



CITY OF CARMEL-BY-THE-SEA

COMMUNITY ACTIVITIES AND CULTURAL COMMISSION

Chair Judy Refuerzo, Commissioners Linda Calafiore,
Bonnie Folster, Donna Jett

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

REGULAR MEETING 10/10/2017 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
- B. Announcements from Staff

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 minutes for the 9/12/2017 meeting. (pp. 1-2)

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

2. Receive the After Action Report for the Street Dance. (p. 3)
3. Receive the After Action Report for the Sandcastle Contest. (p. 4)
4. Receive Community Activities and Cultural Commission feedback regarding the City's Pumpkin Roll event for inclusion in an After Action Report.

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 10/5/2017 in accordance with the applicable legal requirements.

Kathleen O'Connell, Interim 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
REGULAR MEETING
September 12, 2017

I. CALL TO ORDER AND ROLL CALL

PRESENT: Commissioners: Calafiore, Folster, Jett, Refuerzo
ABSENT: Wylde
STAFF PRESENT: Margi Perotti, Community Activities Coordinator
Jean Chapin, Interim Library and Community Activities Director
Katie O'Connell, Interim Library and Community Activities Director

II. PLEDGE OF ALLEGIANCE

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

III. PUBLIC APPEARANCES

None.

IV. ANNOUNCEMENTS

A. Announcements from Chair and Commissioners:

Commissioner Jett stated the Mayor has been working to bring a Chinese Porcelain Display to the City of Carmel in November. The Display will be at the Women's Center.

B. Announcements from Staff:

Staff member Chapin announced that the new Library and Community Activities Director is Ashlee Wright and she will start on January 1, 2018. She also announced the Special Event Fees being considered by the City Council will be delayed until October or November.

Staff member Perotti announced she has talked to the Event Organizer of the Winemakers Celebration and that all items of concern were discussed and will be addressed.

V. CONSENT AGENDA

1. Approval of the August 8, 2017 regular meeting minutes.

Action: Upon a motion made by Commissioner Calafiore and seconded by Chairperson Refuerzo to approve the minutes of the August 8, 2017 meeting. **Motion carried by the following roll call vote:**

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

VI. ORDERS OF BUSINESS

1. Receive the After Action Report for Concours on the Avenue.

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

2. Receive the After Action Report for the Prancing Ponies.

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

3. Receive the After Action Report for the Pebble Beach Tour d' Elegance.

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

4. Discuss Commission feedback for the After Action Report for the Street Dance.

Staff member Perotti presented a verbal report and received comments from the Commission to be added to the after action report.

5. Receive and discuss report from ad ho committee members Folster and Calafiore regarding planning for potential Devendorf Park programs.

No report at this time.

6. Discuss potential City dog event.

Commissioner Folster stated Mack Almond is currently working on a dog event that includes a "blessing of the dogs" poetry slam, and other activities at one of the local churches. It will be held on October 14th. She felt this might be a good event for the City to expand upon.

VII. FUTURE AGENDA ITEMS:

None.

VIII. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Margi Perotti, Community Activities Coordinator

Approved by: _____

Judy Refuerzo, Chairperson

Street Dance 2017 After Action

- There were approximately 150 people at the street dance – attendance was low. More publicity in the way of flyers and banners would help.
- Everything went smoothly overall; however the lack of alcohol was not received well by the participants- look into changing the Municipal Code on this item.
- The band was good, but not a dance band. CA&CC suggested the possibility of a DJ instead of a band. Staff thinks a live, more danceable band would be better for the event.
- The dance floor was sticky and not dance friendly.
- The solar lighting was good, but more of it was needed. Possibly purchase more of the solar trees and have them placed higher to help illuminate the event area.
- Make the event from 6 to 9 p.m. Starting the event at 6:00 p.m. will allow people to get off work and come to the event.
- Event set-up went very smoothly. Not having to set up the wine corral saved a lot of staff time. Staff handled breakdown and cleanup of the event extremely well.
- A banner identifying the event is needed, since many people thought it was a private or paid event.
- There was relatively little trash on the ground following the event. There were sufficient garbage and recycling containers, but they weren't visible due to the low light.
- Possible head lamps for cleanup.

Sandcastle Contest 2017 After Action

- The event day was beautiful and the event ran very smoothly.
- There were 36 people entered into the Sand Castle Contest. All children received a participant's plaque.
- Having the judges at the registration table at 11:30 worked very well.
- Handing out plaques to the kids as the judges walked the beach worked very well. The kids had instant gratification and felt honored when they received a plaque.
- Need to time the event (if possible) to not compete with other events on the Peninsula. Having the event on Saturday worked well, however we received complaints that participants were not able to attend because it was on Saturday. Some people had to work or take their children to other events. Also it was the Carmel High Schools Homecoming Day.
- The colored cones work well to separate the sections.
- "Leash your dog" signs were popular with the event participants.
- Use of the ATV made the setup and cleanup easier. We learned not to put a huge amount of weight in the trailer because you get stuck in the sand.
- AIA did a wonderful job advertising the event.
- The event ended on time and clean up was minimal.
- The AIA banner should be higher next year to allow for better visibility.
- May need a small sign to identify the registration table. It wasn't always clear to participants where they were supposed to sign up.
- Need to be clear with participants regarding rules for cooking and fires on the beach. Include rules/links to rules in publicity before event, on AIA website, etc.