



PARKS AND RECREATION ADVISORY COMMISSION
City of Oakland
Wednesday, October 10, 2012 4:30 P.M.
Lakeside Garden Center, 666 Bellevue Avenue, Oakland, CA

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
BELCHAR, DU BOIS, FINLINSON, FLORES, KADERA-REDMOND, MARSHALL, MILLER, PETERSON, RICARDS, ROSENBLOOM, WU,
3. DISPOSITION OF MINUTES:
 - A. Minutes of September 12, 2012
4. SPECIAL ORDERS:
None
5. PRAC PENDING LIST:
None
6. MODIFICATIONS TO THE AGENDA:
None
7. CONSENT NEW BUSINESS:
8. NEW BUSINESS:
 - A. **Public Work Agency Requests Recommendation of the Design and Implementation of the Measure DD – Sail Boat House Shoreline Improvements Project to the Planning Commission for the Design Review Application.** Staff from the Public Works Agency (PWA) and the Office of Parks and Recreation request approval of the design and implementation of the Measure DD – Sail Boat House Shoreline Improvement project. The project includes improvements to the 1100 feet of shoreline in front of the Sail Boat House, parking, ADA Pathway/Access, restroom, lighting and creation of a natural shoreline. This project will complete the pedestrian link around Lake Merritt.
 - B. **Request from Camps in Common for Permission to Host a Fundraiser and Collect Donations at the Lakeside Park Garden Center on Saturday, November 10, 2012.** The Office of Parks and Recreation received a request from Camps in Common (CIC), a non-profit organization, seeking permission to host a fundraiser at the Lakeside Park Garden Center on Saturday, November 10, 2012. All proceeds will go to benefit the Oakland Feather River Camp. The collection of funds at the event will include event tickets sold at the door, raffle ticket, Oakland Feather River Camp items, beer and wine and donations.

9. CONDITIONAL USE PERMITS:

A. Request for the Parks and Recreation Advisory Commission to accept the Lake Chabot Golf Course Maintenance Restroom Project Minor Conditional Use Permit Application.

Touchstone Golf, under contract agreement with the City of Oakland Office of Parks and Recreation, requests the Parks and Recreation Advisory Commission accept the minor conditional use permit application to install a maintenance restroom at the Lake Chabot Golf Course.

10. COMMUNICATIONS:

11. PRAC COMMITTEE REPORT:

12. ADVISORY COUNCIL REPORTS:

13. UNFINISHED BUSINESS:

14. COUNCIL REFERRALS:

15. OPEN FORUM:

16. DIRECTOR'S REPORT:

- A. Community focus groups for November and December
- B. Merger Up-date
- C. Public Safety Committee

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, November 14, 2012; 4:30 p.m.**
Lakeside Garden Center
666 Bellevue Ave, Oakland, CA



PARKS AND RECREATION ADVISORY COMMISSION
City of Oakland
Wednesday, September 12, 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, September 12, 2012 at the Lakeside Garden Center located at 666 Bellevue Avenue. Commissioner/Chair Miller convened the meeting at 4:40pm. Audree V. Jones-Taylor, OPR Director, conducted the roll call:

2. ROLL CALL:

BELCHER, DU BOIS, FINLINSON, KADERA-REDMOND, MILLER, RICARDS, ROSENBLOOM,

Excused: Commissioners Marshal and Peterson

Absent: Commissioners Flores and Wu

3. DISPOSITION OF MINUTES:

A. Minutes of July 11, 2012

Motion: Commissioner Miller requested that the July 11, 2012 minutes be changed to reflect that the Item 1. Call to Order date read "July 11, 2012" and that the word "Staff" be removed from the 2nd sentence in Item 12, he further entertained a motion to approve the minutes with these changes. **Moved by:** Commissioner Belcher, **Seconded by:** Commissioner Ricards:
Motion Passed

4. SPECIAL ORDERS:

None

5. PRAC PENDING LIST:

6. MODIFICATIONS TO THE AGENDA:

Motion: Commissioner Miller Commissioner Miller entertained a motion to add a report to the agenda, before Item 16, from the Friends of the Gardens for use of the Garden Center for the Autumn Lights Festival on October 13, 2012. **Moved by: Ricards: Seconded by:** Commissioner Du Bois: **Motion Passed**

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 38th Annual Oakland Black Cowboys Association Parade and Festival to be held at Defremery Park on Saturday, October 6, 2012. The Parks and Recreation Advisory Commission Reviewed a request from the Oakland Black Cowboys Association to have up food and non-food vendors and to sell event related items at the 38th Annual Oakland Black Cowboys Association Parade and Festival at DeFremery Park on Saturday, October 6, 2012.

Motion: Commissioner Miller entertained a motion to approve the Black Cowboys Association's request to have up to 10 food and non food vendors at the 38th Annual Parade and Festival to be held at Defremery on October 6, 2012. **Moved by:** Commissioner Kadera-Redmond, **Seconded by:** Commissioner Finlinson: **Motion Passed**

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.** Myka Hammock, Recreation Center Director, presented the staff report for Item 8A. The Parks and Recreation Advisory Commission reviewed 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. 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. There was no reported fiscal impact to the Office of Parks and Recreation.

