



PARKS AND RECREATION ADVISORY COMMISSION
City of Oakland
Wednesday, November 12, 2014
Lake Merritt Garden, 666 Bellevue Avenue
4:30pm

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
BELCHER, DU BOIS, FLORES, KADERA-REDMOND, MARSHALL, MILLER, PETERSON,
ROSENBLOOM, SELNA, WU
3. DISPOSITION OF MINUTES:
October 22, 2014 Special Meeting minutes
4. SPECIAL ORDERS:
5. PRAC PENDING LIST:
6. MODIFICATIONS TO THE AGENDA:
7. CONSENT NEW BUSINESS:
 - A. REQUEST THE PARKS AND RECREATION ADVISORY COMMISSION TO GRANT TRIPLE STEP TOWARD THE CURE, A NON-PROFIT ORGANIZATION, PERMISSION TO COLLECT ON-SITE REGISTRATION FEES, SELL T-SHIRTS AND FOOD, AND TO ALLOW VENDORS TO SELL ITEMS DURING THE 5K FUN RUN/WALK AT LAKESIDE PARK ON SUNDAY, SEPTEMBER 13, 2015:
The purpose of the event is to raise funds to further the Triple Step Toward The Cure's mission in a fun, healthy and educational way.
8. NEW BUSINESS:
 - A. REQUEST THE OAKLAND PARKS AND RECREATION ADVISORY COMMISSION GRANT APPROVAL TO THE OAKLAND TECHNICAL HIGH SCHOOL'S PARENT TEACHER STUDENT ASSOCIATION (PTSA) TO COLLECT OPTIONAL DONATIONS ON-SITE AT THEIR 2ND ANNUAL OAKLAND TECH FAMILY FITNESS AND FUN 5K RUN ON DECEMBER 7, 2014 AT LAKESIDE PARK: This is a free event; however, optional donations collected will be designated to recover the cost for putting on the event, such as OPR's permit fees, and will also support the PTSA's programs and activities. PTSA Funds raised go toward various educational programs for the benefit of students. No Post Event Report on file, this is the PTSA's first year requesting to collect funds on-site.



PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, October 22, 2014

Lake Merritt Garden, 666 Bellevue Avenue

4:30pm

*****SPECIAL MEETING*****

Minutes

1. CALL TO ORDER: 4:40pm

2. ROLL CALL:

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

Present: Du Bois, Flores, Kadera-Redmond, Marshall, Miller, Selna

Arrivals: Belcher (4:43pm)

Excused: Peterson, Rosenbloom, Wu

Staff: **Parks and Recreation - Audree V. Jones-Taylor, Dana Riley, Diane Boyd, Zermaine Thomas, Karis Griffin; Planning and Building, Darin Ranelletti**

3. DISPOSITION OF MINUTES:

September 10, 2014 meeting minutes

Motion: Commissioner Miller entertained a motion to approve the September 10, 2014 meeting minutes. **Moved by:** Commissioner Kadera-Redmond **Second by:** Commissioner Flores **Motion Passed –Yes:** Du Bois, Flores, Kadera-Redmond, Marshall, Miller and Selna

4. SPECIAL ORDERS:

5. PRAC PENDING LIST:

6. MODIFICATIONS TO THE AGENDA:

7. CONSENT NEW BUSINESS:

8. NEW BUSINESS:

A. **REQUEST THAT THE PARKS AND RECREATION ADVISORY COMMISSION APPROVE THE HENRY J. KAISER ELEMENTARY SCHOOL PTA'S REQUEST TO COLLECT ENTRY FEES, SELL ALCOHOLIC BEVERAGES, AND HOST A LIVE AND SILENT AUCTION, AND TO ACCEPT DONATIONS AT THEIR ANNUAL FUNDRAISER ON SATURDAY, NOVEMBER 8, 2014 AT THE JACK LONDON AQUATIC CENTER:** The Parks and Recreation Advisory Commission

reviewed the staff report for Item 8A presented by Zermaine Thomas. Parents and friends will be able to support the event by purchasing tickets, auctions on the day of the event. All funds raised will support the 300 children who attend Kaiser Elementary School.

Arrival: Commissioner Belcher

Motion: Commissioner Miller entertained a motion to approve the staff recommendation to grant the Henry J. Kaiser Jr. Elementary School's PTA request to host a live and silent auction and sell alcoholic beverages and collect entry fees at their annual fundraiser on Saturday, November 8, 2014, at the Jack London Aquatic Center. **Moved by:** Commissioner Selna **Second by:** Commissioner Du Bois. **Motion:** Passed **Vote:** 6 Yes Du Bois, Flores, Kadera-Redmond, Marshall, Miller and Selna: 1 **Abstained:** Belcher

B. THE FAMILY OF THE LATE ARTIST, DELORES WILLIAMS IS REQUESTING PARKS AND RECREATION ADVISORY COMMISSION (PRAC) TO APPROVE OF 'MEMORIAL ART EXHIBIT & SALE' WHICH WOULD ALLOW FOR ON-SITE SALE OF THE LATE ARTISTS' ART COLLECTION WITH PROCEEDS GOING TO COACH ART NON-PROFIT ORGANIZATION:

The Parks and Recreation Advisory Commission reviewed the staff report for Item 8B presented by Karis Griffin. The family of the late Artist, Delores Williams requested that Parks and Recreation Advisory Commission (PRAC) approve on-site collection of money for art items sold for the benefit of Coach Art, nonprofit organization. The 'Memorial Art Exhibit & Sale' is scheduled for November 8th and 9th at Studio One Art Center. Delores Williams was born & raised in Oakland and spent her entire career in Oakland. As an artist, Delores Williams was very prolific, having had 3 one-woman exhibits in the Bay Area, as well as showings of her work in Norway. The event was expected to attract audiences from Oakland, San Francisco, and Sacramento and across the Bay Area.

