



## PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, September 12, 2012 4:30 P.M.

Lakeside Garden Center, 666 Bellevue Avenue, Oakland, CA

### Agenda

1. CALL TO ORDER:
2. ROLL CALL:  
BELCHER, DU BOIS, FINLINSON, FLORES, KADERA-REDMOND, MARSHALL, MILLER, PETERSON, RICARDS, ROSENBLOOM, WU,
3. DISPOSITION OF MINUTES:
  - A. Minutes of July 11, 2012
4. SPECIAL ORDERS:
5. PRAC PENDING LIST:
6. MODIFICATIONS TO THE AGENDA:
7. CONSENT NEW BUSINESS:
  - A. **Request from the Oakland Black Cowboys Association for Approval to Have Up to 10 Food and Non-Food Vendors at the 38<sup>th</sup> Annual Oakland Black Cowboys Association Parade and Festival to be held at Defremery Park on Saturday, October 6, 2012.** The Office of Parks and Recreation has received a request from the Oakland Black Cowboys Association to have up food and non-food vendors and to sell event related items at the 38<sup>th</sup> Annual Oakland Black Cowboys Association Parade and Festival at Defremery Park on Saturday, October 6, 2012.
8. NEW BUSINESS:
  - A. **Request from the Shattuck Neighborhood Crime Prevention Council for a Fee Waiver and Permission to Host a Community Garage Sale Fundraiser on Saturday, September 22, 2012 at Bushrod Park.** The Office of Parks and Recreation received a request from Don Link, Shattuck Neighborhood Crime Prevention Council (SNPCPC) for approval of a fee waiver and permission to host a Community Garage Sale Fundraiser at Bushrod Park on Saturday, September 22, 2012. Fees from the fundraiser go towards the community policing activities of the SNPCPC.

**B. Request from Youth Speaks for Approval to Have Up to 20 Food and Non-Food Vendors at the Life is Living Festival to be held at Defremery Park on Saturday, October 13, 2012.**

The Office of Parks and Recreation received a request from Youth Speaks for permission to have up to 20 food and non-food vendors during the Life is Living Festival to be held at Defremery Park on Saturday, October 13, 2012. Fees paid by the vendors will go to pay for vendor and permit fees with the Alameda County Department of Environmental Health.

**C. Request from Jose Martinez for Approval to Collect Participant and Entry Fees at the Dance Competition to be Held at Ira Jinkins Recreation Center on Saturday, October 6, 2012.**

The Office of Parks and Recreation received a request from Jose Martinez for permission to collect participant and entry fees at the Dance Competition to be held at Ira Jinkins Recreation Center on Saturday, October 6, 2012. The fees collected will go toward coverage of the various costs associated with putting on the event.

**D. Request for Permission to Allow Acta Non Verba Youth Urban Farm Projects to Fundraise and Collect Fees at a Community Event at Tassafaronga Park on Sunday, October 21, 2012.**

The Office of Parks and Recreation received a request from Acta Non Verba Youth Urban Farm Projects for permission to fundraise and collect fees at a Community Event to be held at Tassafaronga Park on Sunday, October 21, 2012. Net proceeds will go entirely to benefit Tassafaronga Youth Urban Farm.

**E. Request from Clausen House for Approval to Accept Donations for Food at the Clausen House Talent Show Event Held on Thursday, November 15, 2012 at Malonga Center for the Arts.**

The Office of Parks and Recreation received a request from Clausen House for approval to accept donations at their Talent Show on Thursday, November 15, 2012 at the Malonga Center for the Arts. Funds raised from the Talent Show will support the mission of Clausen House.

**F. Request from the Ethiopian Community and Cultural Center for Permission to Collect Donations Onsite at the Ethiopian New Year Celebration at Mosswood Park on Saturday, September 15, 2012.**

The Office of Parks and Recreation received a late request from the Ethiopian Community and Cultural Center for permission to collect donations from its community members at the Ethiopian New Year Celebration at Mosswood Park on Saturday, September 15, 2012. Funds raised will be used to cover the cost of hosting the celebration and to support the operations and programs of the Ethiopian Community and Cultural Center.

**9. CONDITIONAL USE PERMITS:**

**10. COMMUNICATIONS:**

**11. PRAC COMMITTEE REPORT:**

**12. ADVISORY COUNCIL REPORTS:**

**13. UNFINISHED BUSINESS:**

14. COUNCIL REFERRALS:

15. OPEN FORUM:

16. DIRECTOR'S REPORT:

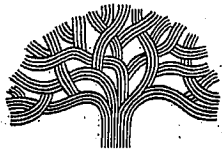
- A. Update: Dog Park - Lakeside
- B. Tour Debrief
- C. Sunday Symphony
- D. Sundays in the Redwoods
- E. City Stables Update

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, October 10, 2012; 4:30 p.m.*  
*Lakeside Garden Center*  
*666 Bellevue Ave, Oakland, CA*



CITY OF OAKLAND

PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, July 11, 2012 4:30 P.M.

Lakeside Garden Center, 666 Bellevue Avenue, Oakland, CA

Minutes

1. CALL TO ORDER:

A meeting of the Parks and Recreation Advisory Commission was held on Wednesday, May 9, 2012 at the Lakeside Garden Center located at 666 Bellevue Avenue. Commissioner/Chair Miller convened the meeting at 4:34pm. Audree V. Jones-Taylor, OPR Director, conducted the roll call.

2. ROLL CALL:

BELCHER, DU BOIS, FINLINSON, FLORES, KADERA-REDMOND, MARSHALL, MILLER, PETERSON, RICARDS, ROSENBLOOM, WU

Excused: Commissioner Flores

Late Arrivals: Commissioner Kadera-Redmond - 4:40pm, Commissioner Peterson - 4:45pm

Staff: Director Jones-Taylor, Diane Boyd, Gail McMillon, Victoria Rocha, Adekemi Omotade, Donte Watson, Mark Hall

3. DISPOSITION OF MINUTES:

A. Minutes of June 13, 2012

**Motion:** Commissioner Miller requested that the June 13<sup>th</sup> minutes be changed to reflect that Commissioner Wu was excused and not absent and further entertained a motion to approve the same. **Moved by:** Commissioner Finlinson, **Seconded by:** Commissioner Marshall: **Motion Passed**

4. SPECIAL ORDERS:

5. PRAC PENDING LIST:

6. MODIFICATIONS TO THE AGENDA:

Item 9A was withdrawn from the agenda.

7. CONSENT NEW BUSINESS:

A. Request from the San Francisco Mime Troupe to Collect Donations and Sell Event Related Merchandise at Mosswood Park on July 21, 2012, Lakeside Park on August 1 and 2, 2012 and at Montclair Ball Field on August 23, 2012.

B. Request from the East Bay Front Runners and Walkers for Asking Permission to Collect On-site Registration fees During the Pride Run/Walk at Lakeside Park on Saturday, October 13, 2012.

- C. Request from the Friends of Sausal Creek Seeking Approval to Hold a Native Plant Sale on Saturday, October 21, 2012 at the Native Plant Nursery in Joaquin Miller Park.
- D. Request from the Alameda County Master Gardeners Asking Permission to Collect Entry Fees at the Seminar; Sell Popular Gardening Titles; allow Speakers to Sell their Titles and allow Vendors to Sell Additional Educational Materials On-site at the Lakeside Park Garden Center on October 20, 2012.
- E. Request from the Faith Network of the East Bay, Inc. to Collect Registration Fees and Charitable Donations for their 5k Walk/Run Fundraiser on Saturday, October 20, 2011 at Lakeside Park Bandstand and Surrounding Area.

The Parks and Recreation Advisory Commission reviewed Items 7A to 7E and granted permission for all requests to move forward.

**Motion:** Commissioner Miller entertained a motion to approve the Consent New Business Items 7A – 7E. **Moved by:** Commissioner Wu. **Seconded by:** Commissioner Ricards. **Abstained:** Commissioner Finlinson, Re: Item 7D: **Motion Passed**

8. NEW BUSINESS:

- A. Request from the American Red Cross Seeking Permission to Collect On-site Donations at Lakeside Park on Sunday, September 30, 2012 During the Second Annual American Red Cross Out for Blood 5K Fun Run/Walk. Gail McMillon presented the staff report for this item. The Parks and Recreation Advisory Commission reviewed a request from the American Red Cross, a non-profit organization, requesting permission to collect on-site donations at the Second Annual Red Cross Out for Blood 5K Run Walk event at Lakeside Park on Sunday, September 30, 2012. Funds raised will go toward the purchase a new blood collection mobile to aid and support of the organization's mission.

