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Executive Dashboard - 1st Quarter, 2017 Fiscal Year Financial Indicators

Key Revenue Sources	FY2017 Budget	Actual through 12/31/16	% Annual Budget
Ad Valorem Taxes - General Fund	\$ 14,845,124	\$ 4,143,347	27.91%
Non-Property Taxes - General Fund	14,660,000	3,384,601	23.09%
Hotel Tax	6,000,000	1,387,389	23.12%
Franchise Fees - General Fund	2,870,300	698,699	24.34%
Service/Permitting/License Fees - General Fund	2,338,900	543,191	23.22%
Rental Income - All Funds	5,310,725	1,273,313	23.98%
Fines and Penalties - All Funds	750,000	114,604	15.28%
Special Event Revenue - Hotel Fund	2,691,200	8,075	0.30%
Fuel Flowage Fees - Airport Fund	932,380	241,117	25.86%
Water and Sewer Charges - Utility Fund	10,630,000	1,909,907	17.97%
Excludes mixed beverage tax collections.	1	-	,

Key Expenditures	FY2017 Budget	Actual through 12/31/16	% Annual Budget
General Fund	\$ 37,424,915	\$ 8,035,958	21.47%
Hotel Fund	9,065,072	1,145,597	12.64%
Economic Development	2,029,769	264,126	13.01%
Airport Operations	4,403,000	1,045,385	23.74%
Utility Operations	9,775,516	1,855,197	18.98%

Executive Dashboard - 1st Quarter, 2017 Fiscal Year

Financial & Staffing Indicators

Personnel Information:

New Hires - Benefitted Positions						
10/2016-12/2016						
Department	Part-Time Positions	Full-time positions	Total, 1st Qtr	YTD		
Fire	0	2	2	2		
Marketing	0	1	1	1		
Police	0	1	1	1		
Recreation	1	0	1	1		
Streets 0 1 1 1						
Grand Total	1	5	6	6		

	Separations - Ben	efitted Position	าร	
	10/2016-	12/2016		
Department	Part-Time Positions	Full-time positions	Total, 1st Qtr	YTD
Parks	0	2	2	2
Police	1	4	5	5
Recreation	0	1	1	1
Grand Total	1	7	8	8

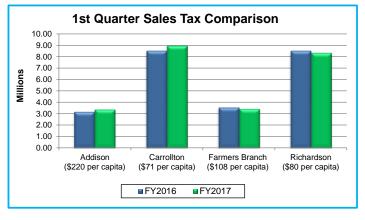
Economic Development Incentives:

Executed Agreements	Amount Paid FY17	Total Incentives Committed
3	0	\$331,000

Purchasing Information:

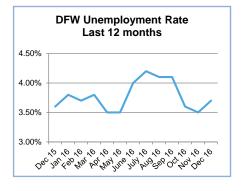
Savings = Difference between Low Bid and Next Highest bid

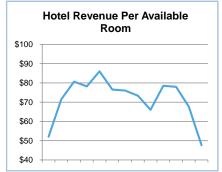
FY16 Bid Savings	YTD FY17 Bid Savings	FY17 Savings Goal
\$955,159	\$55,172	\$650,000



Executive Dashboard - 1st Quarter, 2017 Fiscal Year

Economic Indicators













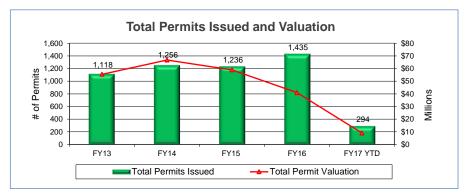
Hotel Indicators

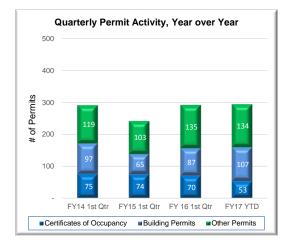
RevPar =

Source: CoStar (compares to prior year)

Source: STR Report (compares to prior year)

Hotel Occupancy =











To: Wes Pierson, City Manager

From: Olivia Riley, Chief Financial Officer

Re: First Quarter Financial Review

Date: February 28, 2017

This is the first quarter report for the 2016-2017 fiscal year. Revenues and expenditures reflect activity from October 1, 2016 through December 31, 2016 or twenty-five percent of the fiscal year.

