



CITY OF DUBLIN
HERITAGE & CULTURAL ARTS COMMISSION
SPECIAL MEETING AGENDA

THURSDAY, SEPTEMBER 10, 2015, 7:30 P.M.
DUBLIN CIVIC CENTER, 100 CIVIC PLAZA

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ORAL COMMUNICATIONS**

3.1 **Public Comments**

At this time, the public is permitted to address the Heritage and Cultural Arts Commission on non-agendized items. The Commission must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Commission may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Office of the Parks and Community Services Department related to the proper procedure to place an item on a future Heritage and Cultural Arts Commission agenda. The exceptions under which the Heritage and Cultural Arts Commission MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).

4. **MINUTES OF THE REGULAR MEETING**

4.1 **Minutes of the Regular Meeting – July 9, 2015**
STAFF RECOMMENDATION: Approve Minutes

5. **WRITTEN COMMUNICATIONS - None**

6. **PUBLIC HEARING - None**

7. **UNFINISHED BUSINESS - None**

8. **NEW BUSINESS**

8.1 **Dublin Camp Parks Military History Center Management Plan**

The Commission shall receive a draft of the Dublin Camp Parks Military History Center Management Plan.

STAFF RECOMMENDATION: Receive report and recommend City Council accept.

8.2 **Parks and Community Services Department Re-Organization**

The Commission shall receive an updated Parks and Community Services Department Organization Chart.

STAFF RECOMMENDATION: Receive report.

9. **OTHER BUSINESS**

9.1 **Brief Informational Only Reports from Commissioners and/or Staff and Reports by Commission related to Meetings Attended at City Expense (AB 1234).**

10. **ADJOURNMENT**

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Office of Parks and Community Services (925) 556-4500 at least 72 hours in advance of the meeting.

A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Heritage & Cultural Arts Commission Meeting or, in the event that it is delivered to the Commission less than 72 hours prior to a Heritage & Cultural Arts Commission Meeting, as soon as it is so delivered. The packet is available in the Parks & Community Services Department at Civic Center.

HERITAGE AND CULTURAL ARTS COMMISSION

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

July 9, 2015

The July 9, 2015, Regular Meeting of the Heritage and Cultural Arts Commission was called to order at 7:01 PM at the Dublin Civic Center, Dublin, California, by Chair Iharosi.

PLEDGE OF ALLEGIANCE

Chair Iharosi led the Pledge of Allegiance.

ROLL CALL

Commissioners (Cm.) Present:

Blackburn, Deets, Iharosi, Minniear

Commissioners Absent:

He, Szollos, Tutino

ORAL COMMUNICATIONS

3.1 PUBLIC COMMENTS

None

APPROVAL OF MINUTES

4.1 June 11, 2015

On a motion by Cm. Deets seconded by Cm. Blackburn and by a vote of 4-0-0 with Commissioners He, Szollos, and Tutino absent, the Commission voted to approve the minutes of June 11, 2015, as presented.

WRITTEN COMMUNICATIONS

None

PUBLIC HEARING

None

UNFINISHED BUSINESS

None

NEW BUSINESS

8.1 Spring Quarterly Report

Ms. Tegan McLane, Cultural Arts and Heritage Manager, presented the specifics of the item as outlined in the Staff Report.

Cm. Blackburn asked how many registered participants are needed for a cultural arts class to run and the philosophy in regards to holding a class. Ms. McLane stated the registration requirement depends on the class. On average, about eight participants are needed in order for a class to run and it is somewhat at the discretion of the contracted instructor.

Cm. Minniear asked for clarification on the number of renters versus bookings for the facility rental comparison.

Chair Iharosi asked for clarification on charges for Heritage Center tours. Ms. McLane explained tours booked in advance are charged a nominal fee and have the opportunity for add-on activities. Walk-in tours are not charged a fee and add-on activities are not available.

8.2 Assessment and Strategic Planning Related to Heritage and Cultural Arts

Mr. Paul McCreary, Parks and Community Services Director, presented the specifics of the item as outlined in the Staff Report.

Cm. Deets asked if there are general inspections for private art work. Mr. McCreary stated there is no inspection program for privately-owned artwork; however Staff works with property owners to encourage them to make repairs to artwork as necessary.

Cm. Minniear asked if Staff could provide an overall assessment and state whether items still need to be completed. Mr. McCreary stated that the Long Range plan has overall been accomplished and the broader goals still resonate today. There is more progress to come with public art; there is a healthy funding source with developments on the horizon. Staff is also working on maintaining current public art pieces and adding a consolidated inventory on the City website.

Chair Iharosi asked about performances at the Dublin High School Performing Arts Center (DHSPAC). Mr. McCreary stated there is currently a Memorandum of Understanding between the City and the Dublin Unified School District (DUSD) that would allow for free-use based on the City's partnership to provide park land for schools.

Cm. Blackburn suggested using the Dublin Senior Center for performing arts.

Cm. Blackburn asked how the demographics of Dublin would play into Staff's goals with events. Mr. McCreary stated Staff has been enhancing cultural arts diversity at City events.

Cm. Minniear stated he likes the goals. Cm. Minniear noted his concern that the City's progress remains relevant to the various demographics of the population. Mr. McCreary stated the City's surveys include a demographic analysis.

Cm. Blackburn suggested utilizing heritage and cultural arts to bring the community together.

Cm. Minniear questioned whether or not the community is expecting the City to do too much in regards to cultural arts and discussed whether some of the responsibility be shifted to community-based organizations.

Cm. Deets suggested working with the Chinese Council in Pleasanton and cultural organizations in Fremont to increase involvement with our programs and better serve the community needs.

Cm. Minniear stated the City should take credit for the increase of cultural arts classes. Cm. Minniear also suggested the need for a historic district ordinance, versus the Dublin Village Historic Area Specific Plan.

Cm. Minniear asked about the impetus for the black box theater in the Kolb Sunday School Barn. Mr. McCreary stated the theater was added to enhance performing arts, as there was no City theater at the time the theater was added.

OTHER BUSINESS

9.1 BRIEF INFORMATION ONLY REPORTS FROM HERITAGE & CULTURAL ARTS COMMISSIONERS AND/OR STAFF

Cm. Deets reported he attended a dance performance at the DHSPAC.

Cm. Minniear reported that, in his role as a volunteer at the Heritage Park, he is working with others in the community on making connections with the DUSD and learning more about the history of the District in preparation for the upcoming exhibit of Dublin schools.

Chair Iharosi asked about the criteria for groups that want to be an entry in the St. Patrick’s Day Parade. Mr. McCreary stated the St. Patrick’s Day Parade is operated by the Dublin Lions Club and he would provide a copy of their application. Chair Iharosi asked about the title of the Transit Center Parkland Acquisition. Mr. McCreary explained it is called “Transit Center” because of the BART station, but it will not be a transit terminal.

Cm. Minniear asked about the status of converting the Heritage Park irrigation to recycled water. Mr. McCreary indicated the water would be converted in the fall and Public Works will be re-seeding turf and replacing trees that do not resume growth when regular watering occurs.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:44 PM.

Minutes prepared by Jennifer Kransky, Senior Office Assistant.

Timea Iharosi
Chairperson

ATTEST: _____
Tegan McLane
Cultural Arts and Heritage Manager



AGENDA STATEMENT
HERITAGE AND CULTURAL ARTS COMMISSION
MEETING DATE: September 10, 2015

SUBJECT: **Dublin Camp Parks Military History Center Management Plan**
Prepared by Tegan McLane, Cultural Arts and Heritage Manager

ATTACHMENTS: 1. Dublin Camp Parks Military History Center Management Plan

RECOMMENDATION: Receive report and recommend City Council accept.

FINANCIAL STATEMENT: None

DESCRIPTION: Following the United States Army's permanent loan of 800+ Camp Parks military artifacts to the City of Dublin, and the December 2014 signing of a Memorandum of Understanding (MOU) with Parks Reserve Forces Training Area, which will allow the City of Dublin to operate exhibit space at the new Camp Parks Main Gate, a work group of City, community and military representatives was convened to develop a management plan for the exhibit space.

With the help of a facilitator who specializes in public facilities planning, the work group studied various museum models, policies and best practices; historical events and societal trends since Camp Parks' establishment during World War II; and the general scope of Camp Parks-related artifacts and oral histories currently cared for by the City of Dublin.

Using these as inspiration, the work group envisioned a history center that would tell the stories of service people and local residents connected with Camp Parks and engage the general public, as well as military veterans and families past and present, Dublin students and historians. The work group articulated a mission, vision and values statements for the history center and identified key interpretative themes and messages likely to resonate with a broad audience. This management plan, drafted by the City's professional museum staff, details the work group's process, ideas and recommendations related to how items will be collected and shared with the public. The plan provides a framework that can be used by a professional museum design/build team contracted by the City to develop the exhibits. (Attachment 1).

