



Staff Report

November 13, 2018

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: November 6, 2018
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.

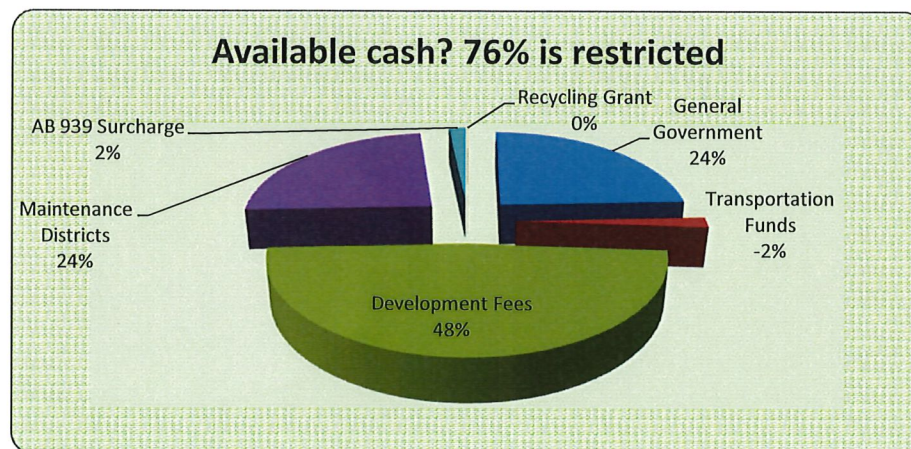
Attachments

- A. October 2018 Statement of Activity

Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2018

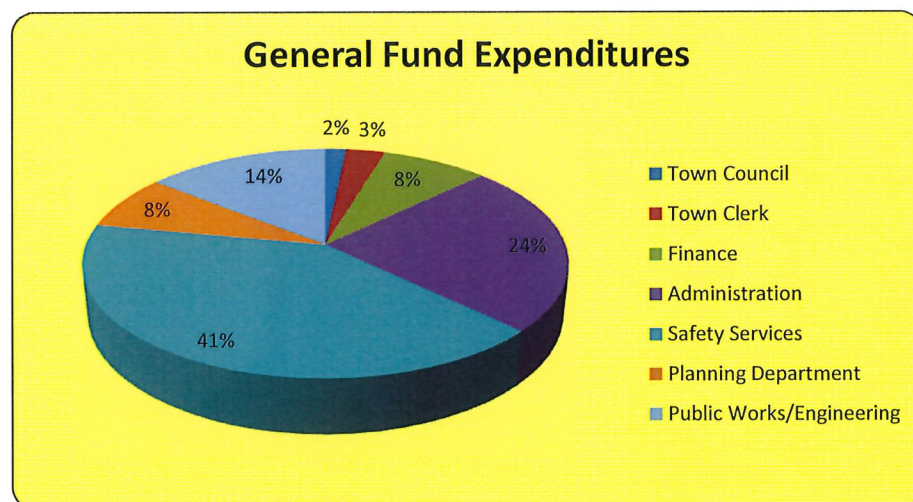
Attachment A

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 10/31/18	In	Transfers Out	Adjusted Fund Balance
General Government	\$ 576,033	\$ 296,290	\$ 338,870	\$ 533,453	\$ -	\$ -	\$ 533,453
Planning	72,856	61,274	70,080	64,050	-	-	64,050
Public Works	209,415	114,327	130,757	192,985	-	-	192,985
Safety Services	-	325,559	372,345	(46,786)	-	-	(46,786)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 1,058,304	\$ 797,450	\$ 912,052	\$ 943,702	\$ -	\$ -	\$ 943,702
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	\$ 797,450	\$ 912,052	\$ 3,273,486	\$ -	\$ -	\$ 3,273,486
Restricted Funds							
Transportation Funds	\$ 15,882	\$ 118,023	\$ 368,044	\$ (234,139)	\$ -	\$ -	\$ (234,139)
Development Fees	6,457,814	60,688	10,500	6,508,002	-	-	6,508,002
Maintenance Districts	3,218,567	30,904	3,461	3,246,010	-	-	3,246,010
Supplemental Law Enforcement	114,113	779	25,000	89,892	-	-	89,892
AB 939 Surcharge	212,099	5,120	243	216,976	-	-	216,976
Recycling Grant	10,874	173	6,472	4,575	-	-	4,575
Total Restricted Funds	\$ 10,029,349	\$ 215,687	\$ 413,720	\$ 9,831,316	\$ -	\$ -	\$ 9,831,316
Other Funds							
Revolving Funds	\$ 719,961	\$ 4,999	\$ 4,488	\$ 720,472	\$ -	\$ -	\$ 720,472
Master Plan expenses recoverable	(30,577)	1	-	(30,576)	-	-	(30,576)
	689,384	5,000	4,488	689,896	-	-	689,896
Total All Funds	\$ 13,048,517	\$ 1,018,137	\$ 1,330,260	\$ 13,794,698	\$ -	\$ -	\$ 13,794,698



Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2018

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 10/31/18	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ 22,220	12,946	14,806	20,360			20,360
Town Clerk	34,545	24,354	27,854	31,045			31,045
Finance	98,025	66,121	75,623	88,523			88,523
Administration	421,243	192,870	220,587	393,526			393,526
Total General Government	576,033	296,290	338,870	533,453	-	-	533,453
Planning and Building							
Planning Department	72,856	61,274	70,080	64,050			64,050
Total Planning and Building	72,856	61,274	70,080	64,050	-	-	64,050
Public Works							
Public Works/Engineering	209,415	114,327	130,757	192,985			192,985
Total Public Works	209,415	114,327	130,757	192,985	-	-	192,985
Safety Services							
	-	325,559	372,345	(46,786)	-	-	(46,786)
General Operations Reserve							
	200,000		-	200,000	-	-	200,000
Sub-total	1,058,304	797,450	912,052	943,702	-	-	943,702
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	797,450	912,052	3,273,486	-	-	3,273,486



Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2018

Transportation Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 10/31/18	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	-	8,092	9,029	(937)			(937)
Gas Tax 2107	-	21,523	13,543	7,980			7,980
Gas Tax 2107.5	-	2,108		2,108			2,108
Gas Tax 2105	-	10,266	9,932	334			334
Gas Tax 2103	-	9,234	9,029	205			205
Road Maintenance Fund		35,926		35,926			35,926
Streets and Roads	-	30,490	326,511	(296,021)			(296,021)
Transit	15,882	384		16,266			16,266
Bike Lane	-			-			-
	<u>15,882</u>	<u>118,023</u>	<u>368,044</u>	<u>(234,139)</u>	<u>-</u>	<u>-</u>	<u>(234,139)</u>

Development Fee Funds

Park Fee	266,933	4,170		271,103			271,103
Open Space/Passive parks	283,762	3,270		287,032			287,032
Park Development	220,388	4,345		224,733			224,733
Drainage	265,766	5,277		271,043			271,043
Low Income Principal	78,427	750		79,177			79,177
Low Income Interest	207,315	1,869		209,184			209,184
CDBG Loans Repaid	172,091	1,212	10,500	162,803			162,803
Revolving Loan Fund	2,604	17		2,621			2,621
Road Circulation	529,345	5,948		535,293			535,293
Interchange	2,376,074	17,051		2,393,125			2,393,125
Sierra College Blvd	719,523	5,498		725,021			725,021
SCB Settlement	186,845	1,229		188,074			188,074
Rocklin Crossing	260,373	1,713		262,086			262,086
Rocklin Commons	106,964	704		107,668			107,668
Community Facilities	781,404	7,635		789,039			789,039
	<u>6,457,814</u>	<u>60,688</u>	<u>10,500</u>	<u>6,508,002</u>	<u>-</u>	<u>-</u>	<u>6,508,002</u>

Maintenance Districts

Tree Fund	354,937	12,163		367,100			367,100
Hunters Crossing	296,648	1,953	214	298,387			298,387
Loomis Maint 1	5,564	36		5,600			5,600
Loomis Maint 2	29,294	192		29,486			29,486
Heather Heights	359,475	2,365		361,840			361,840
Sunrise Loomis	263,104	1,731		264,835			264,835
Live Oak	138,042	906		138,948			138,948
Loomis Acres	185,291	1,215		186,506			186,506
Hunters Crossing 2	104,022	683	144	104,561			104,561
King Road Village	173,793	1,138	666	174,265			174,265
Saunders Avenue	23,509	154		23,663			23,663
Rachel Estates	278,985	1,827	141	280,671			280,671
No Name Lane	3,000			3,000			3,000
Sherwood Estates	127,844	835		128,679			128,679
Heritage Park Estates 1	289,238	1,888		291,126			291,126
Hunter Oaks	237,247	1,557	1,845	236,959			236,959
Sierra de Monserat	348,574	2,261	451	350,384			350,384
	<u>3,218,567</u>	<u>30,904</u>	<u>3,461</u>	<u>3,246,010</u>	<u>-</u>	<u>-</u>	<u>3,246,010</u>

