



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MARCH 20, 2024
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: ERICA GREEN, DIRECTOR OF COMMUNITY SERVICES
SUBJECT: CALENDAR OF EVENTS
MEETING DATE: MARCH 27, 2024

SUMMARY RECOMMENDATION:

Staff recommends that the City of Calabasas City Council discuss and provide guidance to staff on the 2024 Calendar of Events.

BACKGROUND:

The Community Services Department (CSD) organizes over 30 special events annually, ranging from city-wide gatherings to ribbon-cutting ceremonies. Following a needs assessment by PROS Consulting in 2023, special events were identified as highly desired activities within the city. Consequently, the CSD established a dedicated Special Events team comprising one full-time and one part-time employee.

DISCUSSION/ANALYSIS:

Events are categorized into Special Events (non-annual) and Annual Events (recurring). Notable events hosted by the CSD include Pumpkin Festival, We Dig Dinosaurs, 4th of July Spectacular, Caribbean Bash, Sunsets Concert Series, and various holiday celebrations.

Additionally, the CSD collaborates with partner agencies to facilitate events within the city, handling logistical aspects such as rental permits and contracts.

The annual expenditure on events amounts to approximately \$400K, with event revenue covering roughly half of this cost.

FISCAL IMPACT/SOURCE OF FUNDING:

No impact to the General Fund.

REQUESTED ACTION:

Staff recommends that the City of Calabasas City Council discuss and provide guidance to staff on the 2024 Calendar of Events.

ATTACHMENT:

Calendar of Events Presentation