



Staff Report
December 11, 2018

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: December 4, 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.

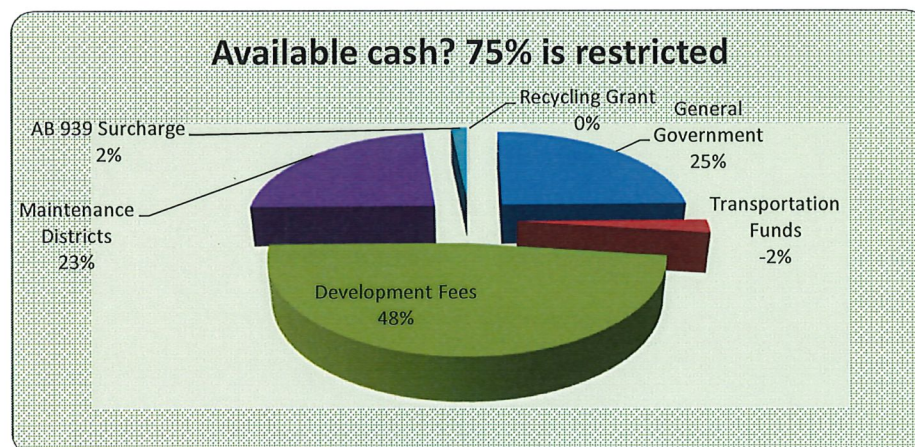
Attachments

- A. November 2018 Statement of Activity

Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2018

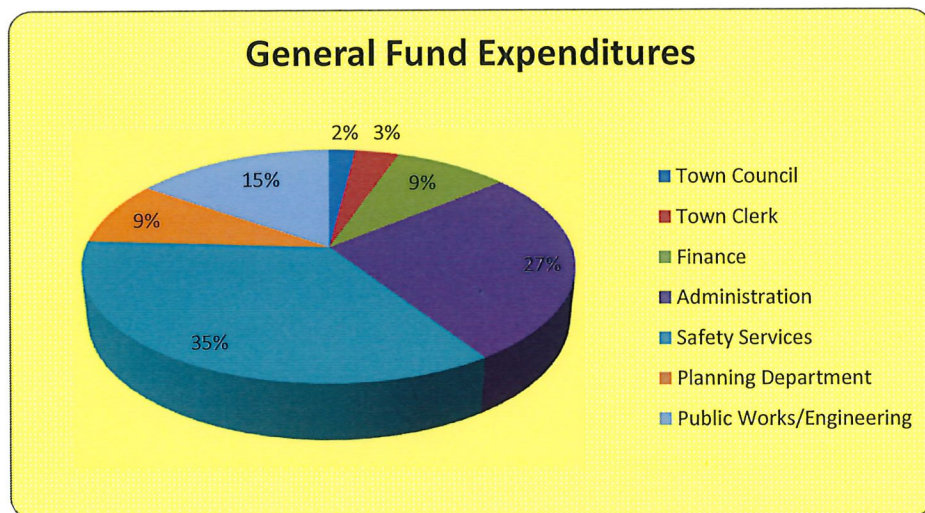
Attachment A

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 11/30/18	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 576,033	\$ 425,577	\$ 431,003	\$ 570,607	\$ -	\$ -	\$ 570,607
Planning	72,856	91,134	92,296	71,694	-	-	71,694
Public Works	209,415	159,457	161,490	207,382	-	-	207,382
Safety Services	-	367,658	372,345	(4,687)	-	-	(4,687)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 1,058,304	\$ 1,043,826	\$ 1,057,134	\$ 1,044,996	\$ -	\$ -	\$ 1,044,996
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	\$ 1,043,826	\$ 1,057,134	\$ 3,374,780	\$ -	\$ -	\$ 3,374,780
Restricted Funds							
Transportation Funds	\$ 15,882	\$ 141,011	\$ 474,685	\$ (317,792)	\$ -	\$ -	\$ (317,792)
Development Fees	6,457,814	82,691	10,500	6,530,005	-	-	6,530,005
Maintenance Districts	3,218,567	41,881	39,702	3,220,746	-	-	3,220,746
Supplemental Law Enforcement	114,113	61,227	25,000	150,340	-	-	150,340
AB 939 Surcharge	212,099	5,791	1,043	216,847	-	-	216,847
Recycling Grant	10,874	239	6,472	4,641	-	-	4,641
Total Restricted Funds	\$ 10,029,349	\$ 332,840	\$ 557,402	\$ 9,804,787	\$ -	\$ -	\$ 9,804,787
Other Funds							
Revolving Funds	\$ 719,961	\$ 5,209	\$ 4,488	\$ 720,682	\$ -	\$ -	\$ 720,682
Master Plan expenses recoverable	(30,577)	2	-	(30,575)	-	-	(30,575)
	689,384	5,211	4,488	690,107	-	-	690,107
Total All Funds	\$ 13,048,517	\$ 1,381,877	\$ 1,619,024	\$ 13,869,674	\$ -	\$ -	\$ 13,869,674



