

CITY OF OAKLAND

PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, February 8, 2012 4:30 P.M.

Lakeside Garden Center, 666 Bellevue Avenue, Oakland, CA

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

BELCHER, FINLINSON, HAMMOCK, MATIS, MILLER, MONTAUK, PETERSON, RICARDS, TAYLOR, WONG, WU

3. DISPOSITION OF MINUTES:

A. Minutes of January 7, 2012

4. SPECIAL ORDERS:

5. PRAC PENDING LIST:

None

6. MODIFICATIONS TO THE AGENDA:

7. CONSENT NEW BUSINESS:

A. **Request Approval From the Native American Health Center For Permission to Collect On-site Registration/Donation Fees for the Running Is My High Walkathon at Lakeside Park on Saturday, March 10, 2012:** The Native American Health Center, a non-profit organization, is requesting permission to collect on-site registration/donation fees for the Running is My High; a 10k and 5k Fun Race around Lake Merritt that promote fitness, good nutrition and diabetes prevention. The representatives for the Native American Health Center are not in attendance due to the Post Event Report provided to staff.

B. **Request for Permission to Accept On-site Registration/Donation Fees for the Leukemia & Lymphoma Society's Rhodes Race 5k Run/Walk at Lakeside Park on Sunday, April 15, 2012:** Ms. Claire Blaney is requesting permission to collect on-site registration/donation fees for the Rhodes Race 5K Walk/Run at Lakeside Park on Sunday, April 15, 2012, to benefit the Leukemia and Lymphoma Society (LLS). The fees are donated to the LLS. The minimum registration/donation fee is \$20 per person (\$5 for kids). Ms. Blaney is not in attendance due to the Post Event Report provided to staff.

C. **Request Approval from Girl Ventures for Approval for Permission to Collect On-site Donations for the Walkathon Fundraiser at Lakeside Park on Saturday, April 28, 2012:** Girl Ventures, a non-profit organization, is requesting permission to collect donations at their registration table during their walkathon fundraiser event on Saturday, April 28, 2012 at Lakeside Park. The money raised will help benefit scholarship funds in order for more girls to have access to the Girl Ventures programs. A Post Event Report was provided to the organization for their 2011 event but has not been received by the Office of Parks and Recreation.

- D. **Request for Permission to Serve and Sell Alcohol Beverages and Food On-site for the 3rd Annual Oakland Running Festival at Snow Park on Sunday, March 25, 2012:** Gene Brtalik is requesting permission to serve and sell alcoholic beverages (Beer & Wine) and food on-site for the 3rd Annual Oakland Running Festival at Snow Park on Sunday, March 25, 2012. Benefits for the collection of funds will go towards City and Local Charities. A portion of the alcohol beverage sales will go to the Fire Department's Random Acts Charity.
- E. **Request from National Multiple Sclerosis Society for Permission to Accept On-site Pledges/Donations for their Fundraising Walk at Lakeside Park on Sunday, April 21, 2012:** The National Multiple Sclerosis Society, a non-profit organization, is requesting permission to collect on-site pledges/donations for their Fundraising Walk at Lakeside Park on Sunday, April 21, 2012. The donations and funds raised will go towards local programs, services, and research for those affected by Multiple Sclerosis (MS).
- F. **Request from buildOn for Permission to Collect Donations On-site for their Fundraising Walk at Lakeside Park on Sunday, April 22, 2012:** buildOn, a national non-profit organization, is requesting permission to collect outstanding pledges for their Fundraising Walk at Lakeside Park on Sunday, April 22, 2012. Proceeds raised from the event will benefit construction material cost associated with building a school in Nicaragua.
- G. **Request from San Francisco Bay Area Darfur Coalition for permission to Accept On-site Registration/Donation Fees for the Walk to End Genocide at Lakeside Park on Sunday, April 29, 2012:** The San Francisco Bay Area Darfur Coalition is requesting permission to collect on-site registration/donation fees for the Walk to End Genocide at Lakeside Park on Sunday, April 29, 2012, to benefit the survivors and/or on the behalf of victims of genocides or advocating to end genocide.
- H. **Request From Women's Daytime Drop-in Center for Approval to Collect Entrance Fees and Have a Live and Silent Auction at Sequoia Lodge on Sunday, May 20, 2012:** Women's Daytime Drop-in Center, a non-profit organization, is requesting approval to collect entrance fees and funds from a live and silent auction at Sequoia Lodge on Sunday, May 20, 2012. The funds raised will provide financing for the Center's day support and housing services which help over 1200 individuals each year.

8. **NEW BUSINESS:**

- A. **Informational Report – Proposed FY2011-13 Park Project Prioritization List:** This is an informational report to the Parks and Recreation Advisory Commission on the proposed park project prioritization list for FY2011-13. Project descriptions are referenced by the project title in an attached proposed Park Project Prioritization List.

9. **CONDITIONAL USE PERMITS:**

None

10. **COMMUNICATIONS:**

11. **PRAC COMMITTEE REPORT:**

12. ADVISORY COUNCIL REPORTS:

13. UNFINISHED BUSINESS:

14. COUNCIL REFERRALS:

15. OPEN FORUM:

16. DIRECTOR'S REPORT:

City of Oakland Budget Update

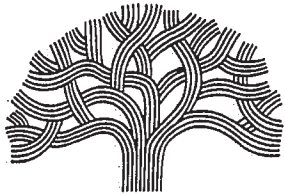
17. ANNOUNCEMENTS:

18. ADJOURNMENT:



This meeting is wheelchair accessible. To request materials in alternative formats, or to request an ASL interpreter, or assistive listening device, please call the *Office of Parks and Recreation* at (510) 238-7532 or TDD (510) 615-5883 at least three working days before the meeting. Please refrain from wearing scented products to this meeting so attendees who may experience chemical sensitivities may attend. Thank you.

Next Meeting: ***Wednesday, March 14, 2012; 4:30 p.m.***
Lakeside Garden Center
666 Bellevue Ave, Oakland, CA



CITY OF OAKLAND

PARKS AND RECREATION ADVISORY COMMISSION
City of Oakland
Saturday, January 7, 2012 8:30am
Lakeside Garden Center, 666 Bellevue Avenue, Oakland, CA

Retreat – Special Meeting
Minutes

1. CALL TO ORDER:

A meeting of the Parks and Recreation Advisory Commission was held on Saturday, January 7, 2012 at the East Oakland Sports Center located at 9161 Edes Ave, Oakland. Co-Chair Commissioner Hammock convened the meeting at 4:35pm. Audree V. Jones-Taylor, OPR Director, conducted the roll call:

2. ROLL CALL:

Present: Judy Belcher, Wade Finlinson, Michael Hammock, Howard Matis, Barry Miller, Susan Montauk, Brad Ricards, Jeffrey Taylor, Ellen Wu

Excused: Marsha Peterson, Calvin Wong

Staff: Audree V. Jones-Taylor, Dana Riley, Diane Boyd, Gail McMillon, Mark Hall, Stephanie Benavidez, Christina Ferracane, Ed Manasse, Lily Soo Hoo, Joslyn combs, Peter Collier and Sarah Herbelin

3. DISPOSITION OF MINUTES:

A. Minutes of December 15, 2011

Motion: Commissioner Montauk entertained a motion to approve the meeting minutes of December 14, 2011 with correction.

Moved by: Commissioner Hammock, **Seconded by:** Commissioner Miller, 1 Abstention: Matis **Motion:** Passed.

4. SPECIAL ORDERS:

None

5. PRAC PENDING LIST:

A. Commissioners' Report Update

Commissioner Taylor reported that Jason Mitchell, OPR Fiscal Manager, determined that their was no fiscal impact

6. MODIFICATIONS TO THE AGENDA:

7. CONSENT NEW BUSINESS:

None

8. NEW BUSINESS:

A. Introduction of Proposed New Commissioners

Proposed new Commissioner's Toshia Marshall, Faith Du Bois, Paul Rosenbloom and Mandolin Kadera-Redmond were given the opportunity to introduce themselves to the Commission.

B. Election of Commission Chair and Vice Chair for 2012: Point of Order: The Commission held a discussion to elect a new chair. Commissioner Miller was nominated and was provided the opportunity to give a brief presentation highlighting his goals as chair and why he felt he was the best candidate. A secrete ballot was taken and by consensus Commissioner Miller was elected Chair. Commissioner Wu was nominated to vice chair by a vote of 5 to 3.

Commissioner Miller conducted the remainder of the meeting.

The Commission and staff thanked outgoing co-chairs Susan Montauk and Michael Hammock for their years of service. Director Jones-Taylor plans to host reception for the all outgoing Commissioners.

- C. **Master Plan Process Overview:** Lily Soo Hoo, CEDA Project Manager and John R. Gibbs, WRT Consultants provided an hour presentation and overview of the Master Plan process. Topics included; the components of a park master plan and trends in park planning and its purpose.
 - D. **Food Trucks & the Impact on City Parks:** Edward Manasse, Strategic Planning Manger provided a presentation on the City's pilot mobile food vending program and the possible impact to parks and services. The program will be offered in Districts 1, 2, 3 and 4.
 - E. **Community Garden Policy and Process:** Sarah Herbelin, Peter Collier and Jocelyn Combs presented PRAC with an update on the Community Garden Standard Operation Procedure process. Commissioners were provided with a matrix depicting the various types of community gardens projects and partnerships with non-profit organizations. New garden proposal guidelines were also included. Director Jones-Taylor suggested that there be an advisory liaison from PRAC to the community gardening program.
 - F. **Policy Committee Discussion:** Representative from Ad Hoc Policy Committee members reported on their discussion including; restructuring the agenda i.e. the consent process for special events; creating stronger interactions with the Office of the Mayor and City Council; developing ways to support staff, setting priorities, developing partnerships with local universities, review PRAC subcommittees and liaisons; review Roberts Rules.
 - G. **Set Annual OPR Facility Tour Date & Locations:** Held over to next meeting.
-

- 9. **CONDITIONAL USE PERMITS:**
None

10. COMMUNICATIONS:

- A. Conflict of Interest Declaration Form 700: Commissioners were issued Form 700 along with the online filing option with the City Clerk. The April 1, 2012 filing deadline was announced.
- B. Annual Ethics Training: Online ethics training information was announced. Commissioners were referred to www.fppc.ca.gov Click on the "Ethics" tab and select Local Training - AB 1234 Ethics Training for Local Officials for more information.
- C. California Association of Parks & Recreation Commissioners and Board Members Workshop: Update from Commissioner Ricards. PRAC Commissioners will join City of Richmond officials at the California Association of Parks and Recreation Commissioners and Board Members Workshop on February 11, 2012 at the Leona Lodge from 10am to 3pm. The cost is \$25.00 per attendee.

11. PRAC COMMITTEE REPORT:

None

12. ADVISORY COUNCIL REPORTS:

None

13. UNFINISHED BUSINESS:

None

14. COUNCIL REFERRALS:

15. OPEN FORUM:

Office of Parks and Recreation Capital Improvements staff member, Mark Hall announced OPR's receipt of a \$50,000 Grant from Alameda County for a community garden at Lowell Park, located in West Oakland at 14th in Market.

16. DIRECTOR'S REPORT:

Director Jones-Taylor invited the Commission to the January 20th citywide staff open house at the East Oakland Sports Center located at 9161 Edes Ave.

