



PARKS AND RECREATION ADVISORY COMMISSION - PRAC

Wednesday, December 11, 2019, 4:30PM

Lakeside Park Garden Center – 666 Bellevue Avenue

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
AIKENS, COLE, CORBIN, HA, HOWZE, MOORE, REILLY, SMITH, TORRES, WOLFSON
3. DISPOSITON OF MINUTES:
September 11, 2019
4. MODIFICATIONS TO THE AGENDA:
5. OPEN FORUM:
6. CONSENT NEW BUSINESS:
 - A. Request From Oakland Running Festival For Approval To Serve And Sell Alcoholic Beverages, Food, Merchandise And Accept Donations On-Site At The 11th Annual Oakland Running Festival Marathon At Snow Park On Sunday, March 22, 2020, From 7:00am-3:00pm.
 - B. Request From Center For Early Intervention On Deafness (CEID) For Approval To Collect On-Site Registration Fees And Sell Raffle Tickets At Their Annual Walk-A-Thon At Lakeside Park (Fairylnd Area) On Saturday, April 25, 2020, From 8:30am-2:00pm.
7. NEW BUSINESS:
 - A. Request Recommendation To Dedicate A Plaque In Memory Of William Lee “Bill” Grimm.
 - B. Item 7B was not used in this report.
 - C. Request Approval From The Parks And Recreation Advisory Commission To Allow The Peralta Parent Teacher Group To Collect Donations, Sell Tickets On Site, Host A Silent And Live Auction And Sell Beverage And Raffle Tickets At Their Spring Auction Fundraiser At Lakeside Park Garden Center On Saturday, March 21, 2020, From 5:30pm-9:30pm.

8. PLANNING AND CONDITIONAL USE PERMITS:
9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES:
10. ANNOUNCEMENTS AND COMMUNICATIONS
 - Review the City Charter Creating the PRAC
 - Review plans for the January 2020 Retreat
11. DIRECTOR'S REPORT:
12. CONTINUATION OF OPEN FORUM:
13. ADJOURNMENT:

Next Meeting:

***Wednesday, January 8, 2020
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, Cantonés, 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.

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PARKS AND RECREATION ADVISORY COMMISSION - PRAC

Wednesday, November 13, 2019, 4:30PM

Lakeside Park Garden Center – 666 Bellevue Avenue

Agenda

*****NOTICE*****

MEETING CANCELLED

LACK OF QUORUM

1. CALL TO ORDER:
2. ROLL CALL:
AIKENS, COLE, CORBIN, HA, HOWZE, MOORE, REILLY, SMITH, TORRES, WOLFSON
3. DISPOSITON OF MINUTES:
September 11, 2019
4. MODIFICATIONS TO THE AGENDA:
5. OPEN FORUM:
6. CONSENT NEW BUSINESS:
 - A. Permission Requested From The National Multiple Sclerosis Society To Collect On-Site Donations And Pledges For The Annual MS Walk East Bay 2020 At Lakeside Park (Bandstand) On Friday, April 24, 2020 (SET-UP), 2:00PM–6:00PM & SATURDAY, APRIL 25, 2020, 6:00AM-12:00PM.
7. NEW BUSINESS:
 - A. Request Approval From The Parks And Recreation Advisory Commission To Allow Peralta Parent Teacher Group To Collect Funds Onsite For Ticket Sales At The Door, Bidding On Silent And Live Auction Items, Sales Of Beverage Tickets And Raffle Tickets, And Acceptance Of Donations At Their Spring Auction Fundraiser To Be Held At Lakeside Park Garden Center On Saturday, March 21, 2020, From 5:30pm-9:30pm.

B. Request From Iron Souls Motorcycle Club (ISMC) To Collect Funds For Live Auction, Raffle Ticket Sales, And Wine And Beer Sales At The 25th Annual Holiday Party To Be Held At The Lakeside Park Garden Center On Saturday, December 14, 2019, From 6:30pm-12:30am.

