



Staff Report December 10, 2019

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: December 3, 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.

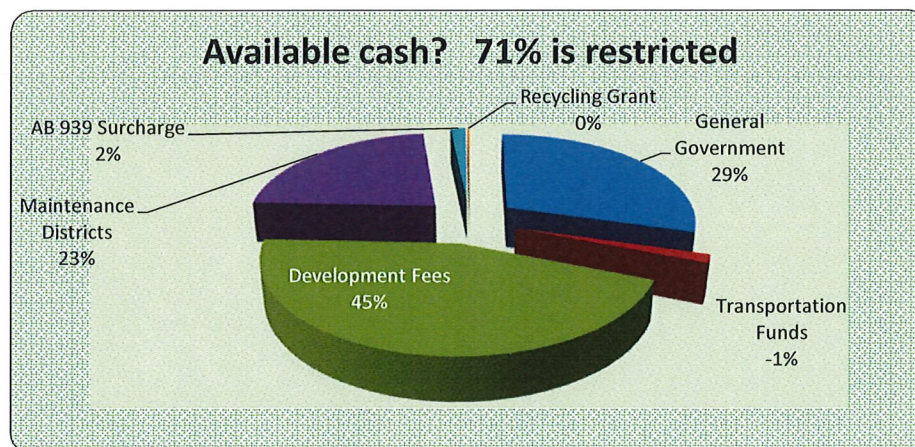
Financial and/or Policy Implications

This report complies with the State Municipal Code.

Attachments

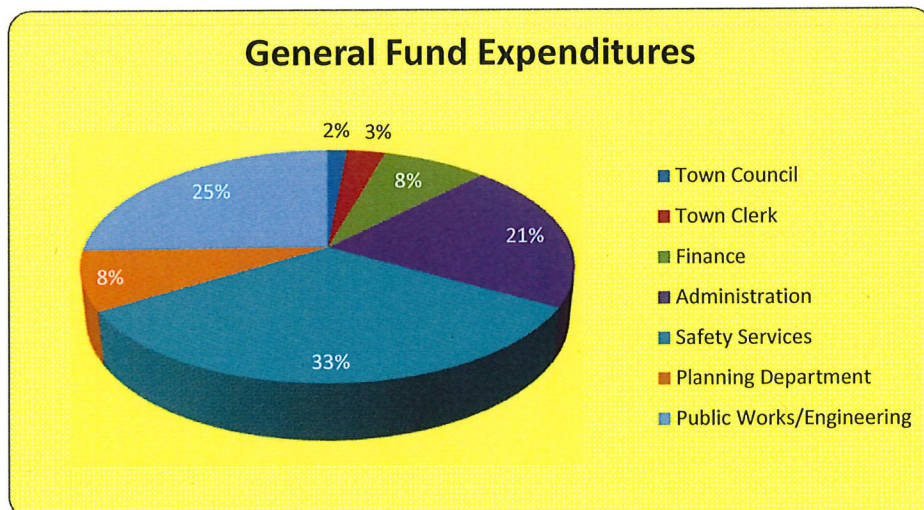
A. November 2019 Statement of Activity

General Fund	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/19			as of 11/30/19	In	Out	Fund Balance
General Government	\$ -	\$ 355,703	\$ 454,923	\$ (99,220)	\$ -	\$ -	\$ (99,220)
Planning	-	88,452	113,125	(24,673)	-	-	(24,673)
Public Works	-	270,207	345,579	(75,372)	-	-	(75,372)
Safety Services	-	355,096	454,146	(99,050)	-	-	(99,050)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 200,000	\$ 1,069,458	\$ 1,367,773	\$ (98,315)	\$ -	\$ -	\$ (98,315)
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	\$ 1,069,458	\$ 1,367,773	\$ 4,471,126	\$ -	\$ -	\$ 4,471,126
Restricted Funds							
Transportation Funds	\$ 10,889	\$ 115,747	\$ 345,882	\$ (219,246)	\$ -	\$ -	\$ (219,246)
Development Fees	6,665,753	135,016	24,500	6,776,269	-	-	6,776,269
Maintenance Districts	3,398,879	45,437	19,362	3,424,954	-	-	3,424,954
Supplemental Law Enforcement	166,113	70,566	25,000	211,679	-	-	211,679
AB 939 Surcharge	230,250	3,169	800	232,619	-	-	232,619
Recycling Grant	24,871	335	-	25,206	-	-	25,206
Total Restricted Funds	\$ 10,496,754	\$ 370,270	\$ 415,544	\$ 10,451,480	\$ -	\$ -	\$ 10,451,480
Other Funds							
Revolving Funds	\$ 216,235	\$ 16,464	\$ 15,257	\$ 217,442	\$ -	\$ -	\$ 216,983
Master Plan expenses recoverable	(30,577)	3	-	(30,574)	-	-	(30,574)
	185,658	16,467	15,257	186,868	-	-	186,409
Total All Funds	\$ 15,251,853	\$ 1,456,195	\$ 1,798,574	\$ 15,109,474	\$ -	\$ -	\$ 15,109,015



