



Staff Report

May 10, 2022

TO: Honorable Mayor and Town Council
FROM: Roger Carroll, Treasurer/Finance Officer
DATE: April 20, 2022
RE: Preliminary Budget for 2022/23

Recommendation

Receive and file.

Issue Statement and Discussion

The purpose of this staff report is to report to the Town Council the revenues and expenditures for 2022/23 as currently estimated by the Town Finance Director and other staff so that Council members have time to review the available resources before the June Council meeting.

Please note: this is a draft document. This only includes the operating funds – the General Fund and the Transportation Funds. Some headings and most program descriptions were not updated.

ITEMS TO NOTE:

GENERAL FUND

The General Fund covers all expenditures for the day-to-day operation of the Town, including the Legislature (Town Council and Planning commission), Administration, Planning, Safety (Sheriff and Animal control), Public works, Community services and Economic development.

As it stands right now, the General Fund has expenditures exceeding revenues by \$36,379.

Here are some details:

- ❖ Property taxes continue to increase more than inflation because of the “hot” real estate market. Although there appears to be cooling in the market, I expect the exceptional increase in revenue will continue for the next budget year.
- ❖ Sales tax and Transaction tax revenues are based on our sales tax consultant’s estimate. The current year’s actual revenue looks like it will be slightly higher than the consultant’s estimate. Assuming the same conservative nature of the consultant applies to the projected budget, we may get more than expected, but I am using their number for now.
- ❖ With the increasing interest rates and threat of recession, I have decreased the building inspection revenue by 20%. I expect inspection costs to remain high through the year as revenues precede the expenses by a few months. The planned rate study will likely increase what we charge to the applicants above what we collected this fiscal year. I may adjust these before the budget is adopted in June, or during the mid-year review in January.
- ❖ Investment income will decrease. Interest rates have increased significantly over the past few months, but we must wait until our investments mature in order to reinvest at the higher rates. There are sometimes opportunities to sell lower yielding investments at a loss and reinvest them at a higher rate, thus yielding a “net benefit.” Those will be reviewed on a case-by-case basis.
- ❖ All other revenues will remain stable.

Expenditures:

- This budget allows for up to a 6% cost of living adjustment (COLA). The COLA given is based on the change in the Consumer Price Index (CPI) between the prior and current Aprils. The CPI change so far this year is 5.2% and expected to rise slightly by the end of April.
- Travel and seminar budgets have been re-increased as live trainings are resuming. Also, the Town Clerk, Town Manager and newly elected Council members have additional trainings this year.
- No additional funding for General Plan update is expected. Between grant funds and previous budgets, enough has been set aside to complete the process.
- The Code enforcement budget was increased to two days per week during the mid-year budget review this past January. We expect that to stay the same for this fiscal year.
- Other expenditures are consistent with prior years.

Format changes:

In the past, each General Fund department has been allocated a portion of the building maintenance and utilities cost. As departments have no ability to control these costs, they are now in the Administration budget it total.

TRANSPORTATION FUND

The TDA fund is made up of revenues from the State that come in the form of Transportation Development Act (TDA) funds from the Placer County Transportation Planning Agency and Highway Users taxes from the State.

We tend to save up the received funds so that we can do major projects every two to three years. The Capital Improvement Plan (CIP) will be presented as a separate document by the Town Engineer.

Items of interest in this fund include:

- ❖ Gas Tax revenues are expected to increase about 10% over the prior year, while the TDA funds are expected to decrease about 3%.
- ❖ Salaries and the related costs are projected by actual costs, employee by employee, and allocated to the various funding sources based on prior experience. All other expenditures are estimated based on averages from previous years.

GENERAL FUND RESERVES

This budget assumes that all General Fund Reserves dedicated to the General Plan Update will be used this year and that no other General Fund Reserves will be used for capital projects.

CEQA Requirements

There are no CEQA issues.

Financial and/or Policy Implications

None.

Attachments

Proposed Operating Budget for the Year Ending June 30, 2023

**TOWN OF LOOMIS, CALIFORNIA
FOR THE YEAR ENDING JUNE 30, 2023**

PROPOSED OPERATING BUDGET

FISCAL YEAR 2022/23

Town Council

Jenny Knisley, Mayor
Danny Cartwright, Mayor Pro tempore
Brian Baker
Jan Clark-Crets
Jeff Duncan

Executive Staff

Sean Rabé, Town Manager
Crickett Strock, Town Clerk
Merrill Buck, Town Engineer
David Strock, Public Works Director
Roger Carroll, Finance Director/Treasurer

Budget Staff

Roger Carroll, Finance Director/Treasurer

June 30, 2021

**TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023**

<i>Item</i>	<i>Page</i>
General Fund	1
General Fund - Department Summaries	4
General Fund - Department Detail	
Town Council	8
Town Clerk	10
Finance/Treasury Department	12
Administration	14
Planning	16
Community Services	18
Loomis Library and Community Learning Center	20
Economic Development	22
Safety Services	24
Public Works - Summary	26
Public Works - Engineering	28
Public Works - Facilities	30
Public Works - Drainage	32
Building Department	34
Non-Departmental	36
Special Revenue Funds	
Transportation	38 - 41

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
SUMMARY

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
	2022-23	2021-22	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
REVENUES BY MAJOR CATEGORY								
Property and Sales Taxes	3,350,000	3,355,000	3,389,170	3,415,172	3,086,452	3,225,396	2,914,859	2,260,557
Franchise Fees	313,000	285,000	305,301	290,617	278,168	269,325	277,003	262,999
Licenses and Permits	267,000	336,500	378,544	324,605	274,426	234,855	286,142	239,550
Revenue from Other Agencies	864,000	843,800	848,740	800,336	758,462	712,610	668,423	623,745
Investment Earnings	60,000	70,000	68,295	84,044	192,440	101,529	96,646	85,193
Miscellaneous	269,761	653,500	518,853	348,139	67,897	51,343	835,679	270,375
TOTAL REVENUES	5,123,761	5,543,800	5,508,904	5,262,912	4,657,845	4,595,058	5,078,752	3,742,419
EXPENDITURES BY DEPARTMENT								
General Government	1,117,900	1,162,315	1,185,735	1,062,794	1,017,248	1,085,063	1,461,289	753,089
Planning	597,300	871,620	700,588	841,596	303,912	224,672	177,523	173,842
Library	545,920	492,720	467,515	363,015	294,878	229,784	142,298	41,352
Safety Services	1,833,510	1,731,607	1,725,265	1,716,523	1,627,275	1,538,941	1,536,708	1,491,988
Public Works	1,009,410	1,144,210	950,476	685,186	1,028,035	537,963	469,421	426,799
Non-Departmental	56,100	60,600	50,329	516,842	1,011,422	136,504	878,999	518,015
TOTAL EXPENDITURES	5,160,140	5,463,072	5,079,907	5,185,956	5,282,769	3,752,927	4,666,238	3,405,084
EXCESS REVENUE OVER (UNDER) EXPENDITURES	(36,379)	80,728	428,996	76,956	(624,924)	842,131	412,514	337,335
BEGINNING FUND BALANCE	4,871,468		4,442,472	4,442,472	5,067,396	4,225,265	3,812,750	3,475,415
ENDING FUND BALANCE	4,835,089		4,871,468	4,519,428	4,442,472	5,067,396	4,225,265	3,812,750