Staff will provide an overview of the proposed Dublin Camp Parks Military History Center Management Plan at the Commission meeting.

COPIES TO:

ITEM NO: 8.1

Management Plan

for the

Dublin Camp Parks Military History Collections

September 2015



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INTRODUCTION

Purpose

This document summarizes the vision of the Dublin Camp Parks Military History Center workgroup. It recommends parameters for further collection of artifacts that help interpret the history of Camp Parks, and proposes how the collections could be made accessible to the public through virtual, temporary and permanent exhibits in a relevant way for the largest possible audience. It also outlines the City of Dublin's commitment to the project and currently available resources.

Overview

The Dublin Camp Parks Military History Center (“Center”) is a collaborative effort between the City of Dublin and the United States Army. The Center interprets and preserves the history of the Parks Reserve Forces Training Area and its connections with the Dublin community through exhibitions, programming and the collection of artifacts associated with military activities in the Dublin area.

The Dublin Camp Parks Military History Center will be located in an approximately 3,000-square foot space within the Camp Parks Main Gate Visitor Processing Facility at Dougherty Road and Camp Parks Boulevard in Dublin, California. Approximately 70 percent of the space will be devoted to exhibits, 10 percent to exhibit storage and 20 percent to program area. The Center will preserve a collection of approximately 800 artifacts associated with the military facilities in Dublin, California.

The current Parks Reserve Forces Training Area (PRFTA) is the latest iteration in a series of military facilities occupying the historical Camp Parks location, covering the area between today's Dougherty Road to the west and Tassajara Road to the east.

The first military facilities to occupy the area, established during World War II and unofficially known as “Fleet City,” consisted of: Camp Parks (1942-46), the training and redeployment center for the Navy's Construction Battalions (“Seabees”) who were tasked with staying ahead of the military's engineering challenges; Camp Shoemaker (1943-46), a Navy personnel distribution and separation center; and Shoemaker Naval Hospital (1943-46), one of several Navy installations around the country where women were accepted as enlisted and officer service personnel.

Later facilities occupying the historical location were Alameda County's Santa Rita Jail (1946-present); Parks Air Force Base (1951-57), where forces mobilized for the Korean War; Civil Defense testing activities (1959-85), where Camp Parks facilities were the site of radiation exposure and bomb shelter experiments; Federal Job Corps activities (1960s-'70s), and the U.S. Army's Parks Reserve Forces Training Area (1980-present). One point of historical significance is that all four branches of the US Armed Forces have served in the Dublin Area within the historical boundaries of Camp Parks at various times in its 70+ year history.

Dublin Camp Parks Military History Center Working Group

The City of Dublin saw the need for a comprehensive planning effort to guide the development of the exhibitions, programs, collections and operations of the new Dublin Camp Parks Military History Center. On February 12, 2015, the City of Dublin convened a working group comprised of representatives from the Heritage and Cultural Arts Commission, the Dublin Historical Preservation Association, the Founder

of the Camp Parks History Center, the City Historian, Staff from the City's Heritage Park and Museums, and representatives from PRFTA. The Working Group was charged with helping to develop the Interpretive Plan and developing the proposed Collections Policy. Members of the workgroup are listed on the following page:

Kathy Blackburn, Heritage and Cultural Arts Commission
Lisa Cipolla, US Army Garrison, Camp Parks Reserve Forces Training Area
Richard Deets, Heritage and Cultural Arts Commission
Christopher P. Gerdes, Lt. Colonel, U.S. Army, Garrison Commander (through June 2015)
Dan Gannod, Public Affairs Officer, US Army Garrison, Camp Parks Reserve Forces Training
Andrew Jones, Lt. Colonel, U.S. Army, Garrison Commander (from June 2015)
Steve Lockhart, Dublin Historical Preservation Association
Steve Minniear, Dublin Historical Preservation Association
Tommie Simpson, Founder of the former Camp Parks History Center
Georgian Vonbeeder-Leopold, City Historian

City Staff:

Paul McCreary, Parks and Community Services Director
Tegan McLane, Heritage and Cultural Arts Manager
Elizabeth Isles, Heritage Park and Museums Director
Kelly Timmerman, Heritage Park and Museums Program Specialist

The Working Group, which met from April through June 2015, provided input that Staff used to prepare this Management Plan in order to establish and articulate a framework for long-term planning and decision making for the Dublin Camp Parks Military History Center.

History Center Background

The Camp Parks History Center officially opened in 1993, with responsibility for the Center placed in the hands of Parks Reserve Forces Training Area's (PRFTA) Public Affairs Office. The History Center was located at PRFTA in Building 620 and included approximately 1,500 square feet of exhibit space. The collection began with donations from former service personnel of artifacts from their service at "Fleet City."

In 1995, the Public Affairs Office moved to another building and the Public Affairs Officer who opened the History Center resigned. The Center was left unattended, so volunteer Tommie Simpson, who had served at Shoemaker Naval Hospital during WWII, recruited several other volunteers to operate the Center, interpret the material, and grow and preserve the collection.

In fall 2009, Ms. Simpson was informed that the Center would be relocated from Building 620 to Building 200 and that the collection had to be moved within a few days. The Dublin Historical Preservation

Association (DHPA) responded by hiring a moving company and recruiting volunteers to assist with the relocation. Both Ms. Simpson and the DHPA believed that Building 200 would be the new home for the Center and began to recruit volunteer assistance. The Center was closed and the exhibits and material were placed in Building 200 for indefinite storage. Prior to the move, there had never been an inventory done of the Center's collection.

In 2010, efforts were made by a small number of volunteers to inventory and appropriately package and preserve the collection. By May 2010, PRFTA decided that the Center would not be reopened and directed that the inventory and storage activities end. PRFTA officially took possession of the collection and began efforts to determine a final disposition for the collection.

In 2011, following efforts by the City of Dublin, PRFTA and DHPA, the U.S. Army gave the entire collection to the City of Dublin on permanent loan. It is currently stored and preserved in a secure and conditioned space in the Dublin Public Library expansion space.

On December 2, 2014, the Dublin City Council approved a Memorandum of Understanding (MOU) with PRFTA that allowed the City to begin planning and designing an exhibit space to house the collection in the new Camp Parks Visitor Processing Center, located outside the control point at the new Camp Parks Main Gate on Dougherty Road and Camp Parks Boulevard.

The Camp Parks Military History Center Work Group was convened to help develop the foundations of the Interpretive Plan and the Collection Policy for the Dublin Camp Parks Military History Center.

FOUNDATIONS FOR PLANNING & MANAGEMENT

Foundation Statements

These statements are intended to convey the inspiration and intent of the Dublin Camp Parks Military History Center and set guidelines for future planning by summarizing fundamental values and providing a framework for decision making.

MISSION

The Dublin Camp Parks Military History Center connects the Dublin community and the United States Armed Forces at Camp Parks and creates opportunities to discover the people who lived, worked, and served in Dublin, transforming this region, and influencing the world.

VISION

A diverse community is connected with the impact the historic Camp Parks had locally and abroad..

VALUES

Values provide the framework for how to accomplish the Mission and Vision and approach ongoing operational work. Values describe the internal culture and external relationships. Future Staff and volunteers should use the values to guide the everyday priority-setting, decision-making and communication to others of what to expect from the History Center.

The Dublin Camp Parks Military History Center provides access to stories that honor the military heritage of Dublin through collaborative and enduring stewardship.

Access to the story: *Strive to provide access to the Camp Parks story to a broad audience of community members, visitors, educators, local organizations and researchers.*

Honor military heritage: *Honor the connection with the military that has shaped families and communities.*

Collaboration with stakeholders: *Strive to work collaboratively with partners at Camp Parks and the Dublin Historical Preservation Association, and members of the larger community, such as schools, other Tri-Valley historical organizations, former military personnel and their friends and family.*

Enduring stewardship: *The History Center work supports the long-term viability of the collection, the story it tells, and the connections to the community.*

MANDATE

The mandate establishes the framework for the History Center's activities, describing the History Center's field of study, as well as the geographical and chronological extent of its collection and interpretive programs.

The museum's mandate is exploring the interrelationship of the U.S. Armed Forces at Parks Reserve Forces Training Area, throughout its history, and the Dublin community, which surrounds the Post. The mandate also covers the interrelationship of those communities with the world, from 1942 to the present.

