ADDISON FINANCE

Department of Finance Quarterly Review

For the Period Ended June 30, 2017

Town of Addison

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Executive Dashboard - 3rd Quarter, 2017 Fiscal Year

Financial Indicators

Key Revenue Sources	FY2017 Budget	Actual through 06/30/17	% Annual Budget
Ad Valorem Taxes - General Fund	\$ 14,845,124	\$ 14,753,500	99.38%
Non-Property Taxes - General Fund	14,660,000	11,190,875	76.34%
Hotel Tax	6,000,000	4,533,373	75.56%
Franchise Fees - General Fund	2,870,300	2,052,160	71.50%
Service/Permitting/License Fees - General Fund	2,338,900	2,060,132	88.08%
Rental Income - All Funds	5,310,725	3,872,998	72.93%
Fines and Penalties - All Funds	750,000	396,627	52.88%
Special Event Revenue - Hotel Fund	2,691,200	868,519	32.27%
Fuel Flowage Fees - Airport Fund	932,380	681,956	73.14%
Water and Sewer Charges - Utility Fund	10,630,000	6,813,903	64.10%

Key Expenditures	FY2017 Budget		
General Fund	\$ 37,424,915	\$ 25,386,739	67.83%
Hotel Fund	9,065,072	4,891,977	53.97%
Economic Development	2,029,769	1,273,225	62.73%
Airport Operations	4,403,000	2,842,880	64.57%
Utility Operations	10,045,716	6,614,783	65.85%

Executive Dashboard - 3rd Quarter, 2017 Fiscal Year

Financial & Staffing Indicators

Personnel Information:

New Hires - Benefitted Positions							
	4	/2017-6/2017	_	FY2017			
Department	Part-Time Positions	Full-time positions	Total, 3rd Qtr	YTD			
City Manager	0	0	0	1			
Conference Centre	0	2	2	2			
Finance	0	1	1	3			
Fire	0	0	0	2			
General Services	0	0	0 0				
Info. Technology	0	0	0	1			
Infrastructure	0	1	1	1			
Marketing	0	0	0	1			
Municipal Court	0	0	0	1			
Parks	0	2	2	7			
Police	0	4	4	8			
Recreation	1	0	1	3			
Streets	0	0	0	1			
Grand Total	1	10	11	32			

Separations - Benefitted Positions								
	4	/2017-6/2017		FY2017				
Department	Part-Time Positions	Full-time positions	Total, 3rd Qtr	YTD				
Conference Centre	0	0	0	1				
Finance	0	1	1 1					
Fire	0	1	1	1				
Infrastructure	0	0	0	1				
Parks	0	1	1	4				
Police	0	3	3	9				
Recreation	0	0	0	3				
Grand Total	0	6	6	21				

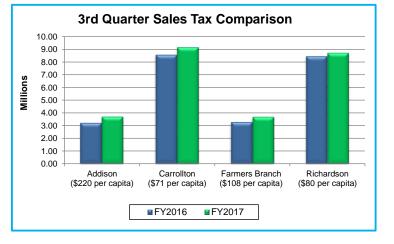
Economic Development Incentives:

Executed	Amount Paid	Total Incentives
Agreements	FY17	Committed
3	\$360,650	\$571,000

Purchasing Information:

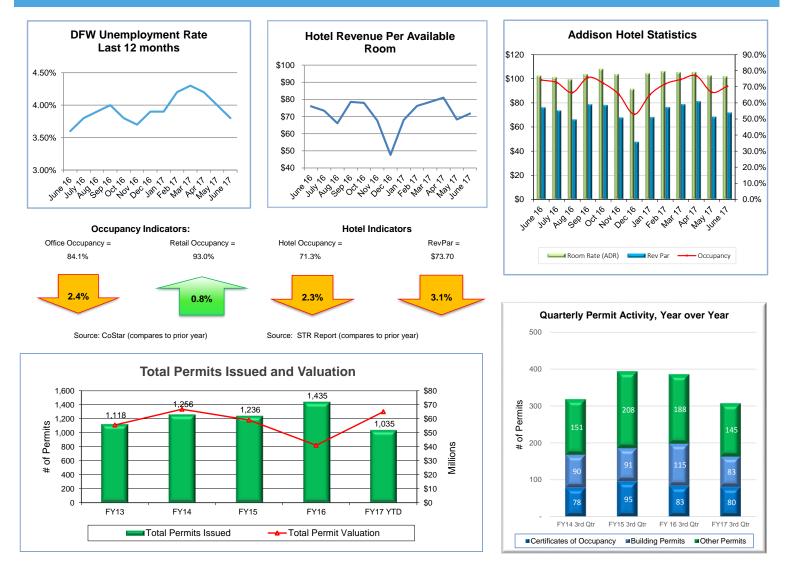
Savings = Difference between Low Bid and Next Highest bid

FY16 Bid Savings	YTD FY17 Bid Savings	FY17 Savings Goal
\$955,159	\$59,372	\$650,000

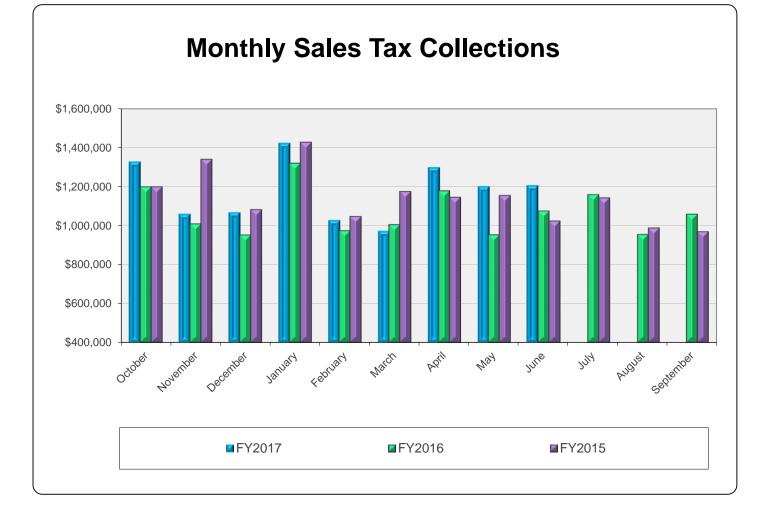


Executive Dashboard - 3rd Quarter, 2017 Fiscal Year

Economic Indicators



Executive Dashboard - 3rd Quarter, 2017 Fiscal Year Sales Tax Information





To: Wes Pierson, City Manager

From: Olivia Riley, Chief Financial Officer

- Re: Third Quarter Financial Review
- Date: September 1, 2017

This is the third quarter report for the 2016-2017 fiscal year. Revenues and expenditures reflect activity from October 1, 2016 through June 30, 2017 or seventy-five percent of the fiscal year.

GENERAL FUND

- Fiscal year to date revenue totaled above \$31.0 million, which is 86.8 percent of the overall budget amount. Total revenue is approximately \$2.3 million or 0.9 percent more than received this time last year. Sales tax collections totaled approximately \$10.6 million, a 0.4 percent increase over the previous year-to-date collections. Other revenues in total are trending as budgeted.
- Fiscal year to date expenditures and transfers totaled \$25.4 million, which is 67.8 percent of budget and \$2.7 million, or 0.2 percent less than spent this time last year. Emergency Communications expenditures are at 95%; four quarterly payments have been paid to North Texas Emergency Communications Center. Most other departments are on pace with or below their respective budgets.

