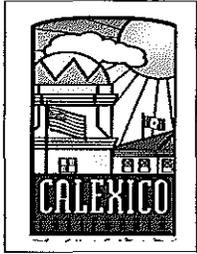


**AGENDA
ITEM**

9



AGENDA STAFF REPORT

DATE: October 2, 2019
TO: Mayor and City Council
APPROVED BY: David B. Dale, City Manager *DB*
PREPARED BY: Christopher Velasco, Contract Planner
SUBJECT: Discussion and Potential Action Regarding Ronald McDonald House Charities of San Diego Request for Temporary Use Permit Fee Waiver

=====

Recommendation:

Discuss and take action regarding Ronald McDonald House Charities of San Diego request for waiver of Temporary Use Permit filing fee.

Background:

Ronald McDonald House Charities of San Diego is a 501C (03) tax-exempt nonprofit that assists families by providing them with temporary lodging in a home-like environment while their children are hospitalized nearby. They report that approximately 25% of the families they assist are from Imperial County.

On October 17, 2019 Ronald McDonald House Charities of San Diego will hold their annual Red Shoe Day-Imperial Valley. 15 locations have been selected throughout Imperial County where volunteers will be stationed from 7a.m. to 10 a.m. collecting donations in a big red boot. All monies will go to help support the Ronald McDonald House Charities of San Diego.

Discussion & Analysis:

The City requires a temporary use permit in order to allow this type of event. The filing fee for the permit application is \$135. City of Calexico Resolution 10-17, adopted March 2, 2010, vests exclusive authority with the City Council to reduce or wave fees and charges owed to the city. The Council is requested to consider waiving the Temporary Use Permit filing fee for Ronald McDonald House Charities of San Diego.

If this waiver request is approved, it may lead to additional requests for waiver of permit application fees by other non-profit groups in the future.



Fiscal Impact:

\$135.00.

Coordinated With:

City Manager's Office.
Community & Economic Development Department.
Public Works Department.
Fire Department.
Police Department.

Attachments:

1. Temporary Use Permit application/City Department comments.
2. Letter requesting waiver of TUP fees.
3. Certificate of Liability Insurance.
4. Locations for Solicitation.

ATTACHMENT 1



Community Development Department
 Planning Division
 "Temporary Use Permit"

Request must be submitted a MINIMUM of 15 days in advance of the event date.

REQUIRED ATTACHMENTS:

1. Submit one (1) site plan depicting use (minimum size 8½" x 11").
2. Written proof of approval from property owner.
3. Copy of the City of Calexico Business License, if applicable.
4. Non-refundable application filing fee of \$135.00.
5. Insurance coverage naming the City as additional insured (\$1,000,000 minimum per occurrence).

Applicant Name: nicole DEBERG Date Submitted: 9/2/23
 Applicant Address: 2929 children's way, SAN DIEGO, CA 92123 Phone Number: 858-548-2417
 Company Name: Paula McDonald House chapters of san diego, INC. Alt. Phone Number: 760-960-1375
 Location of Event: see attached list Business License #: _____

Date of Event: 10/17/19 to 10/17/19 Total Days: 1
 Time of Event: 7 AM to 10 AM

Describe in detail the type of event (attach additional sheets if needed):

we have asked volunteers to be in locations around calexico to collect cash, currency, and checks in big red boots. All monies go to help support the paula mcdonald house chapters of san diego, inc. to provide a home away from home for families with children in area hospitals.

Applicant Signature: _____ Date: 6/12/19

(For City Use Only)

City Department	Recommendation by Dept. Head		Signature:
Administration	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Fire	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Police	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Public Works	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Community Services	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Redevelopment Agency	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Risk Management	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Planning Division	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Engineering Division	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
General Services	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Other:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	

Conditions of Approval: _____

ALL TEMPORARY USE PERMIT MUST COMPLY WITH ZONING ORDINANCE, SECTION 17.11.120 "TEMPORARY USE REGULATIONS".