Motion: Commissioner Miller entertained a motion to approve the Shattuck Neighborhood Crime Prevention Council's fee waiver and permission to host a community garage sale fundraiser on Saturday, September 22, 2012. **Moved by:** Commissioner Belcher, **Seconded by:** Commissioner Ricards: **Motion Passed**

- 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.** Valorie Winn, Recreation Center Director, presented the staff report for this item. The Parks and Recreation Commission reviewed 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 be used to pay for vendor and permit fees with the Alameda County Department of Environmental Health. Their festival will host a graffiti battle and a skateboarding event with the possibility of 300 participants. 18th Street will be blocked to traffic and used to stage the food vendors. All rentals areas in the park, including the baseball field have been reserved for this event.

Motion: Commissioner Miller entertained a motion to grant Youth Speaks permission to have up to 20 food and non-food vendors at the Life is Living Festival at Defremery Recreation Center on October 13, 2012. **Moved by:** Commissioner Belcher **Seconded by:** Commissioner Kadera-Redmond: **Motion Passed**

- C. **Request from Jose Martinez for Approval to Collect Participant and Entry Fees at the Dance Competition to be Held at Ira Jenkins Recreation Center on Saturday, October 6, 2012.** Donte Watson, Recreation Center Director, provided the staff report for Item 8C. The Parks and Recreation Advisory Commission reviewed a request from Jose Martinez who requested permission to collect participant and entry fees at the Dance Competition to be held at Ira Jenkins Recreation Center on Saturday, October 6, 2012. The fees collected will go toward coverage of the various costs associated with putting on the event. This group, Mac Daddies of Oakland is in the same network of dancer as that of the Filose Dance Academy

who hosted a similar event in Oakland, July 2012. The dance form is very popular and is taking off across the country. Local participants have been seeking a venue to premier each event and appear to have selected Ira Jinkins as more competitions are being planned. Ira Jinkins receives approximately \$1,900.00 per event.

Motion: Commissioner Miller entertained a motion to approve the sell of tickets and collection of participation fees for the dance competition at the Ira Jinkins Community Center on October 6, 2012 hosted by Jose Martinez. **Moved by:** Commissioner Finlinson, **Seconded by:** Commissioner Du Bois: **Motion Passed**

- 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.** Cynthia Armstrong, Recreation Center Director, provided the staff report for this item. The Parks and Recreation Advisory Commission received a request from Acta Non Verba Youth Urban Farm Projects seeking permission to fundraise and collect fees at a Community Event to be held at Tassafaronga Park on Sunday, October 21, 2012. Fund raising activities will include accepting donations, sponsorships, contributions and, food and art/crafts sales. Acta Non Verba and the Office of Parks and Recreation are partners under an Memorandum of Understanding (MOU) which does not requires the organization to post an application or provide fees. All net proceeds from the event will be used to support the activities at the Tassafaronga Youth Urban Farm.

Motion: Commissioner Miller entertained a motion to approve the request to allow the Acta Non Verba Youth Urban Farm Project to collect fees at the community event at Tassafaronga Park on October 21, 2012. **Moved by:** Commissioner Du Bois, **Seconded by:** Commissioner Ricards: **Motion Passed**

- 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.

Note: There was no action taken on this item. The event was cancelled and the item was pulled.

- 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.** Karis Griffin, Recreation Supervisor, The Parks and Recreation Advisory Commission received a late request from the Ethiopian Community and Cultural Center for requesting 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. It is expected that the event will be well attended. Event activities include performing artists, poetry reading and more.

Motion: Commissioner Miller entertained a motion to approve the Ethiopian Community and Cultural Center permission to collect donations onsite at the Ethiopian New Year Celebration at Mosswood Park on September 15, 2012. **Moved by:** Commissioner Ricards, **Seconded by:** Commissioner Finlinson: **Motion Passed**

Autumn Lights

The Commission heard an update from Victoria Roca, Park Supervisor with the Friends of the Gardens on the Autumn Lights Festival to be held at the Gardens at Lake Merritt on October 13, 2012. Approximately 500 to 700 people are expected to attend the festival. Tickets will be sold through Brown Paper Tickets, Art Murrur, Oaklandish and garden society organizations. Staff from the Friends of the Gardens will work with the Office of Parks and Recreation to plan the larger scaled event projected to take place in the fall of 2013.

9. CONDITIONAL USE PERMITS:

None

10. COMMUNICATIONS:

None

11. PRAC COMMITTEE REPORT:

Commissioner Miller announced a Dog Park Committee meeting on September 19th. Will report back to the full Commission how others manage the issue of dog parks.

12. ADVISORY COUNCIL REPORTS:

Commissioner Du Bois made contact with two OPR staff member in her capacity as their PRAC liaison. Community Advisory Committee meetings do not appear to take place. OPR Director will investigate.

Commissioner Ricards attended Joaquin Miller meeting. It was reported that this group meets regularly.

