



## Staff Report July 9, 2019

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** July 2, 2019  
**RE:** Monthly Statement of Activity

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### **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.

**Note:** The large variance on page 6 in the Administration department between the current fiscal year and the prior fiscal year was due to a large payment in June 2018 to pay down a portion of the unfunded retirement liability with CalPERS.

### **CEQA Requirements**

There are no CEQA issues.

### **Financial and/or Policy Implications**

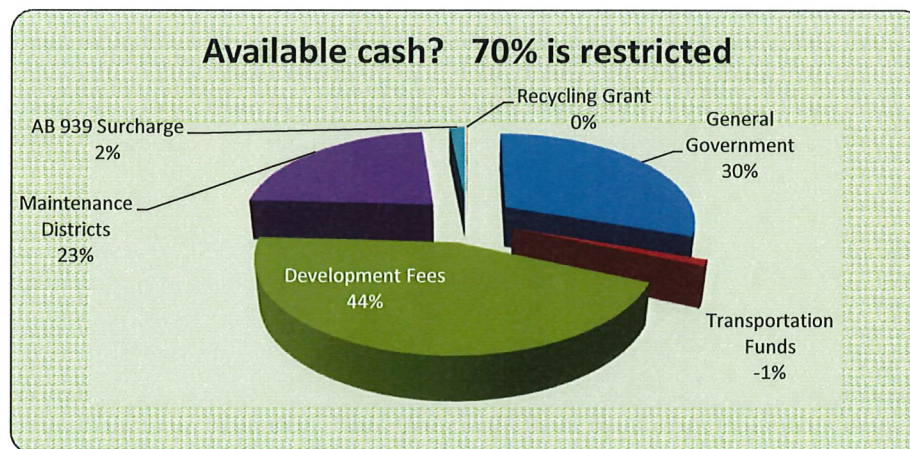
This report complies with the State Municipal Code.

### **Attachments**

A. May 2019 Statement of Activity

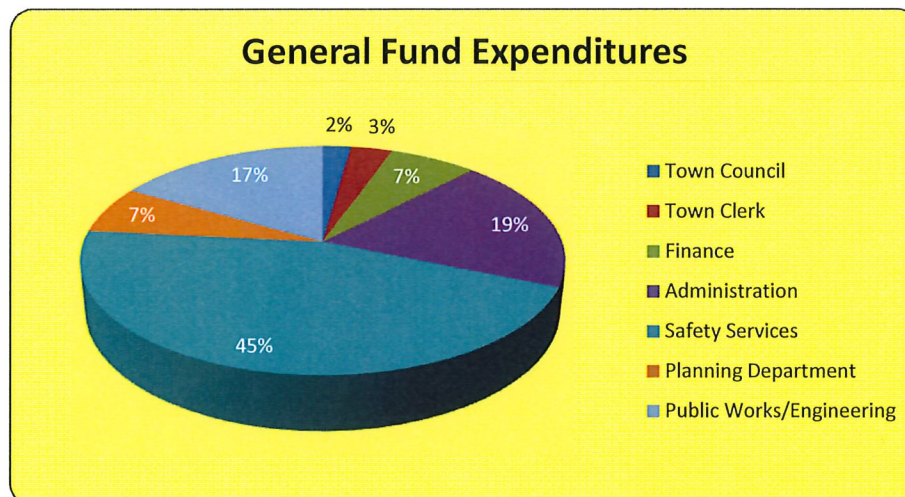
Town of Loomis  
Statement of Activity  
For the Year Ended June 30, 2019

