

Staff Report October 9, 2018

TO:

Honorable Mayor and Members of the Town Council

FROM:

Roger Carroll, Finance Director

DATE:

October 2, 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.

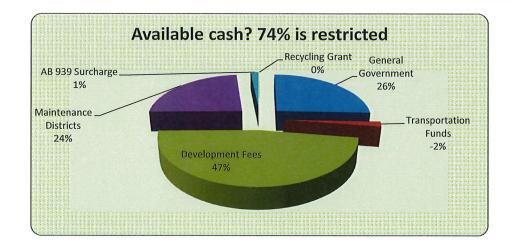
Attachments

A. September 2018 Statement of Activity

\$ 14,056,045

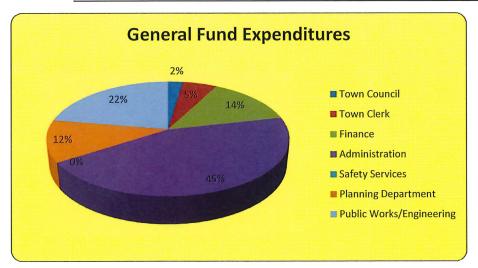
Total All Funds

General Fund	Fund Balance as of 7/01/18	Revenue	E	xpenditures	Fund Balance as of 9/30/18	Ti In	ransfers	Out	F	Adjusted Fund Balance
General Government Planning Public Works Safety Services	\$ 576,033 72,856 209,415	\$ 333,613 59,319 112,838 0	\$	246,469 43,824 83,363 0	\$ 663,177 88,351 238,890	\$ -	\$	-	\$	663,177 88,351 238,890
General Operations Reserve	200,000	-		-	200,000	-		-		0 200,000
Sub-total	\$ 1,058,304	\$ 505,769	\$	373,656	\$ 1,190,417	\$ -	\$	-	\$	1,190,417
General Capital and Investments										
General Government Planning	\$ 1,036,827	\$ -	\$	-	\$ 1,036,827	\$ -	\$	-	\$	1,036,827
Public Works Multi Modal Facility	1,192,957 -	-		-	1,192,957 -	-		-		1,192,957 -
General Investment	 100,000	-		-	 100,000	-		-		100,000
Total General Fund	 2,329,784	\$ 505,769	\$	373,656	\$ 3,520,201	\$ 	\$	-	\$	3,520,201
Restricted Funds										
Transportation Funds Development Fees Maintenance Districts Supplemental Law Enforcement AB 939 Surcharge Recycling Grant	\$ 15,882 6,457,814 3,218,567 114,113 212,099 10,874	\$ 52,779 56,623 28,917 393 1,210 36	\$	310,736 8,000 2,508 6,472	\$ (242,075) 6,506,437 3,244,976 114,506 213,309 4,438	\$ -	\$	-	\$	(242,075) 6,506,437 3,244,976 114,506 213,309 4,438
Total Restricted Funds	\$ 10,029,349	\$ 139,958	\$	327,716	\$ 9,841,591	\$ -	\$	-	\$	9,841,591
Other Funds										
Revolving Funds Master Plan expenses recoverable	\$ 719,961 (30,577)	\$ 4,867 2	\$	-	\$ 724,828 (30,575)	\$ -	\$	-	\$	724,828 (30,575)
	689,384	4,869		-	694,253			-		694,253



\$ 13,048,517 \$ 650,596 \$ 701,372 \$ 14,056,045 \$

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 9/30/18	Transfers In Out		Adjusted Fund Balance	
General Government								
Town Council Town Clerk Finance Administration	\$ 22,220 34,545 98,025 421,243	11,811 27,139 69,779 224,883	8,726 20,050 51,552 166,141	25,305 41,634 116,252 479,985			25,305 41,634 116,252 479,985	
Total General Government	576,033	333,613	246,469	663,177	-	-	663,177	
Planning and Building								
Planning Department	72,856	59,319	43,824	88,351			88,351	
Total Planning and Building	72,856	59,319	43,824	88,351	-	-	88,351	
Public Works								
Public Works/Engineering	209,415	112,838	83,363	238,890			238,890	
Total Public Works	209,415	112,838	83,363	238,890	-	-	238,890	
Safety Services		0	0	0			0	
General Operations Reserve	200,000		-	200,000	-	-	200,000	
Sub-total	1,058,304	505,769	373,656	1,190,417	-	-	1,190,417	
General Capital and Investments								
General Government General Fund Operating Reserves Capital Projects General Investment	173,711 863,116 1,192,957 100,000			173,711 863,116 1,192,957 100,000			173,711 863,116 1,192,957 100,000	
Total General Fund	3,388,088	505,769	373,656	3,520,201		-	3,520,201	

