



Agenda
CITY OF MANHATTAN BEACH

Meeting of the Finance Subcommittee

May 13, 2021 – 4:00PM

***Zoom Meeting via Internet/Phone Conference**

1. Public Comments

2. Approval of Minutes from February 19, 2021 Finance Subcommittee Meeting

Recommended Action: Approve

3. Annual Business Fire Inspections

Recommended Action: Discuss and Provide Direction

4. Month-End Financials for March 2021

Recommended Action: Receive and File

5. Investment Portfolio for March 2021

Recommended Action: Receive and File

6. Fiscal Year 2020-2021 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables

Recommended Action: Receive and File

7. October 1, 2020 through March 31, 2021 Bad Debt Write Offs for Miscellaneous Accounts Receivables, Utility Billing and Ambulance Transports Referred to Collections

Recommended Action: Receive and File

Adjourn

Copies of staff reports or other written documentation relating to agenda items are on file in the office of the Finance Director and on the City website.

*Join Zoom Meeting

<https://citymb-info.zoom.us/j/95664091248?pwd=Slk1Yk51V2Z6M0xMelc0UktQZGRNZz09>

Meeting ID: 956 6409 1248

Passcode: 245512

Dial by your location

+1 669 900 6833 US (San Jose), +1 253 215 8782 US (Tacoma)

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: February 19, 2021, 11:00 a.m.
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Suzanne Hadley, Mayor
Steve Napolitano, Council Member
Bruce Moe, City Manager
Steve S. Charelian, Finance Director
Libby Bretthauer, Financial Analyst
Julie Bondarchuk, Senior Accountant

Called to Order: 11:07 p.m. by Tim Lilligren, Treasurer

Agenda Item #1 – Public Comments

None.

Agenda Item #2 - Approval of Minutes from January 7, 2021 Finance Subcommittee Meeting

The Finance Subcommittee approved the minutes of January 7, 2021.

Agenda Item #3 – Fire Station No. 2 Financing Option

The Finance Subcommittee discussed, received and filed the report. A motion was passed to use the annual budgetary savings obtained from POB Policy and Financing Structure Option No.2 if approved by full City Council.

Agenda Item #4 – Pension Obligation Bonds (POB) Policy and Financing Structure Option

After discussing the options presented, the Finance Subcommittee agreed on Option 2 with potential annual budgetary savings between \$1.1 million to \$4.4 million and recommended that all options be presented to full City Council for further discussion. The Finance Subcommittee approved the Pension Liability Policy.

Agenda Item #5 – Presentation on Federal Securities Law relating to the Issuance of Bonds by Kevin Civale, Stradling, Yocca, Carlson & Rauth

The Finance Subcommittee received the presentation

Adjournment

The meeting adjourned at 12:04 p.m.



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Members of the Finance Subcommittee

THROUGH: Steve S. Charelian, Finance Director
Wolfgang Knabe, Interim Fire Chief

FROM: Libby Bretthauer, Financial Services Manager
Josh Grady, Acting Revenue Services Supervisor

DATE: May 13, 2021

SUBJECT: Fire Annual Business Inspections

RECOMMENDATION:

Staff recommends that the Finance Subcommittee discuss and provide direction on the initial Fire Department Annual Business Inspection billing.

FISCAL IMPLICATION:

The Fire Department will conduct approximately 1,000 Annual Business Inspections for businesses located within the City, generating an estimated annual revenue of \$220,000.

BACKGROUND:

The City Council approved the most recent Comprehensive Cost Allocation Plan (CAP) and User Fee Study on February 18, 2020. During the study, Fire Annual Business Inspections were highlighted and presented to City Council as one in which the City could potentially recover costs by billing for the over 1,000 business inspections. The annual inspections are conducted by Fire Department staff. The first inspections were set to begin in July 2020 with fees assessed and invoiced shortly thereafter. However, due to the dynamic and unforeseen challenges set forth by the pandemic and rolling business closures, the initial billings were delayed. No Fire Annual Business Inspections were performed during the last fiscal year.

The Fire Annual Business Inspection cost recovery fees were calculated during the 2019 user fee study conducted by Matrix Consulting. Numerous meetings were held with City staff and subject matter experts to conduct interviews and confirm personnel providing services and the time spent by each. The consultants worked with Fire Staff to ensure time estimates were normalized in order to mitigate appropriate recovery. The fees set forth in the User Fee Study reflect the cost for providing the service.

DISCUSSION:

Conducting business inspections are part of the duties and responsibilities of the Fire Department. These inspections are very important and done for the safety of the business

owners and the citizens that frequent their establishments.