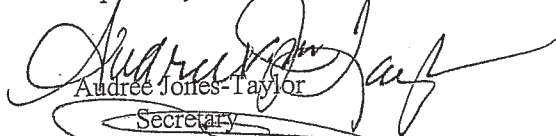
17. ANNOUNCEMENTS:

None

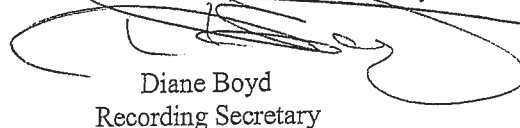
18. ADJOURNMENT:

The meeting was adjourned at 12:30pm

Respectfully submitted,



Audree Jones-Taylor
Secretary



Diane Boyd
Recording Secretary

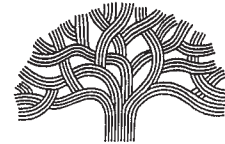


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CITY OF OAKLAND

Interoffice Memorandum

Office of Parks and Recreation



CITY OF OAKLAND

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request Approval From the Native American Health Center For Permission to Collect On-site Registration/Donation Fees for the Running Is My High Walkathon at Lakeside Park on Saturday, March 10, 2012

SUMMARY

The Office of Parks and Recreation received a request from the Native American Health Center, a non-profit organization, for permission to collect on-site registration/donation fees for the Running is My High; a 10k and 5k Fun Race around Lake Merritt that promote fitness, good nutrition and diabetes prevention.

The representatives for the Native American Health Center are not in attendance due to the Post Event Report provided to staff.

FISCAL IMPACT

There is no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

This is the Native American Health Center's 10th year hosting the event at Lakeside Park. The Native American Health Center request has come before the Parks and Recreation Advisory Commission in the past and was granted approval to collect registration/donation fees. All past events were successful and went as planned. In 2011, the organization collected \$2,155 on-site for registration/donation fees.

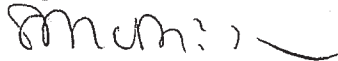
There are no significant changes for this year. Staff will work closely with the organization to ensure another successful event. The on-site fees will once again be \$15 for adults and \$5 for children. The fees collected will be used to support the event (i.e., purchasing t-shirts and supporting participant walking and running scholarships.)

Parks and Recreation Advisory Commission
February 8, 2012

RECOMMENDATION

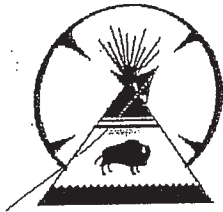
Staff recommends that the Park and Recreation Advisory Commission approve the request for collection of on-site registration fees/donations at the Running is My High Walkathon at Lakeside Park on Saturday, March 10, 2012. The contact person is aware that additional permits may be required provided the request is granted.

Respectfully submitted,



Gail McMillon
Reservation Supervisor

Attachments: ~~Exhibit A – Request Letter~~
Exhibit B – 2011 Post Event Report
Exhibit C – Park Use Application
Exhibit D – Non-profit Status



Native American Health Center, Inc.

OAKLAND • SAN FRANCISCO • ALAMEDA
2950 International Boulevard • Oakland, California 94601
PH: 510-535-4463 • FX: 510-535-4449 • www.nativehealth.org

Office of Parks and Recreation
Parks and Recreation Advisory Commission

July 5, 2011

Dear Parks and Recreation Advisory Commission,

On Saturday, March 10th, 2012 the Native American Health Center of Oakland, CA is sponsoring an event entitled: Running is My High, a 10K and 5K Fun Run around Lake Merritt in downtown Oakland.

The overall goal of Running is My High is to engage community members in the event while promoting fitness, good nutrition and diabetes prevention. The event will draw participants from the Native American Community as well as runners and exercise enthusiasts from the San Francisco Bay at large.

This letter is to inform you that we will be allowing our community members the opportunity to register on the day of the event. This is our 10th annual event and we have always offered same day registration that has allowed us to gain larger participation. We encourage on-line pre-registration, but same day registration is also necessary. The same day registration fees will be \$15 for adults and \$5 for children. Native American Health Center is a non-profit organization; the money collected will be used to support this event (i.e. purchasing t-shirts and supporting participant walking/running scholarships).

In the past 10 years we have always used part of the sailboat parking lot to have our start and finish line. The grassy field area is used for participants and guests to observe and support the runner/walker. The grassy field is not a safe place to have a start and finish line due to uneven ground. Native American Health Center would like to continue the tradition of Running is My High at Lake Merritt and without the use of the parking lot space this event can not happen. We hope that you are able to consider our request.

I appreciate your help and look forward to working with you. If you have any questions, please feel free to contact me.

Sincerely,

Laura McLively, RD
Running Is My High Coordinator
510-535-4463
lauram@nativehealth.org



CITY of OAKLAND
OFFICE of PARKS & RECREATION

POST EVENT REPORT

Please complete and return the Post Event Report to the Office of Parks and Recreation, Central Reservations Unit, Attention: Central Reservations Supervisor, 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612.

I. GENERAL INFORMATION

Name of Event: Running Is My High

Location of Event: Lake Merritt, Oakland, CA

Date/Hours of Event: March 12th, 2011 Permit No. never received hard copy of permit despite multiple requests, but I was told it was approved.

Contact Person: Laura McLively, RD Phone No. 510-535-4463

Contact Person Address: 2950 International Blvd., Oakland, CA 94601

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

Every second Saturday in March for the past 10 years.

1. Were Facility Rental/Set-up fees waived? Yes No

2. Check other permits required for event?

- OPD Special Events Permit Food Handler's Permit Seller's Permit
 Charitable Solicitations Permit Certificate of Insurance Other - Please list

II. ATTENDANCE INFORMATION

- Total number in attendance: 275 runners, about 50 observers
- Were registration fees collected on-site for the event? Yes No
- If yes (above), how many people registered? 115
- What was the cost for registration? \$15 adults, \$5 kids
- How much money was collected on site for registration fees? \$2155

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? NO VENDORS

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

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.)

This past event posed several opportunities for improvement. When we arrived, the on-site coordinator told us that we had a different site reserved and that all the trash bins and recycle bins were at this other location. Fortunately we had brought our own because we were not supplied with trash or recycle bins the year before either. To improve the event, it would be great if the on-site coordinator was aware of the site that we were using and if the trash and recycle bins were there. We would also like to request that the parking lot be coned off, as we had problems with cars driving into the parking lot, posing a safety hazard for our walkers and runners and children who were moving around in the parking lot. I would also like to request the actual hard copy of the permit this year. I never actually received the hard copy of the permit despite the fact that I called and emailed dozens of times requesting it, and it would be nice to have it for our records. I would also like to say that the on-site coordinator, Mohammed, was extremely helpful and made the day go as smoothly as possible. He was a pleasure to work with and we want to thank him sincerely!

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

See above.

Submitted by: Laura McLively *Laura McLively* Date: July 5, 2011

Approved by: ZLT *ZLT* (OPR Staff) Date: 7-7-11

Comments: *In regards to the customer's above comments regarding the parking lot, this group is aware they have non-exclusive use of the parking lot at the Sailboat House. This group has requested in the past to have the parking stalls after the disabled parking stalls to the end of that row blocked for their start/finish line. Those stalls were blocked for their event as it is every year for the past 10 years. The area is adjacent to the parking stall and the area is paved with*

#24246



Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330 Oakland,
CA 94612

CITY OF OAKLAND
OFFICE of PARKS & RECREATION
Park Use Rental Application

Central Reservations Unit
PH (510) 238-3187 Fax (510) 238-2397

Application Date: 7/5/11

ATTENTION:

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

REQ# No: _____	OFFICE USE ONLY	Receipt No: _____
RWP No: _____	Approved By/Date: <u>ZT</u>	Issued By/Date: _____
Police Special Events Permit Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If required, Special Events Permit due to OPR by _____	

Application on behalf of: (Group, Individual, Organization) Native American Health Center
* Address: 2950 International Blvd City: Oakland State: CA Zip: 94601

Individual responsible for event: Name: Laura McLively *Address: 5917 Chabot Rd
City: Oakland State: CA Zip: 94618 Email: Lauram@nativehealth.org

Home #: 707-291-0824 Work #: 510-535-4463 Fax #: 510-535-4449 Cell#: 707-291-0824

To use (Name of Park): Lakeside Park Location: Lake Merritt Sailboat House Parking Lot

On the following date (s): 3/10/12 General Public Allowed: Yes No Number of Participants: 299

Between the hours of: (Start Time/Setup) 6:50 am (Actual Event Time) from 8:00 to 12:00 (End Time/Cleanup) 1:30 pm

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)

Running is My High: 5k/10k walk/run for Indian Community

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.

Sound Amplification: Amplified Yes No Non-Amplified Yes No

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

1 mic w/ amplifier

Will food be served? Yes No (If yes, please list type(s) of food to be served.)

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

Access to sailboat house parking lot (clear of cars + coned off so people won't get hit. Trash/recycling bins in correct area.)

Fees: Rent: \$150.00 Deposit: \$150.00

Sound Use: \$50.00 Other Fees: \$20 permit fee / SBH Parking Lot \$150

Total of ALL Fees PLUS Deposit: _____ (Group has none)

Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned) excuse use

CANCELLATION FEES: 31 days or more notice: Forfeit 1/2 Deposit
30 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
10 days or less notice: Forfeit All Fees

Check Amount: \$ _____ Check #: _____ Cash: _____

Type of Credit Card (Visa or Master Card Only): _____

Credit Card #: _____ Expiration Date: _____

Authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ _____ (Amount to be Charged)

or my reservation at _____ on _____ (Park) (Event Date)

Signature Required: Laura McLively (Print Name) (Driver License #/Expiration Date) Exp - 10/23/2013

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
- ✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

OGDEN UT 84201-0038

In reply refer to: 0441758212
Feb. 19, 2010 LTR 4168C ED
23-7135928 000000 00 R
00029863
BODC: TE

NATIVE AMERICAN HEALTH CENTER INC
1151 HARBORBAY PARKWAY SUITE 201
ALAMEDA CA 94502

Employer Identification Number: 23-7135928
Person to Contact: Ms. Ingraham
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Feb. 09, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in November 1971.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Rita A. Leete
Accounts Management II

CITY OF OAKLAND
Interoffice Memorandum



CITY OF OAKLAND

Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request for Permission to Accept On-site Registration/Donation Fees for the Leukemia & Lymphoma Society's Rhodes Race 5k Run/Walk at Lakeside Park on Sunday, April 15, 2012

SUMMARY

The Office of Parks and Recreation has received a request from Ms. Claire Blaney for permission to collect on-site registration/donation fees for the Rhodes Race 5K Walk/Run at Lakeside Park on Sunday, April 15, 2012, to benefit the Leukemia and Lymphoma Society (LLS). The fees are donated to the LLS. The minimum registration/donation fee is \$20 per person (\$5 for kids).

Ms. Blaney is not in attendance due to the Post Event Report provided to staff.

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

This is Ms. Blaney's fifth year hosting the Rhodes Race 5k at Lakeside Park. Ms. Blaney has come before the Parks and Recreation Advisory Commission in the past for approval to collect on-site registration fees. The requests were granted and the events were successful and went as planned. In 2011, \$300 was collected on-site for registration fees.

As in the past, Ms. Blaney will encourage participants to register and make donations in advance. They would like to accept donations/registration fees for those participants that show up on the day of the event.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request to collect on-site donations/registration fees at the Rhodes Race 5k Walk/Run that will benefit the Leukemia and Lymphoma Society at Lakeside Park on Sunday, April 15, 2012.

