



AGENDA

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CONCERTS IN THE GROVE STANDING COMMITTEE

Special Meeting
Tuesday November 14, 2023

4:00 p.m.

Clayton City Hall
1st Floor Conference Room
6000 Heritage Trail
Clayton, CA 94517

COMMITTEE MEMBERS

Vice Mayor Jim Diaz

Councilmember Kim Trupiano

STAFF

Bret Prebula, City Manager

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review on the City's website at 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
- 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 is available for review on the City's website at www.claytonca.gov
- If you have a physical impairment that requires special accommodation to participate, please call the City Clerk's office at least 72 hours in advance of the meeting at (925) 673-7300.

* CONCERTS IN THE GROVE STANDING COMMITTEE *

Special Meeting
November 14, 2023

1. CALL TO ORDER & ROLL CALL

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Any member from the audience may address the Committee on items within the Committee's jurisdiction, (which are not on the agenda). To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Chair's discretion. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Committee may respond to statements made or questions asked or may request Staff to report back at a future meeting concerning the matter.

Public comment and input on Consent Calendar, Business Items, and other Agenda Items will be allowed when each item is considered by the Committee.

3. CONSENT CALENDAR

*Consent Calendar items are typically routine in nature and **all items are considered together for approval by the Committee with one single motion.** Members of the Committee, Audience, or Staff may remove an item from the Consent Calendar for purpose of public comment; question or input may request so through the Chair. After discussion of the item the entire Consent Calendar can be approved together in one single motion.*

None

4. BUSINESS ITEMS:

a. SUMMARY OF COCNERT EVENTS

Review of the following:

- Entertainment
- Sound Engineering
- Attendance
- City Services: Maintenance/Police/Administration services
- Donations
- Logistics
- Thank Our Volunteers: Maria Shulman, Danny Sullivan, Debby Bruno, Mayor Wan and City Manager Bret Prebula who all helped collect donations

b. REVIEW OF FINAL REVENUE AND EXPENSES:

Review of Final Revenue and Expenses

Full accounting attached to the agenda and available at the meeting.

- **Sponsorships \$31,500**
- **Cash and Online Donations: \$22,656.55**

- **Expenses: \$60,385.11**
 - **Graphics**
 - **Printing**
 - **Security**
 - **Bands**
 - **Sound Engineering**
 - **Miscellaneous**

- **Ending fund balance is: \$89,861.39**

C. DISCUSSION OF ITEMS TO INCLUDE IN NEXT YEARS CONCERTS IN THE GROVE

5. **CORRESPONDENCE** – review of incoming and outgoing correspondence
- Informational Discussion Only- No Action

6. **COMMITTEE ITEMS** – limited to requests and directives for future meetings.

7. **ADJOURNMENT** – Upon call by the Chair the meeting shall be adjourned.

