



Staff Report

September 10, 2019

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: September 4, 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

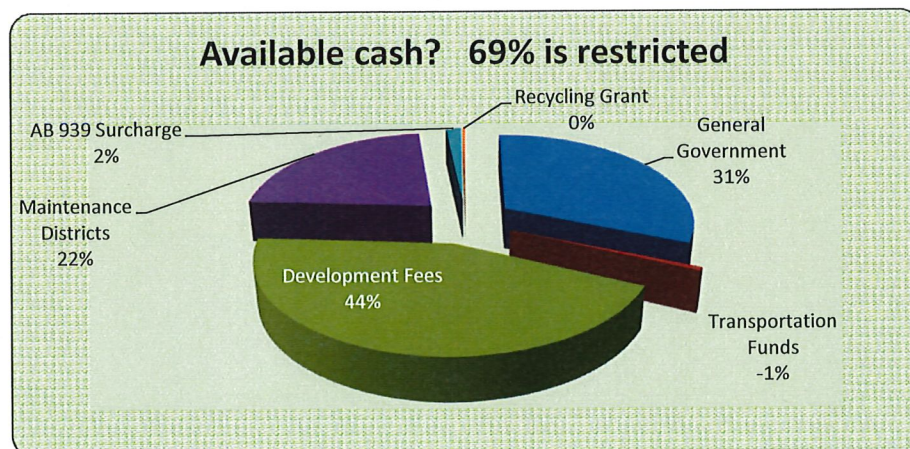
This report complies with the State Municipal Code.

Attachments

A. August 2019 Statement of Activity

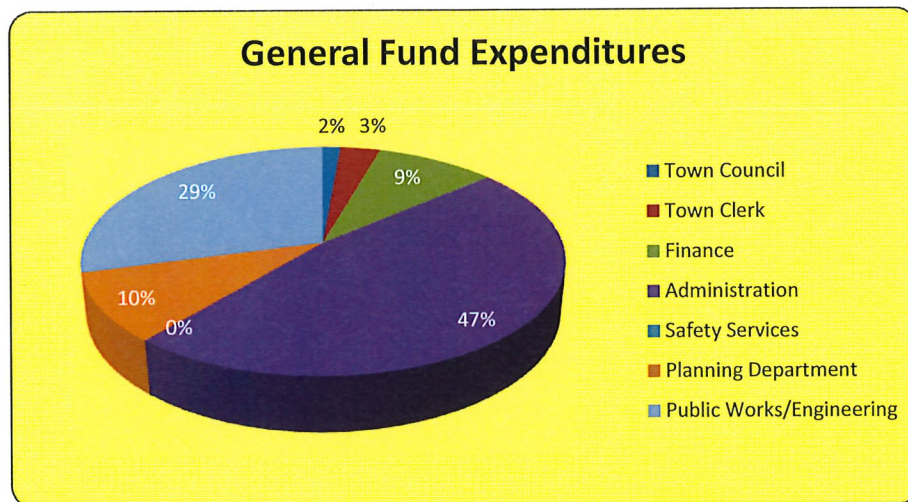
Town of Loomis
Statement of Activity
For the Two Months Ended August 31, 2019

General Fund	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 8/31/19	In	Transfers Out	Adjusted Fund Balance
General Government	\$ -	\$ 256,611	\$ 216,650	\$ 39,961	\$ -	\$ -	\$ 39,961
Planning	-	40,733	34,390	6,343	-	-	6,343
Public Works	-	121,169	102,300	18,869	-	-	18,869
Safety Services	-	0	0	0	-	-	0
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 200,000	\$ 418,514	\$ 353,340	\$ 265,174	\$ -	\$ -	\$ 265,174
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	\$ 418,514	\$ 353,340	\$ 4,834,615	\$ -	\$ -	\$ 4,834,615
Restricted Funds							
Transportation Funds	\$ 10,889	\$ 47,041	\$ 147,886	\$ (89,956)	\$ -	\$ -	\$ (89,956)
Development Fees	6,665,753	98,628	8,000	6,756,381	-	-	6,756,381
Maintenance Districts	3,398,879	34,461	2,579	3,430,761	-	-	3,430,761
Supplemental Law Enforcement	166,113	1,433	-	167,546	-	-	167,546
AB 939 Surcharge	230,250	2,413	-	232,663	-	-	232,663
Recycling Grant	24,871	253	-	25,124	-	-	25,124
Total Restricted Funds	\$ 10,496,754	\$ 184,229	\$ 158,465	\$ 10,522,518	\$ -	\$ -	\$ 10,522,518
Other Funds							
Revolving Funds	\$ 222,740	\$ 5,783	\$ -	\$ 222,018	\$ -	\$ -	\$ 222,018
Master Plan expenses recoverable	(30,577)	2	-	(30,575)	-	-	(30,575)
	192,163	5,785	-	191,443	-	-	191,443
Total All Funds	\$ 15,258,359	\$ 608,528	\$ 511,805	\$ 15,548,576	\$ -	\$ -	\$ 15,548,576