Approved Denied By: _____ Date _____
 Director of Planning & Development Services

CITY OF CALEXICO MUNICIPAL CODE

17.11.120 Temporary use regulations.

The provisions of this section shall be known as the temporary use regulations and shall provide regulations for the uses hereinafter enumerated. Where this section prescribes regulations more restrictive than the zone in which a use or conditional use is permitted, the provisions of this section shall apply. Temporary uses are subject to approval by the director of planning, except as noted in Section 17.11.110.

A. Circuses, carnivals, rodeos, parades or similar outdoor entertainment or enterprises, subject to not more than five calendar days of operation in any calendar year. Requests exceeding these time limitations will require the submittal and approval of a conditional use permit. Approval of such events shall require planning commission action.

B. Christmas tree sales lots, Halloween pumpkin sales, and other holiday sales subject to not more than forty calendar days of site occupation and operation in any calendar year.

C. Subdivision sales offices and model home complexes located within the subdivision, subject to the following minimum requirements:

1. Offices shall be no closer than one vacant lot to an existing dwelling unit not part of the subdivision, trailers may be used for no more than ninety calendar days or until such time as the subdivision sales offices have been completed whichever is less;
2. An A.C. paved parking lot shall be provided with sufficient parking spaces to accommodate said use;
3. Offices shall be allowed for a maximum of two years or until ninety percent of the homes within the subdivision are sold whichever is less. Annual review for compliance with conditions of approval may be required;
4. Faithful performance bonding in an amount appropriate to guarantee removal and/or conversion of the sales office and attendant facilities shall be required; and
5. Other conditions that the director of planning deems necessary to assure that the sales office will not constitute a nuisance or be objectionable to the residential uses in the neighborhood.

D. Religious, patriotic, historic, or similar displays or exhibits within yards, parking areas, or landscaped areas, subject to not more than eight calendar days of display in any calendar year.

E. Outdoor art and craft shows and exhibits, subject to not more than three calendar days of operation or exhibition in any sixty calendar day period.

F. Contractors' offices and storage yards on the site of an active construction project.

G. Mobilehome residences for security purposes on the site of an active construction project.

H. Outdoor display and sales located within commercially zoned properties not to exceed more than five calendar days in any sixty calendar days and subject to appropriate conditions of the planning department.

I. Seasonal retail sale of agricultural products (fruit and vegetable stands) for periods of less than ninety days, if said products are raised on the premises.

J. Temporary use of properly-designed mobile trailer units for classrooms, offices, bands, etc. for periods not to exceed ninety days subject to planning department approval. Requests for such uses of more than ninety days in duration shall require the approval of a conditional use permit by the planning commission. Such units shall meet all necessary requirements of building, fire, and health codes.

K. For any agricultural or animal husbandry activity or project (4-H, FFA, or similar) conducted for educational purposes or school credits, a permit may be granted in any district when the planning director determines that such use will not cause a public nuisance relative to sanitation and health conditions.

L. Charitable or school sponsored drop-off bins for recycling of cans, newspapers, or similar items, for drop-off of clothes and small items. Bins shall be located in the parking lots of businesses within the C-H or C-N zones or other public or semi-public property on a temporary basis when written permission is granted by the property owner or business owner. Said bins shall be kept in a neat and orderly manner.

M. Additional uses determined to be similar to the foregoing in the manner prescribed by Chapter 17.01 of the zoning code. (1992 zoning ord. (part))

ATTACHMENT 2



Ronald McDonald
House Charities
San Diego

June 11, 2019

Gaby Garcia
City Council
City of Calexico
608 Heber Avenue
Calexico, CA 92231

Dear Ms. Garcia:

On behalf of RONALD MCDONALD HOUSE CHARITIES OF SAN DIEGO I respectfully request a waiver of the \$135.00 application filing fee for a Temporary Use Permit required for our upcoming RED SHOE DAY in Imperial County on October 17, 2019.

As you may already know, our charity provides a home away from home for families with children admitted to area hospitals. Volunteers from your area will be helping in the effort by collecting cash, currency and checks in BIG RED SHOES. All monies will be used to support this very worthy cause.

Your assistance is greatly appreciated.