**Motion:** Commissioner Miller entertained a motion to approve the staff recommendation to allow the American Red Cross to collect on-site donations at their event on September 30, 2012 at Lakeside Park. **Moved by:** Commissioner Belcher, **Seconded by:** Commissioner Wu: **Motion Passed**

- B. Request Approval for Collection of On-site Donations and Vendor Sales at a Music and Art Festival in the Mosswood Park Amphitheater Hosted by Mission Creek Oakland In Partnership with the East Bay Express as a Free Community and Family Oriented Event on Saturday, September 22, 2012. Adekemi Omotade from the Mosswood Recreation Center presented the staff report for Item 8B. The Parks and Recreation Advisory Commission reviewed a request from Mission Creek Oakland (MCO) Music and Arts Festival organizers, co-presented by the East Bay Express, seeking approval to collect onsite donations on the day of the event scheduled for September 22, 2012. Donations collected will be used to support the performing artists and overhead costs. The MCO also requested permission to include up to 12 vendors of various crafts to participate in the event. This will be a one day free event at the Mosswood Park Amphitheater celebrating musicians of all ages. There are plans to have five to six featured groups representing different age divisions of local amateur musicians, as well as three adult established bands that represent the Oakland music community. Organizers of the

event expect over 300 guests. Local food trucks vendors will be invited assuming correct permits are obtained. Mission Creek Oakland will provide lighting and sound assistance through their sponsor. The East Bay Express will support the advertising by featuring an announcement in their Festival Guide. Mission Creek Oakland is a non-profit organization. This will be the 4<sup>th</sup> year the event has been held with the Office of Parks and Recreation and the 1<sup>st</sup> at Mosswood. The event is an all-volunteer operated music festival.

**Motion:** Commissioner Miller entertained a motion to approve the staff recommendation for collection of on-site donations and vendor sales at the Music and Art Festival in the Mosswood Park Amphitheater on September 22, 2012. **Moved by:** Commissioner Finlinson, **Seconded by:** Commissioner Ricards: **Motion Passed**

- C. **Request from the Friends of the Gardens at Lake Merritt and the Public Works Agency to Use the Garden Center and Gardens at Lake Merritt to Fundraise at the Oakland Autumn Lights Festival on Friday and Saturday, October 12<sup>th</sup> and 13<sup>th</sup> 2012.** Victoria Rocha with the Public Works Agency (PWA) presented the staff report for Item 8C. The Parks and Recreation Advisory Commission heard a request from the Friends of the Gardens at Lake Merritt (FGLM) to amend their original request to use of the Lakeside Park Garden Center and the Gardens at Lake Merritt to hold a fundraising Oakland Autumn Light Festival event during the evenings of Friday and Saturday, October 12<sup>th</sup> and 13<sup>th</sup> 2012. Due to the size and cost of the event and time constraints, event organizers modified their plans and instead will host a private reception for key stakeholders on Saturday, October 13<sup>th</sup>. Staff and other event organizers will revisit the Commission early next year for the 2013 event plans. Event staff was directed to finalize modified plans for the October 13<sup>th</sup> 2012 event with OPR staff.

**Motion:** Commissioner Miller entertained a motion to approve the Friends of the Gardens at Lake Merritt's event at Lakeside Park Garden Center and Gardens on October 13, 2012, with modifications to be finalized by the Office of Parks and Recreation. **Moved by:** Commissioner Ricards, **Seconded by:** Commissioner Peterson: **Motion Passed**

- D. **Request for the Parks and Recreation Advisory Commission to Approve the Sale of Tickets and Participation Fees at the Filoso Studios Dance Academy Dance Competition to be held at Ira Jinkins Recreation Center on Saturday, July 28, 2012.** Ira Jinkins Receptions Director Donte Watson presented the staff report for this item. The Parks and Recreation Advisory Commission reviewed a request from the Filoso Studios Dance Academy, a local cultural dance organization seeking permission to collect participant dancer and general public entry fees at their Dance Competition to be held at the Ira Jinkins Recreation Center on Saturday, July 28, 2012. The \$10.00 per entry fee collected will go toward coverage of the various costs associated with putting on the event including facility rental, DJ, video coverage, security, purchase of trophies, and more. The Quebradita form of dance, originally from Mexico, has become popular in the United States especially, in Chicago and Oakland. Quebradita dancers form clubs and travel to compete in exhibitions, but also to pass on and share this cultural tradition with the greater community. Until now, Oakland participants have traveled to other communities to compete for lack of a suitable location. Event organizers plan to hold another competition in Oakland this October.

**Motion:** Commissioner Miller entertained a motion to approve the staff recommendation to allow the Filoso Studios Dance Academy to collect fees at the dance competition to be held at the Ira Jenkins Recreation Center on Saturday, July 28, 2012. **Moved by:** Commissioner Belcher. **Seconded by:** Commissioner Marshall. **Motion Passed**

**E. Request for the Parks and Recreation Advisory Commission to Recommend Renaming the Basketball Courts at Brookdale Park to "Good Tidings Foundation Courts".** Mark Hall from the Office of Parks and Recreation presented the staff report for Item 8E. The Parks and Recreation Advisory Commission reviewed a request to rename the basketball courts at Brookdale Park to "**Good Tidings Foundation Courts**". Since 1999, the Office of Parks and Recreation has received significant material and labor donations from the Good Tidings Foundation to renovate 12 worn basketball courts and heavily used ball fields in the City of Oakland. These funds total more than \$250,000 for Oakland Parks and over \$400,000 dollars through other Oakland projects such as the Boys & Girls Club and the Oakland Police Athletic League (PAL) among others. The Office of Parks and Recreation submit this request in honor of these contributions. The full content of future plaque installations will be made available to the Commission.

**Motion:** Commissioner Miller entertained a motion to approve the staff recommendation to rename the basketball courts at Brookdale Park to Good Tidings Foundation Courts. **Moved by:** Commissioner Peterson. **Seconded by:** Commissioner Ricards. **Motion Passed**

**9. CONDITIONAL USE PERMITS:**

**A. Request for the Parks and Recreation Advisory Commission Approve the Minor Conditional Use Permit Application to Install a Golf Shed at the Metropolitan Golf Course.** The Metropolitan Golf Course Director of Agronomy submitted a proposal to the Office of Parks and Recreation and the Port of Oakland seeking permission to install a 9'x12' golf storage shed within the Metropolitan Golf Course. In 2012, the Port of Oakland approved the permit application for installation of the shed.

**Item 9A was removed from the agenda.**

**10. COMMUNICATIONS:**

None

**11. PRAC COMMITTEE REPORT:**

Public proposals for a dog park have been heard and denied by the Planning Commission. The arguments for the location and creation of a new dog park to be determined are presumed to continue before the City Council in September 2012. PRAC's Policy and Ad Hoc Committees on dog parks will convene to discuss broader citywide issues and develop policies.

**12. ADVISORY COUNCIL REPORTS:**

Commissioner Belcher will meet with Angelica Lopez, the new Director at the Carmen Flores Recreation Center. Commissioner Ricards visited Bushrod Recreation Center and reported that there seems to be a disconnect with the staff, Community and Advisory Council.

13. UNFINISHED BUSINESS:

None

14. COUNCIL REFERRALS:

None

15. OPEN FORUM:

None

16. DIRECTOR'S REPORT:

Director Jones-Taylor announced that reorganization of merger of the Office of Parks and Recreation and the Department of Human Services is still in motion and moving forward. Commissioners commented that to date, they were not contacted by Management Partners Consultants.

The Director announced the annual Sunday's in the Redwoods music series beginning with the new location for the kick-off event featuring the Oakland Symphony at Symphony Sunday in the Gardens at Lake Merritt on September 16<sup>th</sup>. The kick-off event will be preceded by the Lexus VIP and Sponsors Reception on Thursday, September 13<sup>th</sup>.