Motion: Commissioner Miller entertained a motion to support the staff recommendation and approve the application for the Memorial Art Exhibit and sale of art by the late Delores Williams. **Moved by:** Commissioner Kadera-Redmond **Second by:** Commissioner Belcher. **Motion** Passed **Vote:** All Yes: Belcher, Du Bois, Flores, Kadera-Redmond, Marshall, Miller, Selna

C. PARKLET PILOT PROGRAM EXTENSION, INFORMATIONAL REPORT:

The Parks and Recreation Advisory Commission reviewed the informational staff report for Item 8C presented by Laura Kaminski from the Planning and Building Department. This is an informational report regarding the extension of the Pilot Program for Parklets in Oakland. A Parklet is the temporary use of space in the dedicated public right-of-way (parking spaces, unused bus stops, and other types of vehicular and non-vehicular zones) for public uses such as seating or bicycle racks. Staff will continue to gather information and use lessons learned to propose changes in the municipal code to govern Parklets in Oakland for a permanent program. For the purposes of the Pilot Program, Parklets are being processed as a Minor Encroachment Permit in accordance with Oakland Municipal Code Chapter 12.08, and will be subject to all requirements applicable to Minor Encroachment Permits.

The pilot program will be in effect until the City changes the Ordinance.

Motion: Commissioner Miller entertained a motion to accept the informational report. **Moved by:** Commissioner Selna **Second by:** Commissioner Belcher. **Motion** Passed **Vote:** All Yes: Belcher, Du Bois, Flores, Kadera-Redmond, Marshall, Miller, Selna

D. PUBLIC HEARING ON (A) STATUS OF THE OAKLAND ZOO'S PREVIOUSLY APPROVED CALIFORNIA EXHIBIT PROJECT IMPLEMENTATION AND (B) RECOMMENDATION TO CITY COUNCIL OF A 53-ACRE CONSERVATION EASEMENT IN KNOWLAND PARK TO PROTECT THE ALAMEDA WHIPSNAKE, WHICH FURTHER IMPLEMENTS THE JUNE 2011 PROJECT APPROVALS, CONDITIONS OF APPROVAL AND MITIGATION MEASURES FOR THE PROJECT. (CEQA DETERMINATION: RELIANCE ON PREVIOUSLY APPROVED 2011 SUBSEQUENT MITIGATED NEGATIVE DECLARATION/

ADDENDUM): The Park and Recreation Advisory Commission reviewed the staff report for Item 8D presented by Darin Ranelletti from Planning and Building. In 2011 the Parks and Recreation Advisory Commission (PRAC) recommended approval of an amendment to the Oakland Zoo Master Plan involving the expansion of the Zoo and construction of a new California Exhibit (Project) which included the potential for a conservation easement in Knowland Park to protect the Alameda Whipsnake. The amendment was ultimately approved by the City Planning Commission and the City Council.

Presentation: City of Oakland Planning and Building Department
Darin Ranelletti, Deputy Director provided a 10 minute verbal presentation

The Oakland Zoo proposed a conservation easement in Knowland Park in conjunction with the approved Oakland Zoo Expansion Project. In 1998 the City Council approved the Master Plan for the expansion of the Oakland Zoo, and in 2011 approved an amendment to the Master Plan after the PRAC voted to recommend approval of the project. The Master Plan included a new California exhibit located on approximately 56 acres in Knowland Park. The expansion area is located in the habitat for the Alameda Whipsnake, which is a state and federally protected species. The mitigation for the project requires the Zoo to compensate for impacts to the Whipsnake's habitat. In addition, the Zoo needs approval from state and federal agencies in order to implement the required mitigations. To obtain the approvals, the Zoo has proposed the conservation easement in Knowland Park. The Item before the Commission was the conservation easement and not the Zoo expansion project. The proposed conservation easement requires the City Council's approval. The PRAC was asked to advise the City Council on the conservation easement.

State and federal agencies have required that 3 acres be set aside for every 1 acre of impact. This resulted in the current total size of 53 acres. Approximately 31 acres of the conservation easement will be located inside the perimeter fence and approximately 22 acres will be located outside the perimeter fence. In 2011 it was estimated that approximately 14 acres would be located outside the park. This has increased from 14 acres to 22 acres for an increase of approximately 8 acres outside the Zoo's perimeter fence. The conservation easement would protect the Whipsnake by permanently prohibiting future development and other activities that could have a negative impact on the species. Public access would be restricted in the conservation area. There will be no fence around the conservation area, but

signs will be posted to identify the area as restricted. The conservation easement will be paired with a long term management plan implemented by the Zoo to protect the Whipsnake habitat. In addition, there will be a financial endowment made by the Zoo to implement the management activities.

Members of the public believed there was not sufficient or thorough discussion of the conservation easement in 2011. The Conservation easement was discussed in the environmental document that was reviewed by the PRAC, the Planning Commission, and the City Council and was further discussed in the staff report for the City Council.

The Commission was asked to consider whether or not the proposed conservation easement is an appropriate approach to meet the Zoo's mitigation requirements.

Presentation: Oakland Knowland Park Zoo:
Dr. Joel Parrott, President and CEO of the Oakland Zoo

Three fifths of the conservation easement is within the expanded Zoo's foot print. Some benefits of the conservation easement are that it will:

- Protect the Alameda Whipsnake
- Minimize the impact on important resources
- Provide funding for the habitat enhancement plan to address habitat improvements throughout Knowland Park
- Increase the educational opportunities for the schools of Oakland

The Oakland Zoo is the number one employer of youth in Oakland. It will improve Oakland's profile as a premier educational, cultural and educational destination. At its completion, the Oakland Knowland Park Zoo will be one of the premier zoological facilities in the United States.

