



## Staff Report January 10, 2023

**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** January 4, 2023  
**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**

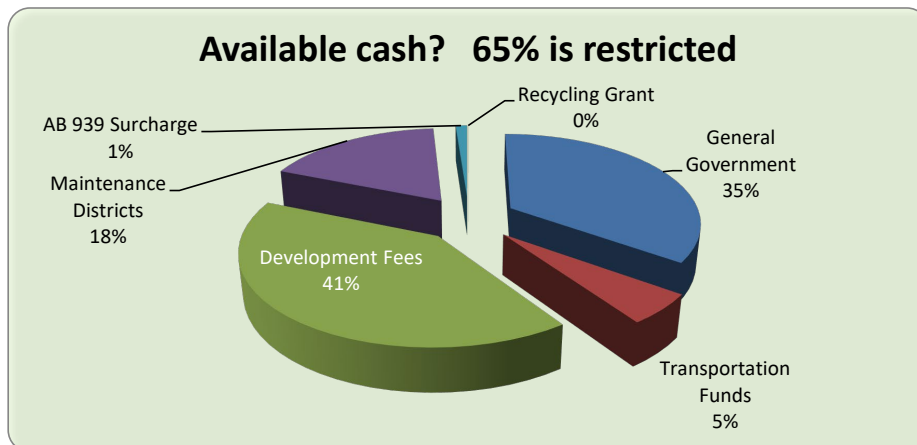
- A. December 2022 Statement of Activity

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

Cash and Investments	3,112,031
Other assests	315,860
Total Assets	<u>3,427,891</u>
Accounts payable and other liabilities	53,926
Net Position (General Fund balances)	
Designated reserves	397,327
Library reserves	248,769
Capital reserve	1,616,328
Operating reserve	1,111,542
Total Liabilities and Net Position	<u>3,427,892</u>
Revenues	
Taxes	1,057,982
Franchises	55,106
Fees and Permits	278,457
Investment Income	44,363
Inter-governmental	-
Other	31,499
Total Revenue	<u>1,467,407</u>
Expenditures	
Town Council	18,050
Town Clerk	51,413
Finance	135,849
Administration	405,194
Planning	354,200
Community Services	16,587
Library	226,696
Economic Development	5,223
Safety	460,075
Public Works	461,030
Non-Departmental	-
Total Expenditures	<u>2,134,317</u>
Change in Net Position	<u>(666,910)</u>

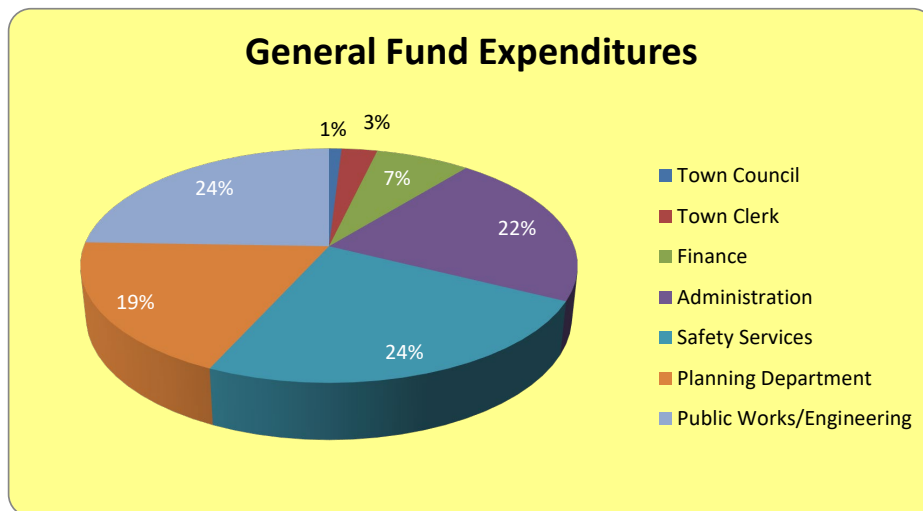
Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2022

