

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Jeffrey Taylor, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Reservations Supervisor
DATE: July 8, 2009
SUBJECT: Request from the Shattuck Neighborhood Crime Prevention Council for a Fee Waiver and Permission to Host a Community Fundraiser on Saturday, August 15, 2009 at Bushrod Park

SUMMARY

The Office of Parks and Recreation (OPR) has received a request from Don Link, Shattuck Neighborhood Crime Prevention Council, (SNCPC), for approval of a fee waiver and permission to host a Community Garage Sale Fundraiser at Bushrod Park on Saturday, August 15, 2009.

FISCAL IMPACT

The rental fee for up to 200 people for the day is \$150. There will be no other fiscal impact on the Office of Parks and Recreation.

BACKGROUND

The SNCPC has been in existence since September 1994, making it the oldest NCPC in Oakland. The SNCPC has held an annual sale at Bushrod Park almost every year since 1997. The Office of Parks and Recreation has documentation in our automated reservation system of an annual garage sale by the SNCPC since 2002. The SNCPC came before the Commission in 2007 and 2008 and was granted approval for co-sponsorship and authorization to collect funds from the fundraiser.

The proceeds from the sale are used to fund community policing activities such as providing supplies and refreshments for their meetings, paying for their Hotline call-in phone number, producing flyers for meetings and alerts to the neighborhood and sponsoring youth for OPR activities at Bushrod Recreation Center.

The SNCPC has sponsored National Night Out events in previous years for the last two years and will be sponsoring several National Night Out events on August 4, 2009.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the SNCPC's request for a fee waiver and permission to host a Community Fundraiser at Bushrod Park on Saturday, August 15, 2009. Staff also recommends that the SNCPC provide the Office of Parks and Recreation with a financial report from the Community Fundraiser by October 31, 2009.

Respectfully submitted,

A handwritten signature in black ink that reads "Gail McMillon". The signature is written in a cursive, flowing style.

Gail McMillon
Reservations Supervisor

Attachments: Request Letter from Shattuck Neighborhood Crime Prevention Council
Financial Report
Facility Reservation Request

prac_item 12-B

SHATTUCK NEIGHBORHOOD CRIME PREVENTION COUNCIL

June 24, 2009

Ms. Audrey Jones-Taylor, Director
Department of Parks and Recreation
250 Frank Ogawa Plaza
Oakland, CA 94612

Dear Audrey

We are writing to request the use of a little-used part of Bushrod Park for a community fund-raising event on August 23, 2008. The area we are referring to is the lawn area on the western side of the tennis courts along Shattuck Ave. We have used this area for our annual sale almost every year since 1997, and it has never posed a problem for the park or the neighborhood.

The proceeds from our sale are used to fund community policing activities such as providing supplies and refreshments for our meetings, paying for our Hotline call-in phone number, providing the North Oakland Crime Reduction Team with a cell phone (not current), producing flyers to announce meetings and alerts to the neighborhood about significant developments in the beat, hiring youth to distribute our flyers (with adult supervision), sponsoring kids for OPR activities such as horseback riding at Wildcat Canyon stables, YMCA summer camp, a day-trip to Santa Cruz sponsored by the Bushrod Recreation Center, funding a Destiny Arts program featuring dance, martial arts, and violence prevention for 30 youth aged 7-12 at Bushrod, and maintaining the Racine Point mini-park we helped plant and fence (located at 58th and Telegraph). On August 4, we will be sponsoring several National Night Out events in our beat as we do each year.


The SNCPC is a democratically organized and run organization that has been in existence since September 1994, making it the oldest NCPC in Oakland. We have seen Beat 11 change from one of the more crime-ridden beats in North Oakland during the early 1990's, to one of the least crime-ridden today, lower in fact than Rockridge's Beat 12Y and Temescal's Beat 12X. We have to conclude that at least part of this transformation is due to the involvement of the citizens in the beat in public safety activities and partnership with each other and the police assigned to the beat.

Community policing is a powerful tool for community improvement, and the NCPC is the indispensable nexus for citizens and police to form and practice this partnership. Without the funds we raise each year, few of our regular activities would be possible. This year, for instance, we have hosted meetings between the Council Representatives, Police Departments, and citizen leaders of Oakland, Berkeley, and BART to coordinate response to border safety issues along the Shattuck Corridor and the Ashby BART station. On June 4, we organized a meeting between Berkeley PD, Oakland PD, 2 Berkeley City Council Members and one Oakland CCM to discuss the ongoing gang war between individuals in North Oakland and South and West Berkeley that has already claimed 4 lives, including two innocent bystanders killed by a car in a chase from one of the gang shooting murders in Berkeley. That meeting attracted 130 attendees from three beats in North Oakland and two in South Berkeley. (We had to pay the North Oakland Sr. Center \$ 125.00 to rent the space for that meeting.)

We hope that OPR will approve the use of this part of the park for our event this year and will grant a fee waiver to the NCPC again this year. Our event does not entail any support from park personnel before or after it occurs. We manage everything, thoroughly clean the area after the event, and leave the park pristine afterwards.

