



CITY OF CARMEL-BY-THE-SEA

COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

Chair Judy Refuerzo, Commissioners Linda Calafiore,
Donna Jett, Grace Lee,
and Bonnie Folster

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

REGULAR MEETING 5/9/2017 9:30 a.m.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC APPEARANCES Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Commission. Matters not appearing on Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Persons are not required to give their names, but it is helpful for speakers to state their names so that they may be identified in the minutes of the meeting.

ANNOUNCEMENTS

A. Announcements from Chair and Commissioners

CONSENT AGENDA Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Commission or the public may ask that any items be considered individually for purposes of Commission discussion and/or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1. Approval of the amended minutes for the 3/14/2017 meeting. (pp. 1 - 2)
2. Approval of the amended minutes for the 4/11/2017 meeting. (pp. 3 - 6)

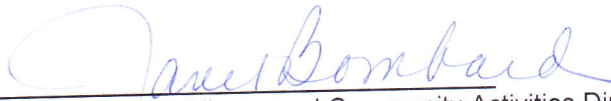
ORDERS OF BUSINESS Orders of Business are agenda items that require Commission discussion, debate, direction to staff, and/or action.

3. Receive and discuss report from ad hoc committee members Folster and Calafiore regarding planning for potential Devendorf Park programs; continue discussions as to proposals for other potential City events. (p. 7)

FUTURE AGENDA ITEMS

ADJOURNMENT

This agenda was posted at City Hall located on Monte Verde Street between Ocean and 7th Avenues, Harrison Memorial Library located on the NE corner of Ocean Avenue and Lincoln Street, and the Carmel-by-the-Sea Post Office located on 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us/carmel/> on 5/4/2017 in accordance with the applicable legal requirements.



Janet Bombard, Library and Community Activities Director

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Community Activities and Cultural Commission members regarding any item on this agenda, received after the posting of the agenda will be available for public review in the Library and Community Activities Director's Office located at the Park Branch Library at the NE corner of Mission Street and Sixth Avenue during normal business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2007 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).

CHALLENGING DECISIONS OF CITY ENTITIES The time limit within which to commence any lawsuit or legal challenge to any quasi-judicative decision made by the City of Carmel-by-the-Sea is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-judicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing. If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Carmel-by-the-Sea, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

MINUTES
COMMUNITY ACTIVITIES & CULTURAL COMMISSION
CITY OF CARMEL-BY-THE-SEA
AMENDED-REGULAR MEETING, March 14, 2017

I. CALL TO ORDER AND ROLL CALL

PRESENT: Commissioners: Calafiore, Folster, Jett, Refuerzo
ABSENT: Lee
STAFF PRESENT: Janet Bombard, Library and Community Activities Director
Margi Perotti, Community Activities Assistant
Lori Aiello, Community Activities Assistant

II. EXTRAORDINARY BUSINESS

None

III. PLEDGE OF ALLEGIANCE

Members of the audience joined the Commission in the Pledge of Allegiance.

IV. APPEARANCES

No appearances.

V. CONSENT AGENDA

1. Approval of the February 14, 2017 regular meeting.

It was moved by Jett and seconded by Calafiore to approve the minutes of the February 14, 2017 regular meeting.

The motion carried by the following roll call vote:

AYES: Calafiore, Folster, Jett, Refuerzo
NOES: Lee
ABSENT: ~~None~~ Lee
ABSTAIN: None

Commissioner Lee joined the meeting at 9:36 a.m.

VI. ORDERS OF BUSINESS

1. Consider a request from the Carmel Art Festival to add a VIP wine reception on Mission Street between Ocean and 6th Avenues to the 2017 Carmel Art Festival Event and make a recommendation to the City Council.

Staff member Bombard presented the staff report and addressed questions of the Commission.

Chairperson Refuerzo opened the public hearing. Hella Rothwell and Rich Pepe appeared to support the wine reception. There being no other appearances, the public hearing was closed.

