

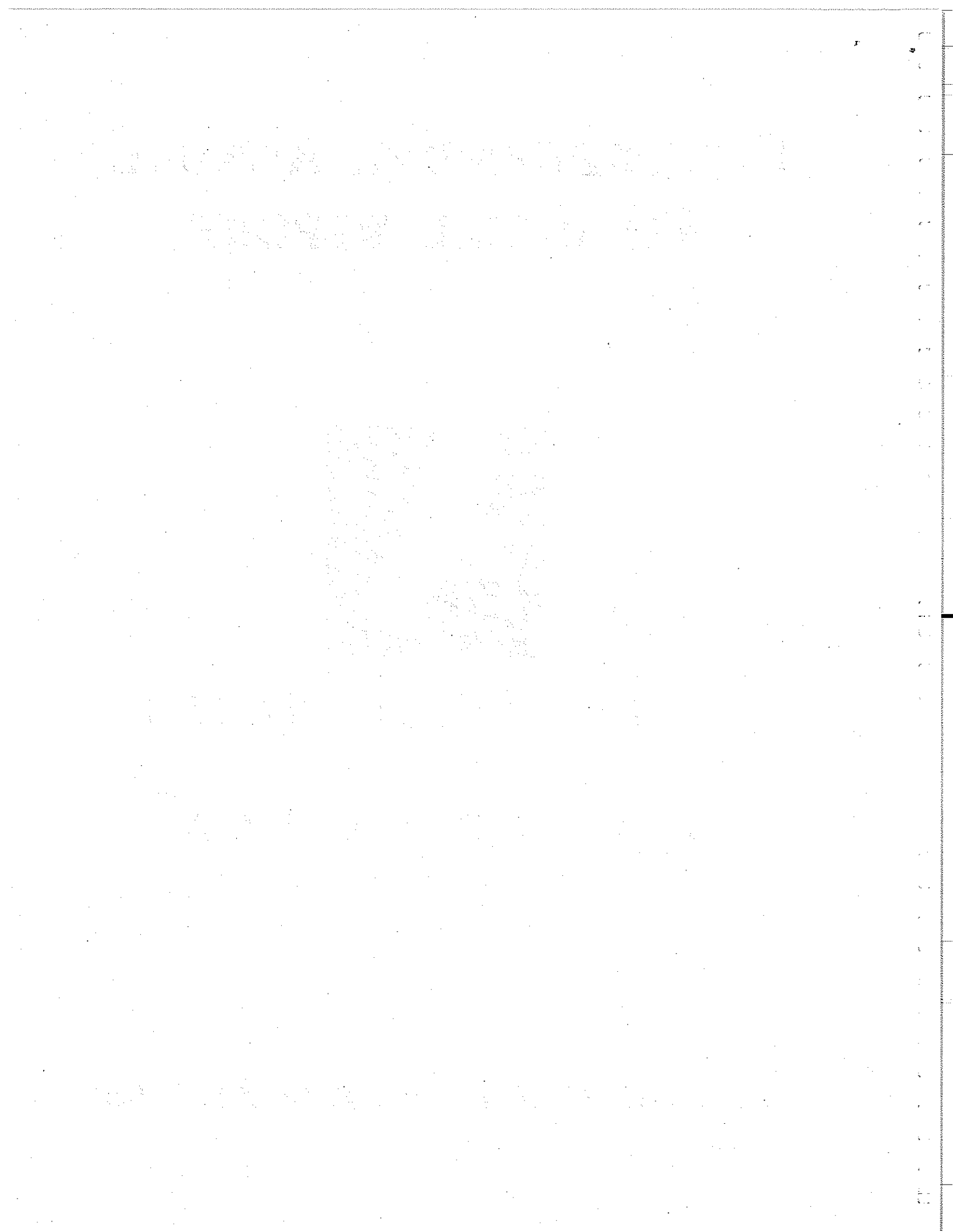
# COMPREHENSIVE ANNUAL FINANCIAL REPORT



CITY *of* CALABASAS

C A L I F O R N I A

FOR THE YEAR ENDED JUNE 30, 1998



**COMPREHENSIVE ANNUAL  
FINANCIAL REPORT**

**FOR THE YEAR ENDED JUNE 30, 1998**

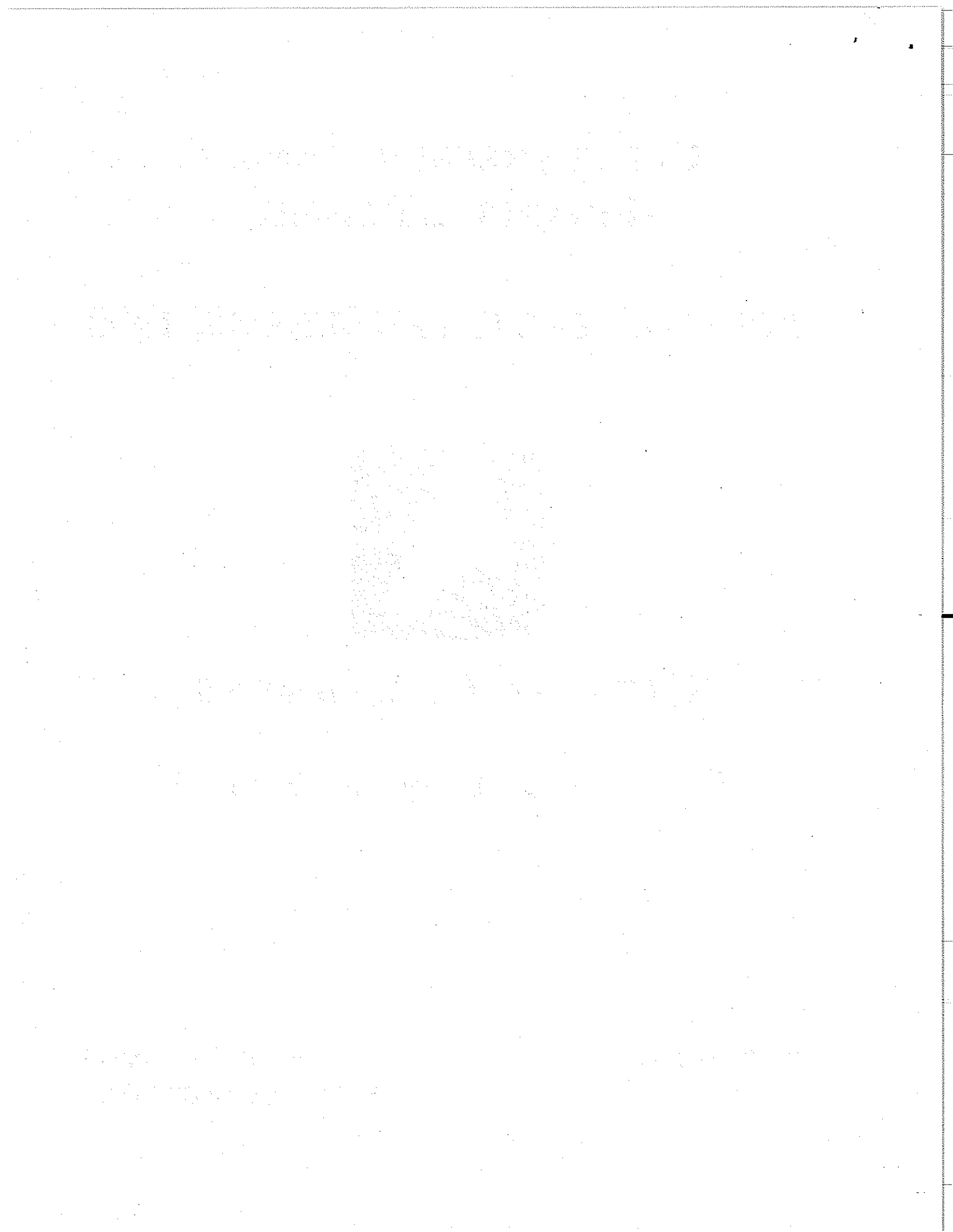


**CITY *of* CALABASAS**

**C A L I F O R N I A**

**PREPARED BY:**

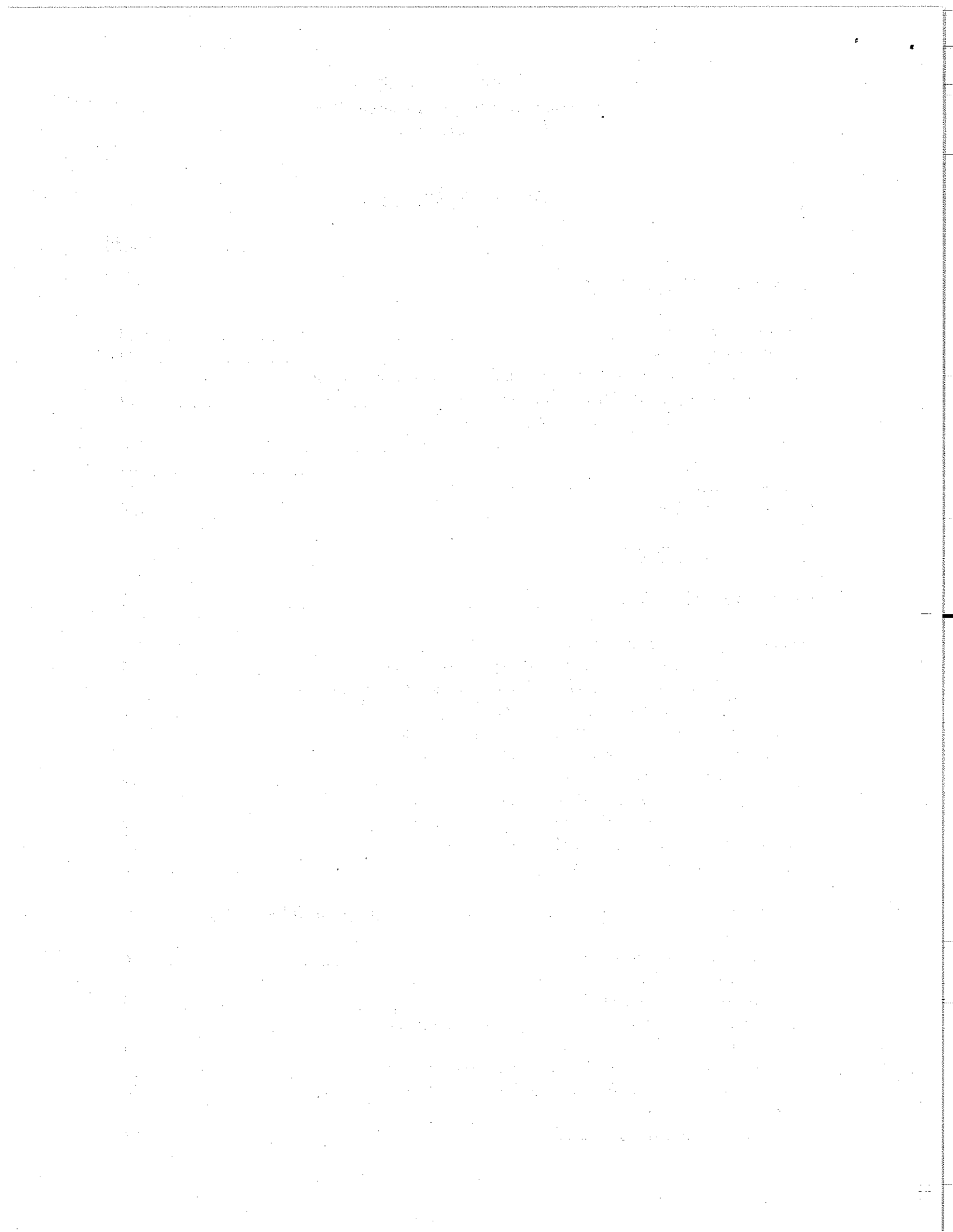
**CITY OF CALABASAS  
FINANCE DEPARTMENT**



**CITY OF CALABASAS**  
**Comprehensive Annual Financial Report**  
**June 30, 1998**

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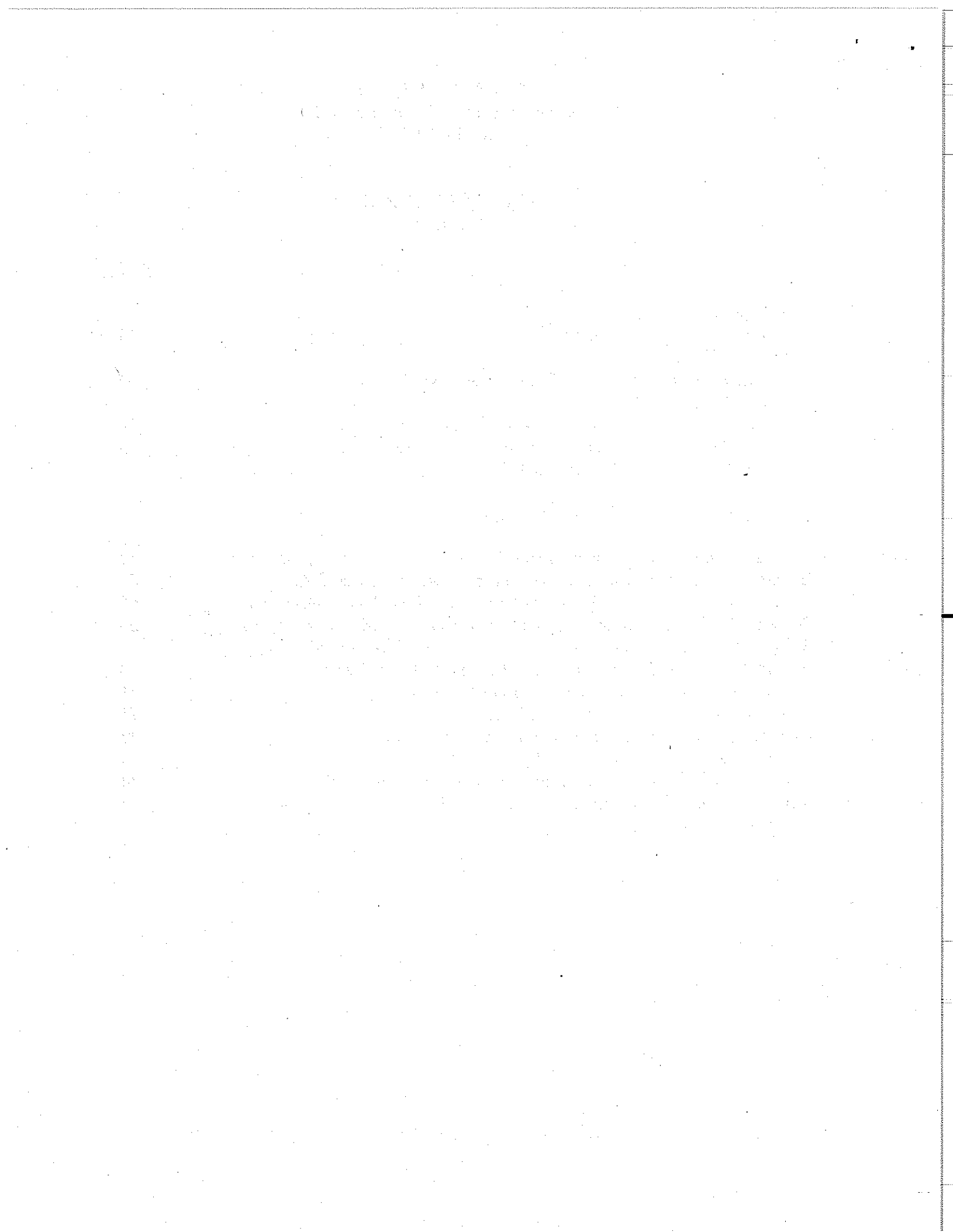
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**CITY OF CALABASAS**  
**Comprehensive Annual Financial Report**  
**June 30, 1998**

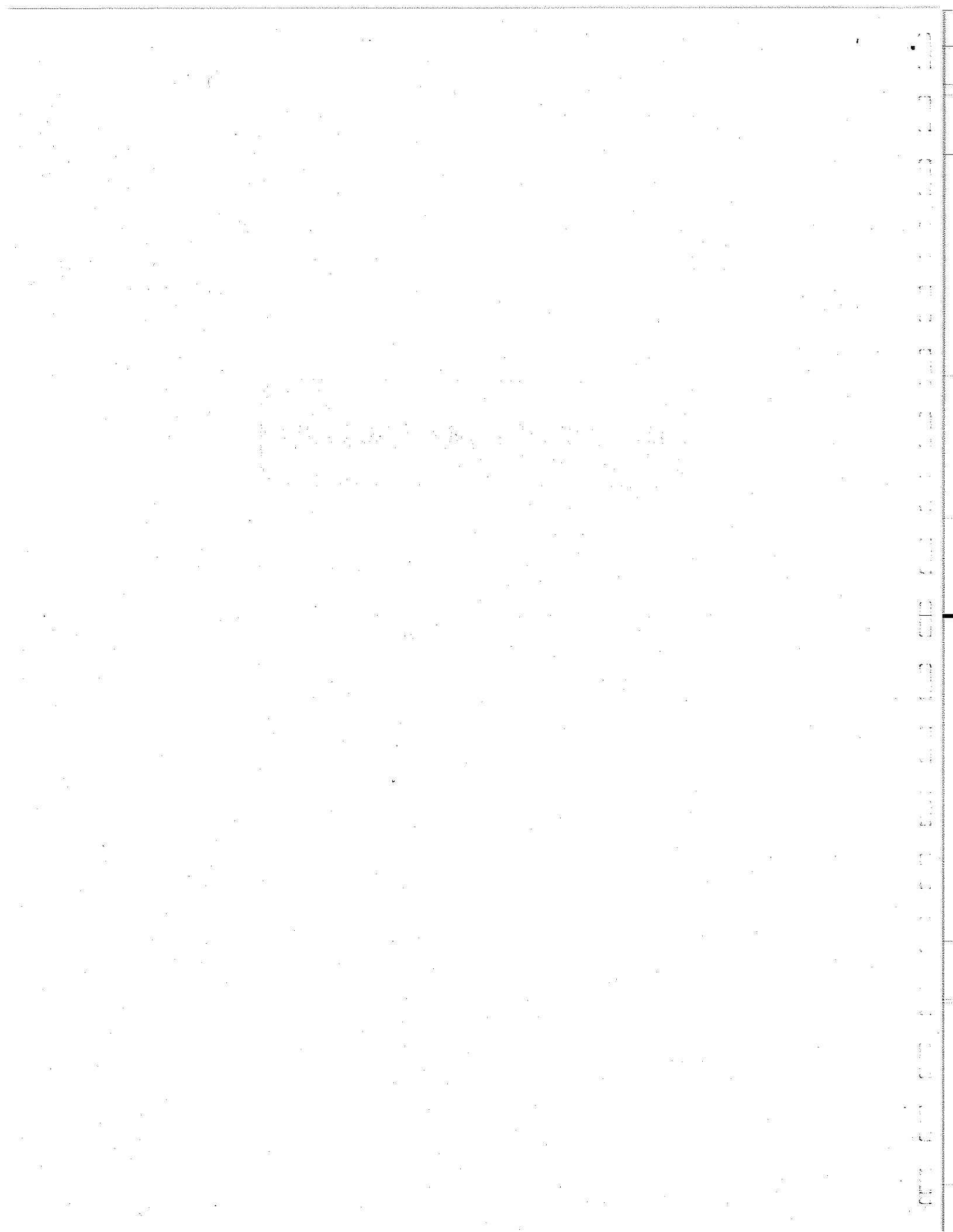
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# INTRODUCTORY SECTION





**CITY of CALABASAS**

**November 24, 1998**

**Honorable Mayor and Members of the City Council  
Calabasas, California**

**The comprehensive annual financial report (CAFR) of the City of Calabasas, California for the fiscal year ended June 30, 1998, is submitted herewith. This report was prepared by the Department of Finance in accordance with Generally Accepted Accounting Principles (GAAP), as set forth in pronouncements of the Governmental Accounting Standards Board (GASB).**

**Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner that presents fairly the financial position and results of operations of the various funds and account groups and component units of the City. All disclosures necessary to enable the reader to gain an understanding of the City's activities have been included.**

**The CAFR is presented in three sections: introductory, financial and statistical. The introductory section, which is unaudited, includes this letter of transmittal, an organizational chart, an area map, a list of the City's principal elected and appointed officials and copies of the awards received for the prior year CAFR. The financial section includes the general purpose financial statements and the combining and individual fund and account group financial statements and schedules. The statistical section, which is unaudited, includes selected financial and demographic information, generally presented on a multi-year basis.**

**The financial reporting entity (the City) includes all the funds and account groups of the City of Calabasas, as well as all of its component units. Component units are legally separate entities for which the primary government is financially accountable. In accordance with GASB Statement No. 14, "The Financial Reporting Entity," the City has determined that no other entities meet the criteria for inclusion within the City's general purpose financial statements.**

**The City of Calabasas was incorporated on April 5, 1991. The City is a "General Law" City with a Council-Manager form of government. A five-member Council is elected at large to staggered four year terms. In April of each year, the Council selects one of its members to serve as Mayor, and one to serve as Mayor Pro-Tem.**

The City provides a full range of services. Contractual services with Los Angeles County or private vendors include law enforcement, fire protection, animal control, public works maintenance, park maintenance, and traffic signal maintenance. Other contract services include refuse collection, landscape maintenance, street sweeping, crossing guards, parking administration, janitorial services and major capital projects. The City provides Planning, Building and Safety, Code Enforcement, Engineering, Recreation Programs, Media Operations and Administrative Management Services with City employees.

### **Local Economic Condition and Outlook**

Calabasas is located in western Los Angeles County along the heavily-traveled Ventura Freeway, approximately 25 miles from downtown Los Angeles. Neighboring cities include Los Angeles, Agoura Hills, and Hidden Hills. In addition, a portion of the City's northern boundary borders the Ventura County line. The City's distinctive character is derived from its natural environment, oak-studded hillsides, and natural open space; physical diversity; unique Old Town area; small town atmosphere; and its active and concerned population. From the early settlements of the Chumash Indians through the era of ranching and farming to the present urban community, Calabasas has retained its peaceful and pastoral setting.

A continuation of recent growth trends points to an average annual population growth rate of at least two percent over the decade of the 1990's. The median household income in Calabasas in 1990 was \$66,421 compared with \$34,965 for the county as a whole. The median age of Calabasas in 1990 was 32.6, while the median age in Los Angeles County as a whole was 30.8 years.

The State Department of Finance has estimated the City's current population for 1998 at 19,530. Housing units total 7,976. The 1990 median home values and rents in Calabasas (\$450,000 and \$925) are much higher than in the county as a whole (\$223,800 and \$626). Although housing prices may have fallen since 1990, Calabasas still remains one of the most expensive single family residential areas in Los Angeles County.

### **Major Initiatives - Current Year Projects**

The City's staff has been involved in a variety of projects throughout the year.

#### **Traffic & Transportation**

The establishment of the Lost Hill/Las Virgenes Bridge and Thoroughfare District was accomplished through adoption by the Los Angeles County Board of Supervisors as well as the Calabasas City Council. A computerized traffic signal control system has been developed. The following programs have been implemented: Comprehensive Safe Route to School program, City-wide Street Name Sign Replacement program, City-wide Neighborhood Traffic Calming program, Traffic Safety program and City-wide Curb Address Numbering program. The US Highway 101 Bike Lane Gap Closure as well as the Bicycle Master Plan have been adopted.

### Public Works

The City's Pavement Management System Report was updated. A Capital Improvement Program consistent with the General Plan was prepared and implemented. Also, a "Standard Operations and Procedures Manual for Public Works Improvements" was developed for land development and street and grading projects.

### Cable and Telecommunications

The City newsletter continues to provide useful information to Calabasas residents. A new process for tracking customer complaints about cable service was developed and implemented. A Cable TV Channel Policy was developed in order to provide a set of guidelines for the City's government access channel. A Web Policy was developed to provide a set of guidelines for operating the City web-site and Friends of the Web program. The Cable TV department entered its first video competition, the SCAN NATOA STAR Awards and received first place.

### Building and Safety

The department has begun the process to electronically archive permanent paper documents. This includes permits and soils and geology reports and will involve archiving approximately 50,000 pages per year for the next five years saving retrieval and storage costs. Once digitized, this data can be made available by e-mail, fax or on the Internet. All City facilities were reviewed for handicap accessibility and a mitigation plan was developed to identify needed accessibility improvements to City facilities pursuant to the Americans with Disabilities Act.

### Administration

The City Council has met its goal to conduct at least one joint meeting with each of the City's Advisory Commissions and Committees during the fiscal year to review their accomplishments and to prepare updated goals. The Advisory Commissions were restructured to better serve the needs of the community.

The City Clerk's Office coordinated the implementation of electronic mail throughout City Hall and implemented procedures for document destruction pursuant to the City's Records Retention Schedule.

The City continued to effectively administer a two year operating and capital improvement budget. A contingency account was established and a policy was developed to appropriate excess budget reserves for one-time community enhancement programs.

The Finance Department obtained an award from the California Society of Municipal Finance Officers for Excellence in Operational Budgeting. Awards were also received for Excellence in Financial Reporting from the Government Finance Officer's Association and the California Society of Municipal Finance Officers.

### Community Services

A Quimby Act ordinance was developed to provide for future park expansion and improvements as a follow up to adoption of the general plan. A Park Master Plan was adopted that identifies current park land and open space, future park needs and proposed park sites. Also, the Calabasas Tennis and Swim Center continues to operate as a successful, self-supporting enterprise fund.

### Planning/Environmental Programs

An annual Community Development Block Grant program was developed. Also, City staff assisted the Chamber of Commerce in their efforts to promote economic development activities and develop a business retention and development strategic plan. Affordable housing strategies were studied and recommended in accordance with the adopted Housing Element.

Following adoption of the new Unified Development Code, a city-wide re-zoning study was completed. In addition, City staff was provided for the preparation, adoption and implementation of the Calabasas Park Centre Master Plan.

The City continued to utilize the expertise of the Environmental Standards Commission and other community groups to further the protection and enhancement of the community's resources. Also, the City continued to implement its source reduction program, in accordance with AB 939. Efforts were ongoing to pursue special funding for environmental projects and programs.

### **Major Initiatives - For the Future:**

#### Traffic & Transportation

The first phase of the Bike Lane Master Plan Improvement Project will be implemented. Expansion of the City Transit Program will be evaluated. Also, various street projects will be undertaken throughout the City to improve traffic flow. Efforts to obtain grant funding for City projects will continue.

#### Public Works

An update of the City's Emergency Response Plan will be completed. Also, a written policy on the use of City vehicles will be developed and a \$6 million capital improvement program will be implemented.

#### Cable and Telecommunications

A field production and editing facility with digital equipment will be developed to allow expanded local origination programming. Additionally, the City's channel, CTV, will be expanded to include automated playback. The concept of establishing educational channels will be explored with the School District and cable providers.

#### Building and Safety

A monitoring program for private sewage disposal systems in the City will be implemented. Work will continue to digitize archival records of the Building Department.

#### Administration

The City plans to move forward with acquisition of a permanent civic center site and to develop a financing plan for the project. A public information crisis management plan/manual will be developed.

The City Clerk's Department will organize and conduct the March 1999 General Municipal Election. Also work will continue on development of a Commissions Handbook and a Citizen's

## Guide to the City Council Meeting Process.

The Personnel function will oversee the implementation of an employee computer purchase loan program, the revision of the Personnel Rules and Regulations and Employee Handbook and will conduct a comprehensive classification and compensation study.

The Finance Department will continue to prepare a Comprehensive Annual Financial Report (CAFR) and to participate in the CAFR and budget award programs.

### Community Services

Play equipment will be installed and improvements completed at various parks throughout the City. The Community Services Department will oversee the design and construction of a new 30,000 square foot joint community center with the City of Agoura Hills.

### Planning/Environmental Programs

A strategy will be developed to obtain a formal sphere of influence boundary through approval by the Local Agency Formation Commission (LAFCO). Also, the City's Housing Element will be updated and submitted for state certification. A City Water Course Master Plan will be prepared. A comprehensive study will be made of the Planning Department's fee/deposit schedule and recommended revisions will be prepared for consideration by the City Council. Stream bank restoration needs will be identified and grant funding will be sought for implementation.

## **Financial Information**

### Internal Control Structure and Budgetary Control

The City's accounting and budgeting records for general government operations are maintained on a modified accrual basis, with the revenues being recorded when measurable and available to meet current financial operations and expenditures being recorded when the services or goods are received and the liabilities are incurred. Accounting records for the City's enterprise fund are maintained on the accrual basis where expenses are recognized when the liability is incurred and revenues are recognized when earned.

Management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: 1) the cost of a control should not exceed the benefits likely to be derived; and 2) the valuation of costs and benefits requires estimates and judgments by management.

In addition, the City maintains extensive budgetary controls. The objective of these controls is

to ensure compliance with legal provisions embodied in the bi-annual appropriation budget approved by the City Council. The Council approves operating appropriations at the department and fund level prior to July 1 of the budget year and may amend the budget during the fiscal year by motion. The City operates with a two-year budget to provide flexibility and to simplify administration. The level of budgetary control (i.e., the level at which expenditures cannot legally exceed appropriated amount) is at the overall fund level. Operating appropriations lapse at the end of each fiscal year.

As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

General Government Functions

General Government Functions include activities of the General Fund, Special Revenue Funds and Capital Project Funds.

The following schedule presents a summary of General Governmental revenues for the fiscal year ended June 30, 1998 and the amount and percentage of increases and decreases in relation to prior year revenues.

Revenues	Amount	Percent of Total	Increase (Decrease) From 1997	Percent Increase (Decrease)
Taxes	\$9,235,157	51.53%	\$152,184	1.7%
Licenses and Fees	1,796,392	10.02%	120,985	7.2%
Intergovernmental	4,566,187	25.48%	1,129,955	32.9%
Fines and Forfeitures	159,634	0.89%	60,254	60.6%
Developer Fees	1,423,433	7.94%	833,768	141.4%
Other	741,946	4.14%	70,930	10.6%
<b>Total</b>	<b>\$17,922,749</b>	<b>100.00%</b>	<b>\$2,368,076</b>	

Taxes provide the majority (51.53%) of revenue for operations. County transit taxes declined by \$286,626 and returned to a normal level; competitive regional funds had been received in the prior year. While the tax rates did not change, revenues from real property transfer tax and utility user's tax each increased by approximately \$100,000. Sales taxes increased by nearly \$85,000 from the prior year. Property taxes increased by \$108,017 as property values began to recover and new developments were included in the tax rolls. Intergovernmental revenue increased primarily due to additional grant funding. The rise in developer fees is mostly attributable to the



full implementation of the Lost Hills/Las Virgenes Bridge and Thoroughfare District.

The following schedule presents a summary of general governmental expenditures for the fiscal year ended June 30, 1998. Also included are the dollar and percentage increase or decrease from the prior year.

Expenditures	Amount	Percent of Total	Increase (Decrease) From 1997	Percent Increase (Decrease)
General Government	\$1,081,893	7.21%	\$219,085	25.4%
Public Safety	2,302,951	15.35%	(10,003)	-0.4%
Public Works	4,894,917	32.63%	2,168,725	79.6%
Community Development	3,421,369	22.81%	(1,183,806)	-25.7%
Community Services	1,898,468	12.66%	(218,126)	-10.3%
Capital Outlay	1,401,465	9.34%	521,101	59.2%
Total	\$15,001,063	100.00%	\$1,496,976	

Public Works expenditures increased because of the significant capital improvement program underway, including the Old Town Streetscape Improvement project. Expenditures in the Community Development category declined as water conservation efforts were implemented in the Landscape Maintenance District. A rise in capital outlay expenditures resulted from the purchase of property during the year.

#### General Fund - Fund Balance

The fund balance of the general fund increased by \$1,370,459, or 21.4%, to \$7,771,923.

#### Enterprise Fund Operations

The City's enterprise fund is used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that costs and expenses (including depreciation) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges. The enterprise fund of the City consists of activities for the tennis and swim center. Retained earnings increased by \$98,239 for this fund for the year ended June 30, 1998.

### Appropriations Limit

The voters of California, during a special election in 1979, approved Article XIII-B of the California State Constitution. Informally known as the "Gann Initiative," Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from the "proceeds of taxes."

The State Legislature, in 1980, added Section 9710 to the Government Code providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriations limit for any fiscal year is equal to the previous year's limit, adjusted for city or county population changes, whichever is greater, and the change in California per capita income or the growth in non-residential assessed valuation due to new construction within the City, whichever is greater.

The Appropriations Limit and the City's Appropriations Subject to Limit for the fiscal year 1997-98 amounted to \$8,528,680 and \$6,025,000 respectively. The City's appropriations consistently remain far below the appropriations limit and are not expected to approach it in the foreseeable future.

### Cash Management

The City Treasurer is responsible for investing available cash in accordance with State Government Code and Investment Policy adopted by the City Council. The State Treasurer's Local Agency Investment Fund has been utilized for the City's investments. The cash management system of the City is designed to monitor revenues and expenditures to ensure the investment of monies to the fullest extent possible. The criteria for selecting investments are, in order of priority: (a) safety, (b) liquidity, and (c) yield.

The average yield on investments during the fiscal year was 5.70 percent and total interest earnings for all funds was \$464,940. At June 30, 1998, City investments were scheduled to mature in less than 360 days. The City Treasurer submits an annual statement of investment policy to the City Council.

### General Fixed Assets

The General Fixed Assets of the City are those assets used in the performance of general governmental functions and exclude the fixed assets of the enterprise funds. As of June 30, 1998, the general fixed assets of the City totaled \$1,446,558. This amount represents the original or estimated historical cost of the assets. Depreciation of general fixed assets is not recognized.

### Risk Management

The City is a member of the California Joint Powers Insurance Authority (CJPIA). CJPIA is a consortium of approximately 80 California cities and other public agencies in California

established under the provisions of California Government Code Section 6500, et seq. CJPIA provides risk coverage for its members through the pooling of risks and purchased insurance. This coverage extends to workers' compensation and general and vehicle liability. CJPIA is governed by a Board consisting of one board member appointed by each member agency. The Board elects officers which meet monthly to supervise and conduct CJPIA affairs. CJPIA maintains a staff headed by a manager to implement the policies of the Board.

In the event of termination and after all claims have been settled, any excess or deficit will be divided among the agencies in accordance with an approved formula. Various risk control techniques, including safety and ergonomic training have been implemented to minimize risk losses.

## **OTHER INFORMATION**

### *Independent Audit*

It has been the continuing policy of the City of Calabasas to have an audit performed annually by an independent certified public accountant. The accounting firm of Moreland & Associates, CPAs, performed the audit for fiscal year ended June 30, 1998. Generally accepted auditing standards and the standards set forth in the General Accounting Office's *Government Auditing Standards* were used by the auditors in conducting the engagement. Their examination has been completed and the auditor's report on the general purpose financial statements and combining and individual fund statements and schedules is included at the beginning of the Financial Section of this report.

### *Single Audit*

The City is required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and the U.S. Office of Management and Budget's Circular A-133, *Audits of State and Local Governments and Non-Profit Organizations*. Information related to this single audit, including a schedule of expenditures of federal awards and the independent auditors' reports on the internal controls over financial reporting and compliance with applicable laws and regulations, is included in a separately issued single audit report.

As a recipient of federal, state and local financial assistance, the City is responsible for ensuring that an adequate internal control structure is in place to ensure and document compliance with applicable laws and regulations related to these programs. This internal control structure is subject to periodic evaluation by management. We believe that the City's internal accounting controls adequately safeguard assets and provide reasonable assurance that financial transactions are properly recorded. As part of the single audit, the City's internal controls over financial reporting and its compliance with applicable laws and regulations, including those related to federal financial assistance programs are tested.

### Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Calabasas for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 1997. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of a state and local government financial report.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized comprehensive annual financial report, whose contents conform to program standards. The CAFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The City of Calabasas received a Certificate of Achievement with its first submission. We believe our current report continues to conform to the Certificate of Achievement program requirements, and we are submitting it to GFOA for their review.

In addition, the California Society of Municipal Finance Officers (CSMFO) awarded a Certificate of Award for Outstanding Financial Reporting to the City of Calabasas for its June 30, 1997 CAFR. This award is designed to recognize cities which demonstrate superior financial reporting. The report must meet requirements outlined in the CSMFO Awards Checklist, satisfying generally accepted accounting principles in all material respects, complying with generally accepted auditing standards, and including certain statistical information. The Certificate of Award for Outstanding Financial Reporting is valid for a period of one year only.

### Acknowledgments

The preparation of this report could not have been accomplished without the efficient and dedicated services of the entire city staff. I would like to express my appreciation to all employees who assisted and contributed to the preparation of this report, particularly to the members of the Finance Department. Due credit also should be given to the Mayor and members of the City Council for their interest and support in planning and conducting the operations of the City in a responsible and progressive manner in the best interest of the citizens of the City of Calabasas.

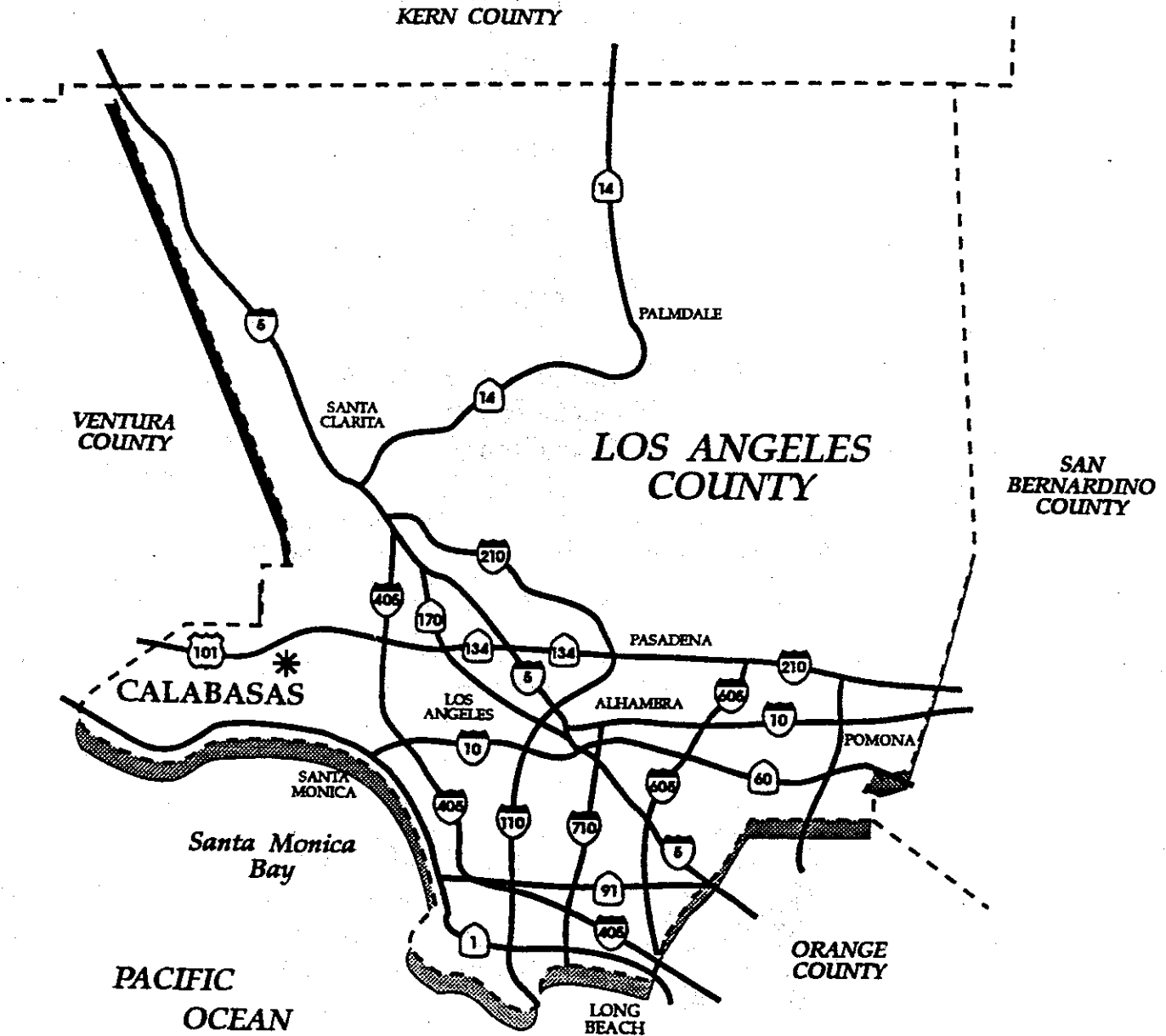
Respectfully submitted,



Charles Cate  
City Manager



CITY of CALABASAS  
**GENERAL PLAN**  
**REGIONAL LOCATION MAP**



LOS ANGELES COUNTY BOUNDARY

SOURCE: PLANNING NETWORK, 1993.

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Calabasas,  
California

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended  
June 30, 1997

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



*Douglas R. Ellaworth*  
President

*Jeffrey L. Esser*  
Executive Director

*California Society of  
Municipal Finance Officers*

Certificate of Award

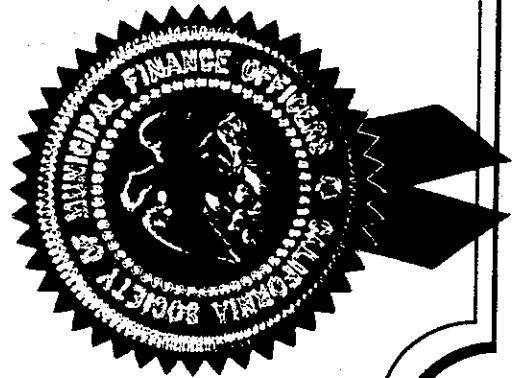
*Outstanding Financial Reporting 1996-97*

Presented to the

*City of Calabasas*

*This certificate is issued in recognition of meeting professional standards and criteria in reporting  
which reflect a high level of quality in the annual financial statements  
and in the underlying accounting system from which the reports were prepared.*

*February 23, 1998*



*D. H. ...*  
Chair, Professional & Technical Standards Committee

*Dedicated to Excellence in Municipal Financial Management*



CITY *of* CALABASAS

## **DIRECTORY OF CITY OFFICIALS**

### **CITY COUNCIL**

James R. Bozajian, Mayor

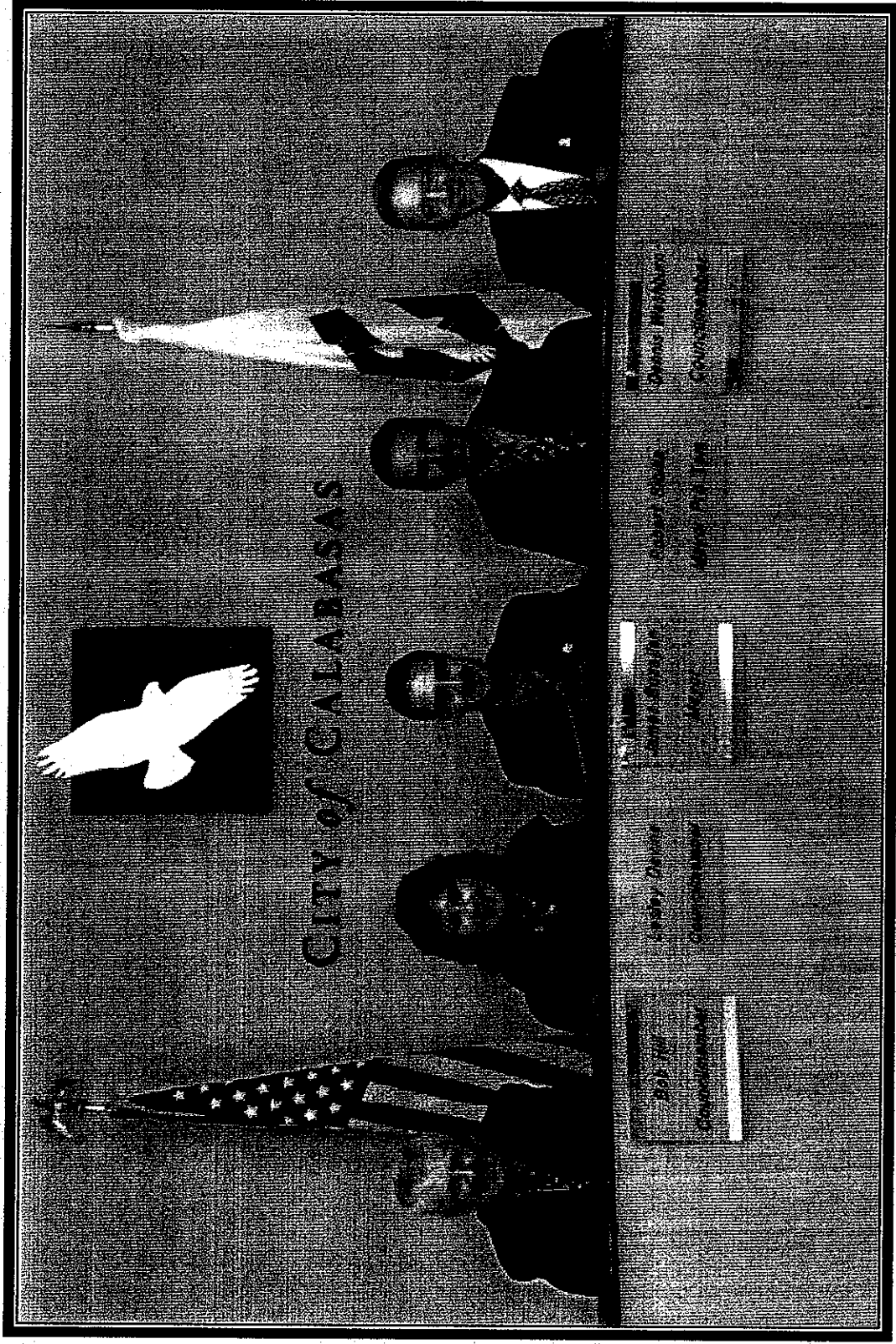
Robert Sibia, Mayor pro Tem  
Lesley Devine

Bob Hill  
Dennis Washburn

### **CITY MANAGEMENT STAFF**

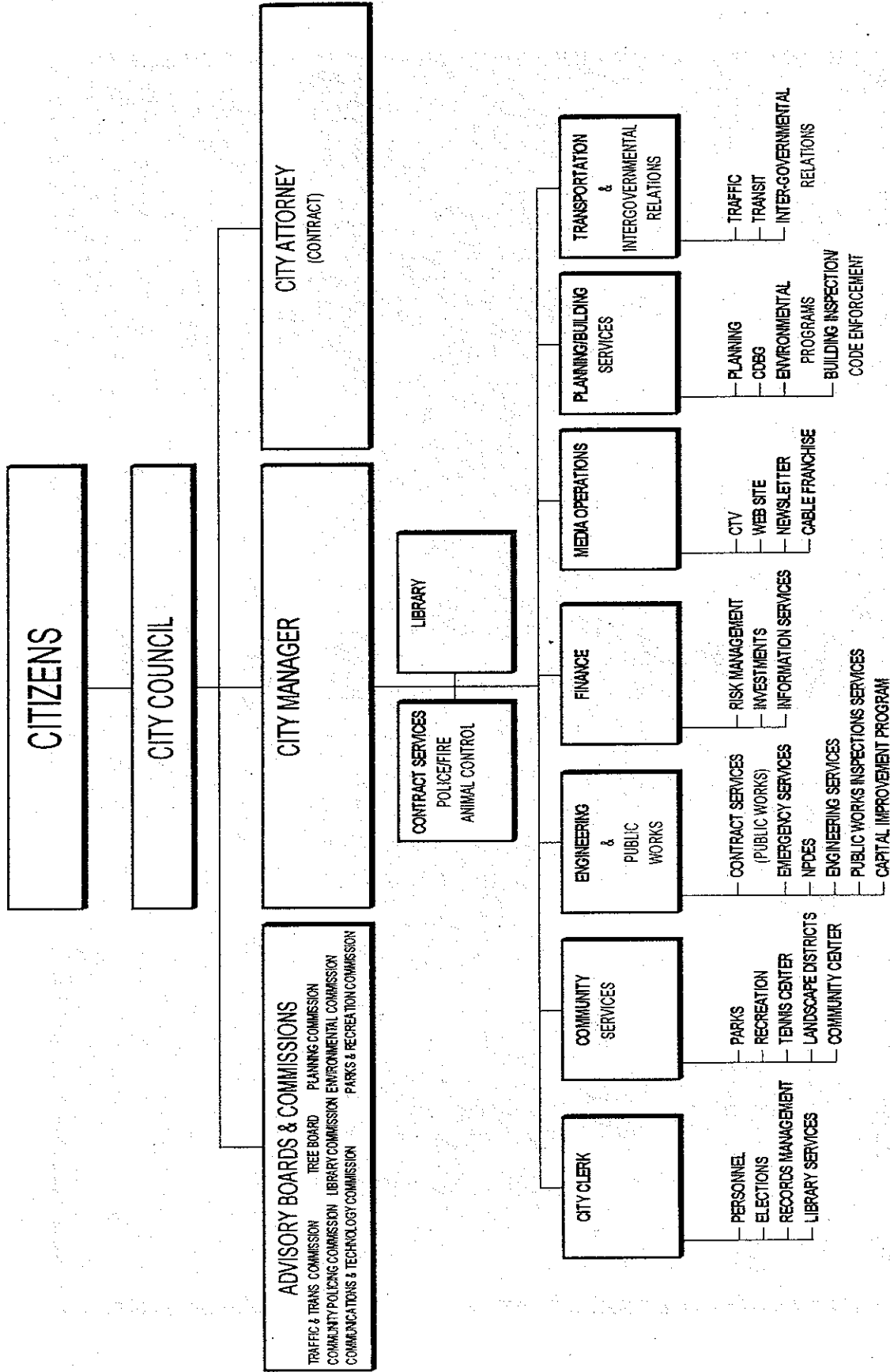
Charles R. Cate, City Manager  
Greg Johnson, Community Services Director  
Mark Persico, Planning & Building Services Director  
Robert Newman, City Engineer / Public Works Director  
Robin Parker, City Clerk  
Deborah Steller, Media Operations Director  
Robert Yalda, Transportation & Intergovernmental Relations Director





# Calabasas City Council

# CITY OF CALABASAS ORGANIZATION CHART



**FINANCIAL SECTION**

1000

November 24, 1998

The Honorable City Council of the  
City of Calabasas, California

Independent Auditors' Report

We have audited the accompanying general purpose financial statements of the City of Calabasas, California, as of and for the year ended June 30, 1998, as listed in the table of contents. These general purpose financial statements are the responsibility of the City of Calabasas management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

Except as discussed in the following paragraph, we conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Governmental Accounting Standards Board Technical Bulletin 98-1, *Disclosures about Year 2000 Issues*, requires disclosure of certain matters regarding the year 2000 issue. The City has included such disclosures in Note 16. Because of the unprecedented nature of the year 2000 issue, its effects and the success of related remediation efforts will not be fully determinable until the year 2000 and thereafter. Accordingly, insufficient audit evidence exists to support the City's disclosures with respect to the year 2000 issue made in Note 16. Further, we do not provide assurance that the City is or will be year 2000 ready, that the City's year 2000 remediation efforts will be successful in whole or in part, or that parties with which the City does business will be year 2000 ready.

In our opinion, except for the effects of such adjustments, if any, as might have been considered to be necessary had we been able to examine evidence regarding year 2000 disclosures, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City of Calabasas as of June 30, 1998, and the results of its operations and cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

As discussed in Note 7, the City of Calabasas has implemented Governmental Accounting Standards Board Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*.

In accordance with Government Auditing Standards, we have also issued a report dated November 24, 1998 on our consideration of the City of Calabasas internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying combining and individual fund and account group financial statements and schedules listed as supplemental information in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the City of Calabasas. The information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole. The statistical information listed in the table of contents was not audited by us and, accordingly, we do not express an opinion thereon.

*Morland & Associates*

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CITY OF CALABASAS  
 Combined Balance Sheet - All Fund Types and Account Groups  
 June 30, 1998

<u>ASSETS AND OTHER DEBITS</u>	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
Cash and investments (Note 2)	\$ 4,693,315	\$ 5,706,914	\$ 261,678
Accounts receivable	742,649		
Interest receivable	60,636	81,034	
Prepaid items	124,947		
Due from other agencies		3,872,411	11,950
Due from other funds (Note 6)	890,226		
Deposits			
Advances to other funds (Note 6)	2,430,927		
Property, plant and equipment, net (Note 3)			
Amount to be provided for retirement of long-term debt			
Total Assets and Other Debits	<u>\$ 8,942,700</u>	<u>\$ 9,660,359</u>	<u>\$ 273,628</u>
 <u>LIABILITIES, EQUITY AND OTHER CREDITS</u>			
Liabilities:			
Accounts payable and accrued liabilities	\$ 623,068	\$ 387,957	\$ 129,960
Retentions payable			143,668
Compensated absences (Note 9)			
Deposits	547,709		
Due to other funds (Note 6)		890,226	
Deferred revenue		217,153	
Advances from other funds (Note 6)		2,430,927	
Total Liabilities	<u>1,170,777</u>	<u>3,926,263</u>	<u>273,628</u>
Fund Equity and Other Credits:			
Investment in general fixed assets			
Contributed capital (Note 10)			
Retained earnings - reserved for capital improvements			
Retained earnings - unreserved			
Fund balance:			
Reserved for prepaid items	124,947		
Reserved for advances to other funds	2,430,927		
Unreserved and undesignated	5,216,049	5,734,096	
Total Equity and Other Credits	<u>7,771,923</u>	<u>5,734,096</u>	
Total Liabilities, Equity and Other Credits	<u>\$ 8,942,700</u>	<u>\$ 9,660,359</u>	<u>\$ 273,628</u>

See Accompanying Notes to Financial Statements.



Proprietary Fund Type	Enterprise Fund - Tennis and Swim Center	Fiduciary Fund Type Agency Fund	Account Groups		Totals (Memorandum Only)	
			General	General Long-	1998	1997
			Fixed Assets	Term Debt		
\$ 307,996	\$ 114,007			\$ 11,083,910	\$ 7,885,078	
				742,649	998,922	
3,568				145,238	109,122	
				124,947	3,750	
				3,884,361	3,598,886	
				890,226	577,617	
					65,013	
				2,430,927	1,866,054	
2,143,248		\$ 1,446,558		3,589,806	2,829,297	
			\$ 89,554	89,554	67,549	
<u>\$ 2,454,812</u>	<u>\$ 114,007</u>	<u>\$ 1,446,558</u>	<u>\$ 89,554</u>	<u>\$ 22,981,618</u>	<u>\$ 18,001,288</u>	
\$ 88,167	\$ 114,007			\$ 1,343,159	\$ 1,979,270	
				143,668		
			\$ 89,554	89,554	67,549	
				547,709	9,538	
				890,226	577,617	
				217,153	6,996	
				2,430,927	1,866,054	
<u>88,167</u>	<u>114,007</u>		<u>89,554</u>	<u>5,662,396</u>	<u>4,507,024</u>	
		\$ 1,446,558		1,446,558	672,597	
1,558,730				1,558,730	1,529,030	
49,136				49,136	15,150	
758,779				758,779	694,526	
				124,947		
				2,430,927	1,866,054	
				10,950,145	8,716,907	
<u>2,366,645</u>		<u>1,446,558</u>		<u>17,319,222</u>	<u>13,494,264</u>	
<u>\$ 2,454,812</u>	<u>\$ 114,007</u>	<u>\$ 1,446,558</u>	<u>\$ 89,554</u>	<u>\$ 22,981,618</u>	<u>\$ 18,001,288</u>	

CITY OF CALABASAS  
 Combined Statement of Revenues, Expenditures and  
 Changes in Fund Balances  
 All Governmental Fund Types  
 For the Year Ended June 30, 1998

	General	Special Revenue	Capital Projects
<b>Revenues:</b>			
Taxes (Note 1)	\$ 5,741,862	\$ 3,493,295	
Licenses and fees	1,796,392		
Intergovernmental	1,182,283	3,383,904	
Fines and forfeitures	159,634		
Developer fees		1,423,433	
Other	481,959	259,987	
<b>Total Revenues</b>	<u>9,362,130</u>	<u>8,560,619</u>	
<b>Expenditures:</b>			
Current:			
General government	1,081,893		
Public safety	2,248,363	54,588	
Public works	818,216	555,587	\$ 3,521,114
Community development	1,393,206	2,028,163	
Community services	1,452,798	445,670	
Capital outlay	829,968	571,497	
<b>Total Expenditures</b>	<u>7,824,444</u>	<u>3,655,505</u>	<u>3,521,114</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>1,537,686</u>	<u>4,905,114</u>	<u>(3,521,114)</u>
<b>Other Financing Sources (Uses):</b>			
Operating transfers in	115,532	99,669	3,521,114
Operating transfers out	(282,759)	(3,452,184)	
<b>Total Other Financing Sources (Uses)</b>	<u>(167,227)</u>	<u>(3,352,515)</u>	<u>3,521,114</u>
<b>Excess of Revenues and Other Sources Over Expenditures and Other Uses</b>	1,370,459	1,552,599	
<b>Fund Balances, July 1</b>	<u>6,401,464</u>	<u>4,181,497</u>	
<b>Fund Balances, June 30</b>	<u>\$ 7,771,923</u>	<u>\$ 5,734,096</u>	<u>\$ -</u>

See Accompanying Notes to Financial Statements.

Totals (Memorandum Only)	
1998	1997
\$ 9,235,157	\$ 9,082,973
1,796,392	1,675,407
4,566,187	3,436,232
159,634	99,380
1,423,433	589,665
741,946	671,016
<u>17,922,749</u>	<u>15,554,673</u>
1,081,893	862,808
2,302,951	2,312,954
4,894,917	2,726,192
3,421,369	4,605,175
1,898,468	2,116,594
1,401,465	880,364
<u>15,001,063</u>	<u>13,504,087</u>
<u>2,921,686</u>	<u>2,050,586</u>
3,736,315	1,091,027
<u>(3,734,943)</u>	<u>(1,091,027)</u>
<u>1,372</u>	
2,923,058	2,050,586
<u>10,582,961</u>	<u>8,532,375</u>
<u>\$ 13,506,019</u>	<u>\$ 10,582,961</u>

CITY OF CALABASAS  
 Combined Statement of Revenues, Expenditures and  
 Changes in Fund Balances - Budget and Actual  
 All Governmental Fund Types  
 For the Year Ended June 30, 1998

	General Fund		Variance Favorable (Unfavorable)
	Budget	Actual	
<b>Revenues:</b>			
Taxes (Note 1)	\$ 5,151,840	\$ 5,741,862	\$ 590,022
Licenses and fees	1,086,850	1,796,392	709,542
Intergovernmental	1,033,000	1,182,283	149,283
Fines and forfeitures	80,000	159,634	79,634
Developer fees			
Other	366,500	481,959	115,459
<b>Total Revenues</b>	<b>7,718,190</b>	<b>9,362,130</b>	<b>1,643,940</b>
<b>Expenditures:</b>			
<b>Current:</b>			
General government	1,016,022	1,081,893	(65,871)
Public safety	2,394,060	2,248,363	145,697
Public works	799,000	818,216	(19,216)
Community development	1,523,260	1,393,206	130,054
Community services	1,821,865	1,452,798	369,067
Capital outlay	893,500	829,968	63,532
<b>Total Expenditures</b>	<b>8,447,707</b>	<b>7,824,444</b>	<b>623,263</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>(729,517)</b>	<b>1,537,686</b>	<b>2,267,203</b>
<b>Other Financing Sources (Uses):</b>			
Operating transfers in	177,245	115,532	(61,713)
Operating transfer out	(378,057)	(282,759)	95,298
<b>Total Other Financing Sources (Uses)</b>	<b>(200,812)</b>	<b>(167,227)</b>	<b>33,585</b>
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>(930,329)</b>	<b>1,370,459</b>	<b>2,300,788</b>
<b>Fund Balances, July 1</b>	<b>6,401,464</b>	<b>6,401,464</b>	
<b>Fund Balances, June 30</b>	<b>\$ 5,471,135</b>	<b>\$ 7,771,923</b>	<b>\$ 2,300,788</b>

See Accompanying Notes to Financial Statements.

Special Revenue Funds			Capital Projects Fund		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ 4,602,670	\$ 3,493,295	\$ (1,109,375)			
3,935,851	3,383,904	(551,947)			
4,629,000	1,423,433	(3,205,567)			
116,650	259,987	143,337			
<u>13,284,171</u>	<u>8,560,619</u>	<u>(4,723,552)</u>			
67,681	54,588	13,093			
100,000	555,587	(455,587)	\$ 9,350,481	\$ 3,521,114	\$ 5,829,367
3,122,891	2,028,163	1,094,728			
3,108,421	445,670	2,662,751			
857,868	571,497	286,371			
<u>7,256,861</u>	<u>3,655,505</u>	<u>3,601,356</u>	<u>9,350,481</u>	<u>3,521,114</u>	<u>5,829,367</u>
6,027,310	4,905,114	(1,122,196)	(9,350,481)	(3,521,114)	5,829,367
8,000	99,669	91,669	9,295,398	3,521,114	(5,774,284)
(7,311,759)	(3,452,184)	3,859,575			
<u>(7,303,759)</u>	<u>(3,352,515)</u>	<u>3,951,244</u>	<u>9,295,398</u>	<u>3,521,114</u>	<u>(5,774,284)</u>
(1,276,449)	1,552,599	2,829,048	(55,083)		55,083
4,181,497	4,181,497				
<u>\$ 2,905,048</u>	<u>\$ 5,734,096</u>	<u>\$ 2,829,048</u>	<u>\$ (55,083)</u>	<u>\$ -</u>	<u>\$ 55,083</u>

**CITY OF CALABASAS**  
**Comparative Statements of Revenues, Expenses and**  
**Changes in Retained Earnings**  
**Enterprise Fund - Tennis and Swim Center**  
**For the Years Ended June 30, 1998 and 1997**

	<u>1998</u>	<u>1997</u>
<b>Operating Revenues</b>		
Tennis and swim fees	\$ 1,675,623	\$ 1,518,559
Other	6,230	7,623
	<u>1,681,853</u>	<u>1,526,182</u>
<b>Operating Expenses:</b>		
Depreciation	132,388	119,150
Administrative	1,460,959	1,431,231
	<u>1,593,347</u>	<u>1,550,381</u>
<b>Operating Income (Loss)</b>	88,506	(24,199)
<b>Nonoperating Revenues:</b>		
Interest	11,105	
<b>Income (Loss) Before Operating Transfers</b>	99,611	(24,199)
<b>Operating transfers out</b>	<u>(1,372)</u>	
<b>Net Income (Loss)</b>	98,239	(24,199)
<b>Retained Earnings, July 1</b>	<u>709,676</u>	<u>733,875</u>
<b>Retained Earnings, June 30</b>	<u>\$ 807,915</u>	<u>\$ 709,676</u>

See Accompanying Notes to Financial Statements.

CITY OF CALABASAS  
 Comparative Statements of Cash Flows  
 Enterprise Fund - Tennis and Swim Center  
 For the Years Ended June 30, 1998 and 1997

	1998	1997
<b>Cash Flows From Operating Activities:</b>		
Operating income (loss)	\$ 88,506	\$ (24,199)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:		
Depreciation	132,388	119,150
Write-off of fixed assets, net		7,768
Changes in operating assets and liabilities:		
Decrease in accounts receivable	36,556	8,872
(Increase) decrease in prepaid items	3,750	(1,566)
Increase (decrease) in accounts payable and accrued liabilities	(49,755)	8,302
Net Cash Provided by Operating Activities	211,445	118,327
<b>Cash Flows From Non-Capital Financing Activities:</b>		
Transfers to other funds	(1,372)	
<b>Cash Flows From Capital and Related Financing Activities:</b>		
Acquisition and construction of capital assets	(89,236)	(41,049)
<b>Cash Flows From Investing Activities:</b>		
Interest received	7,537	
Increase in cash and cash equivalents	128,374	77,278
Cash and Cash Equivalents, July 1	179,622	102,344
Cash and Cash Equivalents, June 30	\$ 307,996	\$ 179,622

Noncash Financing Activities:

During the fiscal year, the Tennis and Swim Center received contributed capital assets in the amount of \$29,700.

See Accompanying Notes to Financial Statements.

CITY OF CALABASAS  
Notes to Financial Statements  
June 30, 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of the significant accounting policies of the City of Calabasas, California:

A. Reporting Entity

The City of Calabasas was incorporated on April 5, 1991 as a "General Law" City covering approximately eleven square miles. The City operates under a council-city manager form of government.

In accordance with GASB Statement No. 14, "The Financial Reporting Entity," the City has determined that no other entities meet the criteria for inclusion within the City's general purpose financial statements.

The accounting policies of the City conform to generally accepted accounting principles. The following is a summary of the City's significant accounting policies.

B. Description of Fund and Accounting System

The accounts of the City are organized on the basis of funds and account groups. A fund is defined as an independent fiscal accounting entity with a self-balancing set of accounts recording resources, together with all related liabilities, obligations, reserves and equities, which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

The combined financial statements in this report are grouped into three broad fund categories containing five generic fund types and into two account groups as follows:

Governmental Funds Types

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to fund expenditures for specified purposes.



CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

Capital Projects Fund - The Capital Projects Fund accounts for the acquisition of fixed assets or construction of capital projects not being financed by proprietary funds.

Proprietary Fund Type

Enterprise Fund - The Enterprise Fund accounts for operations of the City of Calabasas Tennis and Swim Center (Center).

Fiduciary Fund Type

Fiduciary funds (Agency Funds) are used to account for assets held by the City as an agent. These funds are custodial in nature and do not involve measurement of results of operations.

Account Groups

General Fixed Assets Account Group - The General Fixed Assets Account Group is used to account for all fixed assets of the City other than those accounted for in the proprietary fund.

General Long-Term Debt Account Group - This account group is used to account for all long-term liabilities of the City other than those accounted for in the proprietary fund.

C. Measurement Focus

All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that generally only current assets and current liabilities are included on their balance sheets. Statements of revenues, expenditures and changes in fund balances for governmental funds generally present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

All proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and liabilities (whether current or noncurrent) associated with the activity are included on the balance sheets. Their reported fund equity presents total net assets. Proprietary Fund operating statements present increases (revenues) and decreases (expenses) in total net assets.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

Governmental fund types and Agency funds are accounted for using the modified-accrual basis of accounting. Expenditures are recorded when the related fund liability is incurred, other than principal and interest on long-term debt which are recorded when due; and revenues are recorded when they become measurable and available to finance current operations. The term available is interpreted by the City to mean those revenues that will be collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City regards property and sales and use taxes, interest revenues, certain other intergovernmental revenues and grant funds to which it is entitled, based on outlays made but not yet reimbursed, as susceptible to accrual.

Proprietary fund types are accounted for using the accrual basis of accounting. Expenses are recognized when the liability is incurred and revenues are recognized when earned. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the City applies all GASB pronouncements currently in effect as well as Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins of the Committee on Accounting Procedure issued on or before November 30, 1989.

Fiduciary fund types are custodial in nature (assets equal liabilities) and thus do not involve measurement of results of operations.

E. Budgetary Control and Accounting

General Budget Policies:

The City Council reviews and adopts an annual budget for the General, Special Revenue and Capital Projects Funds. The City Council holds public hearings and may modify the appropriations by general approval. Budgeted amounts may be transferred between departments with the City Manager's approval. The legal level of expenditure control is at the fund level. Operating appropriations lapse at the end of each fiscal year.

The budget is reported on the same basis as the fund types and on a basis consistent with generally accepted accounting principles. Additional appropriations or other changes during the year may be submitted by the departments for Council review and approval. For the year ended June 30, 1998 budget amendments in the aggregate amount of \$10,622,175 were made.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

F. Cash and Cash Equivalents

All cash and investments are held in the City's cash management pool. Therefore, all cash and investments in the proprietary fund are considered cash and cash equivalents.

G. Investments

Investments are included within the financial statement caption "Cash and investments". All investments are stated at fair value (the value at which a financial instrument could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale).

H. General Fixed Assets

General fixed assets purchased for general governmental purposes are recorded as expenditures in the governmental funds and capitalized at cost in the General Fixed Assets Account Group. Contributed fixed assets are recorded in the General Fixed Assets Account Group at the estimated fair market value at the time they are received.

Public domain (infrastructure) assets such as parkland, park improvements, paving and drainage systems that are immovable and of value only to the City have not been capitalized. No depreciation is provided on general fixed assets.

I. Property, Plant and Equipment - Proprietary Fund

Property, plant and equipment owned by the Enterprise Fund are carried at cost or estimated fair market value of donated assets, less accumulated depreciation. Depreciation is provided using the straight-line method over the estimated useful lives of the assets which are seven years for equipment and fifteen years for building and improvements.

J. Compensated Absences

It is the City's policy to permit employees to accumulate earned, but unused vacation benefits, which will be paid to employees upon separation from City service. Under current City policy, sick leave does not vest with the employee; therefore, a liability has not been accrued. Governmental fund types recognize the cost of vacation benefits when payments are made to employees. Since unused vacation benefits will not be liquidated with available financial resources, a long-term liability of \$89,554 for accrued vacation benefits at June 30, 1998 has been recorded in the general long-term debt account group. This long-term liability represents the City's commitment to fund such costs from future operations.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

K. Property Taxes

Property tax revenue is recognized in accordance with GASB Cod. Sec. P70; that is, in the fiscal year for which the taxes have been levied providing they become available. Available means due, or past due and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter (not to exceed 60 days) to be used to pay liabilities of the current period.

Under California law, property taxes are assessed and collected by the counties at up to 1% of assessed value, plus other increases approved by the voters. The property taxes go into a pool, and are then allocated to the cities based on complex formulas. The County of Los Angeles bills and collects property taxes for the City. Tax liens attach annually as of 12:01 a.m. on the first day of January preceding the fiscal year for which the taxes are levied. Taxes are levied on July 1 and cover the fiscal period July 1 to June 30. All secured personal taxes and one-half of the taxes on real property are due November 1; the second installment is due March 1. All taxes are delinquent, if unpaid, on December 10 and April 10, respectively. Unsecured personal property taxes become due on March 1 each year, and are delinquent, if unpaid, on August 31. At June 30, 1998, there were no material delinquent, unsecured property taxes. Property taxes receivable are included with accounts receivable in the financial statements and are not offset by deferred revenues because they are collectable within 60 days after year end.

L. Interfund Transactions

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that represent reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transfers are reported as operating transfers.

M. Comparative Data

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the City's financial position and operations. However, comparative data have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read. Certain reclassifications have been made to the prior year data to conform to the current year presentation.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

N. Totals (Memorandum Only)

Total columns on the combined statements are captioned "Memorandum Only" to indicate they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. CASH AND INVESTMENTS

Cash and investments at June 30, 1998, consist of the following pooled cash and investments:

Cash on Hand	\$ 1,300
Pooled Deposits:	
Demand cash accounts (bank balance)	1,024,585
Less: Outstanding checks	(522,316)
Add: Deposits in transit	<u>33,831</u>
Book Balance	536,100
Pooled Investments:	
Local Agency Investment Fund	<u>10,546,510</u>
Total Cash and Investments	<u>\$11,083,910</u>

The City follows the practice of pooling cash and investments of all funds. Interest income earned on pooled cash and investments is allocated monthly to the funds based on average monthly cash and investment balances.

Deposits/Credit Risk:

The California Government Code requires California banks and savings and loan associations to secure a City's deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of a City's deposits. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of a City's total deposits. The City may waive collateral requirements for deposits which are fully insured by Federal depository insurance.

**CITY OF CALABASAS**  
**Notes to Financial Statements (Continued)**  
**June 30, 1998**

In accordance with GASB Statement No. 3, deposits are classified as to credit risk by three categories as follows:

- Category 1: Insured or collateralized with securities held by the City or by its agent in the City's name.
- Category 2: Collateralized with securities held by the pledging financial institution's trust department or agent in the City's name.
- Category 3: Uncollateralized.

**Authorized Investments:**

Under provision of the City's investment policy, and in accordance with Section 53601 of the California Government Code, the City may invest in the following types of investments:

- Securities of the U.S. Government, or its agencies
- Certificates of deposit (or time deposits) placed with commercial banks and/or banks and/or savings and loan companies
- State of California Local Agency Investment Fund (LAIF)
- Passbook savings account demand deposits

**Credit Risk and Fair Value of Investments:**

Investments that are represented by specific identifiable investment securities are classified as to credit risk by three categories as follows:

- Category 1: Insured or registered, or securities held by the City or its agent in the City's name.
- Category 2: Uninsured and unregistered with securities held by the counterparty's trust department or agent in the City's name.
- Category 3: Uninsured and unregistered with securities held by the counterparty, or its agent, but not in the City's name.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

Deposits and investments at June 30, 1998 by risk category are as follows:

	<u>Category</u>			<u>Fair Value/ Carrying Amount</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
Pooled Deposits:				
Demand Deposits:				
Bank Balance	\$200,000	\$824,585		\$ 1,024,585
Pooled Investments:				
LAIF <sup>(1)</sup>				<u>10,546,510<sup>(2)</sup></u>
 Totals	<u>\$200,000</u>	<u>\$824,585</u>	<u>\$ -</u>	<u>\$11,571,095</u>

<sup>(1)</sup>Not subject to categorization.

<sup>(2)</sup>The management of the State of California Pooled Money Investment Account (generally referred to as LAIF) has indicated to the City that as of June 30, 1998 the amortized cost value of the pool was \$31,920,000,841 and the estimated fair value of the pool was \$31,932,227,970. Included in LAIF's investment portfolio are certain derivative securities or similar products in the form of structured notes, totalling \$977,100,000, and asset-backed securities totalling \$388,537,000. LAIF's (and the City's) exposure to risk (credit, market or legal) is not currently available.

### 3. PROPERTY, PLANT AND EQUIPMENT

A summary of changes in the general fixed assets account group follows:

	<u>Balance at July 1, 1997</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 1998</u>
Equipment	\$672,597	\$173,092	\$	\$ 845,689
Land		<u>600,869</u>		<u>600,869</u>
 Total	<u>\$672,597</u>	<u>\$773,961</u>	<u>\$ -</u>	<u>\$1,446,558</u>

A summary of property, plant and equipment in the Enterprise Fund - Tennis and Swim Center is as follows:

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

	<u>Balance at</u> <u>July 1, 1997</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at</u> <u>June 30, 1998</u>
Land	\$ 837,819			\$ 837,819
Building	1,485,604	\$ 98,249		1,583,853
Equipment	<u>206,302</u>	<u>20,687</u>	<u>          </u>	<u>226,989</u>
Subtotal	2,529,725	118,936		2,648,661
Accumulated depreciation	<u>(373,025)</u>	<u>(132,388)</u>	<u>          </u>	<u>(505,413)</u>
Total Enterprise Fund	<u>\$2,156,700</u>	<u>\$(13,452)</u>	<u>\$ -</u>	<u>\$2,143,248</u>

4. DEFINED BENEFIT PENSION PLAN

Plan Description: The City of Calabasas contributes to the California Public Employees Retirement System (PERS), an agent multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute and city ordinance. Copies of PERS' annual financial report may be obtained from their executive office: 400 P Street, Sacramento, CA 95814.

Funding Policy: Participants are required to contribute 7% of their annual covered salary. The City makes the contributions required of City employees on their behalf and for their account. The City is required to contribute at an actuarially determined rate; the current rate is 8.046% of annual covered payroll. The contribution requirements of plan members and the City are established and may be amended by PERS.

Annual Pension Cost: For 1998, the City's annual pension cost of \$246,262 for PERS was equal to the City's required and actual contributions. The required contribution was determined as part of the June 30, 1996 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 8.5% investment rate of return (net administrative expenses), (b) projected annual salary increases that vary by duration of service, and (c) 2% per year cost-of-living adjustments. Both (a) and (b) included an inflation component of 4.5%. The actuarial value of PERS assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a four-year period (smoothed market value). PERS unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis. The remaining amortization period at June 30, 1998 is through the year 2021.



CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

**THREE-YEAR TREND INFORMATION FOR PERS (\$ Amount in Thousands)**

<u>Fiscal Year</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Obligation</u>
6/30/96	\$212	100%	-
6/30/97	224	100%	-
6/30/98	246	100%	-

**SCHEDULE OF FUNDING PROGRESS FOR PERS**

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets (A)</u>	<u>Actuarial Liability (AAL) Entry Age (B)</u>	<u>Unfunded AAL (UAAL) (Excess Assets) (B-A)</u>	<u>Funded Ratio (A/B)</u>	<u>Covered Payroll (C)</u>	<u>UAAL as a % of Covered Payroll [(B-A)/C]</u>
6/30/94	\$275,093	\$304,797	\$29,704	90.3%	\$1,041,747	2.851%
6/30/95	\$459,937	\$481,769	\$21,832	95.5%	\$1,330,973	1.640%
6/30/96	\$736,667	\$657,388	\$(79,279)	112.1%	\$1,183,752	(6.697%)

5. INSURANCE

The City is a member of the California Joint Powers Insurance Authority (CJPIA). CJPIA is a consortium of approximately 80 California cities and other public agencies in California established under the provisions of California Government Code Section 6500, et seq. CJPIA provides risk coverage for its members through the pooling of risks and purchased insurance. This coverage extends to workers' compensation and general and vehicle liability.

CJPIA is governed by a Board consisting of one board member appointed by each member agency. The Board elects officers which meet monthly to supervise and conduct CJPIA affairs. CJPIA maintains a staff headed by a manager to implement the policies of the Board.

In the event of termination and after all claims have been settled, any excess or deficit will be divided among the agencies in accordance with an approved formula.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

**General liability insurance:** Annual deposits are paid by member cities and are adjusted retrospectively to cover costs. Each member city self-insures through the CJPIA for the first \$20,000 of each loss. However, this self-insurance retention is funded through annual contributions; therefore, the City effectively has no exposure except for specific limits as described herein. Participating cities then share in the next \$20,000 to \$500,000 per loss occurrence. Specific coverage includes comprehensive and general automotive liability, personal injury, errors and omissions and certain other coverage. Separate deposits are collected from the member cities to cover claims between \$500,000 and \$50,000,000. These deposits are also subject to retrospective adjustment.

**Workers' compensation:** The workers' compensation program includes pooling of retained losses plus excess insurance. Annual deposits are paid by member cities and are adjusted retrospectively on an annual basis to cover costs and reflect claims experience of both the individual member and the pool. The annual retrospective computation of the deposit is based on (1) the member's own losses up to its retention level plus, (2) a pro rata share of all losses from the retention level up to \$100,000 plus, (3) a pro rata share of general/administrative expenses and losses between \$100,000 and \$500,000. The City of Calabasas has a retention level of \$25,000, and all claims up to that level are paid by the City. However, this self-insured retention is funded through annual contributions; therefore, the City effectively has no exposure except for specific limits described herein. Benefits from \$25,000 to \$500,000 are covered by the pool. Excess insurance covers claims from \$500,000 up to the statutory benefits schedule under California Workers' Compensation Law. In addition to this coverage, workers' compensation claims arising out of employer liability are covered up to \$5,000,000 per occurrence.

There have been no significant changes in insurance coverage as compared to last year, and settlements have not exceeded coverage in each of the past three fiscal years.

6. INTERFUND RECEIVABLES/PAYABLES

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e., the current portion of interfund loans) or as "advances to/from other funds" (i.e., the long-term portion of interfund loans).

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

Interfund receivables/payables at June 30, 1998 are as follows:

	<u>Receivables</u>	<u>Payables</u>
General Fund	\$3,321,153	
Special Revenue Funds:		
Storm Damage		\$1,486,759
Park and Recreation Improvement		328,584
TDA		22,000
Earthquake Damage		944,168
Grants		<u>539,642</u>
	<u>\$3,321,153</u>	<u>\$3,321,153</u>

Advances receivable from other funds are long-term in nature and are offset by a fund balance reserve account in the applicable governmental fund to indicate that they are not available for appropriation and are not expendable available financial resources. At June 30, 1998, the General Fund had advanced \$944,168 to the Earthquake Damage Special Revenue Fund and \$1,486,759 to the Storm Damage Special Revenue Fund. The General Fund does not recognize these advances as available financial resources.

7. DEFERRED COMPENSATION PLAN

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

During the year ended June 30, 1998, the plan was amended so that the assets of the plan are now held in trust for the exclusive benefit of the participants and their beneficiaries. Since the plan assets are administered by an outside party and no longer subject to the claims of the City's general creditors, in accordance with Governmental Accounting Standards Board Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*, these assets have been removed from the financial statements of the City. As a result, the previously reported assets and liabilities of the deferred compensation plan of \$368,171 are no longer reported as of June 30, 1997.

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

8. SEGMENT INFORMATION ON TENNIS AND SWIM CENTER

Net working capital of the Tennis and Swim Center at June 30, 1998 is as follows:

Current assets	\$311,564
Current liabilities payable from current assets	<u>88,167</u>
Net working capital	<u>\$223,397</u>

All other required segment information is contained either in the accompanying general purpose financial statements or the footnotes.

9. LONG-TERM DEBT

Changes in the General Long-Term Debt Account Group for the year ended June 30, 1998 are summarized below:

	<u>Compensated Absences Payable</u>
Balance - July 1, 1997	\$67,549
Additions	22,005
Retirements	<u>-0-</u>
Balance - June 30, 1998	<u>\$89,554</u>

10. CONTRIBUTED CAPITAL

The following is a summary of the changes in contributed capital in the Tennis and Swim Center Enterprise Fund during the fiscal year.

Balance - July 1, 1997	\$1,529,030
Additions - Contributed assets	<u>29,700</u>
Balance - June 30, 1998	<u>\$1,558,730</u>

11. JOINT VENTURE

On November 24, 1997, the Agoura Hills and Calabasas Community Center Authority (Authority) was created under a joint exercise of powers agreement between the cities of Agoura Hills and Calabasas. It was formed to oversee the operation and maintenance of a Joint Recreation Center. The governing Board of Directors consists of one City Council Member from each City, two residents of each City appointed by the City Council, and the President or a member of the Executive Board of the Alliance (a non-profit organization formed for the sole purpose of raising funds for the Community Center). The City of Calabasas has been designated to perform the accounting functions

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

of the Authority. Although each City contributed money towards the construction of the Community Center, the Authority had no financial activity during the fiscal year. Once the Community Center is completed, the Authority will become active and will oversee the operations and maintenance of the Community Center.

12. INDIVIDUAL FUND DISCLOSURES

At June 30, 1998 certain Special Revenue Fund expenditures exceeded final budgeted appropriations, as follows:

	<u>Final Budget</u>	<u>Expenditures</u>
Special Revenue Funds:		
Storm Damage	-0-	420,929
Earthquake Damage	\$100,000	\$134,658
Affordable Housing	-0-	13,343
Local Law Enforcement Grant	23,636	29,154

13. CONTINGENCIES

The City has been named as a defendant in various general damage and personal injury lawsuits and claims. Such claims arise primarily from injuries or damages sustained by claimants while on property owned and maintained by the City. Management believes that the ultimate result of the pending lawsuits and claims will not have a material adverse affect upon the City's general purpose financial statements taken as a whole.

14. COMMITMENTS

The City is obligated under operating lease agreements for the rental of space for city hall and the city library. Future minimum lease payments under these operating leases are as follows:

<u>Fiscal Year</u>	<u>Amount</u>
1999	\$ 245,301
2000	242,063
2001	242,063
2002	252,231
2003	253,155
Thereafter	<u>569,599</u>
Total	<u>\$1,804,412</u>

CITY OF CALABASAS  
Notes to Financial Statements (Continued)  
June 30, 1998

15. RESTATEMENT OF AGENCY FUND

The assets and related liability of the Las Virgenes Parking Authority Agency Fund, totaling \$98,886, were not included in the June 30, 1997 financial statements. The June 30, 1997 comparative totals have been restated to include the assets and related liability as of June 30, 1997.

16. YEAR 2000 (Y2K) COMPLIANCE

The City is in the process of evaluating its computer programming code, computer equipment, and other electronic systems and equipment (including equipment containing embedded chips) to ascertain which of these might be impacted by a failure to properly recognize and process transactions dated on or after the year 2000. In addition, certain dates in calendar year 1999 may present difficulties because some programs and embedded chips were coded to read a date of "99" or "9999" to mean something other than a date (e.g., "end of file," etc.) which might also prevent the proper processing of data.

As of June 30, 1998, the City was in the awareness stage of implementing a year 2000-compliant system. The City's Information System Committee is addressing network and new technology issues. Subsequent to June 30, 1998, the City retained a consultant to identify and assess the systems and components for which year 2000 compliance work is needed. Remediation, validation and testing will be performed during the next year.

Because of the unprecedented nature of the year 2000 issue, it is not possible to provide assurances that the City has or will achieve complete year 2000 compliance, even after completing all planned year 2000 corrective actions and related testing. Nor can the City determine the effect, if any, on City operations should entities external to the City (other governments, significant vendors, suppliers, service providers, customers, taxpayers, businesses, etc.) fail to achieve year 2000 compliance in a timely manner. The scope of the audit does not include an evaluation of the adequacy of management's plans with respect to this issue.

Systems considered by management to be critical to conducting operations include the City's internal network, financial software and payroll service provider. Modifications are being planned and implemented to achieve year 2000 compliance for the City's internal network. The City has received assurances from the financial software vendor and payroll service provider that year 2000 compliance will be achieved.

## **GENERAL FUND**

The General Fund is used to account for all financial resources of the City other than those required to be accounted for in another fund.

CITY OF CALABASAS  
 General Fund  
 Comparative Balance Sheets  
 June 30, 1998 and 1997

<u>Assets</u>	<u>1998</u>	<u>1997</u>
Cash and investments	\$ 4,693,315	\$ 3,444,260
Accounts receivable	742,649	962,366
Interest receivable	60,636	62,089
Prepaid items	124,947	
Due from other funds	890,226	577,617
Deposits		65,013
Advances to other funds	<u>2,430,927</u>	<u>1,866,054</u>
 Total Assets	 <u>\$ 8,942,700</u>	 <u>\$ 6,977,399</u>
 <u>Liabilities and Fund Balances</u>		
Liabilities:		
Accounts payable and accrued liabilities	\$ 623,068	\$ 566,397
Deposits	<u>547,709</u>	<u>9,538</u>
 Total Liabilities	 <u>1,170,777</u>	 <u>575,935</u>
 Fund Balances:		
Reserved for prepaid items	124,947	
Reserved for advances to other funds	2,430,927	1,866,054
Unreserved:		
Undesignated	<u>5,216,049</u>	<u>4,535,410</u>
 Total Fund Balances	 <u>7,771,923</u>	 <u>6,401,464</u>
 Total Liabilities and Fund Balances	 <u>\$ 8,942,700</u>	 <u>\$ 6,977,399</u>



## SPECIAL REVENUE FUNDS

Proposition A Fund – to account for the City's share of an additional one-half percent sales tax which was approved in 1980 and is collected by the County of Los Angeles and is used to finance transportation projects.

Highway Users Tax Fund – to account for the expenditures financed by money apportioned under the Streets and Highways Code of the State of California.

Proposition C Fund – to account for the City's share of an additional one-half percent sales tax which was approved in 1990 and is collected by the County of Los Angeles to finance transportation projects.

South Coast Air Quality Management Fund – to account for the City's share of additional motor vehicle registration fees imposed by the South Coast Air Quality Management District to finance the implementation of mobile source emission reduction programs under the provisions of the California Clean Air Act.

Community Development Block Grant Fund – to account for expenditures of funds made available from the U.S. Department of Housing and Urban Development for community development and housing assistance.

Storm Damage Fund – to account for expenditures of funds made available from the Federal Emergency Management Agency and the State of California Office of Emergency Services for disaster relief necessitated by 1993 Winter Storms.

Park and Recreation Improvement Fund – to account for grant revenue that is specifically restricted to park and recreation improvement projects.

AB 939 Fund – to account for recycling program revenue as required by Assembly Bill 939.

Landscape District Maintenance Fund – to account for receipts and expenditures relating to the benefit assessment district for landscape maintenance.

TDA Fund – to account for State Transportation Development Act, Article 3 funds for bike route and pedestrian facilities improvements.

Earthquake Damage Fund – to account for expenditures of funds made available from the Federal Emergency Management Agency and the State of California Office of Emergency Services for disaster relief necessitated by the 1994 Northridge Earthquake.

Grants Fund – to account for other grants requiring segregated fund accounting. Financing is provided by federal, state and county agencies.

Developer Impact Fees Fund – to account for fees collected from developers for future projects necessitated by new development.

Affordable Housing Fund – to account for activities related to the City's affordable housing program.

B & T Lost Hills District Fund – to account for receipts and expenditures relating to the bridges and thoroughfares of the Lost Hills District.

Local Law Enforcement Grant Fund – to account for expenditures of funds made available from the U.S. Department of Justice for local law enforcement assistance.

COPS AB3229 Fund – to account for monies received from the State of California to be used for policing activities in accordance with Assembly Bill 3229.

CITY OF CALABASAS  
Combining Balance Sheet  
All Special Revenue Funds  
June 30, 1998

	Proposition A	Highway Users Tax	Proposition C	South Coast Air Quality Management
<u>Assets</u>				
Cash and investments	\$ 193,820	\$ 279,680	\$ 255,429	\$ 112,486
Interest receivable	5,288	9,060	4,450	1,494
Due from other agencies	18,615	38,495	143,217	5,407
 Total Assets	 \$ 217,723	 \$ 327,235	 \$ 403,096	 \$ 119,387
 <u>Liabilities and Fund Balances</u>				
Liabilities:				
Accounts payable and accrued liabilities	\$ 843			
Retention payable				
Due to other funds				
Deferred revenue				
Advances from other funds				
 Total Liabilities	 843			
 Fund Balances - Unreserved and Undesignated	 216,880	 \$ 327,235	 \$ 403,096	 \$ 119,387
 Total Liabilities and Fund Balances	 \$ 217,723	 \$ 327,235	 \$ 403,096	 \$ 119,387

<u>Community Development Block Grant</u>	<u>Storm Damage</u>	<u>Park and Recreation Improvement</u>	<u>AB 939</u>	<u>Landscape District Maintenance</u>	<u>TDA</u>
\$ 99,003	\$ 67,310	\$ 10,292	\$ 171,083	\$ 1,999,281	
	1,562,908	355,212	23,901	27,886	\$ 22,000
<u>\$ 99,003</u>	<u>\$ 1,630,218</u>	<u>\$ 365,504</u>	<u>\$ 194,984</u>	<u>\$ 2,078,215</u>	<u>\$ 22,000</u>
\$ 47,550	\$ 143,459	\$ 36,920	\$ 17,520	\$ 120,483	
51,453		328,584			\$ 22,000
	1,486,759				
99,003	1,630,218	365,504	17,520	120,483	22,000
			177,464	1,957,732	
<u>\$ 99,003</u>	<u>\$ 1,630,218</u>	<u>\$ 365,504</u>	<u>\$ 194,984</u>	<u>\$ 2,078,215</u>	<u>\$ 22,000</u>

(Continued)

CITY OF CALABASAS  
Combining Balance Sheet  
All Special Revenue Funds (Continued)  
June 30, 1998

	<u>Earthquake Damage</u>	<u>Grants</u>	<u>Developer Impact Fees</u>	<u>Affordable Housing</u>
<u>Assets</u>				
Cash and investments		\$ 13,816	\$ 1,237,488	\$ 260,723
Interest receivable			17,781	2,110
Due from other agencies	<u>\$ 961,903</u>	<u>689,705</u>		
 Total Assets	 <u>\$ 961,903</u>	 <u>\$ 703,521</u>	 <u>\$ 1,255,269</u>	 <u>\$ 262,833</u>
 <u>Liabilities and Fund Balances</u>				
Liabilities:				
Accounts payable and accrued liabilities	\$ 17,735			
Retention payable				
Due to other funds		\$ 539,642		
Deferred revenue		163,879		
Advances from other funds	<u>944,168</u>			
 Total Liabilities	 961,903	 703,521		
 Fund Balances - Unreserved and Undesignated			 <u>\$ 1,255,269</u>	 <u>\$ 262,833</u>
 Total Liabilities and Fund Balances	 <u>\$ 961,903</u>	 <u>\$ 703,521</u>	 <u>\$ 1,255,269</u>	 <u>\$ 262,833</u>

B & T Lost Hills District	Local Law Enforcement Grant	COPS AB3229	Totals	
			1998	1997
\$ 946,141	\$ 4,160	\$ 56,202	\$ 5,706,914	\$ 4,069,697
12,089	91	785	81,034	47,033
			<u>3,872,411</u>	<u>3,598,886</u>
<u>\$ 958,230</u>	<u>\$ 4,251</u>	<u>\$ 56,987</u>	<u>\$ 9,660,359</u>	<u>\$ 7,715,616</u>
	\$ 2,430	\$ 1,017	\$ 387,957	\$ 1,083,452
			890,226	577,617
	1,821		217,153	6,996
			<u>2,430,927</u>	<u>1,866,054</u>
	4,251	1,017	3,926,263	3,534,119
<u>\$ 958,230</u>		<u>55,970</u>	<u>5,734,096</u>	<u>4,181,497</u>
<u>\$ 958,230</u>	<u>\$ 4,251</u>	<u>\$ 56,987</u>	<u>\$ 9,660,359</u>	<u>\$ 7,715,616</u>

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances  
All Special Revenue Funds  
For the Year Ended June 30, 1998

	<u>Proposition A</u>	<u>Highway Users Tax</u>	<u>Proposition C</u>	<u>South Coast Air Quality Management</u>
Revenues:				
Taxes	\$ 206,665	\$ 512,176	\$ 207,372	
Intergovernmental				\$ 20,633
Developer fees				
Other	<u>19,450</u>	<u>34,930</u>	<u>25,043</u>	<u>5,476</u>
Total Revenues	<u>226,115</u>	<u>547,106</u>	<u>232,415</u>	<u>26,109</u>
Expenditures:				
Current:				
Public safety				
Public works				
Community development				
Community services	187,023		200	
Capital outlay				
Total Expenditures	<u>187,023</u>		<u>200</u>	
Excess (Deficiency) of Revenues Over Expenditures	<u>39,092</u>	<u>547,106</u>	<u>232,215</u>	<u>26,109</u>
Other Financing Sources (Uses):				
Operating transfers in				
Operating transfers out	<u>(177,625)</u>	<u>(776,279)</u>	<u>(454,693)</u>	
Total Other Financing Sources (Uses)	<u>(177,625)</u>	<u>(776,279)</u>	<u>(454,693)</u>	
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	(138,533)	(229,173)	(222,478)	26,109
Fund Balances, July 1	<u>355,413</u>	<u>556,408</u>	<u>625,574</u>	<u>93,278</u>
Fund Balances, June 30	<u>\$ 216,880</u>	<u>\$ 327,235</u>	<u>\$ 403,096</u>	<u>\$ 119,387</u>

<u>Community Development Block Grant</u>	<u>Storm Damage</u>	<u>Park and Recreation Improvement</u>	<u>AB 939</u>	<u>Landscape District Maintenance</u>	<u>TDA</u>
\$ 633,129	\$ 353,618	\$ 269,605	\$ 98,186	\$ 2,567,082	\$ 22,000
				73,905	
<u>633,129</u>	<u>353,618</u>	<u>269,605</u>	<u>98,186</u>	<u>2,640,987</u>	<u>22,000</u>
91,332	420,929			1,923,488	
541,797		258,447 29,700			
<u>633,129</u>	<u>420,929</u>	<u>288,147</u>		<u>1,923,488</u>	
	(67,311)	(18,542)	98,186	717,499	22,000
	67,311	18,542	(53,407)		(22,000)
	67,311	18,542	(53,407)		(22,000)
			44,779	717,499	
			132,685	1,240,233	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 177,464</u>	<u>\$ 1,957,732</u>	<u>\$ -</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	<u>Earthquake Damage</u>	<u>Grants</u>	<u>Developer Impact Fees</u>	<u>Affordable Housing</u>
Revenues:				
Taxes				
Intergovernmental	\$ 134,658	\$ 1,779,220		
Developer fees			\$ 381,255	\$ 192,107
Other			63,781	5,746
Total Revenues	<u>134,658</u>	<u>1,779,220</u>	<u>445,036</u>	<u>197,853</u>
Expenditures:				
Current:				
Public safety				
Public works	134,658			
Community development				13,343
Community services				
Capital outlay				
Total Expenditures	<u>134,658</u>			<u>13,343</u>
Excess (Deficiency) of Revenues Over Expenditures		<u>1,779,220</u>	<u>445,036</u>	<u>184,510</u>
Other Financing Sources (Uses):				
Operating transfers in		13,816		
Operating transfers out		(1,803,154)	(150,475)	
Total Other Financing Sources (Uses)		<u>(1,789,338)</u>	<u>(150,475)</u>	
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses		(10,118)	294,561	184,510
Fund Balances, July 1		<u>10,118</u>	<u>960,708</u>	<u>78,323</u>
Fund Balances, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,255,269</u>	<u>\$ 262,833</u>



B & T Lost Hills District	Local Law Enforcement Grant	COPS AB3229	Totals	
			1998	1997
			\$ 3,493,295	\$ 3,735,514
	\$ 28,810	\$ 44,045	3,383,904	2,323,502
\$ 850,071			1,423,433	589,665
28,040	344	3,272	259,987	162,389
<u>878,111</u>	<u>29,154</u>	<u>47,317</u>	<u>8,560,619</u>	<u>6,811,070</u>
	29,154	25,434	54,588	27,007
			555,587	597,353
			2,028,163	2,837,679
			445,670	781,925
			571,497	750,577
	<u>29,154</u>	<u>25,434</u>	<u>3,655,505</u>	<u>4,994,541</u>
<u>878,111</u>		<u>21,883</u>	<u>4,905,114</u>	<u>1,816,529</u>
(14,551)			99,669	33,690
			(3,452,184)	(976,638)
(14,551)			(3,352,515)	(942,948)
863,560		21,883	1,552,599	873,581
94,670		34,087	4,181,497	3,307,916
<u>\$ 958,230</u>	<u>\$ -</u>	<u>\$ 55,970</u>	<u>\$ 5,734,096</u>	<u>\$ 4,181,497</u>

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds  
For the Year Ended June 30, 1998

	Proposition A		
	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$ 220,000	\$ 206,665	\$ (13,335)
Intergovernmental			
Developer fees			
Other	20,000	19,450	(550)
Total Revenues	<u>240,000</u>	<u>226,115</u>	<u>(13,885)</u>
Expenditures:			
Current:			
Public safety			
Public works			
Community development			
Community services	214,940	187,023	27,917
Capital outlay			
Total Expenditures	<u>214,940</u>	<u>187,023</u>	<u>27,917</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>25,060</u>	<u>39,092</u>	<u>14,032</u>
Other Financing Sources (Uses):			
Operating transfers in			
Operating transfers out	(49,625)	(177,625)	(128,000)
Total Other Financing Sources (Uses)	<u>(49,625)</u>	<u>(177,625)</u>	<u>(128,000)</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	(24,565)	(138,533)	(113,968)
Fund Balances, July 1	<u>355,413</u>	<u>355,413</u>	
Fund Balances, June 30	<u>\$ 330,848</u>	<u>\$ 216,880</u>	<u>\$ (113,968)</u>

Highway Users Tax			Proposition C		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ 504,000	\$ 512,176	\$ 8,176	\$ 647,100	\$ 207,372	\$ (439,728)
61,000	34,930	(26,070)	31,000	25,043	(5,957)
<u>565,000</u>	<u>547,106</u>	<u>(17,894)</u>	<u>678,100</u>	<u>232,415</u>	<u>(445,685)</u>
			12,500	200	12,300
			<u>12,500</u>	<u>200</u>	<u>12,300</u>
<u>565,000</u>	<u>547,106</u>	<u>(17,894)</u>	<u>665,600</u>	<u>232,215</u>	<u>(433,385)</u>
<u>(1,285,809)</u>	<u>(776,279)</u>	<u>509,530</u>	<u>(531,628)</u>	<u>(454,693)</u>	<u>76,935</u>
<u>(1,285,809)</u>	<u>(776,279)</u>	<u>509,530</u>	<u>(531,628)</u>	<u>(454,693)</u>	<u>76,935</u>
(720,809)	(229,173)	491,636	133,972	(222,478)	(356,450)
<u>556,408</u>	<u>556,408</u>		<u>625,574</u>	<u>625,574</u>	
<u>\$ (164,401)</u>	<u>\$ 327,235</u>	<u>\$ 491,636</u>	<u>\$ 759,546</u>	<u>\$ 403,096</u>	<u>\$ (356,450)</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	<u>South Coast Air Quality Management</u>		
	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Taxes			
Intergovernmental	\$ 20,000	\$ 20,633	\$ 633
Developer fees			
Other	<u>4,650</u>	<u>5,476</u>	<u>826</u>
Total Revenues	<u>24,650</u>	<u>26,109</u>	<u>1,459</u>
Expenditures:			
Current:			
Public safety			
Public works			
Community development			
Community services			
Capital outlay	<u>5,000</u>	<u></u>	<u>5,000</u>
Total Expenditures	<u>5,000</u>	<u></u>	<u>5,000</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>19,650</u>	<u>26,109</u>	<u>6,459</u>
Other Financing Sources (Uses):			
Operating transfers in			
Operating transfers out	<u></u>	<u></u>	<u></u>
Total Other Financing Sources (Uses)	<u></u>	<u></u>	<u></u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	19,650	26,109	6,459
Fund Balances, July 1	<u>93,278</u>	<u>93,278</u>	<u></u>
Fund Balances, June 30	<u>\$ 112,928</u>	<u>\$ 119,387</u>	<u>\$ 6,459</u>

<u>Community Development Block Grant</u>		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
\$ 755,189	\$ 633,129	\$ (122,060)
<u>755,189</u>	<u>633,129</u>	<u>(122,060)</u>
115,321	91,332	23,989
<u>627,868</u>	<u>541,797</u>	<u>86,071</u>
<u>743,189</u>	<u>633,129</u>	<u>110,060</u>
<u>12,000</u>		<u>(12,000)</u>
<u>8,000</u>		<u>(8,000)</u>
<u>8,000</u>		<u>(8,000)</u>
<u>20,000</u>		<u>(20,000)</u>
<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ (20,000)</u>

<u>Storm Damage</u>		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
\$ 353,618	\$ 353,618	
<u>353,618</u>	<u>353,618</u>	
	420,929	(420,929)
	<u>420,929</u>	<u>(420,929)</u>
	<u>(67,311)</u>	<u>(67,311)</u>
	<u>67,311</u>	<u>67,311</u>
	<u>67,311</u>	<u>67,311</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	<u>Park and Recreation Improvement</u>		Variance Favorable (Unfavorable)
	<u>Budget</u>	<u>Actual</u>	
Revenues:			
Taxes			
Intergovernmental	\$ 1,090,154	\$ 269,605	\$ (820,549)
Developer fees			
Other			
Total Revenues	<u>1,090,154</u>	<u>269,605</u>	<u>(820,549)</u>
Expenditures:			
Current:			
Public safety			
Public works			
Community development			
Community services	1,090,154	258,447	831,707
Capital outlay		29,700	(29,700)
Total Expenditures	<u>1,090,154</u>	<u>288,147</u>	<u>802,007</u>
Excess (Deficiency) of Revenues Over Expenditures		<u>(18,542)</u>	<u>(18,542)</u>
Other Financing Sources (Uses):			
Operating transfers in		18,542	18,542
Operating transfers out			
Total Other Financing Sources (Uses)		<u>18,542</u>	<u>18,542</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses			
Fund Balances, July 1			
Fund Balances, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

AB 939			Landscape District Maintenance		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
\$ 90,000	\$ 98,186	\$ 8,186	\$ 3,231,570	\$ 2,567,082	\$ (664,488)
				73,905	73,905
<u>90,000</u>	<u>98,186</u>	<u>8,186</u>	<u>3,231,570</u>	<u>2,640,987</u>	<u>(590,583)</u>
			3,007,570	1,923,488	1,084,082
			225,000		225,000
			<u>3,232,570</u>	<u>1,923,488</u>	<u>1,309,082</u>
<u>90,000</u>	<u>98,186</u>	<u>8,186</u>	<u>(1,000)</u>	<u>717,499</u>	<u>718,499</u>
<u>(65,120)</u>	<u>(53,407)</u>	<u>11,713</u>			
<u>(65,120)</u>	<u>(53,407)</u>	<u>11,713</u>			
24,880	44,779	19,899	(1,000)	717,499	718,499
<u>132,685</u>	<u>132,685</u>		<u>1,240,233</u>	<u>1,240,233</u>	
<u>\$ 157,565</u>	<u>\$ 177,464</u>	<u>\$ 19,899</u>	<u>\$ 1,239,233</u>	<u>\$ 1,957,732</u>	<u>\$ 718,499</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	TDA		Variance Favorable (Unfavorable)
	Budget	Actual	
Revenues:			
Taxes			
Intergovernmental	\$ 22,000	\$ 22,000	
Developer fees			
Other			
Total Revenues	<u>22,000</u>	<u>22,000</u>	
Expenditures:			
Current:			
Public safety			
Public works			
Community development			
Community services			
Capital outlay			
Total Expenditures			
Excess (Deficiency) of Revenues Over Expenditures	<u>22,000</u>	<u>22,000</u>	
Other Financing Sources (Uses):			
Operating transfers in			
Operating transfers out	<u>(22,000)</u>	<u>(22,000)</u>	
Total Other Financing Sources (Uses)	<u>(22,000)</u>	<u>(22,000)</u>	
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses			
Fund Balances, July 1			
Fund Balances, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



Earthquake Damage			Grants		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
\$ 100,000	\$ 134,658	\$ 34,658	\$ 1,790,827	\$ 1,779,220	\$ (11,607)
<u>100,000</u>	<u>134,658</u>	<u>34,658</u>	<u>1,790,827</u>	<u>1,779,220</u>	<u>(11,607)</u>
100,000	134,658	(34,658)			
			<u>1,790,827</u>		<u>1,790,827</u>
<u>100,000</u>	<u>134,658</u>	<u>(34,658)</u>	<u>1,790,827</u>		<u>1,790,827</u>
				<u>1,779,220</u>	<u>1,779,220</u>
				13,816	13,816
				<u>(1,803,154)</u>	<u>(1,803,154)</u>
				<u>(1,789,338)</u>	<u>(1,789,338)</u>
				(10,118)	(10,118)
			<u>10,118</u>	<u>10,118</u>	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,118</u>	<u>\$ -</u>	<u>\$ (10,118)</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	Developer Impact Fees		Variance Favorable (Unfavorable)
	Budget	Actual	
Revenues:			
Taxes			
Intergovernmental			
Developer fees		\$ 381,255	\$ 381,255
Other		63,781	63,781
Total Revenues		445,036	445,036
Expenditures:			
Current:			
Public safety			
Public works			
Community development			
Community services			
Capital outlay			
Total Expenditures			
Excess (Deficiency) of Revenues Over Expenditures		445,036	445,036
Other Financing Sources (Uses):			
Operating transfers in			
Operating transfers out	\$ (633,907)	(150,475)	483,432
Total Other Financing Sources (Uses)	(633,907)	(150,475)	483,432
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	(633,907)	294,561	928,468
Fund Balances, July 1	960,708	960,708	
Fund Balances, June 30	\$ 326,801	\$ 1,255,269	\$ 928,468

Affordable Housing

B & T Lost Hills District

Affordable Housing			B & T Lost Hills District		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	\$ 192,107	\$ 192,107	\$ 4,629,000	\$ 850,071	\$ (3,778,929)
	5,746	5,746		28,040	28,040
	<u>197,853</u>	<u>197,853</u>	<u>4,629,000</u>	<u>878,111</u>	<u>(3,750,889)</u>
	13,343	(13,343)			
	<u>13,343</u>	<u>(13,343)</u>			
	<u>184,510</u>	<u>184,510</u>	<u>4,629,000</u>	<u>878,111</u>	<u>(3,750,889)</u>
			<u>(4,723,670)</u>	<u>(14,551)</u>	<u>4,709,119</u>
			<u>(4,723,670)</u>	<u>(14,551)</u>	<u>4,709,119</u>
	184,510	184,510	(94,670)	863,560	958,230
<u>\$ 78,323</u>	<u>78,323</u>		<u>94,670</u>	<u>94,670</u>	
<u>\$ 78,323</u>	<u>\$ 262,833</u>	<u>\$ 184,510</u>	<u>\$ -</u>	<u>\$ 958,230</u>	<u>\$ 958,230</u>

(Continued)

CITY OF CALABASAS  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual -  
All Special Revenue Funds (Continued)  
For the Year Ended June 30, 1998

	<u>Local Law Enforcement Grant</u>		
	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Taxes			
Intergovernmental	\$ 23,636	\$ 28,810	\$ 5,174
Developer fees			
Other		344	344
Total Revenues	<u>23,636</u>	<u>29,154</u>	<u>5,518</u>
Expenditures:			
Current:			
Public safety	23,636	29,154	(5,518)
Public works			
Community development			
Community services			
Capital outlay			
Total Expenditures	<u>23,636</u>	<u>29,154</u>	<u>(5,518)</u>
Excess (Deficiency) of Revenues Over Expenditures			
Other Financing Sources (Uses):			
Operating transfers in			
Operating transfers out			
Total Other Financing Sources (Uses)			
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses			
Fund Balances, July 1			
Fund Balances, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

COPS - AB3229			Totals		
<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
\$ 44,045	\$ 44,045		\$ 4,602,670	\$ 3,493,295	\$ (1,109,375)
			3,935,851	3,383,904	(551,947)
	3,272	\$ 3,272	4,629,000	1,423,433	(3,205,567)
			116,650	259,987	143,337
<u>44,045</u>	<u>47,317</u>	<u>3,272</u>	<u>13,284,171</u>	<u>8,560,619</u>	<u>(4,723,552)</u>
44,045	25,434	18,611	67,681	54,588	13,093
			100,000	555,587	(455,587)
			3,122,891	2,028,163	1,094,728
			3,108,421	445,670	2,662,751
			857,868	571,497	286,371
<u>44,045</u>	<u>25,434</u>	<u>18,611</u>	<u>7,256,861</u>	<u>3,655,505</u>	<u>3,601,356</u>
	21,883	21,883	6,027,310	4,905,114	(1,122,196)
			8,000	99,669	91,669
			(7,311,759)	(3,452,184)	3,859,575
			(7,303,759)	(3,352,515)	3,951,244
	21,883	21,883	(1,276,449)	1,552,599	2,829,048
<u>34,087</u>	<u>34,087</u>		<u>4,181,497</u>	<u>4,181,497</u>	
<u>\$ 34,087</u>	<u>\$ 55,970</u>	<u>\$ 21,883</u>	<u>\$ 2,905,048</u>	<u>\$ 5,734,096</u>	<u>\$ 2,829,048</u>

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## **CAPITAL PROJECTS FUND**

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by the proprietary fund.

CITY OF CALABASAS  
 Capital Projects Fund  
 Comparative Balance Sheets  
 June 30, 1998 and 1997

<u>Assets</u>	<u>1998</u>	<u>1997</u>
Cash and investments	\$ 261,678	\$ 92,613
Due from other agencies	<u>11,950</u>	<u>          </u>
Total Assets	<u>\$ 273,628</u>	<u>\$ 92,613</u>
<u>Liabilities</u>		
Accounts payable	\$ 129,960	\$ 92,613
Retentions payable	<u>143,668</u>	<u>          </u>
Total Liabilities	<u>\$ 273,628</u>	<u>\$ 92,613</u>



## **ENTERPRISE FUND**

The Enterprise Fund is used to account for the operations of the City-owned Tennis and Swim Center which is financed and operated with the intent that the costs of providing goods or services to the general public on a continuing basis be financed primarily by user charges.

CITY OF CALABASAS  
Enterprise Fund  
Comparative Balance Sheets  
June 30, 1998 and 1997

<u>Assets</u>	<u>1998</u>	<u>1997</u>
<b>Current Assets:</b>		
Cash and investments	\$ 307,996	\$ 179,622
Accounts receivable		36,556
Interest receivable	3,568	
Prepaid items		3,750
Property, plant and equipment, net	<u>2,143,248</u>	<u>2,156,700</u>
Total Assets	<u><u>\$ 2,454,812</u></u>	<u><u>\$ 2,376,628</u></u>
 <u>Liabilities and Fund Equity</u>		
<b>Liabilities:</b>		
Accounts payable and accrued liabilities	<u>\$ 88,167</u>	<u>\$ 137,922</u>
 <b>Fund Equity:</b>		
Contributed capital	1,558,730	1,529,030
Retained earnings - reserved for capital improvements	49,136	15,150
Retained earnings - unreserved	<u>758,779</u>	<u>694,526</u>
Total Fund Equity	<u>2,366,645</u>	<u>2,238,706</u>
Total Liabilities and Fund Equity	<u><u>\$ 2,454,812</u></u>	<u><u>\$ 2,376,628</u></u>

## AGENCY FUND

Agency Funds are used to account for assets held by the government as an agent for individuals, private organizations, other governments and/or other funds.

Las Virgenes Parking Authority Fund – to account for assets held for the Las Virgenes Parking Authority.

CITY OF CALABASAS  
 Agency Fund  
 Statement of Changes in Assets and Liabilities  
 For the Year Ended June 30, 1998

	<u>Balance July 1, 1997 as Restated</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 1998</u>
<u>Las Virgenes Parking Authority Fund</u>				
Assets:				
Cash and investments	<u>\$ 98,886</u>	<u>\$ 218,714</u>	<u>\$ 203,593</u>	<u>\$ 114,007</u>
Liabilities:				
Accounts payable and accrued liabilities	<u>\$ 98,886</u>	<u>\$ 218,714</u>	<u>\$ 203,593</u>	<u>\$ 114,007</u>

## ACCOUNT GROUP

The General Fixed Assets Account Group - to account for all fixed assets of the City other than those accounted for in the proprietary fund.

**CITY OF CALABASAS**  
**Comparative Schedule of General Fixed Assets by Source**  
**June 30, 1998 and 1997**

	1998	1997
<b>General Fixed Assets:</b>		
Equipment	\$ 845,689	\$ 672,597
Land	600,869	
<b>Total</b>	<b>\$ 1,446,558</b>	<b>\$ 672,597</b>
 <b>Investment in General Fixed Assets by Source:</b>		
General fund	\$ 1,362,469	\$ 588,508
Special revenue funds	58,047	58,047
Federal grants	10,488	10,488
Donated capital	15,554	15,554
<b>Total Investment in General Fixed Assets</b>	<b>\$ 1,446,558</b>	<b>\$ 672,597</b>

**CITY OF CALABASAS**  
**Schedule of General Fixed Assets by Function and Activity**  
**June 30, 1998**

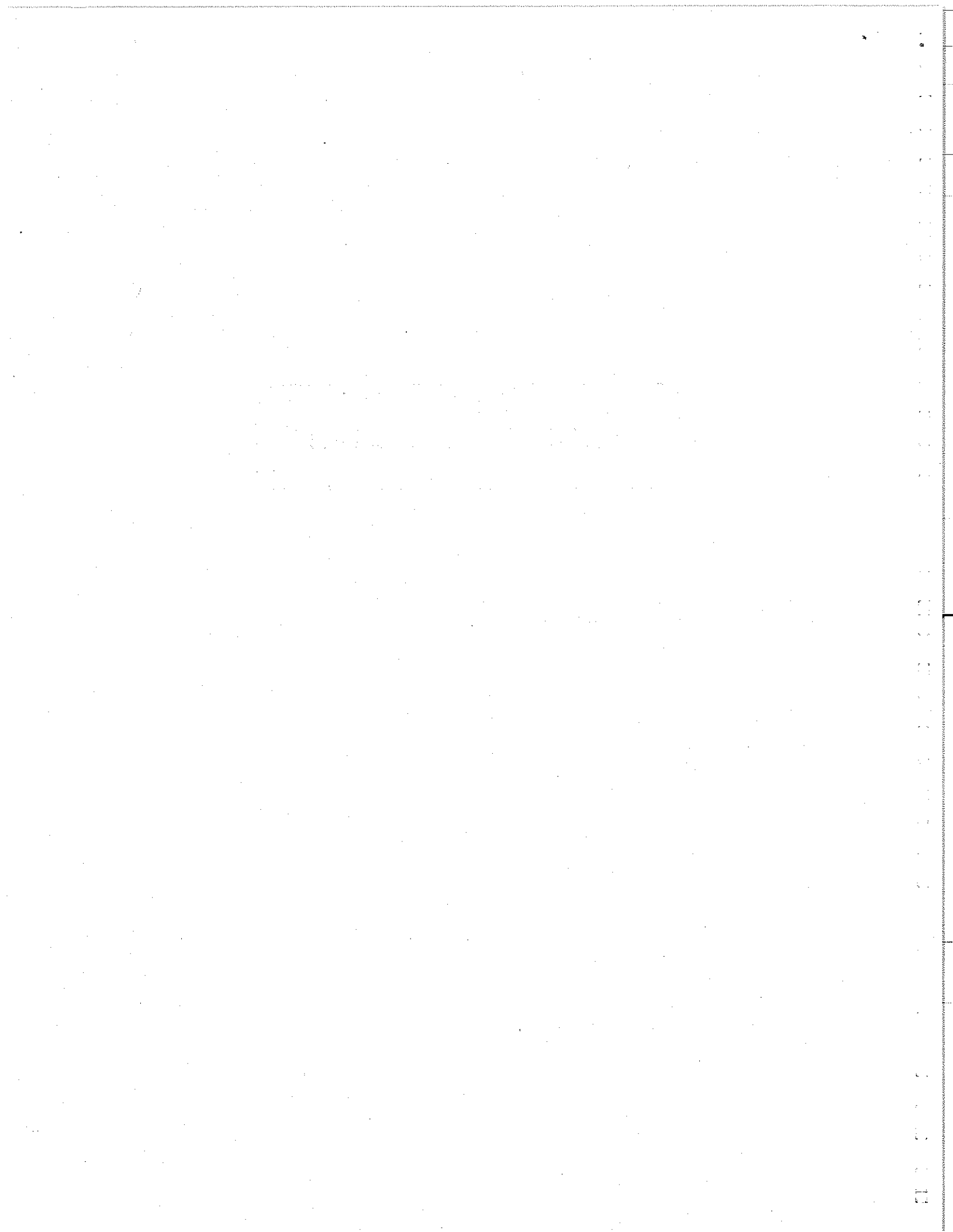
Function and Activity	<u>Land</u>	<u>Equipment</u>	<u>Total</u>
<b>General Government:</b>			
General government		\$ 608,188	\$ 608,188
City clerk		1,727	1,727
City treasurer		1,624	1,624
<b>Total General Government</b>		611,539	611,539
<b>Public safety</b>		56,324	56,324
<b>Community development</b>		26,435	26,435
<b>Community services</b>	\$ 600,869	144,601	745,470
<b>Public works</b>		6,790	6,790
<b>Total General Fixed Assets</b>	<u>\$ 600,869</u>	<u>\$ 845,689</u>	<u>\$ 1,446,558</u>

**CITY OF CALABASAS**  
**Schedule of Changes in General Fixed Assets by Function and Activity**  
**Year Ended June 30, 1998**

	<u>Balance June 30, 1997</u>	<u>Additions and Transfers In</u>	<u>Deletions and Transfers Out</u>	<u>Balance June 30, 1998</u>
<b>General Government:</b>				
General government	\$ 436,446	\$ 171,742		\$ 608,188
City clerk	1,727			1,727
City treasurer	1,624			1,624
<b>Total General     Government</b>	439,797	171,742		611,539
Public safety	56,324			56,324
Community development	26,435			26,435
Community services	143,251	602,219		745,470
Public works	6,790			6,790
<b>Total General     Fixed Assets</b>	<u>\$ 672,597</u>	<u>\$ 773,961</u>	<u>\$ -</u>	<u>\$ 1,446,558</u>



**STATISTICAL SECTION**



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**CITY OF CALABASAS**  
**General Governmental Expenditures by Function (2)**  
**Last Seven Fiscal Years (1)**

<u>Fiscal Year</u>	<u>General Government</u>	<u>Public Safety</u>	<u>Public Works</u>	<u>Community Development</u>
1992	\$ 1,105,427	\$ 1,929,400	\$ 297,791	\$ 2,032,247
1993	1,588,955	2,042,824	2,071,544	1,686,764
1994	1,886,251	2,213,143	4,507,153	1,527,708
1995	1,688,811	2,252,641	6,498,554	2,124,548
1996	1,048,730	2,256,148	2,896,646	4,479,600
1997	862,808	2,312,954	2,726,192	4,605,175
1998	1,081,893	2,302,951	4,894,917	3,421,369

**Notes:**

- (1) City is reporting for all years since its incorporation.
- (2) Includes all governmental fund types.