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2018

General Fund	Fund Balance as of 7/01/18	Revenue	Expenditures	Fund Balance as of 11/30/18	Transfers		Adjusted Fund Balance
					In	Out	
General Government							
Town Council	\$ 22,220	20,853	21,119	21,954			21,954
Town Clerk	34,545	35,287	35,737	34,095			34,095
Finance	98,025	91,801	92,971	96,855			96,855
Administration	421,243	277,636	281,176	417,703			417,703
Total General Government	576,033	425,577	431,003	570,607	-	-	570,607
Planning and Building							
Planning Department	72,856	91,134	92,296	71,694			71,694
Total Planning and Building	72,856	91,134	92,296	71,694	-	-	71,694
Public Works							
Public Works/Engineering	209,415	159,457	161,490	207,382			207,382
Total Public Works	209,415	159,457	161,490	207,382	-	-	207,382
Safety Services	-	367,658	372,345	(4,687)	-	-	(4,687)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	1,058,304	1,043,826	1,057,134	1,044,996	-	-	1,044,996
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	1,043,826	1,057,134	3,374,780	-	-	3,374,780



Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2018

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/18			as of 11/30/18	In	Out	Fund Balance
Gas Tax 2106	-	15,810	10,772	5,038			5,038
Gas Tax 2107	-	12,757	16,158	(3,401)			(3,401)
Gas Tax 2107.5	-	2,115		2,115			2,115
Gas Tax 2105	-	19,692	11,849	7,843			7,843
Gas Tax 2103	-	13,440	10,772	2,668			2,668
Road Maintenance Fund		46,269		46,269			46,269
Streets and Roads	-	30,490	425,134	(394,644)			(394,644)
Transit	15,882	438		16,320			16,320
Bike Lane	-			-			-
	<u>15,882</u>	<u>141,011</u>	<u>474,685</u>	<u>(317,792)</u>	<u>-</u>	<u>-</u>	<u>(317,792)</u>

Development Fee Funds

Park Fee	266,933	5,084		272,017			272,017
Open Space/Passive parks	283,762	4,238		288,000			288,000
Park Development	220,388	5,103		225,491			225,491
Drainage	265,766	6,192		271,958			271,958
Low Income Principal	78,427	750		79,177			79,177
Low Income Interest	207,315	2,841		210,156			210,156
CDBG Loans Repaid	172,091	1,813	10,500	163,404			163,404
Revolving Loan Fund	2,604	26		2,630			2,630
Road Circulation	529,345	7,754		537,099			537,099
Interchange	2,376,074	25,123		2,401,197			2,401,197
Sierra College Blvd	719,523	7,943		727,466			727,466
SCB Settlement	186,845	1,864		188,709			188,709
Rocklin Crossing	260,373	2,597		262,970			262,970
Rocklin Commons	106,964	1,067		108,031			108,031
Community Facilities	781,404	10,296		791,700			791,700
	<u>6,457,814</u>	<u>82,691</u>	<u>10,500</u>	<u>6,530,005</u>	<u>-</u>	<u>-</u>	<u>6,530,005</u>

Maintenance Districts

Tree Fund	354,937	13,401		368,338			368,338
Hunters Crossing	296,648	2,961	285	299,324			299,324
Loomis Maint 1	5,564	55		5,619			5,619
Loomis Maint 2	29,294	291		29,585			29,585
Heather Heights	359,475	3,586		363,061			363,061
Sunrise Loomis	263,104	2,624		265,728			265,728
Live Oak	138,042	1,375	34,314	105,103			105,103
Loomis Acres	185,291	1,845		187,136			187,136
Hunters Crossing 2	104,022	1,037	173	104,886			104,886
King Road Village	173,793	1,730	1,016	174,507			174,507
Saunders Avenue	23,509	234		23,743			23,743
Rachel Estates	278,985	2,776	188	281,573			281,573
No Name Lane	3,000			3,000			3,000
Sherwood Estates	127,844	1,270		129,114			129,114
Heritage Park Estates 1	289,238	2,873		292,111			292,111
Hunter Oaks	237,247	2,370	3,125	236,492			236,492
Sierra de Monserat	348,574	3,453	601	351,426			351,426
	<u>3,218,567</u>	<u>41,881</u>	<u>39,702</u>	<u>3,220,746</u>	<u>-</u>	<u>-</u>	<u>3,220,746</u>