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
REVENUE DETAIL

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PROPERTY AND SALES TAXES								
30010 Property Taxes - Secured	1,450,000	1,370,000	1,378,621	1,295,455	1,230,188	1,162,334	1,085,654	1,009,660
30020 Property Taxes - Unsecured	30,000	30,000	28,863	31,465	27,150	25,343	23,760	25,622
30025 Property Taxes - Supplemental	35,000	25,000	38,658	35,914	30,901	34,897	25,370	24,462
30035 Property Tax in lieu of Sales Taxes	-	-						
30030 Sales and Use Taxes	1,050,000	1,100,000	1,090,000	1,284,521	1,193,477	1,257,034	1,207,126	1,129,825
30031 1/4 cent Transaction tax	675,000	700,000	725,000	662,531	543,399	685,933	504,427	14,087
30040 Real Property Transfer Tax	75,000	100,000	93,529	86,533	51,874	44,771	51,633	45,456
30050 Transient Occupancy Tax	35,000	30,000	34,499	18,754	9,462	15,085	16,889	11,445
TOTAL TAXES	3,350,000	3,355,000	3,389,170	3,415,172	3,086,452	3,225,396	2,914,859	2,260,557
FRANCHISES								
32010 PG&E Electric	88,000	80,000	88,738	80,604	72,437	72,088	83,563	79,967
32020 PG&E Gas	20,000	20,000	20,948	19,279	18,769	16,475	17,703	14,836
32030 Cable Television	30,000	30,000	28,870	30,336	34,637	41,834	39,316	36,948
32040 Refuse Disposal	175,000	155,000	166,745	160,398	152,325	138,928	136,421	131,249
TOTAL FRANCHISES	313,000	285,000	305,301	290,617	278,168	269,325	277,003	262,999
LICENSES AND PERMITS								
33010 Business Licenses	18,000	17,000	18,289	18,263	17,626	17,083	16,959	16,178
33012 Business License Application fee	10,000	9,000	10,699	12,462	13,392	11,767	8,954	9,114
33020 Grading Permits	10,000	18,000	12,532	16,228	12,778	20,133	26,927	16,151
33030 Encroachment Permits	1,000	1,000	1,866	3,908	990	1,386	10,758	6,082
33040 Building Permits	110,000	140,000	142,269	106,349	79,222	74,526	99,308	76,769
33050 Plan Checks	50,000	60,000	82,682	92,315	58,744	38,307	45,478	41,706
33060 Electrical	12,000	20,000	20,249	12,666	7,788	5,671	12,547	10,311
33070 Plumbing	12,000	20,000	20,703	13,470	7,790	6,149	12,127	9,530
33080 Mechanical	12,000	20,000	20,268	13,635	8,179	6,151	11,838	9,081
33090 Energy	3,000	5,000	5,019	3,635	1,893	1,700	4,467	2,838
33110 Gen. Plan Amendments/Rezoning	-	-	-		5,000	50	-	493
33130 Conditional Use Permits	10,000	10,000	1,383	12,783	18,664	17,281	2,766	10,372
33140 Design Reviews	5,000	5,000	1,383	12,894	11,573	4,027	16,518	6,015
33160 Variance Fees	-	-	1,470	1,470	735			1,470

33170 Minor Boundary Adjustments	8,000	5,000	19,990	10,523	8,994	14,022	7,425	14,288
33180 Certificate of Compliance	-	-	-		5,100		1,700	
33200 Sign Permits	500	500	279	906	279	558	279	
33220 Subdivisions	-	-	13,106		7,769	6,718		
33230 Transportation Permits	1,500	1,500	2,016	1,262	1,640	1,722	1,378	1,920
33990 Misc. Planning Fees	1,000	2,500	641	(11,463)	2,260	5,454	6,712	6,933
35020 Code Enforcement Citations	3,000	2,000	3,700	3,300	4,010	2,150	-	300
TOTAL LICENSES AND PERMITS	267,000	336,500	378,544	324,605	274,426	234,855	286,142	239,550
REVENUE FROM OTHER AGENCIES								
36010 PY Excess Motor Vehicle In-Lieu	5,000	5,000	7,865	5,052	5,451	3,276	3,566	2,998
36060 Homeowner Property Tax Relief	9,000	8,800	8,806	8,763	8,698	8,606	8,527	8,335
36035 Property tax in Lieu of Vehicle License Fees	850,000	830,000	832,069	786,521	744,313	700,728	656,330	612,412
TOTAL REVENUE FROM OTHER AGENCIES	864,000	843,800	848,740	800,336	758,462	712,610	668,423	623,745
INVESTMENT EARNINGS								
37010 Portfolio income	60,000	70,000	68,295	84,044	192,440	101,529	96,646	85,193
OTHER SOURCES OF FUNDS								
35010 Traffic fines	5,000	3,000	5,244	4,651	5,189	8,339	4,796	2,898
39020 Rents	19,761	10,500	10,846	15,061	17,437	25,501	30,730	32,549
39090 Miscellaneous	20,000	65,000	92,764	6,338	45,272	17,502	12,340	6,615
Prior year excess reserves	-	85,000	85,000	322,090				
Dedicated General Fund reserves	225,000	490,000	325,000				787,814	228,313
TOTAL OTHER SOURCES OF FUNDS	269,761	653,500	518,853	348,139	67,897	51,343	835,679	270,375
TOTAL GENERAL FUND REVENUE	5,123,761	5,543,800	5,508,904	5,262,912	4,657,845	4,595,058	5,078,752	3,742,419

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
DEPARTMENT SUMMARIES

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
TOWN COUNCIL								
Personnel	25,000	24,800	24,730	24,598	24,445	24,313	22,448	21,497
Supplies and Services	31,400	26,300	22,998	17,212	31,037	47,849	19,806	20,963
Capital purchase	-	-	-	(1)	-	-	-	-
TOTAL TOWN COUNCIL	56,400	51,100	47,728	41,809	55,482	72,163	42,254	42,460
TOWN CLERK								
Personnel	86,500	92,500	83,995	81,340	84,908	95,732	71,713	72,150
Supplies and Services	14,700	3,200	5,467	12,499	4,054	56,842	5,235	11,665
Capital purchase	500	500	-	694	694	-	694	694
TOTAL TOWN CLERK	101,700	96,200	89,462	94,533	89,655	152,574	77,642	84,509
FINANCE AND TREASURY								
Personnel	201,700	198,700	206,253	203,509	201,053	196,452	187,848	183,662
Supplies and Services	42,000	35,500	37,865	36,043	37,601	31,025	33,778	29,663
Capital purchase	-	-	-	-	-	-	-	-
TOTAL FINANCE AND TREASURY	243,700	234,200	244,118	239,553	238,654	227,477	221,626	213,325
ADMINISTRATION								
Personnel	414,600	433,515	450,594	445,313	390,670	400,755	948,556	247,486
Supplies and Services	300,500	331,300	309,938	239,849	221,459	228,040	168,221	165,308
Capital purchase	1,000	16,000	43,896	1,736	21,328	4,054	2,990	-
TOTAL ADMINISTRATION	716,100	780,815	804,428	686,898	633,457	632,849	1,119,766	412,795
PLANNING								
Personnel	269,500	239,500	238,288	212,751	199,777	154,348	138,958	109,366
Supplies and Services	327,300	631,620	462,300	628,445	103,165	69,925	37,585	64,476
Capital purchase	500	500	-	400	970	400	980	-
TOTAL PLANNING	597,300	871,620	700,588	841,596	303,912	224,672	177,523	173,842

COMMUNITY SERVICES								
Personnel	-	-	-	-	-	-	-	-
Supplies and Services	40,500	45,000	38,181	16,522	25,511	24,931	81,879	274,786
Capital purchase	-	-	-	-	-	-	-	-
TOTAL COMMUNITY SERVICES	40,500	45,000	38,181	16,522	25,511	24,931	81,879	274,786

