

## Staff Report November 8, 2022

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** November 7, 2022  
**RE:** Monthly Statement of Activity

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### **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**

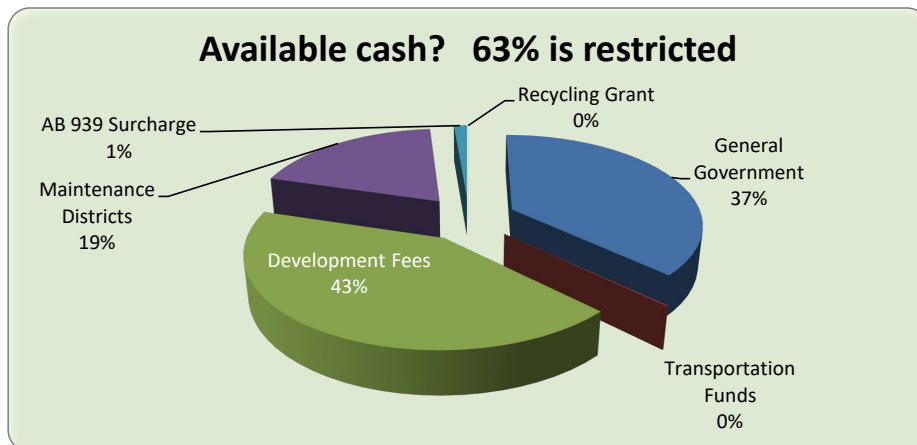
A. October 2022 Statement of Activity

Town of Loomis  
 Basic Financial Statements - General Fund  
 October 31, 2022

Cash and Investments	2,661,753
Other assests	248,925
Total Assets	<u>2,910,678</u>
Accounts payable and other liabilities	24,557
Net Position (General Fund balances)	
Designated reserves	425,743
Library reserves	248,769
Capital reserve	1,100,067
Operating reserve	1,111,542
Total Liabilities and Net Position	<u>2,910,678</u>
Revenues	
Taxes	687,572
Franchises	48,400
Fees and Permits	188,672
Investment Income	(30,916)
Inter-governmental	-
Other	20,255
Total Revenue	<u>913,983</u>
Expenditures	
Town Council	9,941
Town Clerk	33,379
Finance	84,647
Administration	329,757
Planning	231,673
Community Services	11,398
Library	156,866
Economic Development	5,223
Safety	460,075
Public Works	352,983
Non-Departmental	-
Total Expenditures	<u>1,675,942</u>
Change in Net Position	<u>(761,959)</u>

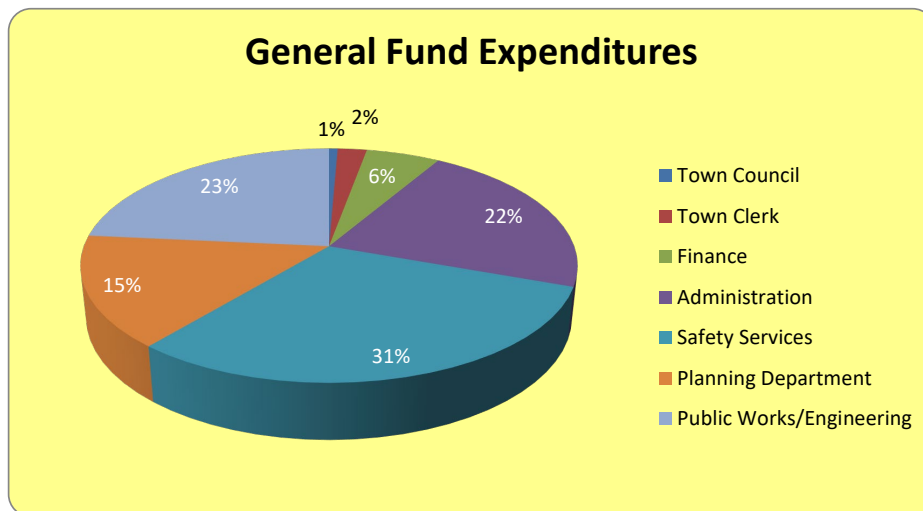
Town of Loomis  
Statement of Activity  
For the Four Months Ended October 31, 2022