In June 2011 the City Council Unanimously approved the Zoo's Master Plan and California Trail Exhibit. Opponents of the project sued the city and Oakland Zoo in July/August of 2011 by filing a Temporary Restraining Order (TRO) against the Veterinary Hospital. The TRO was rejected by the courts and ruled in favor of the City and the Zoo. As directed by the City Council, the Zoo went to the Federal and State agencies to acquire the appropriate permits for the project. During the summer of 2014, the US Fish and Wildlife Service issued a Biological Opinion and the California Department of Fish and Wildlife completed the draft Incidental Take Permit that will allow the California Trail Exhibit to move forward with the resource agencies assuming the conservation easement is secured.

The seven acre deferential is the issue before the Commission.

Note: Dr. Parrot turned the presentation over to Biologist Jim Martin to on the biology of Knowland Park and the conservation easement. Mr. Martin served as the City's CEQA review biologist in 2011 and then retained by the Oakland Zoo to complete Resource Agency's consultation and permit authorization.

The Conservation easement fulfills the City Council's imposed requirements of the 1998 and 2011 Master Plan and Amended Master Plan approvals and was developed in consultation with the state and federal resource agencies initially in 2010 to the present. Conservation easement encompasses 52 acres collectively, with 30 acres within the perimeter fence and 22 acres outside the fence.

The purpose and benefits of the conservation easement is to provide compensatory mitigation for impact on the CA Trail Exhibit; it will permanently protect the conservation easement area from any additional Zoo expansion and it defines and provides for long-term management funded by the Zoo. Habitat Enhancement in the conservation easement area includes removal of invasive species, selective removal of oak and bay saplings and providing long-term, annual monitoring of the habitat conditions and management of activities to verify effectiveness and require corrective treatments and actions if issues are identified.

Invasive species present a major management challenge. French broom is invading the habitat and replaces native groundcover species, and increases fire risks and degrades resource values. Invasive species removal requires eliminating seedlings. Habitat management will help prevent further habitat conversion through selective sapling tree and major limb removals. Long term treatment management plans will define treatment practices to protect essential grassland cover. The installation of the project will protect the essential habitat and will address threats from invasive species, fire suppression and focused fire fuel management objectives and meets the City's requirement of the project to establish the conservation easement.

Presentation: California Native Plant Society East Bay Chapter also speaking on behalf of the Knowland Park Coalition: Mack Casterman, Conservation Analyst

Knowland Park is unique resource and provides shelter to diverse and rare plant communities and animals, including the federally threaten Alameda Whipsnake. The park is free and open to Oakland and regional residents to enjoy. In a one hour hike, anyone can visit all the rare plant communities and get a sense of what old California used to be.

A recent study showed that child directed nature play in what is most important in developing an environmental ethic growing into adulthood. Knowland Park is providing that for residence of the region for free.

Oakland open space is a hot topic. This commission recently published a report announcing the City of Oakland has only met 25% of its open space goals.

This is a major issue since the community is faced with dealing with an organization that proposes to eliminate 77 acres of prime open space from open access. This is a net loss for the public and the species sheltered there. There is mitigation, but that mitigation still comes at a net loss.

The proposed zoo expansion is more of a subdivision for animals than a conservation exhibit. It will host 40 buildings, a restaurant, interpretive center and offices. This will be a net loss

wild life species and to the public because this is an area most used by the public. It has the best views and hiking trails and is a great resource.

This expansion is not what was promised. It was sold to the PRAC, Planning Commission, and the City Council as having no significant impacts to the park. As the process moves, it has been learned the wildlife agencies disagree with this statement. The only way out of these impacts is to work with the proposed massive mitigation in the form of the conservation easement. Zoo management has chosen to build the expansion on the most ecologically sensitive site, and refused to move the expansion when the wildlife agencies objected. The damage is avoidable. The solution is to avoid the impact which will also preserve the public access.

A recent poll conducted by a national polling firm found that 75% of Oakland residents do not want the expansion on the ridgeline. They find that open space is important to their quality of life and that Knowland Park should be preserved. A super majority feel that the expansion is in the wrong place. Opposition to this expansion project includes organizations at the grassroots level up to national groups. Conservation groups throughout the region and the East Bay are against the project. The Zoo can accomplish all of its goals for the expansion by building below the ridgeline this would also assist with reducing the cost of the project. The Zoo has developed less than half its land under its current footprint. And also has land that is adjacent to the current footprint that can be developed or used as parking. The community is faced with an organization that has proposed a development in the wrong area resulting in this conservation easement and loss of public land. Request that the PRAC reject the proposed easement. This is an opportunity to hear the voice of the public and to hear the concerns of the environmental organizations and to require some alternative considerations. A no vote says yes to open space, yes to wildlife of the region, and yes to future generations to have a place to recreate for free. The Zoo had a chance to consider alternatives but refused the opportunity. Request that the Commission makes a recommendation that sends a message to the City Council that shows what the Oakland public wants. No true alternatives analysis has been conducted and they avoided a complete EIR. A true alternatives analysis is needed to determine if they are viable.

Commission's Points of Clarification:

The Commission inquired if the Zoo had obtained all required approvals and learned that applications were submitted to California Department of Fish and Wildlife, US Fish and Wildlife Service, the Regional Water Quality Control Board and the US Army Corp of Engineers.

The age and geographical reach of Zoo patrons includes:

60K students participate in Zoo programs

730K guests in 2013

15% -18% Oakland residents

38%-45% Alameda County residents - including Oakland at 65%

25% Contra Costa County

Tourism – San Jose, Napa and beyond

Ages range from infants to seniors.

The of persons who visited Knowland Park per the 2011 CEQA Study listed in the hundreds compared to those who visit the Zoo.

Clarification of the status of the staff report was requested. Staff confirmed that the Planning Department was not legally required to seek approval of the PRAC on the item since the matter had already considered by the PRAC, however, given the public interest in the project, the Department decided to seek Commission's advice.

EMC Research conducted a polled of 400 Oakland residents. 75% voted against the proposed conservation easement.

The Commission confirmed that neither the Knowland Park Coalition nor the Friends of Knowland Park had ties with the Oakland Unified School District.