LIBRARY								
Personnel	314,120	263,120	257,640	241,331	191,486	50,619	-	-
Supplies and Services	224,800	222,600	209,875	99,695	93,406	177,738	110,418	41,352
Capital purchase	7,000	7,000	-	21,990	9,986	1,427	31,880	-
TOTAL LIBRARY	545,920	492,720	467,515	363,015	294,878	229,784	142,298	41,352

ECONOMIC DEVELOPMENT								
Personnel	-	-	-	-	-	-	-	-
Supplies and Services	15,600	15,600	12,148	100,320	13,363	1,944	9,306	334
Capital purchase	-	-	-	-	286,465	77,400	-	42,025
TOTAL ECONOMIC DEVELOPMENT	15,600	15,600	12,148	100,320	299,828	79,344	9,306	42,359

SAFETY SERVICES								
Personnel	-	-	-	-	-	-	-	-
Supplies and Services	1,833,510	1,731,607	1,725,265	1,716,523	1,627,275	1,538,941	1,536,708	1,491,988
Capital purchase	-	-	-	-	-	-	-	-
TOTAL SAFETY SERVICES	1,833,510	1,731,607	1,725,265	1,716,523	1,627,275	1,538,941	1,536,708	1,491,988

PUBLIC WORKS								
Personnel	479,100	602,900	442,380	272,927	346,692	282,087	253,341	378,067
Supplies and Services	438,660	449,660	453,509	348,920	292,349	169,610	216,080	48,732
Capital purchase	91,650	91,650	54,587	63,339	388,995	86,265	-	-
TOTAL PUBLIC WORKS	1,009,410	1,144,210	950,476	685,186	1,028,035	537,963	469,421	426,799

NON-DEPARTMENTAL								
Personnel	-	-	-	-	-	-	-	-
Supplies and Services	-	-	-	400,000	686,083	32,228	787,814	200,870
Capital purchase	-	-	-	-	-	-	-	-
TOTAL NON-DEPARTMENTAL	-	-	-	400,000	686,083	32,228	787,814	200,870

TOTAL GENERAL FUND EXPENDITURES	5,160,140	5,463,072	5,079,907	5,185,955	5,282,769	3,752,927	4,666,238	3,405,084
--	------------------	------------------	------------------	------------------	------------------	------------------	------------------	------------------

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2022

GENERAL FUND
EXPENDITURE SUMMARIES

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
	2022-23	2021-22	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
EXPENDITURES BY FUNCTION								
Personnel	1,790,520	1,855,035	1,703,880	1,481,770	1,439,029	1,204,305	1,622,864	1,012,228
Supplies	136,360	138,660	123,846	81,209	99,966	81,751	50,074	51,531
Communications	38,550	36,850	34,049	35,833	28,602	21,178	19,365	10,682
Contracted Services	2,715,610	2,896,227	2,692,558	2,744,738	2,062,413	1,868,147	1,899,413	1,693,387
Resource Development	57,925	48,125	51,002	41,358	55,827	47,339	101,832	286,467
Occupancy	84,125	143,125	147,112	91,321	92,807	84,523	60,441	33,530
Capital Outlay	100,650	115,650	98,483	88,159	708,437	169,546	36,544	42,719
Miscellaneous	236,400	229,400	228,979	621,569	795,686	276,137	875,705	274,541
TOTAL	5,160,140	5,463,072	5,079,907	5,185,956	5,282,769	3,752,927	4,666,238	3,405,084
EXPENDITURES BY DEPARTMENT/COST CENTER								
Town Council	56,400	51,100	47,728	41,810	55,482	72,163	42,254	42,460
Town Clerk	101,700	96,200	89,462	94,533	89,655	152,574	77,642	84,509
Finance/Treasury	243,700	234,200	244,118	239,553	238,654	227,477	221,626	213,325
Administration	716,100	780,815	804,428	686,898	633,457	632,849	1,119,766	412,795
Planning	597,300	871,620	700,588	841,596	303,912	224,672	177,523	173,842
Community Services	40,500	45,000	38,181	16,522	25,511	24,931	81,879	274,786
Library	545,920	492,720	467,515	363,015	294,878	229,784	142,298	41,352
Economic Development	15,600	15,600	12,148	100,320	299,828	79,344	9,306	42,359
Safety Services	1,833,510	1,731,607	1,725,265	1,716,523	1,627,275	1,538,941	1,536,708	1,491,988
Public Works	1,009,410	1,144,210	950,476	685,186	1,028,035	537,963	469,421	426,799
Non Departmental	-	-	-	400,000	686,083	32,228	787,814	200,870
TOTAL	5,160,140	5,463,072	5,079,907	5,185,956	5,282,769	3,752,927	4,666,238	3,405,084



This page left intentionally blank.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0100
TOWN COUNCIL

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries	23,000	23,000	22,972	22,972	22,972	22,972	21,382	20,498
40310 Medicare	2,000	1,800	1,757	1,626	1,473	1,341	1,066	998
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	4,500	4,500	3,387	4,903	3,308	3,562	3,960	3,525
50150 Legal Noticing	5,000	5,000	3,240	5,038	11,828	5,761	3,457	5,389
50210 Copy Machine	2,000	2,000	316	1,952	1,708	2,563	1,460	1,631
CONTRACTED SERVICES								
51210 Attorney - Special Projects	-	-						
51210 Library feasibility								
51210 Strategic planning	5,000	5,000	5,000			19,420		
RESOURCE DEVELOPMENT								
60110 Memberships and Dues	4,700	4,600	4,662	4,529	4,529	4,400	4,336	4,227
60120 Travel and Meetings	10,000	5,000	6,393	790	9,598	12,143	6,593	6,191
OCCUPANCY								
61110 Rents and Leases	-	-						
MISCELLANEOUS								
80110 Miscellaneous	200	200	-		67			
TOTALS	56,400	51,100	47,728	41,810	55,482	72,163	42,254	42,460

PROGRAM DESCRIPTION

The Loomis Town Council consists of five members, elected at-large on a non-partisan basis. Members serve for four years, with overlapping terms. The Town Council is the legislative body for the Town: its responsibility is to make policy. The Mayor presides over the Town Council Meeting. Council members also represent the Town on the boards of other Government agencies, including the Placer County Economic Development Commission, the Placer County Flood Control District, the Local Agencies Formation Commission, the Placer County Transportation Planning Agency and the Placer County Mosquito Abatement District.

