



Staff Report January 8, 2019

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: January 2, 2019
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

There are no CEQA issues.

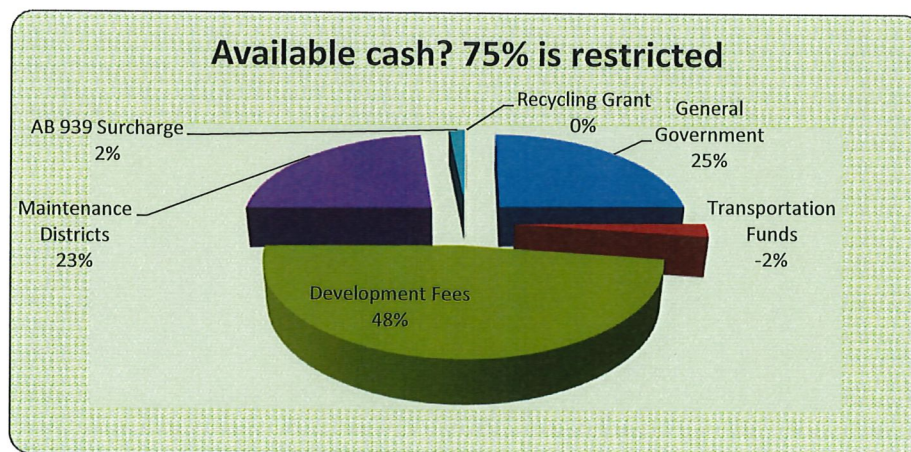
Financial and/or Policy Implications

This report complies with the State Municipal Code.