We have scheduled our sale for Saturday August 15, 2009. We hope that this ideal location will be available for our event again this year.

Sincerely,


Don Link, Chair
6510 Raymond St.
Oakland, CA 94609

~~Tel: 658-8632 Fax: 658-4613~~

e-mail don-link@comcast.net

2007/08/18 Garage Sale		1,293.32	1,671.83
2007/08/24 move 141.50 from "Fund for Lacing Point Pa			1,671.83
2007/08/15 CP Hotline phone bill		-17.09	1,654.74
2007/08/31 Bank Monthly Charge		-3.00	1,651.74
2007/09/17 CP Hotline phone bill		-18.45	1,633.29
2007/09/28 Bank Monthly Charge		-3.00	1,630.29
2007/10/15 CP Hotline phone bill		-17.94	1,612.35
2007/10/02 Phone Answering Service Intellicom 3508 M		-20.00	1,592.35
2007/10/31 Bank Monthly Charge		-3.00	1,589.35
2007/11/14 CP Hotline phone bill		-17.92	1,571.43
2007/11/30 Bank Monthly Charge		-3.00	1,568.43
2007/11/12 Margaret Crayton (flyer deliver) #1092		-10.00	1,558.43
2007/12/14 CP Hotline phone bill		-17.95	1,540.48
2007/12/31 Bank Monthly Charge		-3.00	1,537.48
2008/01/15 CP Hotline phone bill		-17.95	1,519.53
2008/01/31 Bank Monthly Charge		-3.00	1,516.53
2008/01/02 Phone Answering Service Intellicom 3508 M		-20.00	1,496.53
City of Oakland Vender# 53022			
H10G101-08(KM)Reimb for			
2008/01/25 Delivery of Flyer, Copy of		630.67	2,127.20
2008/02/14 CP Hotline phone bill		-17.74	2,109.46
2008/02/29 Bank Monthly Charge		-3.00	2,106.46
2008/03/04 Phone Answering Service Intellicom 3508 M		-20.00	2,086.46
2008/03/14 CP Hotline phone bill		-18.83	2,067.63
2008/03/31 Bank Monthly Charge		-3.00	2,064.63
2004/09/08 Don Link Flyer Expense #1094		-621.92	1,442.71
2008/04/15 CP Hotline phone bill		-18.94	1,423.77
2008/04/30 Bank Monthly Charge		-3.00	1,420.77
2008/05/14 CP Hotline phone bill		-18.94	1,401.83
2008/05/30 Bank Monthly Charge		-3.00	1,398.83
2008/06/02 Phone Answering Service Intellicom 3508 M		-20.00	1,378.83
2008/06/16 CP Hotline phone bill		-19.54	1,359.29
2008/06/30 Bank Monthly Charge		-3.00	1,356.29
2008/06/16 Jefferey Jeusen (Flyer copy) #1096		-15.77	1,340.52
2008/07/13 CP Hotline phone bill		-19.15	1,321.37
2008/07/31 Bank Monthly Charge		-3.00	1,318.37
2008/08/14 CP Hotline phone bill		-19.04	1,299.33
2008/08/29 Bank Monthly Charge		-3.00	1,296.33
Aboubakar Keita (National Night			
Out Expenses) I wrote check			
#1095 of \$143.22 , but bank paid			
2008/08/19 143.77.	#1095	-143.77	1,152.56

Garage Sale (Total Sale: 1826.17 -
 --cash 1751.17, check \$5, \$20,
 and \$50, Sale day expense - Pizza
 75.58, Gas for truck which deliver
 the furnitures \$53.00) less expense

2008/09/09 total \$1697.59		1697.59	2,850.15
2008/09/15 CP Hotline phone bill		-19.04	2,831.11
2008/09/30 Bank Monthly Charge		-3.00	2,828.11
2008/09/02 Phone Answering Service Intellicom 3508 Mi		-20.00	2,811.11
2008/10/13 CP Hotline phone bill		-19.03	2,809.08
2008/10/30 Bank Monthly Charge		-3.00	2,806.08
2008/11/14 CP Hotline phone bill		-19.03	2,787.05
2008/11/28 Bank Monthly Charge		-3.00	2,784.05
2008/12/13 CP Hotline phone bill		-19.03	2,765.02
2008/12/31 Phone Answering Service Intellicom 3508 Mi		-20.00	2,745.02
2008/12/31 Bank Monthly Charge		-3.00	2,742.02
Reimbursement for Oct/08 Annual			
2009/01/07 Meeting	#1012	-564.25	2,177.77
2009/01/14 CP Hotline phone bill		-19.03	2,158.74
2009/01/30 Bank Monthly Charge		-3.00	2,155.74
2009/02/17 CP Hotline phone bill		-19.03	2,136.71
2009/02/27 Bank Monthly Charge		-3.00	2,133.71
2009/03/16 CP Hotline phone bill		-20.58	2,113.13
2009/03/31 Phone Answering Service Intellicom 3508 Mi		-20.00	2,093.13
2009/03/31 Bank Monthly Charge		-3.00	2,090.13
2009/04/14 CP Hotline phone bill		-20.57	2,069.56
2009/04/23 Gift for Officer Munoz's baby	#1013	-50.00	2,019.56
2009/04/30 Bank Monthly Charge		-3.00	2,016.56
2009/05/14 CP Hotline phone bill		-20.69	1,995.87
2009/05/29 Bank Monthly Charge		-3.00	1,992.87
City of Oakland NCPC MTGS			
2009/06/02 Reimb (H10P222-09CT)		564.26	2,557.13
			2,557.13
			2,557.13
			2,557.13
			2,557.13