Staffing level: 5 elected Council Members

PROGRAM OBJECTIVES

- * Maintain a quality of life in which families can grow and enjoy the small Town atmosphere.
- * Preserve a Town in which there are concerns for all segments of society, including businesses and residents.
- * Encourage the participation of all citizens in civic and community activities.
- * Develop a Council and Town staff that responds courteously and respectfully to the concerns and needs of the Town's residents.
- * Maintain slow, quality growth while preserving the financial integrity of the Town.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0200
TOWN CLERK

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
	2022-23	2021-22	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
PERSONNEL								
40110 Salaries	65,000	62,000	67,203	54,200	55,234	54,971	50,220	50,960
40210 Group Insurance	8,000	19,000	8,358	16,626	15,099	28,102	9,557	9,318
40220 Retirement	7,000	6,000	3,144	5,217	9,524	8,228	7,936	7,226
40230 Worker's Compensation	5,000	4,000	3,910	4,344	3,933	3,507	3,029	3,622
40310 Medicare	1,000	1,000	1,087	766	787	785	714	724
40320 Unemployment and Training Tax	500	500	291	186	332	138	257	301
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	1,000	500	1,318		297	117	-	484
50160 Books and Publications	1,000	-	1,072	25				
RESOURCE DEVELOPMENT								
60110 Memberships and Dues	200	200	400	390	325	170	-	500
60120 Travel and Meetings	3,500	500	2,449	619	954	1,670	2,398	1,618
OCCUPANCY								
61120 Utilities	-	-	181	1,073	862	968	906	937
61140 Building Maintenance	-	-	47	21	378	512	726	481
CAPITAL OUTLAY								
70110 Office Equipment/Software	500	500	-	694	694		694	694

MISCELLANEOUS

80120 Elections
80130 Codification

7,000	-	-	6,847		51,654	-	6,121
2,000	2,000	-	3,524	1,237	1,752	1,205	1,524
TOTALS	101,700	96,200	89,462	94,533	89,655	152,574	77,642 84,509

PROGRAM DESCRIPTION

The Town Clerk's Department is responsible for the custody and maintenance of the Town's records. The Clerk oversees preparation and distribution of meeting agendas and minutes, resolutions, ordinances, etc. The Clerk coordinates the secretarial needs of the Council and Administrative Department, and administers the filing of all Fair Political Practice forms pursuant to State Laws. The Clerk's Department acts as the Town's Personnel Department and Deputy Registrar of Voters and maintains the documentation required by law.

Staffing level: 1.0 full time equivalent employees

PROGRAM OBJECTIVES

- * Maintain legislative records that are accurate and readily available to Council, Staff and the Public.
- * Insure that parliamentary procedures are followed.
- * Insure that liability claims are properly addressed and followed through.
- * Insure that the Town's Municipal Code is enforced.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0300
FINANCE/TREASURER

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	151,000	144,000	150,153	149,312	145,636	141,649	135,936	126,131
40210 Group Insurance	20,000	26,000	24,749	24,287	23,629	26,733	26,059	25,410
40220 Retirement	16,000	15,000	14,642	14,559	17,903	15,896	14,994	19,419
40230 Worker's Compensation	12,000	11,000	14,338	12,792	11,011	9,820	8,480	10,143
40310 Medicare	2,000	2,000	2,080	2,046	2,004	1,966	1,829	1,716
40320 Unemployment and Training Tax	700	700	291	513	869	388	551	844
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	1,000	1,000	653	615	1,150	642	917	545
50210 Copy Machine	300	300	53	325	285	311	243	272
COMMUNICATIONS								
CONTRACTED SERVICES								
51210 Custodial services	3,500	3,500	3,500		3,500	3,500	4,375	3,500
51210 Computer Services	4,500	4,000	3,899	6,647	3,239	3,259	1,565	2,387
51210 Auditors	30,000	25,000	27,681	27,571	23,369	19,500	18,950	19,125
RESOURCE DEVELOPMENT								
60110 Memberships and Dues	700	700	700	885	860	410	840	675
60120 Travel and Meetings	1,000	500	500	1,307	3,620	1,000	3,809	500
60120 Travel and Meetings - Risk Management	1,000	500	622	(2,700)		519	1,000	855

OCCUPANCY

61120 Utilities
61140 Building Maintenance

	-	205	1,366	1,098	1,233	1,154	1,193			
	-	53	27	481	652	925	612			
	-	-								
TOTALS			243,700	234,200	244,118	239,553	238,654	227,477	221,626	213,325

CAPITAL OUTLAY

70110 Office Equipment/Software

MISCELLANEOUS

PROGRAM DESCRIPTION

The Finance Department and Town Treasurer are responsible for the effective management of the Town's fiscal resources and obligations. This department is responsible for accounting, financial reporting to the Town Council, preparation for the annual fiscal audit, budget preparation, cash management, payroll, accounts payable and receivable and reporting to other State and Federal organizations. As the Town's Treasury, this department is responsible for receiving and safekeeping the taxes and other revenues received by the Town.

Staffing level: 1.40 full time equivalent employees

PROGRAM OBJECTIVES

- * Safeguard the Town's Assets
- * Provide relevant financial information and assistance to the Town Council, Town Manager and other departments.
- * Maintain appropriate balance between funds required to meet current obligations and the maintenance of an investment portfolio which will approximate a 100% invested position.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0500
ADMINISTRATION

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	254,000	266,000	272,747	282,240	276,299	289,828	273,080	153,105
40210 Group Insurance	28,000	46,000	47,105	45,806	43,462	46,642	43,965	47,058
40220 Retirement	25,000	27,000	31,014	30,038	41,543	37,823	609,080	19,358
40230 Worker's Compensation	19,000	19,000	24,765	21,239	18,090	16,133	13,931	16,663
40310 Medicare	4,000	4,000	5,937	4,341	4,609	4,509	4,023	6,375
40320 Unemployment and Training Tax	1,500	1,500	1,178	1,255	1,667	920	877	1,327
40510 Car Allowance	6,100	4,900	4,900	4,200	4,900	4,900	3,600	3,600
40521 Pension Obligation	77,000	65,115	62,949	56,195	100			
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	20,000	20,000	24,659	13,213	15,535	21,552	12,382	9,980
50160 Books and Publications	2,000	800	4,742	638		4,358	239	
50210 Copy Machine	2,000	2,000	2,571	1,952	1,708	1,869	1,749	7,225
50120 Town Manager Technology allowance	3,000							
COMMUNICATIONS								
50310 Postage	1,000	1,000	924	603	614	660	782	600
50320 Telephone	12,500	12,500	11,100	8,921	8,131	6,400	11,650	4,538
50330 Internet Access	10,000	10,000	8,721	11,171	8,195	6,900	2,287	3,154
CONTRACTED SERVICES								
51210 Attorney	60,000	60,000	62,229	56,127	65,568	69,963	37,654	28,569
51210 Outside services/computer services	30,000	30,000	32,187	42,365	26,994	20,665	29,372	40,866
51210 Fee update	45,000	45,000	-					
51210 Record Council and Planning Commission Mtgs	5,000	5,000	5,500	4,250	3,150			

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

3,500	3,500	4,239	4,178	3,212	1,875	3,896	1,330
6,000	6,000	6,025	5,000	4,613	3,270	3,259	2,099

OCCUPANCY

61120 Utilities
61140 Building Maintenance

18,000	11,000	16,520	9,691	6,686	6,644	5,643	6,559
8,000	50,000	52,219	7,893	8,183	24,051	5,199	4,103

CAPITAL OUTLAY

70010 Small Equipment Replacement Fund
70010 Office Equipment/Software

500	15,500	40,891	1,736	8,804			
500	500	3,005		12,524	4,054	2,990	

MISCELLANEOUS

80010 LAFCO/Air Pollution Control Board/other
80110 Insurance and Bonds
80510 Property Tax Administration
80520 Bank/other fees

8,000	8,000	8,937	6,620	4,362	3,412	5,469	4,287
35,000	35,000	38,521	38,317	37,225	30,439	25,387	25,425
25,000	25,000	25,385	24,608	22,913	21,505	18,386	21,120
6,500	6,500	5,459	4,301	4,371	4,478	4,867	5,453

TOTALS

716,100	780,815	804,428	686,898	633,457	632,849	1,119,766	412,795
---------	---------	---------	---------	---------	---------	-----------	---------

PROGRAM DESCRIPTION

The Town Manager administers policies and programs as directed by the Town Council.

