



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Finance Subcommittee

**THROUGH:** Bruce A. Moe, Director of Finance

**FROM:** Steve S. Charelian, Revenue Services Manager 

**DATE:** March 17, 2016

**SUBJECT:** FY 2015/2016 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables.

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**RECOMMENDATION:**

Staff recommends that the Finance Subcommittee Receive and File this Report.

**FISCAL IMPLICATION:**

There are no fiscal implications associated with the recommended action.

**DISCUSSION:**

Revenue Services Division invoices and collects for miscellaneous accounts receivable, which includes the schedule of Transient Occupancy Tax (TOT), lease revenue, franchise revenue and other payments.

**Attachments:**

1. FY 2015/2016 Monthly Schedule of TOT, Lease and Miscellaneous payments
2. Miscellaneous Accounts Receivables Aging Statistical Report

2015-2016 comm

MONTHLY REVENUES		July 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	TOTALS
Account #	Description	Due Date	Acct #							
<b>HOTEL BED TAX</b>										
M 20TH	The Belmar (19)	7/17/2015	100-3203	8/19/2015	9/17/2015	10/19/2015	11/18/2015	12/17/2015	1/20/2016	2/22/2016
M 20TH	Crimson Hotel (45)	7/17/2015	100-3203	8/18/2015	9/18/2015	10/19/2015	11/17/2015	12/18/2015	1/12/2016	2/10/2016
M 20TH	Man Village Inn (19)	7/10/2015	100-3203	8/18/2015	9/15/2015	10/19/2015	11/16/2015	12/16/2015	1/20/2016	2/10/2016
M 20TH	Hawthorn Suites (53)	7/21/2015	100-3203	8/18/2015	9/17/2015	10/22/2015	11/17/2015	12/18/2015	1/26/2016	2/19/2016
M 20TH	Hi-View Motel (20)	7/21/2015	100-3203	8/20/2015	9/22/2015	10/22/2015	11/20/2015	12/21/2015	1/20/2016	2/22/2016
M 20TH	Wave Hotel (44)	7/17/2015	100-3203	8/18/2015	9/18/2015	10/19/2015	11/17/2015	12/18/2015	1/12/2016	2/11/2016
M 20TH	Man Bch Motel (12)	7/15/2015	100-3203	8/24/2015	9/21/2015	10/20/2015	11/18/2015	12/21/2015	1/20/2016	2/22/2016
M 20TH	Marmott (380)	7/22/2015	100-3203	8/25/2015	9/23/2015	10/28/2015	11/27/2015	12/18/2015	1/26/2016	2/22/2016
M 20TH	Residence Inn (176)	7/23/2015	100-3203	8/20/2015	9/24/2015	10/19/2015	11/24/2015	12/21/2015	1/25/2016	2/22/2016
M 20TH	Sea Horse Inn (33)	7/13/2015	100-3203	8/10/2015	9/8/2015	10/15/2015	11/9/2015	12/9/2015	1/12/2016	2/10/2016
M 20TH	Sea View Inn (18)	7/20/2015	100-3203	8/18/2015	9/18/2015	10/20/2015	11/20/2015	12/21/2015	1/15/2016	2/19/2016
M 20TH	Shade (38)	7/20/2015	100-3203	8/20/2015	9/21/2015	10/20/2015	11/20/2015	12/18/2015	1/21/2016	2/19/2016
<b>Sub Total</b>				496,839	522,506	410,830	418,841	336,048	314,689	396,285