Summer Meetings/Events

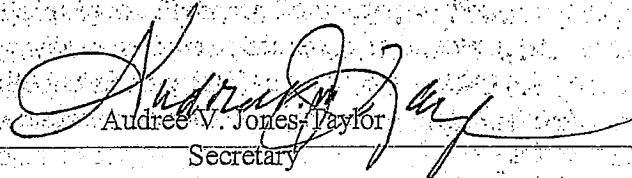
- Roundtable discussion with former Commissioners on August 8<sup>th</sup>. To be confirmed.
- PRAC celebration at the home of Commissioner Ricards, August 16<sup>th</sup>, 6pm-8pm. More details to follow.
- Possible Parks tour to be determined. Commissioner's to determine preference of August 18<sup>th</sup> or 25<sup>th</sup>.

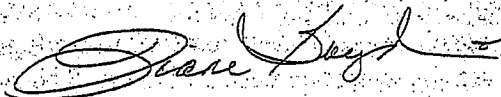
17. ANNOUNCEMENTS:

18. ADJOURNMENT:

The meeting was adjourned at 6:15pm.

Respectfully submitted,

  
Audree V. Jones-Taylor  
Secretary

  
Diane L. Boyd  
Recording Secretary



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**Next Meeting:** *Wednesday, September 12, 2012; 4:30 p.m.*  
*Lakeside Garden Center*  
*666 Bellevue Ave, Oakland, CA*

**CITY OF OAKLAND**  
Interoffice Memorandum



City of Oakland  
Office of Parks & Recreation

**Office of Parks and Recreation**

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Valorie Winn, deFremery Center Director  
**DATE:** September 12, 2012  
**SUBJECT:** **Request for Oakland Black Cowboy Association to have Vendors and Sell Event Related Items at the Annual Black Cowboys Festival on Saturday, October 6, 2012**

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SUMMARY

The Oakland Black Cowboy Association (OBCA), a non-profit organization would like to have up to 10 vendors, food and non-food vendors. They would also like to sell water, t-shirts and hats. Proceeds from their fundraising efforts will continue to support the organization.

FISCAL IMPACT

The event will cost the Office of Parks and Recreation 5 hours in part-time staffing.

BACKGROUND

The OBCA has had 37 successful parades and festivals. Horses, cars, drill teams are all strategically placed. There is anticipation by the neighbors of deFremery Park because of the family friendly event. Traffic is controlled before the event as participants gather to line up for the parade and after the parade and during the festival.

Their request has come before the Parks and Recreation Advisory Commission 2004 through 2006 and 2008 through 2011 for permission to have vendors and sell event related items. The OBCA have been granted PRAC approval each year to have food and non-food vendors and to sell OBCA event related items.

The events have been successful and well attended by the community. A Post Event Report from the 2011 event is attached.



# OAKLAND BLACK COWBOY ASSOCIATION

Board of Directors: Wilbert F. McAlister, President ♦ Ronald Coleman, Treasurer ♦ Britany L. McAlister, Secretary ♦ Betty Alcutt, Board Chairman ♦ Akili Moses Israel, Board Member

DATE: August 29, 2012

TO: Oakland Parks & Recreation Advisory Commission

FROM: Oakland Black Cowboy Association (OBCA)

RE: 2012 Oakland Black Cowboy Association Parade and Festival

The Oakland Black Cowboy Association is planning its 38<sup>th</sup> annual parade and festival for October 6, 2012. We are requesting permission to use, again, DeFremery Park, Oakland, CA. We are requesting your approval to have food and non-food vendors. As you know, there are expenses accompanied with OBCA traveling around the community to carry out our mission of enlightening children and adults about cowboys/girls of color. In an effort to continue this mission we would also like to request permission for OBCA to collect donations for hats and t-shirts. Should you have any questions please don't hesitate to give me a call at 510-541-2763. We thank you for your consideration and many years of support.

Best Regards,  
Wilbert F. McAlister, President  
Oakland Black Cowboy Association  
wilbert@blackcowboyassociation.org



# OAKLAND BLACK COWBOY ASSOCIATION

Board of Directors: Wilbert F. McAlister, President ♦ Ronald Coleman, Treasurer ♦ Britany L. McAlister, Secretary ♦ Betty Alcutt, Board Chairman ♦ Akili Moses Israel, Board Member

DATE: August 28, 2012

TO: Whom It May Concern

FROM: Oakland Black Cowboy Association (OBCA)

RE: 2011 Oakland Black Cowboy Association Festival Financial Report

October 1, 2011 was OBCA's 37<sup>th</sup> Annual Festival at DeFremery Park in West Oakland, CA. On this day we have the opportunity to earn money via donations but, unfortunately, our expenses always outweigh the money earned. Our financial breakdown for the 2011 festival is as follows:

## Money Earned:

6 Food Vendors (\$200) - \$1,200.00  
4 Non-Food Vendors (\$100) - \$400.00  
Horse/Pony Rides - \$700.00  
T-Shirt/Hat Sales - \$1500.00

**Total Earned: \$3,800.00**

## Expenses:

Portable Toilets - \$507.00  
City of Oakland Fire Department - \$590.00  
Garbage disposal - \$365.00  
P.A. System - \$350.00  
Sound Permit - \$100.00  
City of Oakland Solicitation Permit - \$20.00  
City of Oakland Street Barriers - \$168.00  
City of Oakland Police Department - \$2,409.00  
Entertainment - \$1,300.00  
T-Shirts - \$960.00  
Western Hats - \$185.00

**Total Expenses: \$6,954.00**

With \$3,800.00 earnings and \$6,954.00 expenses, OBCA ended the 2011 festival with a \$3,154.00 deficit. If you have any questions please feel free to contact Wilbert F. McAlister at 510-541-2763.

Best Regards,  
Wilbert F. McAlister, President  
Oakland Black Cowboy Association  
wilbert@blackcowboyassociation.org

**WWW.BLACKCOWBOYASSOCIATION.ORG**

P.O. Box 4889 Oakland, CA 94605-6889



## 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, 3<sup>rd</sup> Floor, Suite 3330, Oakland, CA 94612.

### I. GENERAL INFORMATION

Name of Event: OAKLAND BLACK COWBOY ASSOCIATION RODEO & FESTIVAL

Location of Event: deFremery Park 1051 Adeline St. Oakland, CA.

Date/Hours of Event: 8:AM - 6 PM Permit No. 24398

Contact Person: Wilbert F. McAlister Phone No. 510-541-2763

Contact Person Address: 10330 Greenview Dr. Oakland, CA. 94605

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

2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003, 2002, 2001, 2000

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

2. Check other permits required for event?

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> OPD Special Events Permit       | <input checked="" type="checkbox"/> Food Handler's Permit    | <input type="checkbox"/> Seller's Permit     |
| <input checked="" type="checkbox"/> Charitable Solicitations Permit | <input checked="" type="checkbox"/> Certificate of Insurance | <input type="checkbox"/> Other - Please list |

### II. ATTENDANCE INFORMATION

1. Total number in attendance: 500 +

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

3. If yes (above), how many people registered? n/a

4. What was the cost for registration? \_\_\_\_\_

5. How much money was collected on site for registration fees? NONE

III. VENDOR INFORMATION

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

Were all vendors in compliance per agreement?  Yes  No

Of no, why not? \_\_\_\_\_

Name of Vendor(s) (Attach additional sheets if necessary)	Non-Profit or For Profit Orgz'n?	Food (Describe)	Craft (Describe)	Seller's Permit Y/N
CJ's B.B.Q & FISH	F-P	B.B.Q & FRIED FISH		
SEY MART	F-P	FRIED FISH		
HAL'S New York Hot Dogs	F-P	BEEF Hot Dogs		
Kersey's Coffee Cart	F-P	Coffee, Hot TEA		

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.)

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

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Submitted by: William F. Miller

Date: 07/19/12

Approved by: [Signature]  
(OPR Staff)

Date: 7/20/2012

Comments: \_\_\_\_\_

**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:** September 12, 2012  
**SUBJECT:** Request from the Shattuck Neighborhood Crime Prevention Council for a Fee Waiver and Permission to Host a Community Garage Sale Fundraiser on Saturday, September 22, 2012 at Bushrod Park

SUMMARY

The Office of Parks and Recreation (OPR) 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, September 22, 2012. Fees from the fundraiser go towards the community policing activities of the SNCPC.

FISCAL IMPACT

Fees for the park use include \$30 Permit Application Fee, \$285 park use fees (\$30 per hour for 9.5 hours) and \$150 Refundable Deposit. 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 of the annual garage sale by the SNCPC since 2002. The SNCPC came before the Commission in 2007, 2008 and 2009 and was granted approval for co-sponsorship and authorization to collect funds from the fundraiser.

