



PARKS AND RECREATION ADVISORY COMMISSION - PRAC

Wednesday, February 13, 2019

Lakeside Park Garden Center – 666 Bellevue Avenue

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
AIKENS, COLE, CORBIN, HA, HOWZE, KADERA-REDMOND, MOORE,
NORMAN, REILLY, TORRES, AND WOLFSON
3. DISPOSITION OF MINUTES:
 - A. January 26, 2019 Special Meeting Draft Minutes
4. MODIFICATIONS TO THE AGENDA:
5. OPEN FORUM:
6. CONSENT NEW BUSINESS:
 - A. REQUEST FROM THE NATIONAL MULTIPLE SCLEROSIS SOCIETY FOR PERMISSION TO COLLECT ON-SITE DONATIONS AND PLEDGES FOR THE 7th ANNUAL MS WALK EAST BAY 2019 AT LAKESIDE PARK (BANDSTAND) ON FRIDAY, APRIL 26, 2019 (SET-UP), 2:00PM – 600PM & SATURDAY, APRIL 27, 2019, 6:00AM -12:00PM.
 - B. REQUEST APPROVAL TO ALLOW SMALL PRESS DISTRIBUTION (SPD) PERMISSION TO COLLECT FUNDS ONSITE FOR A SMALL RAFFLE AT THE BATTLE OF THE BRAINS: PUB QUIZ TO SUPPORT SMALL PRESS DISTRIBUTION AT THE LAKE MERRITT SAILBOAT HOUSE ON MONDAY, APRIL 29, 2019, FROM 7:00PM-10:30PM.
 - C. REQUEST APPROVAL TO ALLOW THE CRISIS SUPPORT SERVICES PERMISSION TO COLLECT ONSITE REGISTRATIONS AND DONATIONS FROM SUPPORTERS AT THEIR 6TH ANNUAL 5K HEALING HEARTS WALK/RUN FOR SUICIDE PREVENTION TO BE HELD AT LAKESIDE PARK (BANDSTAND) ON SATURDAY, MAY 4, 2019, 10:00AM -11:30AM.
 - D. REQUEST APPROVAL TO ALLOW THE NATIVE AMERICAN HEALTH CENTER (NAHC) PERMISSION TO COLLECT ON-SITE REGISTRATION FEES AT THE 17th ANNUAL RUNNING IS MY HIGH 5K AND 10K FUN RUN/WALK AT LAKESIDE PARK (FAIRYLAND AREA) ON SATURDAY, MARCH 16, 2019, 8:00AM-1:00PM.

E. REQUEST APPROVAL TO ALLOW CENTER FOR EARLY INTERVENTION ON DEAFNESS (CEID) PERMISSION TO COLLECT ON-SITE REGISTRATION FEES AND THE SALES OF RAFFLE TICKETS AT THEIR ANNUAL WALK-A-THON TO BE HELD AT LAKESIDE PARK (FAIRYLAND AREA) ON SATURDAY, APRIL 27, 2019, FROM 10:30AM-1:30PM.

F. REQUEST APPROVAL TO ALLOW THE SPANISH SPEAKING CITIZEN'S FOUNDATION PERMISSION TO COLLECT REGISTRATION FEES ONSITE AT THEIR 5K WALK/RUN AT THE LAKE MERRITT BLVD. AMPHITHEATRE ON SATURDAY, MAY 5, 2019, FROM 9:00AM-11:00AM.

7. **NEW BUSINESS:**

A. REQUEST APPROVAL TO ALLOW BAY VENTURES LLC. PERMISSION TO COLLECT FUNDS ONSITE THROUGH VENDOR SALES OF FOOD, BEVERAGES, MERCHANDISE AND ARTISAN SALES AT LAKE FEST TO BE HELD AT LAKE MERRITT (LAKE MERRITT SAILBOAT HOUSE & PARKING LOT) ON SATURDAY, JUNE 22, 2019, 11:00AM-7:00PM.

B. INFORMATIONAL REPORT ON LANDMARK DESIGNATION FOR THE METROPOLITAN HORESMEN'S ASSOICATION CLUBHOUSE AND SEQUOIA HORSE ARENA

C. REQUEST FOR THE PARKS AND RECREATIO ADVISORY COMMISSION TO PROVIDE COMMENTS ON PRELIMINARY DRAFT DOWNTOWN OAKLAND SPECIFIC PLAN.

D. INFORMATIONAL REPORT: LAKE MERRITT HERON ROOKERY RELOCATION UPDATE.

E. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO RECOMMEND APPROVAL OF THE HOLLY MINI PARK RENOVATION GIFT-IN-PLACE PROJECT.

8. PLANNING AND CONDITIONAL USE PERMITS:
9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES:
10. ANNOUNCEMENTS AND COMMUNICATIONS:
11. DIRECTOR'S REPORT:
 - Strategic Plan
12. CONTINUATION OF OPEN FORUM:
13. ADJOURNMENT:

Next Meeting:

Wednesday, March 13, 2019

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

This meeting location is wheelchair accessible. To request disability-related accommodations or to request an ASL, Cantonese, Mandarin or Spanish interpreter, please email dboyd@oaklandnet.com or call (510) 238-7532 or TDD/TTY (510) 238-3254 at least five working days before the meeting. Please refrain from wearing scented products to this meeting as a courtesy to attendees with chemical sensitivities.

Esta reunión es accesible para sillas de ruedas. Si desea solicitar adaptaciones relacionadas con discapacidades, o para pedir un intérprete de en español, Cantones, Mandarín o de lenguaje de señas (ASL) por favor envíe un correo electrónico a dboyd@oaklandnet.com o llame al (510) 238-7532 o (510) 238-3254 por lo menos cinco días hábiles antes de la reunión. Se le pide de favor que no use perfumes a esta reunión como cortesía para los que tienen sensibilidad a los productos químicos. Gracias.

會場有適合輪椅出入設施。需要殘障輔助設施, 手語, 西班牙語, 粵語或國語翻譯服務, 請在會議前五個工作天電郵 dboyd@oaklandnet.com 或致電 (510) 238-7532 或 (510) 238-3254 TDD/TTY。請避免塗搽香氛產品, 參加者可能對化學成分敏感。



PARKS AND RECREATION ADVISORY COMMISSION

2019 Retreat

Saturday, January 26, 9:00 AM

Digital Arts and Culinary Academy – DACA

5818 International Blvd., Oakland, CA

******Special Meeting Minutes******

AGENDA

1. CALL TO ORDER: 9:01 a.m.

2. ROLL CALL:

**AIKENS, COLE, CORBIN, HA, HOWZE, KADERA-REDMOND, MOORE,
NORMAN, REILLY, TORRES, AND WOLFSON**

Present: 6 - Commissioners Aikens, Cole, Corbin, Ha, Howze, Kadera-Redmond

Arrivals: 3 - Commissioners Reilly and Wolfson (9:05) Commissioner Torres (10:12)

Excused: 2 - Commissioners Moore and Norman

Staff: 3 - Director J. Nichols Williams, Dana Riley and Diane Boyd

3. ASSEMBLY:

A. Tour of Rainbow Recreation Center Construction Site

Denise Louie, Project Manager for Oakland Public Works and Dong Kim, Architect for Byrens Kim Design Works lead the Commission on an exterior and interior tour of the Rainbow Recreation Center. The project is expected to be completed in March 2019.

4. INTRODUCTORY REMARKS:

A. Welcome:

Commissioner Kadera-Redmond opened the meeting with introductions from each member and staff.

Note: item 5A was deleted. Reference Item 7.

5. ACTION ITEMS:

A. Approval of November 2018 Meeting Minutes

B. Election of Officers

Motion: Commissioner Kadera-Redmond entertained a motion to delete Item 5. **Moved by:** Commissioner Ha **Second by:** Commissioner Cole. **Vote: 8 Yes:** Aikens, Cole, Corbin, Ha, Howze, Kadera Redmond, Reilly and Wolfson **Motion:** Passed.

6. DISCUSSION ITEMS:

A. Director Williams provided an update for OPRYD:

Transition 2019

- **Year One – 2017:**

In collaboration with department staff, the following mission and vision statements were created:

Mission:

With an emphasis on Oakland's youth, Oakland Parks, Recreation & Youth Development, and its partners, will provide best in class, relevant and equitable programs and services, while meeting the specific needs of people and communities both at the neighborhood level and regionally throughout the City of Oakland. We achieve this mission through intentional engagement and by removing the barriers that prohibit equitable opportunities for all

Vision:

Oakland Parks, Recreation & Youth Development will be the nation's leading parks, recreation and youth development agency providing transformational experiences, and multi-cultural awareness. We create empowering parks and recreational opportunities and equitably increase the quality of life for all Oaklanders.

- **Year Two – 2018:**

Incorporated the principals of the mission and vision statements to create Town Camp, the department's first citywide summer program. Town Camp served approximately 4000 children and provided \$265K in scholarships.

- **Year Three – 2019:**

Realigned the department by placing staff in recreational venues that will provide the best opportunities for success and integration of OPRYD's mission and vision.

Proactive communication via community meetings, meet-and-greets with new and transitioning staff at the selected recreation centers can strengthen community relationships and partnerships as the new alignment unfolds.

FY 2018-2019 Mid-Cycle Budget:

The City of Oakland is faced with a \$25 million-dollar shortfall. City officials will share new proposed budgets with all departments.

Strategic Plan:

The Oakland Parks and Recreation Foundation, PRAC and OPRYD are co-writing the departments strategic plan. The final draft is in progress with tentative plans to make a presentation and accept feedback at the March PRAC meeting.

B. Mission and Role

Recommendations and Considerations:

- Place OPRYD'S mission and vision statements of the department's website
- Add a Study Session on the PRAC's monthly agenda
- PRAC to consider creating mission, vision and guiding principles statements
- The Commission encouraged the department to adopt a policy requiring staff join the National Recreation and Park Association – NRPA and obtain certification as Certified Park and Recreation Professional - CPRP

Homework:

- Review PRAC Ordinance 11731 and prepare for discussion the duties and responsibilities of the body. If the PRAC determines that the language in the Ordinance warrants changes to its goals, the Ethics Commission and City Attorney's Office will need to be consulted.
- Complete PRAC's Annual Report to City Council

C. Recreation Advisory Council – RAC Tool Kit:

Commissioners developed a depository for centralizing information and strategies for engaging staff and community members participating in the department's Recreation Advisory Councils - RAC.

7. ACTION ITEMS:

A. Approval of the November 2018 draft minutes.

Motion: Commissioner Kadera-Redmond entertained a motion to approve the November 2018 draft meeting minutes. **Moved by:** Commissioner Cole **Second by:** Commissioner Torres. **Vote: 8 Yes:** Aikens, Cole, Corbin, Ha, Kadera Redmond, Reilly, Torres and Wolfson; **1 Abstained:** Howze. **Motion:** Passed.

B. Election of Officers

Motion: Commissioner Kadera-Redmond entertained a motion to nominate Commissioners Corbin and Cole as the successor Chair. **Moved by:** Commissioner Ha **Second by:** Commissioner Howze. **Vote: 7 Yes:** Aikens, Corbin, Ha, Kadera Redmond, Reilly, Torres and Wolfson; **1 Declined:** Cole. **Motion:** Passed.

The PRAC determined Commissioner Corbin to be the successor Chair and Commissioner Cole the Co-Chair.

ADJOURNMENT: 12:06 pm

Respectfully submitted,

/s/

J. Nicholas Williams
Secretary



Diane L. Boyd
Recording Secretary

Next Meeting:

Wednesday, February 13, 2019, 4:30 p.m.

Lakeside Garden Center

666 Bellevue Ave, Oakland, CA

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CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadera-Redmond, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: January 18, 2019
SUBJECT: **REQUEST FROM THE NATIONAL MULTIPLE SCLEROSIS SOCIETY FOR PERMISSION TO COLLECT ON-SITE DONATIONS AND PLEDGES FOR THE 7th ANNUAL MS WALK EAST BAY 2019 AT LAKESIDE PARK (BANDSTAND) ON FRIDAY, APRIL 26, 2018 (SET-UP), 2:00PM-6:00PM & SATURDAY, APRIL 27, 2018, 6:00AM-12:00PM.**

SUMMARY

The Oakland Parks, Recreation & Youth Development received a request from Nicholas MacFalls at the National Multiple Sclerosis Society, a non-profit organization, that is working towards a world free of Multiple Sclerosis (MS) is requesting permission to collect onsite donations and pledges for the 7th Annual MS Walk East Bay 2019, at Lakeside Park (Bandstand) on Friday, April 26, 2019 (set-up) 2:00pm-6:00pm & Saturday, April 27, 2019, 6:00am -12:00pm. The donations and funds raised will go towards local programs, services, and research for those affected by Multiple Sclerosis (MS). Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

The National Multiple Sclerosis Society is paying all rental fees associated with the event estimated at \$1992.00.

PROJECT / PROGRAM DESCRIPTION

This is the National Multiple Sclerosis Society's (NMSS) 7th year hosting the Fundraising Walk at Lakeside Park (Bandstand). There is no cost to register for the walk. On the day of the event, friends, families, co-workers and other participants will show their support of those living with MS by turning in pledges raised and participating in the walk. The National Multiple Sclerosis Society is requesting permission to collect pledges and donations onsite.

The estimated attendance is 475.

BACKGROUND / LEGISLATIVE HISTORY

The National MS Society helps each person affected by MS by addressing the challenges of living with MS. NMSS help by raising funds for cutting-edge research, driving change through advocacy, facilitating professional education and providing programs and services that empower people with MS and their families to move their lives forward.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from the National Multiple Sclerosis Society to collect onsite donations and pledges at the 7th Annual MS Walk Eastbay 2019, to be held at Lakeside Park (Bandstand) on Friday, April 26, 2018 (set-up) & Saturday, April 27, 2018, 6:00am-12:00pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – National Multiple Sclerosis Society Proposal Letter
Exhibit B – National Multiple Sclerosis Society Post Event Report (2018)
Exhibit C - Rental Application



**National
Multiple Sclerosis
Society
Northern California
Chapter**

May 21, 2018

Dear Parks and Recreation Advisory Commission:

On behalf of the National MS Society, Northern California Chapter, I am requesting permission to be able to collect donations on site for the ~~7th~~ annual **Walk MS: East Bay 2019**. Walk MS will take place on **Saturday, April 27, 2019** at the Bandstand of Lake Merritt in Oakland. Walk MS is a national fundraising campaign with the National Multiple Sclerosis Society.

The National MS Society is a national organization committed to working towards a world free of MS. The society funds cutting edge research, provides support to those affected by MS through local programs and services, drives change through advocacy on the local and national level, and mobilizes participants to raise funds through exciting events (i.e. Walk MS and Bike MS).

The Northern California Chapter will host 13 walks this spring in support of our mission to end the devastating effects of MS. Participants are encouraged to fundraise prior to the day of event activities. There is no cost to register for the walk. Donations will be collected on-site and according to last year's estimate, about **\$4,300** may be collected day-of, on-site.

On the day of the walk, friends, families, co-workers, and others show their support of those living with MS by turning in pledges raised and participating in the walk. There will be one security personnel present at the registration table to monitor donations received. The donations and funds raised go towards local programs, services, and research for those affected by Multiple Sclerosis.

Walk MS: East Bay will consist of pre-walk announcements, snacks and refreshments, 1 mile/5k walk routes on the path surrounding Lake Merritt, and post-walk celebration with a DJ or live band. There will be rest stops along the route for participants with water and portable toilets. For the start/finish festival area at the Bandstand Thank you for your consideration.

Sincerely,

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



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

| | | | |
|-------------------------|--|-------------|-----------------------------|
| Name of Event: | Walk MS. EAST BAY | | |
| Location of Event: | Lakeside Park Bandstand | | |
| Date/Hours of Event: | 4/14/18 | 6AM to Noon | Permit #: |
| Contact Person: | Nicholas MacFalls | | Contact Phone: 650-444-3700 |
| Contact Person Address: | 1700 Owens Street, Ste 190, San Francisco CA 94158 | | |

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

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable
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/COLLECTION OF FUNDS

1. Total number in attendance: 500
2. Were registration or donation fees collected on-site for the event? Yes No
 Not Applicable
3. If yes, how many people registered? 500 How many people made donations? 500
4. What was the cost for registration? 0
5. How much money was collected on site for registration fees? 0
6. How much money was collected on site for donations? 0

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 |
|---|----------------------------------|-----------------|------------------|---------------------|
| National MS Society | YES | No | n/a | NO |
| Naked Juice | NO | Juice | n/a | Y/NO |
| Crystal Geysert Water | NO | Water | n/a | NO |
| Lara Bars | NO | Granola Bars | n/a | NO |

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.)

Our best event ever in Oakland. Our participants had a great time. There was some road work along the route that affected the route, but really nothing could be done about it. All in all, we were very pleased.

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

See Above. Other than that, we were really pleased to have our event in Oakland. It went great for our participants.

Submitted by: Nicholas MacFalls May 21, 2018

Approved by: *[Signature]* Date: 5-23-18
(OPR Staff)

Comments: _____



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



Rental Application

ATTENTION: _____

Date of Application: 25 May 2016

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

Name of Business/Organization: National MS Society

Business/Organization Address: 1700 Owens St., Ste 190 San Francisco, CA 94158

Applicant Name: Nick MacFalls Street Address City Zip Code

Applicant Mailing Address: Same As Above Street Address City Zip Code

Phone Number: 415-230-6678 Fax Number: 415-230-6652 E-mail: nicholas.macfalls@nmss.org

Facility/Park Name: Lakeside Park Bandstand

Room(s)/Site(s) Lake Merritt

EVENT INFORMATION:

Date(s) of Event: 4/27/2019

Time In/Prep Time 4/26/19 2-6 PM Actual Event Time 4/27/19 6AM to 12Noon Cleanup/Time Out 1 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.) MS Walk East Bay: A 5k Fundraising Walk

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.) DJ with a PA system for music and announcements

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) 475 Approximate # of Adults 425 # of Teens _____ # of Children/Infants 50

Please provide below special accommodations/requests for your event. If no special accommodations required, please write 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: N/A

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

(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) $156 \times 2 = \$312$ ✓

(2) $72 \times 5 = \$360$ ✓ 375

(3) Permit Processing Fee = \$30

(4) Deposit = \$500.

(5) Setup/Teardown = ~~XXX~~

(6) Kitchen = \$0

\$1200 for Special Event Fee > 300 people

(7) Alcoholic Beverage Fee

(8) Administrative Service Fee = _____

(9) Caterer Opt Out Fee = _____

(10) Sound Use Fee = \$100

(11) Other Charges #78x7 \$546

Special Event Fee: \$1200

TOTAL: \$ 1992 Less Advance Minimum Payment of \$ 1992; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 3192

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

APPLICANT SIGNATURE NE M DATE 5/21/2018

Setup 4/26/19
 2pm-6pm
 \$360 x 4 hrs = \$144
 Event Date: 4/27/19

Bandstand: 1pm-1pm \$687
 Surrounding Area 1pm-1pm \$54



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadara-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: February 13, 2019
SUBJECT: REQUEST APPROVAL TO ALLOW SMALL PRESS DISTRIBUTION (SPD) PERMISSION TO COLLECT FUNDS ONSITE FOR A SMALL RAFFLE AT THE BATTLE OF THE BRAINS: PUB QUIZ TO SUPPORT SMALL PRESS DISTRIBUTION AT THE LAKE MERRITT SAILBOAT HOUSE ON MONDAY, APRIL 29, 2019, FROM 7:00PM-10:30PM.