Respectfully submitted,

Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – 2011 Post Event Report
Exhibit C – Park Use Application



www.RhodesRace.com

January 11, 2012

Central Reservations Unit
Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330
Oakland, CA 94612

Re: Proposal for special event

To Whom It May Concern:

We are writing to request a special events permit for an event to be conducted this spring at Lake Merritt in Oakland. We are committed to raising funds for The Leukemia & Lymphoma Society every spring. To accomplish our fundraising goals, we have had great success with our Rhodes Race 5K, a 5k run/walk around Lake Merritt, where the registration fees are donated to The Leukemia & Lymphoma Society. We would like to continue this event this spring, on Sunday, April 15, 2012.

The basic event details are listed below:

Name: Rhodes Race 5k
Location: Lake Merritt, Oakland
Date: Sunday, April 15, 2012
Time: 9:00am race start; 8:00am set up; clean up completed by 12:00pm
Purpose: A race to raise money for The Leukemia & Lymphoma Society

We hope to register the majority of participants prior to race day and on the day of the event, only accept donations from those participants who did not already register. The donation/registration fee will be a minimum of \$20 (\$5 for kids and dogs)

The materials we will use for the race will consist of 2 tables for check in, 1 table for day of registration, some orange cones and two sets of 8 helium balloons for the finish line. We will have 10 - 20 volunteers helping us with set up, race check in and clean up.

This will be our fifth annual Rhodes Race 5k and we are looking forward to another successful event! As it has been in the previous years, the event should be low key; about 150 - 225 people: friends, family, neighbors, non-competitively running or walking 1 loop around Lake Merritt in an effort to raise money for an important cause.

Thank you for your time and consideration.

Sincerely,

Claire Blaney & Matt Rhodes



POST EVENT REPORT

Please complete and return the Post Event Report to the Office of Parks and Recreation, Central Reservations Unit, Attention: Central Reservations Supervisor, 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland CA 94612.

I. GENERAL INFORMATION

Name of Event: Rhodes Race 5k (a fundraiser for the Leukemia & Lymphoma Society)

Location of Event: Lake Merritt

Date/Hours of Event: Sun, April ³~~8~~, 2011; 8am (set up) – 12:00pm (clean up complete)

Permit No. 22837

Contact Person: Claire Blaney Phone No. 415-385-0484

Contact Person Address: 3921 Glen Park Rd, Oakland, CA

Is this a first time event at this location? NO

If no, when was the event held previously? April 2008, 2009, and 2010

1. Were Facility Rental/Set-up fees waived? NO (but since this is a fundraiser and all costs are from out of pocket, I would love to have the permit/rental fee waived.)

2. Check other permits required for event?

OPD Special Events Permit

Other – Not sure if it was a permit, but permission to accept cash (donations/registration) on site.

II. ATTENDANCE INFORMATION

1. Total number in attendance: ~200

2. Were registration fees collected on-site for the event? Yes

3. If yes (above), how many people registered? 30

4. What was the cost for registration? They were donations, so many made donations larger than the registration fee. Kids/Dogs \$5; Regular \$20; Headstart (30 secs) \$50; Headstart (1 min) \$100.

5. How much money was collected on site for registration fees? ~\$300

III. VENDOR INFORMATION – N/A

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

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.)

The event has been pretty great as is so far. We would like to increase the number of participants in order to raise more money for the Leukemia & Lymphoma Society, but we don't want it to ever get too large because we do not want to lose the "family" like atmosphere.

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

Everything has gone really smoothly otherwise and we look forward to another successful event in 2012.

Submitted by: Claire Blaney Date: 1-11-12

Approved by:  Date: 1/23/2012
(OPR Staff)

Comments: Post Event Report - Need to be submitted sooner to representative



Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330 Oakland,
CA 94612

Central Reservations Unit
PH: (510) 238-3187 Fax: (510) 238-2397

OFFICE OF PARKS & RECREATION
City of OAKLAND
Office of Parks & Recreation
Park Use Rental Application

Application Date: 1/11/12

ATTENTION:

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

OFFICE USE ONLY
REQ. No. _____ RWP No. _____ Received By/Date: CC 1/23/12 Approved By/Date _____ Issued By/Date _____
Police Special Events Permit Required? Yes No. If required, Special Events Permit due to ORR by _____

Application on behalf of: (Group, Individual, Organization) Rhodes Race 5K
Address: 3921 Glen Park Rd City: Oakland State: CA Zip: 94602
Individual responsible for event: Name: Claire Blaney Address: 3921 Glen Park Rd
City: Oakland State: CA Zip: 94602 Email: claireblaney@yahoo.com
Home #: 415-385-0484 Work #: _____ Fax #: _____ Cell #: 415-385-0484
To use (Name of Park): Lake Merritt Location (Area/s): Lake side Park (bird feeding area)

On the following date(s): Sun APRIL 15, 2012 General Public Allowed: Yes No Number of Participants: 200
Between the hours of: (Start Time/Setup) 8:00 AM (Actual Event Time) from: 9:00 AM to: 11:00 AM (End Time/Cleanup) 12:00 NOON

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)
Walk/run to raise money for The Leukemia & Lymphoma Society

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.
Sound Application: Amplified Yes No Non-Amplified Yes No

Type of equipment to be used (i.e., jumpers, musical instruments, live band, cd player, amplifiers, microphones, etc.)
NONE

Will food be served? Yes No (If yes, please list type(s) of food to be served.)
Please describe below special accommodations/requests required for your event. If no special accommodations/request required, write NONE.
NONE

Fees: (Picnic & Related Events Fee) A non-refundable permit processing fee of \$15 will be added to each application with 50 or more people.
(Special Event Fee) A non-refundable permit processing fee of \$30 will be added to each application.

Permit Processing Fee: \$30 Rent: \$160 Deposit: 10 (roll over from 2011 event)
Sound Use: _____ Other Fees: _____
Total of ALL Fees PLUS Deposit: \$190

(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)

CANCELLATION FEES:
61 days or more notice: Forfeit 1/2 Deposit
31 to 60 days notice: Forfeit Deposit
20 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
40 days or less notice: Forfeit All Fees

Check Amount: \$ _____ Check #: _____ Cash: _____
Type of Credit Card (Visa or Master Card Only): Master Card Credit Card #: _____ Expiration Date: 09/12

Authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ 190
(Amount to be Charged)
for my reservation at Lake Merritt on Sun, April 15, 2012
(Park) (Event Date)

Claire Blaney claire Blaney
(Signature Required) (Print Name)
Driver License # 402/713 Expiration Date _____

*****ATTENTION*****

✓ DID YOU REMEMBER TO SIGN THIS APPLICATION? (See next page)

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Central Reservations Supervisor
DATE: February 8, 2012
SUBJECT: Request Approval from Girl Ventures for Approval for Permission to Collect On-site Donations for the Walkathon Fundraiser at Lakeside Park on Saturday, April 28, 2012

SUMMARY

The Office of Parks and Recreation received a request from Girl Ventures, a non-profit organization, for permission to collect donations at their registration table during their walkathon fundraiser event on Saturday, April 28, 2012 at Lakeside Park. The money raised will help benefit scholarship funds in order for more girls to have access to the Girl Ventures programs.

A Post Event Report was provided to the organization for their 2011 event but has not been received by the Office of Parks and Recreation.

FISCAL IMPACT

There is no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

Since 1997, Girl Ventures has served over 3,200 Bay Area girls. They are a local non-profit organization that takes Bay Area girls on outdoor adventures for inner discovery. Their mission is to empower adolescent girls to develop and express their strengths in leadership and all other fields.

Girls Ventures came before the PRAC in 2010 and 2011 and was granted approval. In 2011, they raised approximately \$9,000 and hope to raise \$10,000 this year.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from Girl Ventures to collect donations and scholarship funds during their walkathon at Lakeside Park on Saturday, April 28, 2012. The contact person is aware that additional permits may be required for this event provided the request is granted.

Respectfully submitted,

Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – Non-profit Status
Exhibit C – Park Use Application



girlventures
Outdoor adventures for inner discovery

Girls Advisory Board

Erlin Teutschel, Co-Chair

Cecily Montgomery,
Co-Chair

Ana Williams

Avalon Qian

Callie Lopshire-Bratt

Caroline Sheng

Connie Robinson

Flavia Purpura-Pontoniere

Gracia Brown

Hannah Rolf

Imani Diltz

Jennell Perla

Katie Elzy

Lea Lorget

Martiz Alvarez

Shania Reynolds

Shea Wales

Volunteer Adult Mentors

Angelina Acevedo

Susie Barr-Wilson

Ivonne Garcia

Tanya Rao

Katrina Steffek

Sarah Heath (Advisor)

To: Parks and Recreation Advisory Commission
From: Katrina Steffek (mentor) & Sarah Heath (advisor)
Date: January 18, 2012
Re: Requesting Approval for Fundraiser at Lake Merritt

To Whom It May Concern:

We are requesting approval for a fundraiser at Lake Merritt on Saturday, April 28, 2012. We anticipate that approximately 90 people will participate in our 3 mile walk. **Our goal is to raise \$10,000 in scholarship funds so that more girls will have access the life-changing experiences that happen on GirlVentures programs.** Last year we were able to raise almost \$9,000 at our Walk-A-Thon.

GirlVentures is a local organization that takes Bay Area girls on *outdoor adventures for inner discovery*. GirlVentures is a registered 501(c)3 nonprofit whose mission is to *empower adolescent girls develop and express their strengths* in leadership and all other fields.

Since 1997, GirlVentures has given over 3,200 Bay Area girls the opportunity to discover their true potential. Our programs are especially important because they give girls the chance to do things they might not normally be able to do, such as backpacking trips in the summer and rock-climbing courses after school.

During our event, we would like to collect donations at our registration table. The GirlVentures' Girls Advisory Board is organizing this event. The Board is comprised of 18 high-school aged alumnae who are volunteering their time to give back to GirlVentures.

Thank you for your consideration,

Katrina Steffek, on behalf of the Girls Advisory board

Note: Please feel free to contact our advisor with any questions/concerns:
Sarah Heath, Director, Programs & Outreach: sarah@girlventures.org | (415) 864-0780 x303

Internal Revenue Service

Date: December 11, 2004

GIRLVENTURES
% ELIZABETH MCLEOD
3543 18TH ST STE 18
SAN FRANCISCO, CA 94110

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Schaquistia Bolton 31-08028
Customer Service Representative

Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
94-8319189

Dear Sir or Madam:

This is in response to the amendment to your organization's Articles of Incorporation filed with the state on September 15, 2004. We have updated our records to reflect the name change as indicated above.

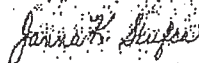
In June 1999 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

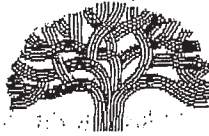
Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services



Office of Parks and Recreation

250 Frank H. Ogawa Plaza, Suite 3330 Oakland, CA 94612

Central Reservations Unit

PH (510) 238-3187 Fax (510) 238-2397

CITY OF OAKLAND Park Use Rental Application

ATTENTION:

Application Date: _____

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

REQ No. _____	OFFICE USE ONLY	Receipt No. _____
RWP No. _____	Received By/Date <u>Z 1/17/12</u>	Approved By/Date _____
Police Special Events Permit Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If required, Special Events Permit due to OPR by _____	

Application on behalf of: (Group, Individual, Organization) Girl Ventures
 Address: 3543 18th street City: San Francisco State: CA Zip: 94110
 Individual responsible for event: Name: Katrina Steffek/Sarah Heath Address: 442 Stow Avenue
 City: Oakland State: CA Zip: 94606 Email: Katrina.b.steffek@gmail.com
 Home #: _____ Work #: _____ Fax #: _____ Cell#: 619-459-3883

To use (Name of Park): Lake Merritt Location: Collonade @ Embarcadero + Lakeshore

On the following date (s): Saturday April 28, 2012 General Public Allowed: Yes No Number of Participants: 95

Between the hours of (Start Time/Setup): 9:00am (Actual Event Time) from 10am to 12noon (End Time/Cleanup): 1pm

Type of Event/Purpose (be specific; i.e.: Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)
Walk-a-thon Fundraiser (3rd Annual)

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.

