



**Monterey County
Special Event Task Force Meeting**

MINUTES

Thursday, April 28, 2022

TELECONFERENCE VIA ZOOM

Monterey County Government Center
1441 Schilling Place – South, 2nd Floor Salinas, CA 93901
9:00 AM

The overview of the Special Events Task Force is to form a partnership between event planners and regulatory agency staff to provide support addressing life, health, and safety issues. The purpose of this meeting is to guide event organizers through the County permit process and to familiarize them with agency staff who will be their points of contact, and to have an open discussion with stakeholders on any concerns regarding an event.

Welcome and Introductions

Events Discussed:

1. Event Name: Lake San Antonio Triathlon (APN:219-021-006-000)

Presented by: Jerrett McFarland

Dates: April 30, 2022, to May 1, 2022

Permits: 22SE00049

Location: Lake San Antonio – South Shore, Bradley, CA

- **Organizer Jerrett McFarland was not present**
- **Dona Luna (Monterey County Parks) provided the following comments:**
 - Event will have about 80 participants.
 - Will take place within the park boundaries.
 - No permits needed from HCD.
 - Event will take place on May 1, 2022.
 - Event time is from 8:00a.m. to 2:00p.m.
 - No signage on the county right of way.
 - Park rangers will be on site
 - Event organizers have signed the agreement and paid all fees.
- **Regulatory agencies comments pertaining to this event. - NONE**
- **Public comments pertaining this event – NONE**

2. Event Name: Spartan (APN'S: 161-011-009-000 & 173-011-023-000)

Presented by: Tyler Gobin

Permits: 22SE00047

Dates: May 25, 2022, to June 8, 2022

Location: Toro Park & Laguna Seca Raceway, 501 Monterey Salinas Highway & 1021 Monterey Salinas Highway

- **Organizer Tyler Gobin & Shawn Petrilli were present and provided the following comments:**
 - Have been working with Monterey County Parks.
 - Will not be operating in the major areas of the park during Memorial Day weekend.
 - Expecting 8,000 participants.
 - Plans are consistent with plans submitted previous years.

- Site plans were just finalized.
 - Event organizers will be submitting to HCD this week.
 - Will submit documentation to Health Department tomorrow.
 - Will submit to CalTrans once both contracts have been signed.
 - Has contacted CHP to discuss traffic and parking issues.
- **Regulatory agencies comments pertaining to this event:**
 - **Dona Luna (MC Parks)- Provided the following comments:**
 - Requestor has submitted all documentation except for two site plans.
 - County will sign off once the event organizers sign contract.
 - This will go to the Board of Supervisors on May 10, 2022.
 - Dona has advised organizers that the contract needs to be signed soon, or else it will be pushed back to a later date.
 - **Josh Bowling (Chief of Building HCD)- Provided the following comments:**
 - If permits come submitted less than 60 days of the event there are additional fees.
 - Additional fees are 1 ½ times the standard permit fees.
 - If permits come in less than 30 days to the event.
 - Additional fees are twice the standard permit fees.
 - Requestor has not contact Josh to set up inspections for inspectors to walk the course.
 - Inspections will be scheduled once permits have been issued.
 - **Jeff Dacpano (Monterey County Reginal Fire Department)- Provided the following comments:**
 - Provided his contact information to the event organizer and requested that at least 4 weeks in advance to discuss equipment needs and staffing needs.
 - **Bryan Flores (Chief of MC Parks)- Provided the following comments:**
 - Advised event organizers that they need to contact CHP to address traffic and parking issues outside the park.
- **Public comments pertaining this event - NONE**

3. Event Name: AIDS LifeCycle (APN: 245-111-006-000)

Presented by: Brian Bostwick & Samantha Alvarez

Permits: 21SE00050; 22EP0141

Dates: June 5, 2022, to June 7, 2022

Location: San Lorenzo Park, 1160 Broadway Street, King City, CA

- **Organizer Brian Bostwick & Samantha Alvarez were present and provided the following comments:**
 - Annual event taking place for over 20 years.
 - Bike ride event starting San Francisco ending in Los Angeles.
 - Fundraising event that benefits the San Francisco AIDS Foundation and Los Angeles LGBT center.
 - Expecting 2500 cyclist.
 - 700 volunteers.

