# ADDISON FINANCE

## Department of Finance Quarterly Review

For the Period Ended March 31, 2024

Town of Addison

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To: David Gaines, City Manager

From: Steven Glickman, Chief Financial Officer

Re: Second quarter Financial Review

#### Date: 5/28/2024

This is the second quarter report for the 2023-2024 fiscal year. Revenues and expenditures reflect activity from January 1, 2024 through March 31, 2024 or 50 percent of the fiscal year.

#### **GENERAL FUND**

- Fiscal year-to-date revenue totals \$38.1 million, which is 79.1 percent of the overall budget amount. Sales tax collections are at 54.9 percent of the fiscal year 2024 budget. Alcoholic beverage tax collections are at 49.6 percent of the fiscal year 2024 budget.
- Fiscal year-to-date expenditures and transfers total approximately \$22.6 million, which is 47.0 percent of budget. All departments are on pace with or below their respective budgets for fiscal year 2024.

#### HOTEL FUND

- Revenues through the second quarter total approximately \$3.0 million, 46.2 percent of the fiscal year 2024 budget. Hotel occupancy tax collections are 49.8 percent of budget for six months of collections. Collections have not been received by all hoteliers for March. Proceeds from Special Events are below budget due to timing of events; all significant events occur between May and September.
- Hotel Fund expenditures of \$1.7 million are 25.5 percent of budget, and \$86 thousand less than this time a year ago. Performing Arts expenditures are at 75.3 percent due to the payment of the Water Tower Theater primary grant. Special events expenditures are at 3.1 percent due to timing of events.

#### AIRPORT FUND

- Operating revenue through the second quarter total approximately \$4.1 million or 56.6 percent of the fiscal year 2024 budget.
- > Operating expenses total \$2.9 million, or 47.9 percent of fiscal year 2024 budget.
- > Total year-to-date operating income for the Airport Fund is \$816 thousand.

#### **UTILITY FUND**

- Operating revenue through the second quarter totals \$7.7 million, or 47.1 percent of the fiscal year 2024 budget. Water revenues for six months are at 44.4 percent of the fiscal year 2024 budget and sewer revenues for six months are at 48.9 percent of the fiscal year 2024 budget. The year-to-date revenue and percent of budget is higher than the prior year.
- Operating expenses through the second quarter total approximately \$8.5 million, or 52.8 percent of the fiscal year 2024 budget.

#### **STORMWATER FUND**

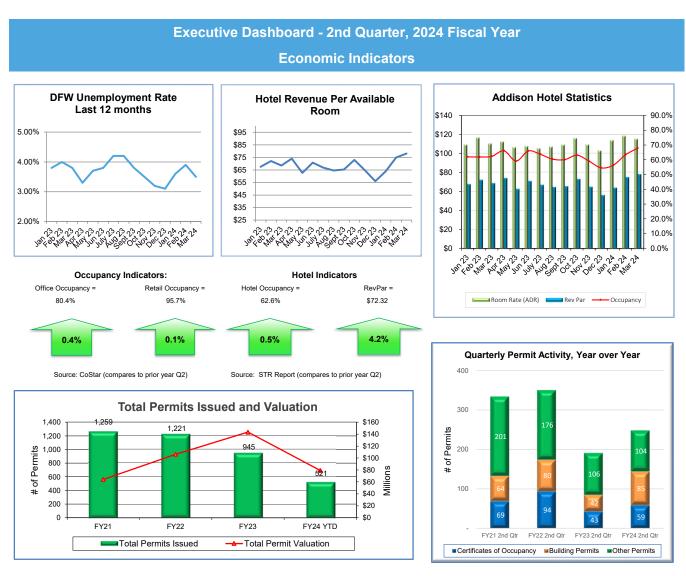
- Operating revenue through the second quarter total \$1.5 million, or 54.0 percent of the fiscal year 2024 budget.
- Operating expenses through the second quarter total approximately \$1.1 million, or 32.9 percent of the fiscal year 2024 budget. The percentage to budget is driven by our debt service payment, which is made in the second quarter of the fiscal year.
- Through the second quarter \$29 thousand has been spent on cash funded capital projects.

