



FY 2020 – 21 BUDGET

*City Council Meeting
June 10, 2020*

GENERAL FUND SUMMARY

GENERAL FUND

FY 2020-21

	Original Budget	Revised Budget	Variance
Revenues	\$ 21,902,700	\$ 22,780,200	\$ 877,500
Expenditures	\$ 25,050,610	\$ 23,276,802	\$ 1,773,808
Net Income / (Loss)	(\$ 3,147,910)	(\$ 496,602)	\$ 2,651,308
General Fund Reserve	\$ 3,147,910	\$ 0	
Calabasas Auto Spa Sale		\$ 496,602	
Revised Net Income	\$ 0	\$ 0	

FY 2020-21

General Fund Revenues

Item	Original Budget	REVISED BUDGET	Variance Pos. / (Neg.)
Indirect Cost Allocation Plan (potentially > \$1.5 million)	\$ 0	\$ 900,000	\$ 900,000
Irrevocable IRC 115 Trust for Retiree Medical Costs	\$ 0	\$ 91,000	\$ 91,000
TOTAL			\$ 991,000

FY 2020-21

General Fund Expenses

Item	Original Budget	REVISED BUDGET	Variance Pos. / (Neg.)
Suspend Vacation/Sick Cash Out for one year	\$ 150,000	\$ 0	\$ 150,000
Part-Time staff ~ Replace Social Security with retirement plan <i>(Tennis/Swim saves \$30,000)</i>	\$ 47,000	\$ 0	\$ 47,000
Annual Contribution to Agoura Hills Calabasas Community Center	\$ 50,000	\$ 50,000	\$ 0
TOTAL			\$ 197,000

FY 2020-21

General Fund Expenses Administrative

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Vacant Full-Time Facilities Maint Tech	\$ 73,904	\$ 0	\$ 73,904
COVID19 Response: PPE, Cleaning, Shields, etc	\$ 0	\$ 50,000	(\$ 50,000)
Total			\$ 23,904

FY 2020-21

General Fund Expenses City Attorney

Item	Original Budget	REVISED BUDGET	Variance Pos. / (Neg.)
City Attorney Contract	\$ 350,000	\$ 300,000	\$ 50,000
TOTAL			\$ 50,000

FY 2020-21

General Fund Expenses

City Clerk

Item	Original Budget	REVISED BUDGET	Variance Pos. / (Neg.)
Filled Full-Time Office Assistant (receptionist)	\$ 69,710	\$ 0	\$ 69,710
Elections	\$ 135,000	\$ 100,000	\$ 35,000
Advertising	\$ 4,300	\$2,300	\$ 2,000
Training	\$ 3,000	\$ 1,000	\$ 2,000
TOTAL			\$ 108,710

FY 2020-21

General Fund Expenses Community Development

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Vacant Part-Time Planning Aide	\$ 15,000	\$ 0	\$ 15,000
Vacant Full-Time Executive Assistant I	\$ 92,348	\$ 0	\$ 92,348
Total			\$ 107,348

FY 2020-21

General Fund Expenses

Community Services

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Vacant Full-Time Recreation Manager	\$ 148,072	\$ 0	\$ 148,072
Pumpkin Festival	\$ 135,000	\$ 0	\$ 135,000
Pumpkin Festival Revenue	(\$ 85,000)	\$ 0	(\$ 85,000)
De Anza Special Dept Supplies	\$ 55,000	\$ 30,000	\$ 25,000
July 4th	\$ 106,000	\$ 25,000	\$ 81,000
July 4th Revenue	(\$ 28,500)	\$ 0	(\$ 28,500)
Calabasas Musical Program	\$ 45,000	\$ 10,000	\$ 35,000
Special Events NEW	\$ 0	\$ 50,000	(\$ 50,000)
TOTAL			\$ 260,572

General Fund Expenses Finance

Item	Original Budget	REVISED BUDGET	Variance Pos. / (Neg.)
Filled Full-Time Accounting Supervisor (anticipate retirement Dec 2020)	\$ 143,015	\$ 71,508	\$ 71,507
TOTAL			\$ 71,507

FY 2020-21

General Fund Expenses

Media / I.T.

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Filled hourly Senior Media Specialist	\$ 34,000	\$ 0	\$ 34,000
Filled hourly Public Information Officer	\$ 31,300	\$ 0	\$ 31,300
Filled hourly Executive Assistant I	\$ 11,500	\$ 0	\$ 11,500
Public Information Dues and Memberships	\$ 2,200	\$ 1,200	\$ 1,000
Public Information Rent Equipment	\$ 6,000	\$ 1,500	\$ 4,500
Public Information Film Permit Services	\$ 25,400	\$ 0	\$ 25,400
Public Information Capital Outlay	\$ 70,000	\$ 35,000	\$ 35,000
Telecom Regulation Contractual	\$ 60,000	\$ 35,000	\$ 25,000
Total			\$ 167,700