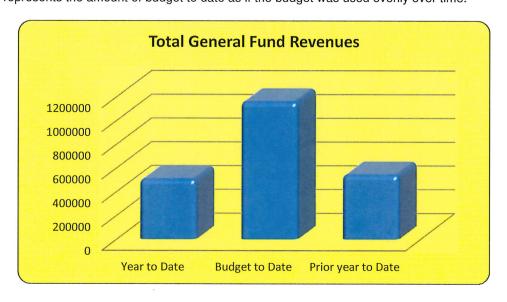


Gas Tax 2106 - 5,499 4,535 904 904 Gas Tax 2107.5 - 2,106 2,106 2,2106 Gas Tax 2105 - 2,106 4,2106 2,106 Gas Tax 2103 - 6,509 4,585 1,974 1,797 Road Maintenance Fund 25,572 16,257 <t< th=""><th>Transportation Funds</th><th>Fund Balance as of 7/01/18</th><th>Revenue</th><th>Expenditures</th><th>Fund Balance as of 9/30/18</th><th>Transfers In Out</th><th>Adjusted Fund Balance</th></t<>	Transportation Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 9/30/18	Transfers In Out	Adjusted Fund Balance
Gas Tax 2107	Con Toy 0106		E 420	4 525	904		NUB
Gas Tax 2107.5 - 2,106 2,106 2,106 Gas Tax 2105 - 6,509 4,535 1,974 1,797 Gas Tax 2103 - 6,509 4,535 1,974 1,974 Road Maltheannoe Fund 25,572 289,874 (289,874) (289,874) Transit 15,882 52,779 310,736 (242,075) - (242,075) Development Fee Funds Park Fee 266,933 4,007 270,940 270,940 Open Space/Passive parks 283,762 3,098 266,860 286,860 Park Development 220,388 4,210 224,598 224,598 Drainage 265,766 5,114 270,980 270,880 Drainage 265,766 5,114 270,980 282,598 Drainage 265,766 5,114 270,980 282,498 Drainage 265,766 5,114 270,980 165,049 165,049 Low Income Principal 78,427 75 <td< td=""><td></td><td>-</td><td>•</td><td>•</td><td></td><td></td><td></td></td<>		-	•	•			
Gas Tax 2105 - 6,786 4,889 1,797 1,797 Gas Tax 2103 - 6,509 4,535 1,974 1,974 Road Maintenance Fund 25,572 285,872 25,572 25,572 25,572 Sireets and Roads 1 15,882 375 16,257 16,257 Bike Lane 1 15,882 52,779 310,736 (242,075) - (242,075) Development Fee Funds Park Fee 266,933 4,007 270,940 270,940 Open Space/Passive parks 283,782 3,098 286,860 286,860 Park Development 220,388 4,210 224,598 224,598 Dralnage 255,768 5,114 270,880 2270,880 Low Income Principal 78,427 750 79,177 79,177 Low Income Interest 207,315 1,695 209,010 209,010 CDBG Lears Repaid 112,091 958 8,000 165,049 165,049 Revoving		-		0,003			
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Transit Bike Lane 15,882 375 16,257 16,257 Bike Lane 15,882 52,779 310,736 (242,075) - (242,075) Development Fee Funds Park Fee 266,933 4,007 270,940 270,940 Open Space/Passive parks 283,762 3,098 266,860 266,660 Park Development 220,388 4,210 224,598 224,598 Drilange 265,766 5,114 270,880 270,880 Low Income Principal 78,427 750 79,177 79,177 Low Income Interest 207,315 1,695 209,010 20,010 CDBG Loans Repaid 172,091 958 8,000 165,049 165,049 Revoviling Loan Fund 2,604 16 2,620 2,860 Rad Circulation 252,9345 5,627 534,972 534,972 Interchange 2,376,074 15,614 2,391,688 2,391,688 Sierra College Blvd 719,523 5,082 724,565 724,585 SCB Settlement 186,845 1,116 187,961 187,961 Rocklin Crossing 260,373 1,556 261,929 261,929 Rocklin Crossing 106,964 639 107,603 107,603 Rocklin Crossing 106,964 639 107,603 107,603 Rocklin Crossing 296,648 1,772 143 298,277 298,277 Loomis Maint 1 5,564 33 8,000 6,506,437 - 6,506,437 Maintenance Districts Tree Fund 354,937 11,942 366,879 366,879 Hunters Crossing 296,648 1,772 143 298,277 298,277 Loomis Maint 2 29,294 174 29,468 29,468 Heather Heights 359,475 2,148 361,623 361,623 Sunrise Loomis 263,104 1,572 246,66 264,676 Live Oak 138,042 682 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Sandour Service 186,894 1,677 2 284,676 Sandour Service 186,894 1,103 186,394 Hunter Crossing 2 104,022 620 116 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Sandour Service 186,894 1,697 2 284,676 Sandour Service 186,894 1,697 2 284,696 Rachel Estates 1,29,388 1,616 23 3,000 Shewood Estates 127,844 758 128,602 Deventing Park Estates 1 299,288 1,712 299,590 290,590 Hentage Park Estates 1 299,288 1,712 299,590 290,590 Hentage Park Estates 1 299,288 1,712 299,590 290,590 Hentage Park Estates 1 299,288 1,712 299,590 290,590		_	20,012	289 874			