HOTEL FUND

- Total fund revenues through the third quarter totaled almost \$6.0 million, a decrease of \$219 thousand or 11.6 percent from the prior year. The decrease in Hotel fund revenues can be attributed to the Hotel occupancy tax collections which are \$108 thousand or 8.8 percent less than at this time last year. Proceeds from Special Events are also below budget by \$62 thousand or 13.2% compared to FY2016.
- Hotel Fund expenditures of \$4.9 million are 54.0 percent of budget, an increase of 5.9% compared to this time a year ago. Performing Arts is at 99.5 percent of budget due to the advancing of grant payments made to Water Tower Theatre. All other departments are below their respective budgets.

AIRPORT FUND

- Operating revenue through the third quarter totaled approximately \$4.1 million, compared to \$4.2 million in the prior year. This represents a decrease of approximately 5.4 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 \$2.8 million, with an operating income of \$1.2 million before debt payments. Operating income is essentially flat when compared to the same time period as last year.

UTILITY FUND

- Operating revenue through the third quarter totaled \$6.9 million, compared to \$6.5 million in the prior year. This represents an increase of 7.2 percent, which can be attributed to increased rates adopted in the fiscal year 2017 budget.
- Operating expenses through the third quarter totaled \$6.6 million, bringing net operating income to \$305 thousand.

STORMWATER FUND

- Operating revenue through the third quarter totaled \$1.4 million, compared to \$1.3 million in the prior year. This represents an increase of 4 percent. Drainage revenues are higher due to the addition of new accounts and rate increases implemented in accordance with our rate ordinance; on average, rates increased 5.5%.
- Operating expenses through the third quarter totaled approximately \$237 thousand, compared to \$286 thousand in the prior year.

TOWN OF ADDISON

GENERAL FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR	ACTUAL ADOPTED		FY 2016-17 FY 2016-17 ACTUAL ACTUAL 3RD QTR YTD	
Revenues:					
Ad Valorem taxes:					
Current taxes	\$ 13,489,611	\$ 14,826,545	\$ 25,813	\$ 14,719,215	99.3%
Delinquent taxes	(45,520)	3,096	2,777	(6,030)	-194.8%
Penalty & interest	32,177	15,483	17,835	40,314	260.4%
Non-property taxes:					
Sales tax	12,831,723	13,400,000	3,701,282	10,573,873	78.9%
Alcoholic beverage tax	1,211,761	1,260,000	316,864	617,002	49.0%
Franchise / right-of-way use fees:					
Electric franchise	1,842,513	1,575,000	355,636	1,193,627	75.8%
Gas franchise	216,745	217,400	-	203,779	93.7%
Sanitation Franchise	-	120,000		-	
Telecommunication access fees	592,062	636,500	135,065	414,142	65.1%
Cable franchise	418,578	316,400	77,192	240,612	76.0%
Street rental fees	4,620	5,000	-	-	0.0%
Licenses and permits:					
Business licenses and permits	137,282	247,800	44,887	95,194	38.4%
Building and construction permits	631,681	598,000	183,807	693,672	116.0%
Service fees:					
General government	106	500	31	152	30.3%
Public safety	921,138	785,200	249,001	676,065	86.1%
Urban development	-	3,000	350	2,350	78.3%
Streets and sanitation	375,564	282,200	98,798	272,527	96.6%
Recreation	72,293	73,300	24,941	58,490	79.8%
Interfund	321,902	348,900	87,228	261,683	75.0%
Court fines	554,393	675,000	108,041	344,529	51.0%
Interest earnings	101,510	70,000	57,315	138,437	197.8%
Rental income	231,877	175,000	13,030	75,680	43.2%
Other	214,997	70,000	11,185	391,832	559.8%
Total Revenues	34,157,013	35,704,324	5,511,077	31,007,145	86.8%