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 12/31/22	Transfers In	Out	Adjusted Fund Balance
General Government	\$ 1,256,717	\$ 475,053	\$ 610,506	\$ 1,121,264	\$ -	\$ -	\$ 1,121,264
Planning	306,431	275,614	354,200	227,845	-	-	227,845
Public Works	697,358	358,741	461,030	595,069	-	-	595,069
Safety Services	233,309	357,998	460,075	(102,077)	-	-	(102,077)
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
<b>Sub-total</b>	<b>\$ 2,693,815</b>	<b>\$ 1,467,407</b>	<b>\$ 1,885,811</b>	<b>\$ 2,042,102</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,042,102</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>\$ 1,467,407</b>	<b>\$ 1,885,811</b>	<b>\$ 6,611,543</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,611,543</b>
<b>Restricted Funds</b>							
Transportation Funds	\$ 404,615	\$ 155,177	\$ (458,543)	\$ 1,018,335	\$ -	\$ -	\$ 1,018,335
Development Fees	7,361,645	422,411	56,349	7,727,707	-	-	7,727,707
Maintenance Districts	3,394,531	-	41,958	3,352,573	-	-	3,352,573
Supplemental Law Enforcement	290,303	114,603	62,604	342,302	-	-	342,302
AB 939 Surcharge	259,730	3,895	45,366	218,259	-	-	218,259
Recycling Grant	3,417	-	1,471	1,946	-	-	1,946
<b>Total Restricted Funds</b>	<b>\$ 11,714,241</b>	<b>\$ 696,086</b>	<b>\$ (250,795)</b>	<b>\$ 12,661,122</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,661,122</b>
<b>Other Funds</b>							
Revolving Funds	\$ 254,418	-	-	\$ 280,378	\$ -	\$ -	\$ 280,378
Other Grants	1,025,727	762,899	54,955	1,733,671	-	-	1,733,671
	<b>1,280,145</b>	<b>762,899</b>	<b>54,955</b>	<b>2,014,049</b>	<b>-</b>	<b>-</b>	<b>2,014,049</b>
<b>Total All Funds</b>	<b>\$ 17,563,827</b>	<b>\$ 2,926,392</b>	<b>\$ 1,689,971</b>	<b>\$ 21,286,714</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,286,714</b>



Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2022

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 12/31/22	Transfers In	Out	Adjusted Fund Balance
<b>General Government</b>							
Town Council	\$ 66,004	14,045	18,050	61,999			61,999
Town Clerk	104,269	40,006	51,413	92,862			92,862
Finance	257,821	105,708	135,849	227,680			227,680
Administration	828,623	315,294	405,194	738,723			738,723
<b>Total General Government</b>	<b>1,256,717</b>	<b>475,053</b>	<b>610,506</b>	<b>1,121,264</b>	<b>-</b>	<b>-</b>	<b>1,121,264</b>
<b>Planning and Building</b>							
Planning Department	306,431	275,614	354,200	227,845			227,845
<b>Total Planning and Building</b>	<b>306,431</b>	<b>275,614</b>	<b>354,200</b>	<b>227,845</b>	<b>-</b>	<b>-</b>	<b>227,845</b>
<b>Public Works</b>							
Public Works/Engineering	697,358	358,741	461,030	595,069			595,069
<b>Total Public Works</b>	<b>697,358</b>	<b>358,741</b>	<b>461,030</b>	<b>595,069</b>	<b>-</b>	<b>-</b>	<b>595,069</b>
<b>Safety Services</b>	<b>233,309</b>	<b>357,998</b>	<b>460,075</b>	<b>(102,077)</b>	<b>-</b>	<b>-</b>	<b>(102,077)</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>1,467,407</b>	<b>1,885,811</b>	<b>2,042,102</b>	<b>-</b>	<b>-</b>	<b>2,042,102</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>1,467,407</b>	<b>1,885,811</b>	<b>6,942,431</b>	<b>-</b>	<b>-</b>	<b>6,942,431</b>



Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2022

Transportation Funds	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 12/31/22	Transfers In	Out	Adjusted Fund Balance
Gas Tax 2106	5,828	12,074	7,422	10,480			10,480
Gas Tax 2107	9,730	21,906	11,133	20,503			20,503
Gas Tax 2107.5	6,257	1,815		8,072			8,072
Gas Tax 2105	11,862	15,702	8,164	19,400			19,400
Gas Tax 2103	29,884	24,473	7,422	46,935			46,935
Road Maintenance Fund	6,351	79,022	36,700	48,673			48,673
Streets and Roads	327,057		(529,495)	856,552			856,552
Transit	7,646		111	7,535			7,535
Bike Lane	-	185		185			185
	<u>404,615</u>	<u>155,177</u>	<u>(458,543)</u>	<u>1,018,335</u>	-	-	<u>1,018,335</u>