- 100 staff and vendors
 - Set up is Sunday June 5, 2022.
 - Participants will camp overnight in King City and loadout the following day.
 - Cyclist will travel south bound on city, county, and state roads.
 - This includes the cities of:
 - Moss Landing
 - Castroville
 - Marina
 - Salinas
 - Gonzales
 - Greenfield
 - Will travel southbound on Halon Road connecting to Highway 101 traveling through Bradley and exiting Monterey County when cyclist enter Camp Roberts.
 - Cyclist will travel stager following all rules of the road.
 - No road closures will be need necessary since cyclist will be utilizing the bike lane.
 - There will be the following aids provided to riders:
 - Sweep vehicles to assist participants between rest stops.
 - Caboose that will follow the last cyclist.
 - Sag buses at rest tops to transport cyclist back to campsite if cyclist cannot continue with the race.
 - Volunteer Course Marshalls to guide cyclist through difficult intersections.
 - Currently working with supervisor Chris Lopez to arrange alternative rest stop location, since Mission Soledad will not be used this year.
 - Potential rest stop areas are Foothill Road or Arroyo Seco Road.
 - Only rout marking in Monterey County will 14 inch round directional arrows.
 - Will be tied to sing post.
 - Will be placed 24 hours before cyclist arrive.
 - Will be removed after the last cyclist has passed by.
- **Regulatory agencies comments pertaining to this event. - NONE**
 - **Public comments pertaining this event - NONE**

4. Event Name: Wildfire Safety & Prepare Fair Club (APN: 187-421-030-000)

Presented by: Stacey Wood

Permits: 22SE00046

Dates: June 18, 2022

Location: Carmel Valley Village Community Park, 77 West Carmel Valley Road, Carmel Valley,

CA

- **Organizer Stacey Wood was present and provided the following comments:**
 - Set up will be from 8:00a.m. to 10:00a.m.
 - Fair will take place from 10:00am to 4:00pm.
 - Breakdown will be from 4:00pm to 5:00pm.
 - Event will take place at Carmel Valley Community Park.
 - Free event for the community.
 - Various vendors and agencies providing safety presentations to the public.
 - Mary Adams will be speaking
 - Fire obstacle course for kids.
 - Expecting 350 people.
 - Anticipating minor traffic impacts.
 - Carmel Valley Rotary will be assisting with parking.
 - Submitting food permits next week.
 - There will be 2 food trucks.
 - There will be no tents over 400 square feet or pop-up tents running mechanical.

- **Regulatory agencies comments pertaining to this event. - NONE**
- **Public comments pertaining this event - NONE**

5. **Event Name: Camp Quien Sabe (APN: 161-011-009-000)**

Presented by: Shannon Leon

Permits: 20CP00431; 22SE00051

Dates: June 13, 2022, to August 1, 2022

Location: Toro Park, 501 Monterey Salinas Highway 68, Salinas, CA

- **Organizer Shannon Leon was present and provided the following comments:**
 - Youth overnight camp held at Yona overnight area in Toro Park.
 - Set up and staff training will begin on June 10, 2022, or June 11, 2022.
 - Camp participants do not arrive until June 20, 2022.
 - Break down of the camp site should be completed by August 30, 2022.
 - Camp participants will be on the camp site from June 20, 2022, to July 29, 2022.
 - Event is open to everyone, not just Monterey County residents.
 - Expecting about 60 camp participants per week.
 - There are 20 staff members.
 - Above ground swimming pool will be utilized.
 - Lifeguards will be present.
 - Pool will be locked and fenced when not being used.
 - Participants will be sleeping outside under the stars.
 - No tents