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Development Fee Funds		10,002	0,0				-
Park Fee	DINC Lanc						
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Tree Fund 354,937 11,942 366,879 366,879 Hunters Crossing 296,648 1,772 143 298,277 298,277 Loomis Maint 1 5,564 33 5,597 5,597 Loomis Maint 2 29,294 174 29,468 29,468 Heather Heights 359,475 2,148 361,623 361,623 Sunrise Loomis 263,104 1,572 264,676 264,676 Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 No Name Lane 3,000 3,000 3,000 Sherwood Estates 127,844 758 128		6,457,814	56,623	8,000	6,506,437		6,506,437
Hunters Crossing 296,648 1,772 143 298,277 298,277 Loomis Maint 1 5,564 33 5,597 5,597 Loomis Maint 2 29,294 174 29,468 29,468 Heather Heights 359,475 2,148 361,623 361,623 Sunrise Loomis 263,104 1,572 264,676 264,676 Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 King Road Village 173,793 1,026 513 174,306 Saunders Avenue 23,509 140 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 Sherwood Estates 127,844 758 128,602 Heritage Park Estates 1 289,238 1,712 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320	Maintenance Districts						
Hunters Crossing 296,648 1,772 143 298,277 298,277 Loomis Maint 1 5,564 33 5,597 5,597 Loomis Maint 2 29,294 174 29,468 29,468 Heather Heights 359,475 2,148 361,623 361,623 Sunrise Loomis 263,104 1,572 264,676 264,676 Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks </td <td>Tree Fund</td> <td>354.937</td> <td>11.942</td> <td></td> <td>366,879</td> <td></td> <td>366,879</td>	Tree Fund	354.937	11.942		366,879		366,879
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Heather Heights 359,475 2,148 361,623 361,623 Sunrise Loomis 263,104 1,572 264,676 264,676 Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320			174				29,468
Sunrise Loomis 263,104 1,572 264,676 264,676 Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320			2,148				
Live Oak 138,042 822 138,864 138,864 Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320	-	•					
Loomis Acres 185,291 1,103 186,394 186,394 Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320					138,864		138,864
Hunters Crossing 2 104,022 620 116 104,526 104,526 King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320					186,394		186,394
King Road Village 173,793 1,026 513 174,306 174,306 Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320				116			104,526
Saunders Avenue 23,509 140 23,649 23,649 Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320	<u> </u>		1,026	513			174,306
Rachel Estates 278,985 1,657 94 280,548 280,548 No Name Lane 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320					23,649		23,649
No Name Lane 3,000 3,000 3,000 Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320				94			280,548
Sherwood Estates 127,844 758 128,602 128,602 Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320			•				3,000
Heritage Park Estates 1 289,238 1,712 290,950 290,950 Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320			758				
Hunter Oaks 237,247 1,391 1,341 237,297 237,297 Sierra de Monserat 348,574 2,047 301 350,320 350,320	Heritage Park Estates 1				290,950		
Sierra de Monserat 348,574 2,047 301 350,320 350,320				1,341	237,297		237,297
3,218,567 28,917 2,508 3,244,976 3,244,976	Sierra de Monserat			301	350,320		350,320
		3,218,567	28,917	2,508	3,244,976		3,244,976