**City of Clayton
General Ledger**

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
Account: 240-2750-00 (City Events)						
01/31/2023	4596-8	Journal Entry	Funds from project CEV-CG (2022- Concerts)		\$96,088.95	
					\$96,088.95	\$ 96,088.95
Account: 240-5702-00 (Donations/Contributions)						
06/20/2023	4639-176	Cash Receipts	CBCA-4220-20022		\$500.00	
09/19/2023	4695-197	Cash Receipts	Christopher Oswald-4343-20419		\$500.00	
04/03/2023	4606-289	Cash Receipts	Clayton Farmhouse-4104-19697		\$500.00	
05/15/2023	4627-1	Cash Receipts	Concert patron-4169-19851		\$19.12	
07/24/2023	4663-367	Cash Receipts	Concert Patron-4281-20259		\$9.41	
09/18/2023	4695-89	Cash Receipts	Concert Patron-4341-20381		\$23.97	
07/10/2023	4647-451	Cash Receipts	Concert Patrons Via -4257-20124		\$42.79	
05/22/2023	4627-9	Cash Receipts	Concert Patrons-4177-19853		\$1,720.37	
05/31/2023	4635-9	Cash Receipts	Concert Patrons-4194-19912		\$1,897.62	
06/12/2023	4639-105	Cash Receipts	Concert Patrons-4217-20000		\$52.38	
06/13/2023	4639-109	Cash Receipts	Concert Patrons-4218-20001		\$1,954.40	
06/28/2023	4647-298	Cash Receipts	Concert Patrons-4238-20104		\$2,240.76	
07/11/2023	4647-455	Cash Receipts	Concert Patrons-4259-20125		\$2,718.21	
08/01/2023	4663-351	Cash Receipts	Concert Patrons-4289-20257		\$1,567.00	
08/07/2023	4663-339	Cash Receipts	Concert patrons-4298-20254		\$33.38	
08/08/2023	4663-335	Cash Receipts	Concert Patrons-4299-20253		\$2,069.00	
08/22/2023	4677-213	Cash Receipts	Concert Patrons-4314-20357		\$2,561.86	
09/05/2023	4695-115	Cash Receipts	Concert Patrons-4330-20388		\$33.23	
09/06/2023	4695-119	Cash Receipts	Concert Patrons-4331-20389		\$1,969.05	
09/19/2023	4695-93	Cash Receipts	Concert Patrons-4342-20382		\$3,744.00	
03/01/2023	4600-608	Cash Receipts	Conco-4065-19606		\$5,000.00	
06/28/2023	4647-397	Cash Receipts	Ecomulch-4239-20108		\$500.00	
03/29/2023	4606-160	Cash Receipts	Ed's Mudville Grill-4101-19658		\$500.00	
03/20/2023	4606-189	Cash Receipts	Jennifer Giantvalley-4090-19666		\$1.00	
04/18/2023	4614-172	Cash Receipts	La Veranda Cafe-4124-19742		\$500.00	
04/03/2023	4606-286	Cash Receipts	Leigh Klock-4104-19696		\$500.00	
10/19/2023		Cash Receipts	Nancy Becerra - Hairs the Place		\$500.00	
08/22/2023	4677-185	Cash Receipts	Oakhurst CC-4312-20349		\$3,000.00	
06/01/2023	4635-200	Cash Receipts	Patricia Pannell for-4198-19957		\$500.00	
07/17/2023	4663-391	Cash Receipts	PG&E-4266-20265		\$10,000.00	
03/09/2023	4600-574	Cash Receipts	Rachel Callaway, DMD-4073-19592		\$500.00	
03/06/2023	4600-568	Cash Receipts	Republic Services-4069-19590		\$5,000.00	
06/06/2023	4639-95	Cash Receipts	Sip N Sweet-4207-19997		\$500.00	
06/06/2023	4639-48	Cash Receipts	Skipolini's-4207-19975		\$500.00	
03/01/2023	4600-612	Cash Receipts	Sky Power Solar-4065-19608		\$500.00	
03/13/2023	4600-620	Cash Receipts	Tim McGallian-4076-19612		\$500.00	
06/28/2023	4647-400	Cash Receipts	Travis Credit Union-4239-20109		\$500.00	
08/22/2023	4677-188	Cash Receipts	Village Market-4312-20350		\$500.00	