The mitigation ration would not change if the project was to move. Mitigation would still be required.

Signs will be put in place to announce the protected status of the site and will be visible from one to the next.

Public Comments: There were 55 speakers for Item 8D. Each speaker was given 1 minute to address the Commission.

Opponents: Summary

Knowland Park was not listed on the City's website for many years. The conservation easement is an encroachment tragedy, and the Zoo should develop its existing undeveloped land and build the project below the ridgeline to preserve the view and public enjoyment of the open space. This is not an argument against the Zoo, but a request to preserve the legacy gifted to the public by Joseph Knowland. The project should go back the City Planning and stakeholders should stay open to compromise. Parks are free. The expansion would exclude the people the Zoo currently represents. Access would be prohibited to the average visitor. The conservative easement will present traffic and noise issues.

Proponents: Summary

The Oakland Zoo and its staff are committed to conservation, and have done a thoughtful job of moving the project forward. Staff works with conservation partners and volunteers to promote local conservation. The California Trail Exhibit is an important world class project with long term viability. The conservation project will benefit all of California and will restore previous animal populations.

Commission Comments:

The State and Federal governments have determined that the Whipsnake is a protected species. The same agencies agree upon the way the Zoo has decided to protect the Whipsnake.

The Chair reminded the Commission that the body was not voting on the Zoo's expansion project, but that they were tasked with providing the City Council with guidance on the conservation easement.

Motion: Commissioner Miller entertained a motion to approve the Zoo's conservation easement. **Moved by:** Commissioner Selna **Second by:** Commissioner Du Bois. **Motion Failed. Vote: Yes:** Du Bois, Flores, Marshall, Miller, Selna - **No:** Belcher, Kadera-Redmond

9. CONDITIONAL USE PERMITS:

10. COMMUNICATIONS:

Commissioner Du Bois visited Dunsmuir Hellman Historic Estate as the designated liaison from the Commission. The program has declined over the year and hopes the City will allot funds to revitalize the site.

She also visited Lincoln Recreation Center. The program is very busy and thriving.

Commissioner Belcher requested Recreational Advisory Council manuals for Studio One and sought clarification on whether or not fees were waived at the 2014 Mini Maker's Fair for the Park Day School.

Commissioner Flores: The Carmen Flores Recreation Advisory Council has found funding for the Women's and Children's Soccer Leagues. The purchase of uniforms and T-shirts will be purchased by local community members. The summer music festival raised \$3,000K. Next year's organizers plan to book Pete Escovedo and War.

11. PRAC COMMITTEE REPORT:

12. ADVISORY COUNCIL REPORTS:

13. UNFINISHED BUSINESS:

14. COUNCIL REFERRALS:

15. OPEN FORUM:

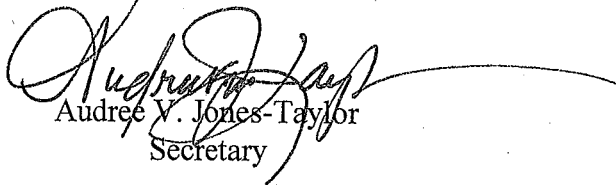
16. DIRECTOR'S REPORT:

- OPR will be hosting its annual Trick or Treat – Ghostly Challenge on 10/31
- The Department's focus groups will start the first week of November. In formation will be provided.
- The budget process is starting. OPR needs PRAC's support.


17. ADJOURNMENT: 8:20pm

This meeting is wheelchair accessible. To request materials in alternative formats, or to request an ASL interpreter, or assistive listening device, please call ***Oakland 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.

Respectfully submitted,



Audree X. Jones-Taylor
Secretary



Diane Boyd
Recording Secretary

Next Meeting:

***Wednesday, November 12, 2014, 4:30 p.m.
Lakeside Garden Center
666 Bellevue Ave, Oakland, CA***

CITY OF OAKLAND
Interoffice Memorandum



Oakland Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations Lead
DATE: November 12, 2014
SUBJECT: **REQUEST THE PARKS AND RECREATION ADVISORY COMMISSION TO GRANT TRIPLE STEP TOWARD THE CURE, A NON-PROFIT ORGANIZATION, PERMISSION TO COLLECT ON-SITE REGISTRATION FEES, SELL T-SHIRTS AND FOOD, AND TO ALLOW VENDORS TO SELL ITEMS DURING THE 5K FUN RUN/WALK AT LAKESIDE PARK ON SUNDAY, SEPTEMBER 13, 2015**

SUMMARY

Oakland Parks and Recreation received a request from Triple Step Toward The Cure, a non-profit organization, for permission to collect on-site registration fees, sell t-shirts and food, and to allow vendors to sell event-related items at Lakeside Park for their 6th Annual "*Stepping Toward the Cure*" 5K Fun Run/Walk on Sunday, September 13, 2015. The purpose of the event is to raise funds to further the Triple Step Toward The Cure's mission in a fun, healthy and educational way.

FISCAL IMPACT

There will be a positive fiscal impact on Oakland Parks and Recreation. Triple Step Toward The Cure will pay all fees associated with the rental.

BACKGROUND

Triple Step Toward The Cure is an organization that seeks to educate and raise public awareness about triple negative breast cancer, a subtype of breast cancer that disproportionately affects young pre-menopausal women and women of color. This walk/run will serve as a fundraiser for the organization to further their mission by educating the community and funding efforts to find better treatment and a cure; encouraging triple negative patients in underserved communities by providing financial and emotional support; and empowering women at risk to take charge of their health in order to maintain optimal wellness.

The registration fee will be \$25 to participate in the event. As part of the advertising and promotion of the event, participants will be required to sign up in advance of the event. However, the organization would like to accommodate a small number of late participants the day of the event for those who did not pre-register.

