



Staff Report March 10, 2020

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: March 3, 2020
RE: Monthly Statement of Activity

Recommendation

Receive and file.

Issue Statement and Discussion

Each month, as soon after the previous month end as possible, the Finance Director reconciles the bank accounts and produces the monthly Statement of Activity. Because the reports are produced on or near the first day of the subsequent month, they are essentially on a cash basis – no adjustments have been made to record revenues or expenses that have not yet been received or paid, but which relate the reporting month.

Here is a description of what each page reports:

Page 1: This report summarizes the revenues and expenses of all funds, with similar funds grouped together.

Page 2: This report breaks down the General Fund balance into designated categories.

Page 3: This report shows the summarized revenues and expenses of the individual funds within the Transportation, Development Fee and Maintenance District fund groups.

Page 4: This details the summarized revenues and expenses flow through the Town to other agencies.

Page 5: This shows the revenues of the General Fund. Year-to-date revenues are compared to the current year's budget and to the prior year-to-date's balances.

Page 6: This shows the expenditures of the General Fund, summarized by department. Year-to-date expenditures are compared to the current year's budget and to the prior year-to-date's balances.

CEQA Requirements

CEQA does not apply to financial reporting.

Financial and/or Policy Implications

This report complies with the State Municipal Code.

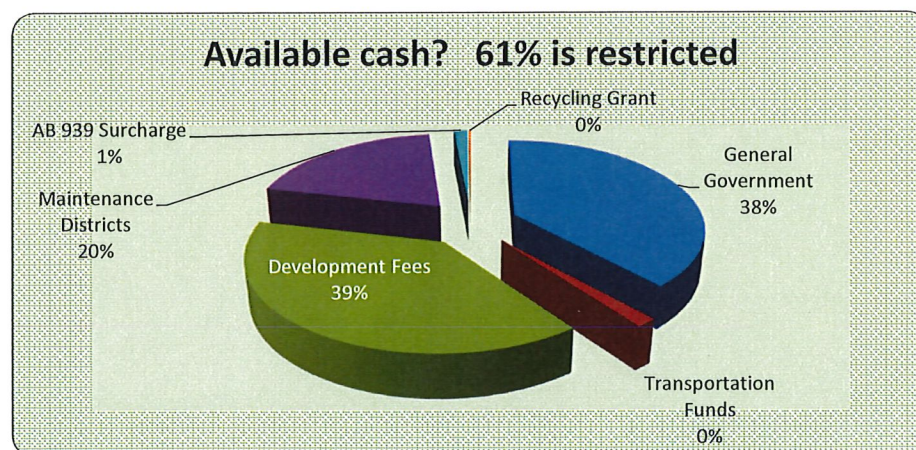
Attachments

- A. February 2020 Statement of Activity

Town of Loomis
Statement of Activity
For the Eight Months Ended February 29, 2020

