meeting:

Wednesday, October 11, 2017, 4:30p.m.

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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**CITY OF OAKLAND
Oakland Parks & Recreation**

TO: Mandolin Kadera-Redmond, Chair, Parks and Recreation Advisory Commission
FROM: Dana Riley, Oakland Parks & Recreation
DATE: September 20, 2017
**SUBJECT: REQUEST FOR APPROVAL TO DEDICATE A BENCH IN HONOR OF
JUDITH ELLEN CAMPBELL**

SUMMARY

Parks & Recreation staff received a request to dedicate a bench in memory of Judith Ellen Campbell. The selected bench is in Joaquin Miller Park and is the first of two benches overlooking the lower pool of the Cascades. The dedication plaque will read:

**Judith Ellen Campbell
1938 - 2017
Lover of Nature**

FISCAL IMPACT

Donation of \$800 has been made to the Oakland Parks and Recreation Foundation to have a plaque purchased and installed. The plaque installation process is in accordance with the Oakland Public Works department construction requirements and the donor is aware of the maintenance assistance requirement consisting of periodic washing of the plaque.

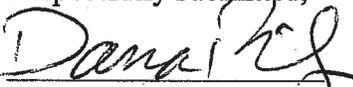
BACKGROUND / LEGISLATIVE HISTORY

Judith Ellen Campbell lived and worked in the Bay Area of California for over 50 years. A supervisor for the Alameda County Probation department she took great pride in her work and the opportunity to help others. A lover of nature, Judy enjoyed the beach and many of the other beautiful natural elements of the Bay Area. She was generous in nature and continued that attitude in her passing leaving many donations to important causes. Judy was proud of California's commitment to the preservation of nature and Joaquin Miller Park is an excellent park to remember Judy with a dedicated bench and contribution.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the plaque language as written for dedication of a bench at the lower pool of the Cascades in Joaquin Miller Park.

Respectfully submitted,


Prepared by: Dana Riley

Approved by: J. Nicholas Williams
Director

CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadara-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: September 28, 2017
SUBJECT: **REQUEST APPROVAL TO ALLOW IRON SOULS MOTORCYCLE CLUB (ISMC) TO SELL ENTRY AND RAFFLE TICKETS, WINE AND BEER AND COLLECT PROCEEDS FROM THE LIVE AUCTION AT THEIR 23RD ANNUAL HOLIDAY PARTY ON SATURDAY, DECEMBER 16, 2017, FROM 8:00PM-12:00AM AT THE LAKESIDE PARK GARDEN CENTER**

SUMMARY

Staff received a request from the Iron Souls Motorcycle Club (ISMC) to sell entry and raffle tickets, wine and beer and collect proceeds from the live auction at their 23rd Annual Holiday Party on Saturday, December 16, 2017 from 8:00pm-12:00am at the Lakeside Park Garden Center. ISMC is a non-profit organization of men who have a passion for riding motorcycles and giving back to the Oakland community. For over 20 years, ISMC has held their event peacefully at the Snow Building without incident and has decided to move it to a less isolated venue. All funds raised, less expenses, will support their community outreach efforts. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Iron Souls Motorcycle Club is paying all fees associated with the event estimated at \$1317.50.

PROJECT/PROGRAM DESCRIPTION

The following is an overview of this event:

- Live Auction
- 50/50 Raffle
- Sales of Alcohol and Food

BACKGROUND

The ISMC was established in 1993, by 21 men who had a passion for riding Harleys. Their common interest was their love for motorcycles and giving back to the Oakland community. Over the years the club has expanded and currently there are two chapters. The Oakland Chapter consist of 29 members, and the Sacramento chapter has 12 members. More than half of our members are retired businessmen, professionals and civil servants including police officers, firefighters, postal workers, managers, union officials, school principals. Diversity is their strength and they live by their creed, "Brotherhood, Respect, and Unit."