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 6/30/19	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 576,033	\$ 1,439,930	\$ 1,031,211	\$ 984,752	\$ -	\$ -	\$ 984,752
Planning	72,856	306,818	219,729	159,945	-	-	159,945
Public Works	209,415	769,582	551,139	427,858	-	-	427,858
Safety Services	-	2,081,631	1,490,767	590,864	-	-	590,864
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 1,058,304	\$ 4,597,962	\$ 3,292,846	\$ 2,363,420	\$ -	\$ -	\$ 2,363,420
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	\$ 4,597,962	\$ 3,292,846	\$ 4,693,204	\$ -	\$ -	\$ 4,693,204
Restricted Funds							
Transportation Funds	\$ 15,882	\$ 748,333	\$ 934,273	\$ (170,058)	\$ 173,107	\$ 173,107	\$ (170,058)
Development Fees	6,457,814	454,034	49,413	6,862,435	-	-	6,862,435
Maintenance Districts	3,218,567	331,833	57,942	3,492,458	-	-	3,492,458
Supplemental Law Enforcement	114,113	155,743	100,000	169,856	-	-	169,856
AB 939 Surcharge	212,099	22,954	1,843	233,210	-	-	233,210
Recycling Grant	10,874	6,136	6,472	10,538	-	-	10,538
Total Restricted Funds	\$ 10,029,349	\$ 1,719,033	\$ 1,149,943	\$ 10,598,439	\$ 173,107	\$ 173,107	\$ 10,598,439
Other Funds							
Revolving Funds	\$ 719,961	\$ 13,751	\$ 5,066	\$ 728,646	\$ -	\$ -	\$ 728,646
Master Plan expenses recoverable	(30,577)	11	-	(30,566)	-	-	(30,566)
	689,384	13,762	5,066	698,080	-	-	698,080
Total All Funds	\$ 13,048,517	\$ 6,330,757	\$ 4,447,855	\$ 15,989,723	\$ 173,107	\$ 173,107	\$ 15,989,723



Town of Loomis  
Statement of Activity  
For the Year Ended June 30, 2019

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 6/30/19	Transfers In	Out	Adjusted Fund Balance
<b>General Government</b>							
Town Council	\$ 22,220	100,635	72,070	50,785			50,785
Town Clerk	34,545	149,905	107,355	77,095			77,095
Finance	98,025	316,119	226,390	187,754			187,754
Administration	421,243	873,271	625,396	669,118			669,118
Total General Government	576,033	1,439,930	1,031,211	984,752	-	-	984,752
<b>Planning and Building</b>							
Planning Department	72,856	306,818	219,729	159,945			159,945
Total Planning and Building	72,856	306,818	219,729	159,945	-	-	159,945
<b>Public Works</b>							
Public Works/Engineering	209,415	769,582	551,139	427,858			427,858
Total Public Works	209,415	769,582	551,139	427,858	-	-	427,858
Safety Services	-	2,081,631	1,490,767	590,864	-	-	590,864
General Operations Reserve	200,000		-	200,000	-	-	200,000
Sub-total	1,058,304	4,597,962	3,292,846	2,363,420	-	-	2,363,420
<b>General Capital and Investments</b>							
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	4,597,962	3,292,846	4,693,204	-	-	4,693,204



Town of Loomis  
Statement of Activity  
For the Year Ended June 30, 2019

Transportation Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 6/30/19	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	-	41,334	21,319	20,015		20,015	-
Gas Tax 2107	-	41,499	31,979	9,520		9,520	-
Gas Tax 2107.5	-	2,201		2,201		2,201	-
Gas Tax 2105	-	40,661	23,451	17,210		17,210	-
Gas Tax 2103	-	25,373	21,319	4,054		4,054	-
Road Maintenance Fund		120,107		120,107		120,107	-
Streets and Roads	-	476,218	785,540	(309,322)	173,107		(136,215)
Transit	15,882	940	50,665	(33,843)			(33,843)
Bike Lane	-			-			-
	15,882	748,333	934,273	(170,058)	173,107	173,107	(170,058)