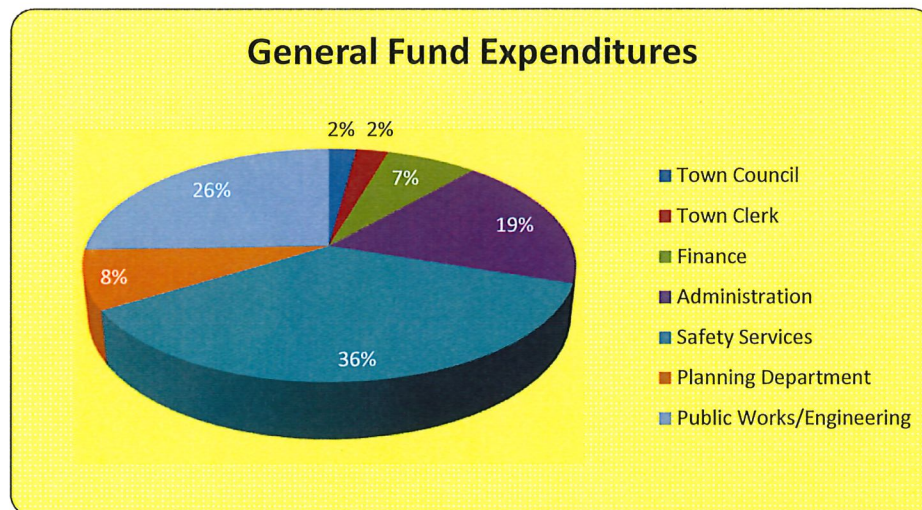
Attachment A

General Fund	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 2/29/20	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 984,752	\$ 884,147	\$ 716,804	\$ 1,152,095	\$ -	\$ -	\$ 1,152,095
Planning	159,945	239,665	194,303	205,307	-	-	205,307
Public Works	427,858	748,856	607,119	569,595	-	-	569,595
Safety Services	-	1,061,696	860,748	200,948	-	-	200,948
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 1,772,555	\$ 2,934,364	\$ 2,378,974	\$ 2,327,945	\$ -	\$ -	\$ 2,327,945
General Capital and Investments							
General Government	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254
Planning	-	-	-	-	-	-	-
Public Works	3,184,187	-	-	3,184,187	-	-	3,184,187
Multi Modal Facility	-	-	-	-	-	-	-
General Investment	100,000	-	-	100,000	-	-	100,000
Total General Fund	\$ 4,569,441	\$ 2,934,364	\$ 2,378,974	\$ 6,897,386	\$ -	\$ -	\$ 6,897,386
Restricted Funds							
Transportation Funds	\$ 10,889	\$ 200,313	\$ 476,980	\$ (265,778)	\$ -	\$ -	\$ (265,778)
Development Fees	6,665,753	323,416	31,379	6,957,790	-	-	6,957,790
Maintenance Districts	3,398,879	200,648	20,480	3,579,047	-	-	3,579,047
Supplemental Law Enforcement	166,113	137,842	50,000	253,955	-	-	253,955
AB 939 Surcharge	230,250	11,398	800	240,848	-	-	240,848
Recycling Grant	24,871	801	-	25,672	-	-	25,672
Total Restricted Funds	\$ 10,496,754	\$ 874,418	\$ 579,639	\$ 10,791,533	\$ -	\$ -	\$ 10,791,533
Other Funds							
Revolving Funds	\$ 216,235	\$ 18,007	\$ 9,346	\$ 224,896	\$ -	\$ -	\$ 222,372
Master Plan expenses recoverable	(30,577)	7	-	(30,570)	-	-	(30,570)
	185,658	18,014	9,346	194,326	-	-	191,802
Total All Funds	\$ 15,251,853	\$ 3,826,796	\$ 2,967,959	\$ 17,883,245	\$ -	\$ -	\$ 17,880,721



Town of Loomis
Statement of Activity
For the Eight Months Ended February 29, 2020

General Fund	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 2/29/20	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ 50,785	60,270	48,863	62,192			62,192
Town Clerk	77,095	73,281	59,411	90,965			90,965
Finance	187,754	204,909	166,126	226,537			226,537
Administration	669,118	545,687	442,404	772,401			772,401
Total General Government	984,752	884,147	716,804	1,152,095	-	-	1,152,095
Planning and Building							
Planning Department	159,945	239,665	194,303	205,307			205,307
Total Planning and Building	159,945	239,665	194,303	205,307	-	-	205,307
Public Works							
Public Works/Engineering	427,858	748,856	607,119	569,595			569,595
Total Public Works	427,858	748,856	607,119	569,595	-	-	569,595
Safety Services	-	1,061,696	860,748	200,948	-	-	200,948
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	1,772,555	2,934,364	2,378,974	2,327,945	-	-	2,327,945
General Capital and Investments							
General Government	173,711			173,711			173,711
General Fund Operating Reserves	1,111,543			1,111,543			1,111,543
Capital Projects	3,184,187			3,184,187			3,184,187
Library	199,981			199,981			199,981
General Investment	100,000			100,000			100,000
Total General Fund	6,541,978	2,934,364	2,378,974	7,097,368	-	-	7,097,368



Town of Loomis
Statement of Activity
For the Eight Months Ended February 29, 2020

Transportation Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 2/29/20	Transfers In Out	Adjusted Fund Balance
Gas Tax 2106	-	25,157	15,822	9,335		9,335
Gas Tax 2107	-	27,751	23,733	4,018		4,018
Gas Tax 2107.5	-	2,059		2,059		2,059
Gas Tax 2105	-	22,323	17,404	4,919		4,919
Gas Tax 2103	-	33,680	15,822	17,858		17,858
Road Maintenance Fund		88,906		88,906		88,906
Streets and Roads	-		404,199	(404,199)		(404,199)
Transit	10,889	437		11,326		11,326
Bike Lane	-			-		-
	10,889	200,313	476,980	(265,778)	- -	(265,778)

