

## Staff Report January 11, 2021

**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** January 4, 2022  
**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 page shows a traditional set of financial statements for the General Fund, only. The first section shows our assets, or what we “own.” The greatest portion of this is cash and investments. The second section shows liabilities (what we “owe”) and Net Position, also known as fund balance or equity. The third and fourth sections show the revenues and expenditures and the increase or (decrease) in Net Position.

Page 2: This report summarizes the revenues and expenses of all funds, with similar funds grouped together.

Page 3: This report breaks down the General Fund balance into designated categories.

Page 4: This report shows the summarized revenues and expenses of the individual funds within the Transportation, Development Fee and Maintenance District fund groups.

Page 5: This details the summarized revenues and expenses flow through the Town to other agencies.

Page 6: 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 7: 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**

CEQA does not apply to financial reporting.

### **Financial and/or Policy Implications**

This report complies with the State Municipal Code.

### **Attachments**

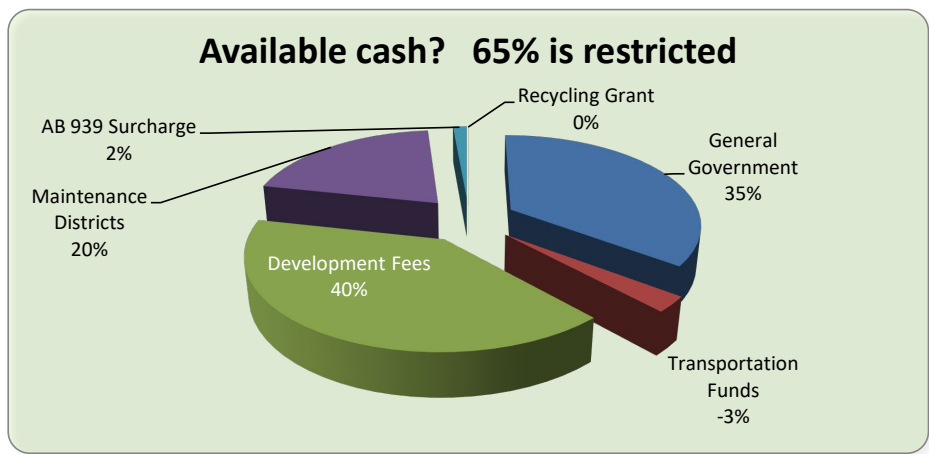
- A. December 2021 Statement of Activity

Town of Loomis  
 Basic Financial Statements - General Fund  
 December 31, 2021

Cash and Investments	2,851,473
Other assests	578,610
Total Assets	<u>3,430,083</u>
Accounts payable and other liabilities	14,960
Net Position (General Fund balances)	
Designated reserves	429,613
Library reserves	248,769
Capital reserve	1,659,784
Operating reserve	1,111,542
Total Liabilities and Net Position	<u>3,464,667</u>
Revenues	
Taxes	1,110,907
Franchises	53,314
Fees and Permits	199,755
Investment Income	(26,405)
Inter-governmental	-
Other	29,612
Total Revenue	<u>1,367,183</u>
Expenditures	
Town Council	16,409
Town Clerk	65,953
Finance	129,264
Administration	406,962
Planning	353,533
Community Services	20,474
Library	182,533
Economic Development	5,648
Safety	437,781
Public Works	447,329
Non-Departmental	-
Total Expenditures	<u>2,065,886</u>
Change in Net Position	<u>(698,703)</u>

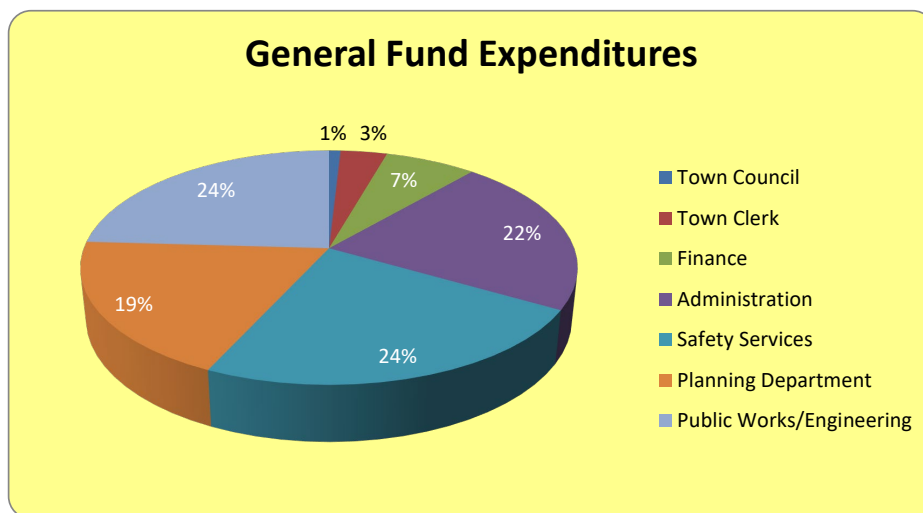
Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2021

