



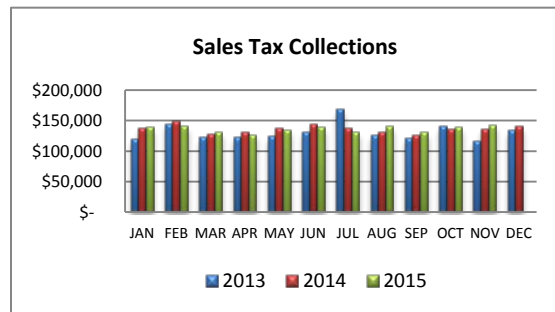
NOVEMBER 2015 FINANCIAL STATEMENTS

NOTE: *While these statements reflect our cash position at 11/30, the figures presented here are not final for November business as the books will not close until final encumbrances are received and paid, including purchase card statements.*

GENERAL FUND

Revenues: As of November 30, 2015, the General Fund collected 97% of budgeted revenue. Ad Valorem property taxes make up 32% of the general fund revenue stream. The final property tax distribution of the year was received from the County Treasurer in September. Year- to-date collections total 99.8% of the budgeted amount.

Sales tax collections for the month of November were higher than the monthly budget benchmark. Year-to-date collections are very close to last year’s total, and are slightly behind the budget benchmark. Sales tax reflects September business for the most part, but there are several vendors on varied reporting schedules. Sales tax makes up 22% of total General Fund revenues, so staff closely monitors it and analyzes sales tax vendor reports. See the attached Sales Tax Revenue Analysis for more detail.



Franchise fee collections are 7.8% behind the budget benchmark at the end of November. Staff does not anticipate meeting projections for this revenue source, due to a mild summer and low natural gas costs. Franchise fees are the third largest revenue source for the General Fund, consisting of 21% of the budgeted revenue. See the attached Franchise Revenue analysis for more detail.

Fines and Municipal Court Fees are ahead of target for assessment of fines and fees, and on target for collection of this revenue. The fines and fees assessed year to date total \$195,730, and \$95,336 is outstanding. Year-to-date, \$160,419 has been collected in fines and fees but only \$100,393 has been from current year cases.

November fines & forfeiture revenues are \$6,960. This is below the budgeted target of \$145,000 for the year, or \$12,083 per month. November Municipal Court fee revenues are \$1,872. This is behind the budgeted target of \$3,750 per month, but the year-to-date total is on track to meet the revenue target. Historically, this revenue stream has been difficult to collect. Projected municipal court collections are often significantly less than the projected assessment of municipal court fines and fees because this revenue source carries a high delinquency rate.

Expenditures: As of November 30th, 85% of the General Fund budget has been spent. As of this date, 48 weeks - or 92% - of payroll has been expensed. A number of departments appear to be ahead of budget targets, but this is due mainly to sizeable, one time payments that are made during January, i.e. the 2015 workers compensation premium, property/casualty and general liability insurance premiums, as well as the City's contribution to employee health savings accounts and payments to Juneteenth and the Chamber of Commerce.

One exception to this is the Amelia Earhart Airport. The airport is currently over budget due to repair work on the AWOS system, a land survey, and removal of trees. The survey was required because an inspection of the airport revealed that the runway was obstructed by trees, resulting in an order to close the airport for instrument approaches. The survey determined which trees needed to be removed and the cost to remove them was \$7,920.

A second exception is the Atchison Event Center budget. This department has exceeded budgeted expenditures due to the management structure changes that were done in December 2014. In August 2014, when the 2015 budget was adopted, decisions had not been finalized on how the center would be operated. At the time of budget development, the general plan was to bring one staff member over to the City and all other staff and operational expenses would be continued with AHCC, Inc, who was charged with managing the facility at that time. After much consultation with the attorneys who worked on the City's bond issue for the facility, the City followed legal counsel recommendations and assumed all operations to preserve the tax exempt status of the bonds.