This is Triple Step Toward The Cure's 6th year hosting the event at Lakeside Park. The organization's request has come before the Parks and Recreation Advisory Commission in 2010 through 2014 for permission to collect on-site registration fees, t-shirt sales and vendor sales. They were granted approval each year. There were 280 attendees at the 2014 event. The

Parks and Recreation Advisory Commission

November 12, 2014

organization collected \$1350.00 on-site from registration fees. Attached is a Post Event Report from the 2014 event.

In addition to the request to collect registration fees, sell t-shirts and have vendors, this year, Triple Step Toward The Cure is asking permission to sell limited food items, such as cupcakes, sandwiches, and Jamba Juice.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from the Triple Step for the Cure organization to collect on-site registration fees, donations, Triple Step for the Cure T-shirts, and allow event related vendors to sell on-site at the "***Stepping Towards the Cure***" 5K Fun Run/Walk on Sunday, September 13, 2015 at Lakeside Park. The applicant is aware that additional permits are required provided the request is granted.

Respectfully submitted,

Zermaine Thomas

Central Reservations Lead

Attachments: Exhibit A – Proposal Letter
Exhibit B – 2014 Post Event Report
Exhibit C – Rental Application

September 30 2014



Zermaine Thomas
Public Service Representative, Central Reservation Unit
City of Oakland Office of Parks and Recreation
250 Frank H. Ogawa Plaza, Suite 3330
Oakland, CA 94612


Dear Ms. Thomas,

My name is Carole Flowers Clement and I represent a non-profit organization by the name of Triple Step Toward the Cure. Triple Step for the Cure seeks to educate and raise public awareness about triple negative breast cancer, a rare, subtype of breast cancer that disproportionately affects young pre-menopausal women and women of color. I lost my daughter, Sheryl, four years ago to this type of cancer.

Attached please find our two-page event request and proposal to have our Six Annual *"Stepping Towards the Cure"* 5K Fun Run/Walk at Lake Merritt Park on September 13, 2015. We are excited to get the word out about who we are and the services we provide. This event will help us do just that. As we are still building our organization, it is also necessary to raise funds to further our three-step mission: Educating the community and funding efforts to find better treatment and a cure; Encouraging triple negative patients in underserved communities by providing financial and emotional support; and Empowering women at risk to take charge of their health in order to maintain optimal wellness. This event will assist us in our fundraising goals as well.

Please let me know if you have any additional questions or concerns. I can be reached at (510) 636-1918 or 510-410-0171. Thank you in advance for your consideration of this important event. I look forward to hearing from you soon.

Sincerely,


Carole Flowers-Clement, RN, M A
Co-Founder



Triple Step
Toward the Cure

Name of Event: Six Annual "Annual Stepping Toward The Cure" 5 K Fun Run/Walk

Date of Event: September 13, 2015

Time: 7:00 a.m. Until 3:00 p.m.

Requested Location: Lake Merritt Park. Bandstand, Oakland

People Responsible :

Carole Flowers Clement
510-636-1918
caroleflowers@sbcglobal.net; and

Lori Flowers
510 866-9252
lorif@tripleseptowardthecure.org

DETAILS OF EVENT:

The purpose of this event is to provide a fun, healthy, and educational way to raise funds for Triple Step Toward the Cure. Triple Step toward the Cure is a 501 (C) (3) non-profit organization that seeks to educate and raise public awareness about triple negative breast cancer, a subtype of breast cancer that disproportionately effects young premenopausal women and women of color, and provides direct support to triple negative patients and their families.

There will be a nominal registration fee of \$ 25.00 for this event. In our advertising materials and promotion of this event , participants will be required to sign up either to walk or run the course in advance of the event on line in order to alleviate the need to work with large sums of money on the Lake Merritt park premises on the day of the event. However, arrangements to accommodate a small number of late participants who have not pre-registered in advance and will need to do soon the morning of the event.



Triple Step Toward The Cure

It is anticipated that approximately 200-280 people will participate in the event. Volunteers, and breast cancer, health, and wellness information sponsors and vendors will be expected to arrive for set up at 7:00 a.m. in the Bandstand Area. Fun Run/Walk participants are expected to arrive and check-in and/or register beginning 8:00 a.m. until 9:00 a.m. At 9:10 a.m. there will be a short welcome ceremony followed by a warm-up exercise program. The event will begin at 9:30 a.m. with the runners starting first, followed approximately 5-7 minutes later by those who have chosen to walk the course. The total distance of the Fun/Walk will be 5 K or approximately 3.0 miles. Participants will complete this by making one lap around Lake Merritt.

The event will conclude at approximately 12:00 noon followed by a brief closing ceremony at 12:15 p.m. There will be an additional hour and a half from 12:30 p.m. to 2:00 p.m. for participants and supporters to peruse several breast cancer, health, and wellness information booths that will be set up in the bandstand area. There will be no fewer than (5) and no more than (10) such health and wellness information booths and/or vendors. We anticipate these booths will include Stanford University Cancer Center, University of California San Francisco, Kaiser Hospital will provide information about their services to cancer patients. There will also be a Triple Step Toward The Cure table where we will provide information about our organization and sell T-shirts and our logo shoe pins. All profits from our sales will go towards efforts to directly support women struggling with triple negative breast cancer.

This event will conclude at 2:00 p.m. Staff, volunteers and vendors are expected to be done with any clean-up activity and exit the premises no later than 3:00 p.m.

A certificate indicating proof of liability insurance naming the City of Oakland Department of Parks and Recreation as additionally insured will be provided no later than 30 business days prior to the date of the event.



POST EVENT REPORT

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

I. GENERAL INFORMATION

Name of Event: TRIPLE STEP TOWARD THE CURE WALK-A-THEON

Location of Event: LAKE MERRITT LAKE SIDE BANDSTAND

Date/Hours of Event: SEPTEMBER 21, 2014 Permit No. 29657

Contact Person: CAROLE FLOWERS CLEMENT Phone No. 510 626-1918

Contact Person Address: 7801 SURREY LANE OAKLAND CA 94605

Is this a first time event at this location? Yes No If no, when was the event held previously?
SEPTEMBER 2013

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

2. Check other permits required for event?

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

II. ATTENDANCE INFORMATION

1. Total number in attendance: 280
2. Were registration fees collected on-site for the event? Yes No
3. If yes (above), how many people registered? 102
4. What was the cost for registration? \$25.00
5. How much money was collected on site for registration fees? \$950.00
Donation 400.00
1350.00

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
<i>See attachment</i>				

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.)