Staffing level: 1.90 full time equivalent employees

PROGRAM OBJECTIVES

- * Provide assistance to Town Council in creating policies and programs responsive to the community's needs.
- * Provide and promote effective leadership for all employees in order to accomplish the Town's mandated functions and respond to the policy decisions from the Town Council.
- * Coordinate the Town's response and actions as related to neighboring jurisdictions and State and Federal legislatures.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0700
PLANNING

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	194,000	171,000	166,350	160,218	149,373	123,699	113,257	88,951
40210 Group Insurance	39,000	38,000	36,342	28,396	26,147	11,737	7,908	6,712
40220 Retirement	18,000	16,000	15,610	15,155	17,975	14,055	13,304	8,589
40230 Worker's Compensation	15,000	12,000	16,945	6,034	3,146	2,806	2,423	2,898
40310 Medicare	3,000	2,000	2,459	2,394	2,263	1,901	1,909	1,975
40320 Unemployment and Training Tax	500	500	582	554	872	151	157	241
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	4,000	4,000	1,800	4,307	2,283	3,850	3,005	4,524
50150 Legal Publication	8,000	8,000	1,528	3,185	9,542	6,242	6,064	5,000
50160 Books and Publications	500	500	-	144	144	261	169	129
50210 Equipment Maintenance	2,000	2,000	316	1,952	1,708	1,869	1,460	1,631
COMMUNICATIONS								
50310 Postage	1,500	1,500	1,169	1,152	2,023	1,492	1,412	1,340
50320 Telephone	300	300	-			49	222	206
CONTRACTED SERVICES								
51210 Consulting	5,000	5,000	32,257	16,741	7,552		15,803	48,938
51210 Code Enforcement	80,000	59,520	45,245	29,638	57,218	42,937		
51210 Master Plan (1)		-	50,000					
51210 General Plan update	225,000	550,000	329,112	568,839	17,860			
RESOURCE DEVELOPMENT								
60110 Memberships and Dues	500	300	398	398	265	190	255	
60120 Travel and Meetings	500	500	89		2,201	10,207	6,076	

OCCUPANCY

61120 Utilities
61140 Building Maintenance

	-	307	2,050	1,647	1,850	1,732	1,790
	-	79	40	722	979	1,388	919
	500	500	-	400	970	400	980
TOTALS	597,300	871,620	700,588	841,596	303,912	224,672	177,523
							173,842

CAPITAL OUTLAY

70010 Computer Services

MISCELLANEOUS

PROGRAM DESCRIPTION

The Planning Department is responsible for addressing issues relating to property development and land use within the Town of Loomis. The Planning department sees that the quality of development within the Town reflects the preferences of the community as a whole, as stated in the General Plan and conforms to State and Federal guidelines. The Department administers the Town's Zoning Ordinances by processing and reviewing new development applications, and the associated environmental review and documentation, then making recommendations to the Planning Commission on whether to approve or deny the project.

Staffing level: 2.70 full time equivalent employees.

PROGRAM OBJECTIVES

Prepare, maintain and implement a comprehensive set of policies and physical plans to guide future development that is reflective of the citizen's desires to create and maintain a friendly, rural style community.

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
COST CENTER: 0900
COMMUNITY SERVICES

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
SUPPLIES AND EQUIPMENT								
50120 Supplies - community projects	2,000	14,000	13,641	268	250	471	2,871	906
50160 Depot Maintenance and utilities	3,000	3,000	2,840	2,604	2,380	4,350	3,070	5,038
50120 Community Night Out (August 2, 2022)	5,000	-	-					
COMMUNICATIONS								
CONTRACTED SERVICES								
51210 Summer Concerts/Depot events	6,000	3,500	2,200	850	4,270	4,320	4,490	3,000
51210 Summer Swim Program	6,500	6,500	1,500			5,361	3,999	
MISCELLANEOUS								
Community involvement Mini-grants	18,000	18,000	18,000	12,800	18,611	10,430	17,450	15,842
Del Oro Sport facility contributions		-					50,000	250,000
TOTALS	40,500	45,000	38,181	16,522	25,511	24,931	81,879	274,786

PROGRAM DESCRIPTION

This cost center represents budget items formerly reported under various department headings, including Town Council and Planning, that have similar relevance to community services. Each item, individually does not warrant its own budget cost center, so has been grouped on this page.

New with the 2017-18 budget is an allocation to the Loomis Library Community Learning Center. This is funded by a revenue collected from a 1/4 cent sales tax approved by the voters in the 2016 General Election.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 0910
LOOMIS LIBRARY AND COMMUNITY LEARNING CENTER

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries	222,000	187,000	175,955	181,892	141,026	40,073		
40210 Group Insurance	55,000	45,000	48,013	40,292	32,563	6,499		
40220 Retirement	14,000	12,000	11,976	11,564	11,791	1,345		
40230 Worker's Compensation	17,000	14,000	16,945	3,138		342		
40310 Medicare	5,000	4,000	3,554	3,813	5,265	1,423		
40320 Unemployment and Training Tax	1,120	1,120	1,197	632	841	937		
SUPPLIES AND EQUIPMENT								
50110 Office supplies	2,500	4,500	1,373	288	825	307		
50120 Supplies	4,000	8,000	2,082	3,779	4,198	165		
50160 Books and publications	35,000	30,000	31,053	21,706	28,584	9,443		
61110 Equipment lease	4,000	4,000	3,921	3,620	4,216			
COMMUNICATIONS								
50320 Telephone	2,500	1,800	2,240	1,688	1,847	850		
50330 Internet	3,600	3,600	3,189	3,289	2,837	1,930		
CONTRACTED SERVICES								
51210 Operating budget - Friends of the Library							94,393	41,352
51210 Strategic planning		-				17,300		
51210 Professional fees	1,000	1,000	-		6,615	2,808		
51220 Computer services	22,000	18,000	21,462	15,399	7,183	15,804		
51230 Community programs	5,000	5,000	3,218	2,103	1,188	3,921		

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

2,000	2,000	1,700	8,557	1,240			
2,000	1,500	1,769	150	4,249	605		

OCCUPANCY

61120 Utilities
61140 Library facilities maintenance

20,000	18,000	18,724	17,034	15,166	14,511	14,099	
15,000	15,000	13,397	16,358	13,976	13,159	1,925	

CAPITAL OUTLAY

Small equipment
Capital Improvements

2,000	2,000	-			1,427		
5,000	5,000	-	21,990	9,986		31,880	

MISCELLANEOUS

80520 Bank and other fees
Insurance
Advertising
Transfer to reserves

200	200	-					
5,000	5,000	5,000	5,000				
1,000	5,000	744	724	1,282	458		
100,000	100,000	100,000			96,477		

TOTALS

545,920	492,720	467,515	363,015	294,878	229,784	142,298	41,352
---------	---------	---------	---------	---------	---------	---------	--------

PROGRAM DESCRIPTION

The Loomis Library and Community Learning Center is one of the golden nuggets of the Town of Loomis...
The Library staff includes one full-time Community Resource Librarian and two full-time and one part-time Assistant Librarians.
The Library Advisory Board is made up of volunteers and makes recommendations to the Town Council. The Board, along with many members of the community completed a strategic planning process which provided the Library staff, the Advisory board and Town Council with goals and objectives to better direct the programs and activities to the needs of the community in this ever changing information rich world.