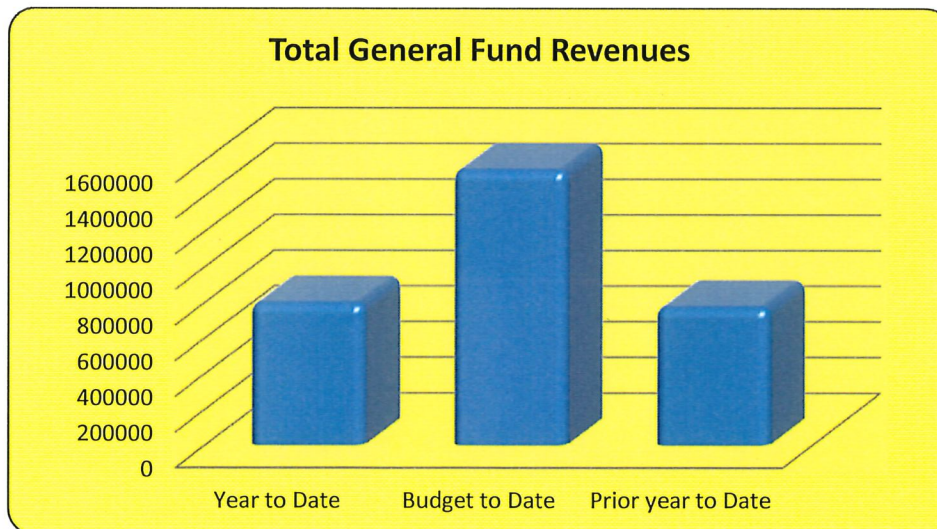
Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2018

Revolving Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 10/31/18	Transfers In	Out	Adjusted Fund Balance
Revolving (Development Agreements)	689,540	807	671	689,676			689,676
County Facility Development fee	27,710	2,454	2,079	28,085			28,085
Dry Creek Watershed District	2,711	1,738	1,738	2,711			2,711
	<u>719,961</u>	<u>4,999</u>	<u>4,488</u>	<u>720,472</u>	<u>-</u>	<u>-</u>	<u>720,472</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,714)	1		(31,713)			(31,713)
	<u>(30,577)</u>	<u>1</u>	<u>-</u>	<u>(30,576)</u>	<u>-</u>	<u>-</u>	<u>(30,576)</u>

Town of Loomis
Revenues - General Fund
For the Four Months Ended October 31, 2018

Revenues	Actual as of 10/31/18	Budget as of 10/31/18	Variance	Actual as of 10/31/17	Current vs. Prior Year	Total Budget
Property Taxes - secured	-	356,667	(356,667)	-	-	1,070,000
Property Taxes - unsecured	22,897	10,000	12,897	21,699	1,198	30,000
Property Taxes - supplemental	452	5,000	(4,548)	156	296	15,000
Homeowner property tax relief	-	2,833	(2,833)	-	-	8,500
Sales Taxes	427,448	400,000	27,448	398,966	28,482	1,200,000
Transaction Taxes	192,452	100,000	92,452	139,879	52,573	300,000
Real Property Transfer Tax	10,839	13,333	(2,494)	10,868	(29)	40,000
Transient Occupancy Tax	5,005	3,333	1,672	3,967	1,038	10,000
Franchises	26,449	88,667	(62,218)	34,842	(8,393)	266,000
Business Licenses	4,796	7,667	(2,871)	4,587	209	23,000
Permits	67,943	40,000	27,943	115,443	(47,500)	120,000
Fees	12,337	8,000	4,337	7,874	4,463	24,000
Motor Vehicle in Lieu (DMV)		933	(933)		-	2,800
Property tax in lieu of Motor in Lieu		208,333	(208,333)		-	625,000
Interest	30,881	30,000	881	32,715	(1,834)	90,000
Market adjustments	(14,174)	6,667	(20,841)	(7,925)	(6,249)	20,000
Traffic fines	627	1,000	(373)	342	285	3,000
Rents	9,062	9,333	(271)	9,700	(638)	28,000
Miscellaneous	436	1,667	(1,231)	873	(437)	5,000
Prior year reserves		250,679	(250,679)		-	752,038
	797,450	1,544,113	(746,663)	773,986	23,464	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 Four Months Ended October 31, 2018

Expenditures	Actual as of 10/31/18	Budget as of 10/31/18	Variance	Actual as of 10/31/17	Current vs. Prior Year	Total Budget
Town Council	14,806	17,733	2,927	10,475	(4,331)	53,200
Town Clerk	27,854	25,967	(1,887)	26,836	(1,018)	77,900
Finance	75,623	75,600	(23)	85,528	9,905	226,800
Administration	220,587	182,067	(38,520)	192,291	(28,296)	546,200
Planning	70,080	141,933	71,853	56,482	(13,598)	425,800
Community Services	83,433	95,900	12,467	54,623	(28,810)	287,700
Economic Development	1,700	2,617	917	8,538	6,838	7,850
Safety	372,345	516,273	143,928	406,400	34,055	1,548,820
Public Works	130,757	213,710	82,953	177,926	47,169	641,130
Non-Departmental	-	250,679	250,679	-	-	752,038
	997,185	1,522,479	525,294	1,019,099	21,914	4,567,438

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