8. PLANNING AND CONDITIONAL USE PERMITS:
9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES:
10. ANNOUNCEMENTS AND COMMUNICATIONS
 - Review the City Charter Creating the PRAC
11. DIRECTOR'S REPORT:
12. CONTINUATION OF OPEN FORUM:
13. ADJOURNMENT:

Next Meeting:

Wednesday, December 11, 2019

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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PARKS AND RECREATION ADVISORY COMMISSION - PRAC

Wednesday, September 11, 2019, 4:30PM

Lakeside Park Garden Center – 666 Bellevue Avenue

Minutes

1. CALL TO ORDER: 4:40PM
2. ROLL CALL:
AIKENS, COLE, CORBIN, HA, HOWZE, MOORE, REILLY, SMITH, TORRES, WOLFSON

Present: Commissioners Cole, Corbin, Ha, Howze, Moore, Reilly and Wolfson

Arrival: Commissioner Torres (4:45PM)

Excused: Commissioners Aikens and Smith

Staff: Parks and Recreation: Director J. Nicholas Williams, Assistant Director Dana Riley, Diane Boyd and Zermaine Thomson

Planning: Alicia Parker and Joanna Winter

3. DISPOSITON OF MINUTES:

May 8, 2019 Minutes

Note: Commissioners attending and creating the quorum for the May 8, 2019 meeting are no longer seated on the Commission, therefore, the minutes cannot be approved and will stay in draft form.

June 12, 2019 Minutes

Motion: Commissioner Corbin entertained a motion to approve the June 12, 2019 meeting minutes. **Moved by:** Commissioner Cole **Second by:** Commissioner Wolfson.

Motion: Passed.

Vote:

Yes: 6 – Cole, Corbin, Moore, Reilly, Torres and Wolfson

Abstained 2 – Ha and Howze

Excused: 2 – Aikens and Smith

July 10, 2019

Note: There was no quorum at the July 10, 2019 meeting, therefore, there were no minutes to approve.

4. MODIFICATIONS TO THE AGENDA:

Motion: Commissioner Corbin modify the agenda and move Open Forum #12 to before Item 8. **Moved by:** Commissioner Reilly. **Second by:** Commissioner Cole. **Motion:** Passed.

Vote:

Yes: 8 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres and Wolfson
Excused: 2 – Aikens and Smith

5. OPEN FORUM:

6. CONSENT NEW BUSINESS:

A. **Request Approval To Allow Youth Speaks To Collect Funds Onsite Through Vendor Sales At Their Life Is Living Community Event At Defremery Park On Saturday, October 12, 2019.**

B. **Request Approval To Allow The Oakland Black Cowboy Association (OBCA) Permission To Collect Funds Onsite Through Vendor Sales At Their 44th Annual Festival And Parade At Defremery Park On Saturday, October 5, 2019.**

Motion: Commissioner Corbin entertained a motion to recommend approval of the Consent New Business Items 6A and 6B. **Moved by:** Commissioner Reilly **Second by:** Commissioner Moore. **Motion:** Passed.

Vote:

Yes: 8 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres and Wolfson
Excused: 2 – Aikens and Smith

7. NEW BUSINESS:

A. **Request For The Parks And Recreation Advisory Commission To Provide Comments On Draft Downtown Oakland Specific Plan.**

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7A, presented by Strategic Planning Division staff, Alicia Parker and Joanna Winter.

The purpose of the report was to provide an introduction and overview of the Draft downtown Oakland Specific Plan (Draft Plan). The Planning process began in 2015 with the purpose of updating City policies that guide downtown development by considering Oakland's current and projected using and employment needs. The Draft Plan will serve the broad needs of the entire Oakland community including inclusive economic opportunity; anti-displacement measures to help protect residents, businesses and community institutions. The focus of this report is on the

recreation, parks, public space and cultural facilities aspects of the Draft Plan. The Draft Plan includes recommendations for increasing intensity to facilitate the creation of 29,100 housing units and 60,000 jobs, which would create more demand for parks and recreation and other public amenities.

The fiscal impact to the Office of Parks and Recreation for adopting the Downtown Oakland Specific Plan has yet to be determined, however, the Draft Plan recommends several funding sources be developed or revamped to implement the plan related to parks, recreation, cultural facilities and public open space.

Other topics in the overview include Planning Context and Boundary which describes the overall boundaries of the project; Central Ideas which speak to economic opportunity, housing, mobility, culture keeping, community health and land use and urban form; Key Investments and Policies for Public Space and Recreation; General Plan Amendments and Zoning Regulatory Framework and Implementation, Evaluation, Oversight and Accountability.