Executive Dashboard - 2nd Quarter, 2024 Fiscal Year						
Financial Indicators						
Positive variance compared to historical trends	Positive					
Negative variance of 3%-5% and more than \$50,000 compared to historical trends	Warning					
Negative variance of >5% and more than \$50,000 compared to historical trends	Negative					

Key Revenue Sources	FY2024 Actual through Budget 3/31/23		% Annual Budget
Ad Valorem Taxes - General Fund	\$ 24,841,151	\$ 24,961,067	100.48%
Non-Property Taxes - General Fund	16,500,000	8,987,044	54.47%
Hotel Tax	5,250,000	2,612,610	49.76% <sup>(1)</sup>
Franchise Fees - General Fund	2,060,000	1,234,500	59.93%
Service/Permitting/License Fees - General Fund	3,551,850	2,019,928	56.87%
Fines and Penalties - All Funds	423,711	229,186	54.09%
Special Event Revenue - Hotel Fund	1,127,000	246,155	21.84% <sup>(2)</sup>
Fuel Flowage Fees - Airport Fund	1,170,080	601,626	51.42%
Water and Sewer Charges - Utility Fund	16,031,029	7,434,881	46.38%

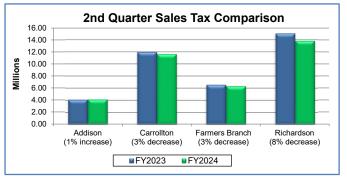
Key Expenditures	FY2024 Budget		Actual through 3/31/23	% Annual Budget		
General Fund	\$	48,155,864	\$ 22,648,469	47.03%		
Hotel Fund		6,736,061	1,716,072	25.48%		
Economic Development		1,602,941	788,389	49.18%		
Airport Operations		6,130,403	2,936,128	47.89%		
Utility Operations		16,192,794	8,545,161	52.77%		

 $^{(1)}$  Hotel tax revenue has not been collected from all hoteliers  $^{(2)}$  Special Events are low due to the timing of events

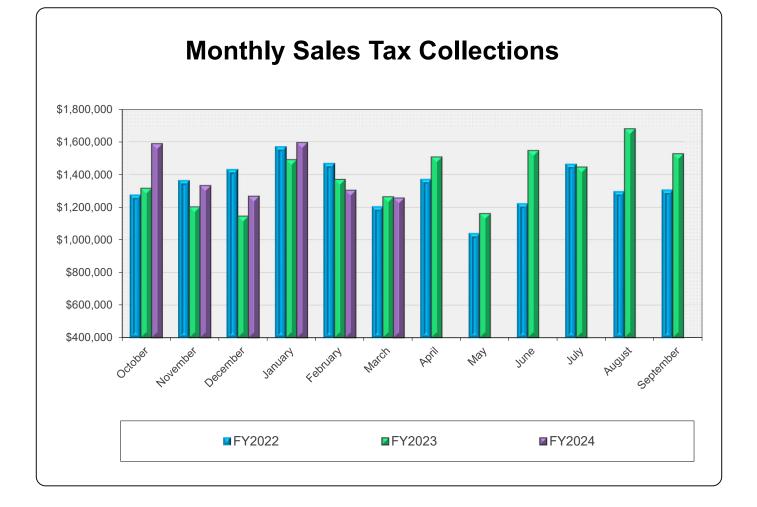


#### **Economic Development Incentives:**

Executed	Amount Paid	Total Incentives
Agreements	FY24	Committed
8	\$328,090	\$535,687