It was moved by Jett and seconded by seconded by Calafiore to send a recommendation to the City Council to support the wine reception. The motion carried by the following roll call vote:

AYES:	Calafiore, Folster, Jett, Lee, Refuerzo
NOES:	None
ABSENT:	None
ABSTAIN:	None

2. Discuss planning and developing new City special events, including: City –wide garage sale, movie series in Devendorf Park and music series in Devendorf Park.

Staff member Perotti presented the staff report and addressed questions of the Commission.

Chairperson Refuerzo opened the public hearing. Hella Rothwell and Yvonne Bowen appeared and supported movies in the park. There being no other appearances, the public hearing was closed.

Following discussion, Chairperson Refuerzo appointed Linda Calafiore and Bonnie Folster to an Ad Hoc Committee to investigate and develop a program for movies in the park.

The Commission discussed music in the park and a city-wide garage sale. These items were continued to the next regular meeting for discussion.

VII. FUTURE AGENDA ITEMS:

1. Special Event Support Grant Applications

VIII. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 10:15 am.

Respectfully submitted,

Margi Perotti, Community Activities Assistant

Approved by: _____
Judy Refuerzo, Chair

MINUTES
COMMUNITY ACTIVITIES & CULTURAL COMMISSION
CITY OF CARMEL-BY-THE-SEA
REGULAR MEETING, April 11, 2017

I. CALL TO ORDER AND ROLL CALL

PRESENT: Commissioners: Calafiore, Folster, Jett, Refuerzo
ABSENT: Lee
STAFF PRESENT: Janet Bombard, Library and Community Activities Director
Margi Perotti, Community Activities Assistant
Lori Aiello, Community Activities Assistant

II. EXTRAORDINARY BUSINESS

None

III. PLEDGE OF ALLEGIANCE

Members of the audience joined the Commission in the Pledge of Allegiance.

IV. APPEARANCES

No appearances.

V. CONSENT AGENDA

1. Approval of the March 14, 2017 regular meeting.

Chairperson Refuerzo noted an error; minutes will be corrected and resubmitted at the next regular meeting for approval.

VI. ORDERS OF BUSINESS

1. Review and consider six (6) Fiscal Year 2017/18 Special Event Support grant funding applications totaling \$27,206; make a recommendation to the City Council regarding grant funding amounts in a total not to exceed \$8,597.

Staff member Bombard presented the staff report and addressed questions of the Commission.

Chairperson Refuerzo made a motion to accept a method of applying percentages for grant funding. Following discussion she suggested having categories and applying the percentages as follows:

- Events with no income stream receive: 95%
- Events during the low season (November to March) receive: 50%
- Events during the high season (April to October) receive: 20%
- Events during ultra popular/peak weeks (AT&T, US Open, Car Week) receive: 5%

The motion failed due to lack of a second.

Following discussion, Commissioner Calafiore made a motion to apply a percentage method to allocate funds requested, seconded by Chairperson Refuerzo.

Chairperson Refuerzo opened the public hearing: Monta Potter and Hella Rothwell appeared before the Commission. There being no further appearances the public hearing was closed.

Following discussion, Commissioner Calafiore withdrew her motion, Chairperson Refuerzo withdrew her second.

Chairperson Refuerzo moved to the motion passed by the following roll call vote:

Chairperson Refuerzo moved and Commissioner Calafiore seconded a motion to apply a percentage method to grants in the following manner:

- Events with no income stream receive: 95%
- Events during the low season (November to March) receive: 50%
- Events during the high season (April to October) receive: 20%
- Events during ultra peak weeks (AT&T, US Open, Car Week) receive: 5%

The motion carried by the following roll call vote:

AYES:	Calafiore, Folster, Jett, Refuerzo
NOES:	None
ABSENT:	Lee
ABSTAIN:	None

Chairperson Refuerzo clarified what percentage will be distributed to each application as follows:

- Padre Parents: 95% funding
- Sand Castle Contest: 95%
- Breakfast with the Bunny: 50%
- Run in the Name of Love: 20%
- Monterey County Winemakers Celebration: 20%
- Carmel Art Festival: 20%
- Concours on the Avenue will not be discussed as it is the next agenda item.