As a result of the unbudgeted city expenditures to run the facility, the Atchison Event Center has well exceeded the 2015 budget. This is partially offset by higher than anticipated revenues because all of the Center's revenues are going to the City and there is no revenue sharing with AHCC, Inc., as was projected at the time of the 2015 budget's adoption.

The Lions Pool and Project Concern budgets have also been overspent. The budget for Lions Pool was exceeded by 11% due to a costly repair to the slide and concrete repairs to the facility. Project Concern's budget is currently 16% over budget due to HVAC system repairs and painting improvements.

Earlier in the year, staff noted the potential for the need to adopt a budget amendment for the General Fund, due to the unbudgeted expenses of the Atchison Event Center. At this time, staff is

confident that there are sufficient contingency funds available to carry the General Fund through the end of the year without amending its budget.

OTHER FUNDS

Revenues and expenditures in all other funds are essentially on target and within budget. Due to the \$20,000 contribution pledged to Live Well Live Atchison after the 2015 budget was adopted, a budget amendment will be required for the Special Alcohol Fund. There is sufficient cash available in the fund to accommodate the Commission approved request.

CASH & BUDGET STATEMENT

Nov-15

Fund	Cash Begin			Change in		Prior Year		Budget	YTD Rev	YTD Exp	Net		% Spent
	Bal	Revenue	Expenses	Available Cash	Cash End Bal	Cash End Bal	Encumbrance				Remaining		
General	\$ 1,888,791	\$ 320,109	\$ 440,505	\$ (21,913)	\$ 1,746,482		\$ 7,910,005	\$ 7,261,363	\$ 6,705,588	\$ 7,053	\$ 1,211,470	84.68%	
City Manager			14,363				212,976		173,461	3	39,518	81.44%	
Human Resources			6,404				96,506		67,410	1	29,098	69.85%	
Finance			25,546				443,739		375,903	5	67,841	84.71%	
Court			8,943				110,510		87,568	(7,633)	15,309	86.15%	
I/T			360				34,500		23,279	-	11,221	67.47%	
Risk Management			-				124,534		117,364	-	7,170	94.24%	
General Government			3,078				317,922		324,091	6,985	816	99.74%	
Transfers to Other Funds			-				385,000		385,000	-	-	100.00%	
Contingency			-				250,000		-	-	250,000	0.00%	
Police			150,231				1,668,353		1,474,908	32	193,477	88.40%	
Animal Control			2,715				58,084		44,904	1	13,182	77.31%	
Fire			88,955				1,428,314		1,212,126	28	216,216	84.86%	
Public Works Admin			64,865				1,112,896		938,050	28	174,874	84.29%	
Streets			6,768				288,747		215,706		73,041	74.70%	
Parks			4,308				161,100		145,924	439	15,615	90.31%	
Oakhill Cemetery			1,015				10,000		9,290		710	92.90%	
Amelia Earhart Airport			10,121				85,016		93,581	(19)	(8,584)	110.10%	
Municipal Pool			118				96,155		107,138		(10,983)	111.42%	
Fleet Maintenance			8				106,584		97,869		8,715	91.82%	
Engineering			11,479				171,011		151,392	3	19,622	88.53%	
City Hall			3,056				72,776		54,649		18,127	75.09%	
Project Concern			1,150				14,749		17,108		(2,359)	116.00%	
Atchison Event Center			17,477				115,576		261,928	5,854	(140,498)	221.56%	
Santa Fe Depot			1,487				29,500		21,948		7,552	74.40%	
Community Development			18,056				515,457		304,990	\$ 1,326	211,793	58.91%	
Motor Fuel	\$ 55,994	\$ -	\$ 14,728	\$ -	\$ 41,266		\$ 278,476	\$ 284,916	\$ 259,921	\$ -	\$ 18,555	93.34%	
Special Alcohol	26,200	-	317	-	25,883		32,000	24,910	23,692	(5,000)	3,309	89.66%	
Special Parks	11,272	-	880	-	10,392		32,500	24,911	27,828	-	4,672	85.62%	
Watershed	217,847	18,130	6,444	(2,430)	227,103		269,020	247,580	205,548	30,751	94,223	64.98%	
Insurance Reserve	159,551	-	151	(496)	158,904		15,000	14,250	28,108	-	(13,108)	187.38%	
Debt Service	179,864	-	-	-	179,864		851,990	629,948	824,535	-	27,455	96.78%	
Water	991,540	333,556	77,681	65,690	1,313,105		4,550,252	3,755,755	3,925,084	(5,903)	619,265	86.39%	
Wastewater	1,268,996	220,513	58,669	37,106	1,467,947		2,734,491	2,208,096	2,470,961	9	263,539	90.36%	
Refuse	297,139	86,387	25,975	713	358,264		1,082,047	1,119,044	1,024,699	10	57,357	94.70%	
TOTAL	\$ 5,097,193	\$ 978,696	\$ 1,065,855	\$ 78,669	\$ 5,529,208	\$ -	\$ 17,755,781	\$ 15,570,772	\$ 15,495,964	\$ 26,919	\$ 2,286,737	87.12%	