Sound Amplification: Amplified Yes No Non-Amplified Yes No

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

CD player w/ speaker + microphone with speaker

Will food be served? Yes No (If yes, please list type(s) of food to be served.) water, energy bars, bagels, coffee

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

Seeking approval for a registration table

Fees: (Picnic & Related Events Fee) A non-refundable permit processing fee of \$15 will be added to each application with 50 or more people.
(Special Event Fee) A non-refundable permit processing fee of \$30 will be added to each application.

Permit Processing Fee: \$30.00 Rent: \$144.00 Deposit: \$300.00
 Sound Use: \$50.00 Other Fees: _____

Total of ALL Fees PLUS Deposit: \$524.00

(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)

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

Check Amount: \$ _____ Check #: _____ Cash: _____

Type of Credit Card (Visa or Master Card Only): VISA Expiration Date: 03/13 Card #: _____

I authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ 524.00 for my reservation at Lake Merritt on 4/28/2012 (Amount to be Charged)

Sarah Heath (Signature Required)
Sarah Heath (Print Name)

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
- ✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

CITY OF OAKLAND

Interoffice Memorandum

Office of Parks and Recreation



CITY OF OAKLAND

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request for Permission to Serve and Sell Alcohol Beverages and Food On-site for the 3rd Annual Oakland Running Festival at Snow Park on Sunday, March 25, 2012

SUMMARY

The Office of Parks and Recreation has received a request from Gene Brtalik for permission to serve and sell alcoholic beverages (Beer & Wine) and food on-site for the 3rd Annual Oakland Running Festival at Snow Park on Sunday, March 25, 2012. Benefits for the collection of funds will go towards City and Local Charities. A portion of the alcohol beverage sales will go to the Fire Department's Random Acts Charity.

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

This is Gene Brtalik's third year hosting the Oakland Running Festival in the City of Oakland but his second year using a Parks and Recreation park site as a meeting point for the marathon. This is Gene's Brtalik's second appearance before the Parks and Recreation Advisory Commission requesting approval to serve and sell alcoholic beverages and food on-site. The previous request in 2010 was granted and the event was successful and went as planned.

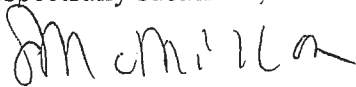
The Oakland Running Festival now in its third year, is a five race event which attracts people from all over the world to run through the streets of Oakland. In two years, the race has generated almost \$5 million for the City and raised \$500,000 for local charities.

The Oakland Running Festival is a citywide event with the City Council Office, OPD Special Events Unit, City Administrator's Marketing Department and the Office of Parks and Recreation as supporters of the event.

RECOMMENDATION

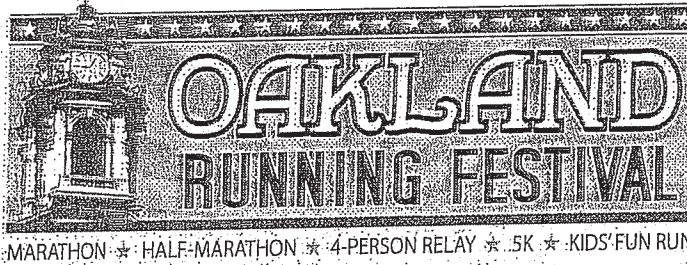
Staff recommends that the Parks and Recreation Advisory Commission approve the request for the Oakland Running Festival to serve and sell alcoholic beverages and food on-site at Snow Park on Sunday, March 25, 2012. Gene Brtalik is aware that additional permits are required provided the request is granted.

Respectfully submitted,



Gail McMillon, Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – Park Use Application



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

Dear Parks and Recreation Advisory Committee,

I would like to come before the board to request permission to serve and sell alcohol as well as food at Snow Park on March 25 as part of the Oakland Running Festival. The Oakland Running Festival, now in its third year, is a five-race event which attracts people from all over the world to through the streets of Oakland. In two years, the race has generated almost \$5 million for the City and raised \$500,000 for local charities. A portion of the alcohol sales will go to the Fire Department's Random Acts charity.

I look forward to speaking with you further regarding this matter.

Sincerely,
Gene Brtalik
Oakland Running Festival Race Director

12pm Snow Park
 9hrs - Fri 3/23 - 100 ppl - \$432
 9hrs Sat 3/24 - 100 ppl \$432
 11 hrs Sun 3/25 - 10,000 ppl
 #1260 #612

Lake Merritt
 Sun 3/25 - 200 ppl
 4hrs - \$192
 10am - 2pm

~~\$153~~
 RWP# 25077



Office of Parks and Recreation
 250 Frank H. Ogawa Plaza, Suite 3330 Oakland, CA 94612

Central Reservations Unit
 PH (510) 238-3187 Fax (510) 238-2397

Park Use Rental Application

ATTENTION: *RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

Application Date: 12/13

OFFICE USE ONLY
 REQ No. _____ RWP No. _____ Received By/Date 2/12/10 Approved By/Date _____ Issued By/Date _____
 Police Special Events Permit Required? Yes No If required, Special Events Permit due to OPR by _____

Application on behalf of: (Group, Individual, Organization) OAKLAND RUNNING FESTIVAL
 Address: P.O. Box 5211 City: WARENT CREEK State: CA Zip: 94596
 Individual responsible for event: Name: GENE BERTALIC *Address: SAME
 City: SAME State: _____ Zip: _____ Email: _____

Home #: 510 371-5273 Work #: _____ Fax #: _____ Cell #: _____
 Park Use (Name of Park): SNOW PARK Location (Area/s): LAKE MERRITT (3.25.12)
 on the following date(s): 3/23 - 3/25 General Public Allowed: Yes No Number of Participants: 10,000 / 200
 between the hours of: (Start Time/Setup) 9AM (Actual Event Time) from 7:30 to 2:30 (End Time/Cleanup) 4
 type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.):

RUNNING, ENTERTAINMENT
 Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.
 Sound Application: Amplified Yes No Non-Amplified Yes No
 type of equipment to be used (i.e. Jumpers, musical instruments, live band, cd player, amplifiers, microphones, etc.):
 LIVE BAND, AMPS, IPOD
 Will food be served? Yes No (If yes, please list type(s) of food to be served.) T.B.D.

Please describe below special accommodations/requests required for your event. If no special accommodations/request required, write NONE.
 ALCOHOL TO BE SERVED
 Fees: (Picnic & Related Events Fee) A non-refundable permit processing fee of \$15 will be added to each application with 50 or more people.
 (Special Event Fee) A non-refundable permit processing fee of \$30 will be added to each application.
 Permit Processing Fee: \$30 Rent: \$432, \$432, \$612, \$1260, \$192
 Sound-Use: \$100 Other Fees: Alcoholic - \$125
 Total of ALL Fees PLUS Deposit: \$3183.00

Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.
 CANCELLATION FEES:
 61 days or more notice: Forfeit 1/2 Deposit
 31 to 60 days notice: Forfeit Deposit
 30 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
 10 days or less notice: Forfeit All Fees

Check Amount: \$ _____ Check #: _____ Cash: _____
 Type of Credit Card (Visa or Master Card Only): _____ Credit Card #: _____ Expiration Date: _____
 I authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ _____ (Amount to be Charged)
 my reservation at SNOW PARK (Park) on 3/25/12 (Event Date)
 (Signature Required) GENE BERTALIC (Print Name) _____ (Driver License #/Expiration Date)

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request from National Multiple Sclerosis Society for Permission to Accept On-site Pledges/Donations for their Fundraising Walk at Lakeside Park on Sunday, April 21, 2012

SUMMARY

The Office of Parks and Recreation has received a request from the National Multiple Sclerosis Society, a non-profit organization, for permission to collect on-site pledges/donations for their Fundraising Walk at Lakeside Park on Sunday, April 21, 2012. The donations and funds raised will go towards local programs, services, and research for those affected by Multiple Sclerosis (MS).

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation.

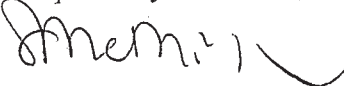
BACKGROUND

This is the National Multiple Sclerosis Society's first year hosting the Fundraising Walk at Lakeside Park. There is no cost to register for the walk. On the day of the event, patrons will show their support by turning in pledges raised and making donations. The National Multiple Sclerosis Society is a collective of passionate individuals who want to do something about MS now—to move together toward a world free of multiple sclerosis. Multiple Sclerosis stops people from moving. They exist to make sure it doesn't.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the National Multiple Sclerosis Society's request to collect on-site pledges/donations at the Fundraising Walk at Lakeside Park on Sunday, April 21, 2012.

Respectfully submitted,


Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – About MS NC Chapter
Exhibit C – Non-profit Status
Exhibit D – Park Use Application



National
Multiple Sclerosis
Society
Northern California
Chapter

December 14, 2011

Dear Parks and Recreation Advisory Commission:

On behalf of the National MS Society, Northern California Chapter, I am requesting permission to be able to collect donations on site for Walk MS: East Bay 2012. Walk MS will take place on Saturday, April 21st at the Bandstand of Lake Merritt in Oakland. Walk MS is a national fundraising campaign from the National Multiple Sclerosis Society.

The Northern California Chapter will host 12 walks this spring in support of our mission to end the devastating effects of MS. Participants are encouraged to fundraise prior to the day of event activities. There is no cost to register for the walk. On the day the walk friends, families, co-workers, and others show their support of those living with MS by turning in pledges raised and participating in the walk. There will be one security personnel present at the registration table to monitor donations received. The donations and funds raised go towards local programs, services, and research for those affected by Multiple Sclerosis. For more detailed information on where the funds go, please consult our 2010 Annual Report, which I have enclosed with this letter. I have also enclosed our proof of 501c3 status.

Walk MS: East Bay will consist of pre-walk announcements, snacks and refreshments, 1 mile/5k walk routes on the path surrounding Lake Merritt, and post-walk celebration with a DJ or live band. There will be rest stops along the route for participants with water and portable toilets. For the start/finish festival area at the Bandstand in Lake Merritt, there will be tables, chairs, and 10' by 10' tents for registration, food and Walk teams.

Thank you for your consideration.

Sincerely,

Audrey Rufe
Logistics Manager
National MS Society, Northern California Chapter
(415) 230-6678 ext. 73009

A MESSAGE FROM

Our Chairman of the Board, Thomas M. Galizia

2010 was an incredibly successful year for the Northern California Chapter.

In fact, the most productive in our 40 years of the Board. Our talented Chapter leadership, our incredible staff and our amazing volunteers, when united by deeply committed board members made this a really, really significant, successful year.

We were fortunate in our mission mobilizing people and resources to drive research for a cure and delivering volunteer services to meet the needs of those affected by MS.