- No Cabins.
 - Kitchen located at Yona will be utilized to cook.
 - **Regulatory agencies comments pertaining to this event:**
 - **Dona Luna (MC Parks)- Provided the following comments:**
 - She is currently working on their agreement.
 - Everything that Dona has requested has been submitted.
 - Documents have been forward to HCD permit center.
 - **Corrine Ow (MC Environmental Health)- Provided the following comments:**
 - Notified event organizer that there is a new permit application for overnight camps.
 - Application outlines and reviews following items.
 - Healthcare plans.
 - Safety plans.
 - Medical Plan.
 - Counselor to camper ratio.
 - Housing for the overnight camps.
 - Food processes.
 - Clarified that only one permit will be needed for the 6 weeks.
 - Permit application must be submitted 30 days prior to event.
 - Corinne provided her email and phone number to organizer.
 - Will connect with event organizer to discuss new permit application.
- **Public comments pertaining this event - NONE**

6. Event Name: Carmel Valley Art & Wine Celebration (APN: 189-221-025-000)

Presented by: Kristen Blackwell & Melanie Beretti

Permits: 22SE00028

Dates: June 18, 2022

Location: 27095 Center Street, Carmel Valley, CA

- **Organizer Kristen Blackwell & Jeffery Andrews were present and provided the following comments:**
 - 16th year of the event.
 - Event will start at 10:00a.m. ending at 5:00p.m.
 - Venders set up at 7:00am and breakdown will conclude by 8:00p.m.
 - Event will have:
 - 40 local artists.
 - Wine tasting rooms.
 - Wine tasting will be offered with admission tickets.
 - Expecting 300 attendees.
 - No food sold at the event.
 - Parking for the event will be through the Valley Central Village, on existing streets and public right of ways.
 - Vendor and event parking will be available at a parking lot across the street of Carmel Valley Road.

- There will be two crosswalks available to cross Carmel Valley Road to attend the event.
 - Signage will be posted to direct pedestrian traffic.
 - Emergency fire lane will be always open.
 - Have applied for encroachment permit.
 - No tents over 400 square feet or pop-up tents running mechanicals.
- **Regulatory agencies comments pertaining to this event- NONE**
- **Public comments pertaining this event - NONE**

7. Event Name: Dead End Car Show Club (APN: 129-051-033-000)

Presented by: Linda Scherer

Permits: None Submitted

Dates: June 25, 2022

Location: Manzanita Park, 17100 Castroville Blvd, Salinas, CA

- **Organizer Linda Scherer was present and provided the following comments:**
 - Expecting between 200 to 400 participants.
 - Submitted documents to Dona Luna this week.
 - Does not have a final count on how many food vendors there will.
 - There will be a snack bar.
 - There will be 2 food trucks
 - Are aware that they need to submit permit application to the Health Department.
 - Using the same traffic pattern used in 2019.
 - There will be a staged for the band.
 - No tents over 400 square feet or pop-up tents that will be running electrical.
- **Regulatory agencies comments pertaining to this event:**
 - **Dona Luna (MC Parks)- Provided the following comments:**
 - She has not reviewed this events application.
 - She is aware that this event has been held at the park in the past.
 - Dona will review the application and clarified that she will contact the event organizer.
 - Dona stated that she will need a site plan indicating where they will be setting up.
 - **Josh Bowling (Chief of Building HCD)- Provided the following comments:**
 - If the stage was going to be open to the public or participants, it would be required to be ADA compliant and it would require a permit.
 - If the stage will only be used by the band, then it will not require a permit.
- **Public comments pertaining this event - NONE**