Town of Loomis
Statement of Activity
For the Two Months Ended August 31, 2019

General Fund	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 8/31/19	In	Transfers Out	Adjusted Fund Balance
General Government							
Town Council	\$ -	5,934	5,010	924			924
Town Clerk	-	13,028	10,999	2,029			2,029
Finance	-	39,262	33,148	6,114			6,114
Administration	-	198,387	167,493	30,894			30,894
Total General Government	-	256,611	216,650	39,961	-	-	39,961
Planning and Building							
Planning Department	-	40,733	34,390	6,343			6,343
Total Planning and Building	-	40,733	34,390	6,343	-	-	6,343
Public Works							
Public Works/Engineering	-	121,169	102,300	18,869			18,869
Total Public Works	-	121,169	102,300	18,869	-	-	18,869
Safety Services							
	-	0	0	0	-	-	0
General Operations Reserve							
	200,000		-	200,000	-	-	200,000
Sub-total	200,000	418,514	353,340	265,174	-	-	265,174
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	4,969,423	418,514	353,340	5,034,597	-	-	5,034,597



Town of Loomis
Statement of Activity
For the Two Months Ended August 31, 2019

Transportation Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 8/31/19	Transfers In Out	Adjusted Fund Balance
Gas Tax 2106	-	4,346	4,362	(16)		(16)
Gas Tax 2107	-	4,944	6,543	(1,599)		(1,599)
Gas Tax 2107.5	-	2,015		2,015		2,015
Gas Tax 2105	-	5,665	4,798	867		867
Gas Tax 2103	-	8,459	4,362	4,097		4,097
Road Maintenance Fund		21,414		21,414		21,414
Streets and Roads	-		127,821	(127,821)		(127,821)
Transit	10,889	198		11,087		11,087
Bike Lane	-			-		-
	<u>10,889</u>	<u>47,041</u>	<u>147,886</u>	<u>(89,956)</u>	<u>-</u>	<u>(89,956)</u>

Development Fee Funds

Park Fee	281,021	7,730		288,751		288,751
Open Space/Passive parks	294,895	5,834		300,729		300,729
Park Development	235,008	8,232		243,240		243,240
Drainage	279,648	4,035		283,683		283,683
Low Income Principal	79,927	1,500		81,427		81,427
Low Income Interest	213,869	3,007		216,876		216,876
CDBG Loans Repaid	126,178	1,140	8,000	119,318		119,318
Revolving Loan Fund	2,664	27		2,691		2,691
Road Circulation	560,534	10,797		571,331		571,331
Interchange	2,441,093	27,794		2,468,887		2,468,887
Sierra College Blvd	775,380	9,476		784,856		784,856
SCB Settlement	191,119	1,947		193,066		193,066
Rocklin Crossing	266,329	2,714		269,043		269,043
Rocklin Commons	109,410	1,115		110,525		110,525
Community Facilities	808,677	13,280		821,957		821,957
	<u>6,665,753</u>	<u>98,628</u>	<u>8,000</u>	<u>6,756,381</u>	<u>-</u>	<u>6,756,381</u>

Maintenance Districts

Tree Fund	370,300	3,715	1,108	372,907		372,907
Hunters Crossing	310,561	3,163		313,724		313,724
Loomis Maint 1	6,190	63		6,253		6,253
Loomis Maint 2	30,991	316		31,307		31,307
Heather Heights	376,219	3,826		380,045		380,045
Sunrise Loomis	275,616	2,802		278,418		278,418
Live Oak	114,950	1,171		116,121		116,121
Loomis Acres	194,185	1,975		196,160		196,160
Hunters Crossing 2	108,883	1,107		109,990		109,990
King Road Village	182,544	1,849	306	184,087		184,087
Saunders Avenue	25,004	255		25,259		25,259
Rachel Estates	296,321	3,018	94	299,245		299,245
No Name Lane	3,000			3,000		3,000
Sherwood Estates	137,437	1,397		138,834		138,834
Heritage Park Estates 1	313,631	3,191		316,822		316,822
Hunter Oaks	256,436	2,574	1,071	257,939		257,939
Sierra de Monserat	396,612	4,039		400,651		400,651
	<u>3,398,879</u>	<u>34,461</u>	<u>2,579</u>	<u>3,430,761</u>	<u>-</u>	<u>3,430,761</u>