13. UNFINISHED BUSINESS:

None

14. COUNCIL REFERRALS:

None

15. OPEN FORUM:

None

16. DIRECTOR'S REPORT:

A. Update: Dog Park – Lakeside

The Dog Park report was pulled for the September City Council Agenda. Council wants to review the Commissions thought process and recommendations related to the issue. Director Jones-Taylor toured proposed and alternative sites with the City Administrator, Deanna Santana and her Chief of Staff, Alexandra Orologas these include Astor Park, former police horse stables, the bowling green, and land near the Sailboat House.

B. Tour Debrief

The Commissioners who attended the event were accompanied by members from the Friends of Parks and Recreation. The tour included stops at FM Smith, the Digital Arts and Culinary Academy, Tassafaronga and the Morcom Rose Garden. It was suggested the next year's tour be

extended to include the entire day.

C. Sunday Symphony

Symphony Sunday – Sunday's in the Redwoods Series Kick-Off was announced. The event takes place on Sunday, September 16th in the Gardens at Lake Merritt and features the Oakland Symphony.

D. Sundays in the Redwoods

Tickets for the event are available online and in limited quantities at the OPR offices at 250 Frank H. Ogawa Plaza. Director Jones-Taylor requested the Commission selected a day that all would like to attend.

E. City Stables Update

A meeting was held with two organizations, to determine if they would consider a co-partnership and share the responsibility of providing services to the community at City Stables. Diamond and the Heritage Riders were the finalists selected to provide services at City Stables.

Public Safety

Director Jones-Taylor announced the need and her desire for the Commission to form a public safety committee to provide a forum to address the ongoing and increasing violence in and around Parks and Recreation facilities and the danger posed to staff, children and other participants. The issue of setting parks hours could also be address in this committee.

17. ANNOUNCEMENTS:

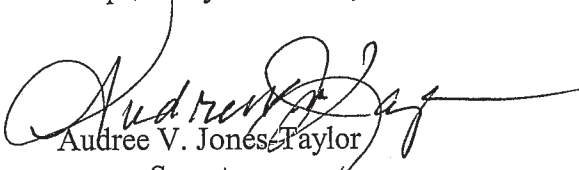
The East Regional Park District is updating their Master Plan and is looking for public comments. Visit their website and post your comments.

The National Parks and Recreation Association featured Director Jones-Taylor in its September magazine. The edition includes fabulous photographs (including the front cover) and a great discussion regarding diversity and communities in transition.

18. ADJOURNMENT:

The meeting was adjourned at 6:40pm

Respectfully submitted,


Audree V. Jones-Taylor
Secretary



Diane L. Boyd
Recording Secretary

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

CITY OF OAKLAND
Interoffice Memorandum



Office of Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission

FROM: Denise Louie, CIP Coordinator
Project Delivery Division, Public Works Agency, City of Oakland

DATE: October 10, 2012

SUBJECT: Public Work Agency Requests Recommendation of the Design and Implementation of the Measure DD – Sail Boat House Shoreline Improvements Project to the Planning Commission for the Design Review Application.

SUMMARY

Staff from the Public Works Agency (PWA) and the Office of Parks and Recreation request approval of the design and implementation of the Measure DD – Sail Boat House Shoreline Improvement project. The project includes improvements to the 1100 feet of shoreline in front of the Sail Boat House, parking, ADA Pathway/Access, restroom, lighting and creation of a natural shoreline. This project will complete the pedestrian link around Lake Merritt.

FISCAL IMPACT

There will be no fiscal impact on the Office of Parks and Recreation. The estimated construction cost is \$4,000,000. The improvements are funded by Measure DD.

PROJECT DESCRIPTION

Lake Merritt is a salt-water tidal estuary with a direct connection to San Francisco Bay. It is one of the Bay Area's most heavily-used recreation venues for boating and shoreline activities. The Lake Merritt Park Master Plan calls for the parking lot to be greatly reduced in size, and the shoreline to be opened for pedestrian access. To accomplish these goals, the proposed plan will:

- Replace the collapsing seawalls at the Sailboat House and boat launch ramp.
- Move the parking lot further away from the Lake, and reduce its size, although not as small as called for by the Master Plan. Parking along Bellevue will be reconfigured so there is no net loss in parking (separate project).
- Re-grade the parking lot so runoff drains into a vegetated bio-swale.
- Construct a plaza next to the Sailboat House, providing a more attractive and useful entry.
- Remove the collapsing wooden bulkhead and lay back the shoreline to a stable natural edge.
- Plant a fringe marsh and native upland plants.
- Construct a pedestrian pathway and seating along this shoreline area.
- Realigns and renovates the launch ramp and supporting adjacent areas to facilitate recreational watercraft entry/exit

Project Benefits:

- Restores a portion of the filled area to tidal marsh habitat and native upland zone.
- Removes creosote-treated wood bulkhead material, improving water quality.
- Reduces impermeable parking area and treats runoff through bio-filtration, improving water quality.
- Reduces impact of automobile on immediate shoreline area, improving pedestrian access to the shoreline and water.
- Completes the pathway around Lake Merritt.
- Provides educational venue for adjacent children's science programs.
- Provides an attractive entry plaza for the Sailboat House, improving its "street appeal" as a rental facility and providing a space for outdoor gatherings.
- Creates a safe and inviting shoreline edge through beautification and multiple opportunities for water exploration and education

BACKGROUND

In November 2002 the voters of Oakland passed a bond measure known as Measure DD – The Oakland Trust for Clean Water and Safe Parks. This \$198 million bond will fund a variety of projects related to clean water and parks, including the Sail Boat House Shoreline Improvement project.