We measure our impact on quality and geographic distribution of programs and services for people living with MS to improve their lives over the last year.

250,000+ interactions with our MS community. 121 people received \$95,285 in direct financial assistance for emergency needs such as medical equipment repairs, cooling, medical bills, home or auto modifications, utility assistance, home health care, family support, scholarships and transportation.

We've engaged more volunteers than ever before. Volunteers across the Chapter led 52 self-help groups and 15 volunteer callers, nearly 100% of reported person hours on our chapter territory in our direct support.

In our four chapter offices, 72 volunteers contributed 3,063 hours of their time to support the movement to award a world free of MS. 10 volunteers served on 2 government sub-committees, advocating for change at the local, state and federal level.

We've increased our fundraising levels. In the last year, the MS had over 7,000 participants who joined the movement and raised \$12.5 million, a 7% increase over the previous year.

In the fall, the MS Walk was our most successful ride to date with over 2,000 cyclists raising \$1.94 million. We drove successful independent fundraising events including golf tournaments, sky diving, jewelry, barriers, fashion shows, luncheons, and most crab feeds and a 100 mile triathlon.

We achieved our annual plan, allowing us to fund critical research and investing in special programs and events. Our financial commitment to the National MS Society was a record \$3.6 million in funding, initiatives and other projects to stop the progression of the disease, restore function and the disease for good. Progress toward finding new therapies for MS is highlighted by the availability of the first disease-modifying therapy for MS, Glatiramer acetate, a progressive disease-modifying drug to restore function and improve quality of life and specific MS symptoms through exercise, rehabilitation, medication, and surgery. The first MS study specifically approved to treat a symptom of MS (Anxiety) last year, nearly \$12 million in new research grants from the National MS Society.

California's first major funding of San Francisco, UC Davis, The J. David Gladstone Institutes, Stanford University and others.

Wants to close this year's letter to you by saying that although this was our 8th year, we've never found the best thing in front of us. We're pursuing exciting new MS therapies and the National MS Society's new program, services to our amazing clients.

We are always looking for the medical community to provide better access to the insight and breakthroughs that are the source of hope for those living with MS. We continue to grow our volunteer talent pool, tapping into new capabilities and energies to make a positive difference for our cause. We are building our fundraising campaign, getting into the hands of the best chapters in the National MS Society and other comparable non-profits.

ABOUT THE NORTHERN CALIFORNIA CHAPTER

MISSION

We mobilize people and resources to drive research for a cure and to address the challenges of everyone affected by MS.

WHAT IS MS?

Multiple sclerosis, an unpredictable, often disabling disease of the central nervous system, interrupts the flow of information within the brain, and between the brain and body. Symptoms range from numbness and tingling to blindness and paralysis. The progress, severity and specific symptoms of MS in any one person cannot yet be predicted, but advances in research and treatment are moving us closer to a world free of MS. Most people with MS are diagnosed between the ages of 20 and 50, with at least two to three times more women than men being diagnosed with the disease. MS affects more than 400,000 people in the U.S. and over 2.1 million worldwide.

MS IN

NORTHERN CALIFORNIA

- 12,000 Northern Californians are living with MS.
- The Northern California Chapter serves 84,000 people each year affected by MS.
- Currently, there are 25 nationally funded research projects located in Northern California totaling \$11.3 million.

THERE IS PROGRESS

The Society is the largest private sponsor of MS research in the world and has funded over \$644 million cumulative investment since 1947 when the first 3 grants were issued. We devote nearly \$36 million each year to a spectrum of key initiatives and other projects based on the guiding principles of Speed, Collaboration and Possibilities. Currently there are 25 nationally funded research projects totaling \$11.3 million that take place in Northern California institutions including UC San Francisco, UC Davis, The J. David Gladstone Institutes, Stanford University, and others.

PROGRAMS

- Self-Help Groups
- Care Management
- Financial Assistance
- Fitness Classes
- Emotional Wellness
- National Call Center staffed by master's level personnel

CONTACT US

www.MSConnection.org or 800.344.4867

Thomas M. Galizia
Chairman of the Board
National MS Society - Northern California Chapter



National
Multiple Sclerosis
Society
Home Office

January 14, 2011

Mr. Leon LeBuffe, Interim Chapter President
National Multiple Sclerosis Society
Northern-California Chapter
1700 Owens Street, Suite 190
San Francisco, CA 94158

Re: IRS Subsidiary Account
Federal Employer Identification Number: 13-5661935

Dear Mr. LeBuffe:

This letter serves as confirmation of your status as a covered subsidiary subject to the Group ruling for 501 (c)(3) status authorized by the IRS. Since May, 1946, the National Multiple Sclerosis Society has held a Group Exemption from the IRS which schedules the National MS Society and all of its subsidiaries (Chapters). The attached letter confirms your status with the IRS.

I trust the attached information will suffice in support of your business objectives. Please feel free to contact our office should you have any questions or comments.

Sincerely,

A handwritten signature in cursive script that reads "Carolyn E. Hayes-Gulston".

Carolyn E. Hayes-Gulston
Sr. Insurance & Risk Manager

Attachment

CEHG:wc



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248556166
Oct. 06, 2010 LTR 4167C EO
13-5661935 000000 00

00015573
BODC: TE

NATIONAL MULTIPLE SCLEROSIS SOCIETY
% CAROLYN HAYES-GULSTON
733 3RD AVE FL 3
NEW YORK NY 10017-3211

6408

Employer Identification Number: 13-5661935
Group Exemption Number: 1048
Person to Contact: Mr Galluppi
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 27, 2010, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in October 1947, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours;

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr,
Accounts Management Operations I

Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330 Oakland,
CA 94612



Central Reservations Unit
PH (510) 238-3187 Fax (510) 238-2397

24888

Park Use Rental Application

Application Date: 11/10/11

ATTENTION:

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

REQ. No. _____ RWP No. _____ Received By/Date 2/11/11 OFFICE USE ONLY Approved By/Date _____ Receipt No. _____ Issued By/Date _____ Police Special Events Permit Required? Yes No If required, Special Events Permit due to OPR by _____

Application on behalf of: (Group, Individual, Organization) National MS Society
Address: 1700 Owens St Ste 190 City: San Francisco State: CA Zip: 94158
Individual responsible for event: Name: Audrey Rufe Address: same as above
City: San Francisco State: CA Zip: 94158 Email: audrey.rufe@nmss.org
Home #: 415-230-6678 Work #: 415-230-6678 Fax #: 415-230-6678 Cell #: _____
To use (Name of Park): Lakeside Park Location: Gazebo / use of path around lake

On the following date(s): 4/21/12 General Public Allowed: Yes No Number of Participants: 300
Between the hours of: (Start Time/Setup) 6am (Actual Event Time) from 8am to 12pm (End Time/Cleanup) 12pm-1pm
Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)
Fundraising Walk for National MS Society

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.
Sound Amplification: Amplified Yes No Non-Amplified Yes No
Type of equipment to be used (i.e., jumpers, musical instruments, live band, cd player, amplifiers, microphones, etc.)
pa system for DJ and/or band
Will food be served? Yes No (If yes, please list type(s) of food to be served.) pastries, coffee, pre-packaged snacks

Please describe below special accommodations/requests required for your event. If no special accommodations/request required, write NONE.
ability to place porta-potties near gazebo and/or around lake

Fees: Rent: \$560 Deposit: \$250 (384) 8 hrs x 48/
Sound Use: \$100 Other Fees: \$30 application fee (1245) 8 hrs x 150/hr
Total of ALL Fees PLUS Deposit: \$940 Dep 300

(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)
CANCELLATION FEES: 31 days or more notice: Forfeit 1/2 Deposit
30 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
10 days or less notice: Forfeit All Fees
Check Amount \$ 940 Check #: _____ Cash: _____
Type of Credit Card (Visa or Master Card Only): _____ Expiration Date: _____
Credit Card #: _____

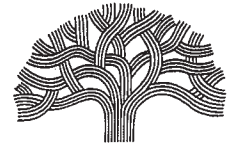
I authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ (Amount to be Charged)
for my reservation at _____ on _____ (Park) (Event Date)

(Signature Required) Audrey Rufe (Print Name) (Driver License #/Expiration Date)

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
- ✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

CITY OF OAKLAND
Interoffice Memorandum



CITY OF OAKLAND

Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request from buildOn for Permission to Collect Donations On-site for their Fundraising Walk at Lakeside Park on Sunday, April 22, 2012

SUMMARY

The Office of Parks and Recreation has received a request from buildOn, a national non-profit organization, for permission to collect outstanding pledges for their Fundraising Walk at Lakeside Park on Sunday, April 22, 2012. Proceeds raised from the event will benefit construction material cost associated with building a school in Nicaragua.

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

This is buildOn's first year hosting a fundraising walk at Lakeside Park. buildOn runs afterschool and lunchtime programs that mobilize urban youth to lift up their communities and change the world through intensive local service and building schools in some of the poorest countries.

buildOn is a movement of students, educators and communities that believe in the power of partnerships that passionately act for the common good. Through their programs, people inspire people across neighborhoods, cities, and continents to reach and think beyond the realm of possibility.

Currently, buildOn works in 16 schools in the Bay Area including three in Oakland: Skyline, Oakland Technical High School and Oakland High. Every weekend buildOn students are engaging in meaningful service projects: habitat restoration at Sausal Creek, serving meals at St. Vincent de Paul, and helping children with art projects at MOCHA.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request for buildOn to collect outstanding pledges at the Fundraising Walk at Lakeside Park on Sunday, April 22, 2012.

Respectfully submitted,

Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – Request Letter (4)
Exhibit B – Non-profit Status
Exhibit C – Park Use Application



January 6, 2012

Parks and Recreation Advisory Commission
Office of Parks and Recreation
250 Frank Ogawa Plaza, Suite 3300
Oakland, CA 94612

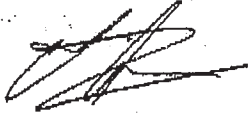
Dear Parks & Recreation Advisory Commission:

buildOn is a national non-profit that runs afterschool and lunchtime programs that mobilize urban youth to lift up their communities and change the world through intensive local service and by building schools in some of the poorest countries on the planet. We are a movement of students, educators and communities. We believe in the power of partnerships that passionately act for the common good. Through our programs, people inspire people across neighborhoods, across cities, and across continents to reach and think beyond their realm of possibility. We currently work in 16 schools in the Bay Area including three in Oakland: Skyline, Oakland Technical High School and Oakland High. Every weekend buildOn students are engaging in meaningful service projects: habitat restoration at Sausal Creek, serving meals at St. Vincent de Paul, and helping children with art projects at MOCHA.

We charge our students with the task of making their communities better, locally and globally. They raise money to fund construction costs for the building of schools in the developing countries where we work internationally. Often this is done on a small scale with each program raising money through bake sales, hot chocolate sales, teacher karaoke and other school wide events. This year we are looking to host an event where all of our programs can come together on one day to raise money and awareness about buildOn and the cost of education in developing countries. On Sunday, April 22nd buildOn would like to host our first annual "buildOn Bucket Walk: We carry the weight of education too!" at Lake Merritt and Lakeside Park. The event will bring together 250 students from our high school programs and independent chapters. All money raised will go directly to the construction material cost associated with building a school in Nicaragua. There will be no registration fee associated with the event and the only money collected the day of the event will be from outstanding pledges. We would like permission to collect these fees for the event on April 22nd. We have set a total goal for the event of \$16,192, the total construction material costs for a three room schoolhouse in Nicaragua. Attached you will find a financial breakdown of the construction material cost.