*In process, order for 3000 SNCPC Hotline
 refrigerator magnets for distribution
 to entire beat.*

-800.00 #1,757.13

Fund for Racine Point Park fund

2004/08/28	As of today, the fund for Lacing Point Park is \$932.00	\$932.00	\$932.00
2005/09/27	addition (2005 Garage sale)	\$141.50	\$1,073.50
			\$1,073.50
As of 11/8/06,	Bank account shows: \$1,073.50. Exactly as calculated.		\$1,073.50
			\$1,073.50
2007/08/24	move 141.50 to SNCPC	\$-141.50	\$932.00
10/23/2008	Mika Matsui Plant Purchase #134	-50.00	\$882.00



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
OFFICE of PARKS & RECREATION

Park Use Rental Application

ATTENTION:

Application Date: 6-25-09

*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>sm 6/29/09</u>	Approved By/Date _____
Police Special Events Permit Required? <input type="radio"/> Yes <input type="radio"/> No	If required, Special Events Permit due to OPR by _____	

Application on behalf of: (Group, Individual, Organization) Shattuck NCPC

* Address: N/A City: _____ State: _____ Zip: _____

Individual responsible for event: Name: DON LINK *Address: 6510 RAYMOND ST

City: OAKLAND State: CA Zip: 94609 Email: don-link@comcast.net

Home #: 658-8632 Work #: SAME Fax #: 658-4613 Cell#: 812-3738

To use (Name of Park): BUSHROD Location: WESTERN LAWN NR SHATTUCK AVE

On the following date (s): SAT AUG 15, 2009 General Public Allowed: Yes No Number of Participants: 200 15-20 at a time

Between the hours of: (Start Time/Setup) 7:00 am (Actual Event Time) from 9:00 am to 5:00 pm (End Time/Cleanup) 6:00 pm

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.)
GARAGE SALE TO RAISE FUNDS FOR COMM'Y POLICING IN SHATTUCK CORRIDOR

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.)

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 EXCEPT HAVING LAWN SPRINKLERS SHUT OFF FOR DAY

Fees: WE REQUEST WAIVER OF FEES
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): _____

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 _____ on _____ (Park) (Event Date)

[Signature]
(Signature Required)

DON LINK
(Print Name)

K0147189
(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?

Bushrod Recreation Center

560 59th Street
Oakland, CA 94609

(510) 597-5031

Shattuck NCPC
560 59th Street
Oakland, CA 94609

Facility Permit

Status: Approved

Customer Type: Private

Authorized Agent: Don Link

Home: (510) 658-8632

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
06/25/2009 Myka Hammock	19556	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	07/16/2009	\$300.00

RESERVATIONS

EVENT NAME	FACILITY	CENTER
Garage Sale Attendance: 200 Type: Park Special Event	Bushrod Offsite	Bushrod Recreation Center 560 59th Street Oakland, CA 94609

DATES RESERVED	HRS
Saturday - 8/15/2009 08:00 AM to 06:00 PM	10

Total Number of Dates: 1

Total Number of Hours: 10

NOTES: Facility Permit will be issued by the Central Reservations Unit

CHARGES

CHARGE DESCRIPTION	FACILITY/EVENT	UNIT FEE	QTY	TAX	TOTAL CHARGED	DISCOUNTED/ PAID	BALANCE DUE
CRU Administrative Service Fee	Bushrod Offsite - Garage Sale	\$75.00	1.00	\$0.00	\$75.00	\$0.00	\$75.00
Park Event Attendant Fee	Bushrod Offsite - Garage Sale	\$125.00	1.00	\$0.00	\$125.00	\$0.00	\$125.00
Park Special Event Fee	Bushrod Offsite - Garage Sale	\$100.00	1.00	\$0.00	\$100.00	\$0.00	\$100.00

PAYMENTS AND REFUNDS

RECEIPT NUMBER	DATE	CHARGE DESCRIPTION	FACILITY/EVENT	AMOUNT
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ADDITIONAL CUSTOMER INFORMATION

Customer Fax: (510) 658-4613

Customer Email: don-link@comcast.net

DISCLAIMERS

CANCELLATION POLICY: A cancellation fee will be assessed according to the current City of Oakland Master Fee Schedule. Customer is responsible to familiarize him/herself with the cancellation fees associated with the site for which they are making a reservation.