### Executive Dashboard - 2nd Quarter, 2024 Fiscal Year Sales Tax Information





#### TOWN OF ADDISON GENERAL FUND FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

	FY 2022-23 ACTUAL	FY 2023-24 REVISED	FY 2023-24 ACTUAL	FY 2023-24 ACTUAL	ACTUAL YTD as %
CATEGORY	PRIOR YEAR	BUDGET	2ND QTR	YTD	of Budget
Revenues:					
Ad Valorem taxes:					
Current taxes	\$ 22,917,929	\$ 24,991,151	\$ 19,371,331	\$ 25,113,475	100.5%
Delinquent taxes	(249,526)	(200,000)	(140,304)	(183,956)	92.0%
Penalty & interest	71,219	50,000	23,129	31,548	63.1%
Non-property taxes:					
Sales tax	16,661,868	15,200,000	4,155,351	8,342,647	54.9%
Alcoholic beverage tax	1,360,467	1,300,000	334,837	644,397	49.6%
Franchise / right-of-way use fees:					
Electric franchise	1,497,546	1,525,000	343,102	815,073	53.4%
Gas franchise	349,536	250,000	297,659	297,659	119.1%
Telecommunication access fees	168,873	175,000	36,600	74,459	42.5%
Cable franchise	109,986	110,000	23,399	47,309	43.0%
Street rental fees	-	-	-	-	0.0%
Licenses and permits:					
Business licenses and permits	182,338	149,100	62,800	109,543	73.5%
Building and construction permits	1,037,203	960,400	665,275	797,258	83.0%
Intergovernmental	-	-	-	-	0.0%
Service fees:					
General government	-	-	-	-	0.0%
Public safety	1,140,326	1,195,555	295,782	499,928	41.8%
Urban development	2,160	47,200	10,900	20,365	43.1%
Streets and sanitation	466,103	483,000	126,575	227,689	47.1%
Recreation	79,893	70,300	19,669	41,999	59.7%
Interfund	444,290	646,295	203,672	323,147	50.0%
Court fines	391,711	330,000	87,821	165,824	50.2%
nterest earnings	194,259	525,000	278,296	441,582	84.1%
Rental income	8,340	8,600	2,270	4,170	48.5%
Other	437,656	347,500	112,968	294,706	84.8%
Total Revenues	47,272,177	48,164,101	26,311,133	38,108,820	79.1%

 $^{\left( 1\right) }$  Represents prior year tax payment refunds



#### TOWN OF ADDISON GENERAL FUND FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	ACTUAL
	ACTUAL	REVISED	ACTUAL	ACTUAL	YTD as %
CATEGORY	PRIOR YEAR	BUDGET	2ND QTR	YTD	of Budget
Expenditures:					
General Government:				_	
City Secretary	195,004	251,577	64,958	119,765	47.6%
City Manager	1,160,157	1,144,346	270,948	590,205	51.6%
Finance	1,896,181	2,041,177	485,297	997,772	48.9%
General Services	1,490,640	1,594,198	356,037	727,693	45.6%
Municipal Court	705,891	692,943	137,580	340,759	49.2%
Human Resources	744,219	791,253	131,809	259,276	32.8%
Information Technology	2,043,507	2,487,384	579,130	1,090,366	43.8%
Combined Services	1,475,632	1,157,281	256,170	763,103	65.9%
Council Projects	340,228	420,241	48,641	235,376	56.0%
Public Safety:					
Police	11,527,487	12,437,687	2,816,590	6,097,594	49.0%
Emergency Communications	1,728,465	1,788,857	461,151	1,413,937	79.0%
Fire	9,976,642	10,970,964	2,448,097	5,099,430	46.5%
Development Services	1,933,207	2,765,543	487,246	1,044,892	37.8%
Streets	2,275,695	2,281,370	412,643	871,192	38.2%
Parks and Recreation:					
Parks	4,856,125	5,332,218	1,089,623	2,247,619	42.2%
Recreation	1,755,519	1,998,825	388,905	749,492	37.5%
Other financing uses:					
Transfers to other funds	3,000,000	-	-	-	0.0%
Total Expenditures	47,104,599	48,155,864	10,434,824	22,648,469	47.0%
Net Change in Fund Balance	167,578	8,237	15,876,308	15,460,351	
Fund Balance at Beginning of Year	20,515,381	20,682,959		20,682,959	
Fund Balance at End of Year	\$ 20,682,959	\$ 20,691,196		\$ 36,143,310	