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2019

General Fund	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 11/30/19	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ -	16,011	20,477	(4,466)			(4,466)
Town Clerk	-	31,635	40,459	(8,824)			(8,824)
Finance	-	86,337	110,420	(24,083)			(24,083)
Administration	-	221,720	283,567	(61,847)			(61,847)
Total General Government	-	355,703	454,923	(99,220)	-	-	(99,220)
Planning and Building							
Planning Department	-	88,452	113,125	(24,673)			(24,673)
Total Planning and Building	-	88,452	113,125	(24,673)	-	-	(24,673)
Public Works							
Public Works/Engineering	-	270,207	345,579	(75,372)			(75,372)
Total Public Works	-	270,207	345,579	(75,372)	-	-	(75,372)
Safety Services	-	355,096	454,146	(99,050)	-	-	(99,050)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	200,000	1,069,458	1,367,773	(98,315)	-	-	(98,315)
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	1,069,458	1,367,773	4,671,108	-	-	4,671,108



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2019

Transportation Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 11/30/19	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	-	9,985	10,640	(655)			(655)
Gas Tax 2107	-	14,700	15,959	(1,259)			(1,259)
Gas Tax 2107.5	-	2,022		2,022			2,022
Gas Tax 2105	-	12,888	11,704	1,184			1,184
Gas Tax 2103	-	19,555	10,640	8,915			8,915
Road Maintenance Fund		56,363		56,363			56,363
Streets and Roads	-		296,939	(296,939)			(296,939)
Transit	10,889	234		11,123			11,123
Bike Lane	-			-			-
	10,889	115,747	345,882	(219,246)	-	-	(219,246)

Development Fee Funds

Park Fee	281,021	8,710		289,731			289,731
Open Space/Passive parks	294,895	7,782		302,677			302,677
Park Development	235,008	10,856	10,000	235,864			235,864
Drainage	279,648	5,330		284,978			284,978
Low Income Principal	79,927	1,500		81,427			81,427
Low Income Interest	213,869	3,990		217,859			217,859
CDBG Loans Repaid	126,178	1,414	14,500	113,092			113,092
Revolving Loan Fund	2,664	36		2,700			2,700
Road Circulation	560,534	17,470		578,004			578,004
Interchange	2,441,093	38,602		2,479,695			2,479,695
Sierra College Blvd	775,380	13,522		788,902			788,902
SCB Settlement	191,119	2,576		193,695			193,695
Rocklin Crossing	266,329	3,589		269,918			269,918
Rocklin Commons	109,410	1,475		110,885			110,885
Community Facilities	808,677	18,164		826,841			826,841
	6,665,753	135,016	24,500	6,776,269	-	-	6,776,269

Maintenance Districts

Tree Fund	370,300	4,919	1,308	373,911			373,911
Hunters Crossing	310,561	4,179	289	314,451			314,451
Loomis Maint 1	6,190	84		6,274			6,274
Loomis Maint 2	30,991	419		31,410			31,410
Heather Heights	376,219	5,033	1,901	379,351			379,351
Sunrise Loomis	275,616	3,676	1,795	277,497			277,497
Live Oak	114,950	1,549		116,499			116,499
Loomis Acres	194,185	2,602	950	195,837			195,837
Hunters Crossing 2	108,883	1,454	749	109,588			109,588
King Road Village	182,544	2,425	2,075	182,894			182,894
Saunders Avenue	25,004	338		25,342			25,342
Rachel Estates	296,321	4,001	241	300,081			300,081
No Name Lane	3,000			3,000			3,000
Sherwood Estates	137,437	1,837	1,056	138,218			138,218
Heritage Park Estates 1	313,631	4,218	1,267	316,582			316,582
Hunter Oaks	256,436	3,327	7,266	252,497			252,497
Sierra de Monserat	396,612	5,376	465	401,523			401,523
	3,398,879	45,437	19,362	3,424,954	-	-	3,424,954

