



Staff Report October 10, 2017

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

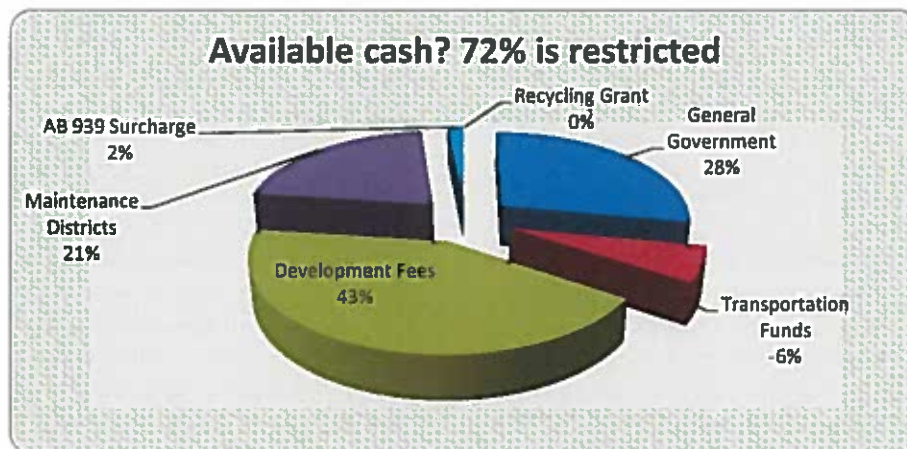
This report complies with the State Municipal Code.

Attachments

- A. September, 2017 Statement of Activity

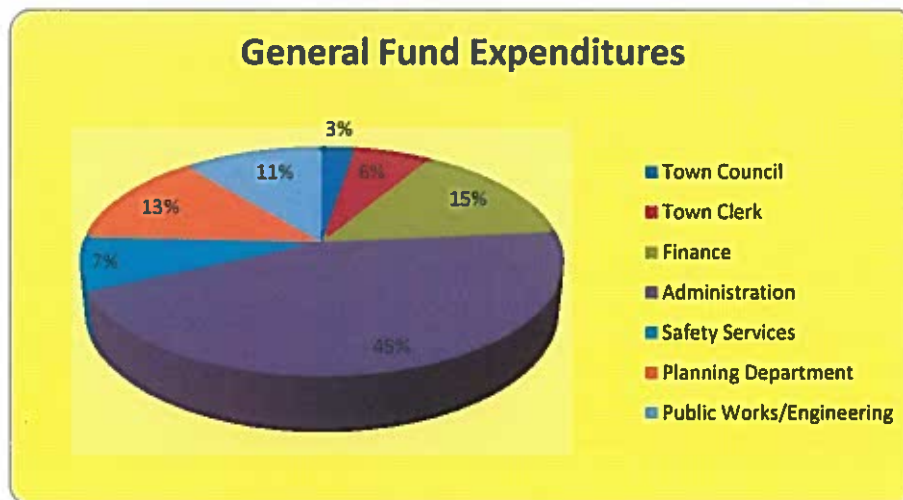
Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2017

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 9/30/17	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 82,562	\$ 370,150	\$ 209,947	\$ 242,765	\$ -	\$ -	\$ 242,765
Planning	12,935	71,094	40,324	43,705	-	-	43,705
Public Works	49,330	60,676	34,415	75,591	-	-	75,591
Safety Services	-	40,244	22,826	17,418	-	-	17,418
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 344,827	\$ 542,164	\$ 307,512	\$ 579,479	\$ -	\$ -	\$ 579,479
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	\$ 542,164	\$ 307,512	\$ 3,945,504	\$ -	\$ -	\$ 3,945,504
Restricted Funds							
Transportation Funds	\$ 164,934	\$ 26,938	\$ 1,067,945	\$ (876,073)	\$ -	\$ -	\$ (876,073)
Development Fees	5,891,513	139,226	958	6,029,781	-	-	6,029,781
Maintenance Districts	3,020,857	-	5,998	3,014,859	-	-	3,014,859
Supplemental Law Enforcement	78,643	-	54	78,589	-	-	78,589
AB 939 Surcharge	217,398	-	195	217,203	-	-	217,203
Recycling Grant	2,452	-	24	2,428	-	-	2,428
Total Restricted Funds	\$ 9,375,797	\$ 166,164	\$ 1,075,174	\$ 8,466,787	\$ -	\$ -	\$ 8,466,787
Other Funds							
Revolving Funds	\$ 895,242	\$ 8,283	\$ -	\$ 903,525	\$ -	\$ -	\$ 903,525
Master Plan expenses recoverable	(30,706)	128	-	(30,578)	-	-	(30,578)
	864,536	8,411	-	872,947	-	-	872,947
Total All Funds	\$ 10,545,411	\$ 716,739	\$ 1,382,686	\$ 13,285,238	\$ -	\$ -	\$ 13,285,238



Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2017

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 9/30/17	Transfers		Adjusted Fund Balance
					In	Out	
General Government							
Town Council	\$ 7,632	14,221	8,066	13,787			13,787
Town Clerk	7,700	32,782	18,594	21,888			21,888
Finance	21,449	80,413	45,610	56,252			56,252
Administration	45,781	242,734	137,677	150,838			150,838
Total General Government	82,562	370,150	209,947	242,765	-	-	242,765
Planning and Building							
Planning Department	12,935	71,094	40,324	43,705			43,705
Total Planning and Building	12,935	71,094	40,324	43,705	-	-	43,705
Public Works							
Public Works/Engineering	49,330	60,676	34,415	75,591			75,591
Total Public Works	49,330	60,676	34,415	75,591	-	-	75,591
Safety Services	-	40,244	22,826	17,418	-	-	17,418
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	344,827	542,164	307,512	579,479	-	-	579,479
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	542,164	307,512	3,945,504	-	-	3,945,504



Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2017

Transportation Funds	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 9/30/17	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	14,186	4,922	5,979	13,129			13,129
Gas Tax 2107	29,495	7,573	8,969	28,099			28,099
Gas Tax 2107.5	4,193	1,988		6,181			6,181
Gas Tax 2105	26,061	6,298	6,577	25,782			25,782
Gas Tax 2103	7,726	6,017	5,979	7,764			7,764
Streets and Roads	83,473	140	1,040,402	(956,789)			(956,789)
Transit	(200)	-	39	(239)			(239)
Bike Lane	-			-			-
	<u>164,934</u>	<u>26,938</u>	<u>1,067,945</u>	<u>(876,073)</u>	<u>-</u>	<u>-</u>	<u>(876,073)</u>

Development Fee Funds

Park Fee	228,595	7,463		236,058			236,058
Open Space/Passive parks	258,728	4,218		262,946			262,946
Park Development	176,501	9,048		185,549			185,549
Drainage	246,492	1,478		247,970			247,970
Low Income Principal	74,677	750		75,427			75,427
Low Income Interest	201,398		265	201,133			201,133
CDBG Loans Repaid	189,230		173	189,057			189,057
Revolving Loan Fund	2,549		2	2,547			2,547
Road Circulation	402,125	55,486		457,611			457,611
Interchange	2,258,661	29,984		2,288,645			2,288,645
Sierra College Blvd	592,925	16,743		609,668			609,668
SCB Settlement	182,856		175	182,681			182,681
Rocklin Crossing	254,814		243	254,571			254,571
Rocklin Commons	104,680		100	104,580			104,580
Community Facilities	717,282	14,056		731,338			731,338
	<u>5,891,513</u>	<u>139,226</u>	<u>958</u>	<u>6,029,781</u>	<u>-</u>	<u>-</u>	<u>6,029,781</u>

Maintenance Districts

Tree Fund	347,360		322	347,038			347,038
Hunters Crossing	283,671		413	283,258			283,258
Loomis Maint 1	4,958		5	4,953			4,953
Loomis Maint 2	27,664		27	27,637			27,637
Heather Heights	342,960		328	342,632			342,632
Sunrise Loomis	250,745		239	250,506			250,506
Live Oak	125,404		120	125,284			125,284
Loomis Acres	176,463		170	176,293			176,293
Hunters Crossing 2	99,267		287	98,980			98,980
King Road Village	166,054		692	165,362			165,362
Saunders Avenue	22,071		21	22,050			22,050
Rachel Estates	262,707		394	262,313			262,313
No Name Lane	3,000			3,000			3,000
Sherwood Estates	118,450		114	118,336			118,336
Heritage Park Estates 1	265,800		257	265,543			265,543
Hunter Oaks	220,801		2,011	218,790			218,790
Sierra de Monserat	303,482		598	302,884			302,884
	<u>3,020,857</u>	<u>-</u>	<u>5,998</u>	<u>3,014,859</u>	<u>-</u>	<u>-</u>	<u>3,014,859</u>