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
COST CENTER: 1000
Economic Development

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
SUPPLIES AND EQUIPMENT								
50120 Supplies								
50160 Books and Publications								
COMMUNICATIONS								
Eggplant advertising on digital sign			-					
CONTRACTED SERVICES								
51210 Chamber of Commerce/Town Business Projects	5,000	5,000	5,000	5,615	2,725	594	418	334
Town Promotion	2,600	2,600	4,393	1,250	2,750		2,500	
Community Outreach	5,000	5,000	-	2,500	5,158	1,350		
Town Signs			-				4,688	
RESOURCE DEVELOPMENT								
60110 Dues and memberships	3,000	3,000	2,755	3,455	2,730		700	
60120 Economic/Strategic planning							1,000	
OCCUPANCY								
CAPITAL OUTLAY								
Freeway overpass art			-					42,025
3800 Taylor Road mitigation	-	-	-		286,465	77,400		
MISCELLANEOUS								
CARES Business Assistance grants		-	-	87,500				
TOTALS	15,600	15,600	12,148	100,320	299,828	79,344	9,306	42,359

PROGRAM DESCRIPTION

This cost center details Council projects that enhance or promote the business and economic aspects of the Town. Specifically, the Council is taking a "Shed to Shed" approach, concentrating on the business in the Downtown Core area between the High Hand Fruit Shed on the southwest and the Blue Goose Fruit Shed on the northeast.

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
DEPARTMENT 1500
SAFETY SERVICES

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
SUPPLIES AND EQUIPMENT								
50210 Equipment Maintenance								
COMMUNICATIONS								
50320 Telephone	-	-	-					
CONTRACTED SERVICES								
51210 Police - basic service	1,754,861	1,669,912	1,671,296	1,628,668	1,590,492	1,490,529	1,343,130	1,313,666
Traffic Officer in excess of COPS grant	-	-		50,000			99,863	88,934
51210 Wildland Fire	20,000	20,000						
51210 Animal Control	55,880	38,945	53,219	37,090	36,019	46,387	91,304	88,645
51210 Civil Defense	770	750	750	765	764	764	752	743
RESOURCE DEVELOPMENT								
OCCUPANCY								
CAPITAL OUTLAY								
MISCELLANEOUS								
81510 Booking Fees	2,000	2,000				1,260	1,659	
TOTALS	1,833,510	1,731,607	1,725,265	1,716,523	1,627,275	1,538,941	1,536,708	1,491,988

PROGRAM DESCRIPTION

The Town of Loomis contracts for all of its safety services.

Police service is provided by contract with the Placer County Sheriff's office. We have one officer dedicated to the Town throughout the day, seven days per week. During the overnight shift, the Town shares an officer with the surrounding county area.

The Town also contracts for a traffic enforcement officer for 40 hours per week.

Animal control service is contracted with the Placer County Health and Human Services.

Fire protection and emergency medical service is provided by the Loomis Fire Protection District, which is its own, self administered special district. They require no funding from the Town, as they receive their own property taxes and assessments directly through the County.

The Town, though, is responsible for wild fires within its limits. In such a case, the Fire District would bill the Town for the cost of containment within the Town limits. We are funding \$20,000 this year just in case such a fire takes place.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 1900
PUBLIC WORKS - Summary

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
	2022-23	2021-22	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
PERSONNEL								
40110 Salaries and wages	345,000	421,000	305,598	182,580	245,335	193,098	175,712	251,431
40210 Group Insurance	63,000	102,000	65,566	46,427	44,264	46,081	35,013	47,886
40220 Retirement	25,000	39,000	21,194	12,509	29,807	18,113	23,400	35,854
40230 Worker's Compensation	33,000	29,000	39,784	27,583	21,904	21,502	15,468	36,129
40310 Medicare/Fica	5,500	5,500	3,983	2,807	3,864	2,395	2,434	4,215
40320 Unemployment and Training Tax	1,500	1,500	1,354	1,021	1,518	898	1,314	2,552
40410 Car Allowance	6,100	4,900	4,900	-	-	-	-	-
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	3,750	3,750	763	23	1,132	2,846	499	2,715
50120 Materials and Supplies	9,660	9,660	16,242	9,532	4,897	10,749	5,874	2,265
50160 Books and Publications	1,750	1,750	-	-	1,477	-	135	-
50170 Fuel	4,000	4,000	3,762	-	-	-	-	-
50180 Equipment Rental	3,500	3,500	-	-	2,452	-	1,313	-
50210 Equipment Maintenance	1,900	1,900	2,514	1,141	61	463	1,208	272
COMMUNICATIONS								
50310 Postage	3,000	2,000	3,589	4,299	2,569	1,942	2,153	97
50320 Telephone	1,150	1,150	326	1,123	215	97	858	62
50330 Internet Access	3,000	3,000	2,791	3,588	2,172	858	-	685
CONTRACTED SERVICES								
51210 Engineering	51,000	51,000	88,575	-	-	-	15,235	-
51210 Maintenance Contracts	70,000	45,000	25,059	6,999	28,707	18,871	38,747	13,329
51210 Open Space maintenance	2,000	2,000	-	-	-	-	1,434	-
51210 Building Official	185,000	200,000	185,055	161,936	116,550	55,820	59,374	-
51210 Public Works Standards	-	-	-	-	-	-	-	-
51211 Plan checking	30,000	30,000	34,223	79,384	51,543	25,075	31,367	-

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

OCCUPANCY

61110 Rents and Leases
61120 Utilities
61120 Park Water
61130 Park Electricity
61140 Building Maintenance

CAPITAL OUTLAY

70010 Small Equipment
70010 Equipment acquisitions
70010 Infrastructure Acquisition/Maintenance
70040 Storm drain repair/replace

MISCELLANEOUS

80110 Insurance and Bonds
80220 Flood Control Planning
Grant Matching Pool
Other fees

TOTALS

	375	375	-	-	-	115	-	116
	950	950	300	1,000	(1,180)	336	220	2,515
	1,050	1,050	3,403	2,848	2,408	1,382	1,776	1,746
	6,200	6,200	289	17,832	18,053	3,964	3,800	14,572
	15,000	15,000	11,121	-	-	13,156	15,064	
	-	-	-	-	-	-	-	
	875	26,875	30,566	15,088	23,147	1,463	6,104	619
	650	650	-	1,501	52,131	86,265	-	
	37,000	37,000	37,242	12,172	-			
	4,000	4,000	2,265	-	-	-	-	
	50,000	50,000	15,080	49,666	336,864			
	34,000	30,000	33,017	31,192	23,617	22,197	20,862	
	10,000	10,000	11,915	12,908	12,685	10,277	10,055	9,740
	-	-	-	-	-	-	-	
	500	500	-	27	1,845	-	-	
	1,009,410	1,144,210	950,476	685,186	1,028,035	537,963	469,421	426,799

PROGRAM DESCRIPTION

The Public Works department provides for construction and maintenance of the Town's infrastructure. Infrastructure includes streets, sidewalks, curbs, gutters, ditches, street lights, traffic signals and parks. The Public Works department works with the Planning Department in reviewing development projects for proper drainage and other compliance issues.

Staffing level: 4.40 full time equivalent employees

PROGRAM OBJECTIVES

Provide a safe and comfortable environment for the citizens and businesses of the Town by creating and maintaining appropriate infrastructure.