The event was held in 2010 and was administratively approved due to the timing of the request and past history. The event was held in 2011 but was not issued a permit due to the timing of the request. The 2011 event raised about \$1,400.00. The proceeds from the sale are used to fund SNCPC operations such as meeting flyers, general meeting rental fees at the North Oakland Senior Center, meeting supplies and refreshments, and support for Bushrod Park activities. In 2011, the SNCPC provided Bushrod Recreation Center with \$800.00 to fund camp scholarships for 17 youth whose families could not afford camp fees.

Parks and Recreation Advisory Commission  
September 12, 2012

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request for a fee waiver of the \$285 park use fees and allow the SNCPC to host the Community Garage Sale Fundraiser at Bushrod Park on Saturday, September 22, 2012. Staff also recommends that the \$30 Permit Application Fee be paid by the SNCPC.

Respectfully submitted,

*Gail McMillon*  
*Reservation Supervisor*

Attachments: Exhibit A – *Letter from the Shattuck Neighborhood Crime Prevention Council*  
Exhibit B – *Park Use Application*  
Exhibit C – *Non-profit Status Letter*



Hotline 655-6122 e-mail CPBeat11X@aol.com  
SHATTUCK NEIGHBORHOOD CRIME PREVENTION COUNCIL

June 26, 2012

received  
placed on desk  
6/28/2012

Ms. Gail McMillon  
Oakland Parks & Recreation  
250 Frank Ogawa Plaza  
Oakland, CA 94612

Dear Ms. McMillon

I am writing to request the use of the western edge of Bushrod Park for our annual garage sale to raise funds for the community policing activities of our NCPC.

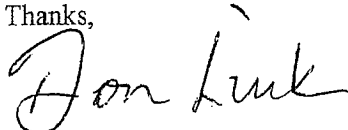
We are requesting a later date this year to see if September is a better time to hold it. In fact until two weeks ago, the group was exploring a fund-raiser that would not involve the usual garage sale activities. Those plans fell through after two months of exploration and planning.

Last year's sale raised about \$ 1400.00. Approximately \$ 700-800 is needed for NCPC operations (annual meeting flyer to 2800 households and businesses; General Meeting rental fees at the North Oakland Senior Center; meeting supplies and refreshments; paint and solvent to abate graffiti; support for Bushrod Park activities) In 2011, the NCPC provided Bushrod with \$ 800.00 to fund camp scholarships for 17 youth whose families could not afford camp fees.

As in the past, we are asking that park fees be waived for our sale. We will be using only the far western strip of the park between Shattuck Ave. and the cyclone fence that borders the ball field and tennis courts.

Please let me know if anything else is needed from us.

Thanks,



Don Link, Chair  
6510 Raymond St.  
Oakland, CA 94609  
Tel. 510-658-8632  
Fax 510-658-4613  
e-m don-link@comcast.net



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

ATTENTION:

Application Date: 06/25/12

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

REQ No. RWP No. Police Special Events Permit Required? OFFICE USE ONLY Received By/Date 6/28/12 Approved By/Date Issued By/Date

Application on behalf of: Shattuck NEPC \* Address: 560-57th Street City: Oakland State: CA Zip: 94609 Individual responsible for event: Name: Don Link \*Address: 6510 Raymond Street City: Oakland State: CA Zip: 94609 Email: donlink@jps.net

To use (Name of Park): Bushrod Location: Front lawn on Shattuck On the following date (s): 9/22/12 General Public Allowed: Yes No Number of Participants: 3 Between the hours of: (Start Time/Setup) 7:30 (Actual Event Time) from 7:30 to 5:00 (End Time/Cleanup) 5:00p

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.) NEPC Garage Sale Sound Amplification: Amplified No Non-Amplified No Type of equipment to be used (i.e. jumpers, musical instruments, live band, cd player, amplifiers, microphones, etc.) N/A Will food be served? No

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

Fees: Rent: \$30.00 pr hr x 9.5 hrs = \$285 Deposit: \$150 Other Fees: \$30 Permit Application Fee Total of ALL Fees PLUS Deposit: \$30 + \$285 + \$150 = \$465

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 Bushrod (Park) on Sept. 22, 2012 (Event Date)

(Signature Required) DON LINK (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



**Office of Parks and Recreation**

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Valorie Winn, deFremery Center Director  
**DATE:** September 12, 2012  
**SUBJECT:** Request from Youth Speaks for Permission to Have Up to 20 Food and Non-food Vendors at the Life is Living Festival at Defremery Recreation Center on Saturday, October 13, 2012.

SUMMARY

Youth Speaks, the leading non-profit presenter of spoken word, education and youth development in the country would like to have up to 20 vendors, food and non-food vendors. The event will have musical performers, live painting (graffiti battles with world renown artists starting with blank canvases) skateboarding, softball tournament, a teen stage, a science fair, writing and performance workshops along with a Kid's Zone all for free! The event will be held at Defremery Park on Saturday, October 13, 2012. Fees paid by the vendors will go toward monies to pay for vendor and permit fees with the Alameda County Department of Environmental Health.

FISCAL IMPACT

The Office of Parks and Recreation will profit from the fees paid by Youth Speaks. The entire park including the baseball field is rented.

BACKGROUND

Youth Speaks has held this event at deFremery Park since 2008. It has grown each year. There has never been a negative incident. The focus is progressive environmental action so the entire event is very informative.

RECOMMENDATION

Staff recommends the Parks and Recreation Advisory Commission approve the request by Youth Speaks for permission to have up to 20 vendors (food and non food) at Defremery Park on Saturday, October 13, 2012. This event has always been well attended by the community. The organization has the correct committees in place to address any potential problems.

Respectfully submitted,

*Valorie Winn*  
*Center Director*  
*deFremery Center*

Attachments: Exhibit A – *Letter from Youth Speaks*  
Exhibit B – *Park Use Application*  
Exhibit C – *Non-profit Status Letter*



August 23, 2012

To the Oakland Parks and Recreation Advisory Commission,

Thank you for this opportunity to present a proposal to you. We are requesting that our annual Life is Living Festival be allowed to take place on October 13, 2012 at deFremery Park. We are also requesting permission to have on-site vendors at the festival. Life is Living is an intergenerational eco-equity festival presented by Youth Speaks, the leading nonprofit presenter of spoken word education, youth development, and presentation programs in the country. Life is Living was inaugurated in Oakland, California in October 2008. A celebration of life through urban performance, intergenerational health, and environmental action, Life is Living strives to activate the West Oakland community surrounding deFremery Park in a spirit of love and unity.

Life is Living has featured musical performances drawn from a diversity of styles (jazz, gospel, and hip hop), as well as live painting, sports (skateboarding and a softball tournament), a Kid's Zone (complete with face painting, art activities, and parkour), a Teen Stage, a science fair, and writing and performance workshops for youth—all for free.

This year, we look to expand our festival by curating 10 – 20 vendors who will have food and clothing for purchase, including Taste of Africa, People's Grocery, Oaklandish, and Oak Collective. In keeping with our focus on progressive environmental action, we will recruit vendors whose wares are environmentally sound. This year, we hope to expand on last year's successes and ensure festival participants' experience of vendors is first-rate.

We will be charging our vendors a fee to participate in the festival. We estimate that our vendor fee will be \$100 per booth. We will use those monies to pay for vendor and permit fees with the Alameda County Department of Environmental Health.

We will also contact the Oakland Police Department to apply for a Short Term Encroachment Permit to cordon off a section of 18<sup>th</sup> Street from Adeline to Union for our food vendor area. We successfully used this portion of 18<sup>th</sup> Street last year, but are interested in utilizing all official avenues to maximize ease of experience for vendors and attendees.

In all of our editions of Life is Living, there have been no negative incidents or contention, and a genuine feeling of peace and community and peace has reigned. We are grateful for the goodwill of the West Oakland community, the support of Oakland Parks and Recreation, and the consideration of the City of Oakland and the Oakland Police Department. We hope to make this year's festival a truly positive experience for all who attend.

Sincerely,

Hodari Davis  
National Program Director  
Youth Speaks Inc.  
1663 Mission St Ste 604  
San Francisco, CA 94103  
[youthspeaks.org](http://youthspeaks.org)  
[lifeisliving.org](http://lifeisliving.org)  
[bravenewvoices.org](http://bravenewvoices.org)  
510-457-5210

**Staff**

James Kass  
Founder & Executive Director

Marc Bamuthi Joseph  
Artistic Director Emeritus

Hodari B. Davis  
National Program Director

Joan Osato  
Producing Director

Michelle Lee  
Program Director: Arts-in-Education

Nick James  
Program Director: Marketing

Dennis Kim  
Bay Area Artistic Director

Brandon Santiago  
Program Associate: Outreach

Erika Cespédes  
Program Associate: Civic Engagement

Kat Evasco  
Program Associate: Production

Isa Nakazawa  
Communications Specialist

Angelina Acevedo  
Director of Individual & Corporate Giving

Susie Lundy  
Director of Grants & Foundations

**Board of Directors**

Brian Gadsden  
President

Tony Rodriguez  
Vice President

Adam Mariano  
Treasurer

Steve Wright  
Secretary

Colleen Backstrand

Deborah Brand

Frank Cialone

Matt Cole

Eva Frank

Niles Lichtenstein

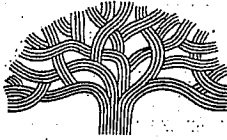
Jonathan Melrod

Weyland Southon

Anne Wintroub

James Kass

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>cm 8/13/12</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 ORR by _____	

Application on behalf of: (Group, Individual, Organization) Youth Speaks, Inc.

\*Address: 1663 Mission St Ste 604 City: San Francisco State: CA Zip 94103

Individual responsible for event: Name: Dennis Kim \*Address: 3411 E 12th St A315

City: Oakland State: CA Zip 94601 Email: dkim@youthspeaks.org

Home #: \_\_\_\_\_ Work #: (415) 255 9035 x24 Fax #: (415) 255 9065 Cell#: (224) 213 6803

To use (Name of Park): De Fremery Park Location: 1651 Adeline

On the following date (s): 10/13/12 General Public Allowed: Yes  No  Number of Participants: 2500

Between the hours of: (Start Time/Setup) 8am (Actual Event Time) from 10am to 7pm (End Time/Cleanup) 7:30 pm

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

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.)

Stage, microphones, musical instruments, amp fiers.

Will food be served? Yes  No  (If yes, please list type(s) of food to be served.) Food vendors will have food & drink for sale.

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: \$127.50 x 4 hrs = \$510 Deposit: \$1000

Sound Use: \$100 Other Fees: \$150 x 7.5 hrs = \$1125 + fundraising

Total of ALL Fees PLUS Deposit: 30 + 510 + 100 + 1125 + 1000 = 2765

(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): \_\_\_\_\_ Credit Card # (last 4 digits) \_\_\_\_\_ Expiration Date: \_\_\_\_\_

I Authorize the Office of Parks and Recreation, Central Reservations Unit to charge my Visa or Master Card \$ check attached  
for my reservation at De Fremery Park on 10/13/12 (Amount to be Charged)

Paula Smith Qui (Signature Required) PAULA SMITH ARRIGONI (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  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 31 2005

YOUTH SPEAKS INC  
2169 FOLSOM ST STUDIO 100  
SAN FRANCISCO, CA 94110-7103

Employer Identification Number:  
91-2134499  
DIN:  
17053211729055  
Contact Person:  
THOMAS C KOESTER ID# 31116  
Contact Telephone Number:  
(877) 829-5500  
Public Charity Status:  
170(b) (1) (A) (vi)

Dear Applicant:

Our letter dated DECEMBER 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

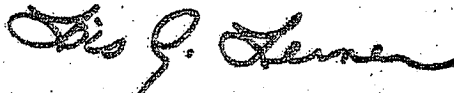
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at [www.irs.gov](http://www.irs.gov).

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Letter 1050 (DO/CG)

**CITY OF OAKLAND**  
Interoffice Memorandum



**Office of Parks and Recreation**

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Donté Watson, Center Director, Ira Jinkins Recreation Center  
**DATE:** September 12, 2012  
**SUBJECT:** Request from Jose Martinez to Approve the Sell of Tickets and Participation Fees for their Dance Competition at the Ira Jinkins Community Center on Saturday, October 6, 2012

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SUMMARY

The Office of Parks and Recreation received a request from Jose Martinez for approval to collect participant and entry fees at their, October 6<sup>th</sup>, 2012 Dance Competition to be held at Ira Jinkins Recreation Center. The fees (\$10/person) collected will go toward coverage of the various costs associated with putting on the event. (i.e. facility rental, DJ, video coverage of event, security, purchase of trophies etc.).

FISCAL IMPACT

If this event is allowed to proceed as planned, there would be a positive fiscal impact of approximately \$1,900.00 to our organization (Ira Jinkins', 1820 account).

PROJECT DESCRIPTION

Jose Martinez coordinates a group in the (East) Bay practicing the popular style of Mexican dance called, Quebradita. This event will be cultural, and family oriented, expecting to attract participants and spectators from all age groups, ranging from elementary aged children to adults. This event will not only be recreational in nature, but will present an opportunity for culture to be passed on from one generation to the next, as well as an opportunity for this culture to be shared with the larger community. Furthermore, many participants in the dance competition/exhibition are members of the Oakland community that have been forced to travel to surrounding communities for lack of a suitable location for their events to take place in Oakland.

BACKGROUND

Quebradita is style of dance that is very popular in the Mexican state of Jalisco. Furthermore, many individuals with roots in that region now living in the U.S., have carried on this tradition in the U.S. As a result this form of dance has seen growing popularity in the Mexican-American/Latino community here in the U.S. This style is extremely popular in Chicago, Illinois, and is gaining lots of momentum in the Bay Area. Many practitioners of Quebradita have had the opportunity to perform for City of Oakland dignitaries such as, Councilmember Ignacio de la Fuente, and Mayor Jean Quan, to name a few.

Parks and Recreation Advisory Commission  
September 12, 2012

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve José Martínez' request to collect fees for the sale of tickets and participation fees at the Dance Competition to be held at the Ira Jenkins Recreation Center on Saturday, October 6, 2012.

Respectfully submitted,

*Donté Watson*  
*Recreation Center Director*

Attachments: Exhibit A – *Letter from Jose Martinez re: his proposed event*  
Exhibit B – *Facility Rental Application*  
Exhibit C – *Event Security Contract*  
Exhibit D – *Copy of Liability Insurance for the event*



**Jose Martinez**  
**May 15, 2012**

To whom it may concern;

Subject: competition on Quebradita (dance type)

When: October 6, 2012

Time: 12 p.m. to 12 a.m.

Organizer: Jose Martinez (Mac Daddy leader)

Reason: fund raiser to maintain community united and  
Away from gangs.

Money is to cover cost for music, hall, food, & drinks ect.  
"No profit for group"

What is "la Quebradita"? It's a type of dance that was started in Guadalajara, Jal. Mex. And traveled to Chicago Ill. It has been around since the 1990's and came to the bay area in 2009. It is fast paste music and lots of acrobatic like movement. There are four categories:

1. Kids
2. Beginners
3. Intermediate
4. Advanced

Each category takes 1 to 2 hrs. And a break of 15 to 30 min. in between. To finalize the competition a special quest from Chicago will perform. After all performance a dance

will follow with a live band for all guest that SUPPORTED our event.

This kind of event has brought lots of communities together from Concord, San Jose, Vallejo, and many more. I hope this event can take place with the city permission. It is our first years trying to accomplish an event like this. Hope you agree to it. If you would like to see an example go to you tube "Mac Daddy's 69 Oak." If you have any quest. Please feel free to call me at any time at (510) 978-1945

-Thank you  
Sincerely,

---

Jose Martinez  
(Leader)

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

Facility Rental Application

ATTENTION:

Application Date: \_\_\_\_\_

\*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 SW Receipt No. \_\_\_\_\_

Application on behalf of: (Group, Individual, Organization) \_\_\_\_\_

\* Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Individual responsible for event: Name: Jose Martinez \*Address: 2619 26 Ave  
City: Oakland State: CA Zip: 94601 Email: Jose.elcoyote69@hotmail.com

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Cell#: 510 978-1945

To use: (Name of Facility): Ira Jinkins On the following date(s): 10/6/12

Number of Participants (Total): 500 Approximate # of Adults 350 # of Teens 100 # of Children/Infants 50

Between the hours of: (Time In/Prep) \_\_\_\_\_ (Actual Event Time) from 12 PM to 12 AM (Cleanup/Time Out)

Type of Event/Purpose (be specific; i.e., Wedding, Receptions, Meetings, Birthday Party, Banquet, etc.): Dance Competition General Public Allowed: Yes  No

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. musical instruments, live band, cd player, amplifiers, microphones, etc.)