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from the Iron Souls Motorcycle Club for permission to have a live auction, collection of funds onsite ticket sales at the door, sales of raffle tickets, food and alcohol at their 23rd Annual Holiday Christmas Party to be held at the Lakeside Park Garden Center on Saturday, December 16, 2017, from 8:00pm-12:00am.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:

Zermaine Thomas

Central Reservations

/s/ Nicholas Williams

Approved by:

Nicholas Williams

Director

Attachments: Exhibit A – Iron Souls Motorcycle Club Request Letter

Exhibit B – 501(c)3 Non-Profit Status

Exhibit C – Facility Rental Application



IRON SOULS M.C. OAKLAND, CA

8033 MacArthur Blvd
PO Box 5721
Oakland, CA 94605

To: Oakland Parks and Recreation Advisory Commission

Subj: Iron Souls Motorcycle Club Proposal Letter

The Iron Souls Motorcycle Club (ISMC) is planning its 23rd annual Holiday Party. We are requesting to hold the event at the Lakeside Park Garden Vista Room on Saturday December 16, 2017. For over 20 years, we have held this event at the Snow Building peacefully and without incident. Our interest in relocating the event is to move closer to a less isolated venue and to take advantage of the close proximity of other establishments in the neighborhood providing entertainment of interest to our more mature members.

The ISMC was established in 1993 by 21 men who had a passion for riding Harleys. Their common interest was their love for motorcycles and giving back to the Oakland community. Over the years the club has expanded and currently there are two chapters. The Oakland Chapter consists of 29 members, and the Sacramento chapter has 12 members. More than half of our members are retired businessmen, professionals and civil servants including police officers, firefighters, postal workers, managers, union officials, school principals and the like. We are family men and at least one of our chapters maintains a 501c3 status. We are not a 1% club, and we are proud of our positive and law-abiding reputation. Diversity is our strength and we live by our creed "Brotherhood, Respect and Unity" and our purposefulness is reflected in who we are and what we do! We fully accept and celebrate the differences in the cultures brought to our club by our Members. The "One Tribe" on our Colors says it all.

ISMC members have been giving back to the community prior to 1993. The idea started when five riding friends decided that they wanted to do something for the community. They purchased turkeys and strapped them on the back of their bikes and delivered them to Mother Wright. For 17 years thereafter, the ISMC actively supported Mother Wright by fund-raising and donating food and clothing to her charity. After Mother Wright passed away, the foundation in her name made some changes and dissolved. But we did not stop giving. We worked with Allen Temple Baptist Church and have been giving over 100 turkeys each year during Thanksgiving.

For many years we have also supported the Lend A Hand Foundation with their School Backpack Giveaway. We also provide Christmas gifts to families in need that benefit from the foundation. Each year in September members serve at the pleasure of Glide Memorial and prepare lunches for the homeless.

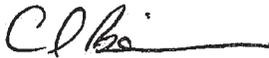
Exhibit A

The holiday party is an opportunity to raise money to help up fund some of the monetary contributions that we provide each year. All proceeds (less expenses) will go towards charity. The event is normally attended by motorcycle enthusiasts and members of the community who have supported our charitable events and giving back to the community. There will be a live auction and a 50/50 raffle, and alcohol and food will be served. The ISMC will have pre-ticket sales prior to the event. This will allow us to better plan the logistics, and ensure that we have an adequate amount of food. Tickets can be purchased at the door on the day of the event.

Our Members are a diverse group of civic-minded and responsible men of every ethnicity, color and creed -- all drawn together by the joy of riding, and giving back to our community. We hope that the city recognizes our community-building efforts and can support our request.

Respectfully,

Chuck Beisen



President, Iron Souls MC

Exhibit A

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 29 2014

IRON SOULS SACRAMENTO CHARITIES
C/O VICTOR M GUERRA
3929 TULE ST
W SACRAMENTO, CA 95691

Employer Identification Number:
47-2397436
DLN:
603294068
Contact Person:
CARLY D YOUNG ID# 31494
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
December 1, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

Exhibit B



Oakland Parks and Recreation
 250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
 Office: 510.238-3187; Facsimile: 510.238-2397



Rental Application

ATTENTION: _____

Date of Application: 9/30/17

RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD. PHOTO ID IS REQUIRED

Name of Business/Organization: Ironson's Motorcycle Club

Business/Organization Address: P.O. Box 5721 Oakland 94605
Street Address City Zip Code