Attachments

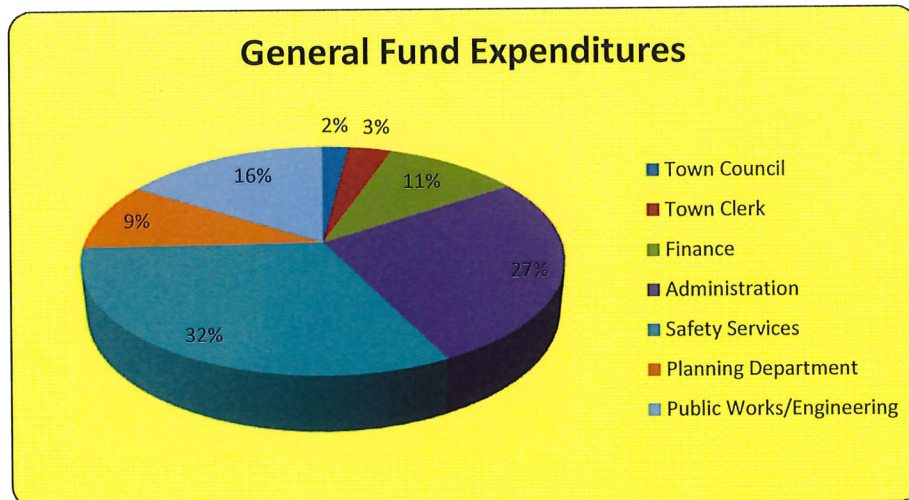
A. December 2018 Statement of Activity

General Fund	Fund Balance			Fund Balance		Transfers		Adjusted Fund Balance
	as of 7/01/18	Revenue	Expenditures	as of 12/31/18	In	Out		
General Government	\$ 576,033	\$ 532,407	\$ 516,078	\$ 592,362	\$ -	\$ -	\$ 592,362	
Planning	72,856	117,928	114,311	76,473	-	-	76,473	
Public Works	209,415	200,519	194,369	215,565	-	-	215,565	
Safety Services	-	396,090	383,942	12,148	-	-	12,148	
General Operations Reserve	200,000	-	-	200,000	-	-	200,000	
Sub-total	\$ 1,058,304	\$ 1,246,943	\$ 1,208,700	\$ 1,096,547	\$ -	\$ -	\$ 1,096,547	
General Capital and Investments								
General Government	\$ 1,036,827	\$ -	\$ -	\$ 1,036,827	\$ -	\$ -	\$ 1,036,827	
Planning	-	-	-	-	-	-	-	
Public Works	1,192,957	-	-	1,192,957	-	-	1,192,957	
Multi Modal Facility	-	-	-	-	-	-	-	
General Investment	100,000	-	-	100,000	-	-	100,000	
Total General Fund	\$ 2,329,784	\$ 1,246,943	\$ 1,208,700	\$ 3,426,332	\$ -	\$ -	\$ 3,426,332	
Restricted Funds								
Transportation Funds	\$ 15,882	\$ 164,727	\$ 496,502	\$ (315,893)	\$ -	\$ -	\$ (315,893)	
Development Fees	6,457,814	153,396	10,500	6,600,710	-	-	6,600,710	
Maintenance Districts	3,218,567	77,491	40,271	3,255,787	-	-	3,255,787	
Supplemental Law Enforcement	114,113	77,526	25,000	166,639	-	-	166,639	
AB 939 Surcharge	212,099	8,195	1,043	219,251	-	-	219,251	
Recycling Grant	10,874	451	6,472	4,853	-	-	4,853	
Total Restricted Funds	\$ 10,029,349	\$ 481,786	\$ 579,788	\$ 9,931,347	\$ -	\$ -	\$ 9,931,347	
Other Funds								
Revolving Funds	\$ 719,961	\$ 5,460	\$ 4,488	\$ 720,933	\$ -	\$ -	\$ 720,933	
Master Plan expenses recoverable	(30,577)	4	-	(30,573)	-	-	(30,573)	
	689,384	5,464	4,488	690,360	-	-	690,360	
Total All Funds	\$ 13,048,517	\$ 1,734,193	\$ 1,792,976	\$ 14,048,039	\$ -	\$ -	\$ 14,048,039	



Town of Loomis
Statement of Activity
For the Six Months Ended December 31, 2018

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 12/31/18	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ 22,220	25,414	24,635	22,999			22,999
Town Clerk	34,545	42,236	40,941	35,840			35,840
Finance	98,025	132,219	128,164	102,080			102,080
Administration	421,243	332,537	322,338	431,442			431,442
Total General Government	576,033	532,407	516,078	592,362	-	-	592,362
Planning and Building							
Planning Department	72,856	117,928	114,311	76,473			76,473
Total Planning and Building	72,856	117,928	114,311	76,473	-	-	76,473
Public Works							
Public Works/Engineering	209,415	200,519	194,369	215,565			215,565
Total Public Works	209,415	200,519	194,369	215,565	-	-	215,565
Safety Services	-	396,090	383,942	12,148	-	-	12,148
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	1,058,304	1,246,943	1,208,700	1,096,547	-	-	1,096,547
General Capital and Investments							
General Government	173,711			173,711			173,711
General Fund Operating Reserves	863,116			863,116			863,116
Capital Projects	1,192,957			1,192,957			1,192,957
General Investment	100,000			100,000			100,000
Total General Fund	3,388,088	1,246,943	1,208,700	3,426,332	-	-	3,426,332