Development Fee Funds

Park Fee	266,933	22,311		289,244			289,244
Open Space/Passive parks	283,762	19,819		303,581			303,581
Park Development	220,388	21,450		241,838			241,838
Drainage	265,766	22,013		287,779			287,779
Low Income Principal	78,427	1,500		79,927			79,927
Low Income Interest	207,315	15,250		222,565			222,565
CDBG Loans Repaid	172,091	8,178	49,413	130,856			130,856
Revolving Loan Fund	2,604	139		2,743			2,743
Road Circulation	529,345	47,385		576,730			576,730
Interchange	2,376,074	137,272		2,513,346			2,513,346
Sierra College Blvd	719,523	78,075		797,598			797,598
SCB Settlement	186,845	9,951		196,796			196,796
Rocklin Crossing	260,373	13,866		274,239			274,239
Rocklin Commons	106,964	5,696		112,660			112,660
Community Facilities	781,404	51,129		832,533			832,533
	6,457,814	454,034	49,413	6,862,435	-	-	6,862,435

Maintenance Districts

Tree Fund	354,937	29,157	2,941	381,153			381,153
Hunters Crossing	296,648	23,851	859	319,640			319,640
Loomis Maint 1	5,564	780	5	6,339			6,339
Loomis Maint 2	29,294	2,556	10	31,840			31,840
Heather Heights	359,475	28,502	749	387,228			387,228
Sunrise Loomis	263,104	21,264	690	283,678			283,678
Live Oak	138,042	16,932	36,223	118,751			118,751
Loomis Acres	185,291	14,699	378	199,612			199,612
Hunters Crossing 2	104,022	8,473	620	111,875			111,875
King Road Village	173,793	16,738	3,055	187,476			187,476
Saunders Avenue	23,509	2,180	10	25,679			25,679
Rachel Estates	278,985	25,992	634	304,343			304,343
No Name Lane	3,000			3,000			3,000
Sherwood Estates	127,844	13,637	435	141,046			141,046
Heritage Park Estates 1	289,238	33,089	620	321,707			321,707
Hunter Oaks	237,247	35,053	8,769	263,531			263,531
Sierra de Monserat	348,574	58,930	1,944	405,560			405,560
	3,218,567	331,833	57,942	3,492,458	-	-	3,492,458

Town of Loomis  
Statement of Activity  
For the Year Ended June 30, 2019

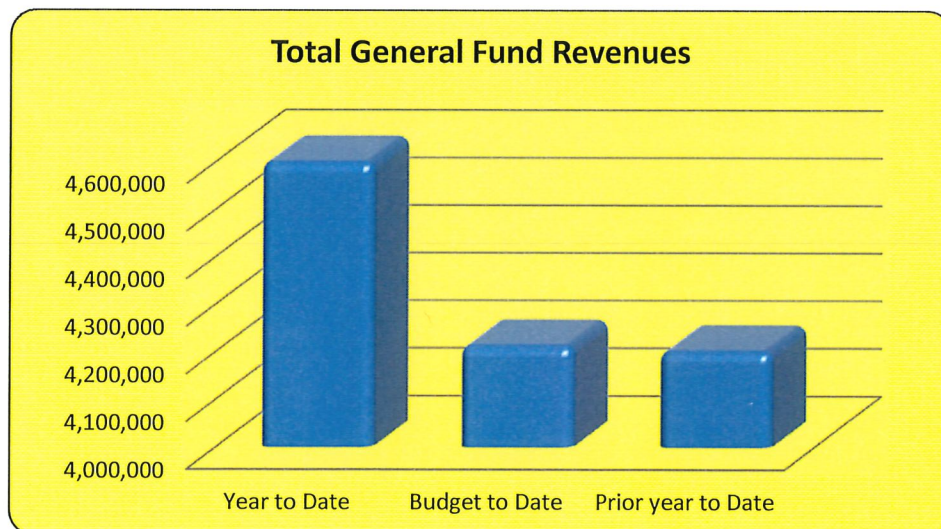
Revolving Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 6/30/19	Transfers		Adjusted Fund Balance
					In	Out	
Revolving (Development Agreements)	689,540	1,929	1,249	690,220			690,220
County Facility Development fee	27,710	8,035	2,079	33,666			33,666
Dry Creek Watershed District	2,711	3,787	1,738	4,760			4,760
	<u>719,961</u>	<u>13,751</u>	<u>5,066</u>	<u>728,646</u>	<u>-</u>	<u>-</u>	<u>728,646</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,714)	11		(31,703)			(31,703)
	<u>(30,577)</u>	<u>11</u>	<u>-</u>	<u>(30,566)</u>	<u>-</u>	<u>-</u>	<u>(30,566)</u>