Applicant Name: David Ferguson

Applicant Mailing Address: 23054 Soaquin Ct. Tracy 95304
Street Address City Zip Code

Phone Number: (209) 597-1674 Fax Number: _____ E-mail: pappafergo@att.net

Facility/Park Name: Lakeside Park Garden

Room(s)/Site(s): Vista Room

EVENT INFORMATION:

Date(s) of Event: December 16, 2017

Time In/Prep Time 6:00 PM Actual Event Time 8:00 PM to 12:00 AM Cleanup/Time Out 12:30 AM

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitzvah/BatMitzvah, etc.) Annual Holiday Jam

General Public Allowed: Yes No Sound Amplification: Yes No Non-Amplified Sound: Yes No

Type of Equipment to be used: (i.e., musical instruments, live band, cd player, amplifiers, microphones, etc.) DS with cd/computer & speakers

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner must be approved by the Parks and Recreation Advisory Commission 60 days or more in advance of event date.

Number of Participants (Total) 200 Approximate # of Adults 200 # of Teens _____ # of Children/Infants _____

Please provide below special accommodations/requests for your event. If no special accommodations required, please write NONE.

Will you require a caterer for your event? Yes No

If yes, are you choosing a caterer from OPR's Approved Caterer's List? Yes No

Name of Approved Caterer: _____

If not using an OPR Approved Caterer, provide name of non-approved caterer: _____

(Note: An Opt-Out Fee is applicable to non-approved Caterers and non-Catered events. See Attached Regulations)

RENTAL FEES (The minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance.)

Non-Refundable Permit Processing Fees:	
Picnic & Related Events: \$15 (50+ people)	
Building Rentals/Special Events (Parks): \$30	
(1) <u>95</u> x <u>6.5</u> = <u>447.50</u>	(7) Alcoholic Beverage Fee = _____
<small>(Hourly Rate) (# of hours)</small>	
(2) _____ x _____ = _____	(8) Administrative Service Fee = _____
<small>(Hourly Rate) (# of hours)</small>	
(3) Permit Processing Fee = <u>30</u>	(9) Caterer Opt Out Fee = _____
(4) Deposit = <u>600</u>	(10) Sound Use Fee = _____
(5) Setup/Teardown = <u>150</u>	(11) Other Charges = _____
(6) Kitchen = <u>50</u>	

TOTAL: \$ 1,317.50 less Advances Minimum Payment of \$ 600; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 717.50
 (Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.)

Please check payment type: Cash: _____ Check #: _____ Type of Credit Card: Visa or MasterCard:
 (See attached Authorization for Credit Card Payment Form)

CANCELLATION FEE: 61 days or more notice: Forfeit 1/2 Deposit 30 days to 11 days notice: Forfeit Deposit Plus 1/2 Rental Fee
 31 to 60 days notice: Forfeit Deposit 10 days or less notice: Forfeit All Fees

APPLICANT SIGNATURE David Ferguson DATE 9/30/17

Please note: By submitting this application, other documents/permits may be initiated to finalize your reservation.

Exhibit C



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Madolin Kadara-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations –
DATE: September 28, 2017
SUBJECT: **REQUEST APPROVAL TO ALLOW SoOAKLAND COLLECTIVE PERMISSION TO COLLECT DONATIONS AND SELL ENTRY TICKETS, RAFFLE TICKETS, FOOD, BEVERAGES, MERCHANDISE AT THE SoOAKLAND COLLECTIVE ADULT PROM AT LAKESIDE PARK GARDEN CENTER ON SATURDAY, NOVEMBER 25, 2017, FROM 8:00PM-12:00AM.**

SUMMARY

Staff received a request from the SoOakland Collective to collect donations and sell entry tickets, raffle tickets, food, beverages, merchandise at the SoOakland Collective Adult Prom on Saturday, November 25, 2017 from 8:00p.m. to 12:00p.m. at the Lakeside Park Garden Center. Approval from the Parks and Recreation Advisory Commission. The SoOakland Collective is a growing movement focused on preserving the Oakland and Bay Area's original culture.