03/01/2023	4600-618	Cash Receipts	Wendy Moore-4065-19611		\$500.00	
					\$54,157.55	\$54,157.55
Account: 240-7111-00 (Regular Salaries)						
06/29/2023	4644-13	Payroll	PR PPE 6/25/23, Pay 6/30/23, PW Time	\$133.75		
07/13/2023	4646-56	Payroll	PR PPE 7/9/23, Pay 7/14/23, PW OT	\$304.38		
06/30/2023	4672-42	Journal Entry	Accrued Payroll 6/30/23	\$109.00		
				\$547.13		(\$547.13)
Account: 240-7113-00 (Overtime)						
05/18/2023	4625-28	Payroll	PR PPE 5/14/23, Pay 5/19/23	\$308.33		
06/15/2023	4638-15	Payroll	PR PPE 6/11/23, Pay 6/16/23	\$112.23		
06/29/2023	4644-18	Payroll	PR PPE 6/25/23, Pay 6/30/23, PW OT	\$199.25		
06/29/2023	4644-29	Payroll	PR PPE 6/25/23, Pay 6/30/23, PD OT	\$328.14		
07/13/2023	4646-36	Payroll	PR PPE 7/9/23, Pay 7/14/23, PD OT	\$320.65		
07/13/2023	4646-49	Payroll	PR PPE 7/9/23, Pay 7/14/23	\$137.37		
07/27/2023	4648-15	Payroll	PR PPE 7/23/23, Pay 7/28/23	\$203.58		
07/27/2023	4648-26	Payroll	PR PPE 7/23/23, Pay 7/28/23	\$320.65		
06/30/2023	4672-43	Journal Entry	Accrued Payroll 6/30/23	\$164.00		
08/24/2023	4674-27	Payroll	PR PPE 8/20/23, pay 8/25/23	\$320.65		
09/07/2023	4681-28	Payroll	PR PPE9/3/23, pay 9/8/23	\$231.49		
09/21/2023	4690-29	Payroll	PR PPE 9/17/23, pay 9/22/23	\$320.65		
				\$2,966.99		(\$2,966.99)
Account: 240-7130-00 (Concert Performer)						
03/30/2023	4615-260	Accounts Payable	Kevin Crossman-Concert in The Grove 5/13/23	\$2,500.00		
03/30/2023	4615-262	Accounts Payable	Stewart L Sher-Concert in The Grove 5/27/23	\$2,500.00		
03/30/2023	4615-264	Accounts Payable	Tasche Vibe Mus-Concert in The Grove 6/10/23	\$3,500.00		
03/30/2023	4615-266	Accounts Payable	Pride & Joy SF -Concert in The Grove 6/24/23	\$2,800.00		
03/30/2023	4615-268	Accounts Payable	Foreverland, LL-Concert in The Grove 7/8/23	\$4,000.00		
03/30/2023	4615-270	Accounts Payable	Jump Street Pro-Concert in The Grove 7/22/23	\$3,000.00		
03/30/2023	4615-272	Accounts Payable	Paul Kent-Concert in The Grove 8/5/23	\$2,750.00		
03/30/2023	4615-274	Accounts Payable	Fleetwood Mask-Concert in The Grove 8/19/23	\$4,150.00		
03/30/2023	4615-276	Accounts Payable	Thomas V Thomps-Concert in The Grove 9/2/23	\$2,200.00		
03/30/2023	4615-278	Accounts Payable	Craig M Bryant,-Concert in The Grove 9/16/23	\$2,500.00		
				\$29,900.00		(\$29,900.00)
Account: 240-7131-00 (Sound Technician)						
03/30/2023	4615-280	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 5/13/23	\$1,400.00		
03/30/2023	4615-282	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 5/27/23	\$1,400.00		
03/30/2023	4615-284	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 6/10/23	\$1,400.00		
03/30/2023	4615-286	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 6/24/23	\$1,400.00		
03/30/2023	4615-288	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 7/8/23	\$1,400.00		
03/30/2023	4615-290	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 7/22/23	\$1,400.00		
03/30/2023	4615-292	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 8/5/23	\$1,400.00		
03/30/2023	4615-294	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 8/19/23	\$1,400.00		