<b>MB STUDIOS</b>										
M 20TH	CRP MB Studios-Fire	8/18/2015	100-3715	8/18/2015	9/21/2015	10/23/2015	11/24/2015	12/22/2015	1/21/2016	3/7/2016
M 20TH	CRP MB Studios %	7/21/2015	100-3204	8/18/2015	9/21/2015	10/22/2015	11/24/2015	12/25/2015	2/12/2016	3/7/2016
M 1ST	CRP MB Studios-Fire Inv.	7/17/2015	100-3304	8/17/2015	9/24/2015	10/19/2015	11/25/2015	11/25/2015	2/12/2016	3/7/2016
M 20TH	CRP MB Studios Annual Fire Fee	8/17/2015	100-3304	9/24/2015	10/6/2015	11/25/2016	11/25/2015	1/13/2016	2/22/2016	
<b>LEASES</b>										
M 1ST	Metbox	20,083.33	100-3519	522.39	20,083.33	20,083.33	20,083.33	20,083.33	20,083.33	20,083.33
A MARCH	Metbox - Profit		100-3519							190,748.97
M 10TH	1334 Partners-Rent	22,551.48	100-3513	22,551.48	22,551.48	22,551.48	22,867.20	22,867.20	22,867.20	215,109.93
M 10TH	1334 Partners-Golf Rent	3539.77	100-3518	3539.77	3539.77	3539.77	3589.33	3589.33	3,589.33	181,674.72
M 10TH	1334 Partners-Parking	2,681.92	100-3531	2,681.92	2,681.92	2,681.92	2,681.92	2,681.92	2,681.92	28,516.40
M 10TH	1334 Partners-%	10000.00	100-3514	10000.00	10000.00	10000.00	10000.00	10000.00	10,000.00	21,455.36
M 15TH	County Library Parking	522.39	100-3534	522.39	522.39	522.39	522.39	522.39	522.39	5,701.51
M 30TH	Sprint	4,354.84	100-3517	4,354.84	4,354.84	4,354.84	4,354.84	4,354.84	4,572.56	39,848.78
M 1ST	AT & T	4,178.94	100-3517	4,178.94	4,178.94	4,178.94	4,178.94	4,178.94	4,572.56	25,073.64
M 25TH	Verizon 16Valley lease	3,950.40	100-3517	3,950.40	3,950.40	3,950.40	3,950.40	3,950.40	3,950.40	31,603.20
M 1ST	Pey N Play Racquetball	280.00	100-3511	280.00	280.00	280.00	280.00	280.00	280.00	2,520.00
M 20TH	Marmott-Min	33,333.33	100-3516	33,333.33	33,333.33	33,333.33	33,333.33	33,333.33	33,333.33	296,999.97
Q 31ST	Marmott - %	314,314.00	100-3515				349,697.00			818,666.00
Q 31ST	Marmott Golf Course	2,838.00	100-3512				3,123.00			1,847.00
M 15th	MB Yacht Club (Pier)	1,500.00	100-3511	1,500.00	1,500.00	1,423.56	1,128.99	1,278.86	990.36	7,808.00
M 1ST	United States PO	3,566.67	100-3533	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	12,020.39
M 25TH	Village Mail Parking	13,728.90	100-3532	13,728.90	1,492.81	1,684.80	1,684.80	13,921.10	3,566.67	32,100.03
M 15TH	Shade #1	805.30	100-3511	805.30	805.30	805.30	805.30	805.30	805.30	74,275.32
M 15TH	Storage Shade 9/09 #2	682.59	100-3511	682.59	682.59	680.10	680.10	680.10	680.10	6,442.40
M 15TH	Tricky Day Spa	672.34	100-3511	672.34	672.34	672.34	672.34	672.34	672.34	5,498.77
Q	Metbox (shared maint.)	3,085.21	520-3910				3,987.99			5,378.72
<b>Sub Total</b>										10,074.28