Development Fee Funds

Park Fee	311,792		3,194	308,598			308,598
Open Space/Passive parks	340,664		3,488	337,176			337,176
Park Development	354,279	85,138		439,417			439,417
Drainage	313,036	9,156		322,192			322,192
Low Income Principal	98,677	8,250		106,927			106,927
Low Income Interest	213,927		3,724	210,203			210,203
CDBG Loans Repaid	69,883		716	69,167			69,167
Revolving Loan Fund	2,670		27	2,643			2,643
Road Circulation	726,809	42,477		769,286			769,286
Interchange	2,564,000	16,201	17,362	2,562,839			2,562,839
Sierra College Blvd	879,596	10,071	22,015	867,652			867,652
SCB Settlement	191,584		1,963	189,621			189,621
Rocklin Crossing	266,977		2,736	264,241			264,241
Rocklin Commons	109,677		1,124	108,553			108,553
Community Facilities	918,074	251,118		1,169,192			1,169,192
	<u>7,361,645</u>	<u>422,411</u>	<u>56,349</u>	<u>7,727,707</u>	-	-	<u>7,727,707</u>

Maintenance Districts

Hunters Crossing	334,372		3,424	330,948			330,948
Loomis Maint 1	7,615		80	7,535			7,535
Loomis Maint 2	33,972		352	33,620			33,620
Heather Heights	386,453		3,970	382,483			382,483
Sunrise Loomis	280,079		3,591	276,488			276,488
Live Oak	143,262		795	142,467			142,467
Loomis Acres	199,422		2,061	197,361			197,361
Hunters Crossing 2	110,639		1,144	109,495			109,495
King Road Village	187,398		3,584	183,814			183,814
Saunders Avenue	27,772		288	27,484			27,484
Rachel Estates	329,555		3,642	325,913			325,913
Sherwood Estates	148,216		1,545	146,671			146,671
Heritage Park Estates 1	355,859		3,714	352,145			352,145
Hunter Oaks	277,167		7,069	270,098			270,098
Sierra de Monserat	516,845		6,017	510,828			510,828
Taylor Mixed Use	55,905		682	55,223			55,223
	<u>3,394,531</u>	-	<u>41,958</u>	<u>3,352,573</u>	-	-	<u>3,352,573</u>

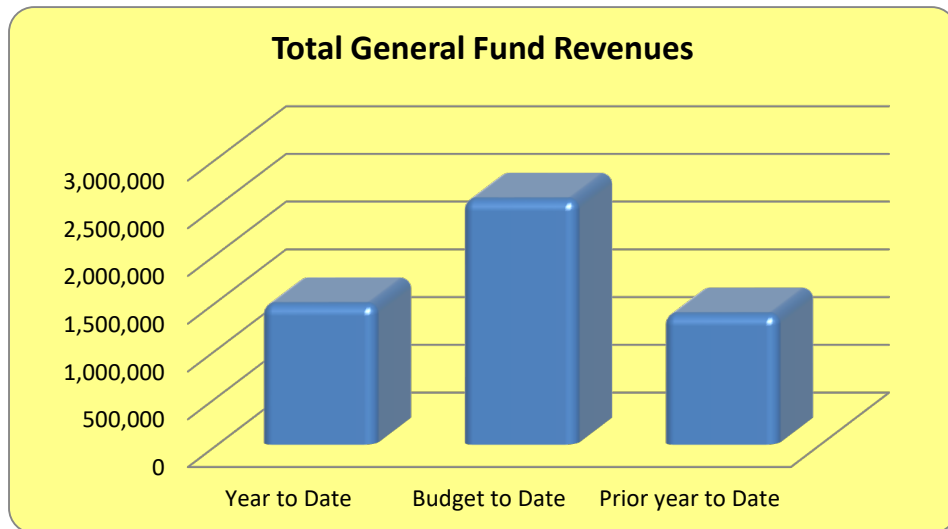
Town of Loomis  
Statement of Activity  
For the Six Months Ended December 31, 2022