Live Band

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

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

Rent: 145 X Number of Hours 12 = Total Rent \$1,740.00

Setup/Teardown Fee: N/A Alcoholic Beverage Fee: 125 Other Fees: 50 (kitchen)

Deposit: 300 Total of ALL Fees PLUS Deposit: \$2,215.00

(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 to 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 # (last 4 digits) \_\_\_\_\_ Expiration Date: \_\_\_\_\_

I Authorize the Office of Parks and Recreation to charge my Visa or Master Card for the minimum payment requirement (rental and deposit) \$ \_\_\_\_\_ or the total fees \$ \_\_\_\_\_ for my reservation at:

\_\_\_\_\_ on \_\_\_\_\_  
(Facility) (Event Date)

(Signature Required) \_\_\_\_\_ (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?

369 East Market St  
Salinas, CA 93905  
Lic: PPO 13724  
Hayward  
Willy B.: (408) 368-4197  
Fax: (831) 422-2572

# J & E PRIVATE SECURITY

Union City  
William A.: (408) 368-4197  
Oakland  
(408) 368-4197  
Salinas  
Estaban G.: (831) 809-8664



Name José Martínez  
Address 7610 26 Ave  
City, State Oakland CA 94601  
Name/Type of Event Concurso

Phone # 510 948-1945  
Fax # 510-395-4805

This contract agreement has been drawn up between, J&E Private Security, hereinafter know as the (First Party) and: José Martínez hereinafter know as the Second Party.

J&E Private Security hereby agrees to perform such services that are mentioned below for the time as maybe so agreed upon the Second Party. In consideration for these services, Second Party agrees to render payment to J&E Private Security, a minimum of \$60.00 deposit, the day the Contract Agreement has been drawn, and the remaining unpaid balance to be paid in full in one week before the day of the event.

Day of Event 10-06-12 J&E Private Security will perform their services at:

9175 Edes Ave Oakland CA

The security officers will report for duty at 12 am/pm. And will end their duties at 12 am/pm and will have 4 guards as request by the Second Party.

Total Amount.  
\$ 300.00

Deposit Paid  
\$ 100.00

Balance Due  
\$ 700.00

\*Wedding  
\*Baptism

\*XV Years  
\*Anniversary

\*Special Event

J&E PRIVATE SECURITY

(THE DEPOSIT IS NOT REFUNDABLE)

JOSÉ MARTÍNEZ  
SECOND PARTY

(CASH ONLY). Checks have to be cleared before contract can be completed.

NOTE: This contract may be voided by either party 5 days prior of the day of event

## CONTRATO DE ACUERDO

Este contrato esta firmado de comun acuerdo entre J&E Private Security, Conocido como Primer Parte y el Sr. o Sra. \_\_\_\_\_ conocido como Segunda Parte

J&E Private Security esta de acuerdo en cumplir con los servicios mencionados por el tiempo acordado. En Consideracion por estos servicios, Segunda Parte esta de acuerdo en poner un deposito de por lo menos \$60.00 dolares el día de la firma de este contrato, y se compromete a pagar la cantidad del balance restante por lo menos una semana antes del día del evento

Dia del evento \_\_\_\_\_ J&E Security, presenta sus servicios en: \_\_\_\_\_

Los oficiales de seguridad empesaran a trabajar a las \_\_\_\_\_ am/pm y termnaran a las \_\_\_\_\_ am/pm y tendran la cantidad de \_\_\_\_\_ guardias tal como lo requiere el cliente

Saldo Total  
\$ \_\_\_\_\_

Deposito Pagado.  
\$ \_\_\_\_\_

Balance Restante.  
\$ \_\_\_\_\_

. Wedding  
. Baptism

\* XV Years  
\* Anniversary

\* Special Event

J&E PRIVATE SECURITY

(EL DEPOSITO NO ES RETORNABLE)

SEGUNDA PARTE

Solo dinero en efectivo, los cheques tienen que ser cubiertos antes de que contrato se cumpla.

(Este contrato puede ser cancelado 5 dias antes del día del evento.)

THIS DOCUMENT HAS A TRUE DOCTECH WATERMARK AND VISIBILE FIBERS DISCERNIBLE FROM BOTH SIDES

### CITY OF OAKLAND BUSINESS TAX CERTIFICATE

**ACCOUNT NUMBER**

28013253

The issuing of a Business Tax Certificate is for revenue purposes only. It does not relieve the taxpayer from the responsibility of complying with the requirements of any other agency of the City of Oakland and/or any other ordinance, law or regulation of the State of California, or any other governmental agency. The Business Tax Certificate expires on December 31st of each year. Per Section 85.04.190A, of the O.M.G. you are allowed a renewal grace period until March 1st the following year.

**J&E PRIVATE SECURITY**

**BUSINESS LOCATION** 369 E MARKET ST STE B  
SALINAS, CA 93901-3728

**BUSINESS TYPE** E Business/Personal Services

**NAME** J&E PRIVATE SECURITY

**MAILING ADDRESS** 369 E MARKET ST STE B  
SALINAS, CA 93901-3728

**EXPIRATION DATE**  
12/31/2012



THIS DOCUMENT IS ALTERATION PROTECTED AND REFLECTS FLUORESCENT FIBERS UNDER UV LIGHT

A BUSINESS TAX CERTIFICATE IS REQUIRED FOR EACH BUSINESS LOCATION AND IS NOT VALID FOR ANY OTHER ADDRESS.

YOU MAY BE REQUIRED TO OBTAIN A VALID ZONING CLEARANCE TO OPERATE YOUR BUSINESS LEGALLY. RENTAL OF REAL PROPERTY IS EXCLUDED FROM ZONING.

PUBLIC INFORMATION ABOVE THIS LINE TO BE CONSPICUOUSLY POSTED!

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

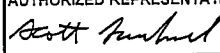
<b>PRODUCER</b> K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	<b>CONTACT NAME:</b> Mass Merchandising Underwriting																				
	<b>PHONE: (A/C, No. Ext):</b> 1-800-328-2317 <b>FAX: (A/C, No):</b> 1-260-459-5502																				
	<b>E-MAIL ADDRESS:</b> info@eventinsurance-kk.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Nationwide Mutual Insurance Company</td> <td>23787</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Nationwide Mutual Insurance Company	23787	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
INSURER(S) AFFORDING COVERAGE		NAIC #																			
INSURER A:	Nationwide Mutual Insurance Company	23787																			
INSURER B:																					
INSURER C:																					
INSURER D:																					
INSURER E:																					
INSURER F:																					

**COVERAGES**      **CERTIFICATE NUMBER:** W00215049      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		6BRPG0000005157100	10/06/2012 12:01 AM EDT	10/09/2012 12:01 AM	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$5,000,000
							PRODUCTS-COMP/OP AGG	\$1,000,000
							PROFESSIONAL LIABILITY	
							LEGAL LIAB TO PARTICIPANTS	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS Not provided while in Hawaii						COMBINED SINGLE LIMIT (Ea Accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETORSHIP/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
	MEDICAL PAYMENTS FOR PARTICIPANTS						PRIMARY MEDICAL	
							EXCESS MEDICAL	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Event Name: Club Mac Daddy's; Event Date: 10/06/2012 to 10/08/2012; # of attendees: 800  
 Event Location: 9175 Edes Ave, Oakland, California 94063  
 Host liquor liability is included if the Named Insured is not required to obtain a license/permit to serve or furnish alcoholic beverages (with or without a charge)  
 The certificate holder is added as an additional insured, but only with respect to the liability arising out of the operations of the insured named above.