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Small Press Distribution (SPD), a non-profit organization that sells and offers book distribution, provides informational services, and public advocacy programs to hundreds of small publishers. This is SPD's fourth request for permission to collect funds onsite for a raffle at the Battle of the Brains: Pub Quiz at the Lake Merritt Sailboat House on Monday, April 29, 2019. The 400 publishers SPD carries and the many authors and readers they serve will benefit from the funds being collected which will help sustain their basic operations. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Small Press Distribution is paying an estimated \$1060.00 in rental fees associated with the event.

PROJECT / PROGRAM DESCRIPTION

Tickets to this event will be sold in advance for participation in the pubquiz. Tickets will range from \$35 to \$125. A small raffle is planned during the event with 5-10 items worth between \$20 and \$200 each. There will be no book selling at the event.

BACKGROUND / LEGISLATIVE HISTORY

SPD was founded in 1969 by legendary Bay Area independent bookseller Peter Howard (Serendipity Books) and legendary Bay Area bookseller/publisher/editor Jack Shoemaker (Unicorn, Sand Dollar, North Point, Pantheon/Knopf, Counterpoint). SPD is the nation's only exclusively literary nonprofit book distributor, serving over 400 small and independent presses, the majority of which have no other source of distribution. SPD sells independent literature in every state in the country and too many locations in the world.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from the Small Press Distribution to collect funds onsite for a small raffle at the Battle of the Brains: Pub Quiz to support Small Press Distribution at the Lake Merritt Sailboat House on Monday, April 29, 2019, from 7:00pm-10:30pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – Small Press Distribution Proposal Letter
Exhibit B – Post Event Report (2018)
Exhibit C – Rental Application



Small
Press
Distribution

October 19th, 2018

Dear Parks and Recreation Advisory Commission,

For the last three years we have held our annual fundraiser at Lake Merritt Sailboat House and are applying to do so again this year. Small Press Distribution's proposed event will be a fundraiser in the form of a pub quiz. It will be called "Battle of the Brains: A Pub Quiz to Support SPD." We hope to hold the event at the Sailboat House on April 29th, 2019 from 7:00pm-10:30pm (4:00-11:00 including set up and take down). Tickets will be sold in advance for participation in the pubquiz. Tickets will range from \$35 to \$125. We also plan to have a small raffle during the event with 5-10 items worth between \$20 and \$200 each.

Small Press Distribution is a book distributor and nonprofit literary organization. Founded in 1969, SPD sells books for small publishers and advises them about all aspects of the publishing, marketing, and distribution process. We will not be selling books at the event but only tickets beforehand and, again, we will raffle a few items (such as dinners with celebrity writers) at the event.

Small Press Distribution, the 400 publishers we carry and the many authors and readers we serve will benefit from the funds being collected which will help sustain our basic operations. Sales from the raffle will only occur on site as people buy raffle tickets (at \$5 each) in order to participate. We hope to make at least \$500 from the raffle. We expect 100-125 people to attend the event.

Sincerely,



Brent Cunningham

Managing Director
Small Press Distribution
1341 7th Street
Berkeley, CA 94710
Office: 510-524-1668 ext. 308
Cell: 415-314-0649



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: Battle of the Brains: A Pub Quiz to Benefit Small Pass Dist.

Location of Event: Lake Merritt Boat House

Date/Hours of Event: 5/7/18 Permit No. _____

Event Contact Name: Laura Moriarty Phone No. 510-524-1668

Event Contact Address: SPD, 1341 7th Street, Berkeley, CA 94710

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

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable

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/COLLECTION OF FUNDS

- Total number in attendance: 120
- Were registration fees, donations or other fees collected on-site? Yes No Not Applicable
- If yes, how many people registered? NA How many people made donations? _____
- What was the cost for registration? NA
- How much was collected on site from registration fees? NA
- How much was collected on site from donations? \$640
- How much was collected on site from other fees? NA

POST EVENT REPORT (Continued)

Page 2

III. VENDOR INFORMATION No vendors other than SPD

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

Were all vendors in compliance per agreement? Yes No

If 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 <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
|---|----------------------------------|-----------------|------------------|---|
| Small Press Distributor | nonprofit | NA | NA | |
| | | | | |
| | | | | |
| | | | | |

IV. COMMENTS

List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

The event went very well. Both people who were there from the city were very helpful. Every thing was excellent!

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

Submitted by: Laura Morphy Date: 5/10/18
Approved by: [Signature] Date: 5-15-18
(OPR Staff)
Comments: _____



Oakland Parks, Recreation & Youth Development (OPRYD)
 666 Bellevue Avenue Oakland, CA 94612
 Garden Center Office: (510) 238-3420; Fax: (510) 637-0362
 Office Hours: Monday-Friday 9:00 a.m. - 4:00 p.m.
www.oaklandnet.com/parks



Rental Application

ATTENTION: Zermaine Thomas

Date of Application: 10/19/18

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

Name of Business/Organization: Small Press Distribution
 Business/Organization Address: 1341 7th St. Berkeley, CA 94710
Street Address City Zip Code
 Applicant Name: Brent Cunningham
 Applicant Mailing Address: 2942 Madeline St. Oakland, CA 94602
Street Address City Zip Code
 Phone Number: (510) 524-1668 Fax Number: (510) 524-0852 Email: brent@spdbooks.org
 Facility/Park Name: Lake Merritt Sailboat House
 Room(s)/Site(s): _____

Event Information:

Date(s) of Event: 4/29/2019
 Time In/Prep Time 4:00 Actual Event Time 7:00 to 10:30 Time Out/Cleanup Time 11:00

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, Bar/Mitzvah/Bat/Mitzvah, etc.)
Annual fundraiser for nonprofit organization

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.)
CD player amplifiers, microphones

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

Number of Participants (Total) 120 Approximate # of Adults 120 # of Teens _____ # of Children/Infants _____
 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, Name of Caterer: Market Hall

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 | | | |
| -Park Use//Building Rentals/Special Events (Parks): \$30: | | | |
| (1) <u>65</u> x <u>7</u> = <u>455</u> | (6) Kitchen | = | <u>NA</u> |
| <small>(Hourly Rate) (# of hours)</small> | (7) Alcoholic Beverage Fee | = | <u>125</u> |
| (2) _____ x _____ = _____ | (8) Administrative Service Fee | = | <u>NA</u> |
| <small>(Hourly Rate) (# of hours)</small> | (9) Sound Use Fee | = | <u>NA</u> |
| (3) Permit Processing Fee = <u>30</u> | (10) Other Charges | = | <u>NA</u> |
| (4) Deposit = <u>300</u> | | | |
| (5) Setup/Tear-down = <u>150</u> | | | |

TOTAL: \$ 1060 Less Advance Minimum Payment of \$ 1060; 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.)

Payment type: 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: 10/19/18



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadera-Redmond, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: February 13, 2019
SUBJECT: **REQUEST APPROVAL TO ALLOW THE CRISIS SUPPORT SERVICES PERMISSION TO COLLECT ONSITE REGISTRATIONS AND DONATIONS FROM SUPPORTERS AT THEIR 6TH ANNUAL 5K HEALING HEARTS WALK/RUN FOR SUICIDE PREVENTION TO BE HELD AT LAKESIDE PARK (BANDSTAND) ON SATURDAY, MAY 4, 2019, 10:00AM - 11:30AM.**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Meghan Long at Crisis Support Services, a non-profit organization, supporting youth, adults and families dealing with depression, mental illness and suicide. Crisis Support Services is requesting to collect onsite registrations and donations from supporters at their 6th Annual Walk/Run to be held at Lakeside Park (Bandstand) on Saturday, May 4, 2019. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Crisis Support Services is paying all rental fees associated with the event estimated at \$540.00.

PROJECT / PROGRAM DESCRIPTION

Crisis Support Services has provided free 24-hour crisis intervention and suicide prevention services in Alameda County since 1966. As an affiliate of the National Suicide Prevention Hotline, Crisis Support Services answer nationwide calls originating from the Bay Area. They have hosted their annual mental health education event at Lakeside Park (Bandstand) for the past 4 years and would like the Commission's approval to host their 2019 event.

The estimated attendance is 250.

BACKGROUND / LEGISLATIVE HISTORY

Since 1966, Crisis Support Services has aided those in need dealing with depression, mental illness and suicide. Through supporters from local health care providers and non-profit agencies Crisis Support Services can assist individuals in need. Their free mental health services go beyond education, counseling and crisis intervention to also provide support groups for suicide attempters and the survivors of suicide, as well as services to the chronically mentally ill. They offer a safety net to those in distress. They are requesting onsite collection of registration fees and donations. All proceeds go towards their Community Health Education Programs.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from the Crisis Support Services to collect onsite registration fees and donations at the 6th Annual Healing Hearts Walk for Suicide Prevention held at Lakeside Park (Bandstand) on Saturday, May 4, 2019, 10:00am-11:30am.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A - Crisis Support Services Proposal Letter
Exhibit B – Crisis Support Services Post Event Report (2018)
Exhibit C - Rental Application



CRISIS SUPPORT SERVICES of Alameda County

P.O. Box 3120 | Oakland, CA 94609 | **Business Line:** 510.420.2460 | **Fax:** 510.420.2461

October 11, 2018

Dear Parks and Recreation Advisory Commission,

Crisis Support Services has provided free 24-hour crisis intervention and suicide prevention services in Alameda County since 1966. As an affiliate of the National Suicide Prevention Hotline, we answer nationwide calls originating from the Bay Area. We have hosted our annual mental health education event at the Lake Merritt Bandstand for the past four years and we'd like your support to approve hosting next year's event in the same location.

On Saturday, May 4th, 2019, Crisis Support Services would like to host its ninth annual suicide prevention walk/run around downtown Oakland's Lake Merritt. The 5k awareness walk/run event, "Healing Hearts: Walk for Suicide Prevention," hopes to raise awareness to the agencies support services for youth, individuals and families dealing with depression, mental illness and suicide. The event will feature a health fair with local health care providers and non-profit agencies. This event is an effort to raise awareness of our services and other mental health programs available throughout the community.

For those who want to participate by walking or running at the event, we ask that they pay a registration fee. We recognize our registration fees and individual donations to be one in the same. All of these proceeds go towards our Community Health Education Programs. Our free mental health services go beyond education, counseling and crisis intervention to also provide support groups for suicide attempters and the survivors of suicide, as well as services to the chronically mentally ill. We truly offer a safety net to those in distress. We are accredited members of the National Suicide Prevention Network and answer all East Bay Area-based calls to the national toll-free "Lifeline," and take more than 65,000 local calls per year.

The only cash that is collected the day of the event is by registrations or individual donations. Registrants can either register through our online website or on-site the day of the event. Through previous years we have estimated the cash that may be collected on-site:

| | |
|--|----------|
| Estimated cash to receive from registration fees: | \$800.00 |
| Estimated cash to receive from individual donations: | \$500.00 |

I have included our 501c3 Non-Profit. A check was issued to the City of Oakland for the deposit as well as a Rental Application Form. Feel free to contact me directly at (510) 420-2482 or email me at events@crisissupport.org if you have any questions.

Very respectfully,

Meghan Long
Development Associate
Crisis Support Services of Alameda County

Board Officers

Susan Sniderman, MD
President

Carter Mehl, Ph.D
Vice President

Shirley Juster
Vice President

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Accredited by

The American
Association
of Suicidology

Member

Alameda Council of
Community Mental
Health Agencies

Bay Area Suicide and
Crisis Intervention
Alliance

National Suicide
Prevention



Oakland Parks and Recreation
 250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
 Office: (510) 238-3187; Facsimile: (510) 238-2397



Rental Application

ATTENTION: Wendy Johnson

Date of Application: 10/1/2018

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

Name of Business/Organization: Crisis Support Services of Alameda County
 Business/Organization Address: 6117 MLK Sr. Way Oakland 94609
Street Address City Zip Code
 Applicant Name: Meghan Long
 Applicant Mailing Address: PO Box 3120 Oakland 94609
Street Address City Zip Code

Phone Number: 510-420-2452 Fax Number: 510-420-2461 E-mail: m.long@crisisupport.org

Facility/Park Name: Lakeside Park Bandstand
 Room(s)/Site(s): and surrounding

Event Information:

Date(s) of Event: Saturday May 4th, 2019
 Time In/Prep: 9 am Actual Event Time: 10 am to 11:30 am Cleanup/Time Out: Noon

Type of Event/Purpose: *(be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, Bar/Mitzvah/Bat/Mitzvah, etc.)*
walk/run 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, cd player, amplifiers, microphones, etc.)*
microphone & boom box

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

Number of Participants (Total) 280 Approximate # of Adults 175 # of Teens 50 # of Children/Infants 25

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, Name of Caterer: _____ *See Additional Permit 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)
 -Park Use/Building Rentals/Special Events (Parks): \$30:

| | |
|---|--|
| (1) <u>40</u> x <u>4</u> = <u>160</u> <small>(Hourly Rate) (# of hours)</small> | (6) Kitchen = _____ |
| (2) 120 x 10 = 1200 <small>(Hourly Rate) (# of hours)</small> | (7) Alcoholic Beverage Fee = _____ |
| (3) Permit Processing Fee = <u>30</u> | (8) Administrative Service Fee = _____ |
| (4) Deposit = <u>300</u> | (9) Sound Use Fee = <u>25 50</u> |
| (5) Setup/Tear-down = _____ | (10) Other Charges = _____ |

TOTAL: \$ 540 Less Advance Minimum Payment of \$ 300; 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 #: 23246 Type of Credit Card: Visa or MasterCard: 240
 (See attached Authorization for Credit Card Payment Form-)

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

APPLICANT SIGNATURE [Signature] DATE 10/1/18



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: The 8th Annual Healing Hearts: 5K Walk/Run for Suicide Prevention

Location of Event: Edoff Memorial Bandstand, Lakeside Park, Oakland, CA

Date/Hours of Event: May 5th, 2018 8:00 AM -12:00 PM Permit No. 41476

Contact Person: Meghan Long Phone No. 510-420-2482

Contact Person Address: PO Box 3120, Oakland, CA 94609

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

6/3/17, 6/4/16, 6/6/15, 6/7/14, 6/1/13, 6/2/12, 6/7/11

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable

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/COLLECTION OF FUNDS

1. Total number in attendance: 150

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

Not Applicable

3. If yes, how many people registered? 0 How many people made donations? 0

4. What was the cost for registration? \$0-30 (Different price point for different age groups)

5. How much money was collected on site for registration fees? 0

6. How much money was collected on site for donations? \$0

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 N/A

Of no, why not? _____

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.)

It is extraordinarily disappointing that the Parks Dept is choosing not to replace the electrical outlets at the bandstand.

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

We were never informed that there would be no electricity at the event, which is especially frustrating considering we were charged \$50 for sound use fees as part of the rental fees we were charge. I went to check out the bandstand to do our normal walk through the day before the event and discovered that the electrical outlets had been destroyed. I then wasted several hours trying to track down someone to help address this issue. Finally, by noon, I found someone who informed me that this has been the situation for MONTHS and that I was supposed to have been informed when we reserved the space. The fact that no one told us and that we had to address this so last minute was extremely frustrating. I understand that there's only so much the city can do to address vandalism but when you're a non-profit that provides critical services to the county, getting charged hundreds of dollars to rent a space from the city we serve including an additional fee for electrical services, to then find out last minute that you have to go over budget to rent a generator, less than 24 hrs before the event, is beyond upsetting. This generator cut into the funds raised at our event and we wish we had known ahead of time so we could have properly prepared for this.

Submitted by: Meghan Long

Date: 5/17/18

Approved by: _____

(OPR Staff)

Date: 5-19-18

Comments: _____



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadara-Redmond, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: February 13, 2019
SUBJECT: **REQUEST APPROVAL TO ALLOW THE NATIVE AMERICAN HEALTH CENTER (NAHC) PERMISSION TO COLLECT ON-SITE REGISTRATION FEES AT THE 17th ANNUAL RUNNING IS MY HIGH 5K AND 10K FUN RUN/WALK AT LAKESIDE PARK (FAIRYLAND AREA) ON SATURDAY, MARCH 16, 2019, 8:00AM-1:00PM.**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from the Native American Health Center (NAHC), a non-profit organization serving the California Bay Area Native Population and other under-served populations in the Bay Area is requesting permission to collect on-site registration fees for the 17th Annual Running is My High, a 10k and 5k Fun Race at Lakeside Park (Fairyland Area) on Saturday, March 16, 2019. Proceeds from the fees collected will be used to support the event (i.e., purchasing t-shirts and supporting participant walking and running scholarships). Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Native American Health Center is paying all rental fees associated with the event estimated at \$2170.00.

PROJECT / PROGRAM DESCRIPTION

This is the Native American Health Center, Inc. 17th year hosting the Running Is My High event. They have come before the Parks and Recreation Advisory Commission in the past and were granted approval to collect registration fees onsite; all past events were successful and went as planned. The overall goal of Running is My High is to engage community members in the event while promoting fitness, good nutrition and diabetes prevention.

The onsite registration fees will be \$20 for adults and \$5 for children.

The estimated attendance is 400.

BACKGROUND / LEGISLATIVE HISTORY

The Native American Health Center (NAHC) is a non-profit organization serving the California Bay Area Native Population and other under-served populations in the Bay Area. 2012 marked NAHC's 40th anniversary; as an organization, they have been serving the community since 1972.

NAHC has worked at local, state, and federal levels to deliver resources and services for the urban Native community, including medical, dental, behavioral health, diabetes, obesity, substance abuse prevention, HIV/HCV care coordination and prevention.

RECOMMENDATION

Staff recommends that the Park and Recreation Advisory Commission approve the request from the Native American Health Center to collect onsite registration fees at the Running is My High 5K and 10K Fun Run/Walk at Lakeside Park (Fairylane Area) on Saturday, March 16, 2019, 8:00am-1:00pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – Native American Health Center Proposal Letter
Exhibit B – Native American Health Center Post Event Report (2018)
Exhibit C - Rental Application



November 1st, 2018

Office of Parks and Recreation
Parks and Recreation Advisory Commission

Dear Parks and Recreation Advisory Committee,

On Saturday, March 16th, 2019 the Native American Health Center of Oakland, CA is sponsoring an event entitled: Running is My High, a 5K and 10K Fun Run and Walk around Lake Merritt in downtown Oakland.

The overall goal of Running is My High is to engage community members to celebrate sobriety while promoting fitness, good nutrition, and diabetes prevention. The event will draw participants from the Native American Community as well as runners and exercise enthusiasts from all over the Bay Area.

The purpose of this letter is to inform you that we will be allowing our community members the opportunity to register on the day of the event. This is our 17th annual event and we have always offered same day registration that has allowed us to gain larger participation. We encourage pre-registration, but same day registration is also necessary. The same day registration fees will be \$20.00 for adults and \$5 for children. Native American Health Center is a non-profit organization; the money collected will be used to support this event (i.e. purchasing t-shirts, awards, participant sponsorship, etc.).