STATEMENT OF PURPOSE

The statement of purpose articulates the History Center's functions in relation to its mandated field of study, as well as the geographical and chronological range, and identifies the community it intends to serve.

The museum's purpose is to interpret, display, study, document, collect and preserve the history that Dublin and Parks Reserve Forces Training Area share, in order to foster understanding of our communities' impacts on the region and the world.

Significance Statements

Significance statements articulate the importance of the History Center's resources and stories. These statements connect the mission and purpose of the History Center with research and historical context. Significance statements illuminate distinctive and meaningful elements of the collection and place the Camp Parks story within a regional, national and global context. These statements can serve as a framework for collections and interpretive planning and management.

The following significance statements have been identified for the Dublin Camp Parks History Center:

- During WWII, Americans from all sectors of society responded to support each other in serving their country and defending their way of life. On any particular day in 1945, approximately 70,000 U.S. Naval, Marine and Coast Guard personnel lived at Camp Parks, Camp Shoemaker and Shoemaker Naval Hospital (Fleet City). The endeavors of those who trained at and passed through Fleet City were essential to the war effort and victory in the Pacific Theater.
- Fleet City grew in concert with the rapid technological, economic, and social change brought about by WWII. The ability to innovate, mobilize and adapt large and complex works of engineering was a critical component of military success in the war. To meet these new construction needs, Camp Parks became one of the largest training and redeployment centers on the West Coast, training more than 100,000 Naval Construction Battalion personnel, popularly known as Seabees.
- Fleet City shaped the landscape of the Dublin area, leading to rapid and substantial economic, geographic and demographic changes. Rural ranchland was transformed into a war-time military city. Today Camp Parks preserves remnants of this once-common, but rapidly disappearing, rural grassland landscape. These changes to the landscape provide windows into a past that shaped the community we know today.
- The rapid construction of Camp Parks, as well as the population growth that accompanied it, served as a precedent for the wave of suburban growth that followed the war, turning the rural agricultural towns of Dublin, Pleasanton and Livermore into the cities that they are today. The four-year existence of Fleet City revealed the potential of undeveloped rural land with transportation connections to the larger cities.

- Service personnel stationed at Fleet City reflected America's changing attitudes toward the rights of women and African-Americans in the U.S. Armed Forces. At Shoemaker Naval Hospital, Women Accepted for Volunteer Emergency Service (WAVES) served for the first time within the ranks of the U.S. Navy as officers and enlisted personnel with the same rank-system as men. While the Naval service units were segregated during WWII, Fleet City's Bluejackets national champion football team was racially integrated. At Camp Shoemaker, 253 enlisted African-American dock workers, who refused to return to munitions-loading duty following the Port Chicago Disaster, were jailed and interrogated within the Camp Shoemaker brig. The experiences of the men and women at Fleet City reflected experiences nationwide and highlighted the paradox of Americans fighting for liberty abroad and facing inequality on the home front, hastening the desegregation of the military following WWII.
- As the mission, technology, challenges and demographics of the U.S. military have evolved, Camp Parks has remained in service, illuminating the changing face and role of the U.S. Armed Forces over the past century. Camp Parks' role as a manifestation of Americans' commitment to support the armed forces and national security continues today.
- Camp Parks evolved over time to serve new needs created by the changing nature of war and protection. It adapted to counter new threats during the Cold War. Parks Air Force Base provided air support training during the Korean War. Later, the U.S. Naval Radiological Defense Laboratory (USNRDL) and the Civil Defense Authority carried out radiation tests on crops and livestock, and tested the habitability of a prototype bomb shelter using inmates from the Santa Rita County Prison, USNRDL family members and other volunteers. Federal Job Corps, a manifestation of the war on poverty, occupied the historical Camp Parks site in the 1960s and '70s.

History Center Collections and Associated Resources

In order to best tell the Camp Parks story, the Dublin Camp Parks Military History Center maintains and collects artifacts from the time periods, places and events associated with the historical development of Camp Parks and Dublin. The History Center cares for, displays and uses for interpretive exhibitions two collections of artifacts, the original Camp Parks History Center Collection, on permanent loan from the Army, and the City-owned ongoing collection. The Center will also preserve stories, photographs and smaller artifacts recovered from structures formerly located at Camp Parks and the Camp Parks environs.

The two collections represent and illustrate how the U.S. armed forces activities have influenced, and continue to influence the history, politics, society and culture of the Tri-Valley, especially Dublin. The artifact collections include uniforms and military gear, as well as artifacts related to military service such as medals, awards and souvenirs from all major branches of the United States military. Also represented in the collection are artifacts from military dependents and friends and associates of former Fleet City personnel. While many of the artifacts currently in the collections can be grouped around service associated with the Dublin, California area, major conflicts or wars, peace time military service is also represented. Weapons and armor associated with military service are part of the collections.

The City-owned collection is an active collection. Any new acquisitions should reflect the historical connection the artifact has with Dublin and the Tri-Valley (Amador, Livermore and San Ramon valleys, including the cities of Dublin, Pleasanton, Livermore, San Ramon and the Town of Danville). Artifacts should reflect the stories of service members, their friends and families; the various military facilities that have been in the Dublin/Tri-Valley area, or the interaction of civilian and military life of this area.

Beyond the artifact collections described above, associated resources are the artifacts, structures, and landforms that are part of the story of Camp Parks but are outside the History Center collections. While it may not be realistic to add these resources to the History Center collection, considering these resources is important for interpretive planning purposes. The following are additional resources, outside the scope of the collection, but important to telling the Camp Parks story:

- Camp Parks original entrance sign and station (Bruce Goff)
- Former Camp Parks architecture*, now relocated throughout the Bay Area, including:
 - San Lorenzo Community Church – Camp Park’s McGann Chapel (Bruce Goff)
 - San Joaquin River Club – Camp Shoemaker Officer’s Recreation Building
 - Quonset huts around the Bay Area

* As researchers identify other former Camp Parks buildings, they will be added to this list.

- Southern Pacific Branch Line from Danville
This freight railway line was a vital connection to the Bay Area ports and other military facilities, transporting troops during World War II. Today this is the Iron Horse Regional Trail, which passes very close to the Dublin Camp Parks History Center.

Interpretive Themes

Interpretive theme statements are specifically intended for guiding interpretive planning. Interpretive theme statements are the essence of stories used to help visitors explore the multiple meanings of the resources within the Camp Parks collection. Each theme statement connects the collection and associated resources to larger historical contexts, meanings, beliefs and values. Theme statements incorporate universal concepts – big ideas that mean something, though not necessarily the same thing, to everyone – in order to make interpretation relevant to a wide variety of visitors. Universal concepts make visible avenues for visitors from Dublin, the Bay Area and all over the world to draw connections between the artifacts, events, time-periods and location of the Camp Parks story. Interpretive theme statements serve as the building blocks on which to base the interpretive programs (exhibitions, public programs, education programs, publications, and access for research).

Primary interpretive themes are the broad, overarching stories that enable people to explore the significances of the collections and stories. They are factual significance statements that have been thoughtfully translated into stories. Sub-themes are derived from primary interpretive themes. They are narrower in scope and deeper in their treatment of the particular aspects of the resources they address. There is no limit to the number of sub-themes that can be derived from a primary interpretive theme.

This collection of interpretive theme statements is meant to begin the interpretive planning process for the Dublin Camp Parks Military History Center. The artifact and archival collection is longitudinal in nature, containing stories that are specific to time and place, but also stories that transcend temporal and geographic boundaries. These big stories that emerge from the collection speak to the:

- Transformation of the Dublin/Tri-Valley landscape from its beginnings as rural ranchland in 1942 to the cities which exist today.
- Transformation of the individual over time of Military service

- Transformation of the demographic makeup of the U.S. Armed Forces (the changing face of the military)
- Transformation of the mission of the U.S. military at home and abroad

Theme Statement 1: The interaction of agriculture, transportation, technology and the changing nature of war shaped the landscape and experience of the Dublin community, transforming rural ranchland into a network of Tri-Valley cities.

- Sub-themes:
 - The transportation corridors that connected this undeveloped ranchland to the ports of the Bay Area were essential to the creation of Camp Parks, as well as the suburban development that followed the end of WWII, and remain important characteristics of the Dublin community for residents today.
 - Surviving fragments of the Camp Parks' built environment serve as windows into Dublin's past and reveal facets of the region's story of transformation.
 - Surviving pieces of the Camp Parks' built environment, as well as items constructed by Seabees far from home, reveal the impact that individuals who came through Camp Parks had on the facility, the community and their country. Their surviving structures, both locally and globally, tell the story of WWII, its immediate aftermath and the development of a region.