The project is consistent with the Lake Merritt Park Master Plan, approved by the City Council in 2002. The project meets the goals of the master plan by improving pedestrian access to the Lake; improving Pedestrian/Bicycle access around Lake Merritt; improving storm water quality adjacent to Lake Merritt; improving water recreation and access; and enhancement of facilities for educational programs.

An EIR for the project has been completed. It was certified on April 1, 2008, and a Notice of Determination was filed on April 3, 2008. State Clearinghouse #2006122048. The EIR was titled Measure DD Implementation Project, and includes a project-level analysis of all projects funded by local bond Measure DD.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission endorse the Sail Boat House Shoreline Improvements Project and recommend approval to the Planning Commission for the Design Review application.

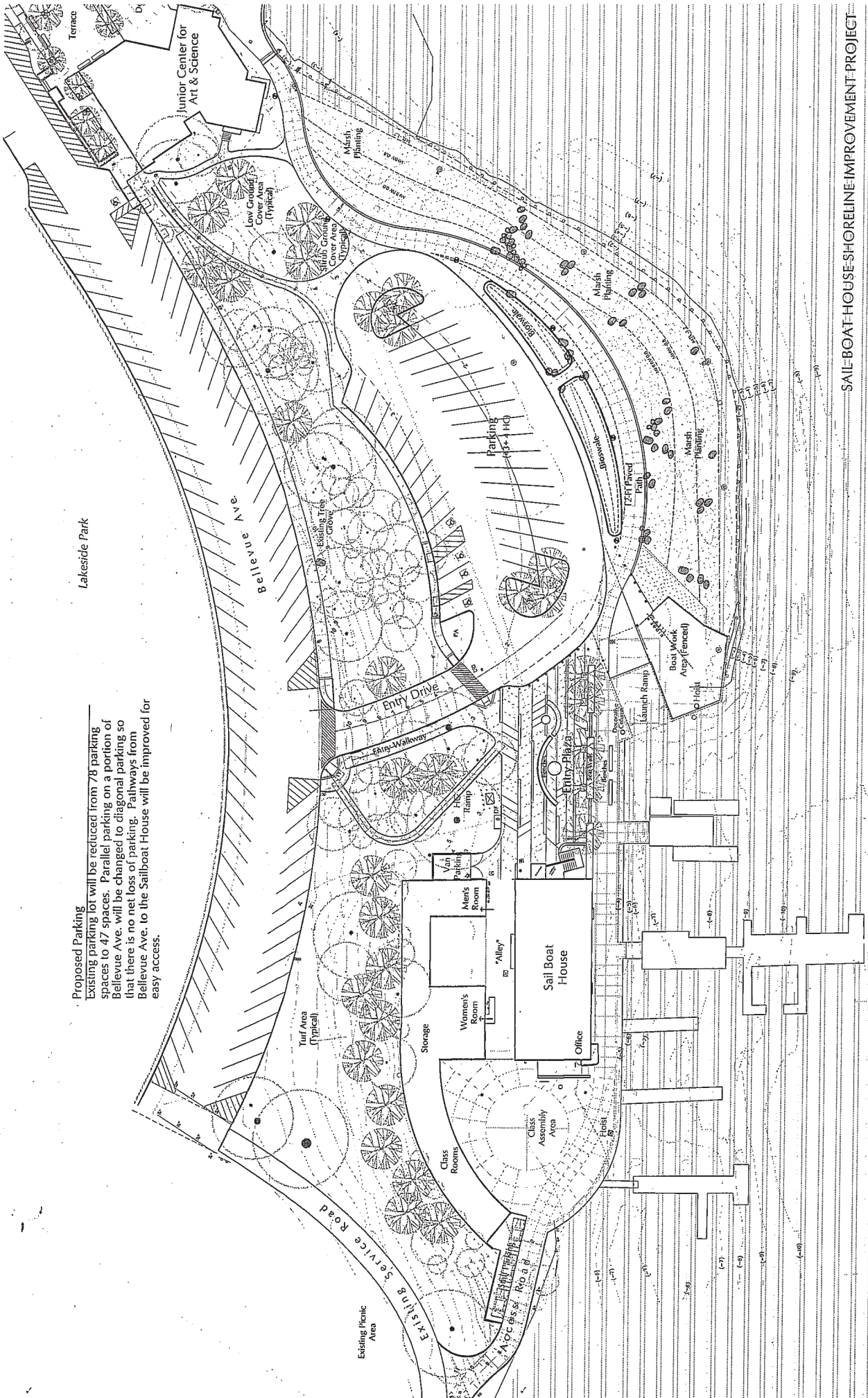
Respectfully submitted,



Denise Louie, CIP Coordinator
Public Works Agency, Project Delivery Division

Attachment: Exhibit A – Site Plan

Proposed Parking
 Existing parking lot will be reduced from 78 parking spaces to 47 spaces. Parallel parking on a portion of Bellevue Ave. will be changed to diagonal parking so that there is no net loss of parking. Pathways from Bellevue Ave. to the Sailboat House will be improved for easy access.