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

Sincerely,

Catherine Nieva-Duran
Running Is My High Coordinator
510-232-7020 ex 205
CatherineN@nativehealth.org

ALAMEDA

Administration
1151 Harbor Bay Parkway
Alameda, CA 94502
Suite 201 – Fiscal
Suite 203 – Administration
PH (510) 747-3030

OAKLAND

Medical and Dental
2950 International Boulevard
Oakland, CA 94601
PH (510) 535-4400

Community Wellness
3124 International Boulevard
Oakland, CA 94601
PH (510) 434-5421

Women, Infants & Children
PH (510) 434-5300

SAN FRANCISCO

Medical and Dental
160 Capp Street
San Francisco, CA 94110
PH (415) 621-8051

Women, Infants & Children
160 Capp Street
San Francisco, CA 94110
PH (415) 621-7574

Community Wellness
333 Valencia Street
San Francisco, CA 94103
PH (415) 503-1046

RICHMOND

Community Wellness
2566 Macdonald Ave.
Richmond, CA 94804
PH (510) 232-7020



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: Running is My High 2018
 Location of Event: Lakeside Park - 699 Bellvue Ave Oak, CA 94601
 Date/Hours of Event: 6 hrs - 3/10/18 Permit No. 41529
 Event Contact Name: Catherine Nieva-Duran Phone No. 510 232 7020
 Event Contact Address: 3124 international blvd Oak, CA 94601 ^{EX 205}

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

3/25/17 - Same annually in march.

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable
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/COLLECTION OF FUNDS

1. Total number in attendance: 500
2. Were registration fees, donations or other fees collected on-site? Yes No
 Not Applicable
3. If yes, how many people registered? 69 How many people made donations? N/A
4. What was the cost for registration? 20 adults, 5 kids
5. How much was collected on site from registration fees? 2185.00
6. How much was collected on site from donations? 186.00
7. How much was collected on site from other fees? N/A

POST EVENT REPORT (Continued)

Page 2

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

If no, why not? N/A - NO vendors

| Name of Vendor(s) (Attach additional sheets if necessary) | Non-Profit or For Profit Orgz'n? | Food (Describe) | Craft (Describe) | Seller's Permit Y/N |
|---|----------------------------------|-----------------|------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IV. COMMENTS

List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

N/A - Will follow same format next year.

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

Event turned out really well organized.
More day of registrants

Submitted by: Catherine Nyera-Duran Date: 10-23-18

Approved by: [Signature] Date: 10-23-18
(OPR Staff)

Comments: [Signature]



Oakland Parks, Recreation & Youth Development (OPRYD)
 250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
 Central Reservations: (510) 238-3187; Fax: (510) 238-2397
 Office Hours: Monday-Friday 9:00 a.m. – 4:00 p.m.



Rental Application

ATTENTION: _____

Date of Application: 1-8-2019.

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

Name of Business/Organization: NATIVE American Health Center.

Business/Organization Address: 3124 International BLVD Oakland CA 94601

Applicant Name: Catherine Nieva-Duran

Applicant Mailing Address: Same

Phone Number: 510 232 7020 Fax Number: 510 232 7015 E-mail: catherinen@nativehealth.org

Facility/Park Name: Lakeside Park - Bathhouse Area

Room(s)/Site(s) _____

Event Information:

Date(s) of Event: 3-16-19

Time In/Prep Time 7:00 AM Actual Event Time 8:00 AM to 1:00 PM Time Out/Cleanup Time 1:00 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.) 5K/10K FUN RUN/WALK AROUND LAKE MERRIT.

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.) PA system w/ microphone + iPod for music

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

Number of Participants (Total) 400 Approximate # of Adults 150 # of Teens 150 # of Children/Infants 100

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

Will you require a caterer for your event? Yes No

If yes, Name of Caterer: _____

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

| | |
|---|---|
| (1) <u>65 x 6 = 390</u> (Hourly Rate) (# of hours) | (6) Kitchen = _____ |
| (2) _____ (Hourly Rate) (# of hours) | (7) Alcoholic Beverage Fee = _____ |
| (3) Permit Processing Fee = <u>30</u> | (8) Administrative Service Fee = _____ |
| (4) Deposit = <u>500</u> | (9) Sound Use Fee = <u>50</u> |
| (5) Setup/Teardown = _____ | (10) Other Charges <u>special events fee 1200</u> |

TOTAL: \$ 2170 Less Advance Minimum Payment of \$ _____
 (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 #: X 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 1-8-2019.

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



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadara-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: January 18, 2019
SUBJECT: **REQUEST APPROVAL TO ALLOW CENTER FOR EARLY INTERVENTION ON DEAFNESS (CEID) PERMISSION TO COLLECT ON-SITE REGISTRATION FEES AND THE SALES OF RAFFLE TICKETS AT THEIR ANNUAL WALK-A-THON TO BE HELD AT LAKESIDE PARK (FAIRYLAND AREA) ON SATURDAY, APRIL 27, 2019, FROM 10:30AM-1:30PM.**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Center for Early Intervention on Deafness (CEID) a 501©3, non-profit organization that has been in business over 35 years serving young children who are deaf or hard of hearing. CEID is requesting approval to collect on-site registration fees and sell raffle tickets at their annual Walk-A-Thon. All funds collected through registration fees, sponsorships and raffle ticket sales will assist in supporting the services of CEID. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

There will be a positive fiscal impact to Oakland Parks, Recreation & Youth Development. Center for Early Intervention on Deafness is paying all rental fees associated with the event estimated at \$394.00.

PROJECT / PROGRAM DESCRIPTION

CEID's Annual Walk-A-Thon is a major fundraising event with the bulk of the registration fees collected online. There are approximately 150 participants, mostly family members of CEID children and supporters.

The following is a list of fees to be collected onsite:

- Registration Fee (\$10 per person)
- Raffle Tickets Sales
 - \$1 for one ticket
 - \$5 for seven tickets
 - \$10 for fifteen tickets
 - \$20 for thirty tickets

BACKGROUND / LEGISLATIVE HISTORY

CEID is a 501(c) 3, nonprofit organization that serves young children who are deaf or hard of hearing for 35 years. CEID provides services to children throughout the greater Bay Area with the largest concentration on the East Bay. In addition, to their home and center-based services CEID provides resources and trainings to the families of children they serve weekly free sign language classes. They

also provide training to Bay Area pediatric residents from Kaiser, Children's Hospital – Oakland, and others, in newborn and childhood hearing loss.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from the Center for Early Intervention on Deafness (CEID) to collect funds onsite for registration fees and the sales of raffle tickets from participants at CEID's Annual Walk-A-thon held at Lakeside Park on Saturday, April 27, 2019, from 10:30am-1:30pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:

Zermaine Thomas

Central Reservations

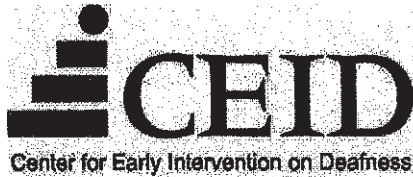
/s/ Darrin Hodges

Approved by:

Darrin Hodges

Facilities Manager

Attachments: Exhibit A – Center for Early Intervention on Deafness Proposal Letter
Exhibit B – Post Event Report (2018)
Exhibit C – Rental Application



1035 Grayson Street
Berkeley, CA 94710
Phone 510.848.4800
Video Phone 510.356.0004
Fax 510.848.4801
www.ceid.org

October 9th, 2018

Dear Parks and Recreation Advisory Commission,

On behalf of the Center for Early Intervention on Deafness (CEID) please accept this Proposal Letter as part of our application for the use of Lakeside Park, Lake Merritt, on Saturday, April 27th, 2019, from 8:30 a.m. to 2:00 p.m. for the purpose of our annual Walk-A-Thon.

CEID is a 501(c)3 nonprofit organization that has been serving young children who are deaf or hard of hearing for over 35 years. We serve children throughout the greater Bay Area with the largest concentration coming from the East Bay. In addition to our home and center-based services, we provide resources and trainings to the children's families that include weekly free sign language classes. We also provide training to Bay Area pediatric residents from Kaiser, Children's Hospital -- Oakland, and others, in newborn and childhood hearing loss.

The Walk-A-Thon is a major fundraising event for us with the bulk of registration handled online. We typically have about 300 participants, mostly family members of CEID children and supporters and they are a very polite and well behaved group. We will collect some registration fees onsite the day of the Walk-A-Thon and ask your permission to do that as we have done in the past. The cost of registration is \$10 per person. We will also sell raffle tickets at the level of \$1 for one ticket, \$5 for seven tickets, \$10 for fifteen tickets, and \$20 for thirty tickets. We will use a small speaker, a microphone and a 6 inch tall stage to announce raffle winners and acknowledge our sponsors. We will have ample staffing to manage all aspects of the event. All of the funds raised through registrations, sponsorships and raffle sales go to support the services of CEID.

I enclose with this letter our completed application forms and a copy of our 501(c)3 information. Please let me know if there is any other information or applications required so that I may promptly comply. Thank you to you and your team for all of the wonderful support we have received in past years for this event. I am very grateful to you and am pleased to be working with you once again on our 2019 event.

Sincerely,

Jennifer Conroy
Development Director



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: 15th ANNUAL CEID WALK-A-THON

Location of Event: LAKESIDE PARK, LAKE MERRITT (FAIRLAND AREA)

Date/Hours of Event: MAY 19th, 2018 10^{00 AM} - 12^{45 PM} Permit No. #41082

Event Contact Name: WENDY DUNCAN (JUE FLYNN) Phone No. 510.848.4800 EXT. 320

Event Contact Address: 1035 GRAYSON STREET BERKELEY, CA 94710

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

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable

2. Check other permits required for event?

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

II. ATTENDANCE/COLLECTION OF FUNDS

1. Total number in attendance: 225

2. Were registration fees, donations or other fees collected on-site? Yes No

Not Applicable

3. If yes, how many people registered? 200 How many people made donations? 7

4. What was the cost for registration? \$ 10⁰⁰

5. How much was collected on site from registration fees? \$ 200⁰⁰

6. How much was collected on site from donations? \$ 175⁰⁰

7. How much was collected on site from other fees? 0

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

If no, why not? N/A

N/A

| Name of Vendor(s) (Attach additional sheets if necessary) | Non-Profit or For Profit Orgz'n? | Food (Describe) | Craft (Describe) | Seller's Permit Y/N |
|---|----------------------------------|-----------------|------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IV. COMMENTS

List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

THIS EVENT WORKS WELL FOR US AND WE ANTICIPATE NO CHANGES.

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

WE REALLY APPRECIATE THE SUPPORT OF THE OPR STAFF.

Submitted by: [Signature]

Date: 6-28-18

Approved by: [Signature]

Date: 6-30-18

Comments: [Signature]

(OPR Staff)



Oakland Parks, Recreation & Youth Development (OPR...)
 666 Bellevue Avenue Oakland, CA 94610
 Central Reservations: (510) 238-3420; Fax: (510) 637-0362
 Office Hours: Monday-Friday 9:00 a.m. - 4:00 p.m.
 Email: centralreservationsunit@gmail.com



Rental Application

ATTENTION: Zermaine Thomas

Date of Application: 10-26-18

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

Name of Business/Organization: Center for Early Intervention on Deafness (CEID)

Business/Organization Address: 1035 Grayson Street, Berkeley, CA 94710
Street Address City Zip Code

Applicant Name: Jennifer Conroy on behalf of CEID

Applicant Mailing Address: 1035 Grayson Street, Berkeley, CA 94710
Street Address City Zip Code

Phone Number: 570 848-4800 x 330 Fax Number: 570 848-4801 Email: jconroy@ceid.org

Facility/Park Name: Lakeside Park, Lake Merritt, Oakland

Room(s)/Site(s): n/a

Event Information:

Date(s) of Event: Saturday, April 27, 2019

Time In/Prep Time 8:30am Actual Event Time 10:30am to 1:30pm Time Out/Cleanup Time 2:00pm

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-A-Thon

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.)
microphone, small stage, speakers

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

Number of Participants (Total) 150 Approximate # of Adults 100 # of Teens 25 # of Children/Infants 25

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, Name of Caterer: _____

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 | | | |
| - Park Use/Building Rentals/Special Events (Parks): \$30: | | | |
| (1) <u>\$48</u> x <u>5.5</u> = <u>\$264.</u> | (6) Kitchen | = | _____ |
| (2) _____ x _____ = _____ | (7) Alcoholic Beverage Fee | = | _____ |
| (3) Permit Processing Fee = <u>30.</u> | (8) Administrative Service Fee | = | _____ |
| (4) Deposit = _____ | (9) Sound Use Fee | = | <u>100.</u> |
| (5) Setup/Teardown = _____ | (10) Other Charges | = | _____ |

TOTAL: \$ 394 Less Advance Minimum Payment of \$ 394; BALANCE DUE 30 DAYS BEFORE EVENT: \$ 0
(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.)

Payment type: Check #: _____ Type of Credit Card: Visa or MasterCard: VISA
(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 Jennifer Conroy DATE 10-26-18

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



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadara-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: January 18, 2019
SUBJECT: REQUEST APPROVAL TO ALLOW THE SPANISH SPEAKING CITIZEN'S FOUNDATION PERMISSION TO COLLECT REGISTRATION FEES ONSITE AT THEIR 5K WALK/RUN AT THE LAKE MERRITT BLVD. AMPHITHEATRE ON SATURDAY, MAY 5, 2019, FROM 9:00AM-11:00AM.

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from the Spanish Speaking Citizen's Foundation, a 501(c)(3) non-profit organization dedicated to improving the community for Latino resident's in Oakland by empowering community members to improve their quality of life while maintaining strong cultural relevance and tradition. The Spanish Speaking Citizen's Foundation is requesting approval to collect onsite registration fees at their 5K Walk/Run. The funds collected will benefit the youth and families that participate in the services provided at the Spanish Speaking Citizen's Foundation service center and school sites where supplemental education programs are offered. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. Section 12.64.080.

FISCAL IMPACT

There will be a positive fiscal impact to Oakland Parks & Recreation. The Spanish Speaking Citizen's Foundation is paying all rental fees associated with the event estimated at \$1330.00.

PROJECT / PROGRAM DESCRIPTION

The Spanish Speaking Citizen's Foundation 5k Walk/Run course will circle the lake once; it will be timed by a professional timer and monitored by volunteers. The First Aid Station will be staffed with health care professionals assisted by volunteers. The event will include live Mariachi music and other cultural presentations; the live music will be timed accordingly to respect the tranquility of the neighborhood. There are approximately 450 participants.

BACKGROUND / LEGISLATIVE HISTORY

The Spanish Speaking Citizens' Foundation was established in 1964 by a group of visionaries dedicated to improving the community for Latino residents in Oakland. Throughout the past 49 years, their mission has remained the same: To empower community members to improve their quality of life while maintaining strong cultural relevance and tradition. Over the years, their agency has evolved into a family resource center that provides a range of services to help community members successfully integrate into society. They are proud to serve the children and grandchildren of many of their original clients as well as welcoming newcomers to Oakland.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from the Spanish Speaking Citizen's Foundation to collect registration fees onsite for their 5k Walk/Run at the Lake Merritt Blvd. Amphitheatre on Saturday, May 5, 2019, from 9:00am-11:00am.

Respectfully submitted,

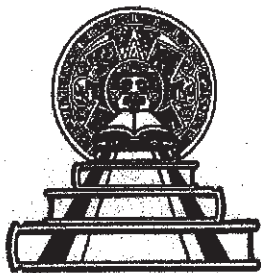
/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – Spanish Speaking Citizen's Foundation Proposal Letter
Exhibit B – Post Event Report (2018)
Exhibit C – Rental Application



SPANISH SPEAKING CITIZENS' FOUNDATION

Providing Educational Enrichment Services
& Promoting Civic Responsibility

1470 Fruitvale Avenue • Oakland, CA 94601 Phone: (510) 261-7839 • Fax: (510) 261-2968
E-Mail: sscf@sscf.org • Website: www.sscf.org

December 17, 2018

RE: Proposed Event for May 5, 2019

ATTN: Parks and Recreation Advisory Commission

Ladies and Gentlemen:

The East Bay Spanish Speaking Citizens' Foundation (SSCF) proposes to stage a 5-K Run / Walk around Lake Merritt on Saturday May 5, 2019. We have already obtained a Facility Permit and a Special Events Permit. As we plan to accept same-day registrations on site, we want to provide for the possibility that some may be paid in cash, we hereby request your approval to receive cash registration fees at the staging site on race day.

Who are we:

The SSCF is an Oakland-based, social service organization, incorporated on November 12, 1965 under Section 501 (c) 3 of the Internal Revenue Code. Our credentials are current, and in good standing.

We have served the Latino Community of the East Bay for 53 years, and organize events from time to time to raise funds to support our charitable activities. The proposed event is the 15th such annual event. Our service center is located at 1470 Fruitvale Avenue, Oakland, Ca 9460.

The proposed event:

The start and finish of the proposed 5-K Run / Walk is curbside near the sail boathouse. The course will circle the lake once. The event will be timed and conducted by a professional timer and monitored by SSCF Volunteers. The First Aid Station will be staffed by health care professionals. The schedule is to begin set-up at 6:00am; conduct the Run / Walk at at 9:00; make awards around 10:30, and complete clean up by 12:00 noon. We expect to have up to 300 participants. The event may include Live Mariachi

Music and other cultural presentations. Timing will be set to respect the tranquility of the neighborhood.

Who will benefit:

The ultimate beneficiaries of the funds raised at the proposed event are the youth and families who avail themselves of the services offer by the SSCF at our service center and at school sites where we conduct supplemental education programs.

Our 501 (c) 3 certificate, Facility Permit and receipt are attached. I plan to attend the meeting of the Commission when schedule by your Permit Center to answer any further questions.

Sincerely,



Ramon Rodriguez, President

510 851-2624

rmpr602@gmail.com

visit: SSCF.org



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: Aztec Run

Location of Event: Lakeside Park (near boathouse)

Date/Hours of Event: May 6, 2018 6:00am - 12:00 Permit No. 40158

Event Contact Name: Ramon Rodriguez Phone No. (510) 851-2624

Event Contact Address: 2467 Burlington St. Oakland, CA 94602

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

May 6, 2017

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable

2. Check other permits required for event?

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

II. ATTENDANCE/COLLECTION OF FUNDS

1. Total number in attendance: 198

2. Were registration fees, donations or other fees collected on-site? Yes No Not Applicable

3. If yes, how many people registered? 31 How many people made donations? 1

4. What was the cost for registration? vary - see attached schedule.

5. How much was collected on site from registration fees? \$560.00

6. How much was collected on site from donations? \$20.00

7. How much was collected on site from other fees? 0.0

POST EVENT REPORT (Continued)

Page 2

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

If no, why not? No vendors

| Name of Vendor(s) (Attach additional sheets if necessary) | Non-Profit or For Profit Orgz'n? | Food (Describe) | Craft (Describe) | Seller's Permit Y/N |
|---|----------------------------------|-----------------|------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IV. COMMENTS

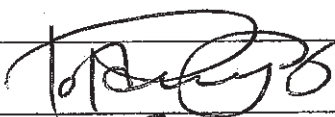
List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

We want to grow this event annually. Next years goal is 500-participants.

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

No problems encountered. The Mayor's participation was a big boost this year!

Submitted by: _____


Ramon Rodriguez

Date: _____

07/27/18

Approved by: _____

(OPR Staff)

Date: _____

Comments: _____



Oakland Parks and Recreation
 250 Frank H. Ogawa Plaza, Suite 3330, Oakland, CA 94612
 Office: (510) 238-3187; Facsimile: (510) 238-2397



Rental Application

ATTENTION: _____

Date of Application: 10/9/18

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

Name of Business/Organization: Office of Council member Noel Gallo DS & East Bay Spanish speaks
 Business/Organization Address: 1475 Fruitvale Ave, Oakland CA 94612 City Zip Code
 Applicant Name: Noel Gallo co sponsoring with Ramon Rodriguez
 Applicant Mailing Address: 1 Frank H. Ogawa Plaza Oakland CA 94601 Street Address City Zip Code
 Phone Number: (510) 289-4915 Fax Number: _____ E-mail: Ngallo@OaklandCA.gov

Facility/Park Name: Lakeside Park, picnic tables
 Room(s)/Site(s): Sail Boat House Area & S-K running course

Event Information:

Date(s) of Event: Sunday, May 5, 2019
 Time In/Prep: 6:00 am Actual Event Time: 9:00 to 11:00 Cleanup/Time Out: 12:00 noon

Type of Event/Purpose: S-K walk/Run around the lake
 General Public Allowed: Yes No Sound Amplification: Yes No Non-Amplified Sound: Yes No
 Type of Equipment to be used: 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 (PRAC) 60 days or more in advance of event date.