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/22			as of 12/31/22	In	Out	
Revolving (Development Agreements)	197,469	2,920	1,734	198,655			198,655
County Facility Development fee	46,046	35,789	25,935	55,900			55,900
State Disabled Access	16,474	1,822	29	18,267			18,267
Dry Creek Watershed District	6,312	4,665	3,421	7,556			7,556
	<u>266,301</u>	<u>45,196</u>	<u>31,119</u>	<u>280,378</u>	-	-	<u>280,378</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,713)		3	(31,716)			(31,716)
ARPA	784,689	762,899		1,547,588			1,547,588
Tree Fund	268,614		54,952	213,662			213,662
No Name Lane	3,000			3,000			3,000
	<u>1,025,727</u>	<u>762,899</u>	<u>54,955</u>	<u>1,733,671</u>	-	-	<u>1,733,671</u>

Town of Loomis  
 Revenues - General Fund  
 For the Six Months Ended December 31, 2022

	Actual as of 12/31/22	Budget as of 12/31/22	Variance	Actual as of 12/31/21	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured	341	725,000	(724,659)	557	(216)	1,450,000
Property Taxes - unsecured	31,980	15,000	16,980	28,476	3,504	30,000
Property Taxes - supplemental	575	17,500	(16,925)	-	575	35,000
Homeowner property tax relief	1,283	4,500	(3,217)	1,321	(38)	9,000
Sales Taxes	636,308	525,000	111,308	637,857	(1,549)	1,050,000
Transaction Taxes	353,797	337,500	16,297	393,111	(39,314)	675,000
Real Property Transfer Tax	31,773	37,500	(5,727)	40,862	(9,089)	75,000
Transient Occupancy Tax	1,925	17,500	(15,575)	8,723	(6,798)	35,000
Franchises	55,106	156,500	(101,394)	49,575	5,531	313,000
Business Licenses	23,619	14,000	9,619	16,754	6,865	28,000
Permits	230,358	97,000	133,358	157,803	149,642	194,000
Fees	24,480	14,500	9,980	25,198	(718)	29,000
Motor Vehicle in Lieu (DMV)	-	2,500	(2,500)	-	-	5,000
Property tax in lieu of Motor in Lieu	-	435,000	(435,000)	-	-	870,000
Interest	27,140	30,000	(2,860)	37,301	(10,161)	60,000
Market adjustments	17,223	-	17,223	(63,706)	80,929	-
Fines and citations	5,178	2,500	2,678	3,077	2,101	5,000
Rents	10,824	9,881	944	100	10,724	19,761
Miscellaneous	15,497	10,000	5,497	23,876	(8,379)	20,000
Prior year reserves		112,500	(112,500)		-	225,000
	<b>1,467,407</b>	<b>2,563,881</b>	<b>(1,096,474)</b>	<b>1,360,885</b>	<b>183,609</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 Six Months Ended December 31, 2022

Expenditures	Actual as of 12/31/22	Budget as of 12/31/22	Variance	Actual as of 12/31/21	Current vs. Prior Year	Total Budget
Town Council	18,050	28,200	10,150	16,473	(1,577)	56,400
Town Clerk	51,413	50,350	(1,063)	66,203	14,790	100,700
Finance	135,849	120,850	(14,999)	129,274	(6,575)	241,700
Administration	405,194	358,050	(47,144)	416,661	11,467	716,100
Planning	354,200	297,650	(56,550)	364,182	9,982	595,300
Community Services	16,587	20,250	3,663	20,674	4,087	40,500
Library	226,696	280,310	53,614	184,401	(42,295)	560,620
Economic Development	5,223	7,800	2,577	5,648	425	15,600
Safety	460,075	916,755	456,680	447,760	(12,315)	1,833,510
Public Works	461,030	477,205	16,175	503,640	42,610	954,410
Non-Departmental	-	-	-	-	-	-
	<b>2,134,317</b>	<b>2,557,420</b>	<b>423,103</b>	<b>2,154,916</b>	<b>20,599</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.

