

CITY OF CARMEL-BY-THE-SEA
COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

Regular Meeting
City Hall Council Chambers
East side of Monte Verde
between Ocean & 7th

Tuesday
June 14, 2016
9:30 a.m.

Judy Refuerzo, Chair
Linda Calafiore
Donna Jett
Grace Lee
Stacy Meheen

Call to Order and Roll Call

Pledge of Allegiance

Appearances

Thank you for attending the meeting. Anyone wishing to address the Commission on matters not on the agenda, but within the jurisdiction of the Commission, may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Presentations will be limited to three minutes, or as established by the Commission. Persons are not required to give their name or address, but it is helpful for speakers to state their name in order that the Secretary may identify them.

Consent Agenda

1. Approval of the Minutes of the May 17, 2016 meeting.

Orders of Business

New Business

2. Consideration of the submittal of a request to the City Council that City Commissions and Boards, and past and present City dignitaries, be allowed to participate in the October 29, 2016 Centennial Parade (p. 4)

Old Business

3. Review and discuss Community Activities & Cultural Commission plans for a cultural event in Devendorf Park to be held in conjunction with 2016 Centennial celebrations, provide direction as necessary (p. 5)

Reports from the Chair and Commissioners

Reports from the staff – receive and discuss reports, provide direction as necessary

4. City Council action: Vista Lobos Guidelines, Special Events Policy, Homecrafters', Pumpkin Roll
5. Verbal review of 2016 Special Events
 - Carmel Ribbon Cutting / Centennial Launch, Friday, Friday, January 8, Ocean Avenue
 - 20th Annual Breakfast with the Bunny and Bunnyland, Saturday, March 26, Devendorf Park
 - Monterey Vintners Winemakers' Celebration, Saturday, May 7, Dolores between Ocean and 7th Avenues, 7th Avenue between Dolores and San Carlos
 - 36th Annual Surfabout Contest, May 13,14,15, Carmel Beach

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- 22^{3rd} Annual Carmel Art Festival, May 12-15, Mission between Ocean and 6th
- Memorial Day Ceremony, Monday, May 30, 11:00 am, Devendorf Park – **Event Review**
- 6th Annual Run in the Name of Love, Sunday, June 19, 8:00 am, Race Start on San Carlos Street – Finish at Del Mar.
- 14th Annual 4th of July Celebration, Monday, July 4, 12:00 pm, Devendorf Park
- 10th Annual Concours on the Avenue, Tuesday, August 16, Ocean Avenue and Devendorf Park
- 19th Annual Pebble Beach Tour d'Elegance, Thursday, August 18, 11:30 am Ocean Avenue and Devendorf Park
- 2nd Annual Pumpkin Roll, October 1, 1:00 – 3:-- pm, Ocean Avenue
- Carmel High School Homecoming Parade, October 21, 2016, Ocean Avenue
- 56th Annual Sandcastle Contest, October 22, 2016 – Carmel Beach
- 8th Annual Carmel International Film Festival , Wednesday - Sunday, October 19-22 – various locations
- Forest Theater Show, "The Abalone Club", Outdoor Forest Theater
- 100th City Birthday Party, Parade, and Dance, Saturday, October 29
- Veterans Day Ceremony, Friday, November 11, Devendorf Park
- 46th Annual Homecrafters' Marketplace., Saturday, November 19, 9:00 am to 3:00 pm – Sunset Center North Lot
- Tree Lighting, Friday, December 2, 4:30 pm – Ocean Avenue and Devendorf Park.

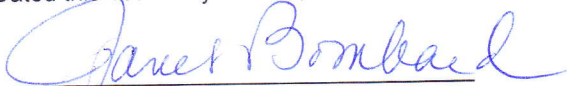
10. Future Agenda Items

11. Adjournment

AFFIDAVIT OF POSTING

I, Janet Bombard, Library and Community Activities Director for the City of Carmel-by-the-Sea, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Carmel-by-the-Sea City Hall bulletin board, posted at the Harrison Memorial Library on Ocean and Lincoln Avenues and the Carmel Post Office and distributed to members of the media on June 10, 2016.

Dated this 10th day of June, 2016, at the hour of 4:00 p.m.



Janet Bombard
Library and Community Activities Director

COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

Staff Report

June 14, 2016

To: Community Activities and Cultural Commissioners
From: Janet Bombard, Community Activities Director
Subject: Consideration of the submittal of a request to the City Council that City Commissions, Boards, and past and present City dignitaries be allowed to participate in the October 29, 2016 Centennial Parade

ANALYSIS/DISCUSSION:

The 2016 Centennial Committee has been working hard to make the City's October 29, 2016 100th birthday celebration parade spectacular, but also different, from the traditional parade.