Town of Loomis
Statement of Activity
For the Six Months Ended December 31, 2018

	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 12/31/18	Transfers In	Out	Adjusted Fund Balance
Transportation Funds							
Gas Tax 2106	-	18,371	11,890	6,481			6,481
Gas Tax 2107	-	17,130	17,835	(705)			(705)
Gas Tax 2107.5	-	2,136		2,136			2,136
Gas Tax 2105	-	22,978	13,079	9,899			9,899
Gas Tax 2103	-	16,411	11,890	4,521			4,521
Road Maintenance Fund		56,599		56,599			56,599
Streets and Roads	-	30,490	441,808	(411,318)			(411,318)
Transit	15,882	612		16,494			16,494
Bike Lane	-			-			-
	<u>15,882</u>	<u>164,727</u>	<u>496,502</u>	<u>(315,893)</u>	-	-	<u>(315,893)</u>
Development Fee Funds							
Park Fee	266,933	8,030		274,963			274,963
Open Space/Passive parks	283,762	7,357		291,119			291,119
Park Development	220,388	7,544		227,932			227,932
Drainage	265,766	9,137		274,903			274,903
Low Income Principal	78,427	750		79,177			79,177
Low Income Interest	207,315	5,974		213,289			213,289
CDBG Loans Repaid	172,091	3,581	10,500	165,172			165,172
Revolving Loan Fund	2,604	54		2,658			2,658
Road Circulation	529,345	13,570		542,915			542,915
Interchange	2,376,074	51,122		2,427,196			2,427,196
Sierra College Blvd	719,523	15,820		735,343			735,343
SCB Settlement	186,845	3,907		190,752			190,752
Rocklin Crossing	260,373	5,444		265,817			265,817
Rocklin Commons	106,964	2,237		109,201			109,201
Community Facilities	781,404	18,869		800,273			800,273
	<u>6,457,814</u>	<u>153,396</u>	<u>10,500</u>	<u>6,600,710</u>	-	-	<u>6,600,710</u>
Maintenance Districts							
Tree Fund	354,937	17,392		372,329			372,329
Hunters Crossing	296,648	6,203	285	302,566			302,566
Loomis Maint 1	5,564	116		5,680			5,680
Loomis Maint 2	29,294	612		29,906			29,906
Heather Heights	359,475	7,517		366,992			366,992
Sunrise Loomis	263,104	5,501		268,605			268,605
Live Oak	138,042	3,182	34,314	106,910			106,910
Loomis Acres	185,291	3,874		189,165			189,165
Hunters Crossing 2	104,022	2,175	173	106,024			106,024
King Road Village	173,793	3,631	1,169	176,255			176,255
Saunders Avenue	23,509	491		24,000			24,000
Rachel Estates	278,985	5,832	235	284,582			284,582
No Name Lane	3,000			3,000			3,000
Sherwood Estates	127,844	2,672		130,516			130,516
Heritage Park Estates 1	289,238	6,045		295,283			295,283
Hunter Oaks	237,247	4,964	3,494	238,717			238,717
Sierra de Monserat	348,574	7,284	601	355,257			355,257
	<u>3,218,567</u>	<u>77,491</u>	<u>40,271</u>	<u>3,255,787</u>	-	-	<u>3,255,787</u>

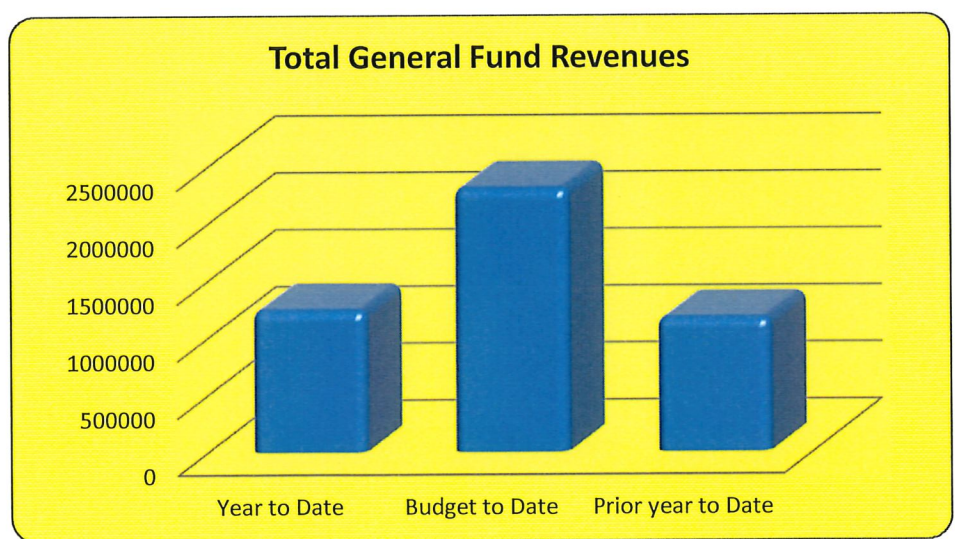
Town of Loomis
Statement of Activity
For the Six Months Ended December 31, 2018