Number of Participants (Total) 450 Approximate # of Adults 300 # of Teens 50 # of Children/Infants 150

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, Name of Caterer: _____ *See Additional Permit 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) | | |
| -Park Use//Building Rentals/Special Events (Parks): \$30: | | |
| (1) <u>65</u> x <u>6</u> = <u>390.00</u> | (6) Kitchen | = _____ |
| (2) _____ x _____ = _____ | (7) Alcoholic Beverage Fee | = _____ |
| (3) Permit Processing Fee = <u>30.00</u> | (8) Administrative Service Fee | = _____ |
| (4) Deposit = <u>500.00</u> | (9) Sound Use Fee | = <u>100.00</u> |
| (5) Setup/Teardown <u>#130</u> | (10) Other Charges <u>Special Event Fee \$1200</u> | |

TOTAL: \$1,070 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: 10/12/18



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: Mandolin Kadera-Redmond, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: January 18, 2019
SUBJECT: **REQUEST APPROVAL TO ALLOW BAY VENTURES LLC. PERMISSION TO COLLECT FUNDS ONSITE THROUGH VENDOR SALES OF FOOD, BEVERAGES, MERCHANDISE AND ARTISAN SALES AT LAKE FEST TO BE HELD AT LAKE MERRITT (LAKE MERRITT SAILBOAT HOUSE & PARKING LOT) ON SATURDAY, JUNE 22, 2019, 11:00AM-7:00PM**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Trevelon Adnanadus owner of Bay Ventures LLC. in collaboration with Daniel Swafford the Executive Director of Montclair Village Association and Laurel District Association. Trevelon and Daniel are both Oakland natives with over 10 years of experience in planning large FREE events in the City of Oakland they are requesting approval from the Parks and Recreation Advisory Commission to collect funds onsite through sales of food and beverages (alcoholic and non-alcoholic) and vendor sales of merchandise artisan wares at Lake Fest. Lake Fest is a FREE family-friendly event to be held at Lake Merritt (Lake Merritt Sailboat House and Lake Merritt Sailboat House Parking Lot). Approval from the Parks and Recreation Advisory Commission is required per O.M.C. section 12.64.080.

FISCAL IMPACT

Bay Ventures LLC is paying all rental fees associated with the event estimated at \$11,780.00.

PROJECT / PROGRAM DESCRIPTION

Lake Fest will showcase Oakland's diversity through music, food, art, and a kid's zone. Lake Fest will highlight the talents of both young entrepreneurs, trend setters and old school innovators. There will be a live stage featuring Oakland artist, food trucks and booths, beverages, merchandise and artisan vendors all representing the diverse culture of Oakland. Lake Fest Kid's Zone an activity area which will be a major attraction for families will include interactive games, learning experiences, arts & crafts, face painting, jumpers and boating opportunities that Oakland Parks, Recreation & Youth Development offers and loads of fun.

Bay Ventures LLC. is requesting to collect funds onsite for sales of food, beverages and vendor sales of merchandise and artisan wares with the approval from the Parks and Recreation Advisory Commission. The collection of fees are as follows:

- Food Sales: \$5 - \$25 (Food Trucks & Booths)
- Beverages: \$8 - \$15 (Alcoholic) / \$2 - \$5 (Non-Alcoholic)

- Vendor Sales: \$10 - \$30 (Clothing Merchandise, Wares, Art)

The estimated attendance is 2500.

BACKGROUND / LEGISLATIVE HISTORY

Travelon Adnanadus an Oakland native, owner of Bay Ventures LLC and Oakland's Very Own (OVO) Eatery and Tavern located in beautiful North Oakland, where the entrées served are tasty and tantalizing to the taste buds. Oakland Very Own Eatery and Tavern has been featured on the televised show "Check Please" where the restaurant received outstanding reviews from the shows food critics. OVO has a strong presence in the Oakland community by participating in festival related events, catering and hosting events in the City of Oakland.

Daniel Swafford is an Oakland native and an involved community contributor. Professionally he works for three Oakland districts - Dimond, Laurel, and Montclair. He serves as Executive Director of two non-profits [Montclair Village Association and Laurel District Association] and is the Managing Director and Founder of Oaktobefest in the Dimond District which is the principal fundraiser for the Dimond District. Daniel has 10 years of experience coordinating some of the most anticipated large annual street festivals in Oakland including Oaktobefest, The Laurel Street Fair World Music Festival; Montclair Village Holiday Stroll. He works to ensure each unique event is festive, inclusive, valued by sponsors, vendors, volunteers, and is economically sustainable.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from Bay Ventures LLC to collect funds onsite through sales of food and beverages (alcoholic and non-alcoholic), vendor sales of merchandise and artisan wares at Lake Fest to be held at Lake Merritt (Lake Merritt Sailboat House and Lake Merritt Sailboat House Parking Lot) on Saturday, June 22, 2019, 11:00am-7:00pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – Bay Ventures Proposal Letter
Exhibit B – Post Event Report (2018)
Exhibit B – Rental Application



January 3, 2019

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

Dear Commissioners:

Bay Ventures LLC in collaboration with Daniel Swafford the Executive Director of Montclair Village Association and Laurel District Association, is submitting this request for approval from the Parks and Recreation Advisory Commission to collect funds onsite for Lake Fest a FREE family-friendly festival to be held at Lake Merritt (Sailboat House & Lake Merritt Sailboat House Parking Lot) on Saturday, June 22, 2019.

Trevelon Adnanadus an Oakland native, owner of Bay Ventures LLC and Oakland's Very Own (OVO) Eatery and Tavern located in beautiful North Oakland, where the entrées served are tasty and tantalizing to the taste buds. Oakland Very Own Eatery and Tavern has been featured on the televised show "Check Please" where the restaurant received outstanding reviews from the shows food critics. OVO has a strong presence in the Oakland community by participating in festival related events, catering and hosting events in the City of Oakland.

Daniel Swafford is an Oakland native and an involved community contributor. Professionally he works for three Oakland districts - Dimond, Laurel, and Montclair. He serves as Executive Director of two non-profits [Montclair Village Association and Laurel District Association] and is the Managing Director and Founder of Oaktobefest in the Dimond District which is the principal fundraiser for the Dimond District. Daniel has 10 years of experience coordinating some of the most anticipated large annual street festivals in Oakland including Oaktobefest, The Laurel Street Fair World Music Festival; Montclair Village Holiday Stroll. He works to ensure each unique event is festive, inclusive, valued by sponsors, vendors, volunteers, and is economically sustainable.

Lake Fest will showcase Oakland's diversity through music, food, art, and a kid's zone. Lake Fest will highlight the talents of both young entrepreneurs, trend setters and old school innovators. There will be a live stage featuring Oakland artist, food trucks and booths, beverages, merchandise and artisan vendors all representing the diverse culture of Oakland. Lake Fest Kid's Zone an activity area which will be a major attraction for families will include interactive games, learning experiences, arts & crafts, face painting, jumpers and boating opportunities that Oakland Parks, Recreation & Youth Development offers and loads of fun.

We are requesting to collect funds onsite for sales of food, beverages and vendor sales of merchandise and wares with the approval from the Parks and Recreation Advisory Commission. The collection of fees are as follows:



- Food Sales: \$5 - \$25 (Food Trucks & Booths)
- Beverages: \$8 - \$15 (Alcoholic) / \$2 - \$5 (Non-Alcoholic)
- Vendor Sales: \$10 - \$30 (Clothing Merchandise, Wares, Art)

A portion of funds collected will be donated to Oakland Parks, Recreation and Youth Development and the remaining will help offset the cost of equipment and staffing.

We looking forward to continue working with Oakland Parks and Recreation Staff to complete the reservation process.

Thank you,

Trevelon Adnanadus

Oakland's Very Own Eatery and Tavern/Owner



Oakland Parks, Recreation & Youth Development (OPRYD)

666 Bellevue Avenue Oakland, CA 94612

Central Reservations: (510) 238-3420; Fax: (510) 637-0362

Office Hours: Monday-Friday 9:00 a.m. - 4:00 p.m.

www.oaklandnet.com/parks



Rental Application

ATTENTION: _____

Date of Application: 6-29-18

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

Name of Business/Organization: Bay Ventures, LLC

Business/Organization Address: 5319 MLK Jr Way Oakland 94609
Street Address City Zip Code

Applicant Name: Trevelon Adnanadus

Applicant Mailing Address: 5319 MLK Jr Way Oakland 94609
Street Address City Zip Code

Phone Number: 510-927-6355 Fax Number: _____ Email: 9787ta@gmail.com

Facility/Park Name: Lake Merritt (Lakeside Park)

Room(s)/Site(s): Sailboat House Parking Lot(s), Sailboat House, Garden Center

Event Information: 1

Date(s) of Event: Sat 6-22-19

Time In/Prep Time 10am Actual Event Time 11am to 8pm Time Out/Cleanup Time 9pm

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitzvah/BatMitzvah, etc.) LakeFest 2019

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.) Bands, DJ, Speakers, Microphones

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

Number of Participants (Total) 2500 Approximate # of Adults _____ # of Teens _____ # of Children/Infants _____

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

Will you require a caterer for your event? Yes No

If yes, Name of Caterer: _____

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)

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

| | |
|---|--|
| (1) _____ x _____ = <u>QUARTER</u> | (6) Kitchen _____ = _____ |
| (Hourly Rate) (# of hours) | |
| (2) _____ x _____ = _____ | (7) Alcoholic Beverage Fee _____ = _____ |
| (Hourly Rate) (# of hours) | |
| (3) Permit Processing Fee _____ = _____ | (8) Administrative Service Fee _____ = _____ |
| (4) Deposit _____ = <u>11855.00</u> | (9) Sound Use Fee _____ = _____ |
| (5) Setup/Teardown _____ = _____ | (10) Other Charges _____ = _____ |

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.)

Payment type: Check #: 0010313428 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 Trevelon Adnanadus DATE 6-29-18

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



POST EVENT REPORT

Please complete and return the Post Event Report within 30 days after event date to Oakland Parks and Recreation Central Reservations Unit at 250 Frank H. Ogawa Plaza, 3rd Floor, Suite 3330, Oakland, CA 94612. If the event was held at a Recreation Center site, return the Post Event Report to the Site Supervisor at the Recreation Center.

I. GENERAL INFORMATION

Name of Event: Lake Fest 2018

Location of Event: Lake Merritt

Date/Hours of Event: 6-23-18 / 11-7pm Permit No. _____

Event Contact Name: Travel Adnanus Phone No. 510-924-6135

Event Contact Address: 5319 MLK Jr Way Oakland, CA 94609

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

1. Were Facility Rental/Set-up fees waived? Yes No Not Applicable

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/COLLECTION OF FUNDS

1. Total number in attendance: 2000

2. Were registration fees, donations or other fees collected on-site? Yes No Not Applicable

3. If yes, how many people registered? n/a How many people made donations? n/a

4. What was the cost for registration? n/a

5. How much was collected on site from registration fees? n/a

6. How much was collected on site from donations? n/a

7. How much was collected on site from other fees? Vendor sales (Vendor's collected monies for services)

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

If no, why not? _____

| Name of Vendor(s) (Attach additional sheets if necessary) | Non-Profit or For Profit Orgz'n? | Food (Describe) | Craft (Describe) | Seller's Permit Y/N |
|---|----------------------------------|-----------------|------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IV. COMMENTS

List ways in which the Applicant desires to improve the event, in the future (Attach additional sheets, if necessary): (For example: changes or additional vendors, location, change of hours, etc.)

As This is a family friendly free event, i would love to offer More excitement
 For the children and families as its my hopes to add more to the Tech and Video
 Gaming zone ..

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

The event was overall an success with many bay area natives very happy

Submitted by: Trevelon Adanandus Date: July 18, 2018

Approved by: *Zoumaia Thomas* Date: 7/24/18
 (OPR Staff)

Comments: _____



**CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development**

TO: Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Parks, Recreation & Youth Development
DATE: January 22, 2019
SUBJECT: INFORMATIONAL REPORT ON LANDMARK DESIGNATION FOR THE METROPOLITAN HORESMEN'S ASSOICATION CLUBHOUSE AND SEQUOIA HORSE ARENA

SUMMARY

Staff requests that the Parks and Recreation Advisory Commission accept an informational report regarding the Metropolitan Horsemen's Association (MHA) application with the Landmarks Preservation Advisory Board for Landmark Designation at the Clubhouse located at 10060 Skyline Boulevard and Sequoia Arena located within Joaquin Miller Park.

FISCAL IMPACT

This is an informational report only with no fiscal impacts included.

BACKGROUND / LEGISLATIVE HISTORY

The Metropolitan Horsemen's Association have leased the Sequoia Arena in Joaquin Miller Park from the City since 1948 and the MHA Clubhouse, located at 10060 Skyline Boulevard since the 1960's. Amelia Marshall, MHA Historian, applied for Landmark Designation with the City's Landmarks Preservation Advisory Board (LPAB) for the Clubhouse and Sequoia Arena in hopes to achieve the following:

- Honor and celebrate the civic contributions of equestrians to Oakland history during the past century.
- Support the infrastructure that makes equestrian sports, youth programs, and mounted policing possible in Oakland.
- Make the facilities eligible for public or private funding that may be available to support historic buildings and structures.
- Work with the Public Works Department to prioritize maintenance issues.
- Provide a home for a possible future museum of Oakland equestrian history.

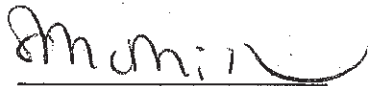
Ms. Marshall met with Betty Marvin, Historic Preservation Planner in the Planning and Building Department, regarding landmark status for the sites. Ms. Marvin and the LPAB chair believe that Heritage Property designation is appropriate for the locations. Heritage Property can be considered a less exclusive form of Landmark designation, with less extensive regulations and incentives.

Parks, Recreation & Youth Development is supportive of MHA's activities at the Clubhouse and Sequoia Arena and does not object to the application submitted to the LPAB for Heritage Property designation.

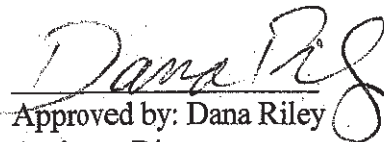
RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission receive and file the informational report in support of MHA's application with the Landmarks Preservation Advisory Board for Heritage Property designation for the Clubhouse located at 10060 Skyline Boulevard and Sequoia Arena located within Joaquin Miller Park.

Respectfully submitted,



Prepared by: Gail McMillon
Office Manager



Approved by: Dana Riley
Assistant Director

ATTACHMENTS: Exhibit A – *Metropolitan Horsemen's Association Historical Information*

Historic Designation for the MHA Clubhouse and Sequoia Arena in Joaquin Miller Park



Presentation
to the city of Oakland
Parks and Recreation Advisory Commission
February 13, 2019
Amelia Sue Marshall,
Club Historian,
Oakland
Metropolitan Horsemen's Association



Heritage Property Designation for the MHA Clubhouse
and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Metropolitan Horsemen's Association Facilities



MHA Clubhouse
10060 Skyline Boulevard
Leased from the city since mid-1960s



Sequoia Horse Arena
In Joaquin Miller Park
Leased from the city since 1948

Heritage Property Designation for the MHA Clubhouse
and Sequoia Horse Arena, Joaquin Miller Park, Oakland



History of the Oakland MHA



Founded in 1938 by
Cornelia Cress, of
Mills College.



Pete Taylor and Greg Sirtzel

The MHA mission is to promote
equestrian sports and to bring
together the western and English rider
communities.





1948



1962



Horse shows every season, free to the public
2018

Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



MHA manages the arena for public use



Ham Radio operators from Oakland Radio Communication Association (ORCA) use the Sequoia Arena for a field day each June.

Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



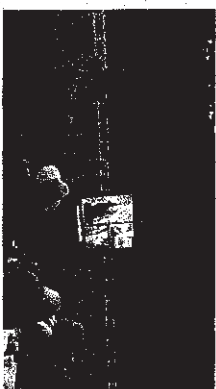
Oakland Police Department Mounted Unit Uses the Arena for Training, Staging for Trail Patrol, and Public Outreach.



Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Since 2003, MHA has hosted the annual East Bay Hills Benefit Ride and Hike.



Local History writer Dennis Eranosky

Pistol Annie's Drill Team, Livermore



Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



MHA facilitates horse-oriented experiences for youth through city Department of Parks, Recreation, and Youth Development programs.



Town Camp, August 2018

Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



MHA horse shows provide a relaxed and friendly atmosphere for riders of all ages.



Redwood Hills Pony Club

Thomas Chu

Logan Bearden

Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Partner Organizations



Redwood Hills Pony Club
Oakland City Stables,
Melanie Diamond, operator
Oakland Parks Patrol,
Sean and Gary Dodson



Recurring Challenges in Arena Maintenance



2012



2015

Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Downed trees are common in Joaquin Miller Park. MHA thanks the volunteer Park Patrols and the Department of Public Works for help in removing debris.



Six trees fell in 2017.



Volunteers cleared the access road, large enough to accommodate a fire engine.

'Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Reasons for seeking the "Heritage Property" designation for the MHA Clubhouse and Sequoia Horse Arena:

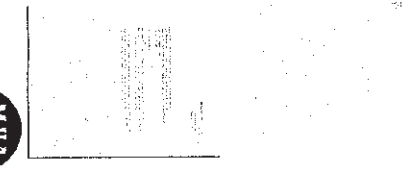
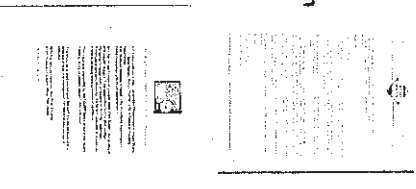
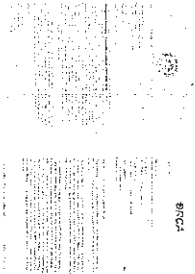
1. To honor and celebrate the civic contributions of equestrians to Oakland history during the past century.
2. To support the infrastructure that makes equestrian sports, youth programs, and mounted policing possible in Oakland.
3. To elevate the priority of maintaining these facilities, as needed, by the Public Works Department.
4. To make the facilities eligible for public or private funding that may be available to support historic buildings and structures.
5. To provide a home for a possible future museum of Oakland equestrian history.

'Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland



Six Community Organizations Have Written Letters in Support of this Designation as an Oakland Landmark or Heritage Property

- Friends of Joaquin Miller Park
- Friends of Sausal Creek
- Oakland Heritage Alliance
- Oakland Radio Communication Association
- Redwood Hills Pony Club
- Contra Costa Hills Club



'Heritage Property' Designation for the MHA Clubhouse and Sequoia Horse Arena, Joaquin Miller Park, Oakland





DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA • SUITE 3315 • OAKLAND, CALIFORNIA 94612

Planning and Building Department

(510) 238-3941

Bureau of Planning

FAX (510) 238-6538

TDD (510) 238-3254

TO: Mandolin Kadera-Redmond, Chair, Parks and Recreation Advisory Commission
FROM: Alicia Parker and Joanna Winter, Strategic Planning Division
DATE: January 28, 2019
SUBJECT: REQUEST FOR THE PARKS AND RECREATION ADVISORY
COMMISSION TO PROVIDE COMMENTS ON PRELIMINARY DRAFT
DOWNTOWN OAKLAND SPECIFIC PLAN

SUMMARY

The City of Oakland's Planning Bureau is developing a specific plan for Downtown Oakland, and is soliciting input from the Parks and Recreation Advisory Commission (PRAC) on the recommendations contained in the Preliminary Draft Plan (Preliminary Draft). This input will help staff develop the Draft Plan, anticipated for public review in August 2019. The purpose of the Downtown Oakland Specific Plan (DOSP) is to update city policies that guide downtown development by considering Oakland's current and projected future economy. This Preliminary Draft analyzes existing conditions and feedback from a three-year community engagement process and presents initial recommendations for the public to review.

The Preliminary Draft includes recommendations for increasing density in four key areas of the downtown, which would create more demand for parks, recreation and other public amenities. To address these anticipated needs as well as existing community needs, the Preliminary Draft includes recommendations for new parks; public plazas, festival streets (which can be closed to traffic) and other gathering spaces; and paseos between long blocks to encourage walking and support small businesses. The Preliminary Draft also recommends streetscape improvements that will increase recreation access, encourage physical activity as well as provide outdoor seating, reflect local culture, and connect downtown's parks and other public spaces, including Lake Merritt, the Lake Merritt Channel, and the Estuary waterfront.

PRAC feedback will help staff refine and prioritize the recommended policies, as well as to prepare an implementation chapter, in preparation for the Draft Plan this summer for further Planning Commission consideration.

FISCAL IMPACT

At this Preliminary Draft stage of development, the fiscal impact of the DOSP has not yet been identified. Fiscal impacts will be identified during the Draft Plan stage. After receiving public comment on the Preliminary Draft, the City will revise the recommendations and develop an Implementation chapter as part of the Draft Plan. The Implementation chapter will include cost estimates, as well as more detailed policies, time frames, priorities and responsible departments or agencies.

PROJECT / PROGRAM DESCRIPTION

Preliminary Draft recommendations are geared to protect what makes downtown “authentically Oakland,” and to balance and serve the broad needs of the entire Oakland community – including inclusive economic opportunity and security; anti-displacement measures to help protect residents, businesses and community institutions; a welcoming public realm that is safe, engaging, and inclusive; and reduction of disparities in accessing opportunity and quality of life.

To accomplish this, the Preliminary Draft identifies existing conditions and presents a series of goals, outcomes, and measures of success. Many of these are directly targeted to reducing an identified set of racial disparities. Key recommendations include:

- **Increased Density.** General Plan amendments and changes to the character of downtown through increased density for commercial and residential development in return for community-desired benefits. These are primarily focused in four areas:
 - Along I-980 (intended for conversion to a boulevard in future plans)
 - In the Central Core (particularly the Lake Merritt Office District)
 - In Jack London’s Victory Court area (a conversion from industrial to allow residential)
 - In Jack London west of Broadway along I-880 and approaching Howard Terminal, where a new ballpark is under review.
- **Community Benefits.** Development of an incentive program to achieve community-desired benefits, such as affordable housing, or designated affordable art and culture space.
- **Office Protection.** Prioritizing specific sites to restrict for commercial office development in order to protect limited crucial office sites from other development, in order to increase job opportunities
- **Affordable Housing.** Targets and potential funding strategies to meet demand for income-restricted affordable housing.

Although parks, recreation and public space recommendations are relevant to all topics throughout the Preliminary Draft, they are primarily addressed in the Community Health chapter. The key parks and recreation recommendations include:

Goal 05 (Community Health): Provide vibrant public spaces and a healthy environment that improve the quality of life downtown today and for generations to come.

Outcome CH-1: All Oaklanders can lead safe and healthy lives, enjoying streets, public spaces, and parks downtown that provide opportunities to stay active and build community.

Measures of Success:

- Increase in number of high-quality public recreational and community-gathering spaces located in downtown (when targeted citywide and within the plan area to areas with populations who suffer most from racial inequities, this aligns with the City’s *Equity Indicators Report*, which identifies Park Quality as a key equity indicator).
- Increase in publicly-accessible waterfront area

Supportive Policies:

CH-1.1. Working with the community, prioritize and implement public realm improvements to create a more connected and accessible network of inclusive, high-quality public open spaces.

CH-1.2. Coordinate new downtown development with implementation of improved parks and streetscapes.

CH-1.3. Draft and adopt guidelines for new or improved parks and public open spaces, including 'active design' guidelines with policies and design standards that create healthier open spaces, promote healthy behaviors, and improve the quality of life for people of all ages and abilities.

CH-1.4. Draft and adopt street design standards to support the intended physical character and land uses of the Character Areas (Chapter 6), to better connect parks and open spaces to one another as well as neighborhoods outside downtown, including connecting the downtown core with the waterfront. Public streets and rights-of-way can be used for active recreation, community gathering, economic activity, art, cultural activities, and urban greening.

CH-1.5. Activate public spaces by allowing vendors to sell there.

CH-1.6. Protect, maintain and enhance the natural resources that surround downtown, including Lake Merritt and Channel, estuary waterfront areas, and parks/plazas/open spaces.

CH-1.8. Invest in youth-driven programming for downtown public spaces.

CH-1.9. Implement an edible parks program, include garden spaces and amenities in public spaces.

CH-1.11. Invest in more playgrounds to make downtown a more family-friendly location.

Public Realm Improvements:

Public realm improvements are shown on the following page in Figure CH-1, and include a concept for a Green Loop of street improvements connected with open spaces that overlaps with the proposed West Oakland Walk to create active, green routes for circulation both within downtown and between downtown and West Oakland. The map also shows the larger priority areas for new public spaces, based on anticipated/proposed development and existing need, as well as specific recommendations for new parks, plazas, paseos and pedestrian improvements.

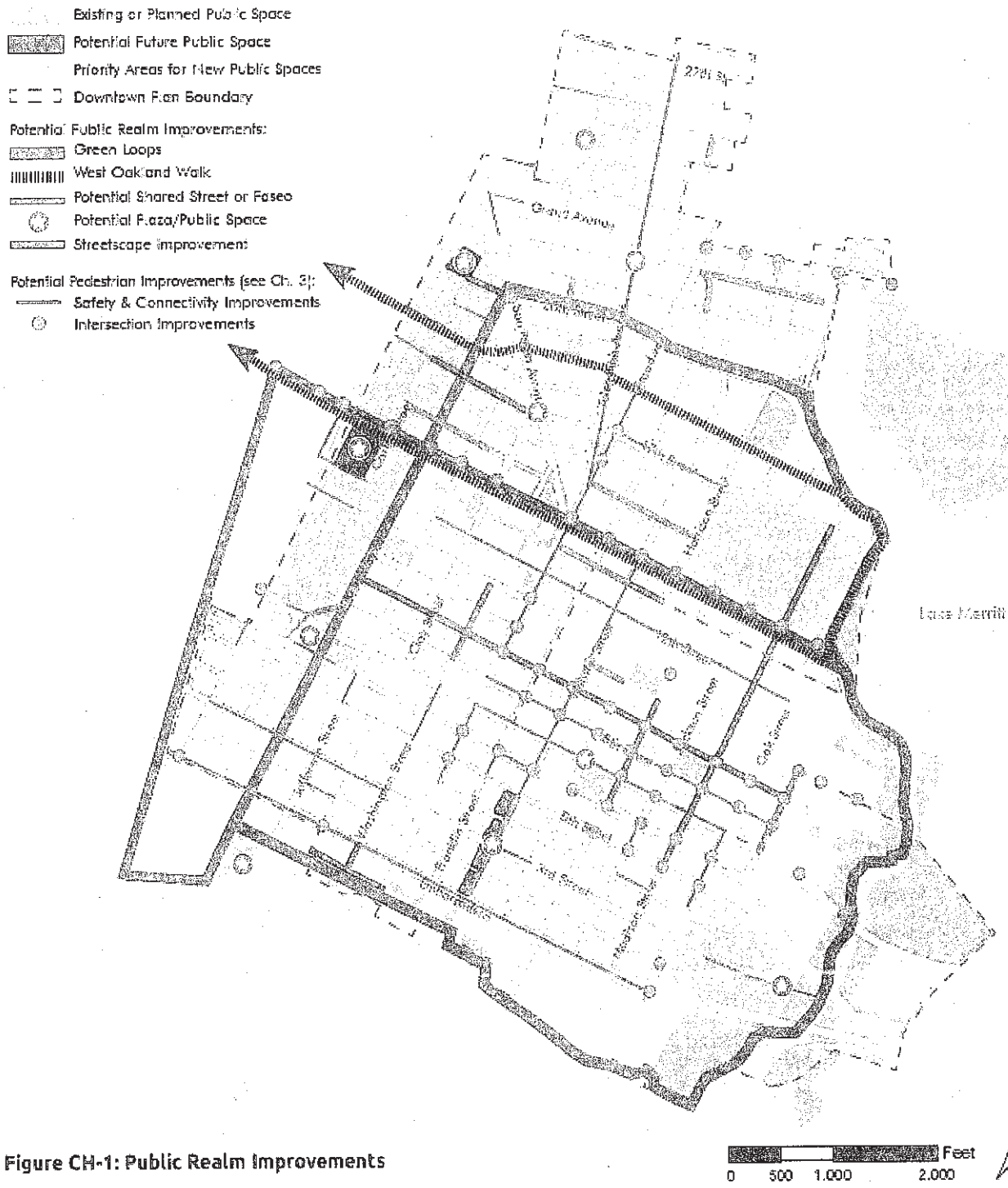


Figure CH-1: Public Realm Improvements

Funding for these proposed improvements and for park maintenance generally is a key concern of the specific plan, and this concern has been reiterated by community members attending DOSP meetings. The Preliminary Draft has proposed a development incentive program to support community benefits such as parks and recreation space (Land Use policies LU-1.1 and LU-1.3). Other potential long-term funding sources will need to be discussed as the Implementation chapter is prepared in advance of the Draft Plan.

BACKGROUND / LEGISLATIVE HISTORY

The process to develop a specific plan for Downtown Oakland began in 2015. The purpose of the Downtown Oakland Specific Plan (DOSP) is to update City policies that guide downtown development by considering Oakland’s current and projected future economy and community needs.

The initial phase of public engagement involved a ten-day charrette, open studio, stakeholder meetings, and publication of the Plan Alternatives Report in Spring 2016 — about which thousands of comments were received by the City. The City initiated a new phase in the Downtown Plan public outreach process in 2017 that focused on engaging a broader, more representative cross-section of the community, identifying racial disparities in life-outcomes both downtown and citywide, and exploring strategy options to address these disparities along with developing measures of success to ensure accountability.

The Preliminary Draft provides recommendations based on analysis, research and community input at meetings conducted through June of 2018. Sources of this input include an initial 10-day community charrette and open studio in 2015; stakeholder meetings, an online survey, and a Youth Summit in 2016; a series of community capacity-building and stakeholder meetings to engage underrepresented communities, followed by a series of topical Social Equity Working Group meetings, in 2017; and a series of Creative Solutions Labs and Neighborhood Design Sessions in 2018, supplemented by an online and paper accessibility survey and a meeting to inform the Equity Assessment. The DOSP Plan Alternatives was presented to the PRAC previously in March 2016.

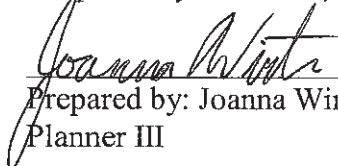
All policies in the Preliminary Draft — whether related to transportation, economics, housing, urban design or arts and culture — have been assessed for possible equity impacts and revised to ensure that they reduce disparities, or, at very least, do not widen them. These assessments and revisions are to ensure the Plan addresses racial and economic disparity throughout its recommendations to enhance the economic, cultural and environmental quality of Downtown Oakland and its contribution to the residents of the entire city.


The recommendations in this Preliminary Draft are being vetted with the community at public hearings, stakeholder meetings and public events, as well as through online engagement, throughout February 2019.

RECOMMENDATION

Staff recommends that the PRAC provide comments on the recommendations contained in the Preliminary Draft to advise development of the Draft Plan.

Respectfully submitted,


Prepared by: Joanna Winter
Planner III


Approved by: Supervisor’s Name
Title

Attachments: Please visit <https://www.oaklandca.gov/topics/downtown-oakland-specific-plan> and click "Plan Publications" to view the *Preliminary Draft Plan* ("*Preliminary Draft*").



Memorandum

To: Mandolin Kadera-Redmond, Chair, Parks and Recreation Advisory Commission
From: Terri Fashing, Watershed Program Specialist, Oakland Public Works
Date: February 13, 2019
Re: **INFORMATIONAL REPORT: Lake Merritt Heron Rookery Relocation Update**

SUMMARY

This is an informational report on the status of the Lake Merritt Heron Rookery Relocation Project

FISCAL IMPACT

There is no fiscal impact to the City of Oakland.

BACKGROUND

On January 10, 2018, Oakland Public Works (OPW) staff provided an informational report to the Parks and Recreation Advisory Committee (PRAC) on the three-year (2018-2020) Lake Merritt Heron Rookery Relocation project (Rookery Relocation Project). The Rookery Relocation Project is an effort to attract nesting black-crowned night herons and snowy egrets, displaced by development from former nesting trees in downtown Oakland, to better habitat around the Lake. The Rookery Relocation Project reflects the City of Oakland's conditions of approval associated with the land use entitlements of two downtown development projects, one proposed by East Bay Asian Local Development Corporation (EBALDC) at 285 12th Street and the other, currently under construction by Holland Partner Group, at 226 13th Street. The developers hired H.T. Harvey and Associates (biologist team) to prepare a Heron Rookery Relocation project implementation plan, and the project began in early 2018.¹

ROOKERY RELOCATION PROJECT UPDATE

In January 2018, the biologist team, with help from City of Oakland staff, installed heron attraction equipment, such as decoy nests and birds, equipment for broadcasting recordings of breeding heron colony sounds, monitoring cameras, and predator exclusion devices, within designated replacement rookery sites around Lake Merritt (see Attachment A, page 4, Figure 1). Informational signage in Lakeside Park and in Lake Merritt was also posted. Also, monitoring of potential new breeding activity was conducted from February through May at the designated replacement rookery sites, in other areas in Lakeside Park, and around downtown Oakland near the former rookery and Lake Merritt Channel.

¹ As a condition of approval for removing street trees, the City required EBALDC and Holland Partner Group to prepare and implement the "285 12th Street and 226 13th Street Projects Heron Rookery Mitigation Planning: Implementation and Monitoring Plan".

The attached annual report (Attachment A) documents the first year of the Rookery Relocation Project implementation. The report explains that efforts to attract herons to Lake Merritt replacement rookery sites were not successful, primarily because of the thriving rookeries and nesting opportunities that remain in the downtown area. Monitoring results support this finding and indicate that a large proportion of herons displaced by the development projects have moved their nesting activity to similar trees within a 1-5 block radius of their historical rookery sites. The report concluded that downtown rookery trees should be removed or strategically thinned to reduce the downtown heron nesting opportunities before the second year of the Rookery Relocation Project begins in February 2019.

NEXT STEPS

City staff met with both developers in December 2018 to discuss the report's findings and next steps. Staff also coordinated with Cindy Margulis, Executive Director of the Golden Gate Audubon Society and a Rookery Relocation Project community partner. Based on these discussions, City staff determined that the heron attraction efforts will be implemented in 2019 at two of the original three replacement rookery sites at the lake (see Attachment B, the year two implementation plan). This approach reduces project costs and prioritizes sites that are most likely to attract herons.

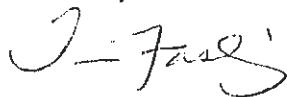
To support the heron attraction effort, the Oakland Public Works Tree Services Division (Tree Services) strategically thinned target downtown rookery trees in January 2019. Tree Services noted that their top priority is emergency services and the tree trimming effort is not a routine service, and the City is not committing to trim additional downtown rookery trees in the future. EBALDC contributed to the effort by thinning four trees adjacent their planned downtown development project. Holland Partner Group developed the tree trimming proposal and maps describing the locations and priorities for thinning the downtown trees. These actions will increase the likelihood that herons will relocate to the Lake Merritt sites in 2019 due to fewer nesting opportunities in downtown trees.

As planned, the biologist team installed the heron attraction equipment and signage in January 2019. Both the project monitoring and the heron nesting season have begun. If the Rookery Relocation Project is not successful in 2019, City staff will review year two monitoring results and will meet with the developers (and GGAS?) to determine if the project should continue for a third and final year in 2020. The City will seek input from the Golden Gate Audubon Society as well.

RECOMMENDATION

Staff recommend that the PRAC receive and file the report. In addition, Staff appreciate the stewardship role of the PRAC and invites the Commissioners, as well as OPW Parks Maintenance staff, to assist in increasing public awareness of the heron rookery relocation project.

Respectfully submitted,



Terri Fashing
Watershed Program Specialist



H. T. HARVEY & ASSOCIATES

Ecological Consultants



**285 12th Street and 226 13th Street Projects
Heron Rookery Mitigation:
Implementation and Monitoring Plan
Annual Report 2018**

Prepared for:

**Holland Partner Group
4301 Hacienda Drive, Suite 250
Pleasanton, CA 94588**

Prepared by:

H. T. Harvey & Associates

October 3, 2018

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Contributors

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Section 1. Introduction

This report documents the first year of an effort to encourage nesting black-crowned night-herons (*Nycticorax nycticorax*) and snowy egrets (*Egretta thula*) displaced by development from former rookery trees on the city streets of downtown Oakland to establish new nesting rookeries nearby around Lake Merritt. This project reflects permitting and mitigation requirements associated with two residential development projects, one to be located at 285 12th Street and the other, owned by Holland Partner Group, now under construction at 223 13th Street. The effort to actively attract the displaced breeding birds to replacement rookery sites at Lake Merritt is reflected in the Implementation and Monitoring (I&M) Plan (H. T. Harvey & Associates 2017) approved by the City of Oakland (City) to satisfy *Standard Condition of Approval [COA] 26: Tree Removal During Breeding Season* for permitting removal of trees that support active heron rookeries (Walther 2016). COA 26 requires that, if active rookery trees are to be removed outside of the breeding season to make way for a permitted development, a plan must be formulated and implemented by qualified ornithologists to actively encourage the displaced breeding birds to relocate to alternative rookeries, and to monitor the outcome of that relocation effort. The mitigation effort at Lake Merritt was also approved by the Oakland Parks and Recreation Advisory Commission (PRAC).

Herein we summarize our initial efforts to gather used nests to serve as decoys at the replacement rookery sites; prepare several replacement rookery sites around the northern end of Lake Merritt; implement attraction efforts involving decoy birds, decoy nests, and broadcasts of recorded breeding colony sounds at these sites during the 2018 breeding season; monitor the outcome of those attraction efforts; and monitor for nesting activity in remaining former and potential new rookery trees in downtown Oakland.

Section 2. Site Preparation

2.1. Removal/Pruning of Former Rookery Trees and Collection of Used Nests

On November 6–7, 2017, we gathered approximately 85 former but currently inactive night-heron and egret nests from four large Indian laurel (*Ficus microcarpa*) trees located around the proposed development site at 285 12th Street (corner of Harrison and 12th Streets), as the trees were pollarded to render them unsuited to supporting further heron and egret nesting (Photos 1 and 2). We stored the nests temporarily in cardboard boxes, and later placed them in wire baskets and secured them in new trees at the Lake Merritt replacement rookery sites to serve as decoy nests (described in the next section).