*Increase participant - do
 Prep. healthy food demonstrations & Recipes
 increase visibility in community
 increase vendors*

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

*The day went well without
 any accidents*

Submitted by: *Paula Flores Clement* Date: *Sept 30, 2014*

Approved by: _____ Date: _____
 (OPR Staff)

Comments: _____

TRIPLE STEP TOWARD THE CURE 5TH ANNUAL WALK/RUN

SEPTEMBER 21, 2014 VENDORS

African American Wellness Project

Walgreens

Shanti Project

Sisters Trying

For Life Massage Therapy

Check your Boobies

Highland Hospital Breast Cancer clinic

Stanford Hospital Breast Cancer Center

Second Opinion

Cheryl Lawery Shoes

Bay Area Face Painters

Food Vendors

Heart & Soul Food Truck

Eddie Mae's Bakery

Ora's Jams and Jelly

Voght How Ya Bean Juice Bar

Way to Life (Goutmet Granola. Vegan Cinnamon Rolls`



Rental Application

ATTENTION: ZERMAINE THOMAS

Date of Application: 9/30/14

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

Name of Business/Organization: TRIPLE STEP TOWARD THE CURE

Business/Organization Address: 7801 SURREY LANE OAKLAND CA 94605

Applicant Name: CAROL O FLOWERS

Applicant Mailing Address: 7801 SURREY LANE OAKLAND 94605

Phone Number (510) 436/1918 Fax Number: E-mail: CAROLEFLOWERS@SBCGLOBAL.NET

Facility/Park Name: LAKESIDE PARK at Bandstand Oakland Lake Merritt

Room(s)/Site(s) Area Around Bandstand

EVENT INFORMATION:

Date(s) of Event: September 13 2015

Time In/Prep Time 7 AM - 8 AM Actual Event Time 8 AM to 2 PM Cleanup/Time Out 2-3 PM

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

WALK / RUN FOR TRIPLE Negative Breast Cancer

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

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

LIVE BAND - SPEAKER & AMPS FOR CD'S

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) 300 Approximate # of Adults 250 # of Teens 50 # of Children/Infants 20

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

PARKING for medical emergency VAN

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: N/A

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

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

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

Non-Refundable Permit Processing Fees:

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

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

(1) 130 x 2 = 260

Surrounding Area 65 x 8 = 520

(2) 60 x 6 = 360

(3) Permit Processing Fee = 30

(4) Deposit = 500

(5) Setup/Teardown = -

(6) Kitchen = -

(7) Alcoholic Beverage Fee = -

(8) Administrative Service Fee = -

(9) Caterer Opt Out Fee = -

(10) Sound Use Fee = 100

(11) Other Charges = -

TOTAL: \$ 1770 Less Advance Minimum Payment of \$ 500 ; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 1270

(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:

CANCELLATION FEE: 61 days or more notice: Forfeit 1/2 Deposit 30 days to 11 days notice: Forfeit Deposit Plus 1/2 Rental Fee

APPLICANT SIGNATURE Carol O Flowers DATE 9/30/14

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

CITY OF OAKLAND
Interoffice Memorandum



Oakland Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations Lead
DATE: November 12, 2014
SUBJECT: REQUEST THE OAKLAND PARKS AND RECREATION ADVISORY COMMISSION GRANT APPROVAL TO THE OAKLAND TECHNICAL HIGH SCHOOL'S PARENT TEACHER STUDENT ASSOCIATION (PTSA) TO COLLECT OPTIONAL DONATIONS ON-SITE AT THEIR 2ND ANNUAL OAKLAND TECH FAMILY FITNESS AND FUN 5K RUN ON DECEMBER 7, 2014 AT LAKESIDE PARK.

SUMMARY

Oakland Parks & Recreation received a request from Oakland Technical High School's Parent Teacher Student Association (PTSA), a non-profit organization, for permission to collect on-site optional donations at their "2nd Annual Oakland Tech Family Fitness and Fun 5k Run" on Sunday, December 7, 2014, at Lakeside Park. This is a free event; however, optional donations collected will be designated to recover the cost for putting on the event, such as OPR's permit fees, and will also support the PTSA's programs and activities. PTSA Funds raised go toward various educational programs for the benefit of students. No Post Event Report on file, this is the PTSA's first year requesting to collect funds on-site.

FISCAL IMPACT

There is no fiscal impact on Oakland Parks & Recreation. Oakland Technical High School: Parent Teacher Student Association (PTSA) will pay all fees associated with the park rental.

BACKGROUND

The Oakland Technical High School: Parent Teacher Student Association (PTSA) is a nonprofit 501(c) 3 organization that benefits Oakland Technical High School students, parents and enriches their public school educational experience. The Oakland Technical High School PTSA has been supporting Oakland Technical High School students, teachers, and parents since approximately the School's founding in 1914.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from The Oakland Technical High School: Parent Teacher Student Association (PTSA) to collect on-site optional donations for their event at Lakeside Park on Sunday, December 7, 2014. The applicant is aware that additional permits may be required for this event provided the request is granted.

Respectfully submitted,

Zermaine Thomas

Joel Freid
Oakland Tech PTSA
694 Arimo Ave.
Oakland, CA 94610
JoelFreid@juno.com
510-444-1968

September 25, 2014

By US mail and email: TNicholson@oaklandnet.com

Ms. Tonya Nicholson
Central reservations representative
Office of Parks and Recreation
250 Frank Ogawa Plaza, Suite 3330
Oakland, CA 94612

Re: Request for approval of Oakland Tech 5K event on December 7

Dear Oakland Parks and Recreation Advisory Commission:

This proposal letter is to request approval of our 2nd Annual Oakland Tech Family Fitness and Fun 5K event on December 7. The event will be a walk, run or jog around Lake Merritt starting at Lakeside Park by the Cameron-Stanford House and Lake Chalet, to promote family fitness, exercise, and fun.

