



Staff Report November 14, 2017

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

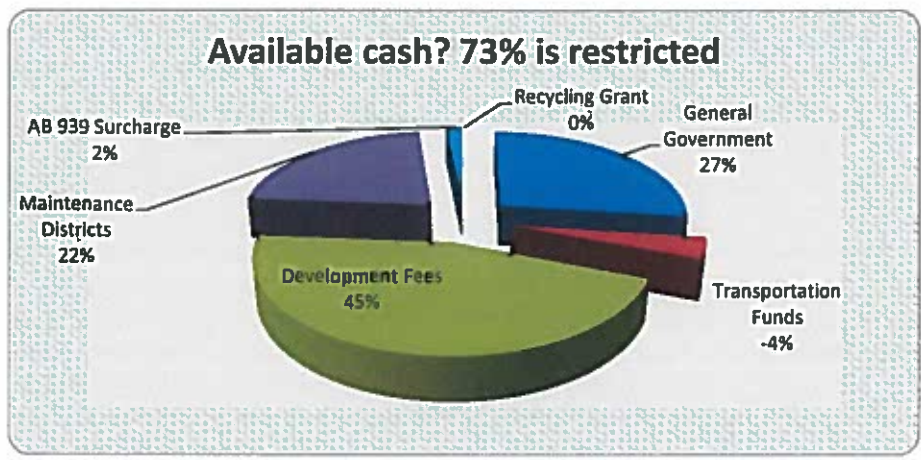
This report complies with the State Municipal Code.

Attachments

- A. October, 2017 Statement of Activity

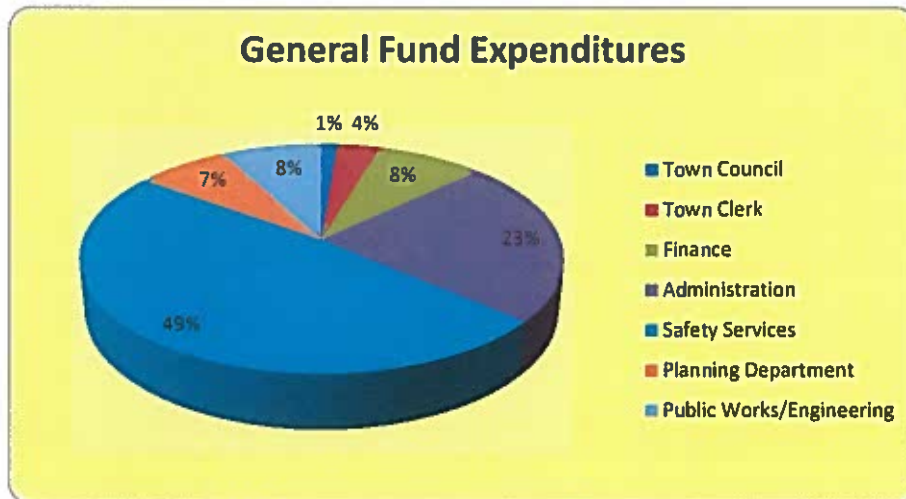
Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2017

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 10/31/17	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 82,562	\$ 281,300	\$ 286,637	\$ 77,225	\$ -	\$ -	\$ 77,225
Planning	12,935	56,175	57,241	11,869	-	-	11,869
Public Works	49,330	60,859	62,014	48,175	-	-	48,175
Safety Services	-	376,433	383,574	(7,141)	-	-	(7,141)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 344,827	\$ 774,768	\$ 789,466	\$ 330,129	\$ -	\$ -	\$ 330,129
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	\$ 774,768	\$ 789,466	\$ 3,696,154	\$ -	\$ -	\$ 3,696,154
Restricted Funds							
Transportation Funds	\$ 164,934	\$ 444,941	\$ 1,124,717	\$ (514,842)	\$ -	\$ -	\$ (514,842)
Development Fees	5,891,513	314,812	2,500	6,203,825	-	-	6,203,825
Maintenance Districts	3,020,857	15,879	4,067	3,032,669	-	-	3,032,669
Supplemental Law Enforcement	78,643	51,730	25,000	105,373	-	-	105,373
AB 939 Surcharge	217,398	4,770	800	221,368	-	-	221,368
Recycling Grant	2,452	133	-	2,585	-	-	2,585
Total Restricted Funds	\$ 9,375,797	\$ 832,265	\$ 1,157,084	\$ 9,050,978	\$ -	\$ -	\$ 9,050,978
Other Funds							
Revolving Funds	\$ 895,242	\$ 20,417	\$ 8,114	\$ 907,545	\$ -	\$ -	\$ 907,545
Master Plan expenses recoverable	(30,706)	129	-	(30,577)	-	-	(30,577)
	864,536	20,546	8,114	876,968	-	-	876,968
Total All Funds	\$ 10,545,411	\$ 1,627,579	\$ 1,954,664	\$ 13,624,100	\$ -	\$ -	\$ 13,624,100



Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2017

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 10/31/17	Transfers In	Out	Adjusted Fund Balance
General Government							
Town Council	\$ 7,632	9,851	10,038	7,445			7,445
Town Clerk	7,700	26,267	26,765	7,202			7,202
Finance	21,449	64,495	65,719	20,225			20,225
Administration	45,781	180,687	184,115	42,353			42,353
Total General Government	82,562	281,300	286,637	77,225	-	-	77,225
Planning and Building							
Planning Department	12,935	56,175	57,241	11,869			11,869
Total Planning and Building	12,935	56,175	57,241	11,869	-	-	11,869
Public Works							
Public Works/Engineering	49,330	60,859	62,014	48,175			48,175
Total Public Works	49,330	60,859	62,014	48,175	-	-	48,175
Safety Services	-	376,433	383,574	(7,141)	-	-	(7,141)
General Operations Reserve	200,000		-	200,000	-	-	200,000
Sub-total	344,827	774,768	789,466	330,129	-	-	330,129
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	774,768	789,466	3,696,154	-	-	3,696,154



Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2017

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 10/31/17	In	Out	
Gas Tax 2106	14,186	10,319	7,058	17,447			17,447
Gas Tax 2107	29,495	17,316	10,588	36,223			36,223
Gas Tax 2107.5	4,193	2,026		6,219			6,219
Gas Tax 2105	26,061	13,442	7,764	31,739			31,739
Gas Tax 2103	7,726	11,737	7,058	12,405			12,405
Streets and Roads	83,473	390,043	1,092,210	(618,694)			(618,694)
Transit	(200)	58	39	(181)			(181)
Bike Lane	-			-			-
	<u>164,934</u>	<u>444,941</u>	<u>1,124,717</u>	<u>(514,842)</u>	-	-	<u>(514,842)</u>

Development Fee Funds

Park Fee	228,595	14,205		242,800			242,800
Open Space/Passive parks	258,728	8,919		267,647			267,647
Park Development	176,501	16,530		193,031			193,031
Drainage	246,492	10,175		256,667			256,667
Low Income Principal	74,677	1,500		76,177			76,177
Low Income Interest	201,398	1,455		202,853			202,853
CDBG Loans Repaid	189,230	984	2,500	187,714			187,714
Revolving Loan Fund	2,549	13		2,562			2,562
Road Circulation	402,125	98,744		500,869			500,869
Interchange	2,258,661	67,472		2,326,133			2,326,133
Sierra College Blvd	592,925	33,057		625,982			625,982
SCB Settlement	182,856	962		183,818			183,818
Rocklin Crossing	254,814	1,341		256,155			256,155
Rocklin Commons	104,680	551		105,231			105,231
Community Facilities	717,282	58,904		776,186			776,186
	<u>5,891,513</u>	<u>314,812</u>	<u>2,500</u>	<u>6,203,825</u>	-	-	<u>6,203,825</u>

Maintenance Districts

Tree Fund	347,360	1,827		349,187			349,187
Hunters Crossing	283,671	1,492	215	284,948			284,948
Loomis Maint 1	4,958	26		4,984			4,984
Loomis Maint 2	27,664	146		27,810			27,810
Heather Heights	342,960	1,804		344,764			344,764
Sunrise Loomis	250,745	1,319		252,064			252,064
Live Oak	125,404	660		126,064			126,064
Loomis Acres	176,463	929		177,392			177,392
Hunters Crossing 2	99,267	522	221	99,568			99,568
King Road Village	166,054	873	686	166,241			166,241
Saunders Avenue	22,071	116		22,187			22,187
Rachel Estates	262,707	1,383	188	263,902			263,902
No Name Lane	3,000			3,000			3,000
Sherwood Estates	118,450	624		119,074			119,074
Heritage Park Estates 1	265,800	1,400		267,200			267,200
Hunter Oaks	220,801	1,158	2,305	219,654			219,654
Sierra de Monserat	303,482	1,600	452	304,630			304,630
	<u>3,020,857</u>	<u>15,879</u>	<u>4,067</u>	<u>3,032,669</u>	-	-	<u>3,032,669</u>