Commission Comments and Recommendations:

- Cultural retention is key. Develop a process for feedback to identify what is needed to create relevant cultural areas.
- Provide a matrix for suggested programming and maintenance of park spaces.
- Consider shared mobility lanes for bikes, scooters and other non-automobile modes of transportation.
- Develop goals for new bikeways.
- Create more parking structures.
- The City has a policy not to build additional garages. Dense housing development without parking will only work if they do not use cars.
- What is to City's plan to address toxic waste clean-up. Affordable housing should not be built on toxic soil.
- More ADA parking.
- Develop plans for edible gardens
- What measures will be put in place to address climate change – flooding, drying conditions and sea-level elevation. Recommends the City create a citywide plan.
- Create a buffer zone around 880/980 or require buildings to have filtration equipment to provide clean air in homes.

The Commission engaged in a discussion regarding impact fees and suggested that:

- Impact fees be used to create affordable housing downtown
- Impact fees be used to build affordable housing in less dense areas of Oakland

Motion: Commissioner Corbin entertained a motion to accept the staff report and provide comments as requested on the recommendations contained in the Draft Plan to advise development of the Final Downtown Oakland Specific Plan. **Moved by:** Commissioner Reilly **Second by:** Commissioner Ha. **Motion:** Passed.

Vote:

Yes: 7 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres

Abstained: 1 – Commissioner Wolfson abstained from the vote due to a conflict of interest.

Excused: 2 – Aikens and Smith

B. Request Approval To Allow Bay Ventures LLC. To Collect Funds Onsite Through Vendor Sales Of Food, Beverages And Artisan Merchandise At The Lake Fest Event At Lake Merritt (Lake Merritt Sailboat House & Parking Lot) On Saturday, June 27, 2020 From 11:00am-7:00pm.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7B, presented by Parks and Recreation staff Zermaine Thomas.

Oakland Parks, Recreation and Youth Development received a collaborative request from Trevelon Adnanadus and Daniel Swafford to allow Bay Ventures LLC, to collect funds and give vendors permission to sell food, beverages, alcohol and merchandise at the free, family friendly Lake Fest event on June 27, 2020 at the Lake Merritt Sailboat House and parking lot.

Motion: Commissioner Corbin entertained a motion to recommend approval for Bay Ventures to collect funds and allow vendors to sell food, beverages, alcohol and merchandise at Lake Fest on Saturday June 27, 2020 at the Lake Merritt Sailboat House and parking lot. **Moved by:** Commissioner Cole **Second by:** Commissioner Moore. **Motion:** Passed.

Vote:

Yes: 8 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres and Wolfson

Excused: 2 – Aikens and Smith

C. Request From Clausen House For Approval To Collect On-Site Charitable Donations For The Step by Step: Walking To Independence To Be Held At Lakeside Park (Pergola) On Saturday, October 26, 2019, From 8:00AM-3:00PM.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7C, presented by Parks and Recreation staff Zermaine Thomas.

Oakland Parks, Recreation and Youth Development received a request from the non-profit organization, Clausen House to collect donations at the Step by Step: Walk to Independence event at the Lakeside Park Pergola, on Saturday, October 26, 2019.

Motion: Commissioner Corbin entertained a motion to recommend approval to allow Clause House to collect donation at Step by Step at the Lakeside Park Pergola on Saturday, October 26, 2019. **Moved by:** Commissioner Howze **Second by:** Commissioner Reilly. **Motion:** Passed.

Vote:

Yes: 8 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres and Wolfson
Excused: 2 – Aikens and Smith

D. Request From Acta Non Verba: Youth Urban Farm Project For Approval To Sell Admission Tickets Food, Drinks, Branded Merchandise, Collect Donations And Host A Silent Auction At Their 2nd Annual Silent Reading Benefit Party Fundraiser At The Lake Merritt Sailboat House On Saturday, November 16, 2019, 3:00PM-10:00PM.

The Parks and Recreation Advisory Commission reviewed the staff report for Item 7C, presented by Parks and Recreation staff Zermaine Thomas.

Oakland Parks, Recreation and Youth Development received a request from Acta Non Verba: Youth Urban Farm Project to sell tickets, food, drinks, merchandise, collect donations and host a silent auction at 2nd Annual Silent Reading Benefit Party Fundraiser at the Lake Merritt Sailboat House on Saturday, November 16, 2019.

Acta Non Verba: Youth Urban Farm Project is a non-profit organization that addresses health inequities and polluted environments in communities of color by teaching youth to grow and sell produce grown in an urban garden setting.