Revolving Funds	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 9/30/18	Transf In	ers Out	Adjusted Fund Balance
Revolving (Development Agreements) County Facility Development fee Dry Creek Watershed District	689,540 27,710 2,711	684 2,445 1,738		690,224 30,155 4,449			690,224 30,155 4,449
	719,961	4,867	-	724,828	-	-	724,828
Miscellaneous other Funds							
Westside Specific Plan Master Plan	1,137 (31,714)	2		1,137 (31,712)			1,137 (31,712)
	(30,577)	2		(30,575)		-	(30,575)

	Actual as of 9/30/18	Budget as of 9/30/18	Variance	Actual as of 9/30/17	Current vs. Prior Year	Total Budget
Revenues						9
Property Taxes - secured	-	267,500	(267,500)	7 J	-	1,070,000
Property Taxes - unsecured	-	7,500	(7,500)	10	(10)	30,000
Property Taxes - supplemental	-	3,750	(3,750)	156	(156)	15,000
Homeowner property tax relief	-	2,125	(2,125)	-	-	8,500
Sales Taxes	289,642	300,000	(10,358)	322,466	(32,824)	1,200,000
Transaction Taxes	120,853	75,000	45,853	118,879	1,974	300,000
Real Property Transfer Tax	7,182	10,000	(2,818)	7,382	(200)	40,000
Transient Occupancy Tax	524	2,500	(1,976)	, -	524	10,000
Franchises	_	66,500	(66,500)		-	266,000
Business Licenses	3,398	5,750	(2,352)	3,412	(14)	23,000
Permits	55,777	30,000	25,777	82,287	(26,510)	120,000
Fees	9,546	6,000	3,546	3,768	5,778	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	21,076	22,500	(1,424)	24,407	(3,331)	90,000
Market adjustments	(10,668)	5,000	(15,668)	(27,648)	16,980	20,000
Traffic fines	181	750	(569)		181	3,000
Rents	8,109	7,000	1,109	6,729	1,380	28,000
Miscellaneous	149	1,250	(1,101)	316	(167)	5,000
Prior year reserves		188,010	(188,010)		-	752,038
	505,769	1,158,085	(652,316)	542,164	(36,395)	4,632,338

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



	Actual as of 9/30/18	Budget as of 9/30/18	Variance	Actual as of 9/30/17	Current vs. Prior Year	Total Budget
Expenditures	45 57 57 557 15	40 01 0700710	rananoo	40 01 0100117	Thor Tour	Daagot
Town Council	8,726	13,300	4,574	8,667	(59)	53,200
Town Clerk	20,050	19,475	(575)	21,338	1,288	77,900
Finance	51,552	56,700	5,148	50,327	(1,225)	226,800
Administration	166,141	711,054	544,913	153,065	(13,076)	546,200
Planning	43,824	106,450	62,626	43,451	(373)	425,800
Community Services	79,168	71,925	(7,243)	50,232	(28,936)	287,700
Economic Development	-	1,963	1,963	8,538	8,538	7,850
Safety	-	387,205	387,205	383,574	383,574	1,548,820
Public Works	83,363	160,283	76,920	132,625	49,262	641,130
Non-Departmental	-	188,010	188,010		-	752,038
	452,824	1,716,364	1,263,540	851,817	398,993	4,567,438

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