Respectfully,

Nicole DeBerg
Chief Financial Officer

Ronald McDonald House Charities of San Diego, Inc. - Red Shoe Day 2019

Narrative:

For three hours, during the morning commute on October 17th, more than 600 volunteers will be located at 52 locations across the Imperial Valley to collect cash, coins, currency, and checks in support of all Imperial Valley families who find their "home away from home" at our San Diego's Ronald McDonald House while caring for a child in a local hospital. The volunteers will arrive at their intersections at 7:00AM and depart at 10:00AM.

Security Plan:

All volunteers will be trained and will receive a set of safety guidelines. Each volunteer is required to fulfill a mandatory orientation where safety training will occur. Training includes safety best practices and proper money handling procedures. Each volunteer will be wearing a brightly colored t-shirt. Volunteers will be in groups of 10 to 20 per intersection.

Medical Plan:

All volunteers will be assigned to one of two drop off locations: El Centro Regional Medical Center or Pioneers Memorial Healthcare District where bathrooms and first aid are available.

Accessibility Plan:

Volunteers will not interfere with street traffic. Volunteers will stand on sidewalks and collect money from the sidewalks. All volunteer vehicles will be parked in appropriate areas abiding by all traffic regulations.

Sanitation and Recycling:

Volunteers will arrive with a canvas/nylon bag. Inside the canvas/nylon bag will be a Big Red Shoe (one per volunteer) and a heavy-duty bank issued money bag to hold the cash, coins, currency and checks received. When the volunteers leave the intersection, they will take all items with them and drop them off a designated drop off location.

Mitigation of Impact:

Red Shoe Day IV will not interfere with traffic or businesses in the areas. We will supply notices in all McDonald's restaurants, place various ads in local print media and have a variety of promotional aired spots announcing the event.

Marketing and Public Relations:

A variety of media will be involved supporting this event. Promotional spots will be aired or in print through Entravision, KXO AM/FM Radio, KYMA News, and the IV Press.

ATTACHMENT 3

Client#: 444321

RONALMCDON2

ACORD_{TM}

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC PO Box 85638 San Diego, CA 92186	CONTACT NAME: Vicki Wallace PHONE (A/C, No, Ext): 858-587-7184 FAX (A/C, No): E-MAIL ADDRESS: vicki.wallace@marshmma.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Massachusetts Bay Insurance Company</td> <td>22306</td> </tr> <tr> <td>INSURER B : Hanover Insurance Company</td> <td>22292</td> </tr> <tr> <td>INSURER C : CompWest Insurance Company</td> <td>12177</td> </tr> <tr> <td>INSURER D : Allmerica Financial Benefit Insurance</td> <td>41840</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Massachusetts Bay Insurance Company	22306	INSURER B : Hanover Insurance Company	22292	INSURER C : CompWest Insurance Company	12177	INSURER D : Allmerica Financial Benefit Insurance	41840	INSURER E :		INSURER F :
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INSURED Ronald McDonald House Charities of San Diego, Inc. 2929 Children's Way San Diego, CA 92123														

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	ZD3A71462603	08/25/2018	08/25/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 \$
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		AW3A71463004	08/25/2018	08/25/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000		UH3A71462703	08/25/2018	08/25/2019	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WCV5900232	08/25/2018	08/25/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Red Shoe Day.

CERTIFICATE HOLDER

CANCELLATION

City of Calexico Calexico City Hall 608 Heber Avenue Calexico, CA 92231-0000	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Vicki Wallace</i>
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ATTACHMENT 4

Ronald McDonald House Charities® of San Diego

Red Shoe Day -- October 17, 2019

Locations for Solicitation -- City of Calexico

- Rockwood/C.K. Clarke
- Cole/Rockwood
- Cole/Rancho Frontera
- 5th/Heber
- Kloke/Sunset
- Cesar Chavez/Grant
- Sheridan/Eady
- Rockwood/5th
- Zapata/Meadows
- Belcher/Andrade
- Andrade/7th
- Cole/Andrade
- Birch/Andrade
- Encinas Ave/Linda St.