Motion: Commissioner Corbin entertained a motion to recommend approval to allow Acta Non Verba: Youth Urban Farm Project to sell tickets, food, drinks, merchandise, collect donations and host a silent auction at 2nd Annual Silent Reading Benefit Party Fundraiser at the Lake Merritt Sailboat House on Saturday, November 16, 2019.

Moved by: Commissioner Wolfson **Second by:** Commissioner Howze. **Motion:** Passed.

Vote:

Yes: 8 – Cole, Corbin, Ha, Howze, Moore, Reilly, Torres and Wolfson

Excused: 2 – Aikens and Smith

8. PLANNING AND CONDITIONAL USE PERMITS:

9. COMMITTEE AND/OR ADVISORY COUNCIL UPDATES:

10. ANNOUNCEMENTS AND COMMUNICATIONS

- The Commission requested the City Council provide PRAC with an update on the City's Naming Right Policy.
- PRAC members were invited to attend the presentation of the PRAC Annual Report before the Life Enrichment Committee (LEC) at 4:00PM on Tuesday, October 8, 2019.

11. DIRECTOR'S REPORT:

- In late July 2019, the Curry Family Eat, Learn Play Foundation contacted Oakland Parks, Recreation and Youth Development (OPRYD) with an offer to refurbish the basketball court at Concordia Park. Acceptance of the offer stipulated that the work be completed within two weeks. City Administrator Landreth and Councilmember Loren Taylor reviewed the project and granted approval for construction to move forward. The Sports Court material used to cover the playing surface of the court will defer maintenance for 20 years. Stephen Curry attended the unveiling of the new court on August 6, 2019.

12. CONTINUATION OF OPEN FORUM:

There were two speakers at this section of Open Forum. Members of the Mosswood Recreation Center Recreation Advisory Council (RAC) addressed the Commission and presented a letter regarding the condition of the park, park safety, child safety.

13. ADJOURNMENT: 6:34PM

Respectfully submitted,

/s/ J. Nicholas Williams

Secretary



Diane L. Boyd
Recording Secretary

Next Meeting:

Wednesday, October 9, 2019

Lakeside Park Garden Center

666 Bellevue Ave, Oakland, CA

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CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: C. N. E. Corbin, Chair, Parks and Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: December 2, 2019
SUBJECT: **Request From Oakland Running Festival For Approval To Serve And Sell Alcoholic Beverages, Food, Merchandise And Accept Donations On-Site At The 11th Annual Oakland Running Festival Marathon At Snow Park On Sunday, March 22, 2020, From 7:00am-3:00pm.**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Lena Zentgraf of Corrigan Sports Enterprises Inc. and Oakland Running Festival, for approval to serve and sell alcoholic beverages (Beer & Wine), food, merchandise and accept donations on-site at the Oakland Running Festival Marathon to be held at Snow Park on Sunday, March 22, 2020. Funds collected will benefit local charities. Approval from the Parks and Recreation Advisory Commission is required per O.M.C. Section 12.64.080.

FISCAL IMPACT

Corrigan Sports Enterprises Inc. is paying all rental fees associated with the event estimated at \$10,000.00.

PROJECT / PROGRAM DESCRIPTION

This is the eleventh year of the Oakland Running Festival Marathon in the City of Oakland. The Oakland Running Festival Marathon is a five-race event which attracts people from all over the world to run through the streets of Oakland. This year the Oakland Running Festival plans to have over 10,000 participants and bring in over 2 million in revenue to businesses in the downtown area.

BACKGROUND / LEGISLATIVE HISTORY

Corrigan Sports Enterprises Inc. was established 16 years ago with the idea to create memorable experiences through sporting events. Corrigan Sports Enterprises, Inc. has grown into a full-service sports marketing firm, hosting events all over the USA and establishing a local office in Oakland, California. The Oakland Running Festival which has proven to be well planned, extremely successful and well received by the community. There are approximately 10,000 registered participants.