Approval from the parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

SoOakland Collective is paying all rental fees associated with the event estimated at \$2445.00

PROJECT / PROGRAM DESCRIPTION

SoOakland Collective hosts a yearly Adult Prom event that brings the Oakland Bay Area culture together to celebrate an upscale side of the local urban community as well as the LGBT community. There will be a disk jockey (DJ), live performer, band, food, full security, photo booth to celebrate the elegant Oakland.

The following is a list of fees to be collected onsite:

- Door Ticket Sales (\$20-\$55)
- Vendor's Merchandise (\$1- \$50)
 - T Shirts
 - Beauty/Cosmetics
 - Men & Women Accessories
 - Food & Beverages
- Beverages Tickets (Alcoholic & Non-Alcoholic \$1-\$5)
 - Bottled Water
 - Juices, Soda
- Food

SoOakland Collective
2915 East 23rd Street
Oakland, CA 94610
Sept 28th 2017

Parks and Recreation Advisory Commission
250 Frank H. Ogawa Plaza, Suite 3330
Oakland, CA 94612

Dear Commissioners,
Our Proposed Event Date: Nov 25th 2017 7:30pm to 1am
EVENT: 2ND ANNUAL SOOAKLAND ADULT PROM

HISTORY

Founded July 2015 SoOAKLAND is a movement geared towards preserving Oakland and the BayAreas original culture. July 2016 my organization was awarded a proclamation by Mayor libby Schaff declaring July 30th Officially SoOakland day in the City of Oakland. This organization is about breaking the stereotypical perception of the urban communities through positive nostalgic events that bring awareness to community values, relationships, and issues. SoOakland is about the importance of supporting the local artist, business, professional and native first.

EVENT OVERVIEW

SoOAKLAND Adult Prom is a yearly event that brings the Oakland BayArea culture together to celebrate the upscale side of the local urban community as well as opening up to the lgbt community . These type of events are never really showcased or highlighted we will have a dj, live performer, band, food, full security , photo booth etc to celebrate elegant Oakland

*we sponsor one couple who may have kids who may be struggling financially but would love an elegant night out to be able to experience the prom so we provide them with gift cards to shop locally as well as a night out to dinner

REQUEST TO COLLECT FUNDS ON-SITE

We are requesting collection of fees for the following items:

- Door Tickets (\$20-\$55)
- Sale of Goods by Vendors (Merchandise Priced:\$1-\$50)
- o Food & Beverages • Beverages Tickets (Alcoholic & Non-Alcoholic Prices Range:\$1-\$5)
- o Bottled Water
- o Juices, Soda

Exhibit A

• Food

Please consider our proposal.

Signed: Shayla Jamerson

Shayla Jamerson

Founder, SoOAKLAND Collective

www.sooakland.com

Exhibit A



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to ... Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: SOOAKLAND: WINE TRAP FASHION

Location of Event: GARDEN CENTER

Date/Hours of Event: APRIL 15TH Permit No. _____

Contact Person: SHAYLA JAMERSON
Phone No. 5108576188

Contact Person Address: 2915 EAST 23RD STREET
OAKLAND CA 94601

Is this a first time event at this location? Yes No If no, when was the event held previously?

1. Were Facility Rental/Set-up fees waived? Yes XNo Not Applicable
2. Check other permits required for event?
OPD Special Events Permit XFood Handler's Permit XSeller's Permit
Charitable Solicitations Permit Certificate of Insurance Other - Please list

II. ATTENDANCE/COLLECTION OF FUNDS

Revised: 04-2013

Exhibit B

III. VENDOR INFORMATION

List all Vendors who participated at the event. (Attach additional sheets, if necessary):

Were all vendors in compliance per agreement? Yes No

Of no, why not?