GENERAL FUND

- Fiscal year to date revenue totaled above \$9 million, which is 25.3 percent of the overall budget amount. Total revenue is approximately \$589 thousand or 7.0 percent more than received this time last year. Net sales tax collections totaled approximately \$3.5 million, a 9.3 percent increase over the previous year-to-date collections. Current year alcoholic beverage has not yet been distributed by the state. Municipal Court fines, Licenses and Permits are trending below budgeted amounts.
- Fiscal year to date expenditures and transfers totaled \$8 million, which is 21.5 percent of budget and \$1.1 million, or 15 percent more than amounts spent this time last year. This increase is due primarily to the transfers from the General Fund to the Infrastructure and Economic Development Funds. Emergency Communications expenditures are at 46% of budget due to the timing of contractual obligations; however, most departments appear to be on pace with, or below, their respective budgets.

HOTEL FUND

- Revenues through the first quarter totaled almost \$1.6 million, a decrease of \$75 thousand or 4.6 percent from the prior year. Hotel occupancy tax collections of almost \$1.4 million are \$31 thousand, or 2.2 percent less than at this time last year. Proceeds from Special Events are below budget due to the timing of events; all significant events occur between May and September. Most of the remaining revenue categories are below their budgeted numbers.
- ➤ Hotel Fund expenditures of \$1.1 million are 12.6 percent of budget and \$96 thousand less than this time a year ago. Performing Arts is at 33 percent of budget due to the first grant payment made to Water Tower Theatre. All other departments are below their respective budgets.

AIRPORT FUND

- ➤ Operating revenue through the first quarter totaled approximately \$1.4 million, compared to \$1.43 million in the prior year. This represents a decrease of approximately 3 percent, which can be attributed to the timing of a grant receipt, as well as other income received during this quarter last year.
- > Year-to-date operating expenses amounted to just over \$1 million, resulting in operating income of \$348 thousand. While most expenses are under their budgeted amounts, the operator service contract is slightly up due to the scheduled annual payout of fiscal year 2016 revenue bonus.

UTILITY FUND

- ➤ Operating revenue through the first quarter totaled \$1.95 million, compared to \$2 million in the prior year. This represents a decrease of 1.7 percent, which can be attributed to a decrease in penalties and late fees.
- ➤ Operating expenses through the first quarter totaled almost \$1.86 million, bringing net operating income to \$95 thousand. Working capital decreased almost \$67 thousand, primarily due to scheduled transfers to Infrastructure and Addison Grove Funds.

STORMWATER FUND

- ➤ Operating revenue through the first quarter totaled \$355 thousand, compared to \$343 thousand in the prior year. This represents an increase of 3.7 percent.
- ➤ Operating expenses through the first quarter totaled a little over \$40 thousand, compared to \$41 thousand in the prior year.

INVESTMENT REPORT

- Each held in investments for all funds as of December 31, 2016 totaled \$77 million, representing a decrease of approximately \$6.8 million from the previous quarter. This decrease is attributable to allowing investments to mature in order to pay operations and capital expenses.
- The City's average investment yield to maturity at the end of December was 0.839 percent, an increase from the previous quarter's yield of 0.601 percent. This yield is higher than the TexPool benchmark of 0.457 percent. The average weighted maturity increased from 228 days to 273 days.
- ➤ The Town's current portfolio consists of 39% CDs, 13% Local Government Investment Pools, 26% Commercial Paper and 22% Agency Securities while 26% of the portfolio has maturities of 90 days or less. Additionally, staff will continue to seek out investments which maximize yields.