An outline of the day with a complete description and timeline is attached for your review and consideration. Please let us know if you require any additional information. We have also enclosed a copy of our 501(c)(3) letter. Thank you in advance for your consideration of this request.

Sincerely,



Chad Zibelman
buildOn Bay Area Regional Manager
415.399.2823
chad.zibelman@buildOn.org

Enclosure

2011 Nicaragua Per School Budget		Item	Cost in US\$	Notes
	Field Coordinator		1,419	Lives in the village during the construction process. Responsible for overall project management.
	Site Selection		154	6 month process to qualify a village
	Materials			
	Bricks		552	
	Cement		3,476	
	Gravel/Stone		754	
	Material Transport		449	
	Other Materials		110	
	Paint		1,642	
	Planks/Wood		754	
	Rebar		2,305	
	Roofing		3,953	
	Windows and Doors		1,455	
	Tools		743	
	Sub-total Materials		16,192	Materials needed to build the school
	Skilled Labor		1,482	Construction supervisor, quality control team
	Monitoring & Evaluation		1,061	Post-construction monitoring of school. Gender balance requirements.
	Other Costs		686	Other project related costs
	Post Construction		350	Community development post construction, donor reports
	Contingency		527	Hedge against currency fluctuation
	In Country Staff Salary & Benefits		3,946	Education Officers, Trek Coordinators, Finance Officer
	Country Program		1,638	Costs of running program (communications, office rent, maintenance & repair)
	International Program Management Salary & Benefits		2,545	Direct project allocation of International Program team (VP, Manager and Finance Manager)

buildOn

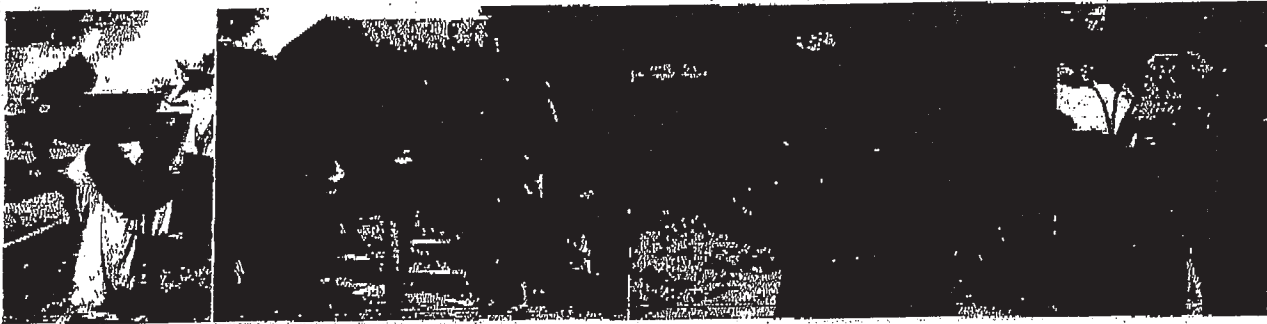
buildOn Bucket Walk:

We carry the weight of education too!

buildOn breaks the cycle of poverty, illiteracy, and low expectations through service and education. We empower youth in the US to make a positive change in their local communities, while helping people in developing countries increase their self-reliance through education.

Join the movement today!

buildOn has built 427 schools around the world and we currently build schools for children in Mali, Malawi, Haiti, Nicaragua, and Nepal. In many of these countries the women carry water and other materials to our worksites using buckets that they carry on their heads. In addition to actually carrying water and materials, many students in our partner countries have to travel great distances to attend school, and the men from the village equally participate in the construction. It is no easy task for anyone. We understand their dedication to education and we walk in solidarity with all the community members in our partner villages. They are a part of our global community and we, too, carry the weight of education!



On Sunday, April 22nd 2012, buildOn teens and community members will walk in solidarity with the women of Mali, Malawi, Haiti, Nepal, and Nicaragua. We will walk the full circumference of Lake Merritt in Oakland, CA carrying buckets of water on our heads to raise money to build more schools in these countries. Each member will elicit sponsors to contribute to the buildOn Bucket Challenge goals!

The day's agenda shall include:

- 10:00 - 10:30 Set-up
- 10:30 - 10:50 Registration
- 10:50 - 11:10 Welcome & Introductions
- 11:10 - 11:25 Collecting of Buckets
- 11:25 - 12:45 Walk
- 12:45 - 1:15 Picnic/Lunch
- 1:15 - 1:45 Closing Reflection
- 1:45 - 2:00 Clean - up and loading buses

Department of the Treasury
Internal Revenue ServiceP.O. Box 2508, Room 4010
Cincinnati OH 45201In reply refer to: 4077556534
Nov. 06, 2008 LTR 4168C 0
22-3128648 000000 00 000

00021254

BODC: TE

BUILDON INC
PO BOX 16741
STAMFORD CT 06905-8741415

009601

Employer Identification Number: 22-3128648
Person to Contact: SHARON LENARD
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Oct. 15, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in August 1992, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Westcott
Manager, EO Determinations



Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330 Oakland,
CA 94612

Central Reservations Unit
PH (510) 238-3187 Fax (510) 238-2397

CITY OF OAKLAND
Park Use Rental Application

ATTENTION:

Application Date: 1/6/2012

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

REQ No. _____	OFFICE USE ONLY	Receipt No. _____
RWP No. _____	Received By/Date _____	Approved By/Date _____
Police Special Events Permit Required? <input type="radio"/> Yes <input type="radio"/> No	If required, Special Events Permit due to ORR by _____	

Application on behalf of: (Group, Individual, Organization) BuildOn
 * Address: 560 Davis St, Suite 100 City: San Francisco State: CA Zip: 94111
 Individual responsible for event: Name: Chad Zibelman *Address: 560 Davis St suite 100
 City: San Francisco State: CA Zip: 94111 Email: Chad.zibelman@buildon.org
 Home #: _____ Work #: 415.399.2823 Fax #: 415.399.2800 Cell #: 610-187-1233
 To use (Name of Park): Lakeside Park Location: Bandstand

On the following date (s): April 22, 2012 General Public Allowed: Yes No Number of Participants: 250

Between the hours of: (Start Time/Setup) 10:00 am (Actual Event Time) from 10:30 am to 1:45 pm (End Time/Cleanup) 2:00 pm

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)
walk to raise money for Nicaraguan school construction cost

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.

Sound Amplification: Amplified Yes No Non-Amplified Yes No

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

cd player, amplifiers, microphones

Will food be served? Yes No (if yes, please list type(s) of food to be served.) burritos or sandwiches

Please describe below special accommodations/requests required for your event, if no special accommodations/request required, write NONE.

Fees: (Picnic & Related Events Fee) A non-refundable permit processing fee of \$15 will be added to each application with 50 or more people.
(Special Event Fee) A non-refundable permit processing fee of \$30 will be added to each application.

Permit Processing Fee: \$30 Rent: \$648 Deposit: \$300

Sound Use: \$50 Other Fees: _____

Total of ALL Fees PLUS Deposit: \$1028

(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)

CANCELLATION FEES: 61 days or more notice: Forfeit 1/2 Deposit
30 days, 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
31 to 60 days notice: Forfeit Deposit
30 days or less notice: Forfeit All Fees

Check Amount: \$ _____ Check #: _____ Cash: _____

Type of Credit Card (Visa or Master Card Only): _____ Expiration Date: _____
*check has been requested and forthcoming from our central office in CA
I authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ _____

for my reservation at _____ on _____
(Park) (Event Date)
Chad Zibelman
(Signature Required) (Print Name)

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
- ✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservation Supervisor
DATE: February 8, 2012
SUBJECT: Request from San Francisco Bay Area Darfur Coalition for permission to Accept On-site Registration/Donation Fees for the Walk to End Genocide at Lakeside Park on Sunday, April 29, 2012

SUMMARY

The Office of Parks and Recreation has received a request from the San Francisco Bay Area Darfur Coalition for permission to collect on-site registration/donation fees for the Walk to End Genocide at Lakeside Park on Sunday, April 29, 2012, to benefit the survivors and/or on the behalf of victims of genocides or advocating to end genocide.

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

This is the San Francisco Bay Area Darfur Coalition's second year hosting the Walk Against Genocide at Lakeside Park. The San Francisco Bay Area Darfur Coalition has never been come before the Parks and Recreation Advisory Commission, their first year they did not collection any funds on-site. Their event was successful and went as planned in 2011.

The San Francisco Darfur Coalition Walk to End Genocide is to raise awareness about genocides around the world, the impact on individuals living in the Bay Area, and the need to end genocide.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request to collect on-site donations/registration fees at the Walk Against Genocide that will benefit survivors and victims of genocide at Lakeside Park on Sunday, April 29, 2012.

Respectfully submitted,

Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – Park Use Application



San Francisco Bay Area
Darfur Coalition

www.darfursf.org | info@darfursf.org

3919 Washington St., San Francisco, CA 94118 | T: 415-221-8400 | F: 415-221-8401

November 29, 2011

BY FAX AND CERTIFIED MAIL

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

RE: Request to Receive Donations at Special Event in Lake Merritt Park – Sunday, April 29, 2012

Ladies/Gentlemen:

The San Francisco Bay Area Darfur Coalition (SFBADC) requests permission to receive donations at its Second Annual Walk Against Genocide (the "Walk") around Lakeside Park on Sunday, April 29, 2012. SFBADC has applied for a permit, paid a deposit, and received receipt number 3005387.001 on October 21, 2011.

The Walk is an event to raise awareness about genocides around the world, their impact on individuals living in the Bay Area, and the need to end them. It is also a fundraiser for SFBADC and organizations working either with survivors and/or on behalf of victims of genocides or advocating to end genocide. A description of the 2011 walk and its registration information is at www.walkagainstgenocide.org.

At the 2011 walk, SFBADC took no registration fees or donations at the walk. It invited those who came to the event but did not register online to register online after the event or to send checks to SFBADC. SFBADC lost a significant amount in donations as only a minority of participants registered or made pledged donations after the walk.

Accordingly, SFBADC is requesting the Committee's permission to solicit and receive registration and related walk fees and donations at the Walk to be held on April 29, 2012. We understand a representative must appear at a Committee hearing. Please contact the undersigned at 415-221-8400 or martinaknee@gmail.com or Stephen McNeil at 415-565-0201 x 12 or smcneil@afsc.org with the date and time of the hearing or any questions.

Thank you for your consideration.

Very truly yours,

Martina W. Knee
Executive Director

cc: Zermaine Thomas

24370



Office of Parks and Recreation

250 Frank H. Ogawa Plaza, Suite 3330 Oakland, CA 94612

CITY OF OAKLAND OFFICE OF PARKS & RECREATION

Central Reservations Unit

PH (510) 238-3187 Fax (510) 238-2397

Park Use Rental Application

Application Date: 10-18-11

ATTENTION:

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

Form with fields: REQ. No., RWP No., Received By/Date, OFFICE USE ONLY, Approved By/Date, Permit No., Issued By/Date, Police Special Events Permit Required? Yes/No

Application on behalf of: (Group, Individual, Organization) San Francisco Bay Area Darter Coalition

* Address: 3919 Washington Street City: San Francisco State: CA Zip 94118

Individual responsible for event: Name: Martina W. Knee *Address: 3919 Washington St

City: San Francisco State: CA Zip 94118 Email: martinaknee@gmail.com

Home #: 415-221-8400 Work #: N/A Fax #: 415-221-8401 Cell#: 703-989-1955

To use: (Name of Park): Lake Merritt Lakeside Park + Bandstand Location: Oakland, CA

On the following date (s): April 29, 2012 General Public Allowed: Yes/No Number of Participants: 1,000

Between the hours of: (Start Time/Setup) 9 AM (Actual Event Time) from 1pm to 4pm (End Time/Cleanup) 5pm

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.) Walk to end openude around lake + music & speakers

Note: Charging admission, selling tickets or merchandise, or solicitation of money in any manner is prohibited in any way.