<sup>(1)</sup> Includes primary NPO grant payment for non-profit grant funding



#### TOWN OF ADDISON HOTEL FUND FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

CATEGORY	Y 2022-23 ACTUAL IOR YEAR	I	Y 2023-24 REVISED BUDGET		Y 2023-24 ACTUAL 2ND QTR	-	Y 2023-24 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:								
Hotel/Motel occupancy taxes	\$ 5,683,639	\$	5,250,000	\$	1,370,310	\$	2,612,610	49.8%
Proceeds from special events	1,222,856		1,127,000		58,100		246,155	21.8%
Rental income	145,534		70,000		37,967		59,942	85.6%
Interest and miscellaneous	41,714		75,100		52,099		96,181	128.1%
Total Revenues	 7,093,743		6,522,100		1,518,476		3,014,887	46.2%
Expenditures:								
Tourism	-		644,711		104,744		184,400	28.6%
Addison theatre centre	331,459		322,452		70,209		136,492	42.3%
Conference centre	195,446		274,752		38,766		96,974	35.3%
General hotel operations	169,397		188,550		36,608		89,792	47.6%
Marketing	999,701		1,070,682		176,290		363,129	33.9%
Performing arts	427,500		379,089		57,714		285,553	75.3%
Special events	2,529,785		2,715,937		45,827		83,587	3.1%
Special events operations	983,548		1,139,888		230,660		476,145	41.8%
Other financing uses:								
Transfer to Economic Development Fund	768,000		-		-		-	0.0%
Total Expenditures	 6,404,836		6,736,061		760,817		1,716,072	25.5%
Net Change in Fund Balance	688,907		(213,961)		757,660		1,298,815	
Fund Balance at Beginning of Year	 4,641,300		5,330,207	_			5,330,207	
Fund Balance at End of Year	\$ 5,330,207	\$	5,116,246			\$	6,629,022	

<sup>(1)</sup> Hotel tax collections have not been received by all hoteliers

<sup>(2)</sup> NPO primary grant payment and matching funds for non-profit grant funding to Water Tower Theatre



#### TOWN OF ADDISON ECONOMIC DEVELOPMENT FUND FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2022-23 ACTUAL PRIOR YEAR	ACTUAL REVISED		FY 2023-24 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Ad Valorem taxes:	\$ 1,298,984	\$ 1,401,782	\$ 1,086,150	\$ 1,408,084	100.4%
Business license fee	33,105	50,000	6,250	17,350	34.7%
Interest income and other	34,580	50,000	30,206	51,776	103.6%
Transfers from General/Hotel Fund	768,000	-	-	-	0.0%
Total Revenues	2,134,669	1,501,782	1,122,606	1,477,210	98.4%
Expenditures:					
Personnel services	496,340	465,625	94,949	179,752	38.6%
Supplies	16,678	15,317	2,037	3,780	24.7%
Maintenance	9,736	10,040	-	336	3.3%
Contractual services	866,490	1,102,244	537,158	599,663	54.4%
Debt Service	13,372	9,715	2,429	4,858	50.0%
Capital replacement/lease	119,833	-	-	-	0.0%
Other financing uses:					
Transfers to other funds	-	-	-	-	0.0%
Total Expenditures	1,522,449	1,602,941	636,573	788,389	49.2%
Net Change in Fund Balance	612,221	(101,159)	486,033	688,821	
Fund Balance at Beginning of Year	1,980,287	2,592,508	_	2,592,508	
Fund Balance at End of Year	\$ 2,592,508	\$ 2,491,349	=	\$ 3,281,329	



#### **AIRPORT FUND** FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

CATEGORY	ACT	22-23 UAL YEAR	FY 2023-24 REVISED BUDGET	FY 2023-24 ACTUAL 2ND QTR	FY 2023-24 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating Revenues:						
Operating grants	\$	50,000 \$	\$ 50,000	\$ 86,133	\$ 86,133	172.3%
Service fees	1	61,815	224,100	54,525	103,500	46.2%
Fuel flowage fees	1,1	95,788	1,170,080	280,687	601,626	51.4%
Rental income	4,4	26,042	5,686,105	1,719,386	3,163,898	55.6%
Interest income and other	2	284,874	125,000	79,692	148,941	119.2%
Total Operating Revenues:	6,1	18,519	7,255,285	2,220,423	4,104,098	56.6%
Operating Expenses:						
Personnel services	2,5	09,541	2,735,486	553,840	1,171,682	42.8%
Supplies		41,994	36,587	4,135	8,606	23.5%
Maintenance	6	88,500	750,462	156,512	328,180	43.7%
Contractual services	1,0	27,345	1,376,399	399,741	645,480	46.9%
Capital Replacement/Lease	2	32,928	157,928	39,482	78,964	50.0%
Debt service	7	03,478	1,073,541	697,929	703,215	65.5%
Capital Outlay		25,410	-	-	-	0.0%
Total Operating Expenses:	5,2	29,196	6,130,403	1,851,639	2,936,128	47.9%
Other financing uses:						
Transfer to Debt service fund	5	608,966	469,344	117,336	234,672	50.0%
Capital Projects (Cash Funded)	1,2	78,016	1,670,700	77,154	116,914	7.0%
Total Expenses:	7,0	16,178	8,270,447	2,046,129	3,287,714	39.8%
Net Change in Working Capital	(8	97,659)	(1,015,162)	174,294	816,384	
Working Capital at Beginning of Year	7,9	19,154	7,021,495	_	7,021,495	
Working Capital at End of Year	\$ 7,0	21,495 \$	6,006,333	-	\$ 7,837,879	