Name of Vendor(s) (Attach additional sheets if necessary)	Non-Profit or For Profit Orgz'n?	Food (Describe)	Craft (Describe)	Seller's Permit Y/N
BODY BEAUTY MASSAGE	PROFIT		MASSAGE	Y
SHE GOT HER OWN CLOTHING	PROFIT		CLOTHING	Y
CALCUALTED CLOTHING	PROFIT		CLOTHING	Y
OAKLANDS.VERY.OWN	PROFIT	FINGER FOODS	FOOD	Y
OPAQUE EYEWEAR	PROFIT		EYEWEAR	Y
COCOANILLA	PROFIT		CLOTHING	Y
IMVCOUTURE	PROFIT		CLOTHING	Y
CURLY HIPPIE	PROFIT		HAIR PRODUCTS	Y
RUNTHEWORLD CLOTHING	PROFIT		CLOTHING	Y

IV. COMMENTS

List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

POST EVENT REPORT (Continued)

Page 4

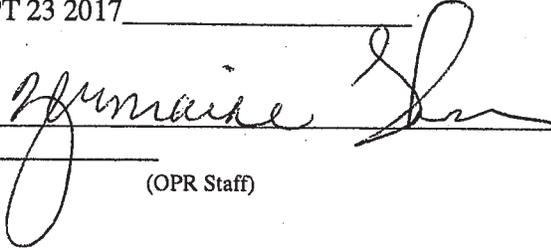
List any problems, concerns, or other comments about your satisfaction in the way the event turned out? (Attach additional sheets, if necessary):

N/A

Submitted by: SHAYLA JAMERSON

Date: SEPT 23 2017

Approved by: _____



(OPR Staff)

Date: 9/28/17

Comments: _____



Oakland Parks and Recreation
 250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
 Office: (510) 238-3187; Facsimile: (510) 238-2397



Rental Application

ATTENTION: _____

Date of Application: sept 28 2017

RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD. PHOTO ID IS REQUIRED

Name of Business/Organization: sooakland collective

Business/Organization Address: 2915 east 23rd street oakland 94601

Applicant Name: shayla jamerson Street Address City Zip Code

Applicant Mailing Address: 2915 east 23rd street oakland 94601

Phone Number: 510-550-5526 Fax Number: _____ E-mail: info@sooakland.com

Facility/Park Name: lakeside garden center

Room(s)/Site(s) all rooms

EVENT INFORMATION:

Date(s) of Event: sat nov 25th

Time In/Prep Time 7 Actual Event Time 8pm to 2am Cleanup/Time Out 1am

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitzvah/BatMitzvah, etc.)
adult prom gala

General Public Allowed: Yes No Sound Amplification: Yes No Non-Amplified Sound: Yes No

Type of Equipment to be used: (i.e., musical instruments, live band, cd player, amplifiers, microphones, etc.)
dj, live band, microphones

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner must be approved by the Parks and Recreation Advisory Commission 60 days or more in advance of event date.

Number of Participants (Total) 450 Approximate # of Adults 450 # of Teens _____ # of Children/Infants _____

Please provide below special accommodations/requests for your event. If no special accommodations required, please write NONE.
none

Will you require a caterer for your event? Yes No

If yes, are you choosing a caterer from OPR's Approved Caterer's List? Yes No

Name of Approved Caterer: oaklands very own

If not using an OPR Approved Caterer, provide name of non-approved caterer: _____

(Note: An Opt-Out Fee is applicable to non-approved Caterers and non-Catered events. See Attached Regulations)

RENTAL FEES (The minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance.)

Non-Refundable Permit Processing Fees:

Picnic & Related Events: \$15 (50+) people

Building Rentals/Special Events (Parks): \$30

(1) 260 x 5 = 1300
 (Hourly Rate) (# of hours)

(2) 270 x 1 = 270
 (Hourly Rate) (# of hours)

(3) Permit Processing Fee = 30

(4) Deposit = 500

(5) Setup/Teardown = 150

(6) Kitchen = _____

(7) Alcoholic Beverage Fee = 195

(8) Administrative Service Fee = _____

(9) Caterer Opt Out Fee = _____

(10) Sound Use Fee = _____

(11) Other Charges = _____

TOTAL: \$ 2445 Less Advance Minimum Payment of \$ 1340; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 1105
 (Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.)

