



Staff Report March 13, 2018

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

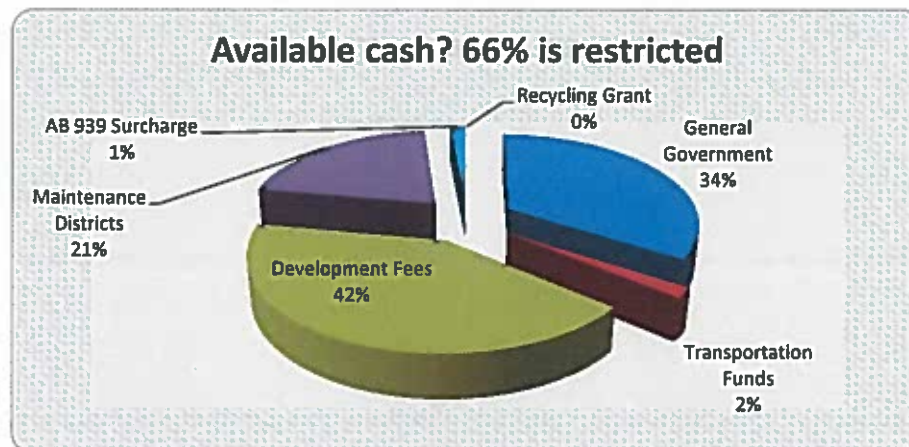
This report complies with the State Municipal Code.

Attachments

A. February 2018 Statement of Activity

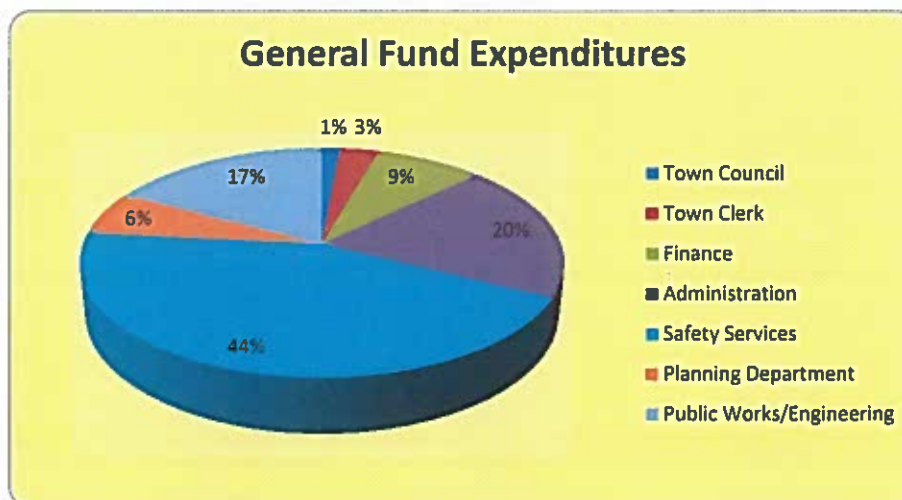
Town of Loomis
Statement of Activity
For the Eight Months Ended February 28, 2018

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 2/28/18	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 82,562	\$ 1,024,176	\$ 580,127	\$ 526,611	\$ -	\$ -	\$ 526,611
Planning	12,935	194,625	110,242	97,318	-	-	97,318
Public Works	49,330	546,492	309,551	286,271	-	-	286,271
Safety Services	-	1,394,649	789,975	604,674	-	-	604,674
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
Sub-total	\$ 344,827	\$ 3,159,943	\$ 1,789,895	\$ 1,714,875	\$ -	\$ -	\$ 1,714,875
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	\$ 3,159,943	\$ 1,789,895	\$ 5,080,900	\$ -	\$ -	\$ 5,080,900
Restricted Funds							
Transportation Funds	\$ 164,934	\$ 1,776,186	\$ 2,427,242	\$ (486,122)	\$ 752,038	\$ -	\$ 265,916
Development Fees	5,891,513	359,573	8,420	6,242,666	-	-	6,242,666
Maintenance Districts	3,020,857	75,983	13,777	3,083,063	-	-	3,083,063
Supplemental Law Enforcement	78,643	105,717	50,000	134,360	-	-	134,360
AB 939 Surcharge	217,398	6,774	800	223,372	-	-	223,372
Recycling Grant	2,452	-	64	2,388	-	-	2,388
Total Restricted Funds	\$ 9,375,797	\$ 2,324,233	\$ 2,500,303	\$ 9,199,727	\$ 752,038	\$ -	\$ 9,951,765
Other Funds							
Revolving Funds	\$ 895,242	\$ 28,254	\$ 35,010	\$ 888,486	\$ -	\$ -	\$ 888,486
Master Plan expenses recoverable	(30,706)	127	-	(30,579)	-	-	(30,579)
	864,536	28,381	35,010	857,907	-	-	857,907
Total All Funds	\$ 10,545,411	\$ 5,512,557	\$ 4,325,208	\$ 15,138,534	\$ 752,038	\$ -	\$ 15,890,572



