



**CITY SPONSORED SPECIAL EVENTS COMMITTEE  
REGULAR MEETING AGENDA**

**Monday, June 24, 2024  
4:00 p.m.**

**Clayton City Hall**  
1<sup>st</sup> Floor Conference Room  
6000 Heritage Trail  
Clayton, CA 94517

**Committee Members**

Kim Trupiano, Vice Mayor  
Jeff Wan, Councilmember

**Staff**

Stephanie Cabrera-Brown, City Clerk

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- 1. CALL TO ORDER AND ROLL CALL**
  
- 2. APPROVAL OF THE MAY 20, 2024, MEETING MINUTES**  
[\(View\)](#)
  
- 3. EVENTS UPDATE AND DISCUSSION**
  - a. Actions taken since last meeting
  - b. Determine additional actions needed for each event
    - 60<sup>th</sup> Anniversary
    - Concerts in the Grove
    - 4<sup>th</sup> of July Parade
    - Car Show
  
- 4. SPONSORSHIP, MARKETING, AND ADVERTIZING**
  - a. Actions taken since last meeting
  - b. Determine additional actions needed
    - Social Media calendar
    - Banners
    - Advertising schedules
    - Sponsorship collections
  
- 5. ADJOURNMENT**

The next scheduled meeting of the City Sponsored Special Events Committee will be July 1, 2024. Please visit the City's website at [www.claytonca.gov](http://www.claytonca.gov) for future meeting updates.

### **Meeting Information and Access**

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review in City Hall located at 6000 Heritage Trail and on the City's website at [www.claytonca.gov](http://www.claytonca.gov)
- Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Library, 6125 Clayton Road; 3) Ohm's Bulletin Board, 1028 Diablo Street, Clayton; and 4) City Website at [www.claytonca.gov](http://www.claytonca.gov)
- Any writings or documents provided to a majority of the committee after distribution of the agenda packet and regarding any public item on this agenda will be made available for public inspection in the City Clerk's office located at 6000 Heritage Trail during normal business hours and is available for review on the City's website at [www.claytonca.gov](http://www.claytonca.gov)
- If you have a physical impairment requiring special accommodation to participate, please call the City Clerk's office at least 72 hours (about 3 days) before the meeting at (925) 673-7300.

Each person attending the meeting in-person, via videoconference, or call-in and who wishes to speak on an agendized or non-agendized matter (within the council's jurisdiction), shall have a set amount of time to speak as determined by the committee.