

**CITY OF NATIONAL CITY  
NEIGHBORHOOD SERVICES DEPARTMENT  
APPLICATION FOR A TEMPORARY USE PERMIT  
CONDITIONS OF APPROVAL**

**SPONSORING ORGANIZATION:** Paul Maurer Shows

**EVENT:** Kimball Park “Spring” Carnival

**DATE OF EVENT:** April 3, 2025 through April 6, 2025

**APPROVALS:**

COMMUNITY SERVICES	YES [ x ]	NO [ ]	SEE CONDITIONS [ ]
RISK MANAGER	YES [ x ]	NO [ ]	SEE CONDITIONS [ x ]
PUBLIC WORKS	YES [ x ]	NO [ ]	SEE CONDITIONS [ x ]
FINANCE	YES [ x ]	NO [ ]	SEE CONDITIONS [ ]
FIRE	YES [ x ]	NO [ ]	SEE CONDITIONS [ x ]
POLICE	YES [ x ]	NO [ ]	SEE CONDITIONS [ x ]
ENGINEERING	YES [ x ]	NO [ ]	SEE CONDITIONS [ ]
COMMUNITY DEVELOPMENT	YES [ x ]	NO [ ]	SEE CONDITIONS [ x ]

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**CONDITIONS OF APPROVAL:**

**RISK MANAGER (619) 336-4370**

Risk Management has reviewed the above-captioned request for issuing a Temporary Use Permit. To satisfy the City’s insurance requirements, it will be necessary for the Applicant and the Security provider (One Shield Security Services) must provide the following:

- A valid copy of the Certificate of Liability Insurance from the applicant and One Shield Security Services.
- The insurance policy has a combined single limit of no less than \$1,000,000.00 (ONE MILLION DOLLARS) for each occurrence and \$2,000,000.00 (TWO MILLION DOLLARS) in aggregate that would cover the date and location of the event.
- The applicant and One Shield Security Services must each provide a separate additional insured endorsement wherein it notes the additional insured as “The City of National City, its officials, agents, employees, and volunteers.”
- The insurance company issuing the policy has an A.M. Best’s Guide Rating of A: VII and is a California-admitted company.
- The Certificate Holder must reflect:  
City of National City  
c/o Risk Manager  
1243 National City Boulevard  
National City, CA. 91950-4397

It should be noted that the applicant properly executed the Indemnification and Hold Harmless Agreement when the Special Event Application was submitted.

## **PUBLIC WORKS (619)366-4580**

### Streets Division

- 1 Employee for positioning, reg. time: \$75.47 hr. X 2 = \$150.94
  - 1 Employee to pick up OT. \$113.20 X 2 = \$226.4
  - 1 truck \$22.76 hr. x4 = \$91.04
  - "No parking" signs/barricades 14 x \$1.49 = \$20.86
- TOTAL: \$489.24

### Facilities Division

No involvement

### Parks Division

1. Three hours for set up on Thursday 3/28/25 to mark irrigation valve boxes and paint a fire lane at regular pay @ \$66.98=\$200.94
2. The Event Organizer is responsible for any damage caused to the park's infrastructure, including but not limited to:
  - Irrigation systems
  - Grass and landscaping
  - Sidewalks and pathways
  - Other Park facilities

3. The Event Organizer shall ensure that all equipment and materials used during the event are properly secured and removed after the event.

\*Clean-up Responsibilities:

The Event Organizer is also responsible for:

1. Removing all trash and debris from the carnival site and parking lot.
2. Leaving the premises in the same condition as prior to the event.
3. Providing adequate waste disposal facilities and ensuring their proper use.

\*Weather Contingency Plan:

In case of a heavy rain event, we will evaluate the possibility of postponement or cancellation.

## **POLICE DEPARTMENT**

The Kimball Park "Spring" Carnival is new to the City of National City (2<sup>nd</sup> Year).

The event will be held from 04/03/2025 – 04/06/2025 with hours of operation being 1400 – 2200 hours.

The National City Police Department is requesting the following staffing –

- **Thursday 04/03/2025 – 1345 – 2215 hours – Two Officers – 8.5 hours of overtime each, this includes donning (.15) and doffing (.15) time for each officer.**
- **Friday 04/04/2025 – 1345 – 2215 hours – Two Officers – 8.5 hours of overtime each, this includes donning (.15) and doffing (.15) time for each officer.**
- **Saturday 04/05/2025 – 1345 – 2215 hours – Two Officers – 8.5 hours of overtime each, this includes donning (.15) and doffing (.15) time for each officer.**
- **Sunday 04/06/2025 – 1345 – 2215 hours – Two Officers – 8.5 hours of overtime each, this includes donning (.15) and doffing (.15) time for each officer.**

Total hours worked - 68

Hourly Loaded OT Rate for an officer – \$96.94

Cost for event - \$6,591.92

### **ENGINEERING**

No comments received

### **COMMUNITY SERVICES**

No comments received

### **FINANCE**

No comments received

### **COMMUNITY DEVELOPMENT**

#### **Planning**

1. All activities shall comply with the limitations in Table III of NCMC Title 12 (Noise).
2. Speakers and lights shall face away from residential properties.

#### **Building**

1. No new electrical, mechanical, or plumbing work is permitted for this event. If there is new work being proposed, please contact the Building Department to obtain proper permits.
2. The proposed generators must be located a minimum of 5 feet from any building or enclosure (i.e. tents) to allow for proper ventilation. Any power cords running from

the generators or any electrical outlets must be properly secured and covered to avoid trip hazards.