The Oakland Tech high school Parent Teacher Student Organization (PTSA) is a nonprofit 501(c)(3) organization that benefits Oakland Tech students and parents and enriches their public school educational experience. The PTSA's 501(c)(3) certificate is attached. There will be no admission charge for the event. The PTSA will accept optional donations to the PTSA from participants and their families, in order to recover costs of the event, such as OPR's permit costs, and to support PTSA programs and activities. PTSA Funds raised go toward various educational programs for the benefit of students. The Oakland Tech PTSA has been supporting Oakland Technical High School students, teachers, and parents since approximately the School's founding in 1914.

If you have any questions or wish additional information, please feel free to contact me. I intend to attend the PRAC meeting on Wed. Oct. 8 at 4:30pm. This is to request PRAC approval of the event for the Oakland Tech PTSA. Thank you.

Sincerely,

Joel Freid

Attachment



Rental Application

ATTENTION: Tanya Nicholson-Osario Date of Application: 9/8/14

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

Name of Business/Organization: Oakland Tech High School P.T.A.

Business/Organization Address: 4357 Broadway Oakland 94609
Street Address City Zip Code

Applicant Name: Joel Freid

Applicant Mailing Address: 694 Arimo Ave Oakland 94610
Street Address City Zip Code

Phone Number: 510-334-2221 Fax Number: _____ E-mail: Joel.Freid@juno.com

Facility/Park Name: Lakeside Park
 Room(s)/Site(s): By Lake Chalet

EVENT INFORMATION:

Date(s) of Event: 12/7/14

Time In/Prep Time: 8:30 am Actual Event Time: 9:30 am to 11:00 am Cleanup/Time Out: 12:30 pm

Type of Event/Purpose: *(be specific, i.e. Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, Bar/Mitzvah/Balutuziah, etc.)*
2nd Annual Oakland Tech Family Fitness and Fun 5K

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, or 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): 200 Approximate # of Adults: 60 # of Teens: 120 # of Children/Infants: 20

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

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

Non-Refundable Permit Processing Fees:
 Picnic & Related Events: \$15 (50+ people)
 Building Rentals/Special Events (Parks): \$30

(1) _____ <small>(Hourly Rate) (# of hours)</small>	(7) Alcoholic Beverage Fee _____
(2) <u>40</u> x <u>4</u> = <u>160</u> <small>(Hourly Rate) (# of hours)</small>	(8) Administrative Service Fee _____
(3) Permit Processing Fee = <u>30</u>	(9) Caterer Opt Out Fee _____
(4) Deposit = <u>300</u>	(10) Sound Use Fee _____
(5) Setup/Teardown = _____	(11) Other Charges _____
(6) Kitchen = _____	

TOTAL: \$ 490 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 MasterCard Discover
(See attached Authorization for Credit Card Payment Form)

CANCELLATION FEE: 61 days or more notice: Forfeit 1/2 Deposit 30 days to 61 days notice: Forfeit Deposit Plus 1/4 Rental Fee
 31 to 60 days notice: Forfeit Deposit 10 days or less notice: Forfeit All Fees

APPLICANT SIGNATURE: Joel Freid DATE: 9/8/14

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

Internal Revenue Service

Department of the Treasury

NOV 6 1992

District
Director

P.O. Box 2350 Los Angeles, Calif. 90053

Person to Contact:

FELICIA C MIRAFIOR

PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC PTA-CA31
930 GEORGIA ST
LOS ANGELES, CA 90015-1322

Telephone Number:

213-894-2336

Refer Reply to:

EO-1102-92

Date:

NOV 6 1992

RE: PTA CALIFORNIA CONGRESS OF PARENTS
TEACHERS & STUDENTS INC PTA-CA31
95-1683870

Gentlemen:

This is in response to your request dated October 26, 1992 regarding the above named-organization.

A review of our records indicate that this organization was recognized to be exempt from Federal income tax under Internal Revenue Code section 501(c)(3). Group exemption number 0646 has been assigned to the parent organization and its subordinates. The determination letter issued in November 1943 continues to be in effect.

You should contact your parent organization for a copy of their determination letter.

If you need any further assistance, please feel free to contact our office at the above address or telephone number.

Thank you for your cooperation.

Sincerely,

Felicia C Mirafior
Felicia C Mirafior
Disclosure Assistant

CITY OF OAKLAND
Interoffice Memorandum



Oakland Parks and Recreation

TO: Barry Miller, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations Lead
DATE: November 12, 2014
**SUBJECT: REQUEST PERMISSION FROM THE PARK AND RECREATION
ADVISORY COMMISSION TO ALLOW WALK OAKLAND-BIKE
OAKLAND TO COLLECT FUNDS FROM ENTRY FEES, AUCTIONED
PRIZES, RAFFLE TICKETS, MEMBERSHIPS, T-SHIRT SALES AND
GENERAL DONATIONS AT THE WINTER WONDERLAND GALA AT
LAKESIDE PARK GARDEN CENTER ON THURSDAY, DECEMBER 4,
2014**

SUMMARY

Oakland Parks and Recreation received a request from Walk Oakland – Bike Oakland (WOBO), a non-profit organization, for permission to collect funds from entry fees, auctioned prizes, raffle tickets, memberships, t-shirt sales and general donations at their Winter Wonderland Gala. The funds raised will support Walk Oakland-Bike Oakland's (WOBO) work to improve the health and quality of life in Oakland. We do not have a Post Event Report on file, this is WOBO's first year renting an Oakland Parks and Recreation Enterprise Facility for its Winter Wonderland Gala.

