



**Monterey County
Special Event Task Force Meeting**

MINUTES

Thursday, May 26, 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: Backpack Drive Car Show (APN:030-118-004-000)

Presented by: Ruben Flores & Tony Suarez

Dates: July 9, 2022

Permits: 22SE00050

Location: Castroville Plaza, 11160 Speegle Street, Castroville, CA

- **Organizers Ruben Flores & Tony Suarez where not present.**
- **Liz Gonzales (Monterey County HCD) provided the following comments:**
 - Approximately 200-300 attendees.
 - Will be a 1-day event.
 - Requesting Road closures on:
 - Preston
 - McDougall
 - Palmer
 - There will be live music.
 - No large tents.
 - Entrances for the attendees of the event will be around the plaza and the library.
 - Entrances for the car show will be on Preston, Palmer, and McDougall.
 - Entrances for the vendors will on Preston.
- **Regulatory agencies comments pertaining to this event:**
 - **Robert Palomino (Monterey County HCD)- Provided the following comments:**
 - Has not received an encroachment permit application.
 - Robert will reach out to Ruben Flores & Tony Suarez to begin to initiate the process.
- **Public comments pertaining this event - NONE**

2. Event Name: Concours D'Elegance (APN: 008-312-002-000)

Presented by: Cheryl Burrell

Permits: 22SE00024

Dates: July 11, 2022, to August 21, 2022

Location: 3300 Portola Road, Pebble Beach, CA

- **Organizer Cheryl Burrell was present and provided the following comments:**
 - Clarified that event will begin on August 15, 2022.
 - Expecting about 5,000 attendees Thursday, Friday, and Saturday.
 - Attendees do not need a ticket.
 - Expecting about 15,000 attendees on Sunday.
 - Attendees require a ticket.
 - Will be using MPC parking for staff.
 - Are coordinating with Caltrans use Highway 68.
 - Will close access to 17 Mile Drive starting Friday, Saturday, and Sunday.
 - No event will be held at Spanish Bay.
- **Regulatory agencies comments pertaining to this event- NONE**
- **Public comments pertaining this event - NONE**

3. Event Name: Event Name: Moss Landing Street Fair

Presented by: Carole Kettmann

Permits: 22SE00031

Dates: July 31, 2022

Location: Various County Roads, Moss Landing, CA

- **Organizer Carole Kettmann was not present.**
- **Liz Gonzales (Monterey County HCD) provided the following comments:**
 - This is a 1-day event.
 - Event will take place on Moss Landing Road.
 - There will two large parking lots of Moss Landing Road.
 - Moss Landing Road will be closed.
 - Food Vendors will on site for this event.
 - Vendors have been advised about what permits they must obtain if they will be cooking under a tent.
 - Highway patrol to monitor Highway 1 traffic.
 - Events supports several non-profit organization and Chamber of Commers.
- **Regulatory agencies comments pertaining to this event. - NONE**
- **Public comments pertaining this event - NONE**

4. Event Name: Jacob's Heart (161-011-009-000)

Presented by: Luis Mojica

Permits: 22SE00017

Dates: August 7, 2022

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

- **Organizer Luis Mojica was present and provided the following comments:**
 - This will be a 5K and 10K fundraising event.
 - This will be a 1-day event.
 - There will be food vendors for this event
 - Will apply for permits once all vendors have confirmed.
 - The race will only be held at Toro Park.
 - Expecting about 500 attendees.
 - They will have medical aid on site, are currently working on developing the medical plan and will submit it.
- **Regulatory agencies comments pertaining to this event. - NONE**
- **Public comments pertaining this event - NONE**

5. Event Name: Monterey Pre-Reunion (173-011-023-000)

Presented by: Roberta Cristi

Permits: 20CP00431; 22SE00006

Dates: August 13, 2022 – August 14, 2022

Location: Laguna Seca Raceway, 1021 Monterey Salinas Highway 68, Salinas, CA

- **Organizer Roberta Cristi was present and provided the following comments:**
 - Ticket sale for this event is currently at 100 for Saturday and 100 for Sunday.
 - There are about 400 participants.
 - Will be submitting application to building department by the end of this week.
 - Highway 68 entrances will be utilized, and South Boundary Road will be utilized for exiting.
- **Regulatory agencies comments pertaining to this event- NONE**
- **Public comments pertaining this event - NONE**

6. MCCVB/See Monterey Events Calendar Presentation

Presented by: Jeniffer Kocher

Permits: 22SE00028

Dates: June 18, 2022

Location: 27095 Center Street, Carmel Valley, CA

- **Organizer Lindsey Stevens was present and provided the following comments**

on behalf of event organizer:

- Website will list events being held locally.
 - There will be a downloadable version of their special events calendar for the year.
 - Link to website
<https://www.seemonterey.com/events/sporting/concours/>
 - Website has been updated to make it easier for the public to locate local events.
 - Website will continue to be updated as information comes in.
 - Interactive map will be relaunched.
 - If any event organizers would like their event displayed on the website, they can submit their request to info@seemonterey.com
 - Will be holding a media round table between car week organizers and local/regional media sometime in mid-July.
 - Formal invites will be sent out soon.
- **Regulatory agencies comments pertaining to this event. – NONE**
 - **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.

Liz Gonzales (Monterey County HCD) provided the following comments:

- Liz reminded event organizers of the guidelines and requirements for temporary structures.
 - The term temporary structures refer to any tents that will be utilized during a permitted special event.
 - Tents over 400 square feet will require a permit.
 - General a tent that is less than 400 Square feet will not require a permit.
 - A permit will be required if there will be cooking, lighting, or any type of utility under the tent.
 - The special event questionnaire will be updated to provide additional clarification regarding temporary structures.
 - It is recommended that any application involving tents that will require permits be submitted at least 60 days in advance.
 - A late submittal may be added if the application is not submitted 60 days in advance.

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: