



CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 13, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER
MICHAEL MCCONVILLE, DEPUTY CITY MANAGER

SUBJECT: INTRODUCTION OF ORDINANCE 2023-402, AMENDING CHAPTER 2.04 OF THE CALABASAS MUNICIPAL CODE RELATING TO CITY COUNCILMEMBER SALARIES

MEETING DATE: JUNE 21, 2023

SUMMARY RECOMMENDATION:

That the City Council consider introduction of Ordinance No. 2023-402, amending Chapter 2.04 of the Calabasas Municipal Code relating to City Councilmember salaries.

BACKGROUND:

California Government Code Section 36516 (Section) establishes salary amounts for councilmembers based upon a city's population. The Section authorizes annual increases to councilmember salaries of up to five percent (5%) for each calendar year from the date of the last salary adjustment.

At its May 25, 2022, meeting, the City Council adjusted salaries for Calabasas Councilmembers from \$976 to \$1,171 per month, with an effective date of January 1, 2023. The City Council also directed staff to evaluate Councilmember salary adjustments every two years. As such, future Councilmember salaries will be reviewed during the budget process every odd year.

DISCUSSION:

The Budget Committee met with staff on several occasions to provide direction on the upcoming 2023/24 fiscal year budget. When reviewing salaries for full-time employees and Councilmembers, the Committee made the following recommendations:

- 3% cost of living adjustment (COLA) to full-time employee salaries for fiscal year 2023/24, effective July 2023
- 3% adjustment to Councilmember salaries for both calendar year 2023 and 2024, or a total 6% adjustment, to be implemented effective January 2025.

Pursuant to Section 36516, the current monthly salaries for Calabasas Councilmembers may be increased up to 10% (5% each year for two years), or up to a max of \$1,288, with the soonest effective date being January 1, 2025, the start of the month following the certification of the results and beginning of the new terms for those Councilmembers elected at the 2024 Calabasas General Municipal Election. Based on the recommendation by the Budget Committee, the City Council is being requested to consider the introduction of Ordinance No. 2023-402, adjusting monthly Councilmember salaries to \$1,241, effective January 1, 2025, implementing a 3% adjustment for each of 2023 and 2024.

FINANCIAL IMPACT / SOURCE OF FUNDING:

The annual fiscal impact of adopting Ordinance No. 2023-402 is \$4,200, which will be appropriated in future general fund budgets.

REQUESTED ACTION:

That the City Council consider introduction of Ordinance No. 2023-402, amending Chapter 2.04 of the Calabasas Municipal Code relating to City Councilmember salaries.

ATTACHMENTS:

- A. Ordinance No. 2023-402