TOWN OF ADDISON

GENERAL FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR	FY 2016-17 ADOPTED BUDGET	FY 2016-17 ACTUAL 3RD QTR	FY 2016-17 ACTUAL YTD	ACTUAL YTD as % of Budget
Expenditures:					
General Government:					
City secretary	34	201,159	25,954	89,706	44.6%
City manager	1,359,512	1,044,171	244,213	736,811	70.6%
Finance	1,400,758	1,670,369	337,369	1,101,170	65.9%
General services	776,252	812,135	144,306	456,176	56.2%
Municipal court	552,162	614,926	162,956	450,588	73.3%
Human resources	5,599,637	613,588	168,748	454,430	74.1%
Information technology	1,586,922	1,909,265	502,782	1,254,053	65.7%
Combined services	997,868	2,412,288	550,928	1,066,237	44.2%
Council projects	360,177	310,819	125,239	262,333	84.4%
Public safety:					
Police	8,107,260	8,641,004	1,926,634	5,980,908	69.2%
Emergency communications	1,412,601	1,410,505	321,066	1,336,764	94.8%
Fire	6,757,240	7,047,475	1,639,297	5,123,997	72.7%
Development services	1,207,871	1,386,767	265,974	825,144	59.5%
Streets	1,791,257	1,748,127	514,290	1,212,250	69.3%
Parks and Recreation:					
Parks	3,242,440	3,729,590	725,889	2,244,728	60.2%
Recreation	1,663,760	1,727,051	391,540	1,182,188	68.5%
Other financing uses:					
Transfers to Infrastructure and Econ Development F	1,092,000	2,145,676	536,419	1,609,257	75.0%
Total Expenditures	37,907,751	37,424,915	8,583,604	25,386,739	67.8%
Net Change in Fund Balance	(3,750,739)	(1,720,591)	(3,072,527)	5,620,405	
Fund Balance at Beginning of Year	11,601,861	12,890,799		12,890,799	34.4%
Fund Balance at End of Year	\$ 12,890,799	\$ 11,170,208	-	\$ 18,511,204	72.9%

TOWN OF ADDISON HOTEL FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR	FY 2016-17 ADOPTED BUDGET	FY 2016-17 ACTUAL 3RD QTR	FY 2016-17 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Hotel/Motel occupancy taxes	\$ 6,138,213	\$ 6,000,000	\$ 1,576,592	4,533,373	75.6%
Proceeds from special events	2,725,943	2,691,200	800,977	868,519	32.3%
Conference centre rental	758,676	678,000	196,503	499,388	73.7%
Visit Addison rental	30,337	-	-	-	0.0%
Theatre centre rental	24,992	111,240	12,134	42,207	37.9%
Interest and miscellaneous	2,019	17,000	11,486	31,483	185.2%
Total Revenues	9,680,180	9,497,440	2,597,692	5,974,969	62.9%
Expenditures:					
Visit Addison	331,854	-	-	-	0.0%
Conference Centre	1,156,760	1,449,405	179,206	525,590	36.3%
Marketing	813,446	1,091,773	283,903	618,797	56.7%
Special Events	4,115,195	4,155,275	1,500,893	2,050,669	49.4%
Addison Theatre Centre	-	400,003	74,461	233,824	58.5%
Performing Arts	569,491	447,000	73,673	444,923	99.5%
General Hotel Operations	90,625	262,116	26,648	73,550	28.1%
Other financing uses:					
Transfer to debt serv & ED funds	1,257,124	1,259,500	314,875	944,625	75.0%
Total Expenditures	8,334,495	9,065,072	2,453,659	4,891,977	54.0%
Net Change in Fund Balance	1,345,686	432,368	144,033	1,082,992	
Fund Balance at Beginning of Year	2,040,729	3,644,081		3,386,415	37.4%
Fund Balance at End of Year	\$ 3,386,415	\$ 4,076,449	:	\$ 4,469,408	91.4%