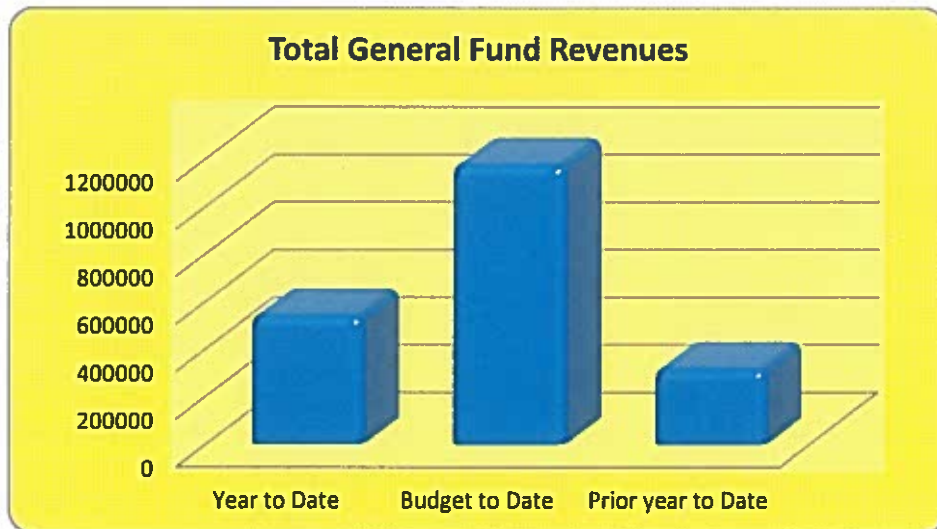
Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2017

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/17			as of 9/30/17	In	Out	
Revolving (Development Agreements)	877,482	1,132		878,614			878,614
County Facility Development fee	16,531	6,218		22,749			22,749
Dry Creek Watershed District	1,229	933		2,162			2,162
	<u>895,242</u>	<u>8,283</u>	<u>-</u>	<u>903,525</u>	<u>-</u>	<u>-</u>	<u>903,525</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,843)	128		(31,715)			(31,715)
	<u>(30,706)</u>	<u>128</u>	<u>-</u>	<u>(30,578)</u>	<u>-</u>	<u>-</u>	<u>(30,578)</u>

Town of Loomis
 Revenues - General Fund
 For the Three Months Ended September 30, 2017

Revenues	Actual as of 9/30/17	Budget as of 9/30/17	Variance	Actual as of 9/30/16	Current vs. Prior Year	Total Budget
Property Taxes - secured	10	267,500	(267,490)	10	-	1,070,000
Property Taxes - unsecured		7,500	(7,500)		-	30,000
Property Taxes - supplemental	156	3,750	(3,594)	290	(134)	15,000
Homeowner property tax relief		2,125	(2,125)		-	8,500
Sales Taxes	322,466	300,000	22,466	234,418	88,048	1,200,000
Transaction Taxes	118,879	75,000	43,879	-	118,879	300,000
Real Property Transfer Tax	7,382	10,000	(2,618)	7,940	(558)	40,000
Transient Occupancy Tax		2,500	(2,500)		-	10,000
Franchises		66,500	(66,500)		-	266,000
Business Licenses	3,412	5,750	(2,338)	3,121	291	23,000
Permits	82,287	30,000	52,287	49,568	32,719	120,000
Fees	3,768	24,678	(20,910)	6,219	(2,451)	24,000
Motor Vehicle in Lieu (DMV)		700	(700)		-	2,800
Property tax in lieu of Motor in Lieu		156,250	(156,250)		-	625,000
Interest	24,407	22,500	1,907	18,710	5,697	90,000
Market adjustments	(27,648)	5,000	(32,648)	(11,638)	(16,010)	20,000
Traffic fines		750	(750)	150	(150)	3,000
Rents	6,729	7,000	(271)	9,064	(2,335)	28,000
Miscellaneous	316	1,250	(934)	650	(334)	5,000
Prior year reserves		188,010	(188,010)		-	752,038
	542,164	1,176,763	(634,599)	318,502	223,662	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 Three Months Ended September 30, 2017

Expenditures	Actual as of 9/30/17	Budget as of 9/30/17	Variance	Actual as of 9/30/16	Current vs. Prior Year	Total Budget
Town Council	8,066	13,300	5,234	8,333	267	53,200
Town Clerk	18,594	19,475	881	19,683	1,089	77,900
Finance	45,610	56,700	11,090	69,025	23,415	226,800
Administration	137,677	136,550	(1,127)	132,147	(5,530)	546,200
Planning	40,324	106,450	66,126	59,933	19,609	425,800
Community Services	45,899	71,925	26,026	15,406	(30,493)	287,700
Economic Development	8,538	1,963	(6,576)	42,016	33,478	7,850
Safety	22,826	387,205	364,379	372,811	349,985	1,548,820
Public Works	34,415	160,283	125,868	137,496	103,081	641,130
Non-Departmental	-	188,010	188,010	-	-	752,038
	361,949	1,141,860	779,911	856,850	494,901	4,567,438

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