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 10/31/22	Transfers		Adjusted Fund Balance
					In	Out	
General Government	\$ 1,256,717	\$ 278,446	\$ 457,724	\$ 1,077,439	\$ -	\$ -	\$ 1,077,439
Planning	306,431	140,933	231,673	215,691	-	-	215,691
Public Works	697,358	214,729	352,983	559,104	-	-	559,104
Safety Services	233,309	279,876	460,075	(180,199)	-	-	(180,199)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
<b>Sub-total</b>	<b>\$ 2,693,815</b>	<b>\$ 913,983</b>	<b>\$ 1,502,455</b>	<b>\$ 1,872,034</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,872,034</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>\$ 913,983</b>	<b>\$ 1,502,455</b>	<b>\$ 6,441,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,441,475</b>
<b>Restricted Funds</b>							
Transportation Funds	\$ 106,515	\$ 101,876	\$ 226,789	\$ (18,398)	\$ -	\$ -	\$ (18,398)
Development Fees	7,361,645	100,222	84,880	7,376,987	-	-	7,376,987
Maintenance Districts	3,394,531	-	81,697	3,312,834	-	-	3,312,834
Supplemental Law Enforcement	290,303	78,085	125,208	243,180	-	-	243,180
AB 939 Surcharge	259,730	572	32,193	228,109	-	-	228,109
Recycling Grant	3,417	-	1,963	1,454	-	-	1,454
<b>Total Restricted Funds</b>	<b>\$ 11,416,141</b>	<b>\$ 280,755</b>	<b>\$ 552,730</b>	<b>\$ 11,144,166</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,144,166</b>
<b>Other Funds</b>							
Revolving Funds	\$ 254,418	-	-	\$ 268,209	\$ -	\$ -	\$ 268,209
Other Grants	1,025,727	744,632	4,136	1,766,223	-	-	1,766,223
	<b>1,280,145</b>	<b>744,632</b>	<b>4,136</b>	<b>2,034,432</b>	<b>-</b>	<b>-</b>	<b>2,034,432</b>
<b>Total All Funds</b>	<b>\$ 17,265,727</b>	<b>\$ 1,939,370</b>	<b>\$ 2,059,321</b>	<b>\$ 19,620,073</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,620,073</b>



Town of Loomis  
Statement of Activity  
For the Four Months Ended October 31, 2022

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 10/31/22	Transfers In	Out	Adjusted Fund Balance
<b>General Government</b>							
Town Council	\$ 66,004	6,047	9,941	62,110			62,110
Town Clerk	104,269	20,305	33,379	91,195			91,195
Finance	257,821	51,493	84,647	224,667			224,667
Administration	828,623	200,600	329,757	699,466			699,466
<b>Total General Government</b>	<b>1,256,717</b>	<b>278,446</b>	<b>457,724</b>	<b>1,077,439</b>	<b>-</b>	<b>-</b>	<b>1,077,439</b>
<b>Planning and Building</b>							
Planning Department	306,431	140,933	231,673	215,691			215,691
<b>Total Planning and Building</b>	<b>306,431</b>	<b>140,933</b>	<b>231,673</b>	<b>215,691</b>	<b>-</b>	<b>-</b>	<b>215,691</b>
<b>Public Works</b>							
Public Works/Engineering	697,358	214,729	352,983	559,104			559,104
<b>Total Public Works</b>	<b>697,358</b>	<b>214,729</b>	<b>352,983</b>	<b>559,104</b>	<b>-</b>	<b>-</b>	<b>559,104</b>
<b>Safety Services</b>	<b>233,309</b>	<b>279,876</b>	<b>460,075</b>	<b>(180,199)</b>	<b>-</b>	<b>-</b>	<b>(180,199)</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>2,693,815</b>	<b>913,983</b>	<b>1,502,455</b>	<b>1,872,034</b>	<b>-</b>	<b>-</b>	<b>1,872,034</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>7,594,144</b>	<b>913,983</b>	<b>1,502,455</b>	<b>6,772,363</b>	<b>-</b>	<b>-</b>	<b>6,772,363</b>



Town of Loomis  
Statement of Activity  
For the Four Months Ended October 31, 2022