Please check payment type: Cash: _____ Check #: _____ Type of Credit Card: Visa or MasterCard: _____
 (See attached Authorization for Credit Card Payment Form)

CANCELLATION FEE: 61 days or more notice: Forfeit 1/2 Deposit 30 days to 11 days notice: Forfeit Deposit Plus 1/2 Rental Fee
 31 to 60 days notice: Forfeit Deposit 10 days or less notice: Forfeit All Fees

APPLICANT SIGNATURE shayla jamerson DATE 10-29-17

Please note: By submitting this application, other documents/permits may be initiated to finalize your reservation.

Exhibit C



**CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development**

TO: Mandolin Kadera-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Wendy Johnson, Central Reservations
DATE: September 19, 2017
SUBJECT: REQUEST APPROVAL TO ALLOW BIG BROTHERS BIG SISTERS OF THE BAY AREA TO SELL FOOD AND BEVERAGES, AND SOLICIT CHARITABLE DONATIONS AT THEIR 5K RUN/WALK FUNDRAISER ON SATURDAY, OCTOBER 21, 2017 AT THE LAKE MERRITT AMPHITHEATRE.

SUMMARY

Staff received a request from Big Brothers Big Sisters of the Bay Area to sell food and beverages, and solicit charitable donations to support their fundraising efforts and mission of providing life changing mentorship programs to at-risk youth. One third of the children served live in Oakland and the greater East Bay. Their 5K Run/Walk fundraising event will take place at the Lake Merritt Amphitheatre on Saturday, October 21, 2017 from 8:30am to 2:30pm.

Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Big Brothers Big Sisters of the Bay Area is paying all rental fees associated with the event estimated at \$2170.00.

PROJECT / PROGRAM DESCRIPTION

Big Brothers Big Sisters of the Bay Area's event is admission free. The mission of this event is to help at risk youth through fundraising and donations to support a life-changing mentorship program. The estimated attendance for this event is 400.

BACKGROUND / LEGISLATIVE HISTORY

This is Big Brothers Big Sisters of the Bay Area's 4th annual "Walk/Run for Kids Sake". They are excited to hold this event in Oakland for the first time this year after three years in San Francisco. The goal is to bring awareness to the community regarding at risk youth and how they can assist.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from Big Brothers Big Sisters of the Bay Area to collect funds onsite through vendor sales of food, beverages and merchandise at their 5K walk/run on Saturday, October 21, 2017 from 8:30am – 2:30pm.

Respectfully submitted,

/s/ Wendy Johnson

Prepared by:
Wendy Johnson
Central Reservations

/s/ Nicholas Williams

Approved by:
Nicholas Williams
Director

Attachments: Exhibit A – Big Brothers Big Sisters of the Bay Area Proposal Letter
Exhibit B – Rental Application



Big Brothers Big Sisters
of the Bay Area

September 26, 2017

Oakland Parks and Recreation Advisory Committee
% Wendy Johnson, Public Service Representative
250 Frank H. Ogawa Plaza, Suite 330
Oakland, CA 94612

Dear Parks and Rec Advisory Committee,

We are writing to request your permission and approval to sell food and beverages and solicit charitable donations at a charity event we're planning to hold at Lake Merritt. We also would like to formally invite the City of Oakland and/or Oakland Parks and Recreation to become a sponsor of the event.

We are currently planning the Big Brothers Big Sisters of the Bay Area's 4th annual **Walk/Run For Kids' Sake**, to be held on October 21, 2017 at Lake Merritt. We are excited to hold the event in Oakland for the first time this year, after three years in San Francisco. The event is a fundraiser to support life-changing mentorship programs for at-risk youth. A large proportion of the children we serve (one third) live in Oakland and the greater East Bay, and we aim to engage and spotlight the Oakland community.

The event will feature a 5K run and walk around Lake Merritt, and a post-race festival with music, food and East Bay youth-serving organizations. With your permission, we would like to sell food and beverages, and set up an information booth where we can solicit charitable donations to support our mission. If we are unable to secure your permission, we would still hold the event but eliminate sales of food and beverages and refrain from accepting donations.

We hope you will grant your approval, and further, we invite you to partner with us on this event, in whatever way might be possible for you. We would be most grateful if the City of Oakland or the Parks and Recreation Department might consider becoming an official event sponsor; sponsorships start at \$1,000, and all proceeds directly benefit at-risk youth in Oakland.

