



Staff Report December 12, 2017

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: December 5, 2017
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.

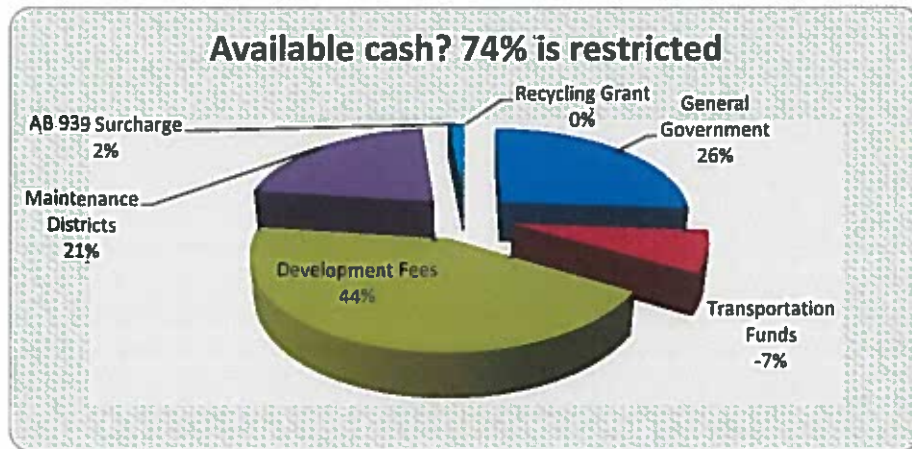
Attachments

A. November, 2017 Statement of Activity

Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2017

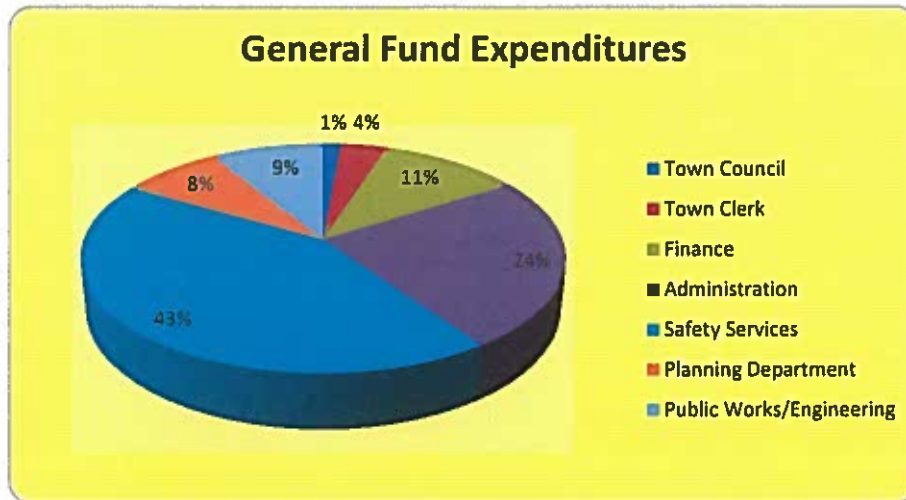
Attachment A

General Fund	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 11/30/17	In	Out	
General Government	\$ 82,562	\$ 375,601	\$ 380,737	\$ 77,426	\$ -	\$ -	\$ 77,426
Planning	12,935	73,325	74,328	11,932	-	-	11,932
Public Works	49,330	82,672	83,803	48,199	-	-	48,199
Safety Services	-	400,918	406,400	(5,482)	-	-	(5,482)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 344,827	\$ 932,516	\$ 945,268	\$ 332,075	\$ -	\$ -	\$ 332,075
General Capital and Investments							
General Government	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254
Planning	-	-	-	-	-	-	-
Public Works	1,980,771	-	-	1,980,771	-	-	1,980,771
Multi Modal Facility	-	-	-	-	-	-	-
General Investment	100,000	-	-	100,000	-	-	100,000
Total General Fund	\$ 305,078	\$ 932,516	\$ 945,268	\$ 3,698,100	\$ -	\$ -	\$ 3,698,100
Restricted Funds							
Transportation Funds	\$ 164,934	\$ 381,032	\$ 1,583,086	\$ (1,037,120)	\$ -	\$ -	\$ (1,037,120)
Development Fees	5,891,513	288,262	3,945	6,175,830	-	-	6,175,830
Maintenance Districts	3,020,857	10,233	6,300	3,024,790	-	-	3,024,790
Supplemental Law Enforcement	78,643	65,002	25,000	118,645	-	-	118,645
AB 939 Surcharge	217,398	4,388	800	220,986	-	-	220,986
Recycling Grant	2,452	86	-	2,538	-	-	2,538
Total Restricted Funds	\$ 9,375,797	\$ 749,003	\$ 1,619,131	\$ 8,505,669	\$ -	\$ -	\$ 8,505,669
Other Funds							
Revolving Funds	\$ 895,242	\$ 23,001	\$ 8,114	\$ 910,129	\$ -	\$ -	\$ 910,129
Master Plan expenses recoverable	(30,706)	129	-	(30,577)	-	-	(30,577)
	864,536	23,130	8,114	879,552	-	-	879,552
Total All Funds	\$ 10,545,411	\$ 1,704,649	\$ 2,572,513	\$ 13,083,321	\$ -	\$ -	\$ 13,083,321