CASH & BUDGET STATEMENT (OTHER FUNDS)

Nov-15

Fund	Cash Begin Bal	Revenue	Expenses	Change in Available Cash	Cash End Balance	YTD Rev	YTD Exp
Wastewater/CSO CIP	\$ 1,907,263	\$ -	\$ 4,891	\$ 960	\$ 1,903,332	\$ 1,162,438	\$ 1,103,104
Equipment Reserve	519,179	-	4,995	4,995	519,179	531,422	160,049
Grants	(469)	7,707	5,326	(1,576)	336	24,405	24,405
Façade Loan Fund	44,637	848	-	-	45,485	10,713	-
Riverfront Development	1,600	-	-	-	1,600	-	-
Capital Projects	2,262,699	186,633	227,431	(51,031)	2,170,870	5,469,620	6,337,225
Santa Fe Depot Fund	54,716	-	-	-	54,716	10,027	10,000
Jackson Park	9,975	-	-	-	9,975	1	-
Fire Insurance Proceeds	-	-	-	-	-	-	-
Amelia Earhart Trust	85,470	-	700	(312)	84,458	428,119	398,440
Veterans Park Oversight	1,300	-	-	-	1,300	0	-
Various donation	34,470	2	2,723	973	32,721	5,137	4,407
HOME Grant	2,269	-	-	-	2,269	-	-
					-	-	-
TOTAL	\$ 4,923,108	\$ 195,189	\$ 246,067	\$ (45,992)	\$ 4,826,239	\$ 7,641,882	\$ 8,037,630

UTILITY STATEMENT

Nov-15

Fund	Month Operating Ratio*	YTD Operating Ratio	Current Cash Position	Number of Days **
Water	4.29	0.96	\$ 1,313,104.85	105
Wastewater	3.76	0.89	\$ 1,467,946.94	196
Refuse	3.33	1.09	\$ 358,263.81	121

*** Operating Ratio:**

The Operating Ratio measures the amount of operating revenue versus the total amount of operating expenses for a utility system (revenues./expenses = operating ratio).

The minimum standard for an operating ratio for a utility system is 1.0 meaning there is enough operating revenue to cover operating expenses.

A *financially healthy* utility system needs to maintain an ongoing operating ratio greater than 1 to cover debt service. A ratio of less than 1 indicates there is insufficient revenue to meet current expenses.

**** Number of Days:**

Number of days the system could sustain operations without generating/collecting any revenue.