Historically, the Fire Annual Business Inspections for “fire and life safety” have been completed at no cost to businesses. However, the recovery of these fees is included with the City User Fee schedule as adopted by the City Council on February 18, 2020. The Fire Annual Business Inspection fees are based upon the square footage of the businesses to reflect the level of effort spent by fire prevention inspectors:

0 to 2,000 square feet	\$220
2,000 to 10,000 square feet	\$335
10,000+ square feet	\$451

The majority of the Fire Annual Business Inspections will be billed at \$220. Business with a larger square footage will be billed \$335 or \$451 and other more complex buildings will be billed at actual cost.

Surrounding cities including El Segundo, Redondo Beach, Torrance, and Santa Monica all have Fire Annual Business Inspection fees approved by their City Councils. In addition, other cities outside our local area also have these fees.

Staff is prepared to assess fees for Annual Business Fire Inspections completed by the Fire Department as required by the User Fee Study. The Fire Department will begin conducting Fire Annual Business Inspections in July, 2021, and would like to issue letters to all business owners notifying them of the upcoming inspection and expense.



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Members of the Finance Subcommittee

THROUGH: Steve S. Charelian, Finance Director

FROM: Julie Bondarchuk, Financial Controller
Libby Bretthauer, Financial Services Manager

DATE: May 13, 2021

SUBJECT: Month-End Financial Reports for March 2021

RECOMMENDATION:

Staff recommends that the Finance Subcommittee receive and file this report.

FISCAL IMPLICATION:

This is a financial status report presented as a basis for discussion of current financial performance. No budgetary changes are recommended at this time.

DISCUSSION:

Finance is pleased to provide you with month-end financial reports for the month ending March 31, 2021. This report date marks the ninth month of the 2020-2021 fiscal year.

The following reports are attached for fiscal year (FY) 2020-2021:

- FY 2020-2021 Statement of Revenues and Expenditures
 - Presents revenues and expenditures by fund and compares budget-to-actual performance.
- FY 2020-2021 Citywide Revenues
 - Presents revenues by fund and compares budget-to-actual performance.
- FY 2020-2021 General Fund Major Revenue Trends
 - Highlights significant General Fund revenue sources and recent trends.
- FY 2020-2021 Revenue Detail
 - Presents citywide revenue performance by line item detail to clarify the revenue components in each fund.
- FY 2020-2021 Citywide Expenditures
 - Presents expenditures by fund and compares budget-to-actual performance.
- FY 2020-2021 General Fund Expenditures by Department
 - Presents General Fund expenditures by department and compares budget-to-actual performance.

Attachments: March 2021 Month-End Financial Reports



City of Manhattan Beach
Fiscal Year 2020-2021 Statement of Revenues & Expenditures
As of March 31, 2021