SAIL-BOAT-HOUSE SHORELINE-IMPROVEMENT-PROJECT

City of Oakland Measure DD / Lake Merritt Improvement Projects
 September 20, 2012

Scale: 1-inch = 20-feet

Prepared by Ollingham Associates Landscape Architects

Lake Merritt



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: October 10, 2012
SUBJECT: Request from Camps in Common for Permission to Host a Fundraiser and Collect Donations at the Lakeside Park Garden Center on Saturday, November 10, 2012

SUMMARY

The Office of Parks and Recreation received a request from Camps in Common (CIC), a non-profit organization, seeking permission to host a fundraiser at the Lakeside Park Garden Center on Saturday, November 10, 2012. All proceeds will go to benefit the Oakland Feather River Camp. The collection of funds at the event will include event tickets sold at the door, raffle ticket, Oakland Feather River Camp items, beer and wine and donations.

FISCAL IMPACT

The CIC will pay the \$150 mandatory setup/teardown and \$125 alcoholic beverage fee. Through the partnership with the Office of Parks and Recreation, rental fees are exempted.

EVENT DESCRIPTION

The event's theme is an "Interpretive Beer Tasting" event. The goal is to raise funds to maximize direct benefit to campers, camp and the community. They aim to develop broader and deeper connections with Oaklanders to care for and support camps.

Ira Bletz, well-known Tastemaker, will provide the history, lore and mythology surrounding beer and brew craft. Guests will learn how beer is made and discover a beer famous in story and song. During the program, participants will learn while they taste classic varieties of beer such as lagers, pilsners ale, alt and wheat beers.

BACKGROUND

Camps in Common's (CIC) mission is to promote and celebrate connections between nature, family and community at Oakland Feather River Camp in the Plumas National Forest. The CIC was established in 2003 due to the City's budget cutbacks to close the camp.

The CIC is committed to benefiting the residents of Oakland and the surrounding Bay Area through programs, partnerships, and providing opportunities for growth and development.

Parks and Recreation Advisory Commission
October 10, 2012

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request for Camps in Common to host a fundraiser and collect donations at the Lakeside Park Garden Center on Saturday, November 10, 2012. Additional permits, i.e., Charitable Solicitations Permit and ABC License Permit, is required if request is granted.

Respectfully Submitted,



Gail McMillon
Reservation Supervisor

Attachments: Exhibit A – *Letter from Camps in Common*
Exhibit B – *Non-profit Status*
Exhibit C – *Facility Rental Application*

10/3/12

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

Thank you for your consideration of Camps in Common's request for a partial fee waiver for the use of the Garden Center facility for our November 10, 2012 fundraiser to benefit Oakland Feather River Camp. We respectfully submit the following in support of our request.

Sincerely,
Michael J. Moran
Member, Board of Directors
Camps in Common

Additional submittals:
Copy of Non-profit Certificate: 501c3
Office of Parks and Recreation Rental Application

A brief history of the organization

Camps in Common (CIC) is a non-profit corporation, with the mission to promote and celebrate connections between nature, family and community at Oakland Feather River Camp in the Plumas National Forest. Established in 2003 in response to the City's decision to close the camp, we are committed to benefiting the residents of Oakland and the surrounding Bay Area through programs, partnerships, and providing opportunities for growth and development.

Overview of event

Camps in Common would like to present an innovative, fun fundraiser, "Interpretive Beer Tasting!" to help us sustain and further our mission to serve the many communities of Oakland.

A Tastebud Tour of the World's Best Brews

Beer is universal. Every culture knows beer and every culture is proud to boast that its brew is the best on earth. Civilized people all over the world brew and enjoy truly great beers, but could it be possible that beer is responsible for civilization as we know it?

Ponder this and other truths as you take a tastebud tour of some of the world's best breweries. Join well-known Tastemaster, Ira Bletz, as he looks at the history, lore and mythology surrounding beer and brewcraft. Find out the truth about beer advertising. Taste some new treats or savor some old favorites. Learn how beer is made and discover a beer famous in story and song. Join us for a fun, informative, and raucous evening.

The program lasts about 2-2½ hours but is easily adapted to fit any time slot. During the program participants learn while they taste classic varieties such as lagers, pilsners, ale, alt and wheat beers.

About the Tastemaster

It was in the dormitories of San Jose State University that Tastemaster Ira Bletz first discovered abiding interest in beer. As a resident advisor in Royce Hall, Ira was asked by the housing director to come up with a new and innovative educational activity. It seemed that beer and college students were a natural combination and the Beer Tasting was born.

Over the last 20 years, Ira has painstakingly researched and tasted beers from around the world. His thirst for knowledge has taken him from El Paso, Texas to Munich's Oktoberfest. As a taster and homebrewer, Ira has explored every style of brew craft.

The Beer Tasting has been presented as a class for the California Academy of Sciences, as a fundraiser for the League of Women Voters, John Muir Hospital, John F. Kennedy High School, California State Parks and as a staff training for the U.S. National Park Service and the Federal Bureau of Prisons.