During the same week that the four former rookery trees were pollarded and nests were gathered at the 285 12th Street location, six other former Indian laurel rookery trees were completely removed at the 226 13th Street development site to prepare for the onset of construction there.



Photo 1. Tree Crew Pollarding Indian Laurel Trees at 285 12th Street Project Site

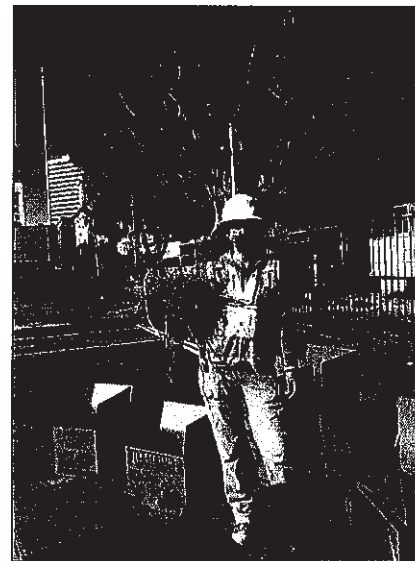


Photo 2. Biologist Gathering Used Heron Nests

2.2. Replacement Rookery Site Setup and Attraction Efforts

Three primary locations were identified at Lake Merritt and approved by the City and PRAC to serve as replacement rookery sites (Figure 1):

- Replacement Rookery (RR) Site 1: Three of the five existing artificial “bird islands” located in the northeastern Glen Trestle Arm of Lake Merritt.
- RR Site 2: A stand of live oaks (*Quercus* spp.) and adjacent coast redwoods (*Sequoia sempervirens*) located in the park area between Children’s Fairyland and the northwestern Glen Echo Arm of Lake Merritt.
- RR Site 3: A line of live oaks, acacias (*Acacia* spp.), and lemonwood trees (*Pittosporum eugenioides*) that line and overhang the southeastern margin of the northwestern Glen Echo Arm of Lake Merritt.

We further distinguished five subareas to serve as the focus of our efforts to use decoy nests, decoy birds, and broadcasted colony sounds as a means of luring night-herons and egrets to nest in the three replacement rookery areas: Islands A and B (RR Site 1), Oak/Redwood (RR Site 2), and Shoreline A and B (RR Site 3) (Figure 1). As gregarious colonial nesters, social facilitation is a powerful attractant that draws birds to breeding colonies, and using decoy birds, nests, and calls can be an effective means to stimulate nesting activity in new areas.

In late January 2018, we installed in various trees at the five focal subareas approximately 70 decoy nests, 32 night-heron decoys, five audio broadcast units, and five surveillance cameras (Figure 1). As the most abundant breeder in the former rookery areas, night-herons were the focus of our attraction efforts in four of the five subareas, where we installed most of the night-heron decoys and broadcasted sounds recorded in night-heron colonies. On Island B, however, we focused on attracting snowy egrets by installing egret decoys around both Island B and neighboring Island C (Figure 1) and broadcasting sounds recorded in snowy egret nesting colonies.

During the week of January 22, 2018, H. T. Harvey & Associates biologists, aided by professional tree climbers and their hydraulic lift, placed the used nests collected from the pollarded trees at Harrison and 12th Street to serve as decoys in the new replacement rookery areas. We assembled the decoy nests using simple wire baskets for support and as a means of wiring the nests to branches (Photo 3). The crew also wired the night-heron decoys to suitable branches interspersed with the decoy nests (Photo 4), placed the egret confidence decoys in strategic locations around the edges of Islands B and C at RR Site 1 (Photo 5), and placed audio broadcast units and surveillance cameras in each of the five subareas. The five broadcast units were programmed to broadcast recorded sounds continuously from 06:00–18:00 H each day. The five motion-activated, still-image surveillance cameras were setup to overlook selected portions of each replacement-rookery subarea to monitor for heron/egret prospecting/nesting activity, potential nest-predator activity, and noteworthy human disturbances.

To restrict terrestrial nest predators (e.g., domestic cats and raccoons [*Procyon lotor*]) from accessing nests in the RR Site 1 location, we fitted aluminum sheet-metal predator barriers around the lower portions of the five oak trees in which we installed decoy nests (Photo 6). We also installed predator barriers around relevant trees on Island A, where raccoons were known to reside. Installing similar predator barriers in the RR Site 3 locations was impractical due to the density and stature of the trees there.

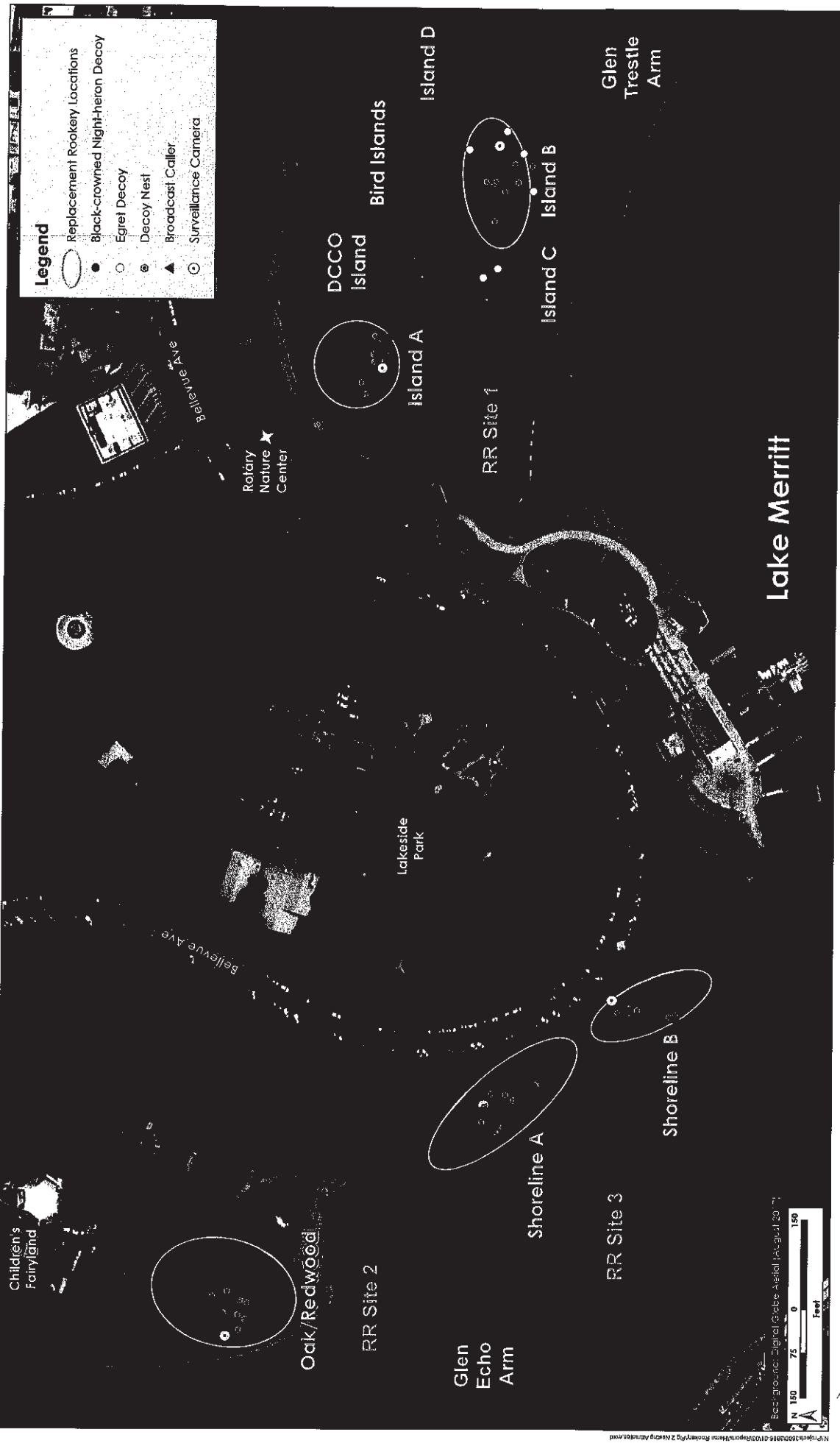


Figure 1. Replacement Rookery Sites at Lake Merritt and Locations of Decoy Birds and Nests, Broadcast Callers, and Surveillance Cameras Installed to Attract and Monitor Nesting Night-herons and Egrets
 285 12th Street and 226 13th Street Projects Heron Rookery Mitigation: Implementation and Monitoring Report 2018 (Project 3886-03)
 October 2018

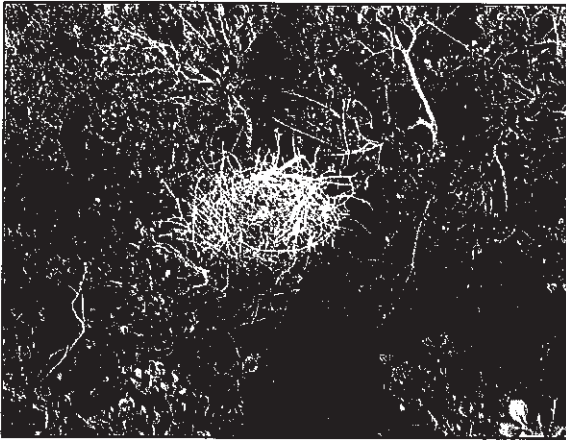


Photo 3. Decoy Nest at RR Site 3



Photo 6. Decoy Night-Heron at RR Site 3



Photo 4. Egret Confidence Decoy (in Front of Live Great Blue Heron) on Edge of Island B



Photo 7. Predator Barrier Around Oak Trunk at RR Site 2



Photo 5. Signage to Inform Lake Merritt Park Visitors of Rookery Relocation Efforts

To inform the public and encourage reduced disturbance, we prepared and placed informative signs (Photo 7) around the two terrestrial replacement rookery locations (RR Sites 2 and 3), including floating buoy signs adjacent to RR Site 2 (Figure 1).

As projected in the approved I&M Plan, we implemented the attraction efforts in early February 2018 and maintained the broadcast calling and surveillance cameras until then end of May, after which attracting new nesting activity was improbable. Given no success in attracting breeding activity (see below), we removed the broadcast caller units and surveillance cameras at that time, but left the decoy nests, decoy birds, and predator barriers in place.

Section 3. Rookery Monitoring

3.1. Monitoring of Replacement Rookeries

Following protocols outlined in the approved I&M Plan, we commenced weekly monitoring of the replacement rookery sites at Lake Merritt on February 8, 2018 to coincide with the expected onset of the black-crowned night-heron breeding season. Observers monitored the sites from strategic terrestrial locations, as well as from an inflatable kayak to better observe the Bird Islands. Monitoring typically occurred for 2–3-hours in the morning after sunrise and for 2–3 hours in the evening before sunset, periods when adult night-herons and egrets are expected to be active and visible at colony sites and commuting to and from rookery areas on foraging trips. Observers mapped relevant sightings and recorded all monitoring data using iPads equipped with a Global Positioning System (GPS) and GIS Pro® software (Garafa LLC, Provo, Utah).

The numbers of night-herons and snowy egrets observed each month in the vicinity of RR Site 1 (Bird Islands) and RR Site 3 (Shoreline A and B) are summarized in Table 1 (noting that these counts represent numbers of observations, not necessarily counts of unique individuals). These observations demonstrate that small to modest numbers of both species routinely roost and/or forage in the vicinity of these replacement rookery areas. In contrast, we recorded no observations of herons or egrets in the RR Site 2 (Oak/Redwood) tree stand, although snowy egrets occasionally foraged nearby along the edge of the lake. In addition, we note that the numbers of night-herons and especially snowy egrets appeared to swell temporarily in April around some of the Bird Islands as the peak breeding season commenced, but then dropped back down in May, by which time the Snowy Egrets had decided to nest again in some of the remaining downtown rookery trees (discussed further below). We also note that this level of activity appears typical for night-herons and egrets around Lake Merritt, and should not be considered confirmation of successful attraction to the replacement rookery sites.

Early in the season, we noted the presence of 1 or 2 night-herons on Island A with pink legs, a key seasonal indicator of adults preparing for courtship and breeding. Particularly curious was an observation on January 26 when an adult night-heron with slightly pinkish legs perched in a tree on Island A while we were installing a broadcast unit. The bird seemed to show interest in the multiple decoy nests and decoy night-herons installed there (Photo 8). We also frequently recorded a dozen or more adult and immature night-herons roosting in the trees on Island A in the vicinity of the decoy birds and nests located there (Photo 9), as well as on Island C (Figure 1), and often found 2–4 adult and immature night-herons roosting in the Shoreline A trees near decoy birds and nests. In addition, on March 29 we observed an adult night-heron carrying a branch—potential nesting material—while flying north to south above the Lake Merritt Rotary Nature Center (Figure 1); however, the bird continued to fly south across the lake and did not land within any of the replacement rookery locations.

We routinely noted small groups and scattered individual snowy egrets roosting and foraging around the Bird Islands, and foraging in a variety of other locations around the edges of the lake near several of the replacement rookery areas (Photos 10 and 11). The surveillance camera also recorded one instance of a snowy egret visiting the decoy area on Island A.

Table 1. Monthly Observation Totals for Black-crowned Night-Herons (BCNH) and Snowy Egrets (SNEG) Based on Weekly Monitoring During the 2018 Breeding Season in the Vicinity of Rookery Relocation (RR) Sites 1 and 3 at Lake Merritt, Oakland, California

| February | BCNH | SNEG | March | BCNH | SNEG |
|-----------------------------------|-------------|-------------|---------------------------|-------------|-------------|
| RR Site 1 – Island A ¹ | 8 | 0 | RR Site 1 – Island A | 20 | 1 |
| RR Site 1 – Island B | 12 | 0 | RR Site 1 – Island B | 3 | 2 |
| RR Site 1 – Islands C/D | 4 | 0 | RR Site 1 – Island C/D | 1 | 5 |
| RR Site 1 – DCCO Island | 0 | 0 | RR Site 1 – DCCO Island | 5 | 0 |
| RR Site 3 | 9 | 5 | RR Site 3 | 2 | 0 |
| Total Observations | 33 | 5 | Total Observations | 31 | 8 |
| April | BCNH | SNEG | May | BCNH | SNEG |
| RR Site 1 – Island A | 29 | 1 | RR Site 1 – Island A | 20 | 1 |
| RR Site 1 – Island B | 4 | 7 | RR Site 1 – Island B | 3 | 2 |
| RR Site 1 – Island C/D | 12 | 15 | RR Site 1 – Island C/D | 1 | 5 |
| RR Site 1 – DCCO Island | 4 | 2 | RR Site 1 – DCCO Island | 5 | 0 |
| RR Site 2 | 6 | 0 | RR Site 2 | 2 | |
| Total Observations | 55 | 25 | Total Observations | 31 | 8 |

¹ See Figure 1 for site locations.



Photo 8. Curious Adult Black-crowned Night-heron on Island A: January 26, 2018



Photo 9. Immature and Adult Black-crowned Night-herons Intermixed with Decoy Herons on Island A: February 8, 2018

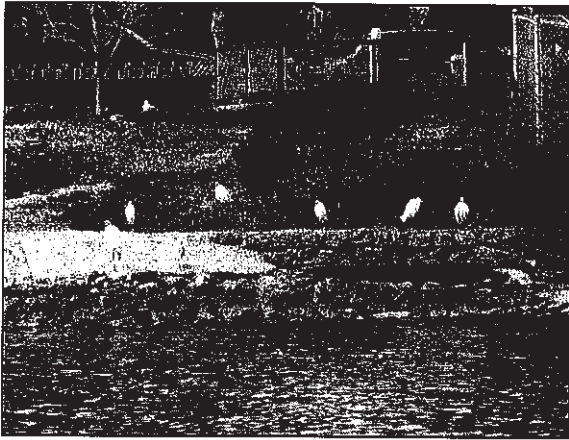


Photo 10. Snowy Egrets Near Rotary Nature Center: March 12, 2018

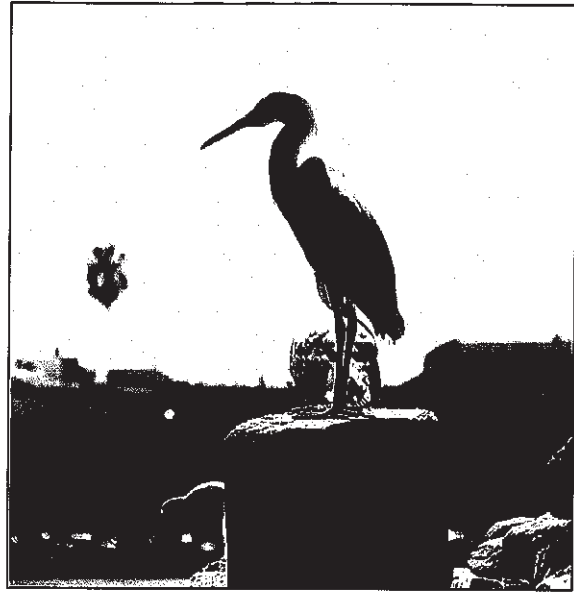


Photo 11. Snowy Egret on Bank of Island B: March 28, 2018

We detected no other definitive evidence of active courtship behavior or breeding activity in the vicinity of the replacement rookery locations.

We detected no heron or egret activity at all during the monitoring season at the Oak/Redwood RR Site 2 site, which may be attributed to multiple disturbance factors. First, construction activity to replace the walkway that runs immediately adjacent to the tree stand commenced in late March/early April and resulted in considerable, unexpected, proximate disturbance of this site at a time when the breeding season was still just getting underway. Second, we commonly observed groups of American crows (*Corvus brachyrhynchos*) and eastern gray squirrels (*Sciurus carolinensis*)—both potential nest-site competitors and nest predators—in these trees where we had installed decoy nests and birds. Third, the constant presence of several homeless shelters and occupants directly under the attraction setup, as well as considerable additional picnic/barbeque/weekend activity in this area further contributed to an untenable level of disturbance in this replacement rookery area. At one point in early April, it appeared a fire had been started in a trash bin that was up against a tree with decoy nests and birds, and the fire burnt up the lower trunk of the tree.

At the Shoreline RR Site 3, we recorded only a few observations of night-herons in the trees where we set up our attraction efforts. However, on multiple occasions in April and May, we observed an adult night-heron roosting in the midst of decoys near the active broadcasting unit in the Shoreline A area. In late 2017, we also noted an adult night-heron roosting near this area in the vicinity of natural nest that was built sometime during the 2017 breeding season and may have been a night-heron nest. We confirmed no nesting in this area in 2018, but also noted that two of the decoy nests in this area were augmented with rings of dried mesquite branches, suggesting that potential breeders at least thought about nesting in this area. These observations do not necessarily confirm that our efforts attracted potential breeders to the area; however, the presence of night-

herons and egrets in and near the replacement rookery areas is encouraging and potentially could translate to increasing success in subsequent breeding seasons. Moreover, one of the issues that probably influenced the likelihood of nesting in the Shoreline A area was the presence of a garbage-dump-style homeless camp with a persistently noisy occupant.