One of the traditional elements of the parade that the Centennial Committee decided to forego this year is that of including City Boards and Commissions, and past and present City dignitaries in the parade.

Vice Chair Jett is proposing that the Community Activities and Cultural Commission submit a request to the City Council asking that the above mentioned groups be allowed to participate in the Centennial Parade.

Staff has drafted the following letter for the commission's consideration and revision should the Commission decide to go forward with the request to the City Council:

Dear Mayor Dallas and City Council Members:

The Community Activities and Cultural Commission respectfully requests that City Commissions, Boards, and past and present City dignitaries be allowed to participate in the October 29, 2016 Centennial Parade.

The above mentioned groups have been a traditional component of past parades and it seems a shame to have them be left out of the parade this year.

We ask that you please consider this request. It would be a great honor and a source of pride to take part in the City's 100th birthday parade.

Thank you,

Vice Chair Donna Jett, on behalf of the Community Activities and Cultural Commission

COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

Staff Report

June 14, 2016

To: Community Activities and Cultural Commissioners

From: Janet Bombard, Community Activities Director

Subject: Review and discuss Community Activities & Cultural Commission plans for a cultural event in Devendorf Park to be held in conjunction with 2016 Centennial celebrations, provide direction as necessary

ANALYSIS/DISCUSSION:

At the May 2016 meeting, the Community Activities and Cultural Commission determined that the proposed event in Devendorf Park would take place on Thursday, September 29, 2016 from 2:00 p.m. to 7:00 p.m. Commissioner Meheen agreed to develop an event proposal and budget to be reviewed by the Commission at the June 14, 2016 meeting.

Following review and approval of the proposal and budget, the next steps will be to request any necessary event funding from the City Council.

MINUTES
COMMUNITY ACTIVITIES & CULTURAL COMMISSION
CITY OF CARMEL-BY-THE-SEA
REGULAR MEETING, MAY 17, 2016

I. CALL TO ORDER AND ROLL CALL

PRESENT: Commissioners: Jett, Lee, Refuerzo, Meheen
ABSENT: None
STAFF PRESENT: Janet Bombard, Library and Community Activities Director
Margi Perotti, Community Activities Coordinator
Lori Aiello, Community Activities Coordinator

II. PLEDGE OF ALLEGIANCE

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

III. APPEARANCES

No appearances.

IV. CONSENT AGENDA

1. Approve the minutes of the April 12, 2016 Regular meeting.
It was moved by Jett and seconded by Lee to approve the minutes of the April 12, 2016 regular meeting. The motion carried by the following roll call vote:

AYES: Jett, Lee, Refuerzo
NOES: None
ABSENT: None
ABSTAIN: Meheen

2. Approve the minutes of the April 15, 2016 Special meeting.
It was moved by Jett and seconded by Refuerzo to approve the minutes of the special meeting as corrected. The motion carried by the following roll call vote:

AYES: Jett, Lee, Refuerzo
NOES: None
ABSENT: Meheen
ABSTAIN: None

V. ORDERS OF BUSINESS

1. Consider a request from the 2016 Centennial Committee and make a recommendation to the City Council regarding permission to sell beer and wine during both the Centennial Celebration luncheon and proposed street dance on

October 29, 2016, the closure of Dolores Street between Ocean and 7th, the erection of a stage and fencing, and playing of amplified music for the street dance.

Staff member Bombard presented the staff report and advised the Commission that alcohol at the luncheon will not be going forward. Bombard addressed questions of the Commission.

Chair Refuerzo opened the public hearing. There being no appearances the public hearing was closed.

Following discussion, it was moved by Jett and seconded by Meheen to send a recommendation to the City Council to approve the sale of beer and wine during the street dance with the condition that a non-profit agency sponsor and serve the alcohol and that all profits from the sale of beverages be returned to the City to offset the cost of the event. In addition, approve the street dance on October 29, 2016, the closure of Dolores Street between Ocean and 7th, the erection of a stage and fencing, and the playing of amplified music for the dance. The motion carried by the following roll call vote:

AYES: Jett, Lee, Meheen, Refuerzo
NOES: None
ABSENT: None
ABSTAIN: None

2. Election of Community Activities and Cultural Commission Vice-Chair.

Chair Refuerzo nominated Donna Jett to serve as Vice Chair, seconded by Meheen and carried by the following roll call vote:

AYES: Jett, Lee, Meheen, Refuerzo
NOES: None
ABSENT: None
ABSTAIN: None

3. Consideration of a request to reschedule the July 12, 2016 Community Activities and Cultural meeting.

Following discussion it was moved by Meheen and seconded by Lee to reschedule the July 12, 2016 regular meeting to July 26, 2016. The motion carried by the following roll call vote:

AYES: Jett, Lee, Meheen, Refuerzo
NOES: None
ABSENT: None
ABSTAIN: None

VI. OLD BUSINESS

1. Review and discuss the Community Activities and Cultural Commission plans for a cultural event in Devendorf Park to be held in conjunction with the 2016 Centennial celebrations, provide direction as necessary.