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2017

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 11/30/17	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ 7,632	13,143	13,323	7,452			7,452
Town Clerk	7,700	33,619	34,079	7,240			7,240
Finance	21,449	103,662	105,080	20,031			20,031
Administration	45,781	225,176	228,255	42,702			42,702
Total General Government	82,562	375,601	380,737	77,426	-	-	77,426
Planning and Building							
Planning Department	12,935	73,325	74,328	11,932			11,932
Total Planning and Building	12,935	73,325	74,328	11,932	-	-	11,932
Public Works							
Public Works/Engineering	49,330	82,672	83,803	48,199			48,199
Total Public Works	49,330	82,672	83,803	48,199	-	-	48,199
Safety Services	-	400,918	406,400	(5,482)	-	-	(5,482)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	344,827	932,516	945,268	332,075	-	-	332,075
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	1,980,771			1,980,771			1,980,771
General Investment	100,000			100,000			100,000
Total General Fund	3,710,852	932,516	945,268	3,698,100	-	-	3,698,100



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2017

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 11/30/17	In	Out	Fund Balance
Gas Tax 2106	14,186	12,817	8,220	18,783			18,783
Gas Tax 2107	29,495	21,592	12,330	38,757			38,757
Gas Tax 2107.5	4,193	2,015		6,208			6,208
Gas Tax 2105	26,061	16,566	9,042	33,585			33,585
Gas Tax 2103	7,726	14,600	8,220	14,106			14,106
Streets and Roads	83,473	313,413	1,545,274	(1,148,388)			(1,148,388)
Transit	(200)	29	-	(171)			(171)
Bike Lane	-			-			-
	<u>164,934</u>	<u>381,032</u>	<u>1,583,086</u>	<u>(1,037,120)</u>	-	-	<u>(1,037,120)</u>

Development Fee Funds

Park Fee	228,595	16,150		244,745			244,745
Open Space/Passive parks	258,728	9,814		268,542			268,542
Park Development	176,501	19,047		195,548			195,548
Drainage	246,492	10,256		256,748			256,748
Low Income Principal	74,677	2,250		76,927			76,927
Low Income Interest	201,398	934		202,332			202,332
CDBG Loans Repaid	189,230	645	3,945	185,930			185,930
Revolving Loan Fund	2,549	9		2,558			2,558
Road Circulation	402,125	100,196		502,321			502,321
Interchange	2,258,661	64,511		2,323,172			2,323,172
Sierra College Blvd	592,925	32,629		625,554			625,554
SCB Settlement	182,856	620		183,476			183,476
Rocklin Crossing	254,814	863		255,677			255,677
Rocklin Commons	104,680	355		105,035			105,035
Community Facilities	717,282	29,983		747,265			747,265
	<u>5,891,513</u>	<u>288,262</u>	<u>3,945</u>	<u>6,175,830</u>	-	-	<u>6,175,830</u>

Maintenance Districts

Tree Fund	347,360	1,177		348,537			348,537
Hunters Crossing	283,671	961	287	284,345			284,345
Loomis Maint 1	4,958	17		4,975			4,975
Loomis Maint 2	27,664	94		27,758			27,758
Heather Heights	342,960	1,162		344,122			344,122
Sunrise Loomis	250,745	850		251,595			251,595
Live Oak	125,404	425		125,829			125,829
Loomis Acres	176,463	598		177,061			177,061
Hunters Crossing 2	99,267	336	250	99,353			99,353
King Road Village	166,054	564	1,073	165,545			165,545
Saunders Avenue	22,071	75		22,146			22,146
Rachel Estates	262,707	890	235	263,362			263,362
No Name Lane	3,000			3,000			3,000
Sherwood Estates	118,450	401		118,851			118,851
Heritage Park Estates 1	265,800	901		266,701			266,701
Hunter Oaks	220,801	753	3,853	217,701			217,701
Sierra de Monserat	303,482	1,029	602	303,909			303,909
	<u>3,020,857</u>	<u>10,233</u>	<u>6,300</u>	<u>3,024,790</u>	-	-	<u>3,024,790</u>