The Oakland Running Festival is a citywide event and is jointly supported by the City Council Office, OPD Special Events Unit, City Administrator's Marketing Department and Oakland Parks, Recreation & Youth Development.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from Corrigan Sports Enterprises to accept donations and sell alcoholic beverages, food and merchandise, at the Oakland Running Festival at Snow Park on Sunday, March 22, 2020, from 7:00am-3:00pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:

Zermaine Thomas

Central Reservations

/s/ Darrin Hodges

Approved by:

Darrin Hodges

Facilities Manager

Attachments: Exhibit A - Oakland Running Festival Proposal Letter
Exhibit B – Post Event Report (2019)



CORRIGAN SPORTS ENTERPRISES



Parks and Recreation Advisory Commission

Oakland Running Festival, Snow Park, March 22nd 2020

History: The Oakland Running Festival is celebrating its 11th year March 22nd 2020. The event is a celebration of Oakland and a healthy, positive event for all. We have grown with the help of support from the City of Oakland, local businesses, and non profits. This year we plan to have over 10,000 participants and bring over 2 million in revenue to businesses in the downtown area each year. In 2019, we helped raised over 60,000 for local non profits. Our event moved to East Shore park the last three years but with the renovation of Snow Park and its vicinity to BART, our office headquarters, and the Convention center it is a much better fit as the home for the Oakland Running Festival.

Overview of Event: The event is set for Sunday March 22n from 7am-3pm. Park set up will begin as early as Friday night to accomidate our tents and supplies. We have several events and distances for participants to choose from. Lake Merritt park is used as the 5k course. Other courses run throughout downtown Oakand and across the Bay bridge. Runners finish through out the day and are provided with snacks and entertainment at the end of their race. There are many street closures throughout the day as we make sure to provide a safe and fun event for all.

Request to collect funds on site:

All runners are pre-registered. We sell merchandise at the finish line provided by Corrigan Sports only. This includes shirts, mugs, glasses, to commemorate the event. We provide free food and beer for runners only. Food trucks provide food for sale for runners and the community and fans of the event. Most items are \$10 or less and all provided by local companies. Each vendor is registered through the health department in if necessary provides fire clearance.

Why are funds being collected:

We cover street closures, ac transit/cal trans permitting, race shirts, race medals, medical teams, and a weekend full for our participants including the Friday/Saturday health expo and the Sunday running events.

Who is benefited: Race participants, City of Oakland business revenue, and non profits that we work with to fundraise for the event as well as provide donations to. Previously those groups have been, Running for a Better Oakland, Asian Health Services, Crucible, Oakland Parks and Rec Foundation, and Youth Uprising.

Contact:

Lena Zentgraf

1001 Broadway Oakland Ca 94607

434-466-7389

lena@corrigan sports.com



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: Oakland Marathon

Location of Event: Eastshore Park

Date/Hours of Event: March 25th 2018 Permit No. _____

Event Contact Name: Lena Zentgraf Phone No. 434-466-7389

Event Contact Address: lena@corrigansports.com

Is this a "first time" event at this location? Yes No If no, when was the event held previously?
3 years -- and at Snow park before that.

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
- ABC permit
Fire Permit

II. ATTENDANCE/COLLECTION OF FUNDS

1. Total number in attendance: 18,000
2. Were registration fees, donations or other fees collected on-site? Yes No
Everyone who runs pre registers, 9,500 entrants Not Applicable
3. If yes, how many people registered? _____ How many people made donations? _____
4. What was the cost for registration? _____
5. How much was collected on site from registration fees? _____
6. How much was collected on site from donations? _____
7. How much was collected on site from other fees? _____

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
RBO-youth running group	NP	n/a	n/a	N
Lagunitas	for profit	beer	n/a	Y
LMJS -- adult running group	NP	N/A	n/a	N
GU	for profit	runner food	n/a	Y

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 love having non profit and coporate wellness parnters. Also having more entertainment around the lake while people are running. We also want to make sure everyone in the area with a business or living nearby is well informed.

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

We always have to be careful of rain because it makes the park soggy and we do not want to ruin the grass. Our biggest concern is everyone being safe and having a good time which was the result of the event.

Submitted by: Lena Zentgraf

Date: 2/26/19

Approved by: _____

(OPR Staff)

Date: _____

Comments: _____



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: C. N. E. Corbin, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: December 2, 2019
SUBJECT: **Request From Center For Early Intervention On Deafness (CEID) For Approval 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 25, 2020, From 8:30am-2:00pm.**

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 \$694.00.

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 250 participants, mostly family members of CEID children and supporters.

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

- Registration Fee (\$12 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 25, 2020, from 8:30am-2:00pm.

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 (2019)
Exhibit C – Rental Application

October 23, 2019

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 25th, 2020, 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 250 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 \$12 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 2020 event.