**Source:** City of Calabasas, Finance Department.

<u>Community Services</u>	<u>Capital Outlay</u>	<u>Total</u>
\$ 79,372		\$ 5,444,237
239,597		7,629,684
502,283		10,636,538
585,323		13,149,877
2,758,591	\$ 721,308	14,161,023
2,116,594	880,364	13,504,087
1,898,468	1,401,465	15,001,063

**CITY OF CALABASAS**  
**General Governmental Revenues by Source (2)**  
**Last Seven Fiscal Years (1)**

<u>Fiscal Year</u>	<u>Taxes</u>	<u>Licenses and Fees</u>	<u>Intergovernmental</u>	<u>Fines and Forfeitures</u>	<u>Developer Fees</u>
1992	\$ 4,227,732	\$ 1,157,067	\$ 1,171,760	\$ 37,518	
1993	5,447,644	2,722,228	2,114,785	78,000	
1994	5,716,363	1,076,648	4,852,693	71,429	
1995	5,613,810	1,747,877	6,907,456	84,246	\$ 68,000
1996	9,921,929	1,722,084	3,852,385	77,641	
1997	9,082,973	1,675,407	3,436,232	99,380	589,665
1998	9,235,157	1,796,392	4,566,187	159,634	1,423,433

Notes:

- (1) City is reporting for all years since its incorporation.
- (2) Includes all governmental fund types.

Source : City of Calabasas, Finance Department

<u>Other</u>	<u>Total</u>
\$ 99,569	\$ 6,693,646
224,902	10,587,559
412,448	12,129,581
418,539	14,839,928
634,674	16,208,713
671,016	15,554,673
741,946	17,922,749

CITY OF CALABASAS  
 General Governmental Tax Revenues by Source (2)  
 Last Seven Fiscal Years (1)

Fiscal Year	Property Tax	Sales and Use Tax	Gas Tax	Utility Users Tax	Transient Occupancy Tax
1992	\$ 551,198	\$ 967,664	\$ 478,994	\$ 1,258,571	\$ 420,766
1993	573,612	1,491,234	539,435	1,678,124	433,449
1994	964,189	1,363,487	497,861	1,717,029	438,433
1995	801,458	1,384,298	498,537	1,725,857	445,660
1996	4,827,720	1,588,903	517,545	1,779,345	400,109
1997	3,327,410	1,706,657	501,761	1,892,517	444,160
1998	3,435,427	1,791,502	512,176	1,990,977	462,071

Notes:

- (1) City is reporting for all years since its incorporation.
- (2) Includes all governmental fund types

Source : City of Calabasas, Finance Department



<u>Cigarette Tax</u>	<u>Franchise Tax</u>	<u>Real Property Transfer Tax</u>	<u>Los Angeles County Transit Taxes</u>	<u>Total</u>
\$ 11,357	\$ 201,718	\$ 41,319	\$ 296,145	\$ 4,227,732
2,822	353,463	82,742	292,763	5,447,644
	346,733	90,508	298,123	5,716,363
	331,711	146,887	279,402	5,613,810
	344,862	109,534	353,911	9,921,929
	370,528	139,277	700,663	9,082,973
	388,961	240,006	414,037	9,235,157

**CITY OF CALABASAS**  
**Property Tax Rates - All Overlapping Governments**  
**(Per \$100 of Assessed Value)**  
**Last Six Fiscal Years**

	<u>1991-92</u>	<u>1992-93</u>	<u>1993-94</u>
General	1.000000	1.000000	1.000000
County	0.001888	0.001409	0.001713
Las Virgenes Unified School District	0.010581	0.007326	0.007230
Los Angeles County Flood Control District	0.005376	0.003397	0.004212
Metropolitan Water District	0.008900	0.008900	0.008900
Las Virgenes Municipal Water District	<u>0.017695</u>	<u>0.011348</u>	<u>0.009874</u>
Total	<u><u>1.044440</u></u>	<u><u>1.032380</u></u>	<u><u>1.031929</u></u>

**Special Assessments**

The City is not obligated in any manner for special assessment bonded debt; therefore, trend data is not presented.

**General Obligation Bonds**

The City is not obligated in any manner for general obligation bonded indebtedness; therefore, trend data of the ratio of net general bonded debt to assessed value, net general bonded debt per capita and ratio of annual debt service expenditures for general bonded debt to total general expenditures is not presented.

Source: County of Los Angeles, Auditor-Controller

<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
1.000000	1.000000	1.000000
0.001993	0.001814	0.001584
0.008140	0.003102	0.012017
0.006041	0.000963	0.002197
0.008900	0.008900	0.008900
<u>0.007223</u>	<u>0.005478</u>	<u>0.005857</u>
<u><u>1.032297</u></u>	<u><u>1.020257</u></u>	<u><u>1.030555</u></u>

**CITY OF CALABASAS**  
**Secured Property Tax Levies and Collections (1)**  
**Last Seven Fiscal Years (2)**

<u>Fiscal Year</u>	<u>Total Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percent of Levy Collected</u>
1992	Information Not Available		
1993	\$ 478,040	\$ 438,925	91.82%
1994	505,393	329,256	65.15%
1995	1,078,888	943,063	87.41% (3)
1996	1,250,828	1,140,847	91.21%
1997	1,264,675	1,136,484	89.86%
1998	1,393,060	1,314,749	94.38%

(1) - Includes Secured Tax Roll for the City of Calabasas

(2) - City is reporting for all years since its incorporation.

(3) - Information reported for 1995 includes material adjustment to prior year levy.

Source: Los Angeles County Auditor-Controller

**CITY OF CALABASAS**  
**Assessed Values of Taxable Property**  
**Last Seven Fiscal Years (1)**

<u>Fiscal Year</u>	<u>Secured Valuation</u>	<u>Unsecured Valuation</u>	<u>Assessed Valuation</u>
1992	\$ 2,333,837,039	\$ 11,155,059	\$ 2,344,992,098
1993	2,505,737,151	30,134,940	2,535,872,091
1994	2,534,053,965	37,962,785	2,572,016,750
1995	2,530,321,945	42,153,092	2,572,475,037
1996	2,513,831,945	43,499,829	2,557,331,774
1997	2,536,008,731	47,827,491	2,583,836,222
1998	2,550,527,295	53,317,256	2,603,844,551

(1) - City is reporting for all years since its incorporation.

Source: HdL, Coren & Cone.

**CITY OF CALABASAS**  
**Computation of Legal Debt Margin (1)**  
**June 30, 1998**

Total Assessed Value of all Real and Personal Property	\$ 2,603,844,551
Debt Limit Percentage	<u>15.00%</u>
Total Debt Limit	390,576,683
Amount of Debt Applicable to Debt Limit	<u>-</u> (2)
Legal Debt Margin	<u>\$ 390,576,683</u>

(1) - In accordance with California Government Code Section 43605, total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation.

(2) - The City currently has no general bonded indebtedness.

Source: City of Calabasas Finance Department.

**CITY OF CALABASAS**  
**Demographic Statistics**  
**Last Seven Fiscal Years (1)**

<u>Fiscal Year</u>	<u>Population</u>	<u>% Increase (Decrease)</u>
1992	16,992	-
1993	17,360	2.2%
1994	17,719	2.1%
1995	18,366	3.7%
1996	18,835	2.6%
1997	19,170	1.8%
1998	19,530	1.9%

(1) - City is reporting for all years since its incorporation.

Source: California Department of Finance.

**CITY OF CALABASAS**  
**Estimated Direct and Overlapping Bonded Debt**  
**As of June 30, 1998**

1997-98 Assessed Valuation: \$2,603,844,551

Direct and Overlapping Tax and Assessment District

	<u>% Applicable</u>	<u>Debt 6/30/98</u>
Los Angeles County	0.570%	\$ 329,603
Los Angeles County Flood Control District	0.584%	270,918
Metropolitan Water District	0.315%	1,748,581
Las Virgenes Joint Unified School District	31.955%	9,586,222
Las Virgenes Municipal Water District I.d. No. U-1	13.433%	276,720
Las Virgenes Municipal Water District I.d. No. U-2	81.097%	754,202
Los Angeles County Waterworks District No. 29	0.226%	1,119
Los Angeles County Community Facilities District No. 4-A	100.000%	23,575,000
Los Angeles County Community Facilities District No. 4-B	100.000%	29,800,000
Los Angeles Regional Park and Open Space Assessment District	0.574%	2,908,055
City of Calabasas	100.000%	-
<b>TOTAL DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT</b>		<b>\$ 69,250,420</b>
 <u>OVERLAPPING GENERAL FUND OBLIGATION DEBT</u>		
Los Angeles County General Fund Obligations	0.570%	\$ 9,909,068
Los Angeles County Pension Obligations	0.570%	13,542,245
Los Angeles County Superintendent of Schools Certificates of Participation	0.570%	27,617
Los Angeles County Flood Control District General Fund Obligations	0.584%	1,151,298
Los Angeles County Community College District Certificates of Participation	1.016%	662,534
Las Virgenes Joint Unified School District Certificates of Participation	31.955%	439,381
<b>TOTAL GROSS OVERLAPPING GENERAL FUND OBLIGATION DEBT</b>		<b>\$ 25,732,143</b>
Less: Los Angeles County Certificates of Participation (100% self-supporting from leasehold revenues on properties in Marina Del Rey)		<b>\$ 903,108</b>
<b>TOTAL NET OVERLAPPING GENERAL FUND OBLIGATION DEBT</b>		<b>\$ 24,829,035</b>
<b>GROSS COMBINED TOTAL DEBT</b>		<b>\$ 94,982,563 (1)</b>
<b>NET COMBINED TOTAL DEBT</b>		<b>\$ 94,079,455</b>

(1) Excludes tax and revenue anticipation notes, revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Ratios to Assessed Valuation:

Direct Debt	-
Total Direct and Overlapping Tax and Assessment Debt	2.69%
Gross Combined Total Debt	3.69%
Net Combined Total Debt	3.66%

STATE SCHOOL BUILDING AID REPAYABLE AS OF 6/30/98:

**\$ -**

Source: California Municipal Statistics, Inc.

CITY OF CALABASAS  
Principal Taxpayers: Property Tax  
June 30, 1998

<u>Taxpayer</u>	<u>1997-98 Assessed Valuation</u>	<u>% of Total Assessed Valuation</u>
Kilroy Calabasas Associates	\$ 63,004,840	2.87%
Mayer Malibu Limited	46,915,900	1.35%
Countrywide Credit	20,626,439	1.06%
Calabasas Tech Center Inc.	33,614,905	0.97%
Aetna Life Insurance Company	14,624,882	0.75%
Calabasas & Sorrento	11,600,000	0.59%
Lincoln Malibu Meadows	22,901,210	0.58%
Maria A. D'Egidio Trust	10,794,989	0.52%
Baldwin Builders	10,626,342	0.52%
JM Peters Company Inc.	9,083,676	0.44%
	<u>\$ 243,793,183</u>	<u>9.65%</u>

Source: Hdl, Coren & Cone.

CITY OF CALABASAS  
Construction Permits and Bank Deposits  
Last Seven Fiscal Years (1)

Fiscal Year	Construction Permits (2)			Percent Change	(3) Total Bank Deposits (5)
	#	Percent Change	Value (5)		
1992	542	N/A	\$ 37,107	N/A	\$ 227,303
1993	429	-20.85%	28,933	-22.03%	223,472
1994	561	30.77%	24,179	-16.43%	242,445
1995	941	67.74%	52,804	118.39%	261,468
1996	667	-29.12%	41,906	-20.64%	246,603
1997	536	-19.64%	47,018	12.20%	225,903
1998	644	20.15%	62,016	31.90%	(4)

Notes:

- (1) City is reporting for all years since its incorporation.
- (2) Source: City of Calabasas Building Department.
- (3) Source: The Findley Reports, Inc., includes bank and savings and loan deposits.
- (4) Not available at time of printing.
- (5) Amounts expressed in thousands.



**CITY OF CALABASAS**  
**Schedule of Insurance Coverage**  
**June 30, 1998**

	<u>Type of Coverage</u>	<u>Deductible or Self-Insured Retention</u>
General, Automobile and Special Liability	Joint Powers Risk Sharing Pool (CJPIA) \$50,000,000 limit per occurrence \$50,000,000 aggregate limit	\$20,000
Workers' Compensation	Joint Powers Risk Sharing Pool (CJPIA) \$5,000,000 limit per occurrence	\$25,000
Property (all risk excludes earthquake & flood also excludes boiler & machinery) - Vehicles	Joint Powers Risk Sharing Pool (CJPIA) \$50,000,000 limit per occurrence	\$5,000 \$1,000
Public Official Bonds	Honesty Blanket Bond Coverage - \$1,000,000	\$5,000

Source: City of Calabasas City Clerk's Office

CITY OF CALABASAS

Miscellaneous Statistics

June 30, 1998

DATE OF INCORPORATION	April 5, 1991
CITY LOGO	Red Tail Hawk flying over Santa Monica Mountains
FORM OF GOVERNMENT	Council - Manager
TYPE OF CITY	General Law
AREA	12.9 square miles - Incorporated 19 square miles - Unincorporated
ELEVATION (range)	500-2,800 feet
CLIMATE	
Summer	50-95 degrees F
Winter	40-65 degrees F
Rain	13.6 inches (Mean Annual Average)
POPULATION - 1990 census	19,170
Households	2.8 persons
Median age	32.6 years
Income	
Median Household Income	\$66,421
Households earning over \$100,000	31.5%
HOUSING AND LAND USE	
Median value, single family homes, 1990	\$450,000
Median rent, 1990	\$925
Single family units	18.7%
Multi-family units	1.80%
Retail	0.08%
Commercial	1.30%
Vacant/Undeveloped	18.1%
Uncommitted open space	23.2%
Dedicated open space	25.8%
TRANSPORTATION	
Vehicle	Dial-a-Ride, transportation for elderly and disabled
Bus	Metropolitan Transportation Authority, Calabasas Shuttle Service
Highways	Highway 101

(Continued)

**CITY OF CALABASAS**  
**Miscellaneous Statistics (Continued)**  
**June 30, 1998**

**MILES OF STREET** 53.17

**UTILITIES**

Water Supplier	Las Virgenes Municipal Water District
Sewer Supplier	Las Virgenes Municipal Water District
Refuse Haulers	2 Private Haulers
Natural Gas Supplier	Southern California Gas Company
Electric Power Supplier	Southern California Edison Company
Telephone Supplier	Pacific Bell
Cable TV	Falcon Cable, TCI, Calavision

**PUBLIC SAFETY**

Fire protection	Contract with Los Angeles County Fire Department
Police protection	Contract with Los Angeles County Sheriffs Department

**ELECTIONS**

Municipal election (03/04/97)	
Number of registered voters	11,496
Number of votes cast	2,917
Percentage of registered voters voting	25%

**CULTURE AND LEISURE**

Parks	6 (28.20 acres)
Tennis and Swim Center	1
Basketball courts	5
Tennis courts	18
Swimming pools	1
Fitness Center	1
Libraries	1
Education	
Elementary schools	4
Junior high schools	2
High schools	1
Continuation high schools	1
Private schools	2

**HOTELS/MOTELS**

Number of Hotels / Motels	2
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Source: City of Calabasas, Finance Department