When not brewing or tasting, Ira works as a Supervising Naturalist for the East Bay Regional Park District at Ardenwood Historic Farm.

This is a fascinating and responsible event sure to bring many people together to support a great cause. We hope to be serving Oakland-brewed beer, among others, to create an atmosphere and event that celebrates all our great city has to offer.

We anticipate the event to last approximately 3-3.5 hours, plus set up set-up and breakdown, but of course will ensure we meet any time guidelines.

Request for permission to collect funds on-site through the fundraiser

We respectfully request permission to collect funds on-site through the fundraiser for the following purposes.

Event Ticket Sales

We expect most or all ticket sales to occur prior to the event. However, if program capacity (estimated 80 guests) has not been reached, we will sell event tickets at the door.

Proposed ticket price: \$25/person.

Maximum anticipated event ticket sales to be collected on-site: \$1000.

Raffle Ticket Sales

We will raffle Oakland Feather River Camp related items (t-shirts, caps, jackets, etc.), featured beer from the beer tasting event, and perhaps other yet to be determined items.

Estimated raffle ticket price: \$1-\$2 each.

Maximum estimated sales: \$400.

Oakland Feather River Camp Item Sales

We will sell Oakland Feather River Camp related items (t-shirts, caps, jackets, etc.).

Maximum estimated sales: \$150.

Beverage Sales

Beer and Wine (by the glass/cup) & Water and Soft Drinks (by individual container)

Drinks will be sold responsibly at the event prior to the beer tasting.

Estimated price per alcoholic beverage: \$5.

Estimated price per non-alcoholic beverage: \$1

Maximum estimated sales: \$500

Donations

We will be soliciting and accepting donations.

Maximum estimated donations: \$500

Why funds are being collected on-site

Funds will be collected on-site to enhance and maximize the effectiveness of the fundraiser.

Who will benefit from the funds being collected?

All funds will benefit Camps in Common for the operation of Oakland Feather River Camp.

Internal Revenue Service

Date: October 17, 2007

CAMPS IN COMMON
% TERESA CULLINANE
PO BOX 11061
OAKLAND CA 94611-0061

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

Person to Contact:
Mr. Morton 17-57100
Customer Service Representative
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
43-1993846

Dear Sir or Madam:

This is in response to your request of October 17, 2007, regarding your organization's tax-exempt status.

In May 2003 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

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

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

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

Sincerely,



Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations 1



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



Rental Application

ATTENTION: Gail McMillon

Date of Application: 10/3/12

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

Name of Business/Organization: Camps in Common (CIC)
Address: 462 Elwood Ave Oakland CA 94610
Street Address City Zip Code

Name of Contact Person: Michael Moran
Phone Number: 510-544-2753 Fax Number: _____ E-mail: mmoran@ebparks.org
Mailing Address: 1201 Holman Road Oakland CA 94610
Street Address City Zip Code

Facility/Park Name: Garden Center
Room(s)/Site(s): Ebell or Visitor room

EVENT INFORMATION:
Date(s) of Event: Saturday November 10, 2012
Time In/Prep: 1 hour - 6:30 Event Time: 3.5 hours - 7p - 10:30 pm Cleanup/Time Out: 1 hour - 11:30 pm

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitsvah/BatMitzvah, etc.) Fundraiser: "Interpretive Beer Tasting"
General Public Allowed: Yes No Sound Amplification: Yes No Non-Amplified Sound: Yes No
Type of Equipment to be used: (i.e., musical instruments, live band, cd player, amplifiers, microphones, etc.) _____

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

Number of Participants (Total) 90 Approximate # of Adults 90 # of Teens 0 # of Children/Infants 0

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

Will you require a caterer for your event? Yes No
If yes, are you choosing a caterer from OPR's Approved Caterer's List? Yes No
Name of Approved Caterer: _____
If not using an OPR Approved Caterer, provide name of non-approved caterer: _____
(Opt-Out Fee - See Attached Regulations)

RENTAL FEES (The minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance.)
Permit Processing Fees (Picnic & Related Events) A non-refundable permit processing fee of \$15 will be added to each application with 50 or more people.
For Park Use: (Special Events) A non-refundable permit processing fee of \$30 will be added to each application.

(1) _____ x _____ = _____ (Hourly Rate) (# of hours)	(7) Alcoholic Beverage Fee = <u>125.00</u>
(2) _____ x _____ = _____ (Hourly Rate) (# of hours)	(8) Administrative Service Fee = _____
(3) Permit Processing Fee = _____	(9) Caterer Opt Out Fee = _____
(4) Deposit = _____	(10) Sound Use Fee = _____
(5) Setup/Teardown = <u>150.00</u>	(11) Other Charges = _____
(6) Kitchen = _____	

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

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

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

APPLICANT SIGNATURE [Signature] DATE 10/3/12
Please note: By submitting this application, other documents/permits may be initiated to finalize your reservation.

gm 10/3/12

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: October 10, 2012
SUBJECT: Request for the Parks and Recreation Advisory Commission to accept the Lake Chabot Golf Course Maintenance Restroom Project Minor Conditional Use Permit Application

SUMMARY

Touchstone Golf, under contract agreement with the City of Oakland Office of Parks and Recreation, requests the Parks and Recreation Advisory Commission accept the minor conditional use permit application to install a maintenance restroom at the Lake Chabot Golf Course.