Following discussion, this item was continued to the next regularly scheduled meeting for review and discussion.

VII. REPORTS FROM THE CHAIR AND COMMISSIONERS

Commissioner Meheen said the Forest Theater Guild will be opening on June 1, 2016 with a mixer from the Chamber of Commerce followed by the movie Mamma Mia.

No other reports.

VIII REPORTS FROM STAFF

Staff member Perotti gave a verbal report on the Wine Maker's Celebration, Carmel Art Festival and the Annual Surfabout Contest and briefly talked about upcoming events.

Staff member Bombard gave an update on Council actions regarding the Forest Theater use, the length of the contracts, in addition to the fee waivers that have been granted. She said the Special Event Policy and the Vista Lobos Guidelines are scheduled to go before the City Council in June.

X. ADJOURNMENT

There being no further business to come before the Commission the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Margi Perotti, Community Activities Coordinator

Approved by:

Judy Refuerzo, Chair



EVENTS

The following is a preliminary list of Special Events that are being scheduled in 2016 for the Carmel-by-the-Sea Centennial Celebration. This list will be updated on a regular basis to highlight all of the magnificent events that are being planned as part of our Celebration. Please advise of any functions you would like added (info@carmelcentennial.com) and check back regularly for more information including the specific day and time of each event ...

IN 2016... (AS OF JUNE 9, 2016)

JUNE EVENTS...

- Sun., Jun 19 at 8:30 AM -- Run in the Name of Love (Begins at Sunset Center)
- Preview, Thurs., Jun 23; Opens Fri., Jun 24 thru Sun., Jun 26 -- Forest Theatre Guild presents an original work "The Borrowers-The Musical" (Forest Theatre)
- Sat., Jun 25 at 10AM -- Nature and Historical Walk on the Mission Trail Nature Preserve to Flanders Mansion (Flanders Foundation)
- Sat., Jun 25, 1 -- 5 PM -- House & Garden Tour of outstanding historic homes around town (Carmel Heritage Society)

JULY EVENTS...

- Fri., Jul 1, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Fri., Jul 1 thru Sun., Jul 3; Fri., Jul 8 thru Sun., Jul 10; and, Thurs., Jul 14 thru Sun., Jul 17 -- Forest Theatre Guild presents an original work "The Borrowers--The Musical" (Forest Theatre)
- Mon., Jul 4 -- Jul 4th Picnic in the Park (Devendorf Park)
- Sat., Jul 15 thru Sun. Jul 31 -- "The History of Carmel Theatre Poster Art" Outdoor Forest Theatre Playbills (Cherry Center)
- Sat., Jul 16 thru Sat., Jul 30 - Bach Festival (Various locations)

AUGUST EVENTS...

- Mon., Aug 1 thru Sun., Aug 28 -- "The History of Carmel Theatre Poster Art" Outdoor Forest Theatre Playbills (Cherry Center)
- Fri., Aug 5, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Fri., Aug 5, 6, and 7 -- Live performance of "Abalone" by Bill Broader (Cherry Center)
- Thurs., Aug 11 thru Sat., Aug., 13 -- Friends of Harrison Memorial Library, Annual Book Sale (Junipero Serra School Gym)
- Tues., Aug 16 -- Concours on the Avenue (Ocean Avenue between Junipero and Monte Verde)
- Thurs., Aug 18 -- Concours d'Elegance 2016 (Ocean Avenue and Devendorf Park)
- Thurs., Aug 18 thru Sun., Aug 25 -- PacRep's "The Wizard of Oz" (Outdoor Forest Theatre) - Performances Thurs. thru Sundays Only

SEPTEMBER EVENTS...

- Thurs., Sept 1 thru Sun., Sept 25 -- PacRep's "The Wizard of Oz" (Outdoor Forest Theatre) - Performances Thurs. thru Sundays Only
- Fri., Sept 2, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Thurs., Sept 15 at 5 PM -- Centennial Series at Carpenter Hall, "Reliving Our History" -- Marcia Kuster Rider on Edward Kuster (Carmel Residents Association)
- Fri., Sept 30 thru Sun., Oct 2 -- Robinson Jeffers Tor House Fall Festival (Women's Club/Tor House)

OCTOBER EVENTS...