<sup>(1)</sup> Percentage is below the quarterly threshold but actuals are in line with historical trends



#### UTILITY FUND

FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

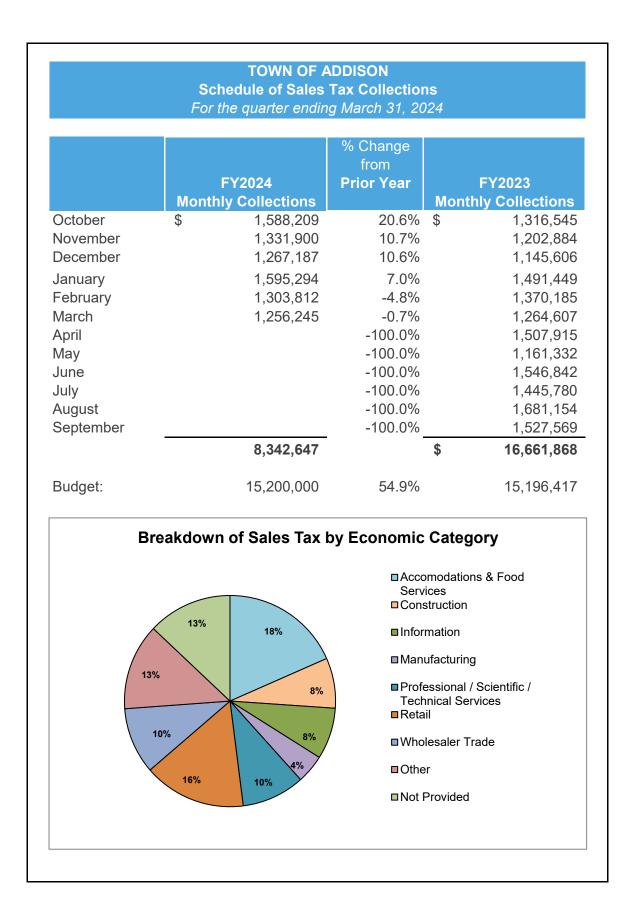
CATEGORY	FY 2022-23 ACTUAL PRIOR YEAR	ACTUAL REVISED		FY 2023-24 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Water sales	\$ 9,437,297	\$ 8,930,630	\$ 1,688,556	\$ 3,964,755	44.4%
Sewer charges	6,647,135	7,100,399	1,673,092	3,470,126	48.9%
Tap fees	119,263	10,324	22,340	34,930	338.3%
Penalties	118,932	93,711	29,565	63,362	67.6%
Interest income and other	227,542	157,422	75,421	146,944	93.3%
Total Operating Revenues:	16,550,168	16,292,486	3,488,973	7,680,116	47.1%
Operating expenses:					
Personnel services	2,637,852	3,048,220	624,956	1,309,066	42.9%
Supplies	221,181	238,671	57,673	107,210	44.9%
Maintenance	1,009,883	1,038,422	336,042	484,172	46.6%
Contractual services				-	
Water purchases	4,424,647	4,620,482	1,642,869	2,326,590	50.4%
Wastewater treatment	3,909,952	3,950,773	1,188,404	2,208,771	55.9%
Other services	1,362,961	1,345,472	262,486	584,538	43.4%
Capital Replacement/Lease	206,584	206,584	51,646	103,292	50.0%
Debt service	1,652,363	1,744,170	1,421,125	1,421,522	81.5%
Capital outlay	77,858	-	-	-	0.0%
Total Operating Expenses:	15,503,282	16,192,794	5,585,200	8,545,161	52.8%
Capital Projects (Cash Funded)	-	79,000	-		0.0%
Total Expenses:	15,503,282	16,271,794	5,585,200	8,545,161	52.5%
Net Change in Working Capital	1,046,886	20,692	(2,096,226)	(865,045)	
Working Capital at Beginning of Year	7,445,100	8,491,986		8,491,986	
Working Capital at End of Year	\$ 8,491,986	\$ 8,512,678		\$ 7,626,941	