Development Fee Funds

Park Fee	281,021	18,944		299,965		299,965
Open Space/Passive parks	294,895	16,212		311,107		311,107
Park Development	235,008	20,927	16,879	239,056		239,056
Drainage	279,648	11,755		291,403		291,403
Low Income Principal	79,927	2,250		82,177		82,177
Low Income Interest	213,869	9,520		223,389		223,389
CDBG Loans Repaid	126,178	3,505	14,500	115,183		115,183
Revolving Loan Fund	2,664	86		2,750		2,750
Road Circulation	560,534	33,177		593,711		593,711
Interchange	2,441,093	87,306		2,528,399		2,528,399
Sierra College Blvd	775,380	63,405		838,785		838,785
SCB Settlement	191,119	6,154		197,273		197,273
Rocklin Crossing	266,329	8,576		274,905		274,905
Rocklin Commons	109,410	3,523		112,933		112,933
Community Facilities	808,677	38,076		846,753		846,753
	6,665,753	323,416	31,379	6,957,790	- -	6,957,790

Maintenance Districts

Tree Fund	370,300	11,789	1,308	380,781		380,781
Hunters Crossing	310,561	15,407	517	325,451		325,451
Loomis Maint 1	6,190	483	5	6,668		6,668
Loomis Maint 2	30,991	1,582	10	32,563		32,563
Heather Heights	376,219	17,693	1,998	391,914		391,914
Sunrise Loomis	275,616	12,920	1,869	286,667		286,667
Live Oak	114,950	10,160	107	125,003		125,003
Loomis Acres	194,185	9,048	1,000	202,233		202,233
Hunters Crossing 2	108,883	5,222	837	113,268		113,268
King Road Village	182,544	10,203	2,690	190,057		190,057
Saunders Avenue	25,004	1,349	10	26,343		26,343
Rachel Estates	296,321	16,328	455	312,194		312,194
No Name Lane	3,000			3,000		3,000
Sherwood Estates	137,437	8,547	1,129	144,855		144,855
Heritage Park Estates 1	313,631	20,833	1,457	333,007		333,007
Hunter Oaks	256,436	21,705	5,957	272,184		272,184
Sierra de Monserat	396,612	37,379	1,131	432,860		432,860
	3,398,879	200,648	20,480	3,579,047	- -	3,579,047

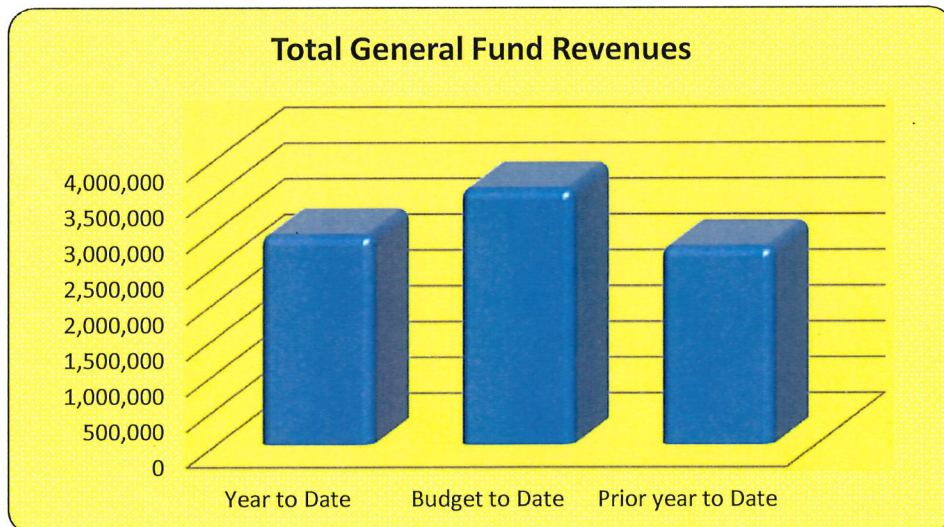
Town of Loomis
Statement of Activity
For the Eight Months Ended February 29, 2020