3.2. Rookery Monitoring in Downtown Oakland

In accordance with the monitoring program outlined in the approved I&M Plan, from February through May we conducted monthly surveys of all known and potentially suitable night-heron and snowy egret rookery trees in downtown Oakland within a 5-block radius of the former rookery trees that were pollarded or removed to prepare for the development projects (Figure 2). The goal of this monitoring was to determine the degree to which night-herons and snowy egrets displaced from the former downtown rookery trees continued to seek nesting opportunities in downtown trees rather than respond to our efforts to encourage them to move and establish new nesting areas at Lake Merritt. Of focal interest were previously used rookery trees (all large laurels) remaining across the street from the pollarded trees at 12th and Harrison, next to the U.S. Post Office (USPS) on Jackson Street between 12th and 13th Streets, and on 13th Street between Franklin and Webster, as well as the heretofore mostly unused large stands of laurels along 9th Street between Alice and Jackson, and on the corner of 10th and Oak Streets.

The downtown monitoring confirmed that all previously known, extant rookery trees supported higher densities of nesting night-herons than in 2017 and that the breeding activity spread to at least five locations that were not used in 2016 or 2017 (Figure 2). In all, we documented night-heron nesting in eight distinct locations, comprising 20 trees. Snowy Egrets nested primarily in the single large laurel tree located next to the USPS building, but also in small numbers in a few other locations. The eight rookery locations are labeled (Figure 2) and described as follows (* denotes new rookery location):

- Harrison and 12th Street (Harrison/12th): Three moderate-sized laurel trees located on the north side of 12th Street, plus a glossy privet (*Ligustrum lucidum*) tree (a new nest substrate for the area) located just around the corner on Harrison Street.
- USPS Building (USPS): One large laurel tree on the corner of Jackson and 13th Street and one moderate-sized olive (*Olea europaea*) tree (a new nest substrate for the area) on the corner of Alice and 13th Street (*), directly across the street from the 226 13th Street development site.
- Clarion Hotel on 13th Street (Clarion/13th): One moderate-sized laurel tree located in front of the Clarion Hotel on 13th Street, between Harrison and Franklin Streets.
- Oak and 10th Street (Oak/10th)*: Five large laurel trees lined up around the corner of Oak and 10th Streets in front of an auto body repair shop.
- Harrison and 13th Street (Harrison/13th)*: One (of several) moderate-sized Brisbane box trees located on the west corner Hotel Oakland at Harrison and 13th Street.



- Rookeries**
- 9th Street
 - 10th/Oak Street
 - Alice Street
 - Clairon/13th Street
 - Harrison/12th Street
 - Harrison/13th Street
 - Hotel/13th Street
 - USFS

226 13th Street
Development Site

285 12th Street
Development Site

Figure 2. Breeding Locations of Black-crowned Night-herons and Snowy Egrets in Downtown Oakland in 2018
 285 12th Street and 226 13th Street Projects Heron Rookery Mitigation: Implementation and Monitoring Report 2018 (Project 3886-03)
 October 2018



- Hotel Oakland and 13th Street (Hotel/13th)*: Two (of several) moderate-sized Brisbane box (*Lophostemon confertus*) trees (a new nest substrate for the area) located along 13th Street between Alice and Harrison Streets and across from the south side of Hotel Oakland.
- 9th Street (9th St.)*: A line of four large laurel trees located on the north side of 9th Street between Jackson and Alice Streets, two of which supported night-heron nests (Table 2).
- Alice Street (Alice St.)*: Three moderate-sized London planetrees (*Platanus × acerifolia*) (a new nest substrate for the area) lining the sidewalk along 13th Street between 13th and 14th Streets, in front of the east side of Hotel Oakland, and directly across the street from the 226 13th Street development site where former rookery trees were located.

Summarized below are the monthly monitoring results from our visits to various rookery locations in downtown Oakland during the 2018 breeding season (and see Table 2). Note that an “active” nest is one confirmed to contain eggs (as indicated by the presence of an incubating adult) or nestlings, and branchlings/fledglings are young of the year that have moved out of their nest and therefore can no longer be confidently assigned to a specific nest, but are indicative of additional active and productive nests.

February Monitoring Results

An observer visited three of the known downtown rookeries on February 23, and noted many night-herons busy gathering nest material, building/refurbishing nests, and in some cases already incubating.

- **Harrison/12th**: 20+ adult night-herons with pink legs and long breeding plumes gathering nesting material from nearby trees and returning to previously used laurel trees and nests.
- **USPS**: Night-herons incubating in 10 nests and 12 other adults roosting or nest building in laurel tree at 13th and Jackson. Six night-herons perched in canopy of olive tree at 13th and Alice. Numerous night-herons flying back and forth across the 226 13th Street development site across the street.
- **Clarion/13th**: Night-herons incubating in 10 nests. Five males gathering nesting material and displaying courtship behavior toward incubating females. Other night-herons nest building.

March Monitoring Results

Observers visited all known downtown rookery locations at least once on March 2, 12, 23, and/or 28.

- **Harrison/12th**: March 12: 22+ active night-heron nests in four trees, with 35 adults, 4 immatures, and 5 nestlings observed; tally includes three new nests in glossy privet tree on southwest corner of Harrison and 12th (active nests in this area in 2016 and 2017 were limited to available laurel trees). March 28: 65+ active night-heron nests, with at least 74 adults, 2 immatures, and 25 nestlings present.
- **USPS**: March 12: laurel tree at 13th and Jackson contained 14 active night-heron nests, with 16 other adult and three immature (second year birds still in juvenile plumage) herons roosting and/or refurbishing used nest structures. March 28: number of active night-heron nests at 13th and Jackson increased to at least 31, with at least 36 adults present; olive tree at 13th and Alice had two new nests (none present in 2016 and 2017) with incubating night-herons.

Table 2. Estimated Monthly Numbers of Black-crowned Night-Heron (BCNH) and Snowy Egret (SNEG) Active Nests (Eggs or Young in Nest), Adults, and Branchlings/Fledglings in Downtown Oakland Rookeries during the 2018 Breeding Season (February – May)

| Month | Rookery ¹ | Number of Active Nests | | Number of Adults | | Number of Branchlings/Fledglings | |
|--------------------------------|----------------------|------------------------|------|------------------|------|----------------------------------|------|
| | | BCNH | SNEG | BCNH | SNEG | BCNH | SNEG |
| February | | | | | | | |
| | Harrison/12th | 0 | 0 | 20+ | 0 | 0 | 0 |
| | USPS | 10 | 0 | 18 | 0 | 0 | 0 |
| | Clarion/13th | 10 | 0 | 15 | 0 | 0 | 0 |
| February Rookery Totals | | 20 | 0 | 53+ | 0 | 0 | 0 |
| March | | | | | | | |
| | Harrison/12th | 65 | 0 | 115 | 0 | 0 | 0 |
| | USPS | 33 | 0 | 57 | 0 | 0 | 0 |
| | Clarion/13th | 8 | 0 | 17 | 0 | 0 | 0 |
| | Oak/10th | 9 | 0 | 22 | 0 | 0 | 0 |
| | Hotel/13th | 3 | 0 | 5 | 0 | 0 | 0 |
| | Harrison/13th | 4 | 0 | 8 | 0 | 0 | 0 |
| March Rookery Totals | | 122 | 0 | 224 | 0 | 0 | 0 |
| April | | | | | | | |
| | Harrison/12th | 50+ | 0 | 50+ | 18 | 8 | 0 |
| | USPS | 40 | 0 | 20+ | 20+ | 10+ | 0 |
| | Oak/10th | 25+ | 1 | 30+ | 2 | 0 | 0 |
| | 9th St. | 3+ | 0 | 1 | 0 | 1 | 0 |
| April Rookery Totals | | 118+ | 1 | 101+ | 40+ | 19+ | 0 |
| May | | | | | | | |
| | Harrison/12th | 18 | 7 | 30+ | 9 | 22+ | 0 |
| | USPS | 11 | 16 | 21 | 26 | 17 | 0 |
| | Clarion/13th | 2 | 2 | 2 | 2 | 14 | 2 |
| | Oak/10th | 30 | 0 | 60 | 0 | 2 | 0 |
| | Hotel/13th | 0 | 0 | 0 | 0 | 1 | 0 |
| | Harrison/13th | 2 | 0 | 2 | 0 | 0 | 0 |
| | Alice St. | 2 | 0 | 2 | 0 | 0 | 1 |
| May Rookery Totals | | 65 | 25 | 117+ | 39 | 56+ | 3 |

¹ See Figure 2 for rookery locations, and note that all sites were not visited every month.

- **Clarion/13th:** March 12: night-herons incubating in four nests, with two other adults present. Apparent decline in number of active nests since February (10 present then) suggested either viewing limitations precluded detecting some active nests in March or some early nests failed quickly. March 28: night-herons incubating in eight nests, with three other adults present nearby.
- **Oak/10th:** March 2: single adult night-heron preening near nest high up in canopy. March 23: night-herons incubating in nine nests, with another 13 adults displaying and/or nest building.
- **Hotel/13th:** March 28: night-herons incubating in three nests in one tree, with two other adults nearby.
- **Harrison/13th:** March 12: four night-herons building three new nests in a Brisbane box tree (no old nest structures apparent). March 28: night-herons incubating in four nests in that tree.

April Monitoring Results

By April 21, the number of nesting black-crowned night-herons remained high, with branchlings now readily apparent in several rookeries. In addition, for the first time we observed snowy egrets displaying, courting, beginning to build/refurbish nests, and incubating in at least one nest. We also confirmed a fourth new rookery location on 9th Street between Jackson and Alice Streets.

- **Harrison/12th:** 50+ active night-heron nests at all stages of development, some incubating, some with nestlings, and at least eight branchlings present. In addition, approximately 16 snowy egrets were engaged in courtship displays and nest building activities.
- **USPS:** 40+ active night-heron nests at 13th and Jackson, with 20+ adults roosting and tending young in nests, and 10+ branchlings present. 20+ snowy egrets displaying and initiating nesting activities.
- **Oak/10th:** 25 active night-heron nests with adults feeding smaller nestlings; other night-herons incubating in newer nests and roosting, displaying, and/or nest building. One active snowy egret nest.
- **9th St.:** Three new active night-heron nests, with at least one adult incubating and one nearly-fledged branchling evident.

May 2018 Monitoring Results

By May 23, snowy egret nesting activity had increased, with active nests observed in several areas, and night-heron nesting activity continued but with fewer active nests evident as fledging commenced.

- **Harrison/12th:** 18 active night-heron nests with 9+ nestlings confirmed, 22+ branchlings and recent fledglings evident, and 30+ adults feeding begging nestlings and branchlings, and others still nest building. Seven active snowy egret nests, with 9+ nestlings and nine adults evident.
- **USPS:** 13th and Jackson: eight active night-heron nests with at least three nestlings being fed and others heard begging, 12 nearly fledged branchlings, eight recent fledglings, and 14+ adults in attendance, plus 16 active snowy egret nests with at least nine nestlings being tended by 26 adults. 13th and Alice: three active night-heron nests with three nestlings, two branchlings, and seven adults evident. Also, three recent fledglings on ground near USPS building (Photo 12).

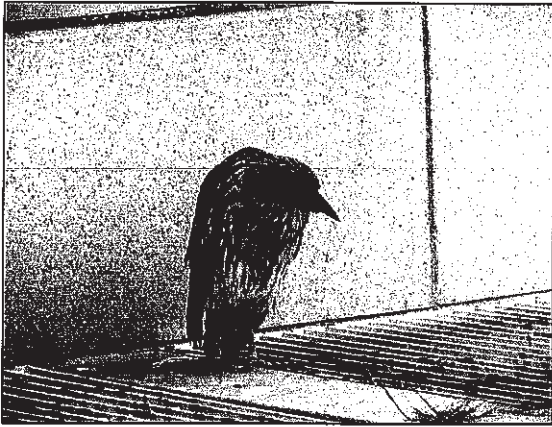


Photo 12. Recently Fledged Black-crowned Night-heron Near the USPS Building at the Corner of 13th and Alice Street, May 23, 2018

- **Clarion/13th:** Night-herons incubating in two nests, plus 12 branchlings and two recent fledglings evident. Two active snowy egret nests tended by adults, plus two branchlings evident.
- **Oak/10th:** 30 active night-heron nests with 20+ nestlings, 60+ adults tending nests, roosting, and/or nest building, and two branchlings being fed by adults.
- **Hotel/13th:** No active nests, one formerly active nest in disarray suggesting failure, and one recent fledgling present.
- **Harrison/13th:** Night-herons incubating in two nests in one tree.
- **Alice St.:** Newly discovered night-herons incubating in two nests in two trees, and another used nest in a third tree with a single branchling nearby.

Section 4. Conclusions and Potential Adaptive Management

Based on our monitoring of the downtown Oakland rookeries in 2018, it appears that at least a high proportion of the night-herons and egrets displaced by the removal/pollarding of former rookery trees at the two development sites simply moved their nesting activity to other previously used rookery trees and to other similar trees within a 1–5 block radius of the historical rookery sites. During the 2016 breeding season, we estimated that there were approximately 158 active night-heron and 19 active snowy egret nests in 16 different trees in the downtown area, including the 11 laurel trees scheduled for removal (H. T. Harvey & Associates 2016). We estimated that of the 158 active night-heron nests, 132 nests would be eliminated through direct removal/pollarding of relevant trees, along with the 19 snowy egret nests. In comparison, our peak-count estimates from the 2018 breeding season, following the removal/pollarding of the 11 former rookery trees, were at least 122 active night-heron and 25 active snowy egret nests in 20 different trees.

The performance target for the relocation effort outlined in the I&M Plan (H. T. Harvey & Associates 2017) called for attracting at least 100 pairs of night-herons (67% of 150 pairs) and 13 pairs of snowy egrets (67% of 19 pairs) to nest in the replacement rookery locations, reflecting that inter-annual variation in nest numbers from natural factors can be substantial. Although it is disappointing that our rookery relocation efforts were unsuccessful during this first year, confirming a minimum of 122 active night-heron and 26 active snowy egret nests in 2018 in the downtown rookeries exceeds the established performance targets for the relocation effort and confirms that comparable numbers of both species continued to nest in the downtown area despite the removal/pollarding of the 11 former rookery trees. As we predicted might be the case, this fact also suggests that encouraging these birds to relocate away from what has become a thriving breeding scenario in the downtown area will be a significant challenge as long as previously established nest trees and plenty of alternative nesting options remain available in the area. Several previously used rookery trees remained adjacent to the development sites and absorbed greater nesting activity in 2018. In addition, the 10 very large Indian laurel trees currently available at 10th and Oak and along 9th Street between Jackson and Alice supported only limited new nesting activity in 2018, but collectively represent greater potential nesting capacity than the 11 former rookery trees that were removed.

Our initial attraction efforts at Lake Merritt suggested that at least a few night-herons and egrets may have exhibited some interest in the Shoreline and especially Bird Islands replacement rookery areas, which could translate to actual nesting activity in subsequent years, perhaps especially if we seek to modify or ramp-up our subsequent attraction efforts in certain ways. That said, at this juncture it appears unlikely that any wholesale relocation will occur as long as the downtown area continues to provide a wealth of opportunities for nesting in the large laurel trees that these breeding populations have grown accustomed to using in the past decade. Accordingly, rather than propose potential adaptive management measures that we could implement, we advocate for convening discussions with the City to collectively evaluate whether continued efforts to attract birds to nest around Lake Merritt are warranted absent the City investing in removal of additional downtown rookery trees and/or efforts to actively deter birds from nesting in those trees.

Section 5. References

- H. T. Harvey & Associates. 2016. Webster & 12th Street and 226 13th Street Projects Heron Rookery Mitigation Planning – Revised and Integrated Rookery Characterization and Proposed Replacement Sites. Technical Memorandum September 21, 2016. Los Gatos, California. Prepared for The Martin Group, San Francisco, California, and Wood Partners, Mill Valley, California.
- H. T. Harvey & Associates. 2017. 285 12th Street and 226 13th Street Projects Heron Rookery Mitigation Planning: Implementation and Monitoring Plan. May 17, 2017. Los Gatos, California. Prepared for The Holland Partner Group, Oakland, California, The Martin Group, San Francisco, California, and East Bay Asian Local Development Corporation, Oakland, California.
- Walther, E. 2016. Implementation of Standard Condition of Approval for Tree Removal Associated with Heron Rookeries in Downtown Oakland. Letter to Christine Ferracane, City of Oakland, Bureau of Planning, dated April 27, 2016. ESA Biological Resources, Oakland, California.



H. T. HARVEY & ASSOCIATES

Ecological Consultants

Informational Report: Lake Merritt
Rookery Relocation Update
Attachment B
PRAC - February 13, 2019

Memorandum

January 10, 2019 (revised)

Project #3886-03

To: Terri Fashing

City of Oakland, Public Works, Bureau of Design and Construction

From: Jeff Smith and Steve Rottenborn

Subject: Implementation plan for Year 2 of Lake Merritt Heron Rookery Relocation Project

We present this plan to the City of Oakland for consideration as part of the Oakland Rookery Mitigation Implementation and Monitoring Plan the City approved in May 2017 (H. T. Harvey & Associates 2017), and as a required component for permitting redevelopment efforts at 285 12th Street and 226 13th Street in downtown Oakland. This plan outlines logistical details for implementing a second season of efforts designed to attract black-crowned night-herons and snowy egrets to relocate their breeding activities from trees located in downtown Oakland to alternative sites around Lake Merritt (Figure 1). The logistical details of interest include:

- (1) At Rookery Relocation (RR) Site 2: Oak/Redwood Stand, decommission site by removing installed bird decoys and predator barriers.
- (2) At RR Site 1: Bird Islands, reinstall broadcast callers and surveillance cameras, redeploy bird decoys recovered from RR Site 2 in strategic locations, and potentially install a few new decoy nests and augment material in previously installed decoy nests.
- (3) At RR Site 3: Glen Echo Arm Shoreline, reinstall informative signs in the same terrestrial and aquatic locations used in Year 1, reinstall broadcast callers and surveillance cameras in strategic locations, and potentially augment material in previously installed decoy nests.
- (4) Traffic control and public safety planning for implementing the above efforts at RR Sites 2 and 3, which will include operation of a hydraulic lift and deployment of a professional tree climber.
- (5) Proposed schedule for implementation in late January 2019.

Decommission RR Site 2

Our efforts to attract nesting birds to the RR Site 2: Oak/Redwood Stand (Figure 1) in Year 1 were substantially confounded by unexpected walkway development activity, excessive general human activity under and around the tree stand, and an abundance of American crows that routinely roosted in the stand (potential nest predators). Therefore, with the City having approved the change, we will not pursue further attraction efforts in this area.