Transportation Funds	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 10/31/22	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	-	7,022	5,955	1,067			1,067
Gas Tax 2107	-	12,560	8,932	3,628			3,628
Gas Tax 2107.5	5,890	1,724		7,614			7,614
Gas Tax 2105	-	8,977	6,550	2,427			2,427
Gas Tax 2103	-	15,726	5,955	9,771			9,771
Road Maintenance Fund		55,780	36,700	19,080			19,080
Streets and Roads	81,869		162,491	(80,622)			(80,622)
Transit	18,756		206	18,550			18,550
Bike Lane	-	87		87			87
	<u>106,515</u>	<u>101,876</u>	<u>226,789</u>	<u>(18,398)</u>	-	-	<u>(18,398)</u>

Development Fee Funds

Park Fee	311,792		6,883	304,909			304,909
Open Space/Passive parks	340,664		7,515	333,149			333,149
Park Development	354,279	61,657		415,936			415,936
Drainage	313,036	2,768		315,804			315,804
Low Income Principal	98,677	6,000		104,677			104,677
Low Income Interest	213,927		7,339	206,588			206,588
CDBG Loans Repaid	69,883		1,543	68,340			68,340
Revolving Loan Fund	2,670		59	2,611			2,611
Road Circulation	726,809	23,040		749,849			749,849
Interchange	2,564,000		23,913	2,540,087			2,540,087
Sierra College Blvd	879,596		25,081	854,515			854,515
SCB Settlement	191,584		4,230	187,354			187,354
Rocklin Crossing	266,977		5,895	261,082			261,082
Rocklin Commons	109,677		2,422	107,255			107,255
Community Facilities	918,074	6,757		924,831			924,831
	<u>7,361,645</u>	<u>100,222</u>	<u>84,880</u>	<u>7,376,987</u>	-	-	<u>7,376,987</u>

Maintenance Districts

Hunters Crossing	334,372		4,131	330,241			330,241
Loomis Maint 1	7,615		7,379	236			236
Loomis Maint 2	33,972		170	33,802			33,802
Heather Heights	386,453		755	385,698			385,698
Sunrise Loomis	280,079		8,543	271,536			271,536
Live Oak	143,262		6,904	136,358			136,358
Loomis Acres	199,422		4,426	194,996			194,996
Hunters Crossing 2	110,639		2,456	108,183			108,183
King Road Village	187,398		5,320	182,078			182,078
Saunders Avenue	27,772		618	27,154			27,154
Rachel Estates	329,555		7,462	322,093			322,093
Sherwood Estates	148,216		3,306	144,910			144,910
Heritage Park Estates 1	355,859		7,944	347,915			347,915
Hunter Oaks	277,167		8,842	268,325			268,325
Sierra de Monserat	516,845		12,066	504,779			504,779
Taylor Mixed Use	55,905		1,375	54,530			54,530
	<u>3,394,531</u>	-	<u>81,697</u>	<u>3,312,834</u>	-	-	<u>3,312,834</u>

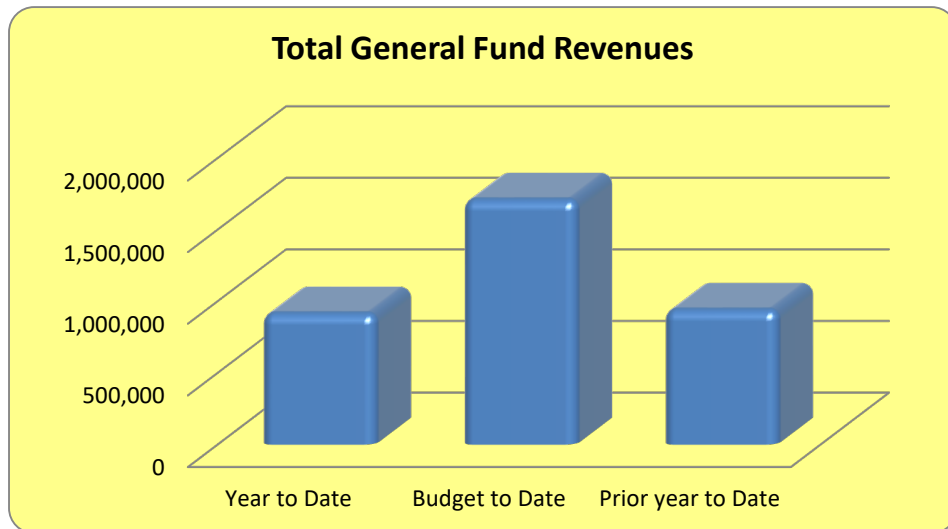
Town of Loomis  
Statement of Activity  
For the Four Months Ended October 31, 2022