General Fund Expenses

Public Works

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Gas Tax / Prop A/C / Measure R/M pay for Public Works Director	\$ 305,442	\$ 274,898	\$ 30,544
Gas Tax / Prop A/C / Measure R/M pay for Deputy Public Works Director	\$ 203,864	\$ 142,705	\$ 61,159
AB 939 pay for Environmental Services Supervisor	\$ 170,322	\$ 85,161	\$ 85,161
Gas Tax / Prop A/C / Measure R/M pay for Senior Civil Engineer	\$ 155,585	\$ 93,351	\$ 62,234
Gas Tax / Prop A/C / Measure R/M pay for Associate Civil Engineer	\$ 119,848	\$ 59,924	\$ 59,924
Prop A/C / Measure R/M pay for Assistant Transportation Planner	\$ 96,012	\$ 48,006	\$ 48,006

FY 2020-21

General Fund Expenses

Public Works

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Gas Tax / SB 1 RMRA pay for Executive Assistant II	\$ 106,345	\$ 74,441	\$ 31,904
Gas Tax / SB 1 RMRA pay for Senior Public Works Inspector	\$ 142,363	\$ 99,654	\$ 42,709
Gas Tax / SB 1 RMRA pay for Public Works Maintenance Technician	\$ 68,781	\$ 68,781	\$ 0
Gas Tax / SB 1 RMRA pay for Public Works Maintenance Technician	\$ 66,256	\$ 59,630	\$ 6,626
Admin & Engineering Contractual	\$ 180,000	\$ 150,000	\$ 30,000
Street Main Serv Contractual Services	\$ 15,000	\$ 10,000	\$ 5,000
Water Quality Enhancement Contractual	\$ 65,000	\$ 35,000	\$ 30,000
Transportation Eng Contractual	\$ 2,800	\$ 5,000	(\$ 2,200)
TOTAL			\$ 491,067

General Fund Expenses

Training & Misc.

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Business Meeting & Conference : City Clerk	\$ 500	\$ 250	\$ 250
Business Meeting & Conference : Administrative Services	\$ 800	\$ 400	\$ 400
Tuition Reimbursement : Administrative Services	\$ 15,000	\$ 0	\$ 15,000
Training : Administrative Services	\$ 1,500	\$ 750	\$ 750
Kitchen Supplies : Non-Departmental	\$ 22,000	\$ 11,000	\$ 11,000
Humanitarian Aid : Non-Departmental	\$ 10,000	\$ 25,000	(\$ 15,000)
Art Rental : Non-Departmental	\$ 9,000	\$ 0	\$ 9,000
Open Space : Non-Departmental	\$ 20,000	\$ 0	\$ 20,000
Business Meeting & Conference : Financial Management	\$ 800	\$ 400	\$ 400

General Fund Expenses

Training & Misc.

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Training : Financial Management	\$ 800	\$ 400	\$ 400
Business Meeting & Conference : Payroll & Revenue	\$ 2,000	\$ 1,000	\$ 1,000
Training : Payroll & Revenue	\$ 800	\$ 400	\$ 400
Business Meeting & Conference : Public Information	\$ 7,000	\$ 3,500	\$ 3,500
Training : Public Information	\$ 500	\$ 250	\$ 250
Business Meeting & Conference : Information Technology	\$ 2,500	\$ 1,250	\$ 1,250
Training : Information Technology	\$ 7,200	\$ 3,600	\$ 3,600
Business Meeting & Conference : Telecom Regulation	\$ 200	\$ 100	\$ 100

General Fund Expenses

Training & Misc.

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
Business Meeting & Conference :			
Planning Projects & Studies	\$ 1,000	\$ 500	\$ 500
Training : Planning Projects & Studies	\$ 100	\$ 50	\$ 50
Training : Building Inspection	\$ 500	\$ 250	\$ 250
Training : Code Enforcement	\$ 200	\$ 100	\$ 100
Training : De Anza Park/Recreation Program	\$ 600	\$ 300	\$ 300
TOTAL			\$ 53,500

FY 2020-21

General Fund Expenses Schools

Item	Original Budget	Revised Budget	Variance Pos./ (Neg.)
School Grants	\$ 250,000	\$ 125,000	\$ 125,000
Fixed Shuttle	\$ 129,100	\$ 129,100	\$ 0
Crossing Guard Program	\$ 95,000	\$ 95,000	\$ 0
School Facility Maintenance	\$ 65,000	\$ 65,000	\$ 0
Joint Use Agreement - A.E. Wright & A.C. Stelle	\$ 85,000	\$ 85,000	\$ 0
Before and After School Aides	\$ 12,000	\$ 12,000	\$ 0
School Programs	\$ 5,800	\$ 5,800	\$ 0
Every 15 Minutes	\$ 5,000	\$ 5,000	\$ 0
Walk-To-School Program	\$ 1,500	\$ 1,500	\$ 0
Bus Pass Processing	\$ 500	\$ 500	\$ 0
Flu Clinic Services	\$ 400	\$ 400	\$ 0
TOTAL			\$ 125,000