TOWN OF ADDISON

CATEGORY	A	FY 2015-16 ACTUAL PRIOR YEAR		ACTUAL ADOPTED		FY 2016-17 ACTUAL 3RD QTR	FY 2016-17 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:								
Ad Valorem taxes:								
Current taxes	\$	965,009	\$	1,000,000	\$ 1,771	992,911	99.3%	
Delinquent taxes		(3,257)		209	188	(402)	-192.2%	
Penalty & interest		2,268		1,043	1,203	2,719	260.7%	
Business license fee		65,276		67,000	4,125	59,831	89.3%	
Interest income and other		10,796		6,100	5,416	11,662	191.2%	
Transfers from General/Hotel Fund		560,524		973,000	243,250	729,750	75.0%	
Total Revenues		1,600,615		2,047,352	255,953	1,796,471	87.7%	
Expenditures:								
Personnel services		389,360		393,206	92,897	296,636	75.4%	
Supplies		41,468		32,450	4,557	11,759	36.2%	
Maintenance		52,787		57,362	3,035	11,879	20.7%	
Contractual services		840,724		1,523,745	529,606	935,697	61.4%	
Capital replacement/lease		25,581		23,006	5,752	17,255	75.0%	
Total Expenditures		1,349,920		2,029,769	635,848	1,273,225	62.7%	
Net Change in Fund Balance		250,695		17,583	(379,895)	523,246		
Fund Balance at Beginning of Year		752,819		660,126		1,003,514	49.4%	
Fund Balance at End of Year	\$	1,003,514	\$	677,709	-	\$ 1,526,760	119.9%	

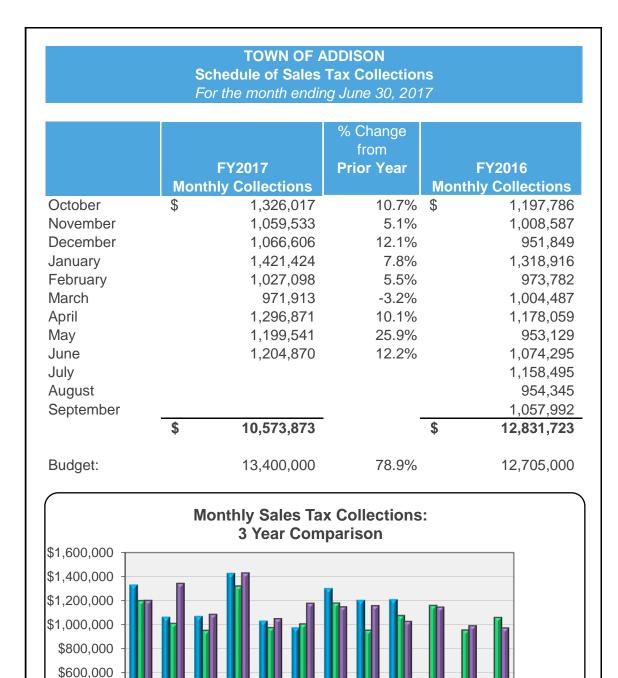
AIRPORT FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR		FY 2016-17 ADOPTED BUDGET		FY 2016-17 ACTUAL 3RD QTR		JAL ACTUAL		ACTUAL YTD as % of Budget
Operating Revenues:									
Operating grants	\$	110,898	\$	50,000	\$	-		-	0.0%
Fuel flowage fees		828,240		932,380		219,041		681,956	73.1%
Rental		4,426,111	4	,346,485		1,079,285		3,255,724	74.9%
User fees		120,990		48,000		34,083		101,158	210.7%
Other income		170,574		123,293		10,397		47,315	38.4%
Total Operating Revenues:		5,656,813	5	5,500,158		1,342,806		4,086,153	74.3%
Operating Expenses:									
Town - Personnel services		328,233		411,766		84,093		250,217	60.8%
Town - Supplies		9,350		42,000		2,835		6,957	16.6%
Town - Maintenance		113,270		116,150		14,163		32,298	27.8%
Town - Contractual services		186,435		192,455		42,741		175,327	91.1%
Town - Capital Replacement/Lease		19,160		27,878		6,970		20,909	75.0%
Grant - Maintenance		-		100,000		-		-	0.0%
Operator - Operations and maintenance		2,964,232	З	3,125,960		699,948		2,014,327	64.4%
Operator - Service contract		427,703		386,792		87,280		342,845	88.6%
Total Operating Expenses:		4,048,383	4	,403,000		938,030		2,842,880	64.6%
Operating Income/(Loss)		1,608,430	1	,097,158		404,776		1,243,273	
Non-Operating revenues (expenses):									
Interest earnings		-		24,500		12,557		35,530	145.0%
Principal & interest on debt, fiscal fees & other		(592,374)		(587,016)		-		(524,933)	89.4%
Net Total Non-Operating revenues (expenses):		(592,374)		(562,516)		12,557		(489,403)	87.0%
Net Change to Working Capital		1,016,056		534,641		417,332		753,869	
Working Capital at Beginning of Year		1,390,969	2	2,407,025				2,407,025	
Working Capital at End of Year	\$	2,407,025	\$ 2	2,941,666	-		\$	3,160,894	