Prior to the 2019 breeding season in late January, we will remove from this area (1) all night-heron decoys, (2) all sheet-metal predator barriers, and (3) the five sign posts we installed to support informative signs around the stand. Removing all of the bird decoys from this area will require deploying a hydraulic lift. Depending on rainfall

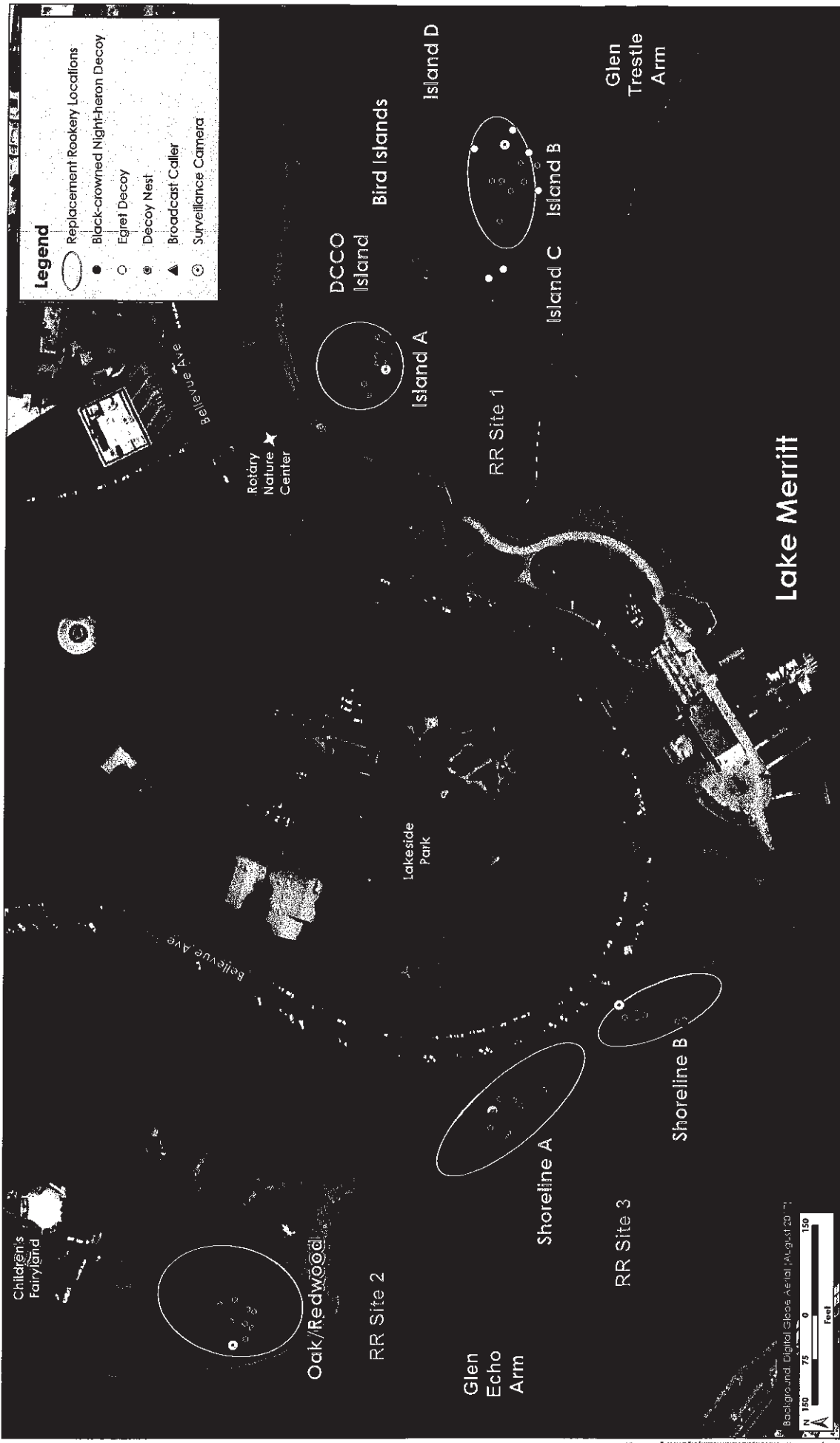


Figure 1. Replacement Rookery Sites of Lake Merritt and Year 1 Setup
 285 12th Street and 226 13th Street Projects Heron Rookery Mitigation: Implementation and Monitoring Report 2018 (Project 3886-03)
 January 2019

H. T. HARVEY & ASSOCIATES
 Ecological Consultants



Background: Digital Globes Aerial, August 2017



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between now and then and its effects on soil conditions, it may not be possible to safely and effectively deploy a lift in this area (i.e., without excess slippage and damage to the substrate) before the new breeding season starts on February 1. If not, then we will instead deploy only a professional tree climber to gather several of the decoys that can be accessed that way, and then we will plan to recover the other decoys at a later date when the conditions are compatible.

The effort in this area will require several hours on 1 day during the last week of January.

Install Equipment and Relocated Bird Decoys at RR Site 1

At the RR Site 1: Bird Islands (Figure 1), our intent will be to implement a similar effort as in Year 1, except that we will augment the effort by redeploying in this area the night-heron decoys, broadcast caller, and surveillance camera previously used at the RR Site 3. In addition, pending the possible gathering of additional used nest material as selected trees are pruned in the downtown rookery areas, we may also deploy a few new decoy nests in this area, emphasizing a third island where we did not install any attraction devices in Year 1.

Setting up the RR Site 1 will require 1 or 2 partial day's effort on the islands during the last week of January.

Reinstall Equipment at RR Site 3

At the RR Site 3: Glen Echo Arm Shoreline (Figure 1), our intent will be to implement a similar effort as in Year 1. Setting up for the new attraction season at this site will involve (1) reattaching the four informative terrestrial signs to the support posts that remain in the area (Figures 2 and 3); (2) reinstalling the four informative floating signs approximately 50 feet offshore of the attraction area in the same positions as last year (Figures 2 and 3); and (3) reinstalling the broadcast callers and surveillance cameras used in the area. If the conditions are conducive in late January to collecting bird decoys at RR Site 3 using a hydraulic lift, then we may also use the lift to install one or both of the cameras in this area. Otherwise, our efforts in this area will be limited to using ladders where feasible and a professional tree climber where necessary.

Setting up RR Site 3 will require several hours of effort on 1 day during the last week of January.

Traffic Control and Public Safety Planning

For our setup work at RR Site 1: Bird Islands, no special support arrangements by the City are necessary, except for informing the marina and nature center staff that we will once again be working out on the islands in advance of the upcoming breeding season and around the islands monitoring from a kayak during the breeding season.

At RR Site 2, public safety management needs will be similar to Year 1, but more limited in scope (Figure 4). The operation of the hydraulic lift and all technical tree climbing will be accomplished by licensed professionals; however, selected H. T. Harvey & Associates staff are certified to work from (but not operate) a hydraulic lift and use appropriate ladders. We will mark the work area with caution tape strung around selected trees to encourage the public to avoid the area while overhead work in the trees is occurring. We will also ensure that a staff person is always situated on the ground during all tree work to further prevent public activity in the vicinity. If the conditions allows us to deploy a hydraulic lift in January, we will move the lift up into the tree stand using



Figure 2. Public-Information Terrestrial (left) and Aquatic (Right) Signs to be Reinstalled Around RR Site 3

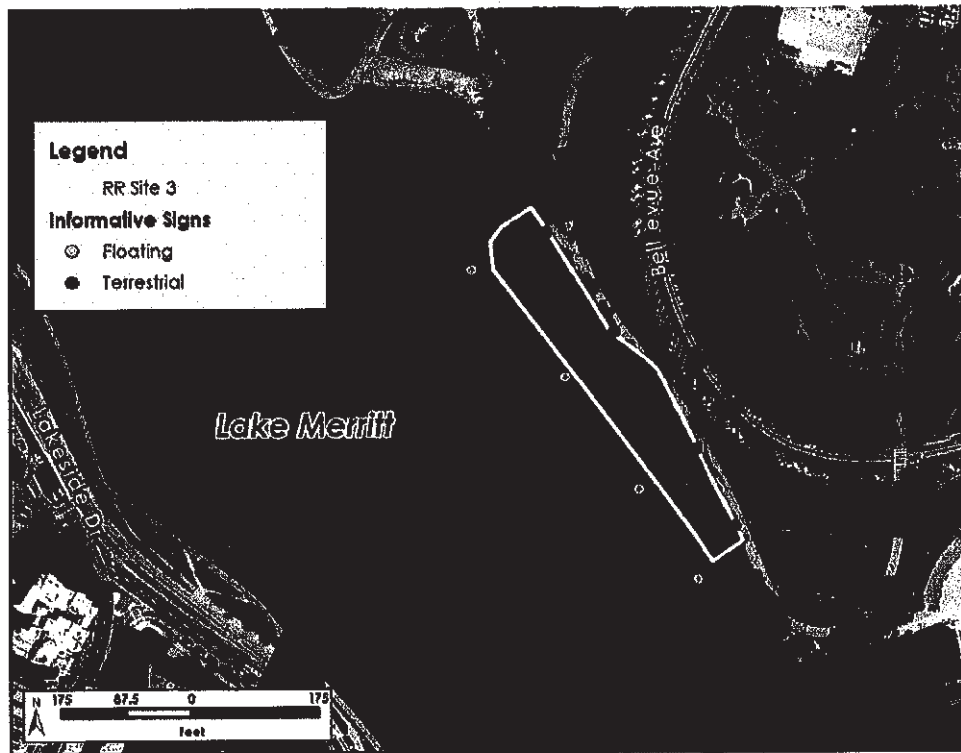


Figure 3. Locations of Public-Information Terrestrial and Aquatic Signs to be Reinstalled Around RR Site 3



Figure 4. Traffic Control Measures to be Deployed at RR Site 2 During Decommissioning Activities on January 29, 2019

the roadway that runs from Bellevue Avenue behind the bandstand, and then traverse the grassy hillside just west of there up into the stand. We will install traffic cones along the expected travel pathway to facilitate public awareness of the atypical vehicle activity. The only specific assistance from City/Park staff that we will need for this effort is cordoning off four parking spaces the evening before or first thing in the morning on January 29 for our use on Bellevue Avenue next to where the roadway leads off to the bandstand (Figure 4).

At RR Site 3 (Figure 5), whether or not we decide to use a hydraulic lift in this area (which will not be determined until a few days before we plan to undertake this setup work based on rainfall/soil conditions), we will cordon off relevant portions of the walkway area adjacent to the shoreline tree stand with caution tape to encourage the public to avoid the area while we are working in the trees. If we use a lift in the area, the caution-marking will need to include marking a passage way to move the lift truck from Bellevue Avenue onto the pedestrian walkway where use of the lift will occur. Otherwise, again we will ensure that a staff person is always situated on the ground during all tree work to further prevent public activity in the vicinity. Specific assistance from City/Park staff that we will need for this effort includes (1) cordoning off four parking spaces the evening before or first thing in the morning on January 29 for our use on Bellevue Avenue adjacent to this work area (Figure 5), and (2) making available to us first thing in the morning on January 29 six (6) sandwich boards that we can use to support caution-tape barriers in strategic locations (which we will reuse again as needed on January 30).

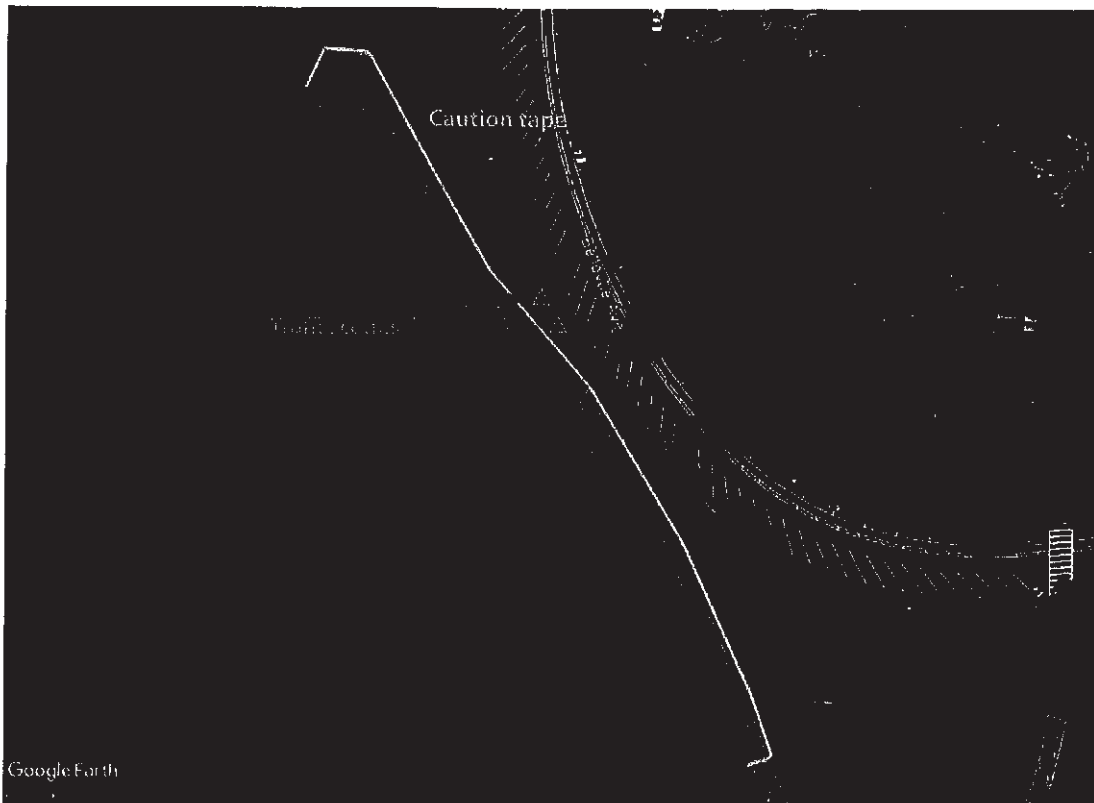


Figure 5. Traffic Control Measures to be Deployed at RR Site 3 During Setup Activities on January 29 and 30, 2019

Implementation Schedule

Weather permitting, we expect to accomplish the above decommissioning and setup needs from January 29–31, 2019. On January 29, we will focus on using a hydraulic lift and/or tree climbers to decommission RR Site 2 and setup the terrestrial portions of RR Site 3. On January 30, we will finish the tree work at RR Site 3 and begin work at RR Site 1. The public safety and traffic control elements outlined above and in Figures 4 and 5 for RR Sites 2 and 3 will be needed mostly only on January 29; however, we may retain some reduced caution-tape areas at RR Site 3 on January 30 if needed to finish up that tree work. We will then complete the overall setup effort on January 31, as needed to finish installing signage at RR Site 3 and setting up equipment on the Bird Islands, so that the attraction efforts are set to commence (i.e., broadcast callers begin operation) on February 1.

References

H. T. Harvey & Associates. 2017. 285 12th Street and 226 13th Street Projects Heron Rookery Mitigation Planning – Implementation and Monitoring Plan. Final May 17, 2017. Los Gatos, California. Prepared for Holland Partner Group, Oakland, California, The Martin Group, San Francisco, California, and East Bay Asian Local Development Corporation, Oakland, California.



**CITY OF OAKLAND
Interoffice Memorandum**

TO: C.N.E. Corbin, Chair, Parks and Recreation Advisory Commission
FROM: Ha Nguyen, Capital Improvement Project Coordinator, Public Works Department, Bureau of Design & Construction – Project Delivery Division
DATE: January 31, 2019
SUBJECT: REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO RECOMMEND APPROVAL OF THE HOLLY MINI PARK RENOVATION GIFT-IN-PLACE PROJECT

SUMMARY

Staff from the Oakland Public Works Department (OPW), in conjunction with the Oakland Parks & Recreation Foundation (OPRF) and the Office of Parks, Recreation, and Youth Development (OPRYD) request approval of the Holly Mini Park Renovation Project (Project). The project includes improvements to renovate the park providing new play equipment, pathways, site furnishings of picnic tables and chairs, BBQ pit, concrete area for physical activity, and associated planting/landscaping through the donation of a gift-in-place project. The construction project is anticipated to begin in May 2019.

FISCAL IMPACT

Staff anticipates no new or additional fiscal impact to the Office of Parks and Recreation from the proposal. The estimated project cost is \$600,000. To date, \$150,000 has been raised and fundraising is ongoing, with promising funding sources identified. In March, Oakland City Council will be asked to approve a gift-in-place of \$300,000 from the Oakland Parks and Recreation Foundation, with approval for the receipt of additional funding as needed to complete the project.

Staff anticipates that the project will have minimal impact on the existing on-going maintenance of the park.

PROJECT / PROGRAM DESCRIPTION

This project will renovate a 15,000-square-foot park located in East Oakland, increasing the availability of safe outdoor space for local residents. Close to 12,000 individuals, including 3,400 children under 18 years old, live within a 0.5-mile radius of Holly Mini Park, which is located one block east of International Boulevard between 98th and 99th Avenues. This population is primarily Latino (58%) and African American (28%), and 62% of households earn less than \$50,000 annually.

Violent crime is prevalent in the community surrounding the park, making it unsafe for residents to spend prolonged time outdoors.

The Holly Mini Park Renovation Project scope includes the following:

- An extended walking path around the park
- A new playground that includes a play structure for 5-12-year-old children, a pod swing that can accommodate several children at once, and colorful rubber surfacing
- Trees and low bushes planted around the perimeter of the park to add greenery and provide a green screen between the park and neighboring residences
- A concrete area that will allow local residents to participate in dance or yoga classes; or a free ball area
- Two new picnic tables with a double BBQ grill that community members can use for events
- 3 additional solar lights similar to existing (2) lights already present in the park
- 11 benches located throughout the park
- Raised garden beds that can be adopted by Aspire Monarch Academy, an elementary school located 2 blocks from Holly Mini Park
- Grass at the front of the park that children can use for a variety of activities

If remaining funding is not received by May 2019, the landscaping and concrete area will be delayed until a later date when funding is secured. The playground renovation will proceed as planned.

The anticipated project schedule is as follows:

| | |
|----------------------|--|
| Current Status | Preparing Design and Construction Documentation and Permit Application |
| May 2019 – June 2019 | Construction |

BACKGROUND / LEGISLATIVE HISTORY

Holly Mini Park is located at 9830 Holly Street in the Elmhurst neighborhood of East Oakland. The playground currently features dilapidated play equipment, worn surfaces that do not meet safety standards, aged park furnishings, and uneven pavement.

The Oakland Safety Impact Table is a group of individuals who represent government agencies, philanthropic organizations, and local nonprofits who have the common goal of increasing safety in Oakland. From November 2017 through February 2018, the Safety Impact Table convened a series of listening sessions in East Oakland to hear from residents about their experiences, priorities, and solutions related to safety in Oakland. During these community listening sessions, East Oakland residents frequently mentioned a lack of safe public spaces where children can play and neighbors can socialize. Additionally, ample research has demonstrated that park renovations and blight remediation lead to reductions in crime and increased feelings of safety. For these reasons, the Oakland Safety

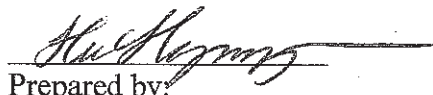
Impact Table adopted a renovation of Holly Mini Park as one of its violence prevention strategies.

The Oakland Safety Impact Table and the OPRF began community outreach for the Holly Mini Park renovation in April 2018. The Beat 32X Neighborhood Crime Prevention Council (NCPC) joined the effort in May 2018, making Holly Mini Park one of its top neighborhood priorities. The first meeting with the wider community was held in June 2018 at Saint Louis Bertrand Church. Staff from Councilmember Larry Reid's office also began actively participating in the community building efforts at that time. Since June, the Oakland Safety Impact Table, OPRF, and the Beat 32X NCPC have hosted two community events at Holly Mini Park and conducted surveys of neighbors living near the park to obtain input about the renovation. The resulting renovation plans reflect strong community buy-in and input.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission endorses and recommends approval of the Holly Mini Park Renovation described herein. The proposed project will result in a park with improved facilities that better serves the recreational and educational needs of the surrounding area.

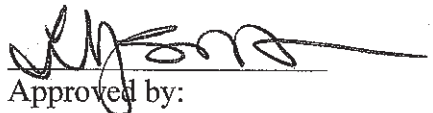
Respectfully submitted,



Prepared by:

Ha Nguyen

CIP Coordinator, OPW-PDD



Approved by:

Lily Soo Hoo

Supervisor, OPW-PDD

Attachments: Exhibit A – *Concept Plan*

EXHIBIT A - Concept Plan