FY 2020-21

General Fund Expenses

City Council

Item	Original Budget	Revised Budget	Variance Pos./ <i>(Neg.)</i>
Special Dept. Supplies : Legislation & Policy	\$ 5,000	\$ 4,500	\$ 500
Special Dept Sup- J Bozajian	\$ 5,000	\$ 4,500	\$ 500
Special Dept Sup- MS Maurer	\$ 5,000	\$ 4,500	\$ 500
Special Dept Sup- F Gaines	\$ 5,000	\$ 4,500	\$ 500
Special Dept Sup- D Shapiro	\$ 5,000	\$ 4,500	\$ 500
Special Dept Sup- A Weintraub	\$ 5,000	\$ 4,500	\$ 500
Special Events : Legislation & Policy	\$ 5,000	\$ 4,500	\$ 500
Mayor's Youth Council	\$ 5,000	\$ 4,500	\$ 500
TOTAL			\$ 4,000

GENERAL FUND SUMMARY

GENERAL FUND

FY 2020-21

	Original Budget	Revised Budget	Variance
Revenues	\$ 21,902,700	\$ 22,780,200	\$ 877,500
Expenditures	\$ 25,050,610	\$ 23,276,802	\$ 1,773,808
Net Income / (Loss)	(\$ 3,147,910)	(\$ 496,602)	\$ 2,651,308
General Fund Reserve	\$ 3,147,910	\$ 0	
Calabasas Auto Spa Sale		\$ 496,602	
Revised Net Income	\$ 0	\$ 0	

GENERAL FUND

EXPENDITURE SUMMARY

by Department

	ORIGINAL Budget 2020-21	REVISED Budget 2020-21	VARIANCE Pos./(Neg.)
Administrative Services	\$ 407,200	\$ 401,800	(\$ 5,400)
Animal Regulation	\$ 55,200	\$ 55,200	\$ 0
City Attorney	\$ 364,600	\$ 314,600	(\$ 50,000)
City Council	\$ 105,000	\$ 102,000	(\$ 3,000)
City Management	\$ 23,300	\$ 23,300	\$ 0
Community Development	\$ 1,220,646	\$ 1,219,746	(\$ 900)
Community Services	\$ 1,270,600	\$ 1,044,300	(\$ 226,300)
Finance	\$ 152,900	\$ 150,700	(\$ 2,200)
Fire Protection	\$ 20,800	\$ 20,800	\$ 0
Law Enforcement	\$ 4,724,600	\$ 4,724,600	\$ 0
Media Operations	\$ 521,100	\$ 421,500	(\$ 99,600)
Non-Departmental	\$ 3,922,007	\$ 3,772,007	(\$ 150,000)
Payroll	\$ 10,124,557	\$ 8,950,949	(\$ 1,173,608)
Public Works	\$ 2,088,400	\$ 2,025,600	(\$ 62,800)
Public Safety	\$ 49,700	\$ 49,700	\$ 0
	\$ 25,050,610	\$ 23,276,802	(\$ 1,773,808)

GENERAL FUND EXPENDITURE SUMMARY

by Account Class

	ORIGINAL	REVISED	
	Budget	Budget	VARIANCE
	2020-21	2020-21	Pos./ (Neg.)
Personnel Services	\$ 10,124,557	\$ 8,950,949	(\$ 1,173,608)
Supplies & Services	\$ 8,829,653	\$ 8,606,953	(\$ 222,700)
Sheriff Services	\$ 4,724,600	\$ 4,724,600	\$ 0
Sub-Total	\$ 23,678,810	\$ 22,282,502	(\$ 1,396,308)
Capital Outlay	\$ 237,300	\$ 202,300	(\$ 35,000)
Discretionary	\$ 1,134,500	\$ 792,000	(\$ 342,500)
Total Expenditures	\$ 25,050,610	\$ 23,276,802	(\$ 1,773,808)

GENERAL FUND

Change to Fund Balance

	PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2020-21	Budget 2021-22	Forecast 2022-23	Forecast 2023-24	Forecast 2024-25
Revenue	\$ 22,780,200	\$ 24,573,300	\$ 25,686,400	\$ 26,296,700	\$ 26,851,200
Expenditures					
Personnel Services	\$ 8,950,900	\$ 9,056,600	\$ 9,180,100	\$ 9,329,500	\$ 9,468,900
Supplies & Services	\$ 8,607,000	\$ 8,341,200	\$ 8,530,300	\$ 8,652,700	\$ 8,782,300
Sheriff Services	\$ 4,724,600	\$ 4,794,400	\$ 4,890,300	\$ 4,988,100	\$ 5,087,800
Sub-Total	\$ 22,282,500	\$ 22,192,200	\$ 22,600,700	\$ 22,970,300	\$ 23,339,000
Capital Outlay	\$ 202,300	\$ 202,300	\$ 221,000	\$ 199,700	\$ 233,500
Discretionary	\$ 792,000	\$ 993,300	\$ 1,206,700	\$ 1,219,400	\$ 1,232,300
Total Expenditures	\$ 23,276,800	\$ 23,387,800	\$ 24,028,400	\$ 24,389,400	\$ 24,804,800
Change to Fund Balance	(\$ 496,600)	\$ 1,185,500	\$ 1,658,000	\$ 1,907,300	\$ 2,046,400