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/22			as of 10/31/22	In	Out	
Revolving (Development Agreements)	197,469	2,268	1,734	198,003			198,003
County Facility Development fee	46,046	27,003	25,935	47,114			47,114
State Disabled Access	16,474	24	29	16,469			16,469
Dry Creek Watershed District	6,312	3,732	3,421	6,623			6,623
	<u>266,301</u>	<u>33,027</u>	<u>31,119</u>	<u>268,209</u>	-	-	<u>268,209</u>
<b>Miscellaneous other Funds</b>							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,713)		5	(31,718)			(31,718)
ARPA	784,689	744,632		1,529,321			1,529,321
Tree Fund	268,614		4,131	264,483			264,483
No Name Lane	3,000			3,000			3,000
	<u>1,025,727</u>	<u>744,632</u>	<u>4,136</u>	<u>1,766,223</u>	-	-	<u>1,766,223</u>

Town of Loomis  
 Revenues - General Fund  
 For the Four Months Ended October 31, 2022

	Actual as of 10/31/22	Budget as of 10/31/22	Variance	Actual as of 10/31/21	Current vs. Prior Year	Total Budget
<b>Revenues</b>						
Property Taxes - secured	158	483,333	(483,175)	553	(395)	1,450,000
Property Taxes - unsecured	28,591	10,000	18,591	26,616	1,975	30,000
Property Taxes - supplemental	575	11,667	(11,092)	-	575	35,000
Homeowner property tax relief	-	3,000	(3,000)	-	-	9,000
Sales Taxes	433,537	350,000	83,537	414,829	18,708	1,050,000
Transaction Taxes	201,346	225,000	(23,654)	274,798	(73,452)	675,000
Real Property Transfer Tax	23,365	25,000	(1,635)	26,119	(2,754)	75,000
Transient Occupancy Tax	-	11,667	(11,667)	-	-	35,000
Franchises	48,400	104,333	(55,933)	42,744	5,656	313,000
Business Licenses	9,373	9,333	40	5,367	4,006	28,000
Permits	164,879	64,667	100,212	132,930	149,642	194,000
Fees	14,420	9,667	4,753	8,560	5,860	29,000
Motor Vehicle in Lieu (DMV)	-	1,667	(1,667)	-	-	5,000
Property tax in lieu of Motor in Lieu	-	290,000	(290,000)	-	-	870,000
Interest	18,723	20,000	(1,277)	27,763	(9,040)	60,000
Market adjustments	(49,639)	-	(49,639)	(47,275)	(2,364)	-
Fines and citations	3,725	1,667	2,058	2,214	1,511	5,000
Rents	7,390	6,587	803	100	7,290	19,761
Miscellaneous	9,140	6,667	2,473	24,623	(15,483)	20,000
Prior year reserves		75,000	(75,000)		-	225,000
	<b>913,983</b>	<b>1,709,254</b>	<b>(795,271)</b>	<b>939,941</b>	<b>91,735</b>	<b>5,127,761</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 Four Months Ended October 31, 2022

Expenditures	Actual as of 10/31/22	Budget as of 10/31/22	Variance	Actual as of 10/31/21	Current vs. Prior Year	Total Budget
Town Council	9,941	18,800	8,859	11,555	1,614	56,400
Town Clerk	33,379	33,567	188	59,770	26,391	100,700
Finance	84,647	80,567	(4,080)	79,108	(5,539)	241,700
Administration	329,757	238,700	(91,057)	337,345	7,588	716,100
Planning	231,673	198,433	(33,240)	243,635	11,962	595,300
Community Services	11,398	13,500	2,102	7,324	(4,074)	40,500
Library	156,866	186,873	30,007	126,413	(30,453)	560,620
Economic Development	5,223	5,200	(23)	5,648	425	15,600
Safety	460,075	611,170	151,095	437,781	(22,294)	1,833,510
Public Works	352,983	318,137	(34,846)	331,012	(21,971)	954,410
Non-Departmental	-	-	-	-	-	-
	<b>1,675,942</b>	<b>1,704,947</b>	<b>29,005</b>	<b>1,639,591</b>	<b>(36,351)</b>	<b>5,114,840</b>

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