- Sat., Oct 1 thru Sun., Oct 2 -- Robinson Jeffers Tor House Fall Festival (Women's Club/Tor House)
- Sat., Oct 1 thru Sat., Oct 15 -- Carmel Heritage exhibit of "The Mayors of Carmel" -- (Marjorie Evans Gallery at Sunset Center)
- Sat., Oct 1, 2, 6--9, 13 --16 PacRep's Carmel Shakespeare Festival "Twelfth Night" (Outdoor Forest Theatre)
- Sun., Oct 2 at 3:00pm - Carmel Music Society begins its 90th season with the Romeros Guitar Quartet (Sunset Center)
- Thurs., Oct 6 -- 6 to 9 PM -- Carmel Chamber of Commerce hosts "A Taste of Carmel" (Carmel Mission Courtyard)
- Fri., Oct 7 thru Mon., Oct., 31 -- "The History of Carmel Contemporary Architecture" (Cherry Center)
- Fri., Oct 7, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Week of Oct 10 -- Fire Awareness Safety Week & and Celebration of the 100th year of the Carmel-by-the-Sea Fire Department

- Fri., Oct 14 at 8 PM -- Carmel Centennial Celebration Dance Presentation -- Twyla Tharp Dance Company 50th Anniversary Tour (Sunset Center)
- Sat., Oct 15 at 2:30 PM -- "Jack London in Carmel in 1910" performed by Taelen Thomas (Outdoor Forest Theatre)
- Sun., Oct 16 thru Sat., Oct 31 -- Historical Photo exhibit and Jo Mora exhibit -- (Marjorie Evans Gallery at Sunset Center)
- Mon., Oct 17 at 2 PM -- Carmel Women's Club celebrates "Our Story" 91 years in Carmel with Historical Retrospective and displays (Carmel Women's Club)
- Wed., Oct 19 thru Sat., Oct 22 -- Carmel International Film Festival (Sunset Center)
- Thurs., Oct 20 thru Sun., Oct 30 -- PacRep's Carmel Shakespeare Festival presents "King Lear" (Circle Theatre)
- Fri., Oct 21--4 PM Carmel High School Parade
- Sat., Oct 22 and Sun., Oct 23 -- Monterey Symphony Concerts featuring commissioned work inspired by Robinson Jeffers and composed by John Wineglass in honor of the Centennial Celebration (Sunset Center)
- Sat., Oct 22 -- Sand Castle Contest (Carmel Beach)
- Sun., Oct 23 at 5:15 PM -- The Forest Theatre Foundation Show "The Abalone Club" (Outdoor Forest Theatre)
- Thurs., Oct 27 -- 5 PM at Sunset Center, Carpenter Hall, John C Varady will present his illustrated talk on the poet George Sterling, "King of Bohemia". George was the catalyst for bringing important writers and artists of the early 1900's to our village.
- Sat., Oct 29 at 11 AM -- Centennial Celebration Parade (Ocean Avenue and San Carlos Avenues)
- Sat., Oct 29 at Noon -- Celebratory Luncheon (Sunset Center)
- Sat., Oct 29 at 8 PM -- Carmel Music Society celebrates 90th season with Saint-Martin-in-the-Fields Chamber Ensemble (Sunset Center)

NOVEMBER EVENTS...

- Tues., Nov 1 thru Fri., Nov 4 -- "The History of Carmel Contemporary Architecture" (Cherry Center)
- Thur., Nov 3 - Sun., Nov 6 -- PacRep's Carmel Shakespeare Festival presents "King Lear" (Circle Theatre)
- Fri., Nov 4, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Fri., Nov 11 -- Veterans Day Program (Devendorf Park)
- Thurs., Nov 17 at 5 PM -- Centennial Series, "Reliving Our History" -- Les and Rowan Rowntree on Lester Rowntree (Carmel Residents Association)
- Sat., Nov 19 -- Homecrafters' Marketplace (Sunset Center)
- Sat., Nov 19 and Sun., Nov 20 - Monterey Symphony Concerts presenting Mendelssohn's Midsummer Night's Dream (Sunset Center)
- Thurs., Nov 24 -- Thanksgiving

DECEMBER EVENTS...

- Fri., Dec 2 -- Tree Lighting (Ocean Avenue at Devendorf Park)
- Fri., Dec 2, 5 -- 7 PM -- Church of the Wayfarer is offering a free guided tour of the stained glass windows and garden. Tours begin on the half hour.
- Fri., Dec 9 and Sat., Dec 10 at 7 PM and Sun., Dec 11 at 2 PM -- 2016 Dance Kids presents 23rd Annual "The Nutcracker" (Sunset Center)
- Fri., Dec 9 -- 5 to 8 PM -- "Carmel-by-the-Glass" a fun-filled winemakers celebration (La Playa Hotel)
- Sun., Dec 25 -- Christmas
- Sat., Dec 31 -- New Years Eve
- Date TBD -- Closing Centennial Ceremony

Email: info@carmelcentennial.com

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