

## Staff Report March 14, 2023

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Roger Carroll, Finance Director  
**DATE:** March 3, 2023  
**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**

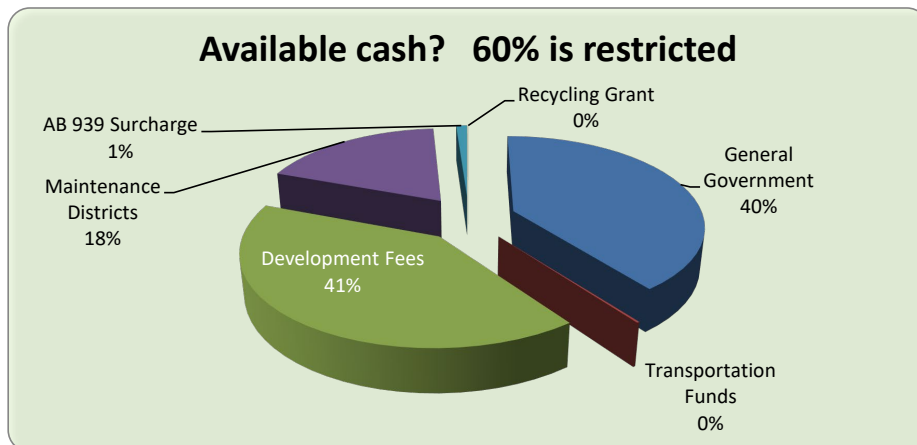
- A. February 2023 Statement of Activity

Town of Loomis  
Basic Financial Statements - General Fund  
February 28, 2023

Cash and Investments	3,962,241
Other assests	258,354
Total Assets	<u>4,220,596</u>
Accounts payable and other liabilities	80,378
Net Position (General Fund balances)	
Designated reserves	397,352
Library reserves	248,769
Capital reserve	2,382,555
Operating reserve	1,111,542
Total Liabilities and Net Position	<u>4,220,596</u>
Revenues	
Taxes	2,246,224
Franchises	103,587
Fees and Permits	387,467
Investment Income	(1,360)
Inter-governmental	449,297
Other	39,172
Total Revenue	<u>3,224,387</u>
Expenditures	
Town Council	28,042
Town Clerk	75,302
Finance	168,829
Administration	541,189
Planning	468,463
Community Services	23,814
Library	293,991
Economic Development	8,441
Safety	909,872
Public Works	597,322
Non-Departmental	-
Total Expenditures	<u>3,115,265</u>
Change in Net Position	<u>109,122</u>

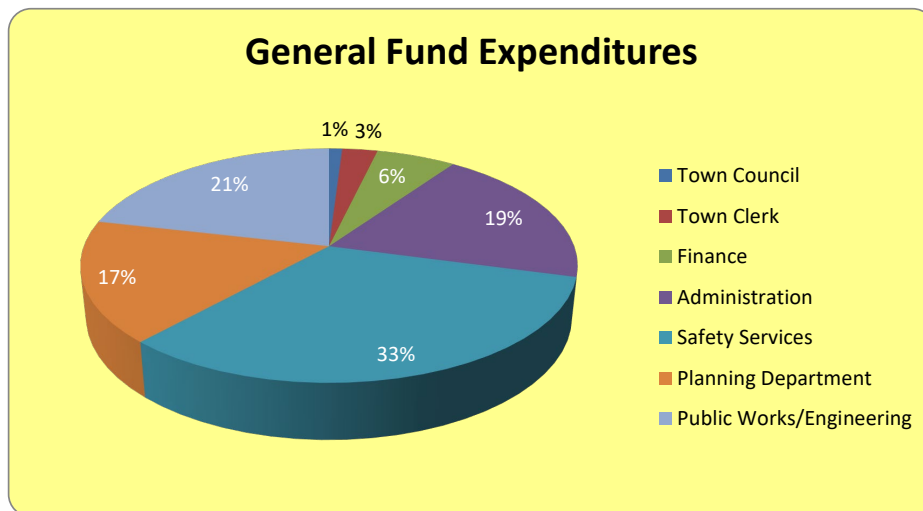
Town of Loomis  
Statement of Activity  
For the Eight Months Ended February 28, 2023