3. It is the owner/operator's responsibility to adhere to accessibility requirements.
4. It is the owner/operator's responsibility to obtain all necessary approvals from the other City/County agencies.

### Neighborhood Services

**Neighborhood Notifications** – Events are required to notify residents and/or businesses of the surrounding impacted areas by the event. The notice shall include the name of the event, name and phone number of the company/organization producing the event, the dates and times of the event (including set-up and breakdown) and a detailed description of how the residents and/or businesses may be affected, such as by street closures, “No Parking” signs being posted, music at the event, etc.

*Display of banners* -- Banners are allowed on site for event but must be removed immediately thereafter event completion. If you wish to place banners in any location other than on-site, you must get approval from the property/business owner where you intend to display the banner.

**FIRE (619) 336-4550**

**INSPECTION REQUIRED**  
**\$1,422.00**

**Total fee amount for all Fire Department permits is one fourteen hundred and twenty two dollars (\$1,422.00) dollars. Fees can only be waived by City Council. Multi-day Carnivals \$1,031.00 Tents \$391.00. Additional fees may apply if after hour's inspection and large tents or canopies are required or used. A meeting is requested with organization**

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Stipulations required by the Fire Department for this event are as follows:

- 1) Access to the area to be maintained at all times, entrances and emergency roadways
- 2) Fire Department access into and through event areas are to be maintained at all times. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches. Please see park supervisor for fire lanes required through park
- 3) Fire Department access into and through the carnival and game areas are to be maintained at all times

- 4) Access to Morgan and Kimball Towers to be maintained at all times, to both entrances and Fire Department connections for fire sprinkler systems, standpipes, etc.
- 5) **Access into park from D Ave is required. Currently blocked by new angled parking (Engineering/Public Works)**
- 6) Fire Hydrants shall not be blocked or obstructed
- 7) Participants on foot are to move immediately to the sidewalk upon approach of emergency vehicle(s)
- 8) Vehicles in roadway are to move immediately to the right upon approach of emergency vehicle(s)
- 9) Vehicles shall be isolated from contact with the tents, canopies or membrane structures. Vehicles shall be at least **20** feet away from tents, canopies and membrane structures
- 10) Exit doorways shall be evaluated for compliance by city building official. Occupancy load may be necessary as organization is proposing a fence around perimeter
- 11) Exits shall be clearly marked. Exit signs shall be installed at required exit doorways and where otherwise necessary to indicate clearly the direction of egress when the exit serves and occupant of 50 or more. Exits, aisles and passageways shall not be blocked or have their minimum clear width obstructed in any manner
- 12) The arrangement of aisles shall be subject to approval by the building and fire code official, and shall be maintained clear at all times during occupancy
- 13) The floor surface and grounds outside shall be kept clear of combustible waste. Such waste shall be stored in approved containers until removed from the premises
- 14) Smoking shall not be permitted in amusement area. Approved "No Smoking" signs shall be conspicuously posted
- 15) Internal combustion power sources that may be used for "Emergency Power" shall be of adequate capacity to permit **uninterrupted operation** during normal operating hours
- 16) Internal combustion power sources shall be isolated from contact with the public by either physical guards, fencing or an enclosure

- 17) A drip pan shall be used to capture oils and fuel lost during normal operation
- 18) Any electrical power used, is to be properly grounded and approved. Extension cords shall be used as "Temporary Wiring" only, and shall be protected so as not to create a tripping hazard to the public. Consult building official for requirements and inspection of possible temporary power/electrical if necessary
- 19) Fire Department Permit is required for carnival. Permit to be requested and all necessary information provided to the Fire Department a minimum of 14 days prior to the event. Permit fee is one thousand thirty-one dollars (\$1,031). Fees can only be waived by the City Council.
- 20) A fire safety inspection is to be conducted by the Fire Department prior to operations of the carnival. Inspection to include all rides, and cooking area etc. Required inspections taking place, after hours, holidays, and weekends will be assessed a minimum of two hundred eleven (\$211.00) dollars. Please contact the National City Fire Department to arrange a time for inspection. Periodic inspections will be conducted by the National City Fire Department for this event. **Additional hours after the first two hours shall be billed at \$191.00 per**
- 21) Cooking area to have one 2A:10BC. If grease or oil is used in cooking a 40:BC or class "K" fire extinguisher will be required. All fire extinguishers to have a current State Fire Marshal Tag attached.
- 22) If tents or canopies are used, tents having an area in excess of 200 square feet and or canopies in excess of 400 square feet or multiple tents and or canopies placed together equaling or greater than the above stated areas, are to be used, they shall be flame-retardant treated with an approved State Fire Marshal seal attached. A ten feet separation distance must be maintained between tents and canopies. A permit from the Fire Department must be obtained. ***Cooking shall not be permitted under tents or canopies unless the tents or canopies meet "State Fire Marshal approval for cooking.*** Certificate of State Fire Marshal flame resistancy shall be provided to the National City Fire Department if applicable. Fees can only be waived by City Council.

Canopies:

0 – 400 sf -	\$0
401 – 500 sf -	\$391.00
501 – 600 sf -	\$436.00
601 – 700 sf -	\$571.00

Tents:

0 –200 sf -	\$391.00
201 – (+) sf -	\$400.00

Note: PLEASE CONTACT THE DEPUTY FIRE MARSHAL ON QUESTIONS SURROUNDING TENTS AND CANOPIES