**City of Atchison, Kansas
Sales Tax Collection Analysis**

	City (1%) Actual 2015	City (1%) Actual 2014	Difference	City of Atchison Share of County (1%)	Total Received by the City	Period Tax Coll./Vendor	Sent to County	2015 Monthly Budget - 2015	1,641,250	Target Accumulative %
January	139,561.50	137,829.49	1,732.01	81,492.07	221,053.57	Nov-10	206,045	8.42%	138,191	8.42%
February	141,556.62	148,985.64	(7,429.02)	83,631.18	225,187.80	Dec-10		9.10%	149,376	17.52%
March	130,481.24	127,355.71	3,125.53	84,193.38	214,674.62	Jan-11		7.78%	127,689	25.30%
April	127,123.50	132,421.32	(5,297.82)	77,180.31	204,303.81	Feb-11		8.09%	132,768	33.39%
May	134,424.86	137,808.42	(3,383.56)	80,921.65	215,346.51	Mar-11		8.42%	138,169	41.81%
June	138,865.39	144,596.83	(5,731.44)	83,537.26	222,402.65	Apr-11		8.83%	144,976	50.64%
July	131,114.48	137,102.45	(5,987.97)	78,162.48	209,276.96	May-11	206,045	8.38%	137,462	59.02%
August	140,129.88	131,488.08	8,641.80	85,180.80	225,310.68	Jun-11		8.03%	131,833	67.05%
September	130,948.42	126,129.96	4,818.46	79,181.37	210,129.79	Jul-11		7.71%	126,460	74.76%
October	139,164.61	136,569.58	2,595.03	81,789.66	220,954.27	Aug-11		8.34%	136,927	83.10%
November	142,940.72	136,560.82	6,379.90	86,065.21	229,005.93	Sep-11		8.34%	136,919	91.44%
December		140,113.44		-	-	Oct-11		8.56%	140,480	100.00%
Totals - Cash Basis	1,496,311.22	1,636,961.74	(537.08)	901,335.37	2,397,646.59		412,090	100.00%	\$ 1,641,250	
Less: PY Accrual/Adj.	(281,118.12)	(286,815.13)		(165,123.25)		County Portion	412,090			
Add: CY Accrual/Adj.						Water/WW CIP	489,245			
Accrual Basis	1,215,193.10	1,350,146.61		736,212.12						

City of Atchison 1% Sales Tax Collections

2015	Actual	Budget Target	Difference	Percentage	November Cash Basis
January	139,562	138,191	1,371	0.99%	
February	141,557	149,376	(7,819)	-5.23%	2014 1,496,848
March	130,481	127,689	2,792	2.19%	2015 1,496,311
April	127,124	132,768	(5,645)	-4.25%	
May	134,425	138,169	(3,745)	-2.71%	Increase -537
June	138,865	144,976	(6,110)	-4.21%	
July	131,114	137,462	(6,347)	-4.62%	% Change -0.04%
August	140,130	131,833	8,297	6.29%	
September	130,948	126,460	4,488	3.55%	
October	139,165	136,927	2,237	1.63%	
November	142,941	136,919	6,022	4.40%	
December	0	140,480	0	0.00%	
Cash Basis	1,496,311	1,641,250	(4,458)	91.17%	Benchmark: 91.44%

**City of Atchison, Kansas
Historical Comparison
City 1% Sales Tax Collections**

	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
January	137,829	120,785	137,829	114,082	129,065	150,487	159,796	137,536	129,679	131,026
February	148,986	144,404	148,986	132,276	111,252	110,850	148,439	147,411	141,057	137,163
March	127,356	122,288	127,356	136,522	136,484	170,011	138,433	114,904	118,953	110,293
April	132,421	123,159	132,421	102,406	101,570	118,171	124,818	124,780	113,196	118,239
May	137,808	124,405	137,808	138,205	136,441	103,440	139,398	140,374	141,961	132,408
June	144,597	131,931	144,597	144,748	142,026	127,252	127,384	114,323	131,641	124,582
July	137,102	168,666	137,102	125,424	123,693	148,736	134,117	137,627	127,343	125,775
August	131,488	125,791	131,488	120,838	133,646	108,094	141,566	128,544	138,802	130,643
September	126,130	121,971	126,130	128,684	124,181	115,102	135,336	125,790	129,699	123,392
October	136,570	140,375	136,570	137,329	122,811	119,603	134,850	140,085	129,609	132,354
November	136,561	117,482	136,561	134,892	128,102	131,191	126,151	111,438	131,939	139,541
December	140,113	134,571	140,113	148,539	125,117	142,868	125,845	136,931	123,470	129,893
Totals - CASH BASIS	1,636,962	1,575,827	1,636,962	1,563,945	1,514,388	1,545,805	1,636,133	1,559,743	1,557,349	1,535,311
Annual Budget	1,601,237	1,595,000	1,525,000	1,489,500	1,450,000	1,600,000	1,600,000	1,600,000	1,525,000	1,420,000
Difference	35,725	-19,173	111,962	74,445	64,388	-54,195	36,133	-40,257	32,349	115,311