Theme Statement 2: Camp Parks is representative of a type of ordinary place where individual Americans worked collectively to accomplish extraordinary, remarkable things.

- Sub-themes:
 - Camp Parks embodied the sacrifice and collective effort of service men and women, as well as local civilians, in support of the war effort.
 - The many varied experiences of service personnel and local civilians at Camp Parks over the years illustrate constancy and conversely change. The military's role continuously evolves, adapting to new demands and conditions; the face of the armed forces transforms along with American attitudes toward racial and gender equality. In contrast, the military personnel and civilians here demonstrate a continuous sense of service and sacrifice that remains from one generation to the next.

Theme Statement 3: Camp Parks has served as a place of transformation for the servicemen and servicewomen who passed through the Post. Backed by a sense of commitment to a global, moral cause, as well as a desire to support one another, they trained to become Seabees, nurses and soldiers.

- Sub-themes:
 - The Post could also be a place of comfort and camaraderie. Shoemaker Naval Hospital served as a place where military staff treated the injuries and illnesses of their fellow personnel, often incurred in the line of duty.
 - Upon return from duty overseas, sailors would be among hundreds of thousands of fellow servicemen and women passing through the discharge center at Camp Shoemaker

preparing to make their re-entry into civilian life. Whether they were returning to a home across the country or settling nearby, the transition was an often-dramatic change.

Theme Statement 4: The varied experiences of service personnel stationed at Fleet City reflect America's changing attitudes toward the rights of women and African-Americans in the U.S. Armed Forces. Service personnel challenged inequalities at home, while giving their all for the war effort. Their experiences both contrast and highlight some of the stated ideals that military personnel were fighting to defend abroad.

- Sub-themes:
 - At Shoemaker Naval Hospital, the Women Accepted for Volunteer Emergency Services (WAVES) were pioneers, as the first women accepted into the U.S. Navy under the same rank system as men. By taking advantage of opportunities created by the war's need for personnel, the WAVES experience opened the process of significant change in the armed forces.
 - The experience of African-American sailors at Fleet City during WWII reflected the inequalities American society wrestled with during the war and inspired others to continue fighting the Double V Campaign, calling on government leaders to pursue liberty abroad and at home with the slogan, "We have a stake in this fight! We are Americans too!"
 - The varied experiences of service members stationed at historical Camp Parks since 1942 reflect a transformation of the idea of who can be a member of the armed forces.

Theme Statement 5: Installations like Camp Parks are the stateside manifestations of Americans' commitment to defending liberty, peace, and economic growth.

- Sub-themes:
 - For many Americans at the time, World War II was a critical moment when they sacrificed money, material goods and lives to protect family, community and basic human rights.
 - Over the course of the war, local civilians supported operations of Camp Parks through their work, material contributions and moral support. This gave community members a meaningful and useful way to contribute to a war effort that, whether they were enlisted or not, had a great impact on the lives of most Americans.

Theme Statement 6: The evolving activities of the service personnel stationed at Camp Parks illuminate the changing role of the military over time; from construction during WWII, to air power during Korea, to civil and national defense during the Cold War, to training reserve forces for service today. While the technology has changed, the mission of service remains the same.

- Sub-themes:
 - During the Cold War, Camp Parks evolved to face new, unknown threats to liberty and security: communism and nuclear warfare. For both the personnel training at Parks Air Force Base to provide air power in Korea and the scientists conducting radiation experiments and designing fall-out shelters, this new technology created fear as well as new possibilities for protection.

MANAGEMENT PLANS

Collections Policy

The collection of artifacts held by the City of Dublin related to the history of Camp Parks is being managed as a museum collection, in the same manner as the City's other artifact collections under the care of the Heritage Park and Museums. Managing the Camp Parks collection in this way will ensure the History Center follows best practices for artifact care and conservation.

Code of Ethics¹

[Introduction to Code of Ethics: The code of ethics serves as a framework for guiding collections management decisions...]

- Collections support its mission and public trust responsibilities.
- Collections are lawfully held, protected, secure, unencumbered, cared for and preserved.
- Collections are accounted for and documented.
- Access to the collections and related information is permitted and regulated.
- Acquisition, disposal and loan activities are conducted in a manner that respects the protection and preservation of natural and cultural resources and discourages illicit trade in such materials.
- Acquisition, disposal and loan activities conform to its mission and public trust responsibilities.
- Disposal of collections through sale, trade or research activities is solely for the advancement of the museum's mission. Proceeds from the sale of nonliving collections are to be used consistent with the established standards of the museum's discipline, but in no event shall they be used for anything other than acquisition or direct care of collections.
- The unique and special nature of human remains and funerary and sacred objects is recognized as the basis of all decisions concerning such collections.
- Collections-related activities promote the public good, rather than individual financial gain.
- Competing claims of ownership that may be asserted in connection with objects in the City's custody should be handled openly, seriously, responsively and with respect for the dignity of all parties involved.
- Loyalty to the mission of the museum and to the public it serves is the essence of museum work, whether volunteer or paid. Where conflicts of interest arise—actual, potential or perceived—the duty of loyalty must never be compromised. No individual may use his or her position in a museum for personal gain or to benefit another at the expense of the museum, its mission, its reputation and the society it serves.

¹ [Code of Ethics](#) the American Association of Museums

Collections Scope

The scope of collection is framed by the History Center's Mission and Mandate. Objects in the collections are associated with the U.S. Armed Forces at Parks Reserve Forces Training Area and the Dublin community as it interacted with PRFTA. Objects in the collections create opportunities for connection between the current Dublin Community and the history of the U.S. Armed Forces at PRFTA, locally, regionally, and worldwide.

Categories of Collections

1. ARMY PERMANENT LOAN
2. CITY-OWNED - ongoing collection, Est. 2015; Active Collection

ARMY PERMANENT LOAN

Size: approx. 800 objects

“ARMY PERMANENT LOAN” refers to a collection of approximately 800-objects covered under the 2011 Agreement between the U.S. Army and City of Dublin, which shall be cared for by the City in perpetuity. This collection consists of uniforms and military gear, as well as artifacts related to military service such as medals, awards, and souvenirs from all major branches of the United States military. Also represented in the collection are uniforms and artifacts from military dependents and friends and associates of donors. While many of the artifacts currently in the collection can be grouped around service associated with the Dublin, California area, major conflicts or wars, peace time military service is also represented. All types of arms and armor associated with military service are part of the collection. Given the uniquely volunteer-genesis of this collection, much of material is informed by the donations of veterans, active service military personnel, and their families and friends.

Appendix

- Loan Documentation
- Memorandum of Understanding between the City of Dublin and US Army Camp Parks

CITY-OWNED

Ongoing collection, Est. 2015

“CITY-OWNED” refers to any objects collected by the City of Dublin primarily associated with the military history of Parks RFTA and predecessor activities, but are not part of the permanent loan. The collection is very small at this time but could grow. As it develops, the ongoing collection will probably consist of materials similar to, but complementary with, the permanent loan. The ongoing collection will try to include material from or about Dublin residents, friends or family or former residents, which supplement gaps in the permanent loan or extend the relevant material collected after 2010.

Historical Context

The area within the City of Dublin has a relatively short association with the U.S. military. Starting early in World War II, the U.S. Navy constructed and then opened Camp Parks, Camp Shoemaker and Shoemaker Hospital. These naval activities closed at the end of the war. The U.S. Air Force re-opened part of the previous property as Parks Air Force Base (and hospital) in 1951. The base closed after 1957, with most of the land being eventually included by the U.S. Army into Parks Reserve Forces Training Area. Over the whole period, other Federal activities have operated on the property including the Job Corps and federal law enforcement and prison facilities. During the same period, the Federal government donated a significant portion of the property to Alameda County.

Guidelines for Types of Material in Loan, Collection or Sought for Collection

The Camp Parks Collection of the Dublin Military History Center should represent and illustrate how the U.S. armed forces, including Reserve and National Guard activities, have influenced and continue to impact the history, politics, society and culture of the Tri-Valley, especially Dublin. The collection should serve also to educate and explore historical issues within the communities in the area.

The collection is an active collection and should strengthen the historical connection the military has with Dublin and the Tri-Valley (Amador, Livermore and San Ramon valleys, including the cities of Dublin, Pleasanton, Livermore, San Ramon and Danville). Additions to the collection should have a local origin or share a connection to any of the current or historic military activities in the area. Items in the collection should connect to the civil-military history of Dublin, the Tri-Valley area and/or San Francisco Bay Area. Artifacts should reflect the stories of service members, their friends and families; the various military facilities that have been here; and the interaction of civil and military aspects of this area.