GENERAL FUND

CATEGORY	/ 2015-16 ACTUAL IOR YEAR	FY 2016-17 BUDGET	FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Revenues:				
Ad Valorem taxes:				
Current taxes	\$ 13,489,611	\$ 14,826,545	\$ 4,144,843	28.0%
Delinquent taxes	(45,520)	3,096	(3,220)	-104.0%
Penalty & interest	32,177	15,483	1,723	11.1%
Non-property taxes:				
Sales tax	12,831,723	13,400,000	3,384,601	25.3%
Alcoholic beverage tax	1,211,761	1,260,000	-	0.0%
Franchise / right-of-way use fees:				
Electric franchise	1,842,513	1,575,000	476,406	30.2%
Gas franchise	216,745.29	217,400	-	0.0%
Sanitation Franchise	-	120,000	-	
Telecommunication access fees	592,062	636,500	140,304	22.0%
Cable franchise	418,578	316,400	81,988	25.9%
Street rental fees	4,620	5,000	-	0.0%
Licenses and permits:				
Business licenses and permits	137,282	247,800	23,684	9.6%
Building and construction permits	631,681	598,000	141,133	23.6%
Service fees:				
General government	106	500	51	10.2%
Public safety	921,283	785,200	199,189	25.4%
Urban development	(1,300)	3,000	-	0.0%
Streets and sanitation	374,295	282,200	76,933	27.3%
Recreation	72,293	73,300	14,973	20.4%
Interfund	347,452	348,900	87,228	25.0%
Court fines	554,393	675,000	96,959	14.4%
Interest earnings	101,510	70,000	21,310	30.4%
Rental income	231,877	175,000	31,650	18.1%
Other	191,872	70,000	60,965	87.1%
Total Revenues	34,157,014	35,704,324	8,980,721	25.2%

GENERAL FUND

CATEGORY	ACT	015-16 ΓUAL R YEAR	FY 2016 BUDG		FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Expenditures:						
General Government:						
City secretary		34	2	01,159	22,77	7 11.3%
City manager		1,359,514	1,0	44,171	299,17	9 28.7%
Finance		1,400,759	1,6	70,369	285,32	7 17.1%
General services		776,252	8	12,135	154,38	3 19.0%
Municipal court		552,161	6	14,926	126,49	3 20.6%
Human resources		559,963	6	13,588	130,82	21.3%
Information technology		1,586,922	1,9	09,265	237,84	3 12.5%
Combined services		997,868	2,4	12,288	292,28	1 12.1%
Council projects		360,177	3	10,819	109,59	35.3%
Public safety:						
Police		8,107,267	8,6	41,004	1,859,92	21.5%
Emergency communications		1,412,600	1,4	10,505	649,19	9 46.0%
Fire		6,757,245	7,0	47,475	1,647,50	2 23.4%
Development services		1,207,874	1,3	86,767	270,18	1 19.5%
Streets		1,791,259	1,7	48,127	275,09	5 15.7%
Parks and Recreation:						
Parks		3,242,441	3,7	29,590	770,00	7 20.6%
Recreation		1,663,761	1,7	27,051	368,93	1 21.4%
Other financing uses:						
Transfers to Infrastructure and Econ Development Funds		1,092,000	2,1	45,676	536,41	9 25.0%
Total Expenditures		32,868,097	37,4	24,915	8,035,95	3 21.5%
Net Change in Fund Balance		1,288,917	(1,7	20,591)	944,76	2
Fund Balance at Beginning of Year		11,601,861	11,8	96,301	12,890,77	34.4%
Fund Balance at End of Year	\$	12,890,778	\$ 10,1	75,710	\$ 13,835,54	172.2%

HOTEL FUND

CATEGORY		FY 2015-16 ACTUAL RIOR YEAR		FY 2016-17 BUDGET	FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Revenues:	Φ.	0.400.040	Φ.	0.000.000	4 007 000	00.40/
Hotel/Motel occupancy taxes	\$	6,138,213	\$	6,000,000	1,387,389	23.1%
Proceeds from special events		2,725,943		2,691,200	8,075	0.3%
Conference centre rental		758,676		678,000	140,642	20.7%
Visit Addison rental		30,337		-	-	0.0%
Theatre centre rental		24,992		111,240	8,604	7.7%
Interest and miscellaneous		2,019		17,000	6,481	38.1%
Total Revenues		9,680,180		9,497,440	1,551,192	16.3%
Expenditures:						
Visit Addison		331,856		-	-	0.0%
Conference centre		1,156,759		1,449,405	183,449	12.7%
Marketing		813,446		1,091,773	142,133	13.0%
Special events		4,115,200		4,155,275	270,192	6.5%
Addison Theatre Centre		_		400,003	63,142	15.8%
Performing Arts		569,491		447,000	147,500	33.0%
General hotel operations		90,626		262,116	24,305	9.3%
Other financing uses:						
Transfer to debt serv & ED funds		1,257,124		1,259,500	314,875	25.0%
Total Expenditures		8,334,502		9,065,072	1,145,597	12.6%
Net Change in Fund Balance		1,345,679		432,368	405,595	
Fund Balance at Beginning of Year		2,040,729		3,644,081	3,386,408	37.4%
Fund Balance at End of Year	\$	3,386,408	\$	4,076,449	\$ 3,792,003	331.0%