Sound Amplification: Amplified Yes/No Non-Amplified Yes/No

Type of equipment to be used (i.e., jumpers, musical instruments, live band, cd player, amplifiers, microphones, etc.) Live musicians, singers, amplifiers, microphones

Will food be served? Yes/No (If yes, please list type(s) of food to be served.)

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

Fees: (Picnic & Related Events Rate) A non-refundable permit application fee of \$10 will be added to each application with 50 or more people. (Special Event Rate) A non-refundable permit application fee of \$20 will be added to each application.

Permit Application Fee: Rent: Deposit:

Sound Use: Other Fees:

Total of ALL Fees PLUS Deposit:

Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)

CANCELLATION FEES: 31 days or more notice: Forfeit 1/2 Deposit; 30 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee; 10 days or less notice: Forfeit All Fees

Check Amount: \$ Check #: Cash:

Type of Credit Card (Visa or Master Card Only): VISA

Credit Card #: Expiration Date: 02/14

Authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ 1750.00 (Amount to be Charged)

or my reservation at Lake Merritt Park + Bandstand on April 29, 2012 (Park) (Event Date)

Signature Required: Martina W. Knee (Print Name) 3/12/2016 (Driver License #/Expiration Date)

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Central Reservations Supervisor
DATE: February 8, 2012
SUBJECT: Request From Women's Daytime Drop-in Center for Approval to Collect Entrance Fees and Have a Live and Silent Auction at Sequoia Lodge on Sunday, May 20, 2012

SUMMARY

The Office of Parks and Recreation received a request from Women's Daytime Drop-in Center, a non-profit organization, for approval to collect entrance fees and funds from a live and silent auction at Sequoia Lodge on Sunday, May 20, 2012. The funds raised will provide financing for the Center's day support and housing services which help over 1200 individuals each year.

The representatives for the Women's Daytime Drop-in Center are not in attendance due to the Post Event Report provided to staff.

FISCAL IMPACT

There is no fiscal impact on the Office of Parks and Recreation.

BACKGROUND

Women's Daytime Drop-in Center, a non-profit organization, has been serving homeless and at-risk women and children in Northern Alameda County for the past 24 years. The organization hosted the same event last year. They collected \$3,000 on site from the event and raised approximately \$25,000 for the agency. The request this year is similar to last year's event.

This event is the Center's primary fundraising effort for the year. They hope to raise \$25,000 again this year. Guests will be asked to pay \$45-\$50 to attend the event that will be collected at the door. Auction items will include donated vacation packages, gift cards for restaurants, theatre tickets, art objects, costume jewelry, handmade items and donated services. The winning bidders will pay for their items by check or charge.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from Women's Daytime Drop-in Center to collect entrance fees and funds from the live and silent auction during their event at Sequoia Lodge on Sunday, May 20, 2012. The contact person is aware that additional permits are required for this event provided the request is granted.

Respectfully submitted,

Gail McMillon, Reservation Supervisor

Attachments: Exhibit A – Request Letter
Exhibit B – 2011 Post Event Report
Exhibit C – Park Use Application
Exhibit D – Non-profit Status



P. O: Box 11612
Berkeley, CA 94712
(510) 548-2884
www.womensdropin.org
staff@womensdropin.org

City of Oakland
Office of Parks and Recreation
Central Reservations Unit
250 Frank Ogawa Plaza, Suite 3330
Oakland, CA 94612

October 5, 2011

Board of Directors

Liz Vollmer
PRESIDENT
TREASURER

Elise Peoples
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ACTING SECRETARY

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Eva Yarmo
Margaret Alafi, Ph.D.
Mary Borrelli
Leslie Berkler
Lana Buffington

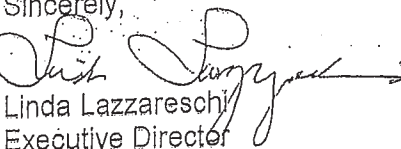
Executive Director
Linda Lazzareschi, LCSW

Dear Ms. Armstrong,
The Women's Daytime Drop-In Center, a non-profit organization serving homeless and at-risk women and children in the East Bay area for 24 years, is again seeking permission to hold our annual fundraising event at the Sequoia Lodge on Sunday, May 20, 2012 from 3pm to 7pm, renting the space from 12 noon to 7pm. Our completed application and check for \$300 deposit is enclosed. We understand that fees have increased this year, as well as an additional fee of \$3.00 per person at the fundraiser will be required.

Similar to last year, we expect 100-120 individuals to attend (100 adult guest with approximately 10-20 children). The event will include buffet refreshments, wine and soft drinks, live entertainment from the jazz trio, a live and silent auction and brief program about our agency's work. Auction items will include donated vacation packages, gift cards for restaurants, theatre tickets, art objects, costume jewelry, hand-made items like quilts, pictures, donated services for hair styling, massage, golf lessons etc. Guests will again pay \$45 to \$50 to attend the event which is the primary fundraising event for our organization. These funds will be collected in advance and also at the door on the day of the event. Our winning bidders will pay for their items by check or charge card.

We hope to raise \$25,000 at this event. These funds provide critical financing for our housing support services and crisis counseling which help over 1200 women and children each year. We assist these families, many of whom find housing in Oakland, to stabilize their families in housing, secure needed resources for food, shelter, clothing, health and mental health services essential to productive lives in the community. Please view our website at www.womensdropin.org for more information on our services and community support.

Thank you again for your assistance with our application. Please let us know when you will be able to schedule our application for approval from the Parks and Recreation commission. We will proceed with securing the other needed permits once we have received notification that our application has been accepted.

Sincerely,

Linda Lazzareschi
Executive Director



CITY of OAKLAND
OFFICE of PARKS & RECREATION

POST EVENT REPORT

Please complete and return the Post Event Report not more than 30 days after event date, to the Office of Parks and Recreation, Central Reservations Unit, Attention: Central Reservations Supervisor, 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612.

I. GENERAL INFORMATION

Name of Event: "CHANGE FOR CHANGE" BENEFIT FOR WOMEN'S DAYTIME DROP-IN COURSE

Location of Event: SEAVOIA LODGE

Date/Hours of Event: 5/12/11 3-6 PM

Permit No. 22942

Contact Person: LINDA LAZZARISCHI

Phone No. 510 548-2884

Contact Person Address: 2218 ACORN ST. BERKELEY CA 94702

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 No

2. Check other permits required for event?

OPD Special Events Permit

Food Handler's Permit

Seller's Permit

Charitable Solicitations Permit

Certificate of Insurance

Other - Please list

ALCOHOL PERMIT

II. ATTENDANCE INFORMATION

1. Total number in attendance: 80

2. Were registration fees collected on-site for the event? Yes No

3. If yes (above); how many people registered? 80

4. What was the cost for registration? \$50 (\$25 FOR STUDENTS OR VOLUNTEERS)

5. How much money was collected on site for registration fees? \$3000.00

III. VENDOR INFORMATION

No Vendors Present - Event was Auction of

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

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

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.)

WE PLAN TO HOLD OUR EVENT IN 2012 IN ROUGHLY THE SAME FASHION, STARTING AN HOUR EARLIER TO ENSURE THAT ATTENDEES HAVE SUFFICIENT TIME TO BID ON ITEMS.

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

THE SETTING WAS PERFECT FOR OUR LIVE/SILENT AUCTION

EVENT WHICH INCLUDED BUFFET, LIVE MUSIC, SHORT

PROGRAM OUTLINING OUR WORK IN THE COMMUNITY WITH HOMELESS WOMEN & CHILDREN. THE EVENT WAS SUCCESSFUL RAISING \$25,000 FOR AGENCY.

Submitted by: HINDA LAZZARESCI

Date: 10/22/11

Approved by: _____ (OPR Staff)

Date: _____

Comments: _____



Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330 Oakland,
CA 94612

CITY of OAKLAND
OFFICE of PARKS & RECREATION
Facility Rental Application

Central Reservations Unit
PH (510) 238-3187 Fax (510) 238-2397

ATTENTION: Application Date: _____

*RESIDENCY IS DETERMINED ACCORDING TO ADDRESS INDICATED ON DRIVER'S LICENSE OR STATE IDENTIFICATION CARD

REQ No. 24715 Office Use Only
RWP No. _____ Received By/Date _____ Approved By/Date _____
Police Special Events Permit Required? Yes No If required, Special Events Permit due to OPR by _____
Receipt No. _____
Issued By/Date _____

Application on behalf of: (Group, Individual, Organization) WOMEN'S DAYTIME DROP-IN CENTER
* Address: 2218 Acton St. City: Berkeley State: CA Zip: 94702
Individual responsible for event: Name: LINDA LAZZARESCHI *Address: c/o 2218 Acton St.
City: Berkeley State: CA Zip: 94702 Email: LAZZAR@ATTNLINK.NET
Home #: 510 525-4719 Work #: 510 548-2884 Fax #: 510 528-1852 Cell#: 415 847-8379

To use (Name of Facility): SEQUOIA LODGE Age Group: Adults Teens, Children, Mixed (Please Circle)
On the following date (s): SUNDAY MAY 20, 2012 Number of Participants: 100
Between the hours of: (Start Time/Setup) 12:00 Noon (Actual Event Time) from 2:00 to 6:00 PM (End Time/Cleanup) 7:00 PM
Type of Event/Purpose (be specific; i.e., Wedding, Receptions, Meetings, Birthday Party, Banquet, etc.)
AUCTION FUNDRAISER
Sound Application: Amplified Yes No Non-Amplified Yes No
Type of equipment to be used (i.e. musical instruments, live band, cd player, amplifiers, microphones, etc.)
JAZZ TRIO

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

Fees: Rent: \$75.00 Non-Profit X Number of Hours 7 = Total Rent \$525.00
Setup/Teardown Fee: \$150.00 Alcoholic Beverage Fee: \$100.00 Other Fees: \$3/person FUNDRAISING FEE
Deposit: \$300.00 \$300
Total of ALL Fees PLUS Deposit: \$1375.00

(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned)

CANCELLATION FEES: 31 days or more notice: Forfeit 1/2 Deposit
30 days 11 days notice: Forfeit Deposit PLUS 1/2 Rental Fee
10 days or less notice: Forfeit All Fees

Check Amount: \$ 300.00 Check #: _____ Cash: _____
Type of Credit Card (Visa or Master Card Only): _____
Credit Card #: _____ Expiration Date: _____

I Authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ _____ (Amount to be Charged)
for my reservation at SEQUOIA LODGE on MAY 20, 2012 (Event Date)

(Signature Required) [Signature] LINDA LAZZARESCHI [Redacted] CA 7/14/15
(Print Name) (Driver License #/Expiration Date)

ATTENTION

- ✓ DID YOU REMEMBER TO SIGN THIS APPLICATION?
- ✓ DID YOU REMEMBER TO ATTACH A LEGIBLE COPY OF YOUR DRIVER'S LICENSE OR STATE IDENTIFICATION CARD?