We appreciate your consideration and hope to count you in as a partner in rallying the community around the transformative power of lasting mentoring relationships for disadvantaged youth. We look forward to your response.

Sincerely,

Jenifer Jayme
VP of Development



CITY OF OAKLAND
OAKLAND PARKS AND RECREATION

KQ # 705527 wj
Oakland Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
Office: 510.238-3187; Facsimile: 510.238-2397



Rental Application

ATTENTION: _____

RW # 40789 wj

Date of Application: 8/14/2017 *Revised*

RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD. PHOTO ID IS REQUIRED

Name of Business/Organization: Big Brothers Big Sisters of the Bay Area

Business/Organization Address: 825 Washington St, Oakland CA 94607
Street Address City Zip Code

Applicant Name: Jenifer Jayme, VP of Development

Applicant Mailing Address: 44 Flicker Drive, Novato CA 94949
Street Address City Zip Code

Phone Number: (415) 503-4057 Fax Number: (415) 503-4051 E-mail: jjayme@bbbsba.org

Facility/Park Name: Lake Merritt and Lakeside Park

Room(s)/Site(s) Amphitheatre *(Revised from Bandstand to as of 8/14/17 wj)*

EVENT INFORMATION:

Date(s) of Event: Saturday, October 21, 2017

Time In/Prep Time 8:30am Actual Event Time 10:00am to 1:00pm Cleanup/Time Out 2:30pm

Type of Event/Purpose: *(be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitzvah/BatMitzvah, etc.)*
charity fundraising walk-a-thon, race and post-walk festival

General Public Allowed: Yes No Sound Amplification: Yes No Non-Amplified Sound: Yes No

Type of Equipment to be used: *(i.e., musical instruments, live band, cd player, amplifiers, microphones, etc.)*
live band, amplifier, microphone, mp3

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner must be approved by the Parks and Recreation Advisory Commission 60 days or more in advance of event date.

Number of Participants (Total) 400 approximate # of Adults 300 of Teens 50 # of Children/Infants 50

Please provide below special accommodations/requests for your event. If no special accommodations required, please write NONE.

3 water stations around lake - see email for locations

Will you require a caterer for your event? Yes No

If yes, are you choosing a caterer from OPR's Approved Caterer's List? Yes No

Name of Approved Caterer: _____

If not using an OPR Approved Caterer, provide name of non-approved caterer: _____
(Note: An Opt-Out Fee is applicable to non-approved Caterers and non-Catered events. See Attached Regulations)

RENTAL FEES *(The minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance.)*

Non-Refundable Permit Processing Fees:

Picnic & Related Events: \$15 (50+) people

Building Rentals/Special Events (Parks): \$20

(1) 65⁰⁰ x 6 = 390⁰⁰
(Hourly Rate) (# of hours)

(2) _____ x _____ = _____
(Hourly Rate) (# of hours)

(3) Permit Processing Fee = \$30

(4) Deposit = \$500⁰⁰

(5) Setup/Teardown = n/a

(6) Kitchen = n/a

(7) Alcoholic Beverage Fee = NONE

(8) Administrative Service Fee = n/a

(9) Caterer Opt Out Fee = n/a

(10) Sound Use Fee = \$50

(11) Other Charges = + \$1200 event special separate fee check

TOTAL: \$ 2170⁰⁰ Advance Minimum Payment of \$ 970⁰⁰ BALANCE DUE 30 DAYS BEFORE EVENT: \$ 1200⁰⁰
(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.)

Please check payment type: Cash: _____ Check #: _____ Type of Credit Card: Visa or MasterCard: Visa
(See attached Authorization for Credit Card Payment Form)

CANCELLATION FEE: 61 days or more notice: Forfeit 1/2 Deposit 30 days to 11 days notice: Forfeit Deposit Plus 1/2 Rental Fee
31 to 60 days notice: Forfeit Deposit 10 days or less notice: Forfeit All Fees

APPLICANT SIGNATURE Jenifer Jayme DATE July 7, 2017

Please note: By submitting this application, other documents/permits may be initiated to finalize your reservation.