Sincerely,



Emily Cha
Special Events Coordinator



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: 16th Annual CEID Walk-A-Thon

Location of Event: Lakeside Park, Lake Merritt, Oakland

Date/Hours of Event: Saturday, April 27, 2019, 8:30 a.m. – 2 p.m. Permit No. We were not given a permit number.

Contact Person: Jennifer Conroy Phone No 510-848-4800 x330

Contact Person Address: CEID, 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?

Saturday, May 19, 2018

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 Fire Permit

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? 150 How many people made donations? 4 unsolicited
4. What was the cost for registration? \$12,
5. How much money was collected on site for registration fees? \$24.
6. How much money was collected on site for donations? \$600. Unsolicited.

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? **NOT APPLICABLE.**

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.)

The event was well done and attendees had a lot of fun!

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

There was another NPO doing a Walk at the same time but it all worked out. OPR staff is the best.

Submitted by: Jennifer Conroy, Development Director, Center for Early Intervention on Deafness (CEID) Date: April 30, 2019

Approved by: 
(OPR Staff)

Date: 5-10-19

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: Zermaine Thomas

Date of Application: 10/23/2019

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

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

Applicant Name: Emily Cha

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

Phone Number: 510-848-4800 Fax Number: 510-848-4801 E-mail: emily@ceid.org

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

Room(s)/Site(s): Lakeside Park, next to Fairyland, adjacent to closed concessions stand

Event Information:

Date(s) of Event: Saturday, April 25, 2020

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

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitsvah/BatMitsvah, 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) 250 Approximate # of Adults 150 # of Teens 50 # of Children/Infants 50

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>48</u> x <u>5.5</u> = <u>264</u> <small>(Hourly Rate) (# of hours)</small>	(6) Kitchen = _____
(2) _____ x _____ = _____ <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>100</u>
(5) Setup/Teardown = _____	(10) Other Charges = _____
TOTAL: \$ <u>694</u> Less Advance Minimum Payment of \$ <u>300</u> BALANCE DUE 30 DAYS BEFORE EVENT: \$ <u>394</u> <small>(Deposits are refunded 6-8 weeks AFTER event date, provided the facility is left in acceptable condition and the event goes as planned.)</small>	

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 x Emily Cha DATE 10/23/19



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

TO: C.N.E. Corbin, Chair, Parks and Recreation Advisory Commission
FROM: Gail McMillon, Parks, Recreation & Youth Development
DATE: November 20, 2019
SUBJECT: REQUEST RECOMMENDATION TO DEDICATE A PLAQUE IN MEMORY OF WILLIAM LEE “BILL” GRIMM

SUMMARY

Staff received a request from Sherianne Grimm to dedicate a bench in memory of her husband, William Lee “Bill” Grimm. The location of the bench is across the street from 2040 Lakeshore Avenue. The dedication plaque will read:

**In Loving Memory of William “Bill” Grimm ∞ 1949-2019
Beloved husband, father & friend; fierce child advocate
We carry your heart in our hearts; loving you eternally
Never separated because we loved with heart and soul ♥**

FISCAL IMPACT

Donation of \$800 will be made to the Oakland Parks and Recreation Foundation to have the plaque purchased and installed. The plaque installation process is in accordance with the Oakland Public Works Department construction requirements. The donor will assist with maintaining the plaque by washing the plaque every few months with soft cloth, water and a mild dishwashing liquid.

BACKGROUND / LEGISLATIVE HISTORY

William Lee “Bill” Grimm (Bill) worked for the National Center for Youth Law (NCYL) for over 30 years. The NCYL is a non-profit law firm that helps children in need nationwide. The firm has been housed in Oakland for the past twenty years. Bill was a tremendous lawyer and advocate for the firm, as well as a beloved friend to many and a devoted father, grandfather and husband.


Prior to working at NCYL, Bill worked for 13 years at the Legal Aid Bureau in Baltimore, Maryland. He commenced one of the first efforts to provide due process representation to foster children in CINA (dependency) hearing in Juvenile Court. Bill’s entire 43-year career was spent in public service. He was widely considered the expert in the county on children in foster care and one of the premier litigators in child welfare litigation. Bill was a successful litigator that led several class action cases in several states. The settlements that resulted from his work resulted in significant reform, safer conditions and millions of dollars infused into system reform. In recent years, Bill was also very involved in policy work and getting at the core system problems that play a role in the death of children.