General Fund	Fund Balance as of 7/01/21	Revenue	Expenditures	Fund Balance as of 12/31/21	Transfers		Adjusted Fund Balance
					In	Out	
General Government	\$ 1,260,649	\$ 455,368	\$ 618,588	\$ 1,097,429	\$ -	\$ -	\$ 1,097,429
Planning	306,973	260,250	353,533	213,690	-	-	213,690
Public Works	698,707	329,297	447,329	580,675	-	-	580,675
Safety Services	233,309	322,268	437,781	(115,513)	-	-	(115,513)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
<b>Sub-total</b>	<b>\$ 2,699,638</b>	<b>\$ 1,367,183</b>	<b>\$ 1,857,231</b>	<b>\$ 1,976,281</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,976,281</b>
<b>General Capital and Investments</b>							
General Government	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254	\$ -	\$ -	\$ 1,285,254
Planning	-	-	-	-	-	-	-
Public Works	3,184,187	-	-	3,184,187	-	-	3,184,187
Multi Modal Facility	-	-	-	-	-	-	-
General Investment	100,000	-	-	100,000	-	-	100,000
<b>Total General Fund</b>	<b>\$ 4,569,441</b>	<b>\$ 1,367,183</b>	<b>\$ 1,857,231</b>	<b>\$ 6,545,722</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,545,722</b>
<b>Restricted Funds</b>							
Transportation Funds	\$ 14,531	\$ 171,160	\$ 696,504	\$ (510,813)	\$ -	\$ -	\$ (510,813)
Development Fees	7,259,752	266,446	35,977	7,490,221	-	-	7,490,221
Maintenance Districts	3,782,390	-	30,178	3,752,212	-	-	3,752,212
Supplemental Law Enforcement	290,303	103,545	58,996	334,852	-	-	334,852
AB 939 Surcharge	259,730	-	2,859	256,871	-	-	256,871
Recycling Grant	3,417	-	118	3,299	-	-	3,299
ARPA fund	-	821,247	-	821,247	-	-	821,247
<b>Total Restricted Funds</b>	<b>\$ 11,610,122</b>	<b>\$ 1,362,398</b>	<b>\$ 824,632</b>	<b>\$ 12,147,888</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,147,888</b>
<b>Other Funds</b>							
Revolving Funds	\$ 254,418	-	-	\$ 264,765	\$ -	\$ -	\$ 264,765
Master Plan expenses recoverable	(30,565)	-	1	790,681	-	-	790,681
	<b>223,853</b>	<b>-</b>	<b>1</b>	<b>1,055,446</b>	<b>-</b>	<b>-</b>	<b>1,055,446</b>
<b>Total All Funds</b>	<b>\$ 16,403,417</b>	<b>\$ 2,729,581</b>	<b>\$ 2,681,864</b>	<b>\$ 19,749,057</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,749,057</b>



Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2021

General Fund	Fund Balance as of 7/01/21	Revenue	Expenditures	Fund Balance as of 12/31/21	Transfers In	Out	Adjusted Fund Balance
<b>General Government</b>							
Town Council	\$ 66,043	12,079	16,409	61,713			61,713
Town Clerk	104,435	48,551	65,953	87,033			87,033
Finance	258,307	95,156	129,264	224,199			224,199
Administration	831,864	299,581	406,962	724,483			724,483
<b>Total General Government</b>	<b>1,260,649</b>	<b>455,368</b>	<b>618,588</b>	<b>1,097,429</b>	<b>-</b>	<b>-</b>	<b>1,097,429</b>
<b>Planning and Building</b>							
Planning Department	306,973	260,250	353,533	213,690			213,690
<b>Total Planning and Building</b>	<b>306,973</b>	<b>260,250</b>	<b>353,533</b>	<b>213,690</b>	<b>-</b>	<b>-</b>	<b>213,690</b>
<b>Public Works</b>							
Public Works/Engineering	698,707	329,297	447,329	580,675			580,675
<b>Total Public Works</b>	<b>698,707</b>	<b>329,297</b>	<b>447,329</b>	<b>580,675</b>	<b>-</b>	<b>-</b>	<b>580,675</b>
<b>Safety Services</b>	<b>233,309</b>	<b>322,268</b>	<b>437,781</b>	<b>(115,513)</b>	<b>-</b>	<b>-</b>	<b>(115,513)</b>
<b>General Operations Reserve</b>	<b>200,000</b>		<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>
<b>Sub-total</b>	<b>2,699,638</b>	<b>1,367,183</b>	<b>1,857,231</b>	<b>1,976,281</b>	<b>-</b>	<b>-</b>	<b>1,976,281</b>
<b>General Capital and Investments</b>							
General Government	173,711			173,711			173,711
General Fund Operating Reserves	1,111,543			1,111,543			1,111,543
Capital Projects	3,184,187			3,184,187			3,184,187
Library	330,888			330,888			330,888
General Investment	100,000			100,000			100,000
<b>Total General Fund</b>	<b>7,599,967</b>	<b>1,367,183</b>	<b>1,857,231</b>	<b>6,876,610</b>	<b>-</b>	<b>-</b>	<b>6,876,610</b>



Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2021

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/21			as of 12/31/21	In	Out	
Gas Tax 2106	-	15,003	9,994	5,009			5,009
Gas Tax 2107	-	21,049	14,991	6,058			6,058
Gas Tax 2107.5	4,156	1,981		6,137			6,137
Gas Tax 2105	-	19,667	10,993	8,674			8,674
Gas Tax 2103	-	30,882	9,994	20,888			20,888
Road Maintenance Fund		68,464		68,464			68,464
Streets and Roads	-	14,114	650,427	(636,313)			(636,313)
Transit	10,375	-	105	10,270			10,270
Bike Lane	-			-			-
	<u>14,531</u>	<u>171,160</u>	<u>696,504</u>	<u>(510,813)</u>	<u>-</u>	<u>-</u>	<u>(510,813)</u>

Development Fee Funds

Park Fee	326,901	-	2,003	324,898			324,898
Open Space/Passive parks	336,616	-	1,166	335,450			335,450
Park Development	280,223	65,287		345,510			345,510
Drainage	308,157	10,842		318,999			318,999
Low Income Principal	88,927	6,750		95,677			95,677
Low Income Interest	229,067	-	1,983	227,084			227,084
CDBG Loans Repaid	73,289	-	468	72,821			72,821
Revolving Loan Fund	2,800	-	18	2,782			2,782
Road Circulation	650,174	78,635		728,809			728,809
Interchange	2,598,358	50,260		2,648,618			2,648,618
Sierra College Blvd	864,079	24,279	15,536	872,822			872,822
SCB Settlement	200,922	-	12,282	188,640			188,640
Rocklin Crossing	279,989	-	1,787	278,202			278,202
Rocklin Commons	115,022	-	734	114,288			114,288
Community Facilities	905,228	30,393		935,621			935,621
	<u>7,259,752</u>	<u>266,446</u>	<u>35,977</u>	<u>7,490,221</u>	<u>-</u>	<u>-</u>	<u>7,490,221</u>

Maintenance Districts

Tree Fund	389,612	-	2,485	387,127			387,127
Hunters Crossing	342,028	-	2,184	339,844			339,844
Loomis Maint 1	7,517	-	48	7,469			7,469
Loomis Maint 2	34,661	-	221	34,440			34,440
Heather Heights	395,810	-	2,526	393,284			393,284
Sunrise Loomis	286,264	-	1,827	284,437			284,437
Live Oak	140,225	-	894	139,331			139,331
Loomis Acres	204,455	-	1,304	203,151			203,151
Hunters Crossing 2	113,490	-	725	112,765			112,765
King Road Village	192,246	-	2,502	189,744			189,744
Saunders Avenue	28,226	-	180	28,046			28,046
Rachel Estates	334,552	-	2,424	332,128			332,128
No Name Lane	3,000	-		3,000			3,000
Sherwood Estates	148,440	-	947	147,493			147,493
Heritage Park Estates 1	355,071	-	2,265	352,806			352,806
Hunter Oaks	275,769	-	5,669	270,100			270,100
Sierra de Monserat	501,809	-	3,793	498,016			498,016
Taylor Mixed Use	29,214	-	184	29,030			29,030
	<u>3,782,390</u>	<u>-</u>	<u>30,178</u>	<u>3,752,212</u>	<u>-</u>	<u>-</u>	<u>3,752,212</u>

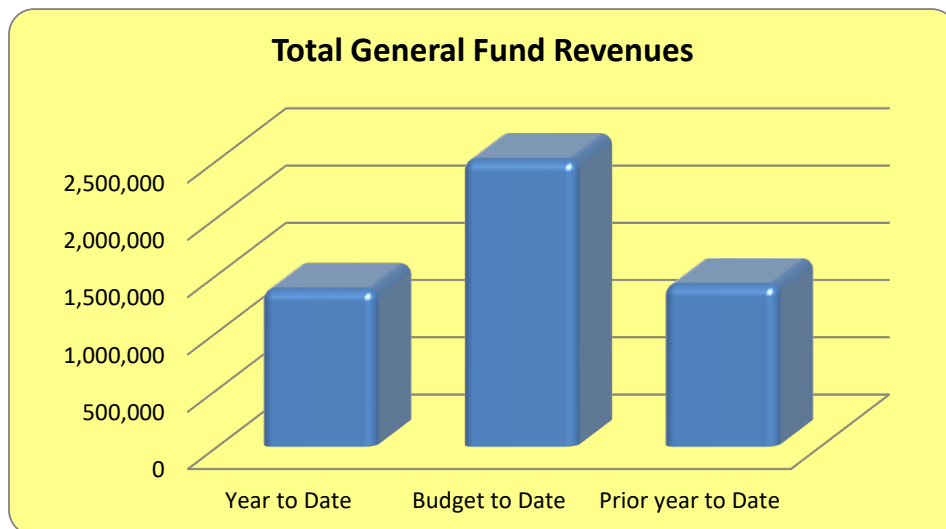
Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2021