MONTHLY REVENUES	Due Date	Acct #	July 2015	Aug 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	TOTALS
<b>FRANCHISES:</b>												
Verizon	Q	100-3202		144,668.53			141,042.85			142,989.82		428,681.20
Verizon PEG	A	100-21505									62,010.20	62,010.20
Air Products	A	100-3202			4,213.92							4,213.92
Time Warner (PEG)	Q	100-21503		9,227.00			9,019.00			9,164.00		27,410.00
Time Warner (Basic)	Q	100-3202		46,135.00			45,087.00			45,188.08		136,420.06
Van Lingon Towing	M	100-3713	7,280.00	4,160.00	6,042.00	6,020.00	5,042.00	5,042.00	7,890.00	5,404.00		46,880.00
So Cal Edison	A	100-3202										
So Cal Gas	A	100-3202										
United Independent Cab	A	100-3202						18951.00				18,951.00
Yellow Cab	A	100-3202						61820.00				61,820.00
Bell Cab	A	100-3202						28440.00				28,440.00
All Yellow	A	100-3202						28440.00				28,440.00
Plains West Coast Terminals	A	100-3202										
<b>MISC. PAYMENTS</b>												
Waste Mgmt-Recycle	A	510-3747	32,000.00									32,000.00
Mrs. June Milkut	A	503-3738		25.00								25.00
Median-Harmon Bch	A	100-3735	2,106.83									2,106.83
Median-Redondo Bch	A	100-3735	5,064.07									5,064.07
Panchose-Pkg Spaces	M	520-3995	975.00	975.00	975.00	975.00	975.00	975.00	975.00	975.00		7,800.00
Signals-Target	A	100-3736										
Sushi Fusion 270 Sq. Ft	M	100-3734	810.00	810.00	810.00	810.00	810.00	810.00	810.00	810.00		912.00
Summers 44 Sq. Ft.	A	100-3734		1,594.00								1,594.00
Uncle Bills 188 Sq. Ft	M	100-3734	585.00	585.00	585.00	585.00	585.00	585.00	585.00	585.00	585.00	5,265.00
Ocean View 270 Sq. Ft	M	100-3734	810.00	810.00	810.00	810.00	810.00	810.00	810.00	810.00		6,480.00
Legacy Inmate Comm	M	100-21804	294.53	380.39	181.80	210.34	202.34	195.38	249.90	120.61		1,635.29
Northrop Grumman	A	100-3734		1,282.00								1,282.00
Crimson Valet - 11/2013	M	520-3995	610.00	585.00	852.00	787.50	585.00	585.00	1,465.00	1,465.00		7,094.50
A - Annual												
Q - Quarterly												
M - Monthly												

City of Manhattan Beach Accounts Receivable - Aging Statistics Miscellaneous AR										3/1/2016
	Dollars									
	0-30	30-60	60-90	90-120	>120					
Total AR										
July	233,030.13	63,514.05	106,842.78	29,498.30	13,203.30	19,971.70				
August	259,771.53	183,158.04	28,480.46	5,957.28	16,851.75	25,324.00				
September	274,553.94	149,376.23	87,261.55	4,141.96	4,058.28	29,715.92				
October	317,040.85	176,957.59	16,791.45	88,989.50	3,661.96	30,640.35				
November	367,627.67	185,153.18	70,466.49	13,876.20	84,199.50	13,932.30				
December	416,798.91	125,128.51	198,480.75	10,989.10	14,901.81	67,298.74				
January	282,669.72	114,691.60	92,635.77	7,739.75	10,044.83	57,557.77				
February	276,453.13	192,474.69	8,520.77	62,612.64	871.25	11,973.78				
March										
April										
May										
June										
<b>Average</b>	<b>303,493.24</b>	<b>148,806.74</b>	<b>76,185.00</b>	<b>27,975.59</b>	<b>18,474.09</b>	<b>32,051.82</b>				
Percentages										
Total AR	0-30	30-60	60-90	90-120	>120					
July	100%	27%	46%	13%	6%	9%				100%
August	100%	71%	11%	2%	6%	10%				
September	100%	54%	32%	2%	1%	11%				
October	100%	56%	5%	28%	1%	10%				
November	100%	50%	19%	4%	23%	4%				
December	100%	30%	48%	3%	4%	16%				
January	100%	41%	33%	3%	4%	20%				
February	100%	70%	3%	23%	0%	4%				
March										
April										
May										
June										
<b>Average</b>	<b>100.00%</b>	<b>50%</b>	<b>25%</b>	<b>10%</b>	<b>6%</b>	<b>10%</b>				<b>100%</b>