Relevance

Association – Associated with Camp Parks including predecessor and successor military and civilian activities (Camp Shoemaker, Shoemaker Naval Hospital, Parks Air Force Base, Parks Air Force regional hospital, Federal Job Corps Activities, U.S. Naval Radiological Defense Laboratory Activities, Civil Defense Activities, Santa Rita Jail, and Parks Reserve Forces Training Area).

- Period – 1942 to present. This may include items before 1942 if they are closely related to the owners or residents of land bought by the U.S. government for official use.
- Locations – Related to areas within the traditionally recognized boundaries of Camp Parks, including predecessor and successor areas. This may extend to locations immediately adjacent to historic Fleet City, associated with activities housed at Camp Parks or within the current official boundaries of the city of Dublin, California.

Uniforms/Clothing

United States Armed Forces – This includes uniforms for both United States armed forces servicemen and -women who had a Camp Parks connection during World War II, Korean War, Vietnam, Operation Desert Storm, Gulf Wars, Iraq and Afghanistan and subsequent conflicts and service. This also includes auxiliary service such as Women Accepted for Volunteer Emergency Service (WAVES) and others.

- Red Cross and Similar Services – This includes uniforms and parts of uniforms for the Red Cross, United Service Organizations and other morale, welfare or recreation support services to the armed forces or service members.

- Other Support activities or tenants – military or civilian clothing of those who worked at Camp Parks.

Artifacts

- Medals – World War II, Korean War, Vietnam, Europe, Middle East and South Asia or elsewhere
- Insignia – Patches, ribbons, bars, badges, epaulets, banners, buttons, dog tags, etc., that designated rank or membership in a group.
- Equipment and Personal Effects – Helmets, packs, gas masks, goggles, canteens, flags, spurs, saddles, first aid kits, stretchers, mess kits, bugles, medical equipment, personal items, etc.
- Weapons – historic and replica firearms that are decommissioned and non-firing, with proof of ownership and registration, historic and replica edged weapons (blades), and other weapons.
- Building materials and related items – pieces of buildings from military facilities in and around Camp Parks and subsequent facilities, windows, doors, furniture, beds, signage, etc.
- Souvenirs and commemorative items – Shrapnel, items made by prisoners of war, diaries, plaques, etc.
- Documents and ephemera – Books, diaries, magazines, newspapers, photographs, letters, postcards, correspondence, manuals, brochures, announcements, menus, napkins, official memoranda, etc.

Restricted

- Hazardous and toxic materials will not be accepted.
- Firearms are subject to review process and must be rendered non-operable.

Director's Discretion

The Parks and Community Services Director or Director's designee may decline or accept any item for collection at his or her discretion.

Donations to Collections

[Legal department needs to review all of the language in the collections policy. Need: how to document legal authority to accept donations and what proof of ownership will be required?]

Donations to Collections shall be unrestricted

Legal title to the donated object must pass from the donor to the City of Dublin without restriction or conditions. Restrictive gifts are detrimental to sound museum development, and they should be courteously declined. Staff may point out that the DUBLIN CAMP PARKS MILITARY HISTORY CENTER subscribes to the resolution unanimously adopted by the Council of the American Association of Museums:

- *Whereas, museums have commonly received collections through gifts and bequests made with conditions requiring the material to be kept separate, exhibited in one way or another for long terms of years or in perpetuity, or otherwise specially administered; and*
- *Whereas, museums have suffered greatly in their management and work as a result of such restrictions; and*
- *Whereas, limiting terms of gift and bequest are not consonant with the best policies and aims of museum, but tend rather to warp or retard their development and to inhibit change, so be it*
- *Resolved that the American Association of Museums recommends to museums that they accept no gifts or bequests of exhibition material upon which any conditions are attached.*

Sample letter of receipt for donation on the following page

SAMPLE DONATION LETTER

Date

Dear [Name]

On behalf of the City of Dublin I wish to acknowledge and accept your generous gift of:

[Describe and list donation]

This gift will be a significant and welcome addition to our museum collections.

Please check with your accountant, as some gifts to the City of Dublin are tax-deductible. In connection with all gifts, the City of Dublin requires a signed statement from the donor giving such items without any restrictions. In accepting gifts, the City of Dublin commits itself only to provide these articles the same care and protection accorded other such valuable material. Accordingly, we are not bound by any agreement regarding care, display or disposal of said property.

In order to complete the gift, you are requested to countersign both copies of this letter on the line marked "donor" below, retain one for your own records, and return the other to us. A return self-addressed envelope is enclosed for your convenience.

It is through public-spirited actions, such as yours, that the DUBLIN CAMP PARKS MILITARY HISTORY CENTER Museum may better interpret local history to its many visitors. Thank you for your generosity and cooperation.

Sincerely yours,

City of Dublin (Staff)

I hereby release to the City of Dublin the article or articles listed above as an unconditional gift.

Donor's Name

Date

Short Term Loans

The DUBLIN CAMP PARKS MILITARY HISTORY CENTER may borrow, on its own initiative, specimens from other entities and individuals. Short-term loans are always for a specific use and a predetermined period, such as a temporary exhibit.

Long Term Loans

The DUBLIN CAMP PARKS MILITARY HISTORY CENTER does not accept unsolicited loans from individuals. The DUBLIN CAMP PARKS MILITARY HISTORY CENTER will accept long-term loans only to fill in a gap in the permanent exhibit until it can acquire a similar one of its own. Artifacts that are on indefinite loan shall have an expiration or renewal date defined.

PROCEDURE FOR ACCEPTING LOANS FROM AGENCIES

- The DUBLIN CAMP PARKS MILITARY HISTORY CENTER may accept short term loans for exhibit purposes. DUBLIN CAMP PARKS MILITARY HISTORY CENTER will complete facilities report, and provide details concerning the museum's security, climate control systems, insurance and methods of transport and handling.
- A loan agreed upon, the curator/director from the lending agency completes a Loan Form listing the borrower's responsibilities and prepares a Condition Report disclosing the condition of the object before it leaves the facility. The borrowing agency issues Certificate of Insurance to the agency prior to the artifact being released.
- Upon receipt of the object, the borrowing agency checks the condition report and reports any changes that might have occurred in transit.

Letter of Receipt for Loans

The DUBLIN CAMP PARKS MILITARY HISTORY CENTER will provide the lender with a letter of receipt. This letter expresses appreciation.

- It must also identify the object clearly
- Define the period of time for the loan
- Remind the lender that, while the DUBLIN CAMP PARKS MILITARY HISTORY CENTER will assuredly care for the specimen as if it belonged to the Collections, responsibility cannot be assumed for any loss or damage.

Deaccession and Disposal of Artifacts

The Dublin Camp Parks History Center intends to keep, preserve and use artifacts and material indefinitely. There may be occasions when artifacts or material not part of the permanent loan need to be removed from use or storage. For example, artifacts or materials may be removed from the collection if they degrade to a point where they are too costly to preserve, if they pose a health, safety or environmental hazard, or if artifacts or materials no longer support History Center's mission. In any of these occasions, the Parks and Community Services Director or Director's designee would identify the artifacts or materials and seek a recommendation from the Heritage and Cultural Arts Commission. Final deaccession decisions would be at the direction of the Dublin City Council.

When a museum specimen ceases to have value, keeping it in the collection wastes space, staff time and money. Good management requires disposal of items that no longer have value.

- Determine beyond a reasonable doubt that the specimen has no further use to the collection.
- Means of disposal:
 - Transfer or exchange with another museum
 - Exchange with dealers or collectors. Barter for more appropriate specimen.
 - Sell to dealers or collectors.
 - Gift to responsible public or private institution, organization or agency.
 - Destruction. A few objects have no historical, aesthetic or educational value.
 - Clearing House Services such as the National Park Service.
 - Return to previous owner.

Prior to disposal, by **any of the above means**, City Staff will bring the matter of each object before the Heritage and Cultural Arts Commission for a recommendation and City Council for final approval.

INTERPRETIVE PLAN

The interpretive plan will be further defined after a museum design/build is contracted by the City of Dublin. Using significance statements, interpretive themes and suggested elements identified by the work group, City staff and the museum contractor will work closely together to develop the most effective and meaningful presentation of the collection. Once physical exhibits and online exhibits are more clearly defined, City Heritage staff will add complementary training for volunteer docents.