<b>CERTIFICATE HOLDER</b> City of Oakland, Office of Parks & Recreation, Ira Jinkins Recreation Center 9175 Edes Ave Oakland, CA 94603 (Owner/Lessor of Premises)	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF OAKLAND  
Interoffice Memorandum



**Office of Parks and Recreation**

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Mark Hall, Office of Parks and Recreation  
**DATE:** September 12, 2012  
**SUBJECT:** Request for the Parks and Recreation Advisory Commission for Permission to Allow Acta Non Verba Youth Urban Farm Project to Fundraise and Collect Fees at a Community Event at Tassafaronga Park on Sunday, October 21, 2012

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SUMMARY

The Office of Parks and Recreation received a request from Acta Non Verba: Youth Urban Farm Project (ANV) for permission to allow fundraising activities at a community event on Sunday, October 21, 2012 from 12-4pm at Tassafaronga Park. Net proceeds of various sales and exhibition space rentals will be accounted by Acta Non Verba: Youth Urban Farm Project (ANV) reported to the Office of Parks and Recreation (OPR) and will go entirely to benefit Tassafaronga Youth Urban Farm and extend the reach of ANV throughout the Elmhurst District, Oakland and the East Bay.

FISCAL IMPACT

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

BACKGROUND

October 21, 2012 will mark the inaugural of the "Food Day @ Tassa" which is free to the public. ANV came before Park and Recreation Advisory Commission on June 8, 2011 for their approval and recommendation to CEDA and the Planning Commission to grant a minor Conditional Use Permit to utilize a portion of Tassafaronga Park as an Urban Farm and was granted approval.

Tassafaronga Park and Recreation Center will continue to be utilized by community members selling locally grown food and handmade goods, as well as community health organizations and practitioners giving away literature and educational materials. Fundraising activities will include accepting donations, sponsorships, contributions and food and art/ craft sales.

PROJECT DESCRIPTION

Activities for the day:

- Entertainment - Documentary film screenings inside Tassafaronga Recreation Center
- Live Music
  - Temporary Petting Zoo
  - Kids Games/ obstacle course (3 legged race, bounce house, egg toss)

Cook-Off & Demonstrations

- 2 Cooking Demonstration conducted by local chefs and organizations
- Booths from restaurants with food samples to give away.

Community Cook-Book

- Local community members turn in online and by hand their favorite HEALTHY recipes representing the 4 food groups for our community cook book.

Vendors and Exhibitors booths

Food, environmental and social justice organizations will have informational booths with activities and promo materials.

Gardening Demos/ Planting Party

- Clear beds & plant cool weather crops.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission allow permission for Acta non Verba Youth Urban Farm Project to fundraise and collect fees at Tassafaronga Park on Sunday, October 21, 2012.

Respectfully submitted,

*Mark Hall*  
*Office of Parks and Recreation*



CITY OF OAKLAND  
Interoffice Memorandum



Office of Parks and Recreation

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Darrin Hodges, Center Director, Malonga Center for the Arts Theater  
**DATE:** September 12, 2012  
**SUBJECT:** Request from Clausen House for Approval to Accept Donations for Food at the Talent Show Event Held on Thursday, November 15, 2012 at Malonga Center for the Arts

SUMMARY

The Office of Parks and Recreation have received an application from "Clausen House"(Client) to put on a "Fundraiser"(Talent Show) event at the Malonga Center for the Arts Theater, 1428 Alice Street. The client is requesting to accept donations for food only at the event on Thursday, November 15, 2012. Funds raised from the Talent Show will support the mission of Clausen House.

FISCAL IMPACT

The fiscal impact will consist of the Malonga Center providing adequate space and staff services to accommodate this event from 2:00 p.m. to 10:00 p.m. on Thursday, November 15, 2012. All staffing fees and space rental fees that occur will be paid by client prior to event. All fees are justified and implemented through the City of Oakland's Master Fee Schedule.

PROJECT DESCRIPTION

Please see attachment "A" —for proposal and description.

BACKGROUND

Clausen House began in 1967 as a single group home for the developmentally disabled, which at the time was a pioneering concept. There are now 188 clients who receive Clausen House services. They are adults with developmental disabilities, including, Autism, Down Syndrome, Cerebral Palsy, and other intellectual disabilities. Clausen House programs have grown to include, Adult Education, supported employment, Independent and Supported Living as well as Residential. Facilities now include three residential homes, an independent living apartment complex and the Clarence J. Woodard Community Center.

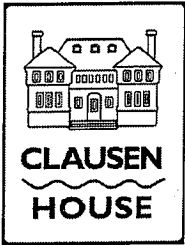
RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request to collect donations from food at the Clausen House Talent Show on Thursday, November 15, 2012.

Respectfully submitted,

*Darrin Hodges*  
Center Director

Attachments: Exhibit A – Clausen House Proposal



**BOARD OF DIRECTORS**

Kathleen Callahan, 2<sup>nd</sup> Vice President  
Robert Carloni, 1<sup>st</sup> Vice President  
Janet Gibson  
Edward Kohl  
Jamie Miller  
Andreas Neyer, CFO  
Jennifer Roloff  
Deborah F. Schweizer, President  
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Robert L. Hobson  
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Peter Reinke  
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Susan von Herrmann

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Deborah Levy, MSW

**DIRECTOR OF DEVELOPMENT**

Robb Ollett, MFA

**DIRECTOR OF PROGRAM SERVICES**

Jaynette Underhill, MA

**PROGRAMS**

Adult Education  
Independent Living  
Residential  
Supported Employment  
Supported Living

All gifts and bequests to Clausen House are tax deductible as permitted by law.

August 23, 2012

Mercedes Ervin  
Recreation Leader II PPT  
City of Oakland  
Office of Parks & Recreation

*Via Email and FAX*

Dear Mercedes,

Thank you for allowing Clausen House the opportunity to use the Malonga Casquelourd Theater our November 15 Talent Show "Showcase of Talent."

We are pleased to submit this proposal to include the fundraising element in our event. As detailed in the proposal, most of the fundraising will be secured through sponsorships prior to the event. We have opted not to sell tickets.

Please let me know if you have any questions about our very short proposal and if you would like more information. I can be reached at (510) 839-1114. Your prompt response is requested. Thank you for considering our proposal

Sincerely,

  
Dyane Hendricks  
Development & Communications Specialist

Helping adults with developmental disabilities become part of the community since 1967  
88 Vernon Street, Oakland, CA 94610 ■ Phone 510.839.0050 ■ Fax 510.444.5790  
info@clausenhouse.org ■ www.clausenhouse.org  
Development Office Phone 510.839.1114



**Request for November 15, 2012 Fundraising Activity  
at the Malonga Casquelourd Center for the Arts Theatre to City of Oakland CPAC**

Contact: Dyane Hendricks  
Development & Communications Specialist  
(510) 839-1114  
[dyane@clausenhouse.org](mailto:dyane@clausenhouse.org)

**Fundraising Purpose:** General operating support

Funds raised from the Talent Show will support the mission of Clausen House, which is to **create opportunities for adults with developmental disabilities to gain competency, develop relationships and join the community with increasing command over their own lives.**

**History**

Clausen House began in 1967, as a single group home for the developmentally disabled, which at the time was a pioneering concept. There are now 188 clients who receive Clausen House services. They are adults with developmental disabilities, including autism, Down syndrome, cerebral palsy and other intellectual disabilities. Clausen House programs have grown to include **Adult Education, Supported Employment, Independent and Supported Living as well as Residential.** Facilities now include **three residential homes, an independent living apartment complex and the Clarence J. Woodard Community Center.**

**Fundraising and Outreach to Community**

Clausen House works very hard to meet our annual budget and continue serving an ever growing population of men and women with developmental disabilities. The Talent Show is an excellent opportunity to raise crucial operating support for Clausen House programs while engaging the public in affordable events. Most importantly, the art and talent shows will be fun, all-inclusive opportunities for Clausen House men and women to showcase their talents to the community. **This event is open to the general public.**

Recognizing the need to make the Talent Show available to a community that is still experiencing economic stress, **Clausen House has opted not to sell tickets.** Instead, most of the funds will be secured through **corporate and major donor sponsorships.** These sponsorships will be in place prior to the November 15 Talent Show. On site fundraising will be limited to a drawing for gifts and the sale of refreshments.

**Timeline**

Planning  
January – October

Weekly Rehearsals  
August – November

Auditions  
July – August

Press Dress Rehearsal  
November 9 at CH Community Center

Secure Sponsorships  
July – October

Dress Rehearsal  
Noon to 3 PM  
November 15, 2012 at Malonga Theatre

Weekly Rehearsals  
August – November

Talent Show  
November 15, 2012 at Malonga

CITY OF OAKLAND  
Interoffice Memorandum



**Office of Parks and Recreation**

**TO:** Barry Miller, Chair, Parks and Recreation Advisory Commission  
**FROM:** Elena Bermeo, Center Director, Mosswood Recreation Center  
Gail McMillon, Reservation Supervisor  
**DATE:** September 12, 2012  
**SUBJECT:** Request from the Ethiopian Community and Cultural Center for Permission to  
Collect Donations at Mosswood Park on Saturday, September 15, 2012

SUMMARY

The Office of Parks and Recreation received a late request from the Ethiopian Community and Cultural Center (EICC) for permission to collect donations from its community members at the Ethiopian New Year Celebration at Mosswood Park on Saturday, September 15, 2012. Funds raised through the event will be used to cover the cost of hosting the celebration and to support the operations and programs of the Ethiopian Community Cultural Center.