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 2/28/23	Transfers		Adjusted Fund Balance
					In	Out	
General Government	\$ 1,256,717	\$ 940,328	\$ 813,362	\$ 1,383,683	\$ -	\$ -	\$ 1,383,683
Planning	306,431	541,590	468,463	379,558	-	-	379,558
Public Works	697,358	690,564	597,322	790,600	-	-	790,600
Safety Services	233,309	1,051,904	909,872	142,032	-	-	142,032
General Operations Reserve	200,000	-	-	200,000	-	-	200,000
<b>Sub-total</b>	<b>\$ 2,693,815</b>	<b>\$ 3,224,387</b>	<b>\$ 2,789,019</b>	<b>\$ 2,895,874</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,895,874</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>\$ 3,224,387</b>	<b>\$ 2,789,019</b>	<b>\$ 7,465,315</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,465,315</b>
<b>Restricted Funds</b>							
Transportation Funds	\$ 404,615	\$ 208,259	\$ 649,483	\$ (36,609)	\$ -	\$ -	\$ (36,609)
Development Fees	7,361,645	386,998	57,469	7,691,174	-	-	7,691,174
Maintenance Districts	3,394,531	80,223	33,242	3,441,512	-	-	3,441,512
Supplemental Law Enforcement	290,303	153,090	125,208	318,185	-	-	318,185
AB 939 Surcharge	259,730	9,166	60,329	208,567	-	-	208,567
Recycling Grant	3,417		1,300	2,117	-	-	2,117
<b>Total Restricted Funds</b>	<b>\$ 11,714,241</b>	<b>\$ 837,736</b>	<b>\$ 927,031</b>	<b>\$ 11,624,946</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,624,946</b>
<b>Other Funds</b>							
Revolving Funds	\$ 254,418			\$ 276,314	\$ -	\$ -	\$ 276,314
Other Grants	1,025,727	775,951	100,944	1,700,734	-	-	1,700,734
	<b>1,280,145</b>	<b>775,951</b>	<b>100,944</b>	<b>1,977,048</b>	<b>-</b>	<b>-</b>	<b>1,977,048</b>
<b>Total All Funds</b>	<b>\$ 17,563,827</b>	<b>\$ 4,838,074</b>	<b>\$ 3,816,994</b>	<b>\$ 21,067,309</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,067,309</b>



Town of Loomis  
Statement of Activity  
For the Eight Months Ended February 28, 2023

General Fund	Fund Balance as of 7/01/22	Revenue	Expenditures	Fund Balance as of 2/28/23	Transfers In	Out	Adjusted Fund Balance
<b>General Government</b>							
Town Council	\$ 66,004	32,419	28,042	70,381			70,381
Town Clerk	104,269	87,057	75,302	116,024			116,024
Finance	257,821	195,183	168,829	284,175			284,175
Administration	828,623	625,669	541,189	913,103			913,103
<b>Total General Government</b>	<b>1,256,717</b>	<b>940,328</b>	<b>813,362</b>	<b>1,383,683</b>	<b>-</b>	<b>-</b>	<b>1,383,683</b>
<b>Planning and Building</b>							
Planning Department	306,431	541,590	468,463	379,558			379,558
<b>Total Planning and Building</b>	<b>306,431</b>	<b>541,590</b>	<b>468,463</b>	<b>379,558</b>	<b>-</b>	<b>-</b>	<b>379,558</b>
<b>Public Works</b>							
Public Works/Engineering	697,358	690,564	597,322	790,600			790,600
<b>Total Public Works</b>	<b>697,358</b>	<b>690,564</b>	<b>597,322</b>	<b>790,600</b>	<b>-</b>	<b>-</b>	<b>790,600</b>
<b>Safety Services</b>	<b>233,309</b>	<b>1,051,904</b>	<b>909,872</b>	<b>142,032</b>	<b>-</b>	<b>-</b>	<b>142,032</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>3,224,387</b>	<b>2,789,019</b>	<b>2,895,874</b>	<b>-</b>	<b>-</b>	<b>2,895,874</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>3,224,387</b>	<b>2,789,019</b>	<b>7,796,203</b>	<b>-</b>	<b>-</b>	<b>7,796,203</b>



Town of Loomis  
Statement of Activity  
For the Eight Months Ended February 28, 2023

Transportation Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/22			as of 2/28/23	In	Out	
Gas Tax 2106	5,828	16,819	9,912	12,735			12,735
Gas Tax 2107	9,730	30,449	14,868	25,311			25,311
Gas Tax 2107.5	6,257	1,847		8,104			8,104
Gas Tax 2105	11,862	21,949	10,903	22,908			22,908
Gas Tax 2103	29,884	33,042	9,912	53,014			53,014
Road Maintenance Fund	6,351	102,839	36,700	72,490			72,490
Streets and Roads	327,057	1,314	531,171	(202,800)			(202,800)
Transit	7,646		35,732	(28,086)			(28,086)
Bike Lane	-	-	285	(285)			(285)
	<u>404,615</u>	<u>208,259</u>	<u>649,483</u>	<u>(36,609)</u>	<u>-</u>	<u>-</u>	<u>(36,609)</u>