Working Group Recommendations

Desirable Elements

1. Permanent Exhibit at Dublin Camp Parks Military History Center (DCPMHC)
2. Temporary Exhibit space within the DCPMHC
3. Virtual Exhibit accessible via the Internet
4. Group meeting space, designed to be flexible, multi-purpose and efficient – ideally to accommodate an average-size school class group or for individual research on the collection
5. Storage for the artifacts in the collection that are not on display
6. Storage for program materials
7. Design the exhibits for somewhat easy removal and relocation if the Army requisitions the building, such as in case of a national emergency

Design Guidelines

1. Design exhibits based upon the “*Significance Statements and Interpretive Themes*” developed by Working Group.
2. Include in exhibitions depictions of the impact of the individual. The artifacts in the collection inspired the following list:
 - a. Representative profiles that exemplify themes:
 - i. Tommie Simpson – Women in the U.S. Navy and the WAVES
 - ii. Carol Kolb Strom – Dublin ranchers
 - iii. Beverly Ales – American Red Cross personnel
 - iv. Commander Spade – Career military personnel
 - v. Bruce Goff – Enlistees offering diverse skills in support of the war effort
 - b. The journey of a soldier/sailor from recruitment, start of service, recuperation, through discharge, as well as the experience of a civilian during each time period.

3. Include maps in exhibitions. Maps showing where forces from Camp Parks deployed, where Camp Parks' surviving buildings are now, and where Seabees' construction around the world still stands would help show local, regional and global impacts.

Beyond the physical collection of artifacts and stories in the possession of the City of Dublin, the existing built environment of Camp Parks, wherever it may be today, inspires connection with the Camp Parks story. Of Camp Parks' WWII-era structures, only the original Camp Parks sign and guard shack still stand within the footprint of the original Fleet City. However, when Fleet City was decommissioned, the U.S. Army sold pieces of base architecture to buyers in the surrounding communities who were willing to haul them away. Some WWII-era Camp Parks buildings still remain in the Bay Area, and Seabee construction from WWII survives around the world, serving as a reminder of the Seabees contributions and a link back to the story of Fleet City.

4. Incorporate a timeline, perhaps around the top of the wall or using some other graphical representation, to show passage of time and to provide context, dates and facts from points within exhibit.
5. Include in exhibitions pictures of changes in the Dublin area, a time lapse or rotating and changing series of photographs from the collection to augment static photo displays.
6. Develop an open floor plan, with thematically organized (not necessarily chronologically) exhibits for freestyle exploration and learning.
7. Design temporary exhibit space that has a built-in system for simple installation of temporary exhibits.
8. Provide means to capture oral histories, similar to *Story Corps*.
9. Employ a variety of exhibit and interpretive methods including:
 - a. Interactive components
 - b. Technology/AV
10. Develop a digital, on-line presence concurrent to and complementing the physical exhibit space. The combination of both physical and digital presence will make the Camp Parks story accessible to the widest variety of visitors.
11. Develop educational programs for area school children to better connect them to the history of their community.

The Work Group also recommended that interpretive signs or exhibits be added to the exterior of the building, should opportunity and funding present itself. As an example, the group expressed interest in interpretive signage directing visitors' attention to the original Camp Parks sign.

OPERATIONS PLAN

The Dublin Camp Parks Military History Center has been envisioned primarily as a free, self-guided and volunteer-staffed facility. The Center will be open to the public during the Camp Parks Visitors Center's normal operating hours, with base personnel available to open and lock up the History Center and provide general security.

City of Dublin professional museum staff will curate temporary exhibits, care for the collection as needed, develop a self-guided tour for the permanent collection and train volunteer greeters/docents. Staff may also coordinate small programs or events at the Dublin Camp Parks Military History Center, as appropriate. For example, the facility will may have an opening reception when temporary exhibits change or might have special sponsored programming on Veteran's Day or Memorial Day.

However, City staff will not be housed on-site or have regular hours at the Center. Staff time will be planned for and absorbed into the Heritage Facility budget. Basic building maintenance will be coordinated with the Army, as they will have ownership of the building. Collections and exhibit maintenance should be minimal and will be conducted by City staff, perhaps monthly.

No revenues are currently budgeted for this facility. Staff will explore the possibility of seeking grant funding and private donations, as well as options for locating a donation box at the Center. However, donation box revenues are generally minimal and may not justify the added security concerns a donation box might create. Staff will also explore the possibility of fee programs appropriate for this location. For example, just as the Heritage Park and Museums charges a nominal fee for guided tours with available add-on activities, it might be appropriate to offer interpreter-led programs at this facility for a fee. No such programs are currently planned or budgeted.

Appendixes

Memorandum of Understanding (MOU)



STAFF REPORT CITY COUNCIL

CITY CLERK
File #910-40
«VLGAnzeigenummer»

DATE: December 17, 2013
TO: Honorable Mayor and City Councilmembers
FROM: Joni Pattillo, City Manager *Joni Pattillo*
SUBJECT: Military Heritage Center Partnership
Prepared by Paul McCreary, Parks and Community Services Director

EXECUTIVE SUMMARY:

The City Council will consider a conceptual partnership with Camp Parks to create a Military Heritage Center to house the Camp Parks historical artifacts the City has on permanent loan from the Department of the Army.

FINANCIAL IMPACT:

The costs of creating a permanent exhibit and operating a Military Heritage Center are unknown at this time.

The Fiscal Year (FY) 2013-2014 budget has funding available to have a consultant prepare a plan to exhibit the Camp Parks Collection on a temporary, virtual and permanent basis. No funding has been identified at this time to implement the plan once adopted.

RECOMMENDATION:

Staff recommends the City Council take the following action:

1. Determine if the City should pursue a partnership with Camp Parks to create a Military Heritage Center; and if so,
2. Direct Staff to develop a Memorandum of Understanding with Camp Parks for City Council consideration; and
3. Authorize the City Manager to negotiate and execute an agreement with a consultant to prepare the study.

Handwritten signature of Paul McCreary in black ink.

Submitted By
Director of Parks and
Community Services

Handwritten signature of the Assistant City Manager in black ink.

Reviewed By
Assistant City Manager

DESCRIPTION:

The City has an opportunity to partner with Camp Parks to create a "Military Heritage Center" at the Visitor Center being constructed at the new gate off Dougherty Road at Mariposa Lane. The purpose of this partnership would be to exhibit the historical artifacts the City has on permanent loan from the Department of the Army.

As background, on October 19, 2010, the City Council directed Staff secure a donation of the historical artifacts from the former history museum at Camp Parks, and to pursue the concept of a permanent museum of military history at the community park in the future Dublin Crossing development (Attachment 1 is the Staff Report from that meeting). Staff worked with the Department of the Army and on August 15, 2011 received approval of the permanent loan of the collection to the City. The collection was moved to an area in the expansion space at the Library. Staff has worked with a lead volunteer from the Historic Park and Museums to further catalog the collection and ensure the contents are stored for preservation.

The City has a key initiative for the current Fiscal Year (FY) to have a consultant develop a Collections Policy for the Camp Parks collection, and determine opportunities to exhibit the collection on a temporary, virtual and permanent basis. Funding was allocated in the budget this FY to conduct the study and develop the plan.

Staff from the Parks and Community Services Department recently met with Lt. Colonel Gerdes to discuss the study planned by the City. Lt. Colonel Gerdes indicated that, as part of the development of the new main gate for the Base on Dougherty Road, there will be a new Visitor Control Center, which has a 2,400 square foot room that could be used to exhibit the Camp Parks Collection (by comparison the Library Community Room is 1,800 square feet). The room is unfinished and shelled out for tenant improvements. This type of unfinished space would lend itself well to an exhibition space and storage for the collection artifacts that are not on display.

In concept Camp Parks would allow the City to create a permanent exhibit in the room, as well as provide opportunities for temporary exhibitions. This would allow the City to develop plans for a Military Heritage Center without having to pay for the estimated \$1.0 million it would cost to construct a similar building. The Lt. Colonel indicated that, while Camp Parks could provide the space, they would not have resources to develop the space or operate the Center once it is opened.

Staff recommends the City Council consider this site for the permanent exhibition of the Camp Parks Collection, rather than the future community park at Dublin Crossing, as previously directed. It would significantly reduce the capital outlay and the collection would be on display at the base, which is more relevant to the collection.

If the City Council concurs and has interest in pursuing this partnership at the new Camp Parks Visitor Center, Staff would further discussions with Lt. Colonel Gerdes to develop a memorandum of understanding or partnership agreement with Camp Parks for City Council consideration at a future meeting. As part of the process Staff would reach out to the Dublin Historical Preservation Association to determine their interest in partnering with the City on the project.