Bill's family selected a bench at Lake Merritt/Lakeside Park to honor a hero. Many of his colleagues walk the lake at lunch. Family, colleagues and friends will be able to easily access the bench for visitation, meditation and reflection.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission recommend approval of the plaque language as written for dedication of a bench at Lake Merritt/Lakeside Park in memory of William Lee "Bill" Grimm.

Respectfully submitted,



Prepared by: Gail McMillon
Office Manager



Approved by: Dana Riley
Assistant Director



CITY OF OAKLAND
Oakland Parks, Recreation & Youth Development

TO: C.N.E. Corbin, Chair, Parks & Recreation Advisory Commission
FROM: Zermaine Thomas, Central Reservations
DATE: October 21, 2019
SUBJECT: **Request Approval From The Parks And Recreation Advisory Commission To Allow Peralta Parent Teacher Group To Collect Funds Onsite For Ticket Sales At The Door, Bidding On Silent And Live Auction Items, Sales Of Beverage Tickets And Raffle Tickets, And Acceptance Of Donations At Their Spring Auction Fundraiser To Be Held At Lakeside Park Garden Center On Saturday, March 21, 2020, From 5:30pm-9:30pm.**

SUMMARY

Oakland Parks, Recreation & Youth Development received a request from Peralta Parent Teacher Group (PPTG), which was incorporated as a 501(c)3 in 1982. The role of the PPTG is to support and enrich the education of the children, through fund raising and recruiting and coordinating volunteers. The Peralta Parent Teacher Group is requesting approval to collect funds onsite for tickets sales at door, bidding on silent and live auction items, sales of beverage tickets, raffle tickets and acceptance of donations at their Spring Auction Fundraiser to be held at Lakeside Park Garden Center on Saturday, March 21, 2020. 100 % of the proceeds collected go to Peralta Elementary School for services not provided by the Oakland Unified School District. The funds help pay for Teacher's Aides for kindergarten classrooms, art and music instruction for grades K-5.

Approval from Parks and Recreation Advisory Commission is required per O.M.C. Section 12.64.080.

FISCAL IMPACT

Peralta Parent Teacher Group is paying all fees associated with the event estimated at \$2125.00

PROJECT/PROGRAM DESCRIPTION

The Spring Auction Fundraiser is Peralta Elementary Adult-Only Party, which features live and silent auction, food and drinks, and a parent volunteer band.

The following funds are being requested to collect onsite:

- Ticket Sales at Door: \$25-\$100 (sliding scale)
- Silent Auction: Any dollar amount starting at \$100
- Live Auction: Any dollar amount starting at \$25
- Beverage Ticket Sales: \$6
- Raffle Ticket Sales: \$10-\$25
- Donations: All amounts accepted

BACKGROUND

The PPTG currently contributes funds for the Sports4Kids program that provides sports instruction, playground supervision, music instruction, and enhancing the garden and school grounds. The PPTG organizes annual school festival and celebrations, and parents volunteer in classroom, in the garden, and in the after-school program.

RECOMMENDATION

Staff recommends that the Parks and Recreation Advisory Commission approve the request from Peralta Parent Teacher Group to collect funds onsite for tickets sales at door, bidding on silent and live auction items, sales of beverage tickets and raffle tickets, and acceptance of donations at their Spring Auction Fundraiser to be held at Lakeside Park Garden Center on Saturday, March 20, 2019, from 5:30pm-9:30pm.

Respectfully submitted,

/s/ Zermaine Thomas

Prepared by:
Zermaine Thomas
Central Reservations

/s/ Darrin Hodges

Approved by:
Darrin Hodges
Facilities Manager

Attachments: Exhibit A – Peralta Parent Teacher Group Proposal Letter
Exhibit B – Non-Profit 501c3 Certificate
Exhibit B – Rental Application



Peralta Parent Teacher Group @ Peralta Elementary School
460 63rd Street Oakland, CA 94609

September 23, 2019

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

Re: Lakeside Park Garden Center March 21, 2020

Dear City of Oakland Parks & Recreation Advisory Commission,

This proposal letter is a request for facilities located at Lakeside Park Garden Center. Our event date is Saturday, March 21 2020.

Brief history of Peralta Parent Teacher Group

Peralta Elementary school is part of the Oakland Unified School District. The Peralta Parent Teacher Group (PPTG) was incorporated as a 501(c)(3) in 1982. Parents at that time decided to become an independent nonprofit. The role of the PPTG is to support and enrich the education of our children, through fund raising and recruiting and coordinating volunteers. The PPTG currently contributes funds for the Sports4Kids program that provides sports instruction, playground supervision, leadership training, and an after-school program, as well as funds for a librarian, art and music instruction, and enhancing the garden and school grounds. The PPTG organizes annual school festivals and celebrations, and parents volunteer in classrooms, in the garden, and in the after-school program.