#### **STORMWATER UTILITY FUND**

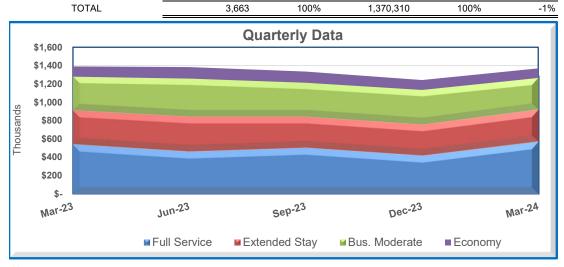
FY2024 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2022-23 ACTUAL PRIOR YEAR	ACTUAL REVISED		FY 2023-24 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Drainage Fees	\$ 2,548,749	\$ 2,575,000	\$ 650,764	\$ 1,319,848	51.3%
Interest income and other	239,567	150,000	79,449	152,123	101.4%
Total Operating Revenues:	2,788,317	2,725,000	730,213	1,471,971	54.0%
Operating expenses					
Personnel services	431,595	741,366	167,970	305,530	41.2%
Supplies	49,558	39,999	2,141	8,463	21.2%
Maintenance	331,020	1,220,052	24,393	33,407	2.7%
Contractual services	333,979	369,846	102,625	163,072	44.1%
Capital Replacement/Lease	10,000	25,000	6,250	12,500	50.0%
Debt service	501,051	489,590	460,370	460,370	94.0%
Capital outlay	56,127	300,000	64,598	64,598	21.5%
Total Operating Expenses:	1,713,330	3,185,853	828,348	1,047,939	32.9%
Other financing uses:					
Transfer to Debt service fund	400,439	406,196	101,549	203,098	50.0%
Capital Projects (Cash Funded)	1,500,074	2,800,000	12,666	28,866	1.0%
Total Expenses:	3,613,843	6,392,049	942,562	1,279,902	20.0%
Net Change in Working Capital	(825,526)	(3,667,049)	(212,349)	192,069	
Working Capital at Beginning of Year	9,455,358	8,629,832		8,629,832	
Working Capital at End of Year	\$ 8,629,832	\$ 4,962,783		\$ 8,821,900	



#### Executive Dashboard - 2nd Quarter, 2024 Fiscal Year HOTEL OCCUPANCY TAX COLLECTION Hotels By Service Type for the Quarter and Year-to-Date Ended March 31, 2024 With Comparative Information from Prior Fiscal Year

	Rooms		Jan - Mar 2024		FY24 to FY23
	Number	%	Amount	%	% Diff.
Full Service		·			
Marriott Quorum	547	15%	282,586	21%	10%
Renaissance _	528	14%	285,395	21%	2%
	1,075	29%	567,981	41%	6%
Extended Stay					
Budget Suites	344	9%	9,808	1%	-4%
Mainstay Suites	70	2%	14,271	1%	38%
Marriott Residence Inn	150	4%	88,717	6%	8%
Hyatt House	132	4%	34,616	3%	-39%
Homewood Suites	120	3%	46,075	3%	-2%
Home2Suites	132	4%	86,794	6%	-6%
Springhill Suites	159	4%	68,555	5%	-5%
	1,107	30%	348,835	25%	-6%
Business Moderate					
Marriott Courtyard Quorum	176	5%	89,337	7%	-5%
<sup>(1)</sup> LaQuinta Inn	152	4%	10,835	1%	-75%
Marriott Courtyard Midway	145	4%	72,712	5%	14%
Radisson - Addison	101	3%	29,794	2%	6%
Hilton Garden Inn	96	3%	52,466	4%	1%
Holiday Inn Express	97	3%	44,834	3%	-9%
Holiday Inn Beltway	102	3%	26,331	2%	60%
Best Western Plus	84	2%	21,810	2%	-7%
	953	26%	348,118	25%	-6%
Economy					
Motel 6	127	3%	29,907	2%	-12%
The Addison Inn	158	4%	19,854	1%	81%
Red Roof Inn	105	3%	28,166	2%	-6%
Quality Suites North/Galleria	78	2%	25,908	2%	-2%
<sup>(1)</sup> America's Best Value Inn _	60	2%	1,540	0%	-83%
	528	14%	105,376	8%	-5%



 $^{\left( 1\right) }$  Not yet received one or more payments for the quarter