Revolving Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 12/31/18	Transfers In	Out	Adjusted Fund Balance
Revolving (Development Agreements)	689,540	1,028	671	689,897			689,897
County Facility Development fee	27,710	2,694	2,079	28,325			28,325
Dry Creek Watershed District	2,711	1,738	1,738	2,711			2,711
	<u>719,961</u>	<u>5,460</u>	<u>4,488</u>	<u>720,933</u>	-	-	<u>720,933</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,714)	4		(31,710)			(31,710)
	<u>(30,577)</u>	<u>4</u>	<u>-</u>	<u>(30,573)</u>	-	-	<u>(30,573)</u>

Town of Loomis
 Revenues - General Fund
 For the Six Months Ended December 31, 2018

	Actual as of 12/31/18	Budget as of 12/31/18	Variance	Actual as of 12/31/17	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured	-	535,000	(535,000)	-	-	1,070,000
Property Taxes - unsecured	24,300	15,000	9,300	23,114	1,186	30,000
Property Taxes - supplemental	463	7,500	(7,037)	196	267	15,000
Homeowner property tax relief	-	4,250	(4,250)	1,279	(1,279)	8,500
Sales Taxes	631,659	600,000	31,659	637,901	(6,242)	1,200,000
Transaction Taxes	311,303	150,000	161,303	247,841	63,462	300,000
Real Property Transfer Tax	16,709	20,000	(3,291)	19,282	(2,573)	40,000
Transient Occupancy Tax	5,395	5,000	395	3,967	1,428	10,000
Franchises	46,648	133,000	(86,352)	44,024	2,624	266,000
Business Licenses	14,030	11,500	2,530	13,945	85	23,000
Permits	81,387	60,000	21,387	136,026	(54,639)	120,000
Fees	19,276	12,000	7,276	9,562	9,714	24,000
Motor Vehicle in Lieu (DMV)		1,400	(1,400)		-	2,800
Property tax in lieu of Motor in Lieu		312,500	(312,500)		-	625,000
Interest	45,772	45,000	772	44,386	1,386	90,000
Market adjustments	34,213	10,000	24,213	(24,189)	58,402	20,000
Traffic fines	1,408	1,500	(92)	1,356	52	3,000
Rents	13,772	14,000	(228)	14,660	(888)	28,000
Miscellaneous	608	2,500	(1,892)	1,491	(883)	5,000
Prior year reserves		376,019	(376,019)		-	752,038
	1,246,943	2,316,169	(1,069,226)	1,174,841	72,102	4,632,338

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 Six Months Ended December 31, 2018

Expenditures	Actual as of 12/31/18	Budget as of 12/31/18	Variance	Actual as of 12/31/17	Current vs. Prior Year	Total Budget
Town Council	24,635	26,600	1,965	16,540	(8,095)	53,200
Town Clerk	40,941	38,950	(1,991)	41,498	557	77,900
Finance	128,164	113,400	(14,764)	123,549	(4,615)	226,800
Administration	322,338	273,100	(49,238)	269,584	(52,754)	546,200
Planning	114,311	212,900	98,589	84,585	(29,726)	425,800
Community Services	128,415	143,850	15,435	63,333	(65,082)	287,700
Economic Development	1,700	3,925	2,225	8,956	7,256	7,850
Safety	383,942	774,410	390,468	767,149	383,207	1,548,820
Public Works	194,369	320,565	126,196	255,888	61,519	641,130
Non-Departmental	-	376,019	376,019	-	-	752,038
	1,338,815	2,283,719	944,904	1,631,082	292,267	4,567,438

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