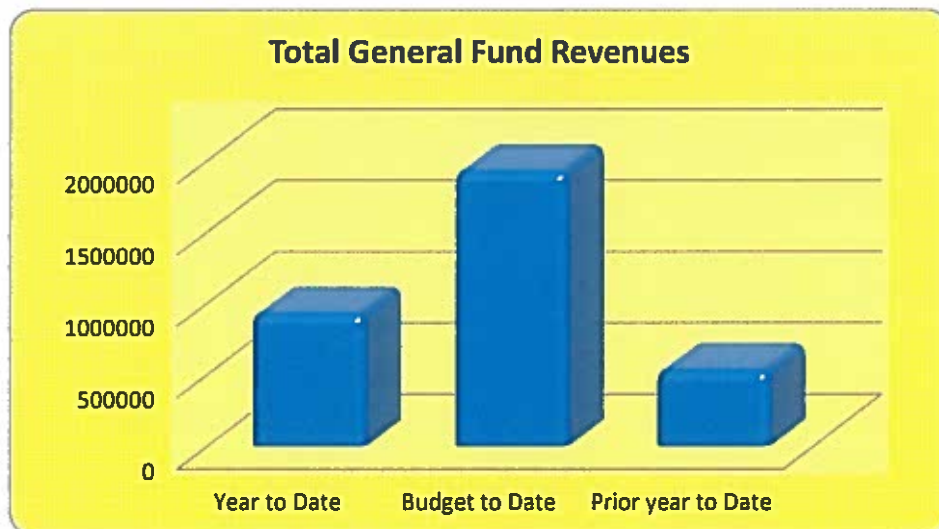
Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2017

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 11/30/17	In	Out	
Revolving (Development Agreements)	877,482	2,049	1,102	878,429			878,429
County Facility Development fee	16,531	16,232	6,079	26,684			26,684
Dry Creek Watershed District	1,229	4,720	933	5,016			5,016
	<u>895,242</u>	<u>23,001</u>	<u>8,114</u>	<u>910,129</u>	<u>-</u>	<u>-</u>	<u>910,129</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,843)	129		(31,714)			(31,714)
	<u>(30,706)</u>	<u>129</u>	<u>-</u>	<u>(30,577)</u>	<u>-</u>	<u>-</u>	<u>(30,577)</u>

Town of Loomis
 Revenues - General Fund
 For the Five Months Ended November 30, 2017

Revenues	Actual as of 11/30/17	Budget as of 11/30/17	Variance	Actual as of 11/30/16	Current vs. Prior Year	Total Budget
Property Taxes - secured	-	445,833	(445,833)	-	-	1,070,000
Property Taxes - unsecured	21,689	12,500	9,189	23,798	(2,109)	30,000
Property Taxes - supplemental	156	6,250	(6,094)	288	(132)	15,000
Homeowner property tax relief		3,542	(3,542)		-	8,500
Sales Taxes	500,966	500,000	966	388,018	112,948	1,200,000
Transaction Taxes	167,879	125,000	42,879	-	167,879	300,000
Real Property Transfer Tax	14,409	16,667	(2,258)	15,607	(1,198)	40,000
Transient Occupancy Tax	3,967	4,167	(200)	3,277	690	10,000
Franchises	44,024	110,833	(66,809)	42,471	1,553	266,000
Business Licenses	5,556	9,583	(4,027)	4,840	716	23,000
Permits	129,996	50,000	79,996	66,483	63,513	120,000
Fees	9,546	10,000	(454)	10,270	(724)	24,000
Motor Vehicle in Lieu (DMV)		1,167	(1,167)		-	2,800
Property tax in lieu of Motor in Lieu		260,417	(260,417)		-	625,000
Interest	38,578	37,500	1,078	31,101	7,477	90,000
Market adjustments	(19,643)	8,333	(27,976)	(66,477)	46,834	20,000
Traffic fines	1,005	1,250	(245)	515	490	3,000
Rents	12,897	11,667	1,230	13,022	(125)	28,000
Miscellaneous	1,491	2,083	(592)	682	809	5,000
Prior year reserves		313,349	(313,349)		-	752,038
	932,516	1,930,141	(997,625)	533,895	398,621	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 Five Months Ended November 30, 2017

Expenditures	Actual as of 11/30/17	Budget as of 11/30/17	Variance	Actual as of 11/30/16	Current vs. Prior Year	Total Budget
Town Council	13,323	22,167	8,844	16,656	3,333	53,200
Town Clerk	34,079	32,458	(1,621)	34,056	(23)	77,900
Finance	105,080	94,500	(10,580)	104,442	(638)	226,800
Administration	228,255	227,583	(672)	182,806	(45,449)	546,200
Planning	74,328	177,417	103,089	89,378	15,050	425,800
Community Services	55,737	119,875	64,138	22,144	(33,593)	287,700
Economic Development	8,956	3,271	(5,685)	45,331	36,375	7,850
Safety	406,400	645,342	238,942	394,973	(11,427)	1,548,820
Public Works	83,803	267,138	183,335	222,584	138,781	641,130
Non-Departmental	-	313,349	313,349	200,870	200,870	752,038
	1,009,961	1,903,099	893,138	1,313,240	303,279	4,567,438

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