Concurrently Staff would find a consultant to prepare the Camp Parks Collections Policy and develop an exhibit plan and cost estimate for the tenant improvements and construction of the exhibit. Staff would involve a variety of stakeholders in the planning process including:

Page 2 of 3

- Camp Parks and Department of the Army Museum and Architectural Specialists
- Heritage and Cultural Arts Commission Representatives
- City Historian
- Dublin Historical Preservation Association
- Dublin Unified School District history teachers with curriculum tied to Base history
- Volunteers at the Dublin Historic Park and Museums
- Veterans and Dublin residents with an interest in history

If the concept is approved by the City Council, Staff anticipates the study could be completed by fall 2014.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:



DEPARTMENT OF THE ARMY
PARKS RESERVE FORCES TRAINING AREA
BUILDING 620, 6TH STREET
DUBLIN CA 94568-5201

MEMORANDUM OF UNDERSTANDING BETWEEN
The City of Dublin (Dublin)
AND
Parks Reserve Forces Training Area (Parks RFTA)
FOR
A Heritage Center on Camp Parks
W81WYN-14334-319

This is a Memorandum of Understanding (MOU) between the City of Dublin ("Dublin") and Parks Reserve Forces Training Area (hereafter "Camp Parks"). When referred to collectively, City of Dublin and the Camp Parks are referred to individually as a Party and collectively as the "Parties".

- 1. BACKGROUND:** Camp Parks placed a number of artifacts associated with the history of the installation in the care of the Dublin as a permanent loan on a non-compensable basis. For several years, the City has volunteered to store and provide viewing space for this collection of historic items, to include: articles, documents, and items of interest and value. The size of the collection has increased such that the City is no longer able to provide adequate space. There is significant interest in being able to view and study these articles and items at a location within Camp Parks; which will allow Soldiers and the public the ability to view and research these items in a secure, climate controlled environment within the Camp Parks garrison area. Designating a display area for this collection within Camp Parks Visitor Control Center permits these items to be stored, viewed and researched and, it also serves the Army's intent to preserve its history.
- 2. PURPOSE:** The intended use of the building includes an artifact storage room and a large conference room that would be made available to the City of Dublin as well as local community groups at the discretion of the garrison commander, Camp Parks. Camp Parks plans to designate an approximate 2,035 s.f. portion of Bldg 275, (hereafter "the facility"), as the Camp Parks Heritage Collection to display a portion of the collection of Camp Parks artifacts that are on loan to Dublin. That portion of the building would be open to the public. It is the intent that all display cases, fixtures, special lighting, etc. that would be built to accomplish this would be portable and removable in nature so as to accommodate a future, albeit unlikely, change in use for the space. The conference room would be made available for use by Dublin upon request to and approval by the Garrison Commander, PRFTA. These areas may also be made available to other local community groups at the request to and approval by the Garrison Commander, PRFTA. The Garrison Commander has the discretion to approve or deny any request.

SUBJECT: Heritage Center Usage between the City of Dublin and Camp Parks.
Memorandum of Understanding (MOU)

3. SCOPE: This agreement only covers the overall intent for the facility, and the initial design work. This agreement will be superseded by a subsequent document for the construction and operation of the heritage center.

4. UNDERSTANDING OF THE PARTIES:

4.1. Dublin –

4.1.1 City of Dublin will pay for the initial design work for the facility, and any additional expenses will be negotiated by further agreement between the Parties.

4.2. Camp Parks –

4.2.1. Provide access to the building, security, and administrative oversight. Any other responsibilities will be negotiated by further agreement between the Parties.

5. PERSONNEL: Each Party is responsible for all costs of its personnel including pay and benefits, support, and travel. Each party is responsible for supervision and management of its personnel.

6. GENERAL PROVISIONS:

6.1. POINTS OF CONTACT: The following points of contact (POC) will be used by the Parties to communicate in the implementation of this MOU. Each Party may change its point of contact upon reasonable notice to the other Party.

6.1.1. For Dublin–

6.1.1.1. City Manager, 925-833-6650:

6.1.1.2. Parks and Community Services Director, 925-833-6645:

6.1.2. For Camp Parks –

6.1.2.1. Deputy Chief Camp Parks PD, 925-875-4726

6.1.2.2. Cultural Resources, DPW, 831-386-2525

6.1.2.3. Support Agreement Manager, 925-875-4369

7. CORRESPONDENCE: All correspondence to be sent and notices to be given pursuant to this MOU will be addressed, if to City, to –

7.1. City Manager, 100 Civic Plaza, Dublin, CA 94568.
and, if to CAMP PARKS, to –

7.2. DPW Cultural Manager USAG Ft. Hunter Liggett, Bldg 123, California Ave. Ft. Hunter Liggett, CA 93928-7000

8. FUNDS AND MANPOWER: This MOU does not document nor provide for the exchange of funds or manpower between the Parties nor does it make any commitment of funds or resources.

SUBJECT: Heritage Center Usage between the City of Dublin and Camp Parks.
Memorandum of Understanding (MOU)

9. MODIFICATION OF MOU: This MOU may only be modified by the written agreement of the Parties, duly signed by their authorized representative.

10. DISPUTES: Any disputes-relating to this MOU will, subject to any applicable law, Executive Order, Directive, or Instruction, be resolved by consultation between the Parties in accordance with DoDI 4000.19 (http://jitc.fhu.disa.mil/jitc_dri/pdfs/i400019.pdf).

11. TERMINATION OF UNDERSTANDING: This MOU may be terminated at will by either party.

12. TRANSFERABILITY: This MOU is not transferable except with the written consent of the parties.

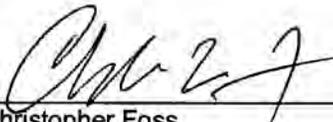
13. ENTIRE UNDERSTANDING: It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties regarding the MOU's subject matter.

14. EFFECTIVE DATE: This MOU takes effect beginning on the day after the last Party signs.

15. EXPIRATION DATE: This MOU expires 18 months from the signature dates below.

APPROVED:

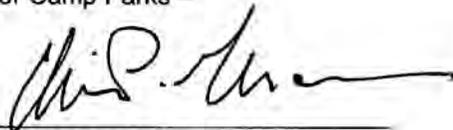
For Dublin-



Christopher Foss
City Manager
City of Dublin

12/8/14
(Date)

For Camp Parks -



Christopher P. Gerdes
Lieutenant Colonel
Commanding

18 NOVEMBER 2014
(Date)

Permanent Loan Documentation

LOAN AGREEMENT				
For use of this form, see AR 870-20; the proponent is the OCSA.				
1. BORROWING MUSEUM DUBLIN HERITAGE PARK AND MUSEUM				
a. ADDRESS (Include City, State, ZIP code, and Country) 6600 Donlon Way Dublin, CA 94568	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>b. TELEPHONE 925-833-6650</td> </tr> <tr> <td>c. FAX</td> </tr> <tr> <td>d. E-MAIL ADDRESS joni.patillo@dublin.ca.gov</td> </tr> </table>	b. TELEPHONE 925-833-6650	c. FAX	d. E-MAIL ADDRESS joni.patillo@dublin.ca.gov
b. TELEPHONE 925-833-6650				
c. FAX				
d. E-MAIL ADDRESS joni.patillo@dublin.ca.gov				
2. LENDER USA ARMY PARKS RESERVE FORCES TRAINING AREA				
a. ADDRESS (Include City, State, ZIP code, and Country) BLDG 200, 5TH STREET DUBLIN, CA 92456	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>b. TELEPHONE 925-875-4602</td> </tr> <tr> <td>c. FAX 925-875-4653</td> </tr> <tr> <td>d. E-MAIL ADDRESS tony.daga@conus.army.mil</td> </tr> </table>	b. TELEPHONE 925-875-4602	c. FAX 925-875-4653	d. E-MAIL ADDRESS tony.daga@conus.army.mil
b. TELEPHONE 925-875-4602				
c. FAX 925-875-4653				
d. E-MAIL ADDRESS tony.daga@conus.army.mil				
3. DATES OF LOAN: FROM 31 AUGUST 2011 TO INDEFINITE				
4. PURPOSE OF THE LOAN TO DISPLAY AT THE DUBLIN HERITAGE PARK AND MUSEUM				
5. The artifacts listed below are provided to the <u>DUBLIN HERITAGE PARK AND MUSEUM</u> as a loan subject to the following conditions:				
<p>a. The <u>DUBLIN HERITAGE PARK AND MUSEUM</u> is responsible for the safekeeping of the objects entrusted to it and is required to exercise greater precautions for the care and safety of such objects than it exercises with respect to its own property of the same or similar nature.</p> <p>b. Unless the _____ is notified in writing to the contrary, it is understood that the objects loaned to it may be photographed, sketched, or reproduced.</p> <p>c. Loans will be returned only to the owner or lender or to his or her duly authorized agent or representative. In case of the death of the owner, his or her legal representative is required to notify the full name and address of the heir(s) _____ in writing forthwith, giving the</p> <p>d. Additional conditions: See attached Memorandum from Commander, United States Army Garrison, Camp Parks, dated, 4 August 2011</p>				
e. DESCRIPTION OF LOANED ITEMS (Continue on an attached sheet) SEE ATTACHED EXCEL SPREADSHEET				
6. SIGNATURE OF LENDER	DAGA ANTO LIN M C. 118440291			
7. SIGNATURE OF MUSEUM REPRESENTATIVE	8. DATE			