FISCAL IMPACT

There is no fiscal impact. The EICC has paid the rental fees for usage of Mosswood Park. Mosswood Recreation Center will be providing staff services for the event from 10:30 a.m. to 7:30 p.m. through rental fees paid by the EICC.

BACKGROUND

The Ethiopian Community and Cultural Center is a non-profit organization that was established in 2001 to empower Ethiopians and Ethiopian-Americans through education, advocacy, services and development of community based resources. The EICC host an Ethiopian New Year Celebration – Enqutatash every year. They have hosted the New Year celebration at Lakeside Park in past years. In 2004, the EICC came before the Parks and Recreation Advisory Commission (PRAC) to request approval to have vendors that sold hand made Ethiopian arts, crafts and foods. They were granted approval. The proceeds from the sale went towards Aids prevention and education.

On Friday, August 24, 2012, the EICC informed Mosswood Recreation Center staff they wanted to collect donations. The EICC applied for a Charitable Solicitations Permit prior to being approved for collection of donations through the Office of Parks and Recreation. The event is well attended by Ethiopians and various ethnicities from all over the Bay Area. The event will consist of various talents of famous Ethiopian performing artists, recitals of poetry and other cultural activities.

The amount for the collection of donations will be from \$5.00 to \$20.00 per person. There will be three donation tables that will be issuing tickets in exchange for the public to get food or non-food items. The EICC will have someone to collect the funds every hour. The EICC has hired security for the event.

Parks and Recreation Advisory Commission  
September 15, 2012

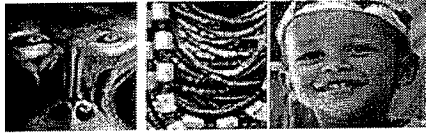
RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the late request from the EICC to collect donations at Mosswood Park from community members on Saturday, September 15, 2012 provided all required documents are submitted to the Office of Parks and Recreation.

Respectfully submitted,

*Elena Bermeo*  
*Center Director*

Attachments: EICC Request Letter  
EICC 501c3-Non-profit Status  
Park Use Application



Date: August 29, 2012

Dear Elena Bermeo  
Manager, Mosswood Recreation Center  
3612 Webster St  
Oakland, CA 94609

The Ethiopian Community and Cultural Center (ECCC) is hosting the Ethiopian New Year Celebration- Enkutatash- for the 9<sup>th</sup> on September 15, 2012 at Mosswood Park in Oakland, California. The celebration attracts audiences from San Francisco and the Bay Area, and has become the largest celebrated Ethiopian and Eritrean community event in Northern California.

The word, "Enkutatash" literally means "a continuous glistening of sparkling lights" that can be applied to any adornment or ornamentation, and in our New Year's case, to the 'fireworks' of blossoming and bursting flowers that ornament the landscape and bedazzle the beholder. All Ethiopians celebrate Enkutatash with exuberance, clothed in immaculate white garments to feast, sing, and dance together as one community. And in September, nature seems to reciprocate their sentiment with its unspoken but joyous sparkling of flowers trumpeting and declaring the end of the gloomy season of heavy, torrential rains and the dawning of a new prosperous year.

In this season, ECCC along with Ethiopians and various ethnicities from all over the Bay Area celebrate this day enriching the mosaic of the Bay Area's multicultural community with wishes of "Enkutatash!" The day will be glamourized by and glow with the sparkling of various talents of famous Ethiopian performing artists, recitals of poetry, and other cultural activities. Various products and services by various vendors will also be displayed and promoted as prominent guest speakers address the multitudes on essential and contemporary issues.

The Ethiopian Community and Cultural Center (ECCC) of the Bay Area was established in 2001 as a nonprofit, tax-exempt 501(c)(3) community based organization to empower Ethiopians and Ethiopian-Americans through education, advocacy, services and development of community based resources. We coordinate educational programs and social services that empower and support Ethiopian immigrants/refugees to become self-sufficient. Our programs and services strengthen their language, social, and cultural competency in their new environment. This is

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VISUAL ART | CULTURE | CUSINE | DANCE | LANGUAGE | TRADITION | MUSIC | EDUCATION  
6116 TELEGRAPH AVENUE, OAKLAND CA, 94609 | www.ethiopianccc.org | Tel: (510) 268-4770 | Fax: (510) 268-4003



primarily accomplished through volunteers contributing their time and energy to making the transition into the Bay Area successful. ECCC assesses community needs and addresses the obstacles to successful integration through creating sustainable programs, while also advocating for refugees in order to make the Bay Area a welcoming place.

ECCC uses the New Year celebration to collect donations from its community members. All funds raised through this event are used to cover the cost of hosting the celebration and to support the operations and programs of the Ethiopian Community and Cultural Center. The programs mainly supported by the donations collected from this event are the economic empowerment seminars and computer literacy trainings for the Ethiopian and Eritrean community in the San Francisco Bay Area.

We have done charitable solicitation in the past and the donations we collected from the events supported our organization's operations. I have attached the charitable solicitation permits we obtained in the past to this letter for your reference.

If you have any questions please feel free to contact me at [ghionw@gmail.com](mailto:ghionw@gmail.com) or (510) – 268-4770.

Best Regards,

Ghion Dessie, ED

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

DEPARTMENT OF THE TREASURY

Date: JAN 18 2002

ETHIOPIAN COMMUNITY CULTURAL CENTER  
INC  
5111 TELEGRAPH AVE STE 320  
OAKLAND, CA 94609

Employer Identification Number:  
94-3403208  
DLN:  
17053239011021  
Contact Person: TRACI D TATEYAMA ID# 95129  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
June 30  
Foundation Status Classification:  
Section 509(a)(1)  
Advance Ruling Period Begins:  
July 23, 2001  
Advance Ruling Period Ends:  
June 30, 2006  
Addendum Applies:  
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

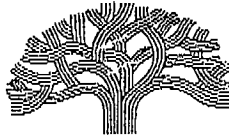
Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

Letter 1045 (DO/C)





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

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

CITY OF OAKLAND  
Park Use Rental Application

Application Date: 7/26/12

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 _____	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 _____	

*from E. Barmes (MRE)*

Application on behalf of: (Group, Individual, Organization) Ethiopian Community & Cultural Center

Address: 6116 Telegraph Ave City: Oakland State: CA Zip: 94609

Individual responsible for event: Name: Rebecca Lakew \*Address: 6116 Telegraph Ave

City: Oakland State: CA Zip: 94609 Email: r.lakew@hotmail.com / gkian@gmail.com

Home #: 510-521-2125 Work #: 510-263-4220 Fax #: 510-263-4003 Cell#: 510-734-8530

To use (Name of Park): Mosswood Park Location: 3612 Webster Street, Oakland CA 94609

On the following date (s): September 15, 2012 General Public Allowed: Yes  No  Number of Participants: 450

Between the hours of: (Start Time/Setup) \_\_\_\_\_ (Actual Event Time) from: 10:30 to: 7:30 (End Time/Cleanup) \_\_\_\_\_

Type of Event/Purpose (be specific; i.e., Picnic, Walk/Run, Entertainment, Family Reunion, Rally, etc.) New time  
The Ethiopian New Year Celebration 10:30am - 7:30pm

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.)

Musical Instruments, Live Band  
Will food be served? Yes  No  (If yes, please list type(s) of food to be served.) Traditional Ethiopian Food, Cultural

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: \$650.00 + \$150.00 x 3 Deposit: \$ 600.00

Sound Use: \$ 100.00 Other Fees: \$75 Admin. Service fee

Total of ALL Fees PLUS Deposit: \$ 2,240.00 + \$75 added

(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: \_\_\_\_\_

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 Mosswood Park (Park) on September 15, 2012 (Event Date)

Rebecca Lakew  
(Signature)

Rebecca Lakew  
(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?