ECONOMIC DEVELOPMENT FUND

CATEGORY		FY 2015-16 ACTUAL RIOR YEAR	FY 2016-17 BUDGET	FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
CATEGORY	FI	RIOR TEAR	BUDGET	ISI QIK	or Buaget
Revenues:					
Ad Valorem taxes:					
Current taxes	\$	965,009	\$ 1,000,000	279,590	28.0%
Delinquent taxes		(3,257)	209	(214)	-102.4%
Penalty & interest		2,268	1,043	116	11.1%
Business license fee		65,276	67,000	1,450	2.2%
Interest income and other		10,796	6,100	1,535	25.2%
Transfers from General/Hotel Fund		560,524	973,000	243,250	25.0%
Total Revenues		1,600,615	2,047,352	525,727	25.7%
Expenditures:					
Personnel services		389,362	393,206	94,674	24.1%
Supplies		41,472	32,450	3,496	10.8%
Maintenance		52,787	57,362	9,165	16.0%
Contractual services		840,723	1,523,745	151,039	9.9%
Capital replacement/lease		25,581	23,006	5,752	25.0%
Total Expenditures		1,349,924	2,029,769	264,126	13.0%
Net Change in Fund Balance		250,691	17,583	261,602	
Fund Balance at Beginning of Year		752,819	660,126	1,003,510	49.4%
Fund Balance at End of Year	\$	1,003,510	\$ 677,709	\$ 1,265,112	479.0%

AIRPORT FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR	FY 2016-17 BUDGET	FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Operating Revenues:				
Operating grants	\$ 110,898	\$ 50,000	-	0.0%
Fuel flowage fees	828,240	932,380	241,117	25.9%
Rental	4,426,111	4,346,485	1,092,417	25.1%
User fees	120,990	48,000	33,673	70.2%
Other income	 140,396	123,293	26,001	21.1%
Total Operating Revenues:	 5,626,635	5,500,158	1,393,208	25.3%
Operating Expenses:				
Town - Personnel services	328,233	411,766	83,760	20.3%
Town - Supplies	9,350	42,000	2,233	5.3%
Town - Maintenance	113,270	116,150	23,942	20.6%
Town - Contractual services	131,380	192,455	72,053	37.4%
Town - Capital Replacement/Lease	19,660	27,878	6,970	25.0%
Grant - Maintenance	110,551	100,000	-	0.0%
Operator - Operations and maintenance	2,853,681	3,125,960	685,234	21.9%
Operator - Service contract	427,703	386,792	171,194	44.3%
Total Operating Expenses:	 3,993,828	4,403,000	1,045,385	23.7%
Operating Income/(Loss) (excluding depreciation)	1,632,808	1,097,158	347,823	
Non-Operating revenues (expenses):				
Interest earnings	24,302	24,500	8,244	33.6%
Principal & interest on debt, fiscal fees & other	(131,873)	(587,016)	-	0.0%
Capital grants	18,195	(100,966)	-	0.0%
Capital outlay	(51,268)	(1,497,351)	-	0.0%
Net Total Non-Operating revenues (expenses):	 (140,644)	(2,160,833)	8,244	-0.4%
Net Change to Working Capital	1,492,163	(1,063,676)	356,067	
Working Capital at Beginning of Year	 2,984,227	3,323,963	4,476,390	
Working Capital at End of Year	\$ 4,476,390	\$ 2,260,287	4,832,457	