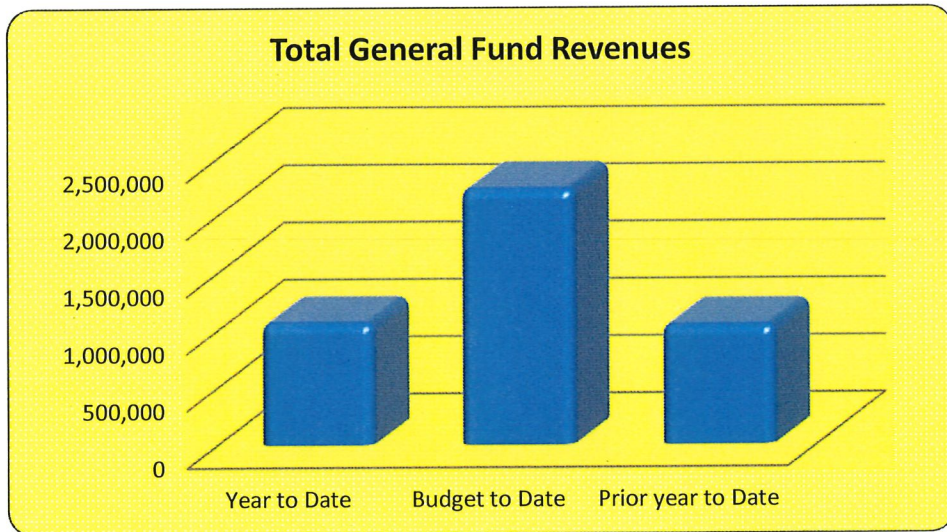
Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2019

Revolving Funds	Fund Balance as of 7/01/19	Revenue	Expenditures	Fund Balance as of 11/30/19	Transfers		Adjusted Fund Balance
					In	Out	
Revolving (Development Agreements)	194,681	1,035	746	194,970			194,970
County Facility Development fee	18,898	7,344	6,885	19,357			19,357
State Disabled Access	-	7,344	6,885	459			
Dry Creek Watershed District	2,656	741	741	2,656			2,656
	<u>216,235</u>	<u>16,464</u>	<u>15,257</u>	<u>217,442</u>	-	-	<u>216,983</u>
 Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,714)	3		(31,711)			(31,711)
	<u>(30,577)</u>	<u>3</u>	<u>-</u>	<u>(30,574)</u>	-	-	<u>(30,574)</u>

Town of Loomis
 Revenues - General Fund
 For the Five Months Ended November 30, 2019

	Actual as of 11/30/19	Budget as of 11/30/19	Variance	Actual as of 11/30/18	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured		508,333	(508,333)		-	1,220,000
Property Taxes - unsecured	25,900	10,208	15,692	22,897	3,003	24,500
Property Taxes - supplemental	917	7,083	(6,166)	452	465	17,000
Homeowner property tax relief		3,542	(3,542)		-	8,500
Sales Taxes	572,702	560,417	12,285	547,011	25,691	1,345,000
Transaction Taxes	251,469	297,708	(46,239)	267,183	(15,714)	714,500
Real Property Transfer Tax	21,713	16,667	5,046	12,856	8,857	40,000
Transient Occupancy Tax	2,588	6,667	(4,079)	5,395	(2,807)	16,000
Franchises	50,325	114,792	(64,467)	46,648	3,677	275,500
Business Licenses	8,175	10,208	(2,033)	5,858	2,317	24,500
Permits	68,599	51,042	17,557	77,668	(9,069)	122,500
Fees	10,320	10,000	320	12,745	(2,425)	24,000
Motor Vehicle in Lieu (DMV)		1,167	(1,167)		-	2,800
Property tax in lieu of Motor in Lieu		306,250	(306,250)		-	735,000
Interest	43,703	37,500	6,203	38,638	5,065	90,000
Market adjustments	1,423	-	1,423	(1,928)	3,351	-
Traffic fines	1,227	1,250	(23)	789	438	3,000
Rents	9,251	7,500	1,751	10,652	(1,401)	18,000
Miscellaneous	1,146	2,083	(937)	608	538	5,000
Prior year reserves		285,868	(285,868)		-	686,083
	1,069,458	2,238,285	(1,168,827)	1,047,472	21,986	5,371,883

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 Five Months Ended November 30, 2019

Expenditures	Actual as of 11/30/19	Budget as of 11/30/19	Variance	Actual as of 11/30/18	Current vs. Prior Year	Total Budget
Town Council	20,477	30,000	9,523	21,119	642	72,000
Town Clerk	40,459	50,000	9,541	35,737	(4,722)	120,000
Finance	110,420	99,542	(10,878)	93,256	(17,164)	238,900
Administration	283,567	270,292	(13,275)	281,176	(2,391)	648,700
Planning	113,125	264,127	151,002	92,296	(20,829)	633,905
Community Services	15,069	16,125	1,056	10,132	(4,937)	38,700
Library	117,809	157,592	39,783	75,981	(41,828)	378,220
Economic Development	192,013	11,292	(180,721)	1,700	(190,313)	27,100
Safety	454,146	671,792	217,646	372,345	(81,801)	1,612,301
Public Works	345,579	269,063	(76,517)	161,490	(184,089)	645,750
Non-Departmental		356,701	356,701		-	856,083
	1,692,664	2,196,525	503,861	1,145,232	(547,432)	5,271,659

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