03/30/2023	4615-296	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 9/2/23	\$1,400.00	
03/30/2023	4615-298	Accounts Payable	Kenneth Joiret-Concert in The Grove Sound Tech 9/16/23	\$1,400.00	
05/01/2023	4633-118	Accounts Payable	Kenneth Joiret-Cat6 Audio cable for The Grove Park	\$217.00	
09/09/2023	4697-268	Accounts Payable	Kenneth Joiret-Sound for the Concert in the Grove Extra Tim	\$300.00	
				<u>\$14,517.00</u>	(\$14,517.00)
Account: 240-7311-00 (General Supplies)					
06/26/2023	4651-194	Accounts Payable	Jim Diaz-Concerts supplies	\$52.93	
08/24/2023	4697-109	Accounts Payable	Innovative Impr-Concerts in The Grove Shirts	\$581.90	
08/21/2023	4697-111	Accounts Payable	Innovative Impr-Concerts in The Grove Hats	\$405.69	
08/22/2023	4697-113	Accounts Payable	Innovative Impr-Concerts in The Grove Shirts for volunteers	\$237.64	
				<u>\$1,278.16</u>	(\$1,278.16)
Account: 240-7314-00 (Postage)					
06/26/2023	4651-192	Accounts Payable	Jim Diaz-Concerts supplies	\$38.60	
09/11/2023	4697-350	Accounts Payable	Jim Diaz-Reimbursement- USPS Priority Mail Service	\$57.90	
				<u>\$96.50</u>	(\$96.50)
Account: 240-7321-00 (Printing and Binding)					
03/23/2023	4603-92	Accounts Payable	The Pioneer-Concerts in The Grove flyers 2023	\$480.00	
04/21/2023	4615-476	Accounts Payable	Diablo Digital -Concerts in The Grove posters, mailers, banners	\$1,082.63	
04/27/2023	4626-129	Accounts Payable	Coleen Royal-Concert flyers, ads, banners	\$1,650.00	
05/13/2023	4633-64	Accounts Payable	Diablo Digital -Concerts in The Grove QR signs	\$120.18	
05/10/2023	4633-66	Accounts Payable	Diablo Gazette-Newsprint ad for Concerts in The Grove	\$650.00	
05/16/2023	4640-113	Accounts Payable	Coleen Royal-Concerts -Facebook advertising & QR Code fo	\$600.00	
06/21/2023	4651-174	Accounts Payable	Coleen Royal-Concerts - Banner 12X3'	\$225.00	
06/20/2023	4651-186	Accounts Payable	Diablo Digital -Concerts in The Grove Banner	\$120.18	
08/01/2023	4653-1	Accounts Payable	Diablo Digital -Concerts in The Grove Banner, remaining bal	\$51.34	
				<u>\$4,979.33</u>	(\$4,979.33)
Account: 240-7366-00 (Licensing)					
04/20/2023	4626-17	Accounts Payable	ASCAP-Concert licensing 1/1/23-4/30/24	\$430.00	(\$430.00)
Account: 240-7415-00 (Computer/IT Support)					
06/01/2023	4637-14	Journal Entry	IT services - Digital Svcs 4/7/23	\$195.00	(\$195.00)
Account: 240-7417-00 (Janitorial Service)					
06/01/2023	4633-77	Accounts Payable	J&R Floor Servi-Janitorial svcs May 2023	\$90.00	
07/01/2023	4651-1236	Accounts Payable	J&R Floor Servi-Janitorial svcs June 2023	\$90.00	
07/31/2023	4664-182	Accounts Payable	J&R Floor Servi-Janitorial svcs July 2023	\$90.00	
09/01/2023	4697-124	Accounts Payable	J&R Floor Servi-Janitorial svcs August 2023	\$45.00	
				<u>\$315.00</u>	(\$315.00)
Account: 240-7419-00 (Other Professional Services)					
05/31/2023	4651-295	Accounts Payable	SPACA, Inc-Security for Concerts	\$688.00	
06/30/2023	4664-236	Accounts Payable	SPACA, Inc-Security for Concerts	\$688.00	
07/31/2023	4697-193	Accounts Payable	SPACA, Inc-Security for Concerts	\$1,118.00	
08/31/2023	4697-286	Accounts Payable	SPACA, Inc-Security for Concerts	\$1,548.00	
09/19/2023	4726-340	Accounts Payable	SPACA, Inc-Security for Concerts	\$1,118.00	
				<u>\$5,160.00</u>	(\$5,160.00)
				<u>Net Balance after season</u>	<u>\$ 89,861.39</u>