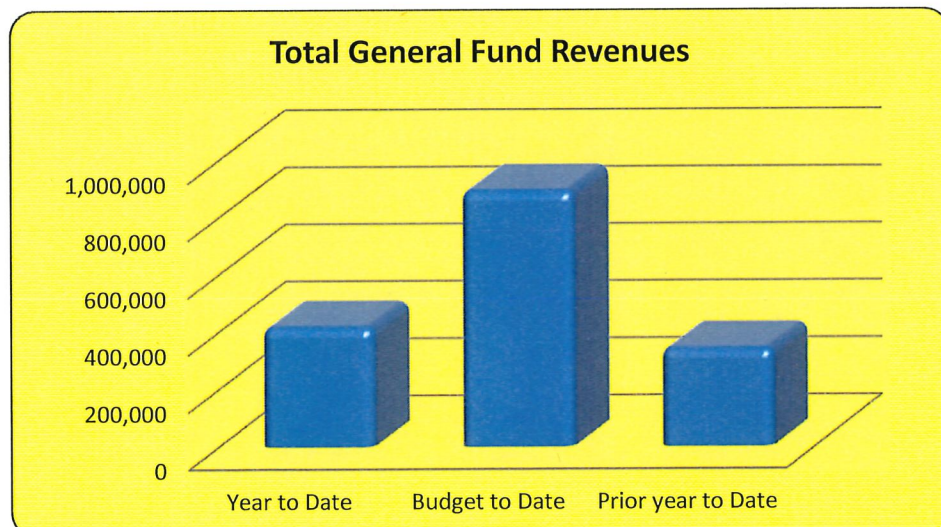
Town of Loomis
Statement of Activity
For the Two Months Ended August 31, 2019

Revolving Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 8/31/19	Transfers In	Out	Adjusted Fund Balance
Revolving (Development Agreements)	194,681	580		195,261			195,261
County Facility Development fee	18,898	4,581		23,479			23,479
State Disabled Access	6,506						
Dry Creek Watershed District	2,656	622		3,278			3,278
	<u>222,740</u>	<u>5,783</u>	<u>-</u>	<u>222,018</u>	<u>-</u>	<u>-</u>	<u>222,018</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,714)	2		(31,712)			(31,712)
	<u>(30,577)</u>	<u>2</u>	<u>-</u>	<u>(30,575)</u>	<u>-</u>	<u>-</u>	<u>(30,575)</u>

Town of Loomis
Revenues - General Fund
For the Two Months Ended August 31, 2019

	Actual as of 8/31/19	Budget as of 8/31/19	Variance	Actual as of 8/31/18	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured		203,333	(203,333)		-	1,220,000
Property Taxes - unsecured		4,083	(4,083)		-	24,500
Property Taxes - supplemental		2,833	(2,833)		-	17,000
Homeowner property tax relief		1,417	(1,417)		-	8,500
Sales Taxes	225,571	224,167	1,404	184,108	41,463	1,345,000
Transaction Taxes	100,270	119,083	(18,813)	74,997	25,273	714,500
Real Property Transfer Tax	8,466	6,667	1,799	3,940	4,526	40,000
Transient Occupancy Tax	-	2,667	(2,667)	524	(524)	16,000
Franchises		45,917	(45,917)		-	275,500
Business Licenses	3,405	4,083	(678)	2,374	1,031	24,500
Permits	33,346	20,417	12,929	43,329	(9,983)	122,500
Fees	3,161	4,000	(839)	9,363	(6,202)	24,000
Motor Vehicle in Lieu (DMV)		467	(467)		-	2,800
Property tax in lieu of Motor in Lieu		122,500	(122,500)		-	735,000
Interest	16,911	15,000	1,911	14,115	2,796	90,000
Market adjustments	24,958	-	24,958	4,196	20,762	-
Traffic fines		500	(500)		-	3,000
Rents	2,057	3,000	(943)	5,526	(3,469)	18,000
Miscellaneous	369	833	(464)		369	5,000
Prior year reserves		114,347	(114,347)	49	(49)	686,083
	<u>418,514</u>	<u>895,314</u>	<u>(476,800)</u>	<u>342,521</u>	<u>75,993</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 Two Months Ended August 31, 2019

Expenditures	Actual as of 8/31/19	Budget as of 8/31/19	Variance	Actual as of 8/31/18	Current vs. Prior Year	Total Budget
Town Council	5,010	12,000	6,990	5,472	462	72,000
Town Clerk	10,999	20,000	9,001	14,601	3,602	120,000
Finance	33,148	39,817	6,669	36,665	3,517	238,900
Administration	167,493	108,117	(59,376)	123,055	(44,438)	648,700
Planning	34,390	105,651	71,261	26,826	(7,564)	633,905
Community Services	6,010	6,450	440	5,230	(780)	38,700
Library	34,705	63,037	28,332	55,251	20,546	378,220
Economic Development	1,545	4,517	2,972		(1,545)	27,100
Safety		268,717	268,717		-	1,612,301
Public Works	102,300	107,625	5,325	57,202	(45,098)	645,750
Non-Departmental		142,681	142,681		-	856,083
	395,600	878,610	483,010	324,302	(71,298)	5,271,659

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