Benchmark

92.73%

**CITY OF ATCHISON, KANSAS
FRANCHISE REVENUE ANALYSIS**

<u>2015</u>										
Month	Vyve	Kansas Gas Services	Westar Energy	AT & T	Century Link	Bradken	Excess Fees Remitted	Totals		
January		26,333.04	97,290.67	2,036.82	27.80			125,688.33		
February	10,354.51	43,009.61	96,513.81	2,227.09				152,105.02		
March		86,815.98	88,132.83	2,053.35				177,002.16		
April		52,312.13	89,689.72	2,018.83		2,850.96		146,871.64		
May	10,518.55	19,648.39	80,442.53	1,989.98				112,599.45		
June		11,819.00	79,320.12	1,969.66		2,130.86		95,239.64		
July		8,987.28	86,244.66	1,905.69				97,137.63		
August	10,242.74	7,982.00	96,511.08	1,899.26				116,635.08		
September		8,795.28	107,876.53	2,205.76				118,877.57		
October		7,890.85	93,551.27	1,852.43				103,294.55		
November	9,886.62	8,709.23	83,237.23	2,229.34				104,062.42		
December								0.00		
Totals - Cash Basis	41,002.42	282,302.79	998,810.45	22,388.21	27.80	4,981.82	0.00	1,349,513.49		
Less: PY Accrual/Adj.								0.00		
Add: CY Accrual/Adj.	0.00		0.00	0.00	0.00	0.00	0.00	0.00		
Budgetary Basis	41,002.42	282,302.79	998,810.45	22,388.21	27.80	4,981.82	0.00	1,349,513.49		
VARIANCE	46,000.00	393,750.00	1,113,912.00	27,000.00	0.00	8,000.00		1,588,662.00		
	-4,997.58	-111,447.21	-115,101.55	-4,611.79	27.80	-3,018.18	0.00	-239,148.51		
% Collected - Cash Basis	89.14%	71.70%	89.67%	82.92%	#DIV/0!	62.27%	#DIV/0!	84.95%		
Benchmark:								<u>92.73%</u>		
TOTALS	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
Vyve	41,002	48,444	42,783	49,813	52,906	59,192	57,790	62,981	64,293	68,540
Kansas Gas Service	282,303	243,803	148,217	177,913	188,154	198,124	223,028	207,549	241,037	172,014
Westar Energy	998,810	1,007,448	1,101,783	998,369	535,473	475,748	512,786	457,421	484,105	504,285
AT & T	22,388	30,623	32,673	34,787	35,097	44,385	38,622	40,317	40,171	45,168
Embarq	28	104	24	0	342	462	453	461	408	387
Bradken	4,982	7,603	12,108	10,241	8,513	8,647	20,114	18,140	22,903	15,643
Totals - Cash Basis	1,349,513	1,338,026	1,337,588	1,271,123	820,485	786,558	852,793	786,869	852,917	806,037
Accrual Adjustment				33,141	22,188	616	(2,593)	7,730	(32,735)	37,182
Total - CAFR	1,349,513	1,338,026	1,337,588	1,304,264	842,673	787,174	850,200	786,869	820,182	843,219
Budget	1,424,158	1,304,151	1,089,800	1,129,980	800,000	815,000	825,000	825,000	700,000	610,500
Variance	-74,645	33,875	247,788	141,143	20,485	-28,442	27,793	-38,131	152,917	195,537