FISCAL IMPACT

There will be no fiscal impact to the City of Oakland. Touchstone Golf will fund all project costs under the existing management agreement.

PROJECT DESCRIPTION

Replace existing employee restroom building with a pre-fabricated concrete restroom structure with 126 square feet of floor area. The proposed restroom building will be constructed within an 8' high slatted chain link fence enclosure within the existing maintenance yard. The building will not be visible from the course or adjacent properties. Exhibit A – Project Map

BACKGROUND

Since the previous restroom was removed, staff must use the customer restroom. The maintenance restroom project was proposed to provide separate facilities for staff and patrons.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission accept the minor conditional use permit application for the Lake Chabot Golf Course maintenance restroom project.

Respectfully submitted,

Mark Hall

Attachments: Exhibit A - *Property Map with Proposed Improvements*

Lake Chabot Golf Course

Location of Replacement Maintenance Restroom Building

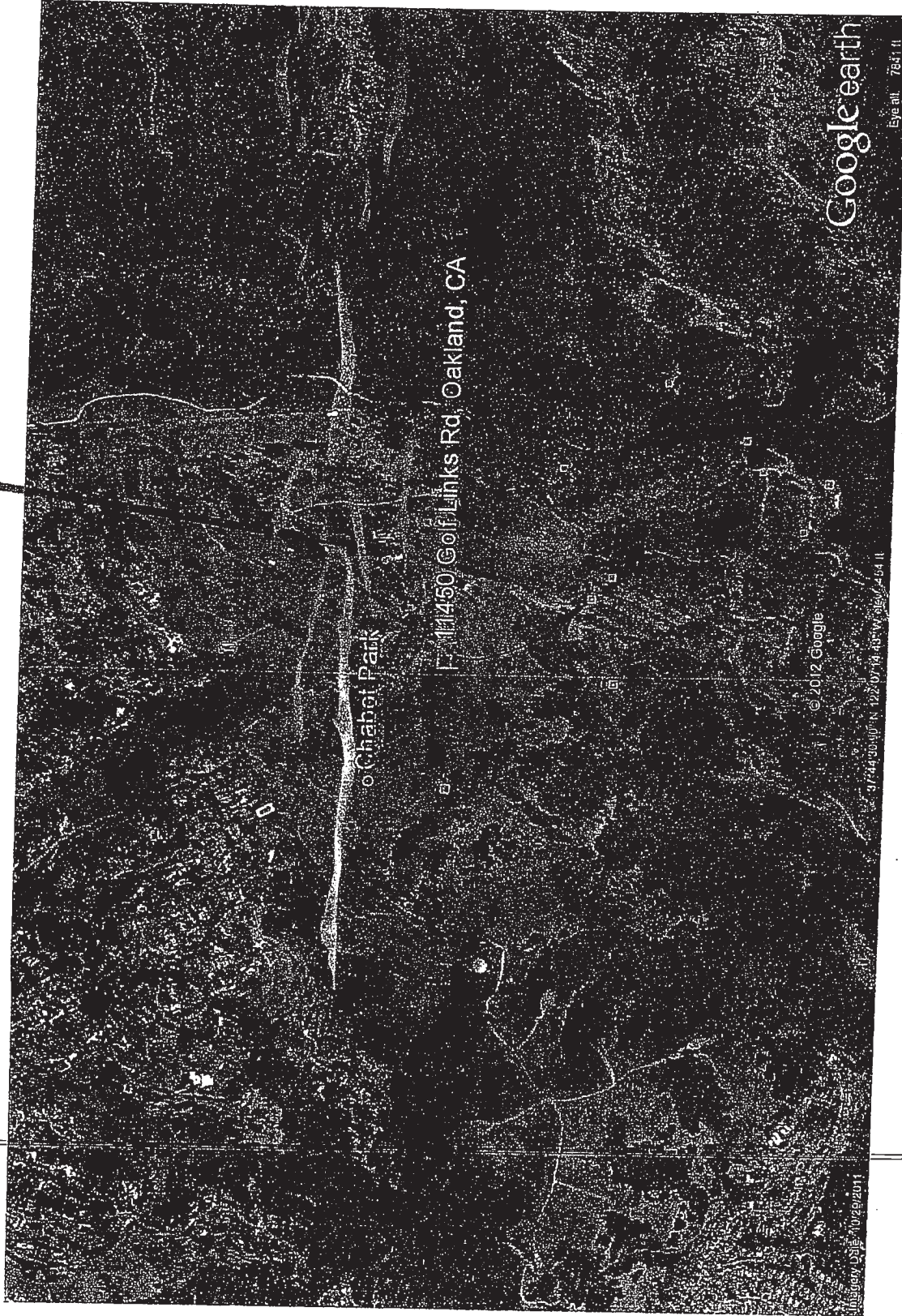
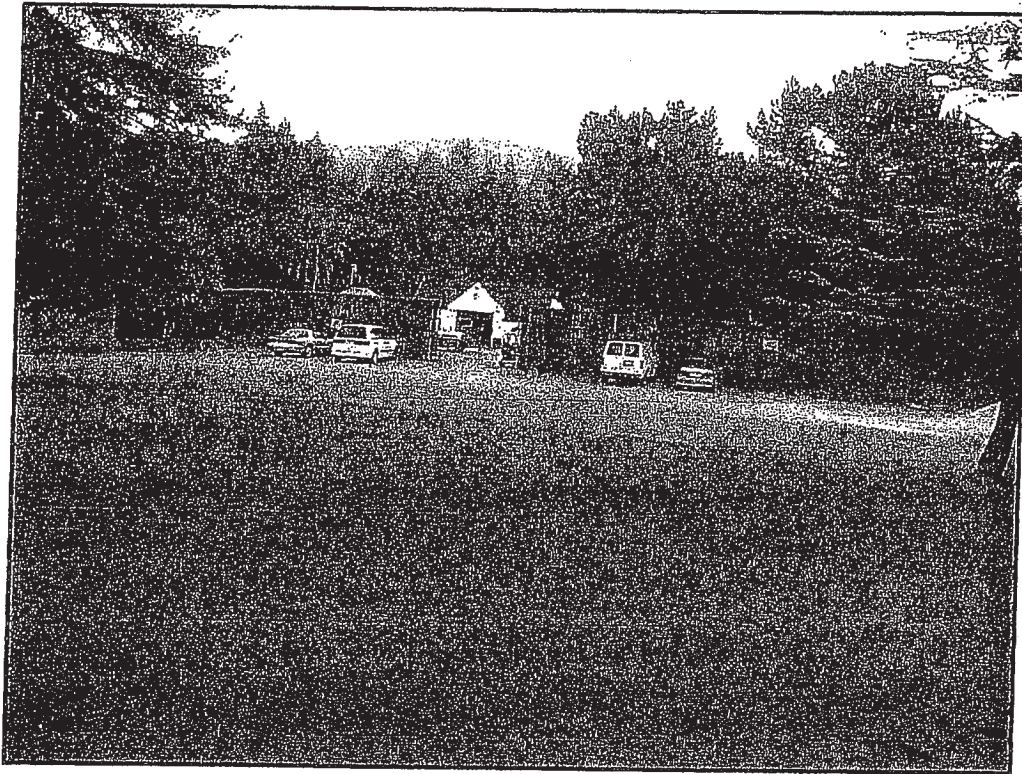