Overview of Event

The spring auction is our school's adults-only party. The theme this year is Totally 80's Prom, featuring a live and silent auction, food and drinks, and a parent volunteer cover band. We propose a 5:30-9:30pm event with set up starting at 2:30pm and clean up ending at 10:30pm.

Request to collect funds on-site

Admission fee: \$25-\$100 sliding scale tickets (volunteer admission complimentary)

Donation to PPTG: any dollar amount

Donation to Equity Fund/ Oakland public schools: any dollar amount

Beverage ticket sales: \$6 each

Live auction items: any dollar amount starting at \$100

Silent auction items: any dollar amount starting at \$25

Raffle tickets for wine pull: \$10-25

State why funds are being collected on-site

We collect funds for admission tickets at the door along with selling beverage tickets at the event.

We also end the silent auction during the event and collect funds for the live auction at the event.

The silent auction items will be present and guest can take the items home with them.

Wine pull raffle tickets are sold in person so guests can take their winnings home from the event.

State who will benefit from the funds being collected

All funds go to Peralta Elementary School for services not provided by the district. The funds help pay for Teachers aides for the kindergarten classrooms, art and music instruction for grades K – 5. The funds also help pay for an on-site librarian, a socio-emotional counselor and CPR/First Aid training for teachers.

Thank you for your consideration!

Warmly,



Elena Ratto

PPTG Auction co-chair

Parent of 2nd grader and upcoming Kindergartener

elenaann@mac.com

415-244-6706

Open with Google Docs

Internal Revenue Service

Date: October 2, 2007

PERALTA PARENT GROUP INC
EMERALD CITY CHILD CARE
460 63RD ST
OAKLAND CA 94609-1339

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

Person to Contact:
S. Katherine Converse 17-57074
Customer Service Specialist
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
94-2831259

Dear Sir or Madam:

This is in response to your request of October 2, 2007, regarding your organization's tax-exempt status.

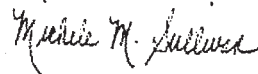
In September 1982 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

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

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

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

Sincerely,



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



Oakland Parks, Recreation & Youth Development (OPRYD)
 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
 www.oaklandnet.com/parks
Rental Application



ATTENTION: Advisory Commission

DATE: 9-29-19

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

Name of Business/Organization: Peralta Parent Teacher Group

Business/Organization Address: 400 63rd Street, Oakland 94609
Street Address City Zip Code

Applicant Name: Knstel Weaver

Applicant Mailing Address: 6120 Hillegass Ave. Oakland 94618
Street Address City Zip Code

Phone Number: (510) 815-3641 Fax Number: _____ E-mail: pptgchair@peralta.school.org

Facility/Park Name: Lakeside Park Garden Center

Room(s)/Site(s) Vista room & Garden room (garden) & large kitchen

Event Information:

Date(s) of Event: Saturday March 21, 2020

Time In/Prep Time 2:30pm Actual Event Time 5:30pm to 9:30pm Time Out/Cleanup Time 10:30pm

Type of Event/Purpose: (be specific, i.e., Wedding Reception, Meeting, Birthday Party, Banquet, Picnic, BBQ, Walk, Run, Festival, Rally, Quinceanera, BarMitzvah/BatMitzvah, etc.)
Spring Auction fundraiser for Elementary school (Adults-only)

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: microphone

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) 160 Approximate # of Adults 160 # of Teens 0 # of Children/Infants 0

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

Will you require a caterer for your event?

If yes, Name of Caterer: Charmed Catering Yes No

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) 75 x 8 = \$600
(Hourly Rate) (# of hours)
 (2) 75 x 8 = \$600
(Hourly Rate) (# of hours)
 (3) Permit Processing Fee = 30
 (4) Deposit = \$300
 (5) Setup/Teardown = \$225

(6) Kitchen = \$125
 (7) Alcoholic Beverage Fee = \$195
 (8) Administrative Service Fee = N/A
 (9) Sound Use Fee = \$50
 (10) Other Charges = _____

TOTAL: \$ 2125

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: 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: Knstel Weaver

DATE 9/30/19

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