UTILITY FUND

CATEGORY		FY 2015-16 ACTUAL RIOR YEAR		FY 2016-17 BUDGET	FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Operating revenues:						
Water sales	\$	6,056,506	\$	6,040,000	1,129,519	18.7%
Sewer charges	Ψ	4,452,519	Ψ	4,590,000	780,387	17.0%
Tap fees		25,275		7,000	18,025	257.5%
Penalties		79,319		75,000	17,645	23.5%
Other Income/(Expenses)		570		15,000	4,470	29.8%
Total Operating Revenues:		10,614,189		10,727,000	1,950,047	18.2%
Operating expenses:						
Water purchases		3,435,857		3,700,000	611,090	16.5%
Wastewater treatment		2,540,835		2,590,000	578,209	22.3%
Utility operations		3,278,028		3,485,516	665,898	19.1%
Total Operating Expenses:		9,254,720		9,775,516	1,855,197	19.0%
Operating Income/(Loss) (excluding depreciation)		1,359,470		951,484	94,850	
Non-Operating revenues (expenses):						
Transfer in from GO Debt Service Fund		-		300,000	-	0.0%
Debt proceeds		-		-	-	0.0%
Interest earnings and other		231,830		(46,400)	19,856	-42.8%
Principal and interest on debt, fiscal fees & other		(313,258)		(1,070,358)	-	0.0%
Capital outlay		(498,404)		(4,762,000)	18,176	-0.4%
Transfers to Infrastructure and Addison Grove Fund:		-		(800,000)	(200,000)	25.0%
Net Total Non-Operating revenues (expenses):		(579,832)		(6,378,758)	(161,968)	2.5%
Net Change to Working Capital		779,638		(5,427,273)	(67,118)	
Working Capital at Beginning of Year		10,231,837		10,069,003	11,011,475	
Working Capital at End of Year	\$	11,011,475	\$	4,641,730	\$ 10,944,356	

STORM WATER UTILITY FUND

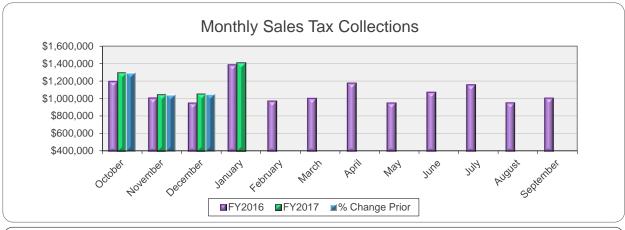
CATEGORY	Y 2015-16 ACTUAL RIOR YEAR	FY 2016-17 BUDGET		FY 2016-17 ACTUAL 1ST QTR	ACTUAL YTD as % of Budget
Operating revenues:					
Drainage Fees	\$ 1,885,773	\$ 1,850,0		355,453	19.2%
Total Operating Revenues:	1,885,773	1,850,0	000	355,453	19.2%
Operating expenses					
Personnel services	74,338	156,6	619	17,791	11.4%
Supplies	4,663	12,7	700	55	0.4%
Maintenance	57,941	237,2	200	11,389	4.8%
Contractual services	295,517	336,	727	11,103	3.3%
Capital Replacement/Lease	1,552		-	-	0.0%
Total Operating Expenses:	434,011	743,	246	40,338	5.4%
Operating Income/(Loss) (excluding depreciation)	1,451,761	1,106,	754	315,115	
Non-Operating revenues (expenses):					
Debt proceeds	-		-	-	0.0%
Interest earnings and other	90,090	67,	700	14,991	22.1%
Interest and principal on debt, fiscal fees & other	(257,483)	(544,2	266)	-	0.0%
Capital outlay	(2,247,918)	(3,292,	500)	(340,991)	10.4%
Net Total Non-Operating revenues (expenses):	 (2,415,311)	(3,769,)66)	(326,001)	8.6%
Net Change to Working Capital	(963,550)	(2,662,3	312)	(10,886)	
Working Capital at Beginning of Year	 9,576,145	8,481,	643	8,612,595	
Working Capital at End of Year	\$ 8,612,595	\$ 5,819,	331 \$	8,601,709	

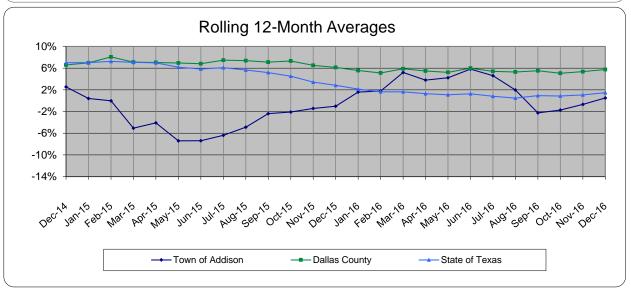
TOWN OF ADDISON Schedule of Sales Tax Collections and Related Analyses