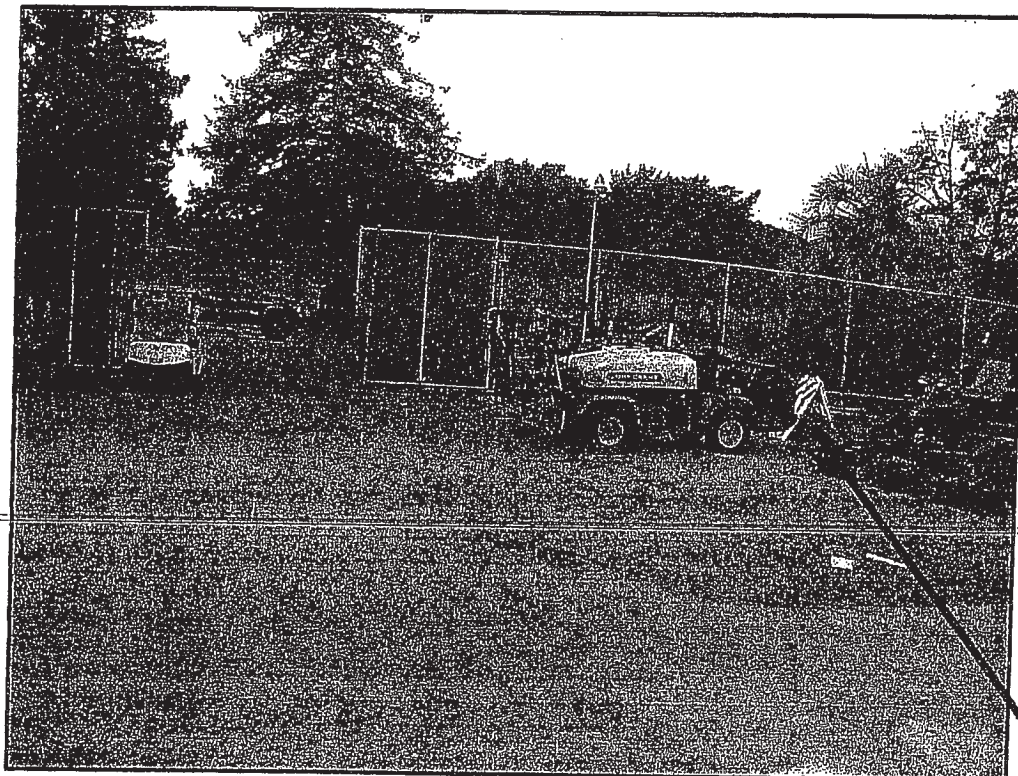
Exhibit A

**Lake Chabot Golf Course
Site Photos of Replacement Maintenance Restroom Building**

Exhibit B



View of maintenance enclosure looking east



View from inside maintenance enclosure looking west - Restroom location