Development Fee Funds

Park Fee	311,792		1,916	309,876			309,876
Open Space/Passive parks	340,664		2,092	338,572			338,572
Park Development	354,279	100,510	423	454,366			454,366
Drainage	313,036	12,514	2,100	323,450			323,450
Low Income Principal	98,677	9,750		108,427			108,427
Low Income Interest	213,927		2,411	211,516			211,516
CDBG Loans Repaid	69,883		430	69,453			69,453
Revolving Loan Fund	2,670		16	2,654			2,654
Road Circulation	726,809	53,281		780,090			780,090
Interchange	2,564,000	32,949	17,362	2,579,587			2,579,587
Sierra College Blvd	879,596	60,743	28,404	911,935			911,935
SCB Settlement	191,584	82,957	-	274,541			274,541
Rocklin Crossing	266,977		1,641	265,336			265,336
Rocklin Commons	109,677		674	109,003			109,003
Community Facilities	918,074	34,294		952,368			952,368
	<u>7,361,645</u>	<u>386,998</u>	<u>57,469</u>	<u>7,691,174</u>	<u>-</u>	<u>-</u>	<u>7,691,174</u>

Maintenance Districts

Hunters Crossing	334,372	2,708	692	336,388			336,388
Loomis Maint 1	7,615	692	606	7,701			7,701
Loomis Maint 2	33,972	248	555	33,665			33,665
Heather Heights	386,453	354	649	386,158			386,158
Sunrise Loomis	280,079	3,141	680	282,540			282,540
Live Oak	143,262	2,042	714	144,590			144,590
Loomis Acres	199,422	1,370	651	200,141			200,141
Hunters Crossing 2	110,639	937	631	110,945			110,945
King Road Village	187,398	3,051	3,277	187,172			187,172
Saunders Avenue	27,772	360	610	27,522			27,522
Rachel Estates	329,555	4,704	1,061	333,198			333,198
Sherwood Estates	148,216	3,139	679	150,676			150,676
Heritage Park Estates 1	355,859	8,241	804	363,296			363,296
Hunter Oaks	277,167	12,029	18,515	270,681			270,681
Sierra de Monserat	516,845	20,670	2,396	535,119			535,119
Taylor Mixed Use	55,905	16,537	722	71,720			71,720
	<u>3,394,531</u>	<u>80,223</u>	<u>33,242</u>	<u>3,441,512</u>	<u>-</u>	<u>-</u>	<u>3,441,512</u>

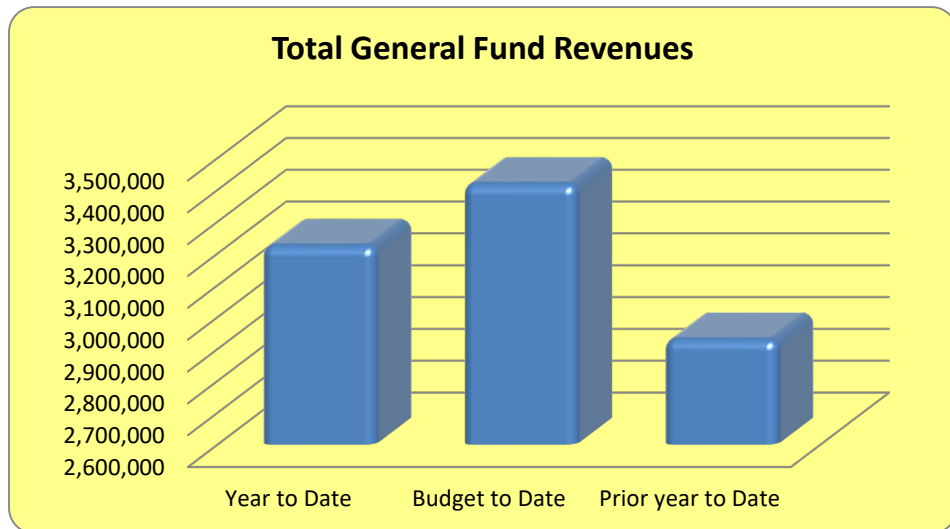
Town of Loomis  
Statement of Activity  
For the Eight Months Ended February 28, 2023

