



AGENDA REPORT

CITY OF SAN CLEMENTE

City Council Meeting

910 Calle Negocio
2nd Floor
San Clemente, California
www.san-clemente.org

Meeting Date: 3/7/2023

Agenda Item: 6E

Department: Beaches, Parks and Recreation

Prepared By Samantha Wylie, Beaches, Parks & Recreation Director

Subject:

FEE WAIVER REQUEST - HAWAIIAN SURF CLUB OF SAN ONOFRE 2023 POLYNESIAN FESTIVAL

Fiscal Impact:

If approved, the City would waive \$1,070 in facility rental revenue and \$175 in maintenance service costs related to reserved parking. There are no hard costs associated with this fee waiver request.

Summary:

The City Council has been asked to consider approval of a special event fee waiver for the Hawaiian Surf Club of San Onofre ("Surf Club"), a non-profit 501-c3 organization, to host its annual 2023 Polynesian Festival and Luau at the Community Center. The purpose of this fee waiver is to allow the organization to host its event at no cost to enhance fundraising efforts.

Background:

A fee waiver policy was authorized by City Council to encourage and promote activities, facility rentals, and special events/programs on a year around the basis that provide valuable cultural, recreational, and civic benefits to residents, visitors, and businesses of San Clemente. The primary criterion to qualify for a fee waiver is that the organization be a non-profit civic or social organization, and all revenue generated by the event largely benefits the residents, visitors, and businesses of San Clemente. Within the fee waiver policy, the Director of the Beaches, Parks and Recreation Department is granted authority to waive up to 25% of total rental fees, while the City Manager is authorized to waive up to \$600 in fees per event. Requests beyond these amounts must be presented to the Beaches, Parks and Recreation Commission and final approval granted by the City Council.

The Surf Club is requesting a fee waiver for its 2023 Polynesian Festival and Luau proposed to occur at the Community Center, where the grounds will be used to host a public event that educates eventgoers on surf and Hawaiian heritage and culture. This event has been held at the Community Center for over 30 years and is a popular attraction in the downtown area.

The City Council previously approved a fee waiver for this event in 2020.

At its February 14, 2023 meeting, the Beaches, Parks & Recreation Commission reviewed the request and recommended approval (7-0) of the waiver of all rental fees for the 2023 Polynesian Festival.

Discussion:

The Surf Club's purpose is to educate and share about Hawai'i and its culture, traditions, and values representing the Aloha spirit. The Festival benefits the Surfing Heritage and Cultural Center, the Surf Club's annual "Clean the Beach" program, and the Surfrider Foundation.

If approved, the fees waived would include the facility rental fees associated with the use of the Community Center, estimated at \$1,245. The application fee (\$240) and the street banner hanging fees (\$367) would not be waived as part of this request.

Recommended Actions:

Staff Recommendation

Staff and the Beaches, Parks and Recreation Commission recommend the City Council approve a one-time fee waiver of all facility rental fees, not to exceed \$1,245, associated with the 2023 Polynesian Festival and Luau hosted by the Hawaiian Surf Club of San Onofre.

Attachment:

None

Notification:

Hawaiian Surf Club of San Onofre