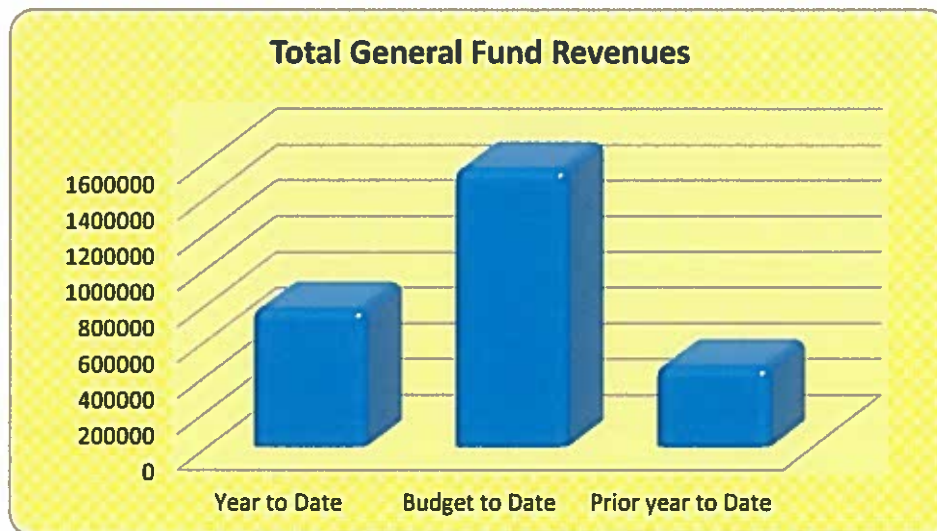
Town of Loomis
Statement of Activity
For the Four Months Ended October 31, 2017

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 10/31/17	In	Out	
Revolving (Development Agreements)	877,482	1,867	1,102	878,247			878,247
County Facility Development fee	16,531	14,141	6,079	24,593			24,593
Dry Creek Watershed District	1,229	4,409	933	4,705			4,705
	<u>895,242</u>	<u>20,417</u>	<u>8,114</u>	<u>907,545</u>	<u>-</u>	<u>-</u>	<u>907,545</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 Four Months Ended October 31, 2017

Revenues	Actual as of 10/31/17	Budget as of 10/31/17	Variance	Actual as of 10/31/16	Current vs. Prior Year	Total Budget
Property Taxes - secured	-	356,667	(356,667)	-	-	1,070,000
Property Taxes - unsecured	21,699	10,000	11,699	23,811	(2,112)	30,000
Property Taxes - supplemental	156	5,000	(4,844)	290	(134)	15,000
Homeowner property tax relief		2,833	(2,833)		-	8,500
Sales Taxes	398,966	400,000	(1,034)	300,318	98,648	1,200,000
Transaction Taxes	139,879	100,000	39,879	-	139,879	300,000
Real Property Transfer Tax	10,868	13,333	(2,465)	10,827	41	40,000
Transient Occupancy Tax	3,967	3,333	634		3,967	10,000
Franchises	34,842	88,667	(53,825)	33,136	1,706	266,000
Business Licenses	4,587	7,667	(3,080)	4,014	573	23,000
Permits	115,443	40,000	75,443	59,577	55,866	120,000
Fees	7,874	24,678	(16,804)	8,887	(1,013)	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	32,715	30,000	2,715	24,976	7,739	90,000
Market adjustments	(7,925)	6,667	(14,592)	(24,069)	16,144	20,000
Traffic fines	342	1,000	(658)	296	46	3,000
Rents	10,482	9,333	1,149	11,440	(958)	28,000
Miscellaneous	873	1,667	(794)	682	191	5,000
Prior year reserves		250,679	(250,679)		-	752,038
	774,768	1,560,791	(786,023)	454,185	320,583	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, 2017

Expenditures	Actual as of 10/31/17	Budget as of 10/31/17	Variance	Actual as of 10/31/16	Current vs. Prior Year	Total Budget
Town Council	10,038	17,733	7,695	13,350	3,312	53,200
Town Clerk	26,765	25,967	(798)	24,661	(2,104)	77,900
Finance	65,719	75,600	9,881	84,424	18,705	226,800
Administration	184,115	182,067	(2,048)	153,391	(30,724)	546,200
Planning	57,241	141,933	84,692	75,242	18,001	425,800
Community Services	50,371	95,900	45,529	18,975	(31,396)	287,700
Economic Development	8,538	2,617	(5,921)	42,016	33,478	7,850
Safety	383,574	516,273	132,699	394,973	11,399	1,548,820
Public Works	62,014	213,710	151,696	178,885	116,871	641,130
Non-Departmental	-	250,679	250,679	200,870	200,870	752,038
	848,375	1,522,479	674,104	1,186,787	338,412	4,567,438

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