For the period ending December 31, 2016

	TOWN OF ADDISON						DALLAS	COUNTY	STATE C	F TEXAS
		% Change from						nge from	% Char	nge from
		2016-17 Collections			Prio	r Year	Prior	Year	Prior Year	
		Monthly	(Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
October	\$	1,292,239	\$	1,292,239	7.9%	7.9%	2.9%	2.9%	0.9%	0.9%
November		1,042,644		2,334,884	3.4%	5.8%	4.7%	3.7%	0.2%	0.6%
December		1,049,717		3,384,601	10.3%	7.2%	8.7%	5.2%	4.8%	1.9%
January				-	-	-	-	-	-	-
February		-		-	-	-	-	-	-	-
March		-		-	-	-	-	-	-	-
April		-		-	-	-	-	-	-	-
May		-		-	-	-	-	-	-	-
June		-		-	-	-	-	-	-	-
July		-		-	-	-	-	-	-	-
August		-		-	-	-	-	-	-	-
September		-		-	-	-	-	-	-	-

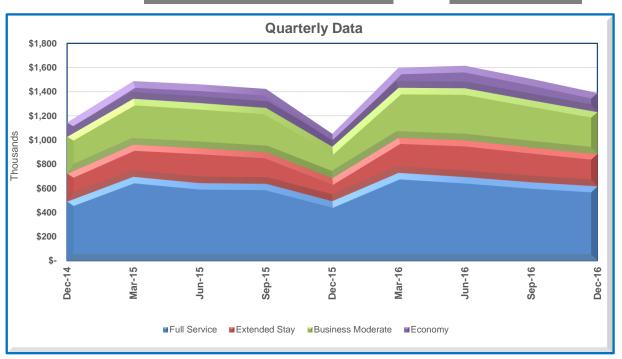
Budget 16-17: \$ 13,400,000 Projected Year End: \$ 13,400,000





TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION Hotels By Service Type for the Quarter and Year-to-Date Ended December 31, 2016 With Comparative Information from Prior Fiscal Year

	Roo	oms	Oct-Dec		17 to 16	YTD FY 2017		17 to 16		
	Number	Percentage	Amoun	nt	Percentage	% Diff.	YTI	D FY 2017	Percentage	% Diff.
Full Service										
Marriott Quorum	547	14%	\$ 245	,020	18%	1%	\$	245,020	18%	1%
Intercontinental	528	13%	207	,927	15%	-11%		207,927	15%	-11%
Crowne Plaza	428	11%	162	,309	12%	8%		162,309	12%	8%
	1,503	38%	615	,257	44%			615,257	44%	
Extended Stay										
Budget Suites	344	9%	3	,887	0%	-57%		3,887	0%	-57%
Hawthorn Suites	70	2%	22	,746	2%	11%		22,746	2%	11%
Marriott Residence Inn	150	4%	58	,125	4%	0%		58,125	4%	0%
Summerfield Suites	132	3%	67	,136	5%	2%		67,136	5%	2%
Homewood Suites	120	3%	56	,955	4%	6%		56,955	4%	6%
Springhill Suites	159	4%	59	,825	4%	-9%		59,825	4%	-9%
	975	25%	268	3,675	19%			268,675	19%	
Business Moderate										
Marriott Courtyard Quorum	176	4%	85	,972	6%	-2%		85,972	6%	-2%
LaQuinta Inn	152	4%	42	,886	3%	-16%		42,886	3%	-16%
Marriott Courtyard Proton	145	4%	59	,177	4%	-6%		59,177	4%	-6%
Radisson - Addison	101	3%	39	,763	3%	-4%		39,763	3%	-4%
Hilton Garden Inn	96	2%	50	,478	4%	3%		50,478	4%	3%
Holiday Inn Express	102	3%	39	,086	3%	15%		39,086	3%	15%
Best Western Plus	85	2%	29	,860	2%	10%		29,860	2%	10%
	857	22%	347	,222	25%			347,222	25%	
Economy										
Motel 6	124	3%	26	,224	2%	-3%		26,224	2%	-3%
Hampton Inn	158	4%		,394	5%	-1%		63,394	5%	-1%
Red Roof Inn	105	3%	29	,858	2%	30%		29,858	2%	30%
Comfort Suites	78	2%	19	,320	1%	-23%		19,320	1%	-23%
Super 8	65	2%	9	,139	1%	-1%		9,139	1%	-1%
America's Best Value Inn	50	1%	8	3,301	1%	-		8,301	1%	_
	580	15%	156	,236	11%			156,236	11%	
TOTAL	3,915	100%	\$ 1,387	,389	100%		\$	1,387,389	100%	



For more information on Addison's finances, please visit us on the web at:



addisontexas.net

