



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

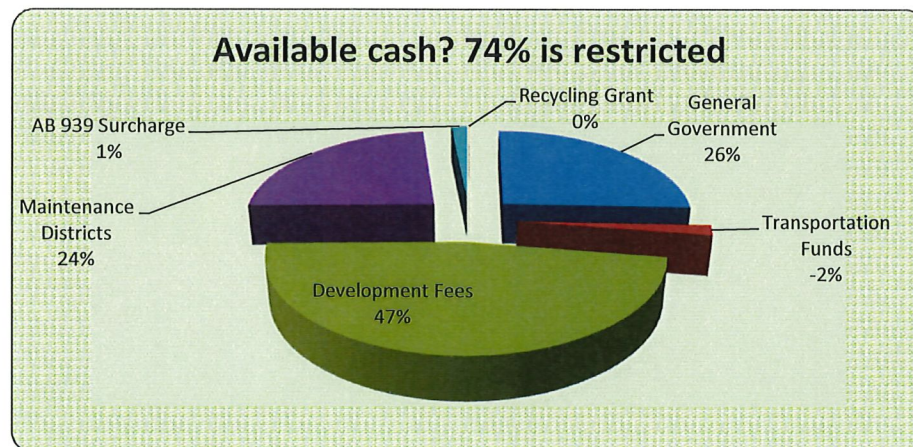
This report complies with the State Municipal Code.

Attachments

- A. September 2018 Statement of Activity

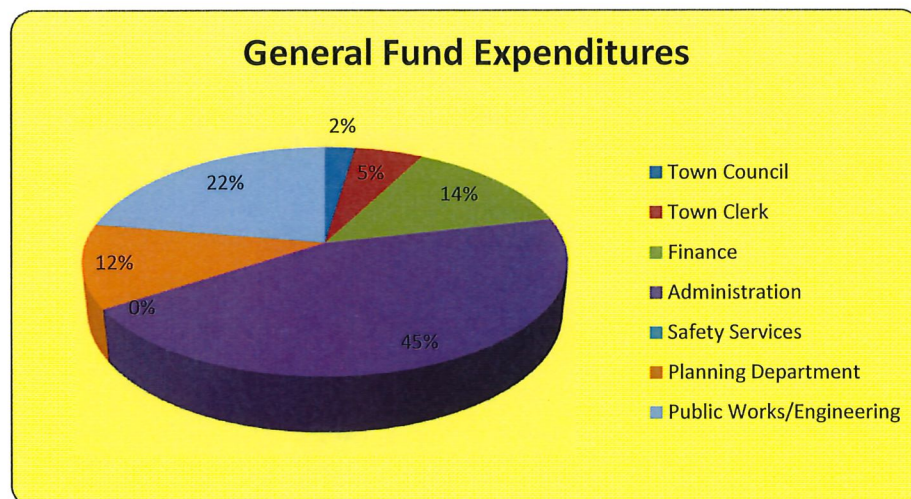
Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2018

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 9/30/18	In	Transfers Out	Adjusted Fund Balance
General Government	\$ 576,033	\$ 333,613	\$ 246,469	\$ 663,177	\$ -	\$ -	\$ 663,177
Planning	72,856	59,319	43,824	88,351	-	-	88,351
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	\$ 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	\$ 505,769	\$ 373,656	\$ 3,520,201	\$ -	\$ -	\$ 3,520,201
Restricted Funds							
Transportation Funds	\$ 15,882	\$ 52,779	\$ 310,736	\$ (242,075)	\$ -	\$ -	\$ (242,075)
Development Fees	6,457,814	56,623	8,000	6,506,437	-	-	6,506,437
Maintenance Districts	3,218,567	28,917	2,508	3,244,976	-	-	3,244,976
Supplemental Law Enforcement	114,113	393	-	114,506	-	-	114,506
AB 939 Surcharge	212,099	1,210	-	213,309	-	-	213,309
Recycling Grant	10,874	36	6,472	4,438	-	-	4,438
Total Restricted Funds	\$ 10,029,349	\$ 139,958	\$ 327,716	\$ 9,841,591	\$ -	\$ -	\$ 9,841,591
Other Funds							
Revolving Funds	\$ 719,961	\$ 4,867	\$ -	\$ 724,828	\$ -	\$ -	\$ 724,828
Master Plan expenses recoverable	(30,577)	2	-	(30,575)	-	-	(30,575)
	689,384	4,869	-	694,253	-	-	694,253
Total All Funds	\$ 13,048,517	\$ 650,596	\$ 701,372	\$ 14,056,045	\$ -	\$ -	\$ 14,056,045



Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2018

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	\$ 22,220	11,811	8,726	25,305			25,305
Town Clerk	34,545	27,139	20,050	41,634			41,634
Finance	98,025	69,779	51,552	116,252			116,252
Administration	421,243	224,883	166,141	479,985			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	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	505,769	373,656	3,520,201	-	-	3,520,201



Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2018

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 2106	-	5,439	4,535	904			904
Gas Tax 2107	-	5,992	6,803	(811)			(811)
Gas Tax 2107.5	-	2,106		2,106			2,106
Gas Tax 2105	-	6,786	4,989	1,797			1,797
Gas Tax 2103	-	6,509	4,535	1,974			1,974
Road Maintenance Fund		25,572		25,572			25,572
Streets and Roads	-		289,874	(289,874)			(289,874)
Transit	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		286,860			286,860
Park Development	220,388	4,210		224,598			224,598
Drainage	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			209,010
CDBG Loans Repaid	172,091	958	8,000	165,049			165,049
Revolving Loan Fund	2,604	16		2,620			2,620
Road Circulation	529,345	5,627		534,972			534,972
Interchange	2,376,074	15,614		2,391,688			2,391,688
Sierra College Blvd	719,523	5,062		724,585			724,585
SCB Settlement	186,845	1,116		187,961			187,961
Rocklin Crossing	260,373	1,556		261,929			261,929
Rocklin Commons	106,964	639		107,603			107,603
Community Facilities	781,404	7,161		788,565			788,565
	6,457,814	56,623	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 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
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
	3,218,567	28,917	2,508	3,244,976	-	-	3,244,976

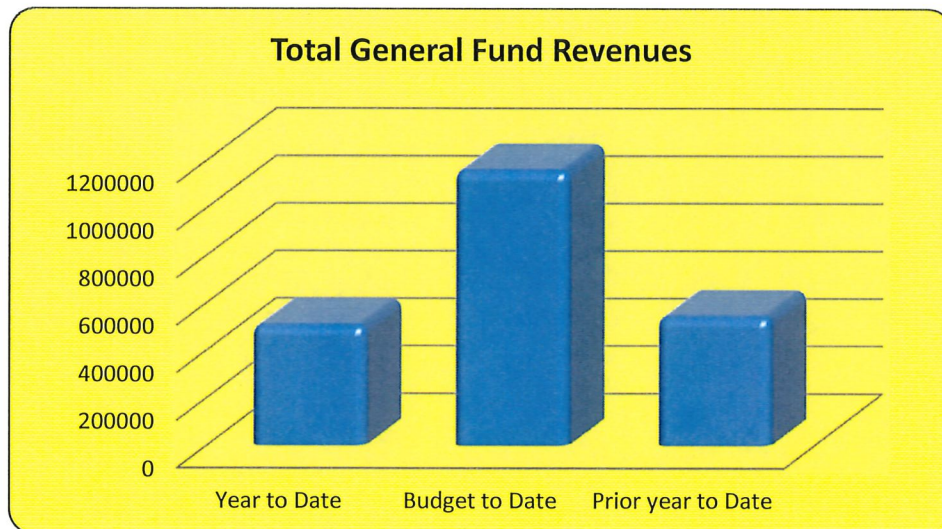
Town of Loomis
Statement of Activity
For the Three Months Ended September 30, 2018

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

Town of Loomis
Revenues - General Fund
For the Three Months Ended September 30, 2018

Revenues	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
Property Taxes - secured	-	267,500	(267,500)	-	-	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.



Town of Loomis
Expenditures - General Fund
For the Three Months Ended September 30, 2018

Expenditures	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
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.