Following objections from the audience regarding not being able to speak on the percentages that were applied, the Commission took a recess to discuss the issue with the City Clerk.

The meeting was reconvened. After a brief explanation that the Commission wanted to hear the comments from the audience, Chairperson Refuerzo moved and Commissioner Calafiore seconded to rescind the motion. The motion carried by the following roll call vote:

AYES:	Calafiore, Folster, Jett, Refuerzo
NOES:	None
ABSENT:	Lee
ABSTAIN:	None

Chairperson Refuerzo then made a motion, seconded by Commissioner Calafiore to apply a percentage method to grants in the following manner:

- Events with no income stream receive: 95%

- Events during the low season (November to March) receive: 50%
- Events during the high season (April to October) receive: 20%
- Events during ultra peak weeks (AT&T, US Open, Car Week) receive: 5%

The grants would be distributed to the applicants as follows:

- Padre Parents: 95% funding
- Sand Castle Contest: 95%
- Breakfast with the Bunny: 50%
- Run in the Name of Love: 20%
- Monterey County Winemakers Celebration: 20%
- Carmel Art Festival: 20%

The motion was opened to the public for comment: Tom Korper, Susan Love, Scott Caraccioli, Hella Rothwell and Jell Sheffield appeared and were not supportive of the percentages that were applied. There being no further comments the public hearing was closed.

Following discussion, the motion carried by the following roll call vote:

AYES:	Calafiore, Folster, Jett, Refuerzo
NOES:	None
ABSENT:	Lee
ABSTAIN:	None

2. Consider a request from the Carmel-by-the-Sea Concours on the Avenue event for a multiple year Special Event Support program grant in the amount of \$34,410 per year for three years and make a recommendation to the City Council.

Staff member Bombard presented the staff report and addressed questions of the Commission.

Chairperson Refuerzo opened the public hearing. Jill Sheffield and Hella Rothwell appeared before the Commission. There being no other appearances, the public hearing was closed.

Chairperson Refuerzo moved to deny the request for multiple year Special Event Support in the amount of \$34,410, and the amount of grant funding would be as voted upon previously: 5%.

The motion carried by the following roll call vote:

AYES:	Calafiore, Folster, Jett, Refuerzo
NOES:	None
ABSENT:	Lee
ABSTAIN:	None

VII. FUTURE AGENDA ITEMS:

1. Receive a Special Event Permit for Car Week for use of the Devendorf Park on Friday, Saturday and Sunday and forward a recommendation to the City Council for consideration.
2. Report from the Ad Hoc Committee regarding Movies in the Park.

VIII. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 11:40 am.

Respectfully submitted,

Margi Perotti, Community Activities Assistant

Approved by: _____
Judy Refuerzo, Chair



CITY OF CARMEL-BY-THE-SEA

Community Activities and Cultural Commission Staff Report

May 8, 2017
Orders

TO: Community Activities and Cultural Commissioners

FROM: Janet Bombard, Community Activities Director

SUBJECT: Receive and discuss report from ad hoc committee members Folster and Calafiore regarding planning for potential Devendorf Park programs; continue discussions as to proposals for other potential City events

BACKGROUND / SUMMARY

At the March 14, 2017 Chair Refuerzo appointed Linda Calafiore and Bonnie Folster to an Ad Hoc Committee to investigate and develop a program for movies in the park.

The Commission also discussed music in the park and a city-wide garage sale. These items were continued to the next regular meeting for discussion.