UTILITY FUND

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR	FY 2016-17 ADOPTED BUDGET	FY 2016-17 ACTUAL 3RD QTR	FY 2016-17 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Water sales	\$ 6,056,506	\$ 6,040,000	\$ 1,531,727	3,793,477	62.8%
Sewer charges	4,452,519	4,590,000	1,162,029	3,020,426	65.8%
Tap fees	25,275	7,000	4,975	49,075	701.1%
Penalties	79,319	75,000	16,726	52,098	69.5%
Other Income/(Expenses)	570	(31,400)	70	4,575	-14.6%
Total Operating Revenues:	10,614,189	10,680,600	2,715,527	6,919,651	64.8%
Operating expenses:					
Water purchases	3,458,701	3,700,000	890,215	2,385,165	64.5%
Wastewater treatment	2,543,156	2,590,000	763,759	2,147,966	82.9%
Utility operations	3,417,873	3,755,716	676,506	2,081,652	55.4%
Total Operating Expenses:	9,419,730	10,045,716	2,330,480	6,614,783	65.8%
Operating Income/(Loss) (excluding					
depreciation)	1,194,459	634,884	385,047	304,868	
Non-Operating revenues (expenses):					
Interest earnings and other	268,742	(79,600)	25,240	77,097	-96.9%
Principal and interest on debt, fiscal fees & other	(1,097,486)	(1,047,558)	-	(827,672)	79.0%
Transfers Out:	-	(500,000)	(200,000)	(600,000)	120.0%
Net Total Non-Operating revenues (expenses):	(828,744)	(1,627,158)	25,240	(1,350,575)	83.0%
Net Change to Working Capital	365,715	(992,274)	410,287	(1,045,707)	
Working Capital at Beginning of Year	7,799,733	8,165,448		8,165,448	
Working Capital at End of Year	\$ 8,165,448	\$ 7,173,174		\$ 7,119,742	

CATEGORY	FY 2015-16 ACTUAL PRIOR YEAR		FY 2016-17 ADOPTED BUDGET		FY 2016-17 ACTUAL 3RD QTR		FY 2016-17 ACTUAL YTD	ACTUAL YTD as % of Budget	
Operating revenues:									
Drainage Fees	\$	1,885,773	\$	1,850,000	\$	509,944	1,377,409	74.5%	
Total Operating Revenues:		1,885,773		1,850,000	,	509,944	1,377,409	74.5%	
Operating expenses									
Personnel services		74,338		156,619		33,143	70,100	44.8%	
Supplies		4,663		12,700		2,962	4,002	31.5%	
Maintenance		57,941		237,200		26,931	88,310	37.2%	
Contractual services		294,295		336,727		26,276	74,503	22.1%	
Capital Replacement/Lease		-		-		-	-	0.0%	
Total Operating Expenses:		431,237		743,246		89,313	236,914	31.9%	
Operating Income/(Loss) (excluding									
depreciation)		1,454,535		1,106,754		420,631	1,140,495		
Non-Operating revenues (expenses):									
Interest earnings and other		92,021		67,700		20,795	60,540	89.4%	
Principal and interest on debt, fiscal fees & other		(546,268)		(544,266)		-	(411,008)	75.5%	
Net Total Non-Operating revenues (expenses):		(454,247)		(476,566)		20,795	(350,468)	73.5%	
Net Change to Working Capital		1,000,288		630,188		441,426	790,027		
Working Capital at Beginning of Year		2,756,262		3,756,550			3,756,550		
Working Capital at End of Year	\$	3,756,550	\$	4,386,738		-	\$ 4,546,577		



