




CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MAY 11, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER
RON AHLERS, CHIEF FINANCIAL OFFICER 

SUBJECT: CONSIDER FIVE-YEAR CAPITAL IMPROVEMENT PROJECTS AND CREATING A DEFERRED MAINTENANCE FUND

MEETING DATE: MAY 18, 2022

SUMMARY RECOMMENDATION:

Staff is requesting the City Council consider and provide direction regarding the five-year Capital Improvement Projects as part of the budget process. Staff also requests the City Council provide direction about creating a new "Deferred Maintenance Fund."

BACKGROUND:

At the City Council meeting of May 11, 2022, the City Council was provided with a five-year Capital Improvement Projects (see attachment). Page 1 is a summary of all the projects, detailing spending by last year, current year and the next five years. Total request for fiscal year (FY) 2022-23 is \$14,913,000.

DISCUSSION/ANALYSIS:

The City currently does not set-aside any funds for deferred maintenance of any city structures or infrastructure. Staff recommends the City establish a new fund titled, "Deferred Maintenance Fund". This fund will be used to set-aside dollars in order to replace current City capital infrastructure. Ideally, each year the operational funds

of the City will make annual contributions to this fund for future replacement purchases. Capital infrastructure includes, but is not limited to: buildings, pools, sports courts, restrooms, playground equipment, heating ventilation and air conditioning systems (HVAC), water and sewer pipes, electrical systems, etc.

The budget sub-committee recommends transferring \$1.25 million from the Management Reserve Fund to the newly established "Deferred Maintenance Fund."

FISCAL IMPACT/SOURCE OF FUNDING:

None

REQUESTED ACTION:

Provide direction to staff regarding the Five-Year Capital Improvement Projects. Provide direction to staff in establishing a Deferred Maintenance Fund and transferring \$1.25 million from the Management Reserve Fund.

ATTACHMENTS:

1. Five-Year Capital Improvement Projects