Carmel-by-the-Sea 2017 Calendar Traditional/Annual Special Events

21th Annual Breakfast with the Bunny: Sat., April 15, 2017. Annual Spring Celebration held in Devendorf Park, sponsored by the Carmel Host Lions Club. Breakfast and entertainment provided. *For information call 831-620-2020*

Monterey Co. Vintners & Growers Assoc. 24nd Annual Winemakers' Celebration-Sun., May 7, 2017, 1-5 p.m., Dolores between Ocean & 7th; and On 7th between Dolores and San Carlos. *For more information call 831/375.9400*

37th Annual Surf-About: Fri, Sat., & Sun., May 5th & 6th, 2017. Annual Surf Contest held at Carmel Beach. *For more information contact Sunshine Freestyle at 831/375.5015.*

24rd Annual Carmel Art Festival. Thurs. – Sun., May 18 -21, 2017. Annual Plein Air painting event. *For more information contact Carmel Art Festival at 831/646.4000 or go to www.carmelartfestival.org.*

Memorial Day Ceremony: Mon., May 29, 2017, 11 AM. Ceremony held at Devendorf Park, also sponsored by the Carmel-by-the-Sea Chapter of the American Legion and City of Carmel-by-the-Sea. *For more information contact 831/624.9941.*

7th Annual Run in the Name of Love, Sun., June 18, 2017, 8 AM Sunset Center, San Carlos & 9th, 2K/5K Walk-Run. Susan Love, Organizer. *For more information go to www.run4love.org*

15th Annual 4th of July Celebration: Tuesday, July 4, 2017, 12:00 PM -4 PM Entertainment, food and games. Held in Devendorf Park. *For more information contact Carmel Community Activities at 831/620.2020*

11th Annual Carmel-by-the-Sea Concours on the Avenue, Tues., Aug. 15, 2017. Automobile show presenting antique “marqued” vehicles for display. *For more information contact 404/237.2633 or go to www.carmelconcours.com*

20th Annual Tour d’Elegance Vintage Car Parade and Display, Thurs., Aug. 17, 2017, 11:30 AM. Parade and car display held on Ocean Avenue. *For more information contact 831/622.1700 or go to www.pebblebeachconcours.net*

2nd Annual Street Dance: Saturday, September 9, 2017 - 5 PM Street Dance. *For more information call Carmel Community Activities at 831/620-2020*

57th Annual Sand Castle Contest: Sat., September 16, 2017 at 8:00 AM; Judging from 12 Noon to 2:00 PM. Annual Sandcastle contest held on Carmel Beach, Scenic south of 10th. Trophy Making in the Harrison Memorial Youth Services Building, **TBD**, 2017 @ 4:30pm
For more information contact Carmel Community Activities at 831/620.2020 or go to www.ci.carmel.ca.us or www.aiamontereybay.org, Monterey Bay Chapter of the AIA

3rd Annual Pumpkin Roll, Sat., October 7, 2017, 1:00 – 3:00 PM, Ocean Avenue

9th Annual Carmel International Film Festival, Wed. – Sun., Oct., TBD, 2017, held at Sunset Center and various venues around town. For more information contact carmelfilmfest.com.

Carmel High School Homecoming Parade, Fri., Sept. 16th, 2017, 3:00 p.m. Parade held on Ocean Avenue.

101th City Birthday Party and Parade: Sat., Oct. 28, 2017, 11:00 AM Parade/12 Noon Lunch, 5 PM Street Dance. Carmel by-the-Sea's Annual Birthday Celebration. For more information call Carmel Community Activities at 831/620-2020

Veteran's Day Ceremony, Saturday, Nov. 11, 2017, 11:00 AM. Ceremony held in Devendorf Park honoring our veterans, co sponsored by the Carmel-by-the-Sea Chapter of the American Legion and City of Carmel-by-the-Sea.

47th Annual Homecrafters' Marketplace: Sat., Nov. 18, 2017, 9:00 AM-3:00 PM. Annual craft fair held at Sunset Center north parking lot. For more information call Carmel Community Activities at 831/620-2020

Tree Lighting: Fri., Dec. 1, 2017, 3:00 – 5:45 PM. Annual celebration, tree lighting and entertainment held on Ocean Avenue and in Devendorf Park. Tree will be lit between 5:30 and 5:45. For more information call Carmel Community Activities at 831/620-2020