Town of Loomis
Statement of Activity
For the Eight Months Ended February 28, 2018

General Fund	Fund Balance as of 7/01/17	Revenue	Expenditures	Fund Balance as of 2/28/18	Transfers		Adjusted Fund Balance
					In	Out	
General Government							
Town Council	\$ 7,632	45,103	25,548	27,187			27,187
Town Clerk	7,700	97,173	55,042	49,831			49,831
Finance	21,449	266,860	151,158	137,151			137,151
Administration	45,781	615,040	348,379	312,442			312,442
Total General Government	82,562	1,024,176	580,127	526,611	-	-	526,611
Planning and Building							
Planning Department	12,935	194,625	110,242	97,318			97,318
Total Planning and Building	12,935	194,625	110,242	97,318	-	-	97,318
Public Works							
Public Works/Engineering	49,330	546,492	309,551	286,271			286,271
Total Public Works	49,330	546,492	309,551	286,271	-	-	286,271
Safety Services	-	1,394,649	789,975	604,674	-	-	604,674
General Operations Reserve	200,000		-	200,000	-	-	200,000
Sub-total	344,827	3,159,943	1,789,895	1,714,875	-	-	1,714,875
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	3,159,943	1,789,895	5,080,900	-	-	5,080,900



Town of Loomis
Statement of Activity
For the Eight Months Ended February 28, 2018

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted
	as of 7/01/17			as of 2/28/18	In	Out	
Gas Tax 2106	14,186	24,950	13,855	25,281			25,281
Gas Tax 2107	29,495	28,688	20,783	37,400			37,400
Gas Tax 2107.5	4,193	1,978		6,171			6,171
Gas Tax 2105	26,061	21,827	15,241	32,647			32,647
Gas Tax 2103	7,726	17,780	13,855	11,651			11,651
Road Maintenance Fund		4,225		4,225			4,225
Streets and Roads	83,473	1,676,738	2,363,444	(603,233)	752,038		148,805
Transit	(200)	-	64	(264)			(264)
Bike Lane	-			-			-
	<u>164,934</u>	<u>1,776,186</u>	<u>2,427,242</u>	<u>(486,122)</u>	<u>752,038</u>	<u>-</u>	<u>265,916</u>
Development Fee Funds							
Park Fee	228,595	19,478		248,073			248,073
Open Space/Passive parks	258,728	11,004		269,732			269,732
Park Development	176,501	23,616		200,117			200,117
Drainage	246,492	9,874		256,366			256,366
Low Income Principal	74,677	3,800		78,477			78,477
Low Income Interest	201,398		718	200,680			200,680
CDBG Loans Repaid	189,230		6,322	182,908			182,908
Revolving Loan Fund	2,549		6	2,543			2,543
Road Circulation	402,125	102,106		504,231			504,231
Interchange	2,258,661	53,602		2,312,263			2,312,263
Sierra College Blvd	592,925	105,591		698,516			698,516
SCB Settlement	182,856		463	182,393			182,393
Rocklin Crossing	254,814		646	254,168			254,168
Rocklin Commons	104,680		265	104,415			104,415
Community Facilities	717,282	30,502		747,784			747,784
	<u>5,891,513</u>	<u>359,573</u>	<u>8,420</u>	<u>6,242,666</u>	<u>-</u>	<u>-</u>	<u>6,242,666</u>
Maintenance Districts							
Tree Fund	347,360		880	346,480			346,480
Hunters Crossing	283,671	3,656	579	286,748			286,748
Loomis Maint 1	4,958	258	5	5,211			5,211
Loomis Maint 2	27,664	488	10	28,142			28,142
Heather Heights	342,960	3,747	91	346,616			346,616
Sunrise Loomis	250,745	3,725	69	254,401			254,401
Live Oak	125,404	5,453	99	130,758			130,758
Loomis Acres	176,463	2,260	50	178,673			178,673
Hunters Crossing 2	99,267	1,422	366	100,323			100,323
King Road Village	166,054	3,821	1,770	168,105			168,105
Saunders Avenue	22,071	464	10	22,525			22,525
Rachel Estates	262,707	5,389	440	267,656			267,656
No Name Lane	3,000			3,000			3,000
Sherwood Estates	118,450	3,407	68	121,789			121,789
Heritage Park Estates 1	265,800	8,930	177	274,553			274,553
Hunter Oaks	220,801	11,785	7,704	224,882			224,882
Sierra de Monserat	303,482	21,178	1,459	323,201			323,201
	<u>3,020,857</u>	<u>75,983</u>	<u>13,777</u>	<u>3,083,063</u>	<u>-</u>	<u>-</u>	<u>3,083,063</u>