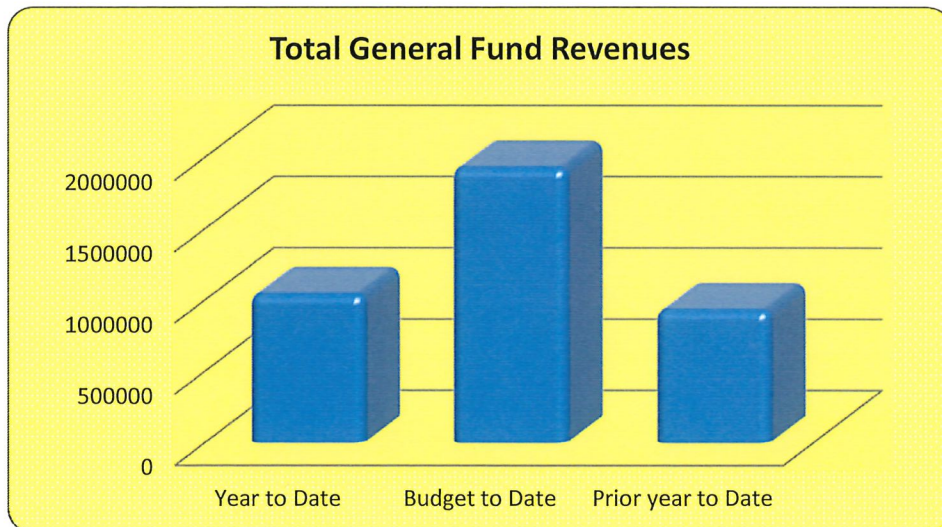
Town of Loomis
Statement of Activity
For the Five Months Ended November 30, 2018

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/18			as of 11/30/18	In	Out	
Revolving (Development Agreements)	689,540	927	671	689,796			689,796
County Facility Development fee	27,710	2,544	2,079	28,175			28,175
Dry Creek Watershed District	2,711	1,738	1,738	2,711			2,711
	<u>719,961</u>	<u>5,209</u>	<u>4,488</u>	<u>720,682</u>	<u>-</u>	<u>-</u>	<u>720,682</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 Five Months Ended November 30, 2018

Revenues	Actual as of 11/30/18	Budget as of 11/30/18	Variance	Actual as of 11/30/17	Current vs. Prior Year	Total Budget
Property Taxes - secured	-	445,833	(445,833)	-	-	1,070,000
Property Taxes - unsecured	22,897	12,500	10,397	21,689	1,208	30,000
Property Taxes - supplemental	452	6,250	(5,798)	156	296	15,000
Homeowner property tax relief	-	3,542	(3,542)	-	-	8,500
Sales Taxes	547,011	500,000	47,011	500,966	46,045	1,200,000
Transaction Taxes	267,183	125,000	142,183	167,879	99,304	300,000
Real Property Transfer Tax	12,856	16,667	(3,811)	14,409	(1,553)	40,000
Transient Occupancy Tax	5,395	4,167	1,228	3,967	1,428	10,000
Franchises	46,648	110,833	(64,185)	44,024	2,624	266,000
Business Licenses	5,386	9,583	(4,197)	5,556	(170)	23,000
Permits	74,510	50,000	24,510	129,996	(55,486)	120,000
Fees	12,729	10,000	2,729	9,546	3,183	24,000
Motor Vehicle in Lieu (DMV)		1,167	(1,167)		-	2,800
Property tax in lieu of Motor in Lieu		260,417	(260,417)		-	625,000
Interest	38,638	37,500	1,138	38,578	60	90,000
Market adjustments	(1,928)	8,333	(10,261)	(19,643)	17,715	20,000
Traffic fines	789	1,250	(461)	1,005	(216)	3,000
Rents	10,652	11,667	(1,015)	12,115	(1,463)	28,000
Miscellaneous	608	2,083	(1,475)	1,491	(883)	5,000
Prior year reserves		313,349	(313,349)		-	752,038
	1,043,826	1,930,141	(886,315)	931,734	112,092	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 Five Months Ended November 30, 2018

Expenditures	Actual as of 11/30/18	Budget as of 11/30/18	Variance	Actual as of 11/30/17	Current vs. Prior Year	Total Budget
Town Council	21,119	22,167	1,048	14,196	(6,923)	53,200
Town Clerk	35,737	32,458	(3,279)	34,152	(1,585)	77,900
Finance	92,971	94,500	1,529	105,443	12,472	226,800
Administration	281,176	227,583	(53,593)	230,521	(50,655)	546,200
Planning	92,296	177,417	85,121	72,930	(19,366)	425,800
Community Services	86,113	119,875	33,762	60,137	(25,976)	287,700
Economic Development	1,700	3,271	1,571	8,956	7,256	7,850
Safety	372,345	645,342	272,997	406,400	34,055	1,548,820
Public Works	161,490	267,138	105,648	218,209	56,719	641,130
Non-Departmental	-	313,349	313,349	-	-	752,038
	1,144,947	1,903,099	758,152	1,150,944	5,997	4,567,438

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