% of Year
75.0%

Current Year Activity

	Fund No.	Adjusted	YTD Revenues	%	Adjusted	Year-to-Date		%
		Budget Revenues			Budget Expenditures	Expenditures	Encumbrances	
General Fund	100	\$73,386,730	\$44,306,407	60.4%	\$74,988,101	\$52,060,964	\$1,307,123	71.2%
Street Lighting & Landscaping Fund	201	389,918	224,917	57.7%	618,270	465,376	7,550	76.5%
Gas Tax Fund	205	4,086,209	2,230,084	54.6%	4,198,835	1,560,022	594,478	51.3%
Asset Forfeiture	210	5,000	20,387	407.7%	327,900	147,920	81,510	70.0%
Police Safety Grants	211	143,000	151,252	105.8%	242,000	105,489	11,237	48.2%
Prop A Fund	230	941,811	532,416	56.5%	941,812	468,879	11,894	51.0%
Prop C Fund	231	16,810,431	419,075	2.5%	20,506,525	4,268,889	8,718,786	63.3%
AB 2766 Fund	232	47,000	53,466	113.8%	673	504	-	74.9%
Measure R	233	943,497	391,529	41.5%	1,927,979	25,973	237,581	13.7%
Measure M	234	4,065,518	367,885	9.0%	4,764,996	15,338	309,565	6.8%
Capital Improvements Fund	401	2,346,925	1,177,128	50.2%	9,057,505	1,940,591	1,157,773	34.2%
Underground Assessment District Construction	403	-	94,974	n/a	10,995,832	4,599,723	3,895,788	77.3%
Water Fund	501	16,075,000	11,475,621	71.4%	57,612,440	14,536,752	36,097,775	87.9%
Stormwater Fund	502	789,484	171,363	21.7%	4,195,621	958,256	872,721	43.6%
Wastewater Fund	503	3,729,000	2,562,980	68.7%	13,621,832	1,524,527	267,723	13.2%
Parking Fund	520	4,306,000	1,989,451	46.2%	3,826,682	2,096,146	943,008	79.4%
County Parking Lots Fund	521	1,043,500	1,017,668	97.5%	747,077	151,535	-	20.3%
State Pier & Parking Lot Fund	522	821,000	530,236	64.6%	665,464	384,924	65,509	67.7%
Insurance Reserve Fund	601	7,203,980	5,372,707	74.6%	6,766,244	5,101,783	112,009	77.1%
Information Systems Reserve Fund	605	2,814,340	2,110,761	75.0%	3,966,359	2,305,293	440,232	69.2%
Fleet Management Fund	610	25,000	88,309	353.2%	1,883,582	904,629	208,899	59.1%
Building Maintenance & Operation Fund	615	2,082,725	1,316,317	63.2%	2,220,290	1,333,615	137,303	66.2%
Special Assessment Debt Service	710	732,532	477,408	65.2%	717,050	715,050	-	99.7%
Special Assessment UAD 19-12 19-14 Fund	711	614,943	354,623	57.7%	282,099	278,099	-	98.6%
Special Assessment UAD 19-4 Fund	712	340,513	227,612	66.8%	120,279	118,280	-	98.3%
City Pension Fund	801	220,000	(1,488)	-0.7%	241,000	149,355	-	62.0%
PARS Investment Trust	804	50,000	143,142	286.3%	-	-	-	-
		\$144,014,056	\$77,806,230	54.0%	\$225,436,447	\$96,217,913	\$55,478,464	42.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Citywide Revenues
As of March 31, 2021