FISCAL IMPACT

There is no fiscal impact on Oakland Parks and Recreation. The Walk Oakland – Bike Oakland will pay all rental fees associated with this rental.

BACKGROUND

Walk Oakland – Bike Oakland (WOBO) is a 501(c) 3, non-profit organization that has sought to improve neighborhoods vitality, sustainability and livability by making walking and biking safe, easy, accessible and fun since 2007.

The Winter Wonderland is the primary yearly fundraising event for WOBO to finance its community-building events that make walking and biking in Oakland safer and more enjoyable. It is an opportunity to gather it's membership for a party to celebrate the accomplishments and success of the past year and to inspire people about a vision of what can be achieved in the years to come.

Walk Oakland – Bike Oakland (WOBO) expect to raise approximately \$5000, from on-site sales which will support WOBO work to improve the health and quality of life in Oakland. Estimated sales are as follows:

- Auction \$2800
- Raffle \$250
- Donations \$200
- Memberships \$250
- T-shirts \$250
- Tickets \$1250

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the Walk Oakland – Bike Oakland request for permission to collect entry fees, auctions prizes, raffle tickets, memberships, t-shirts sales and general donations at Lakeside Park Garden Center for the Winter Wonderland Gala on Thursday, December 4, 2014. The applicant is aware that additional permits are required provided their request is granted.

Respectfully submitted,

Zermaine Thomas
Central Reservations Lead

Attachments: Exhibit A – Proposal Letter
Exhibit B – 501(c)3 Non-Profit Certificate
Exhibit C – Rental Application



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

Walk Oakland Bike Oakland (WOBO) is a 501(c)3 nonprofit that has sought **to improve neighborhood vitality, sustainability and livability by making walking and bicycling safe, easy, accessible and fun since 2007.** WOBO is kicking off the 2015 season on December 4 with a *Winter Wonderland* gala to support its mission at the Lakeside Garden Center. I am requesting approval to fundraise at this event through entrance fees, auction prizes, raffle tickets, memberships, t-shirt sales and general donations.

Winter Wonderland is the primary yearly fundraising event for Walk Oakland Bike Oakland to finance its community-building events that make walking and biking in Oakland safer and more enjoyable. It is an opportunity to gather its membership for a party to celebrate the accomplishments and successes of the past year and to inspire people about a vision of what can be achieved in the years to come. The party will provide food, drink, music and dancing, along with a fantastic selection of silent auction and raffle prizes.

In the past, half of our event ticket sales have been purchased at the door because we are open to the general public. We hope new (and returning) attendees will be excited about our work and will contribute further by becoming a member or by making the winning bid on a holiday gift in our auction. We expect to raise approximately \$5,000 from on-site sales which will support WOBO's work to improve the health and quality of life in Oakland. Estimated sales are as follows:

Auction	\$2,800.
Raffle	\$250.
Donations	\$200
Memberships	\$250
T-shirts	\$250
Tickets	\$1,250

Please email or call me, lola@wobo.org, 415 509-5624 , if you have any questions. Our IRS nonprofit determination letter and bylaws are enclosed. More information is available at wobo.org. Thank you for your consideration of this request.

Sincerely,

Lola Dvorak
WOBO Board

www.wobo.org
436 14th St, Suite 1001 - Oakland, CA 94612 - info@wobo.org

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

DEPARTMENT OF THE TREASURY

Date: **SEP 17 2007**

WALK OAKLAND BIKE OAKLAND
190 GRAND AVE STE 935
OAKLAND, CA 94612

Employer Identification Number:
20-8652475
DLN:
17053219019047
Contact Person:
SHARI A KOLNICKI ID# 31145
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b) (1) (A) (vi)
Form 990 Required:
Yes
Effective Date of Exemption:
July 24, 2007
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2010
Addendum Applies:
No

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

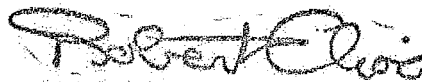
Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

WALK OAKLAND BIKE OAKLAND

Sincerely,

A handwritten signature in cursive script that reads "Robert Choi".

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

Letter 1045 (DO/CG)



Rental Application

ATTENTION: _____

Date of Application: 10/2/2014

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

Name of Business/Organization: Walk Oakland Bike Oakland

Address: 436 14th St, Suite 1001 Oakland 94612
Street Address City Zip Code

Name of Contact Person: Lola Dvorak

Phone Number: 4155095624 Fax Number: _____ E-mail: lola@wobo.org

Mailing Address: 530 63rd Street Oakland 94609
Street Address City Zip Code

Facility/Park Name: Lakeside Garden Center

Room(s)/Site(s) Vista Room

EVENT INFORMATION:

Date(s) of Event: 12/4/2014

Time In/Prep 6 PM Event Time 7-9 PM Cleanup/Time Out 10 PM

Type of Event/Purpose: *(be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitsvah/BatMitsvah, etc.)*

Fundraising Party

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.)*

TBD - Live band or DJ

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) 125 Approximate # of Adults _____ # of Teens 20 # of Children/Infants 5

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: To be Determined

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

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

RENTAL FEES (The minimum rental requirement and deposit are required when the facility of your choice is reserved 31 days or more in advance.)
 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) 65 ⁸⁵ x 4 = 260 ³⁴⁰	(7) Alcoholic Beverage Fee = 125
(Hourly Rate) (# of hours)	
(2) _____ x _____ = _____	(8) Administrative Service Fee = n/a
(Hourly Rate) (# of hours)	
(3) Permit Processing Fee = 15 ³⁰	(9) Caterer Opt Out Fee = TBD
(4) Deposit = <u>300</u>	(10) Sound Use Fee = TBD
(5) Setup/Teardown = 125 ¹⁵⁰	(11) Other Charges = _____
(6) Kitchen = TBD	

TOTAL: \$ 945.00 Less Advance Minimum Payment of \$ 640; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 305
(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 Lola Dvorak DATE 10/2/2014

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