CITY OF DUBLIN

100 Civic Plaza, Dublin, California 94568

Website: <http://www.ci.dublin.ca.us>

November 24, 2010

COPY

LTC Michael P. Friend
Garrison Commander
United States Army Garrison Camp Parks
Headquarters, Camp Parks
790 5th Street
Dublin, CA 94586-5201

SUBJECT: Request for Donation of Historical Artifacts

Dear Lieutenant Colonel Friend:

Thank you for your letter dated August 4, 2010 providing the regulatory requirements for Camp Parks to donate "Historical Artifacts" from the Department of The Army's Center of Military History (CMH). The City of Dublin, in consultation with the Dublin Historical Preservation Association, is very interested in securing a donation of the historical artifacts that were previously housed in the former Camp Parks History Center.

The enclosed proposal outlines the City of Dublin's plans to display and store the historical artifacts as well as includes the required documentation as outlined in your correspondence.

Should you need additional information, please do not hesitate to contact either myself at joni.pattillo@dublin.ca.gov or Heritage Center Director Elizabeth Isles at elizabeth.isles@dublin.ca.gov.

We look forward to working with the United States Army to preserve the history of Camp Parks for future generations.

Sincerely,

Joni Pattillo
City Manager

cc: Mayor Tim Sbranti and Dublin City Council
Steve Lockhart, President, Dublin Historical Preservation Association
Dan Gannod, Chief of Public Affairs for Camp Parks

Area Code (925) • City Manager 833-6650 • City Council 833-6650 • Personnel 833-6605 • Economic Development 833-6650
Finance 833-6640 • Public Works/Engineering 833-6630 • Parks & Community Services 833-6645 • Police 833-6670
Planning/Code Enforcement 833-6610 • Building Inspection 833-6620 • Fire Prevention Bureau 833-6606

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PROPOSAL FOR DISPLAY AND CARE OF HISTORICAL ARTIFACTS

BACKGROUND

The Dublin Heritage Park and Museums is located at 6600 Donlon Way and consists of two distinct properties; the existing Dublin Heritage Center and the Dublin Historic Park.

The existing Dublin Heritage Center was acquired by the City of Dublin in 1993. It consists of the following historical amenities: Old St. Raymond's Church, constructed in 1859; Murray Schoolhouse, constructed in 1956; and the Dublin Pioneer Cemetery.

The Dublin Historic Park, currently under construction, was a former shopping center in the heart of the City's Historic District. The City acquired the shopping center in 2007. The shopping center was demolished in order to make room for the Historic Park. A main feature of the Park is the relocated Kolb Ranch buildings moved to the site from across I-580. The Kolb Family was one of Dublin's founding families.

Upon completion of the Historic Park construction, the two contiguous sites will be re-named the Dublin Heritage Park and Museums.

PROPOSAL FOR CAMP PARKS COLLECTION

The City of Dublin would provide the Camp Parks collection with the same care and protection accorded other such historically valuable materials. The Camp Parks collection would be stored in the expansion space of the Dublin Public Library. The space is locked and would be controlled by museum staff. The temperature and light in the space is controlled. There is office and work space near the storage that would be used by staff and qualified volunteers to catalogue the Camp Parks collection.

Prior to the transfer of the collection, the City of Dublin would establish a "Scope of Collections." A Scope of Collections specifies the timeframe and types of artifacts that would be entered into the collection. Generally, the scope would require that items pertain to Camp Parks, Shoemaker Hospital and Camp Shoemaker during their years of operation in Dublin.

Following the transfer, staff would begin the process of cataloguing the Camp Parks collection. Detailed condition reports would be made for each object. Then they would be cleaned and marked with a permanent accession number. The accession number would be added to a computerized museum collection data base. The City museum uses "Past Perfect" Collection Management Software. This program is used by over 7,500 museums around the world. Past Perfect provides the tools to automate accessions, exhibits, condition reports, repatriation, and incoming and outgoing loans. Past Perfect conforms to the latest standards for cataloging archive, library, historic object, art object, natural history, archaeology, and photograph collections.

Once the Camp Parks collection is accessioned and stored, access to the collection would be controlled by museum staff. Researchers would be able to access records and photographs by appointment at the Dublin Public Library.

Short Term Exhibit Option

The City of Dublin administers a museum of local history at the Murray Schoolhouse. The Museum is staffed by a full-time Director supplemented by part-time staff and a cadre of dedicated, trained volunteer docents. The Museum is open as follows:

:	Tuesday	6:00 – 9:00 p.m.
	Wednesday	1:00 – 4:00 p.m.
	Thursday	1:00 – 4:00 p.m.
	Friday	1:00 – 4:00 p.m.
	Saturday	1:00 – 4:00 p.m.
	Sunday	1:00 – 4:00 p.m.

Additionally the Museum is open by appointment for private and group tours.

The Murray Schoolhouse has a security system which is activated when the building is closed. When open to the public, visitors are accompanied by docents through the museum public areas. There has never been a break-in, burglary, theft or vandalism within the museum under the City's management.

There is a permanent exhibit in the main room of the Murray Schoolhouse. Adjacent to this is "The Little Classroom." The Little Classroom would be the space available for the Camp Parks artifacts to be exhibited. The Little Classroom space features:

- Track lighting with low level illumination
- Picture hanging molding with clips
- Locking cases that are deep enough for three dimensional objects
- Temperature control
- Low relative humidity

It would be possible to curate annual exhibits on Camp Parks in The Little Classroom. The exhibit would involve primary research, developing themes, identifying objects to display and writing interpretive materials. This work could be conducted in the Library Expansion Space by City staff and qualified volunteers.

After the exhibit the collection would return to storage, which is good for the preservation of the objects. While on display, objects are exposed to light and air. Museums generally keep 80% of collections in storage. Good storage aids in the preservation of the objects by allowing the objects to rest in an environment away from the light, air, dust and chemicals.

The Library Expansion Space provides a controlled environment for the collection. This short term exhibit option will allow the public to view the Camp Parks Collection on a regular basis.

This arrangement provides a good solution for an indefinite period while permanent long term options are developed.

Long Term Exhibit Option

The Army and its preferred development partner are working on a land use proposal to convert a portion of Camp Parks to a combination of residential, commercial, and public uses. The preferred land plan of the City that resulted from a community-wide visioning process undertaken in 2005 identified a large central park. Long term, the City could consider an option to develop a small military museum as part of this park where the Camp Parks collection could be permanently on display.

Attachments

- 1a. – 1b. Location Maps
- 2a. – 2c. Photos of the Dublin Heritage Center, Museum and Storage
3. Proof of City Incorporation
4. Collections Management Policy and Procedures – Dublin Heritage Center
5. Resume of Museum Director – Elizabeth Isles



AGENDA STATEMENT
HERITAGE AND CULTURAL ARTS COMMISSION
MEETING DATE: September 10, 2015

SUBJECT: **Parks & Community Services Department Reorganization**
Prepared by Tegan McLane, Cultural Arts and Heritage Manager

ATTACHMENTS: 1. Parks & Community Services Department Organizational Chart

RECOMMENDATION: Receive report.

FINANCIAL STATEMENT: None

DESCRIPTION:

The City of Dublin's Parks and Community Services Department has been restructured for greater efficiency. The Department is now divided into three divisions, each overseen by a manager: Business Services division, Parks and Recreation division, and Heritage and Cultural Arts division.

The Business Services Division provides internal and external customer services, including contract management, management of special agreements, graphic design and production support and general office assistance.

The Parks and Recreation Division oversees facilities including Shannon Community Center, the Senior Center and the Aquatic Center, and general recreation programs for all ages, including preschool, afterschool programs at school sites, Senior Center programming, sports and aquatics programs.

The Heritage and Cultural Arts Division oversees Heritage Park facilities and programming, cultural arts programming, special events, sponsorships and promotions and public art.

Staff will provide an overview of the Department Divisions and Heritage and Cultural Arts staff assignments at the Commission meeting (Attachment 1).

COPIES TO:

ITEM NO: 8.2

PARKS AND COMMUNITY SERVICES DEPARTMENT