Revolving Funds	Fund Balance	Revenue	Expenditures	Fund Balance	Transfers		Adjusted Fund Balance
	as of 7/01/22			as of 2/28/23	In	Out	
Revolving (Development Agreements)	197,469	3,715	2,841	198,343			198,343
County Facility Development fee	46,046	41,748	35,365	52,429			52,429
State Disabled Access	16,474	2,520	203	18,791			18,791
Dry Creek Watershed District	6,312	5,287	4,848	6,751			6,751
	<u>266,301</u>	<u>53,270</u>	<u>43,257</u>	<u>276,314</u>	-	-	<u>276,314</u>
Miscellaneous other Funds							
Westside Specific Plan	1,137			1,137			1,137
Master Plan	(31,713)	-	1	(31,714)			(31,714)
ARPA	784,689	769,228		1,553,917			1,553,917
Tree Fund	268,614	6,723	100,943	174,394			174,394
No Name Lane	3,000			3,000			3,000
	<u>1,025,727</u>	<u>775,951</u>	<u>100,944</u>	<u>1,700,734</u>	-	-	<u>1,700,734</u>

Town of Loomis  
 Revenues - General Fund  
 For the Eight Months Ended February 28, 2023

	Actual as of 2/28/23	Budget as of 2/28/23	Variance	Actual as of 2/28/22	Current vs. Prior Year	Total Budget
Revenues						
Property Taxes - secured	818,249	966,667	(148,418)	758,242	60,007	1,450,000
Property Taxes - unsecured	31,980	20,000	11,980	28,863	3,117	30,000
Property Taxes - supplemental	24,914	23,333	1,581	19,329	5,585	35,000
Homeowner property tax relief	4,276	6,000	(1,724)	4,403	(127)	9,000
Sales Taxes	834,435	700,000	134,435	801,550	32,885	1,050,000
Transaction Taxes	486,270	450,000	36,270	511,281	(25,011)	675,000
Real Property Transfer Tax	42,612	50,000	(7,388)	51,678	(9,066)	75,000
Transient Occupancy Tax	3,488	23,333	(19,845)	17,249	(13,761)	35,000
Franchises	103,587	208,667	(105,080)	97,807	5,780	313,000
Business Licenses	34,809	18,667	16,142	19,693	15,116	28,000
Permits	317,582	129,333	188,249	210,524	149,642	194,000
Fees	35,076	19,333	15,743	32,990	2,086	29,000
Motor Vehicle in Lieu (DMV)	-	3,333	(3,333)	7,865	(7,865)	5,000
Property tax in lieu of Motor in Lieu	449,297	580,000	(130,703)	416,035	33,262	870,000
Interest	39,844	40,000	(156)	45,530	(5,686)	60,000
Market adjustments	(41,204)	-	(41,204)	(124,816)	83,612	-
Fines and citations	6,021	3,333	2,688	3,875	2,146	5,000
Rents	14,341	13,174	1,167	3,744	10,597	19,761
Miscellaneous	18,810	13,333	5,477	24,284	(5,474)	20,000
Prior year reserves		150,000	(150,000)		-	225,000
	<b>3,224,387</b>	<b>3,418,507</b>	<b>(194,120)</b>	<b>2,930,126</b>	<b>336,845</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 Eight Months Ended February 28, 2023

Expenditures	Actual as of 2/28/23	Budget as of 2/28/23	Variance	Actual as of 2/28/22	Current vs. Prior Year	Total Budget
Town Council	28,042	37,600	9,558	25,696	(2,346)	56,400
Town Clerk	75,302	67,133	(8,169)	72,428	(2,874)	100,700
Finance	168,829	161,133	(7,696)	162,741	(6,088)	241,700
Administration	541,189	477,400	(63,789)	558,355	17,166	716,100
Planning	468,463	396,867	(71,596)	451,388	(17,075)	595,300
Community Services	23,814	27,000	3,186	21,651	(2,163)	40,500
Library	293,991	373,747	79,756	241,158	(52,833)	560,620
Economic Development	8,441	10,400	1,959	5,898	(2,543)	15,600
Safety	909,872	1,222,340	312,468	865,584	(44,288)	1,833,510
Public Works	597,322	636,273	38,951	621,587	24,265	954,410
Non-Departmental	-	-	-	-	-	-
	<b>3,115,265</b>	<b>3,409,893</b>	<b>294,628</b>	<b>3,026,486</b>	<b>(88,779)</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.