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
DEPARTMENT 1900.010
PUBLIC WORKS - Engineering

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	72,000	67,000	60,705	1,921				
40210 Group Insurance	10,000	12,000	12,782					
40220 Retirement	5,000	7,000	2,928					
40230 Worker's Compensation	6,000	5,000	11,925					
40310 Medicare/Fica	1,000	1,000	644					
40320 Unemployment and Training Tax	300	300	582					
40410 Car Allowance								
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	2,500	2,500	763		3,271			
50120 Materials and Supplies								
50160 Books and Publications								
50170 Fuel								
50180 Equipment Rental								
50210 Equipment Maintenance			40	325	285			
COMMUNICATIONS								
50310 Postage								
50320 Telephone								
50330 Internet access					299			
CONTRACTED SERVICES								
51210 Engineering	45,000	45,000	81,009	231,820				

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 1900.020
PUBLIC WORKS - Facilities

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	124,000	113,000	114,430	78,115	102,954	63,000	21,919	
40210 Group Insurance	26,000	27,000	25,903	18,514	18,616	15,455	4,588	
40220 Retirement	9,000	10,000	10,059	6,307	8,188	4,730	1,847	
40230 Worker's Compensation	9,000	8,000	6,457	14,580	12,480	7,151	(431)	
40310 Medicare/Fica	2,000	2,000	1,985	1,416	1,795	807	176	
40320 Unemployment and Training Tax	300	300	303	633	681	268	163	
40410 Car Allowance	3,050	2,450	2,450					
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	500	500	-		250	138	495	
50120 Materials and Supplies	7,660	7,660	12,868	9,532	4,897	10,749	4,449	
50160 Books and Publications	100	100	-					
50170 Fuel	1,200	1,200	1,036					
50180 Equipment Rental	1,000	1,000	-				1,313	
50210 Equipment Maintenance	1,400	1,400	2,474	1,141	61	463	1,208	
COMMUNICATIONS								
50310 Postage	-	-						
50320 Telephone	250	250	326	824	215	97	858	
50330 Internet access	3,000	3,000	2,791	3,588	2,172	858		
CONTRACTED SERVICES								
51210 Engineering	4,000	4,000	-				1,543	
51210 Public Works Superintendent								
51210 Maintenance Contracts	20,000	20,000	167	6,999	28,707	18,871	12,943	
51210 Open Space maintenance	800	800					1,434	

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

	150	150				115		
	380	380	300	1,000	(1,180)	336	220	

OCCUPANCY

61110 Rents and Leases
61120 Utilities
61120 Park Water
61130 Park Electricity
61140 Building Maintenance

	420	420	2,962	2,848	2,408	1,382	1,776	
	5,000	5,000	-	17,151	17,505	3,350	3,225	
	15,000	15,000	11,121			13,156	15,064	
	-	-	-					
	350	26,350	30,499	15,074	22,907	1,137	5,643	

CAPITAL OUTLAY

70010 Equipment
70010 Equipment acquisitions

	260	260	-	1,501	52,131	86,265		
	35,000	35,000	37,242	12,172				

MISCELLANEOUS

80110 Insurance and Bonds

Grant Matching Pool
Other fees

	15,000	8,500	9,355	8,838	13,120	12,332	9,574	
	200	200		27	1,845			

TOTALS

	285,020	293,920	272,729	200,261	289,752	240,661	88,005	-
--	---------	---------	---------	---------	---------	---------	--------	---

PROGRAM DESCRIPTION

The Public Works department provides for maintenance of the Town's Facilities. Facilities include parks, parking lots and buildings.

Staffing level: 0.60 full time equivalent employees

PROGRAM OBJECTIVES

Provide a safe and comfortable environment for the citizens and businesses of the Town by creating and maintaining appropriate infrastructure.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 1900
PUBLIC WORKS - Drainage

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	124,000	113,000	89,732	79,257	114,903	117,993	147,675	
40210 Group Insurance	26,000	27,000	24,295	18,082	17,844	29,112	30,855	
40220 Retirement	9,000	10,000	8,207	6,203	16,856	9,251	17,375	
40230 Worker's Compensation	9,000	8,000	8,368	9,866	8,637	13,650	15,294	
40310 Medicare/Fica	2,000	2,000	1,354	1,391	2,069	1,582	2,258	
40320 Unemployment and Training Tax	800	800	323	300	672	630	1,151	
40410 Car Allowance	3,050	2,450	2,450					
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	750	750	-		441	2,368	4	
50120 Materials and Supplies	2,000	2,000	3,374				58	
50160 Books and Publications	150	150						
50170 Fuel	2,800	2,800	2,726					
50180 Equipment Rental	2,500	2,500	-		2,452			
50210 Equipment Maintenance	500	500						
COMMUNICATIONS								
50310 Postage	-	-						
50320 Telephone	900	900		299				
CONTRACTED SERVICES								
51210 Engineering	2,000	2,000	7,566				13,692	
51210 Public Works Superintendent								
51210 Grading inspection	50,000	25,000	24,893				25,804	
51210 Open Space maintenance	1,200	1,200						

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

OCCUPANCY

61110 Rents and Leases
61120 Utilities
61140 Building Maintenance

CAPITAL OUTLAY

70010 Small Equipment
70010 Equipment acquisitions
70010 Infrastructure Acquisition/Maintenance
70040 Storm drain repair/replace

MISCELLANEOUS

80110 Insurance and Bonds
80220 Flood Control Planning
Other fees

TOTALS

	225	225						
	570	570						
	630	630	442					
	1,200	1,200	-					
	525	525	-					
	390	390						
	2,000	2,000						
	4,000	4,000						
	50,000	50,000	15,080	49,666	336,864	29,247		
	19,000	21,500	23,662	22,354	10,496	9,865	11,288	
	10,000	10,000	11,915	12,908	12,685	10,277	10,055	
	300	300						
	325,490	292,390	224,385	200,324	523,918	223,975	275,509	-

PROGRAM DESCRIPTION

The Public Works department provides for construction and maintenance of the Town's drainage infrastructure. Infrastructure includes drainage, curbs, gutters, ditches, inlets, manholes and drain pipes. The Public Works department works with the Planning Department in reviewing development projects for proper drainage and other compliance issues.

Staffing level: 1.40 full time equivalent employees

PROGRAM OBJECTIVES

Provide a safe and comfortable environment for the citizens and businesses of the Town by creating and maintaining appropriate infrastructure.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

GENERAL FUND
DEPARTMENT 1700
BUILDING

DESCRIPTION	PROPOSED	AMMENDED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
40110 Salaries and wages	25,000	128,000	40,731	25,208	27,479	12,106	6,118	5,194
40210 Group Insurance	1,000	36,000	2,587	9,832	7,804	1,513	(430)	
40220 Retirement	2,000	12,000	-		4,764	4,132	4,178	227
40230 Worker's Compensation	9,000	8,000	13,034	3,138	787	701	606	724
40310 Medicare/Fica	500	500	-		-	6		
40320 Unemployment and Training Tax	100	100	146	88	165			
SUPPLIES AND EQUIPMENT								
50110 Office Expenses				23	441	339		334
50120 Materials and Supplies			-				1,367	
50160 Books and Publications	1,500	1,500	-		1,477		135	1,277
50170 Fuel								
50180 Equipment Rental								
50210 Equipment Maintenance								
COMMUNICATIONS								
50310 Postage	3,000	2,000	3,589	4,299	2,569	1,942	2,153	2,251
50320 Telephone								
CONTRACTED SERVICES								
51210 Engineering								
51210 Public Works Superintendent								
51210 Maintenance Contracts								
51210 Open Space maintenance								
51210 Building Official	185,000	200,000	185,055	161,936	116,550	55,820	59,374	66,974
51210 Public Works Standards			-					
51211 Plan checking	30,000	30,000	34,223	79,384	51,543	25,075	31,367	28,070

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

GENERAL FUND
NON DEPARTMENTAL EXPENDITURES

DESCRIPTION	PROPOSED	ADOPTED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
PERSONNEL								
SUPPLIES AND EQUIPMENT								
COMMUNICATIONS								
CONTRACTED SERVICES								
RESOURCE DEVELOPMENT								
OCCUPANCY								
CAPITAL OUTLAY								
MISCELLANEOUS								
Transfers to Streets and Roads funds	-	-	-	400,000	686,083	32,228	787,814	200,870
District Tax projects	-	-						
TOTALS	-	-	-	400,000	686,083	32,228	787,814	200,870

PROGRAM DESCRIPTION

This department is used to track funding and expenditures for capital purchases and transfers between funds.