8. Event Name: Spreckels 4th of July (APN: County Roads)

Presented by: Danielle Parker

Permits: 22SE00048

Dates: July 4, 2022

Location: Spreckels, CA – County Roads

- **Organizer Danielle Parker was present and provided the following comments:**
 - Will not be having the 10k, 5k, and 1-mile kids run this year.
 - Event will take place from 10:00am to 4:00p.m.
 - Band that will begin playing at 1:00pm or 1:30pm.
 - Band will be bringing their own stage.
 - Closing 2nd street, 3rd street, Llano Ave, and Hatton Street.
 - Parade will begin at 12:00p.m.
 - Car show will take place after the parade.
 - No tents over 400 square feet.
 - Vendors utilizing a generator have been advised that a permit would be required.
 - Encroachment permits have been submitted.
- **Regulatory agencies comments pertaining to this event:**
 - **Corrine Ow (MC Health Department) - Provided the following comments:**
 - Advised event organizer to notify food trucks that if they are participating, they need to submit documentation advising the health department of their participation.
 - No additional permit will be required of them along as they have their permit that was provided to them for the fiscal year by the health department.
 - Corine provided her email address to event organizer so that she may contact her directly if she has any additional questions.
- **Public comments pertaining this event - NONE**

9. Event Name: GEICO Motorcycle MotoAmerica Superbike Speedfest (APN: 173-011-023-000)

Presented by: Roberta Cristi

Permits: 22CP00925; 22SE00004

Date: July 8, 2022, to July 10, 2022

Location: Laguna Seca Raceway, 1021 Monterey Salinas Highway, Salinas, CA

- **Organizer John Narigi was present and provided the following comments:**
 - Expecting about 10,000 to 12,000 attendees.
 - Tent permits have been submitted.
 - Will be submitting final documentation and formal plans next week.
 - Indicated that he will get clarification from Roberta regarding the metal ball motorcycle show.
- **Regulatory agencies comments pertaining to this event:**
 - **Ryan Bell - Provided the following comments:**
 - Request clarification regarding metal ball motorcycle show that will potentially be accruing.

- **Bryan Flores (Chief of MC Parks) - Provided the following comments:**
 - Noted that any types of amusement rides are permitted through the state Monterey County wouldn't not have permitting jurisdiction.
 - For metal ball motorcycle show they will work with A&D and provide update to the county
 - **Josh Bowling (HCD Chief of Building) - Provided the following comments:**
 - If there are any stages utilize for carnival rides permitting would go through the county.
- **Public comments pertaining this event - NONE**

10. Event Name: AHRMA Classic MotoFest of Monterey (APN: 173-011-023-000)

Presented by: Roberta Cristi

Permits: 22SE00005

Date: July 15, 2022, to July 17, 2022

Location: Laguna Seca Raceway, 1021 Monterey Salinas Highway, Salinas, CA

- **Organizer John Narigi was present and provided the following comments:**
 - Expecting 1,000 to 2,000 attendees.
 - This is a Vintage motorcycle racing event.
 - No tents for this event.
 - No signage on the County right of way.
- **Regulatory agencies comments pertaining to this event:**
 - **Dona Luna (MC Parks)- Provided the following comments:**
 - Agreement has been drafted.
 - She will do a final review of the agreement and then will forward to the organizer.
 - **Josh Bowling (HCD Chief of Building) - Provided the following comments:**
 - Josh requested that the SE be routed to his public works section so they may comment on whether they need to make a comment.
- **Public comments pertaining this event - NONE**

Old Items

This is a time set aside for the public and agencies to discuss any new or unresolved issues on previous agenda items.

1. Event Name: Strawberry Fields

Presented by: Robert Leibold

Organizer Robert Leibold was present and provided the following comments:

- This is a bicycle ride.
- They have submitted all requested forms to Dona Luna.
- There will be one route change.
 - Instead of using Trafton Rd and Salinas Rd they will use Bluff Rd. and Jenson Rd.
 - This is a noncompetitive ride.

- There is 100-mile, 60-mile, and 30-mile route.
- There will be a rest stop/lunch stop at Royal Oaks Park.
- **Regulatory agencies comments pertaining to this event. - NONE**
- **Public comments pertaining this event - NONE**

New Items

This is a time set aside for the public and agencies to comment on a matter that is not on the agenda.

Adjournment

If you have any questions about any of the items listed on this agenda, please contact:

Freda Escobar, Permit Center Operations Manager

Phone: (831)784-5689 or (831)755-5025

Email: SpecialEvents@co.monterey.ca.us