Revolving Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 2/29/20	Transfers In Out	Adjusted Fund Balance
Revolving (Development Agreements)	194,681	1,864	1,061	195,484		195,484
County Facility Development fee	18,898	12,100	7,388	23,610		23,610
State Disabled Access	-	2,680	156	2,524		
Dry Creek Watershed District	2,656	1,363	741	3,278		3,278
	<u>216,235</u>	<u>18,007</u>	<u>9,346</u>	<u>224,896</u>	<u>- -</u>	<u>222,372</u>
Miscellaneous other Funds						
Westside Specific Plan	1,137			1,137		1,137
Master Plan	(31,714)	7		(31,707)		(31,707)
	<u>(30,577)</u>	<u>7</u>	<u>-</u>	<u>(30,570)</u>	<u>- -</u>	<u>(30,570)</u>

Town of Loomis
Revenues - General Fund
For the Eight Months Ended February 29, 2020

	Actual as of 2/29/20	Budget as of 2/29/20	Variance	Actual as of 2/29/19	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured	678,444	813,333	(134,889)	639,617	38,827	1,220,000
Property Taxes - unsecured	27,058	16,333	10,725	24,300	2,758	24,500
Property Taxes - supplemental	13,258	11,333	1,925	14,093	(835)	17,000
Homeowner property tax relief	4,349	5,667	(1,318)	4,303	46	8,500
Sales Taxes	931,614	896,667	34,947	869,820	61,794	1,345,000
Transaction Taxes	408,513	476,333	(67,820)	462,363	(53,850)	714,500
Real Property Transfer Tax	29,372	26,667	2,705	21,638	7,734	40,000
Transient Occupancy Tax	5,048	10,667	(5,619)	9,352	(4,304)	16,000
Franchises	95,231	183,667	(88,436)	91,634	3,597	275,500
Business Licenses	24,235	16,333	7,902	23,188	1,047	24,500
Permits	135,430	81,667	53,763	99,999	35,431	122,500
Fees	38,467	16,000	22,467	32,365	6,102	24,000
Motor Vehicle in Lieu (DMV)	5,451	1,867	3,584	3,276	2,175	2,800
Property tax in lieu of Motor in Lieu	372,157	490,000	(117,843)	350,364	21,793	735,000
Interest	67,957	60,000	7,957	61,760	6,197	90,000
Market adjustments	55,455	-	55,455	41,920	13,535	-
Traffic fines	2,422	2,000	422	2,038	384	3,000
Rents	15,317	12,000	3,317	17,415	(2,098)	18,000
Miscellaneous	24,586	3,333	21,253	1,523	23,063	5,000
Prior year reserves		457,389	(457,389)		-	686,083
	<u>2,934,364</u>	<u>3,581,255</u>	<u>(646,891)</u>	<u>2,770,968</u>	<u>163,396</u>	<u>5,371,883</u>

The "Budget as of" column represents the amount of budget to date as if the budget was used evenly over time.



Town of Loomis
Expenditures - General Fund
For the Eight Months Ended February 29, 2020

Expenditures	Actual as of 2/29/20	Budget as of 2/29/20	Variance	Actual as of 2/29/19	Current vs. Prior Year	Total Budget
Town Council	48,863	48,000	(863)	40,087	(8,776)	72,000
Town Clerk	59,411	80,000	20,589	56,592	(2,819)	120,000
Finance	166,126	159,267	(6,859)	160,666	(5,460)	238,900
Administration	442,404	432,467	(9,937)	437,472	(4,932)	648,700
Planning	194,303	422,603	228,300	137,413	(56,890)	633,905
Community Services	20,811	25,800	4,989	13,217	(7,594)	38,700
Library	180,816	252,147	71,331	135,577	(45,239)	378,220
Economic Development	290,991	18,067	(272,924)	6,200	(284,791)	27,100
Safety	860,748	1,074,867	214,119	757,044	(103,704)	1,612,301
Public Works	607,119	430,500	(176,619)	317,765	(289,354)	645,750
Non-Departmental	1,294	570,722	569,428		(1,294)	856,083
	<u>2,872,886</u>	<u>3,514,439</u>	<u>641,553</u>	<u>2,062,033</u>	<u>(810,853)</u>	<u>5,271,659</u>

The "Budget as of" column represents the amount of budget to date as if the budget was used evenly over time.