TOWN OF LOOMIS
 PROPOSED BUDGET
 FOR THE YEAR ENDING JUNE 30, 2023

**TRANSPORTATION
 SUMMARY**

DESCRIPTION	PROPOSED	ADOPTED	PROJECTED	PRIOR YEARS				
	BUDGET 2022-23	BUDGET 2021-22	ACTUAL 2021-22	ACTUAL 2020-21	ACTUAL 2019-20	ACTUAL 2018-19	ACTUAL 2017-18	ACTUAL 2016-17
STREET FUND REVENUE								
Gas Tax 2106	32,022	30,000	29,714	26,800	27,385	32,575	29,310	29,285
Gas Tax 2107	60,007	45,000	54,875	47,485	44,360	40,319	47,848	47,673
Gas Tax 2107.5	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Gas Tax 2105	43,924	40,000	40,267	35,092	35,131	39,413	36,766	37,602
Gas Tax 2103 (Formerly Traffic Cong Relief)	67,052	66,074	57,732	45,955	47,488	24,947	26,383	17,861
State General Fund Loan repayment	-	-	-	-	7,743	7,695	7,702	-
Road Maintenance Rehab account	155,186	134,604	141,011	122,639	123,401	117,166	25,339	-
Investment Earnings	1,000	1,000	734	1,948	7,008	6,937	2,362	1,134
Total Streets Revenue	361,191	318,678	326,333	281,919	294,516	271,052	177,711	135,555
TRANSPORTATION FUND REVENUE								
Transportation Allotment - Non Transit	434,217	560,000	564,873	298,643	458,150	376,752	367,876	323,180
Transportation - Bike/Ped	-	75,000	107,585	-	46,717	-	-	-
Transportation Allotment - Transit	78,931	69,000	69,813	27,981	-	45,341	55,037	66,107
CMAQ and other grants	-	-	80,000	-	152,445	115,613	1,801,850	-
Investment Earnings	300	300	-	4,452	-	961	363	3,159
Other	-	-	-	922,439	-	-	-	12,643
Total Transportation Revenue	513,448	704,300	822,271	1,253,515	657,312	538,667	2,225,127	405,089
TRANSPORTATION EXPENDITURES	1,158,075	1,249,575	1,212,919	2,399,005	1,048,400	834,304	2,941,865	1,432,134
OTHER SOURCES/(USES)								
General Fund Transfers	-	-	-	580,184	686,083	-	780,641	724,512
Allocation to Maintenance Districts	-	-	-	-	-	-	-	-
Other Reserves	-	-	-	-	-	-	-	-
Total Other Sources/(Uses)	-	-	-	580,184	686,083	-	780,641	724,512
EXCESS REVENUES OVER EXPENDITURES	(283,436)	(226,597)	(64,315)	(283,387)	589,510	(24,585)	241,613	(166,978)
BEGINNING FUND BALANCE	921,756	-	986,071	635,749	46,239	70,824	(170,789)	(3,811)
ENDING FUND BALANCE	638,320	-	921,756	352,363	635,749	46,239	70,824	(170,789)

PROGRAM DESCRIPTION

The Transportation Fund tracks the restricted revenues received for street and road maintenance and bus service, and the related costs. There are two main revenue sources. First, funds are received from the State gas tax fund for road maintenance. A second allocation of the State gas tax fund comes to the Town by way of the Placer County Transportation Planning Agency (PCTPA) and must be first spent on transit needs (Bus and Dial-a-ride), with the remainder available for road construction and maintenance. The Town contracts with Placer County for the bus and Dial-a-ride services. Other grants are received and tracked through this fund if they are restricted to similar purposes.

Staffing level: 2.35 full time equivalent employees

PROGRAM OBJECTIVES

Provide transit service and maintain a safe and useful road system.

**TOWN OF LOOMIS
PROPOSED BUDGET
FOR THE YEAR ENDING JUNE 30, 2023**

TRANSPORTATION
EXPENDITURES - DETAIL

DESCRIPTION	PROPOSED	ADOPTED	PROJECTED	PRIOR YEARS				
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	
	2022-23	2021-22	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
PERSONNEL								
40110 Salaries	156,000	142,000	158,182	160,156	168,675	168,065	150,528	61,667
40210 Group Insurance	38,000	37,000	44,029	38,184	31,688	33,050	30,336	14,800
40220 Retirement	12,000	12,000	13,834	12,849	17,779	47,018	18,045	9,193
40230 Worker's Compensation	11,000	10,000	14,302	21,412	20,569	16,376	17,240	2,268
40310 Medicare/Fica	3,000	3,000	2,548	2,052	2,949	2,515	2,211	877
40320 Unemployment and Training Tax	1,500	1,500	585	477	950	505	1,231	771
SUPPLIES AND EQUIPMENT								
50110 Office Expenses	1,250	1,250	-	-			372	
50120 Materials and Supplies	40,000	50,000	68,731	24,307	48,818	34,459	37,987	40,027
50160 Books and Publications	250	250	-	372	620			
50170 Fuel	8,000	8,000	10,268	11,080	7,213	6,912	9,725	9,759
50180 Equipment Rental	1,000	1,000	1,683	582	660	834	3,214	3,838
50210 Equipment Maintenance	10,000	10,000	7,252	12,813	9,478	2,500	6,565	3,431
50230 Signal Manintenance	10,000	10,000	9,658	13,900	13,273	27,571	16,139	18,761
61130 Street Light Service	15,000	15,000	16,637	17,396	15,091	18,973	17,717	20,734
			-					
COMMUNICATIONS								
50310 Postage	-	-	-					
50320 Telephone	2,500	2,500	932	1,650	2,366	1,950	890	1,160
			-					
CONTRACTED SERVICES								
51610 Transit Service	60,000	69,000	60,355	39,604	47,821	50,665	55,040	50,774
51210 Other			-					

RESOURCE DEVELOPMENT

60110 Memberships and Dues
60120 Travel and Meetings

1,000	1,000	1,641	1,327	967	1,577	949	614	
1,500	1,500	133	425	1,805	912	1,245	2,273	

OCCUPANCY

61110 Rents and Leases
61120 Utilities
61120 Corp Yard Maintenance

1,050	1,050	-					2,000
30,000	30,000	45,186	39,675	38,044	33,381	32,486	31,453
875	875	9,057	9,525			145	4,392

CAPITAL OUTLAY

70010 Small Equipment
70430 Sidewalk Repair
70430 Street Signs repair and replace
Equipment Acquisition
70430 Contribution to Capital Improvement Program

650	650	-	-		48	1,416	11,103
5,000	20,000	19,000	-		11,998	3,944	1,950
500	500	-	-				
10,000	10,000	-	32,881				
700,000	775,000	689,767	1,741,393	584,273	374,128	2,506,308	1,092,623

MISCELLANEOUS

80110 Insurance and Bonds
80210 Fees
89110 Fund Transfers

30,000	28,500	31,367	29,633	27,622	25,688	20,670	40,008
8,000	8,000	7,770	7,129	7,741	7,409	7,462	7,659
		-	180,184		(32,228)		

TOTALS

1,158,075	1,249,575	1,212,919	2,399,005	1,048,400	834,304	2,941,865	1,432,134
-----------	-----------	-----------	-----------	-----------	---------	-----------	-----------