Town of Loomis  
Revenues - General Fund  
For the Year Ended June 30, 2019

	Actual as of 6/30/19	Budget as of 6/30/19	Variance	Actual as of 6/30/18	Current vs. Prior Year	Total Budget
<b>Revenues</b>						
Property Taxes - secured	1,104,896	1,140,000	(35,104)	1,085,654	19,242	1,140,000
Property Taxes - unsecured	25,288	21,000	4,288	23,760	1,528	21,000
Property Taxes - supplemental	26,882	17,000	9,882	25,370	1,512	17,000
Homeowner property tax relief	8,606	8,500	106	8,527	79	8,500
Sales Taxes	1,257,034	1,250,000	7,034	1,207,126	49,908	1,250,000
Transaction Taxes	685,933	450,000	235,933	504,427	181,506	450,000
Real Property Transfer Tax	40,430	40,000	430	51,633	(11,203)	40,000
Transient Occupancy Tax	12,393	12,000	393	16,889	(4,496)	12,000
Franchises	225,125	279,500	(54,375)	277,003	(51,878)	279,500
Business Licenses	28,799	24,500	4,299	25,913	2,886	24,500
Permits	154,023	122,500	31,523	223,450	(69,427)	122,500
Fees	49,782	24,000	25,782	36,778	13,004	24,000
Motor Vehicle in Lieu (DMV)	3,276	2,800	476	6,611	(3,335)	2,800
Property tax in lieu of Motor in Lieu	700,728	680,000	20,728	656,330	44,398	680,000
Interest	100,322	100,000	322	93,601	6,721	100,000
Market adjustments	124,542	-	124,542	(89,936)	214,478	-
Traffic fines	6,899	3,000	3,899	4,796	2,103	3,000
Rents	25,501	28,000	(2,499)	30,730	(5,229)	28,000
Miscellaneous	17,503	5,000	12,503	12,340	5,163	5,000
Prior year reserves		4,459	(4,459)		-	4,459
	<u>4,597,962</u>	<u>4,212,259</u>	<u>385,703</u>	<u>4,201,002</u>	<u>396,960</u>	<u>4,212,259</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 Year Ended June 30, 2019

Expenditures	Actual as of 6/30/19	Budget as of 6/30/19	Variance	Actual as of 6/30/18	Current vs. Prior Year	Total Budget
Town Council	72,070	53,200	(18,870)	42,254	(29,816)	53,200
Town Clerk	107,355	89,800	(17,555)	77,642	(29,713)	89,800
Finance	226,390	231,000	4,610	221,626	(4,764)	231,000
Administration	625,396	594,400	(30,996)	1,119,762	494,366	594,400
Planning	219,729	527,300	307,571	177,523	(42,206)	527,300
Community Services	245,528	368,700	123,172	224,177	(21,351)	368,700
Economic Development	67,266	37,950	(29,316)	9,306	(57,960)	37,950
Safety	1,490,767	1,479,672	(11,095)	1,536,708	45,941	1,479,672
Public Works	551,139	614,258	63,119	504,146	(46,993)	614,258
Non-Departmental	-	124,459	124,459	787,814	787,814	124,459
	<u>3,605,640</u>	<u>4,120,739</u>	<u>515,099</u>	<u>4,700,958</u>	<u>1,095,318</u>	<u>4,120,739</u>

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