AUGUST September

FY2015

MUN

June

\$400,000

November

October

December

January

FY2017

February

March

AQUI

FY2016

May

TOWN OF ADDISON HOTEL OCCUPANCY TAX COLLECTION Hotels By Service Type for the Quarter and Year-to-Date Ended June 30, 2017 With Comparative Information from Prior Fiscal Year

	Rooms		Apr - June 2017		17 to 16	YTD FY 2	017	17 to 16
	Number	%	Amount	%	% Diff.	YTD FY 2017	%	% Diff.
Full Service								
Marriott Quorum	547	14%	\$ 254,009	16%	-12%	\$ 791,314	17%	-3%
Intercontinental	528	13%	235,738	15%	0%	720,299	16%	-4%
Crowne Plaza	428	11%	163,189	10%	-2%	471,150	10%	-4%
	1,503	37%	652,936	41%	-6%	1,982,763	44%	-4%
Extended Stay								
Budget Suites	344	9%	3,862	0%	-35%	11,181	0%	-18%
Hawthorn Suites	70	2%	25,622	2%	-2%	71,277	2%	4%
Marriott Residence Inn	150	4%	68,479	4%	-3%	189,466	4%	1%
Hyatt House	132	3%	61,613	4%	-2%	185,198	4%	-3%
Homewood Suites	120	3%	60,149	4%	13%	172,893	4%	4%
Home2Suites	132	3%	68,102	4%	0%	99,000	2%	0%
Springhill Suites	159	4%	72,925	5%	-17%	216,450	5%	-9%
	1,107	27%	360,752	23%	18%	945,464	21%	9%
Business Moderate								
Marriott Courtyard Quorum	176	4%	99,309	6%	6%	287,244	6%	0%
LaQuinta Inn	152	4%	58,066	4%	-8%	156,825	3%	-9%
Marriott Courtyard Proton	145	4%	66,459	4%	-11%	190,102	4%	-9%
Radisson - Addison	101	2%	44,432	3%	-3%	126,518	3%	0%
Hilton Garden Inn	96	2%	57,673	4%	-7%	162,999	4%	-3%
Holiday Inn Express	102	3%	33,721	2%	-35%	107,614	2%	-26%
Best Western Plus	85	2%	33,211	2%	-9%	93,384	2%	-2%
	857	21%	392,871	25%	-8%	1,124,685	25%	-7%
Economy								
Motel 6	124	3%	28,451	2%	-16%	79,994	2%	-11%
Hampton Inn	158	4%	68,183	4%	-12%	198,885	4%	-7%
Red Roof Inn	105	3%	30,597	2%	1%	88,064	2%	17%
Comfort Suites	78	2%	22,896	1%	-20%	63,600	1%	-23%
Super 8	65	2%	11,508	1%	-19%	30,606	1%	-7%
America's Best Value Inn	50	1%	5,898	0%	-22%	19,311	0%	15%
	580	14%	167,533	11%	-13%	480,460	11%	-6%
TOTAL	4,047	100%	\$ 1,574,092	100%	-3%	\$ 4,533,373	100%	-2%