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

DEPARTMENT OF THE TREASURY

Date: **AUG 22 1997**

WOMENS DAYTIME DROP IN CENTER
2218 ACTON ST
BERKELEY, CA 94701

Employer Identification Number:
94-3123986
DLN:
17053221739007
Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199
Our Letter Dated:
September 20, 1993
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

~~Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).~~

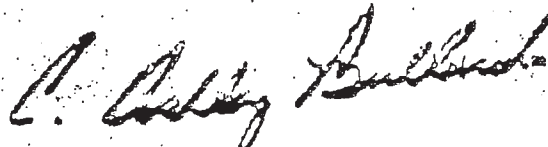
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Letter 1050 (DO/CG)

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Lily Soo Hoo – DE&C Project Delivery Division
DATE: February 8, 2012
SUBJECT: Informational Report – Proposed FY2011-13 Park Project Prioritization List

SUMMARY

This is an informational report to the Parks and Recreation Advisory Commission on the proposed park project prioritization list for FY2011-13. See attached proposed agenda report for February 14, 2012.

FISCAL IMPACT

Since this report is informational only, no fiscal impacts are included. See attached report.

PROJECT DESCRIPTION

Project descriptions are referenced by the project title in the attached proposed Park Project Prioritization List.

BACKGROUND

In late 2004, Council directed staff to develop a method of prioritizing parks capital projects. Staff presented a report in Feb. 2005 outlining comprehensive processes to prioritize park projects in conformance to City's General Plan Element (OSCAR). Due to limited funds and resources, Council directed staff to utilize an alternative, cost-effective method of developing a prioritization list based on adopted evaluation criteria to assess a limited number of priority sites. In Dec. 2006, staff presented the evaluation findings and proposed park project prioritization rankings. Through further Council reviews, Council re-directed staff to prioritize the list utilizing three sub-groups, establishing top 3 priority projects in each district. The first prioritization list was then adopted in December 2007. Council required that staff update the list bi-annually for approval. The proposed list is the update for FY 2011-13.

RECOMMENDATION

Staff recommends the Parks and Recreation Advisory Commission accepts the report.

Respectfully submitted,

Lily Soo Hoo
Project Manager

Attachments: Exhibit A – *Agenda Report*
Exhibit B – *Proposed FY11-13 Park Project Prioritization List*

CITY OF OAKLAND

AGENDA REPORT

TO: Office of the City Administrator
ATTN: Deanna J. Santana
FROM: Public Works Agency
DATE: February 14, 2012

RE: **Resolution Adopting the Updated FY 2011-2013 Park Project Prioritization List for City of Oakland Park Capital Improvement Projects**

SUMMARY

This report requests approval of a resolution to adopt the updated FY 2011-2013 Park Project Prioritization List as a part of the on-going park capital improvement project plan in accordance with the Open Space, Conservation, and Recreation (OSCAR) Element of the Oakland General Plan and subsequent policies adopted by Council.

On December 11, 2007, Council approved the initial FY 2007-2009 Park Project Prioritization List and directed staff to return on a two-year cycle to update the list. An updated list was adopted for the FY2009-2011 budget cycle in December 2009. Staff is submitting an updated project prioritization list for FY 2011-2013 for approval as projects are being completed and new projects are proposed (see *Attachment A*).

Staff requests that Council approve the resolution establishing the FY 2011-2013 Park Project Prioritization List. The Park Project Prioritization List will continue to serve as the guiding plan for park project capital improvement program.

FISCAL IMPACT

Approval of the attached resolutions will establish the proposed park capital improvement project priorities.

No direct maintenance and operation fiscal impacts are associated with this report until the projects are funded and implemented. In general park capital improvement projects help to improve deferred maintenance issues. However, new and expanded facilities often increase maintenance requirements due to increased use or expanded areas and facilities. When funds are available to implement a specific project, an evaluation of the impact of the project on maintenance and operation costs will be made.

Item: _____
Public Works Committee
February 14, 2012

BACKGROUND

On December 11, 2007, Council approved the Park Project Prioritization List in Resolution No. 81021 C.M.S. The purpose of the prioritization list is to serve as the guiding plan for implementing Oakland's parks and open space capital improvements, or allow staff to expedite the process in applying for grant funds. Only projects on the Prioritization List may be submitted for grants. The Council also directed staff to return to Council to update the prioritization list on a two- year cycle in conjunction with the budget process.

The project list allows staff to seek fund opportunities and apply appropriate grant criteria to appropriate projects based on the prioritization. The City has successfully applied for and received several grants for park projects in the past budget cycle based on the list. In addition, Measure WW East Bay Regional Park Bond provided funds to complete several projects as well.

Grants received:

- \$7.2 million from Proposition 84 Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 - Statewide Park Grant for the West Oakland Teen Center and the Cesar Chavez Park Improvement projects.
- \$200,000 from Stewardship Council Infrastructure Improvement Grant for Lincoln Square Park – Alice St. Recreation Corridor Improvements

Park Prioritization Projects from FY 2009-2011 completed or fully funded:

- 25th St. Mini Park
- Morcom Rose Garden Improvements
- Cesar Chavez Park Improvements
- West Oakland Teen Center
- Leveling Playing Fields

In addition, Council have authorized staff under Resolution 83367 CMS in May, 2011 to apply for, accept, and appropriate another six park prioritization projects for the second round of the Proposition 84 Statewide Park Grant. The grant results are anticipated in early spring 2012.

KEY ISSUES AND IMPACTS

As priority projects are funded or completed and moved off the list, Public Works staff, working with the Office of Parks and Recreation and Council Offices, have identified several new projects to add to the Park Project Prioritization List.

Several of the proposed projects will require conceptual design development, community outreach and project development for potential grant opportunities. Having these projects on the list allows staff to seek funds to develop and implement the projects.

The list allows a clear document of the City's current priority for park improvements.

PROJECT DESCRIPTION

The goal of the Park Project Prioritization List is to serve as the guiding plan for implementing Oakland's parks and open space capital improvements and allow staff to expedite the process in applying for grant funds matching the project needs. Proposed park capital projects are analyzed based on OSCAR policy and recommendations to protect and maximize existing park assets and Council's adopted criteria in Resolution 78744 CMS (July, 2004) to prioritize city facilities and infrastructures, as well as input from Office of Parks and Recreation and Council Offices. Below are brief descriptions of the new projects that are proposed for the updated Park Project Prioritization List.

- **Golden Gate Community Recreation Center Expansion:** Expansion of the existing recreation center to create new program spaces with new gymnasium, multi-purpose rooms, technology/computer room, outdoor play area, amphitheater, and track path.
- **Mazanita Park and Recreation Center Improvements:** Renovation, expansion, and improvements to the existing park and aging recreation center.
- **Lowell Park Improvements:** Community process and concept plan development required.
- **Maxwell Park Improvements:** Community-led park plan developed for the park renovation. The proposed improvements include upgrading the tot lot, adding a new tot lot serving children ages 5-12, new swings, new performing/seating area, a new butterfly garden, and improve pathway access, entryway, fencing, landscaping, and picnic area.
- **Jungle Hill Park Improvements:** Community desired park improvement to provide resting/overlook seating area, fitness exercise equipment, improved lighting, and accessible pathways for park users from the top to the lower hillside.

SUSTAINABLE OPPORTUNITIES

Economic: Park capital improvement projects will improve the economic value of the surrounding neighborhoods by providing open recreational spaces.

Environmental: In general, park capital improvement projects will promote environmental goals, conserve natural resources, and maintain existing natural and park assets.

Social Equity: Park capital improvement projects will provide recreational and open space amenities to youths, seniors, and communities at large.

DISABILITY AND SENIOR CITIZEN ACCESS

~~There are no direct disability and senior access opportunities associated with this report.~~
However, as projects are implemented, each project will provide direct benefits by improving access to City parks, facilities, and programs for seniors and persons with disabilities.

RECOMMENDATION AND RATIONALE

It is recommended that Council approve the proposed resolution to adopt the updated FY 2011-2013 Park Project Prioritization List and continue to update the list in conjunction with the budget bi-annual cycle.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve the proposed resolution adopting the updated Park Project Prioritization List for FY2011-2013.

Respectfully submitted,

Vitaly Troyan
Director
Public Work Agency

Reviewed by:
Michael Neary, P.E.
Assistant Director,
Department of Engineering & Construction

Prepared by:
Lily Soo Hoo
Project Manager
Project Delivery Division

APPROVED AND FORWARDED TO
THE PUBLIC WORKS COMMITTEE:

Office of the City Administrator

Attachment A -FY 2011-2013 Park Project Prioritization List

Item: _____
Public Works Committee
February 14, 2012

ATTACHMENT A
City of Oakland
FY11-13 Park Capital Improvement Project Prioritization List
Jan-2012

District	Project Name	Estimated Project Budget
Measure DD projects and Citywide projects:		
2, 3	Measure DD - Lake Merritt Park	\$ 130,250,000
2, 3	Measure DD - Lake Merritt Channel	\$ 37,000,000
2,3,5,7	Measure DD- Waterfront Trails	\$ 106,000,000
3	Lakeside Demonstration Garden	TBD
4	Redwood Nature Education Center (PAL Camp)	TBD
6	City Stables	TBD
7	Measure DD - East Oakland Sport Center (Phase 2)	\$ 32,000,000
Citywide	Raimondi Field/Park Phase 2	\$ 5,000,000
Citywide	Tot Lot Resurfacing	TBD
Group A - Priority Projects by District		
1	***Golden Gate Recreation Center Expansion	\$ 6,000,000
2	*Lincoln Square Park Improvement & Expansion	\$5,000,000
3	*Durant Mini-Park Improvement	\$ 1,050,000
4	*Brookdale Park Improvement & Teen Center Expansion	\$ 5,000,000
5	Peralta Hacienda Park - Historic Core	\$ 6,105,000
6	*Rainbow Recreation Ctr. Expansion & Teen Center	\$ 5,000,000
7	*Tassafaronga Recreation Center Expansion	\$ 5,000,000
At Large / 2	Chinese Garden	\$ 1,111,000
Group B - Priority Projects by District		
1	Bushrod Park General Improvements	\$ 3,089,000
2	Madison Square Park Improvements	\$ 2,959,000
3	Moss House Rehabilitation	\$ 1,910,000
4	Laurel Park Site Acquisition & Development	TBD
5	**Mazanita Park and Recreation Center Renovations	TBD

Item: _____
Public Works Committee
February 14, 2012

ATTACHMENT A
 City of Oakland
 FY11-13 Park Capital Improvement Project Prioritization List
 Jan-2012

District	Project Name	Estimated Project Budget
6	Concordia Park	TBD
7	Officer Willie Wilkins (Elmhurst) Park Improvement Phase II	\$ 2,500,000
Group C - Priority Projects by District		
1	Caldecott Trail to Skyline Blvd.	\$ 1,499,000
2	Clinton Park Improvements	\$ 1,917,000
3	**Lowell Park Improvements	TBD
4	**Maxwell Park Improvements	\$ 1,272,000
5	**Jungle Hill Park Renovation	\$ 2,313,000
6	Arroyo Viejo Park Soccer Field	TBD
7	Glen Daniel King Estates Trails Improvement	\$ 2,167,000

* Projects applied for Prop. 84 Statewide Park Grant

** New projects added to the prioritization list

TBD - Project requiring conceptual design and cost development