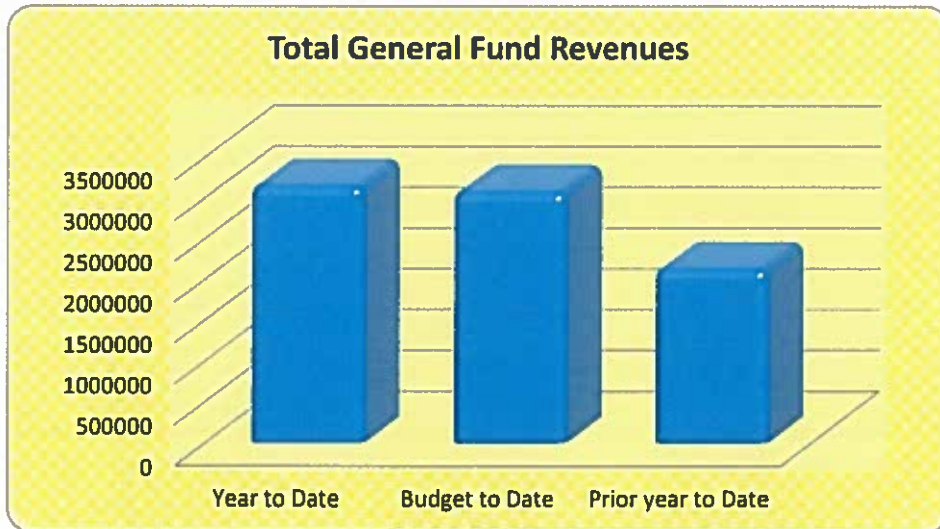
Town of Loomis
Statement of Activity
For the Eight Months Ended February 28, 2018

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/17			as of 2/28/18	In	Out	
Revolving (Development Agreements)	877,482	2,414	2,063	877,833			877,833
County Facility Development fee	16,531	20,498	17,861	19,168			19,168
Dry Creek Watershed District	1,229	5,342	15,086	(8,515)			(8,515)
	<u>895,242</u>	<u>28,254</u>	<u>35,010</u>	<u>888,486</u>	<u>-</u>	<u>-</u>	<u>888,486</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,843)	127		(31,716)			(31,716)
	<u>(30,706)</u>	<u>127</u>	<u>-</u>	<u>(30,579)</u>	<u>-</u>	<u>-</u>	<u>(30,579)</u>

Town of Loomis
 Revenues - General Fund
 For the Eight Months Ended February 28, 2018

Revenues	Actual as of 2/28/18	Budget as of 2/28/18	Variance	Actual as of 2/28/17	Current vs. Prior Year	Total Budget
Property Taxes - secured	598,412	713,333	(114,921)	558,181	40,231	1,070,000
Property Taxes - unsecured	23,123	20,000	3,123	25,157	(2,034)	30,000
Property Taxes - supplemental	9,339	10,000	(661)	9,564	(225)	15,000
Homeowner property tax relief	4,263	5,667	(1,404)	4,168	95	8,500
Sales Taxes	810,101	800,000	10,101	732,611	77,490	1,200,000
Transaction Taxes	294,541	200,000	94,541	-	294,541	300,000
Real Property Transfer Tax	27,995	26,667	1,328	31,901	(3,906)	40,000
Transient Occupancy Tax	8,061	6,667	1,394	6,037	2,024	10,000
Franchises	87,514	177,333	(89,819)	84,297	3,217	266,000
Business Licenses	25,528	15,333	10,195	20,767	4,761	23,000
Permits	158,160	80,000	78,160	99,151	59,009	120,000
Fees	11,541	16,000	(4,459)	24,392	(12,851)	24,000
Motor Vehicle in Lieu (DMV)	3,566	1,867	1,699	2,998	568	2,800
Property tax in lieu of Motor in Lieu	328,165	416,667	(88,502)	306,206	21,959	625,000
Interest	60,021	60,000	21	50,840	9,181	90,000
Market adjustments	(67,942)	13,333	(81,275)	(65,494)	(2,448)	20,000
Traffic fines	1,794	2,000	(206)	1,345	449	3,000
Rents	21,699	18,667	3,032	21,594	105	28,000
Miscellaneous	2,024	3,333	(1,309)	720	1,304	5,000
Prior year reserves	752,038	501,359	250,679	228,313	523,725	752,038
	3,159,943	3,088,225	71,718	2,142,748	1,017,195	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 Eight Months Ended February 28, 2018

Expenditures	Actual as of 2/28/18	Budget as of 2/28/18	Variance	Actual as of 2/28/17	Current vs. Prior Year	Total Budget
Town Council	25,548	35,467	9,919	29,964	4,416	53,200
Town Clerk	55,042	51,933	(3,109)	58,861	3,819	77,900
Finance	151,158	151,200	42	147,593	(3,565)	226,800
Administration	348,379	364,133	15,754	277,871	(70,508)	546,200
Planning	110,242	283,867	173,625	120,632	10,390	425,800
Community Services	121,586	191,800	70,214	286,602	165,016	287,700
Economic Development	8,956	5,233	(3,723)	41,707	32,751	7,850
Safety	789,975	1,032,547	242,572	768,527	(21,448)	1,548,820
Public Works	309,551	427,420	117,869	344,245	34,694	641,130
Non-Departmental	752,038	501,359	(250,679)	200,870	(551,168)	752,038
	2,672,475	3,044,959	372,484	2,276,872	(395,603)	4,567,438

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