Revolving Funds	Fund Balance as of 7/01/21	Revenue	Expenditures	Fund Balance as of 12/31/21	Transfers In	Out	Adjusted Fund Balance
Revolving (Development Agreements)	196,363	2,480	1,503	197,340			197,340
County Facility Development fee	38,034	35,010	28,132	44,912			44,912
State Disabled Access	14,606	1,575	16	16,165			16,165
Dry Creek Watershed District	5,415	6,087	5,154	6,348			6,348
	<u>254,418</u>	<u>45,152</u>	<u>34,805</u>	<u>264,765</u>	-	-	<u>264,765</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,702)	-	1	(31,703)			(31,703)
ARPA		821,247		821,247			821,247
	<u>(30,565)</u>	<u>821,247</u>	<u>1</u>	<u>790,681</u>	-	-	<u>790,681</u>

Town of Loomis  
 Revenues - General Fund  
 For the Five Months Ended November 30, 2022

	Actual as of 12/31/21	Budget as of 12/31/21	Variance	Actual as of 12/31/20	Current vs. Prior Year	Total Budget
<b>Revenues</b>						
Property Taxes - secured	557	685,000	(684,443)	-	557	1,370,000
Property Taxes - unsecured	28,476	15,000	13,476	29,986	(1,510)	30,000
Property Taxes - supplemental	-	12,500	(12,500)	623	(623)	25,000
Homeowner property tax relief	1,321	4,400	(3,079)	1,314	7	8,800
Sales Taxes	637,857	475,000	162,857	779,166	(141,309)	950,000
Transaction Taxes	393,111	237,500	155,611	336,955	56,156	475,000
Real Property Transfer Tax	40,862	37,500	3,362	34,190	6,672	75,000
Transient Occupancy Tax	8,723	5,000	3,723	2,309	6,414	10,000
Franchises	53,314	142,500	(89,186)	47,079	6,235	285,000
Business Licenses	16,754	13,000	3,754	8,212	8,542	26,000
Permits	157,803	78,500	79,303	94,634	149,642	157,000
Fees	25,198	13,250	11,948	9,698	15,500	26,500
Motor Vehicle in Lieu (DMV)		2,500	(2,500)		-	5,000
Property tax in lieu of Motor in Lieu		415,000	(415,000)		-	830,000
Interest	37,301	35,000	2,301	39,816	(2,515)	70,000
Market adjustments	(63,706)	-	(63,706)	(63,903)	197	-
Traffic fines	2,377	1,500	877	1,394	983	3,000
Rents	100	5,250	(5,150)	31	69	10,500
Miscellaneous	27,135	32,500	(5,365)	86,711	(59,576)	65,000
Prior year reserves		287,500	(287,500)		-	575,000
	<b>1,367,183</b>	<b>2,498,400</b>	<b>(1,131,217)</b>	<b>1,408,215</b>	<b>45,441</b>	<b>4,996,800</b>

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, 2022

Expenditures	Actual as of 12/3/21	Budget as of 12/3/21	Variance	Actual as of 12/31/20	Current vs. Prior Year	Total Budget
Town Council	16,409	25,550	9,141	19,268	2,859	51,100
Town Clerk	65,953	48,100	(17,853)	52,848	(13,105)	96,200
Finance	129,264	117,100	(12,164)	128,879	(385)	234,200
Administration	406,962	332,658	(74,305)	377,859	(29,103)	665,315
Planning	353,533	425,810	72,277	288,990	(64,543)	851,620
Community Services	20,474	15,250	(5,224)	12,659	(7,815)	30,500
Library	182,533	194,860	12,327	162,465	(20,068)	389,720
Economic Development	5,648	7,800	2,152	99,970	94,322	15,600
Safety	437,781	865,803	428,022	804,469	366,688	1,731,606
Public Works	447,329	459,105	11,776	401,605	(45,724)	918,210
Non-Departmental		-	-	400,000	400,000	-
	<b>2,065,886</b>	<b>2,492,036</b>	<b>426,150</b>	<b>2,749,012</b>	<b>683,126</b>	<b>4,984,071</b>

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