% of Year
75.0%

Current Year Activity

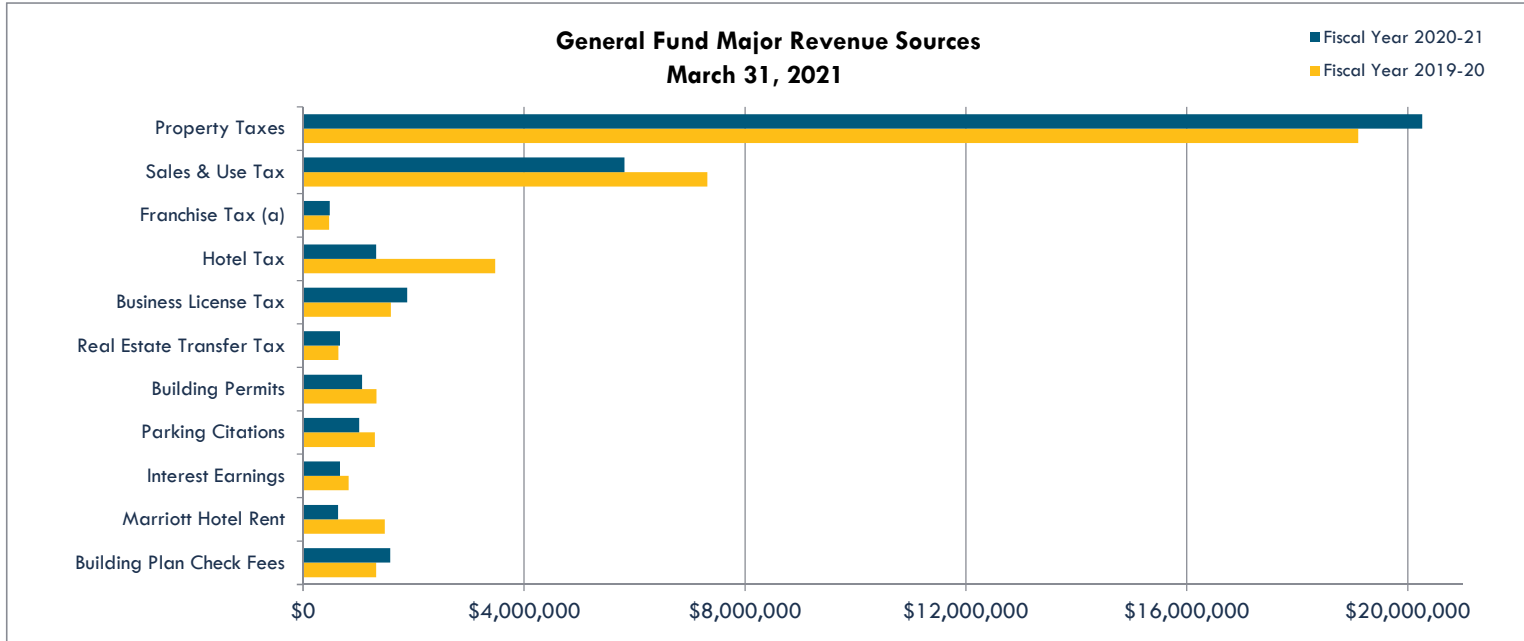
	Fund No.	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
General Fund	100	\$73,122,730	\$264,000	\$73,386,730	\$44,306,407	\$29,080,323	60.4%
Street Lighting & Landscaping Fund	201	389,918	-	389,918	224,917	165,001	57.7%
Gas Tax Fund	205	1,520,414	2,565,795	4,086,209	2,230,084	1,856,125	54.6%
Asset Forfeiture	210	5,000	-	5,000	20,387	(15,387)	407.7%
Police Safety Grants	211	143,000	-	143,000	151,252	(8,252)	105.8%
Prop A Fund	230	673,061	268,750	941,811	532,416	409,395	56.5%
Prop C Fund	231	580,608	16,229,823	16,810,431	419,075	16,391,355	2.5%
AB 2766 Fund	232	47,000	-	47,000	53,466	(6,466)	113.8%
Measure R	233	943,497	-	943,497	391,529	551,968	41.5%
Measure M	234	4,065,518	-	4,065,518	367,885	3,697,633	9.0%
Capital Improvements Fund	401	1,484,796	862,129	2,346,925	1,177,128	1,169,798	50.2%
Underground Assessment District Construction	403	-	-	-	94,974	(94,974)	-
Water Fund	501	16,075,000	-	16,075,000	11,475,621	4,599,379	71.4%
Stormwater Fund	502	789,484	-	789,484	171,363	618,121	21.7%
Wastewater Fund	503	3,729,000	-	3,729,000	2,562,980	1,166,020	68.7%
Parking Fund	520	4,306,000	-	4,306,000	1,989,451	2,316,549	46.2%
County Parking Lots Fund	521	1,043,500	-	1,043,500	1,017,668	25,832	97.5%
State Pier & Parking Lot Fund	522	821,000	-	821,000	530,236	290,764	64.6%
Insurance Reserve Fund	601	7,203,980	-	7,203,980	5,372,707	1,831,273	74.6%
Information Systems Reserve Fund	605	2,814,340	-	2,814,340	2,110,761	703,579	75.0%
Fleet Management Fund	610	25,000	-	25,000	88,309	(63,309)	353.2%
Building Maintenance & Operation Fund	615	2,082,725	-	2,082,725	1,316,317	766,408	63.2%
Special Assessment Debt Service	710	732,532	-	732,532	477,408	255,124	65.2%
Special Assessment UAD 19-12 19-14 Fund	711	614,943	-	614,943	354,623	260,320	57.7%
Special Assessment UAD 19-4 Fund	712	340,513	-	340,513	227,612	112,901	66.8%
City Pension Fund	801	220,000	-	220,000	(1,488)	221,488	-0.7%
PARS Investment Trust	804	50,000	-	50,000	143,142	(93,142)	286.3%
		\$123,823,559	\$20,190,497	\$144,014,056	\$77,806,230	\$66,207,826	54.0%



City of Manhattan Beach
Fiscal Year 2020-2021 General Fund Major Revenue Trends
March 31, 2021

Percent of Year
75.0%

Major Revenue Accounts	Fund No.	Year-To-Date Actuals						FY 2021	
		2016	2017	2018	2019	2020	2021	Adj Budget	Realized
Property Taxes	100	14,786,216	15,934,459	18,369,067	17,999,960	19,103,960	20,261,524	35,123,856	57.7%
Sales & Use Tax	100	5,671,063	6,899,157	6,745,784	7,098,843	7,320,455	5,815,740	8,157,222	71.3%
Franchise Tax (a)	100	712,378	630,360	577,877	492,778	472,597	479,817	1,135,000	42.3%
Hotel Tax	100	3,283,436	3,303,418	2,739,395	3,188,321	3,477,703	1,324,542	4,400,000	30.1%
Business License Tax	100	1,568,290	1,466,035	1,455,078	1,721,276	1,585,560	1,885,110	3,325,000	56.7%
Real Estate Transfer Tax	100	571,723	452,331	592,224	557,800	640,128	669,075	650,000	102.9%
Building Permits	100	1,309,522	1,149,935	1,519,164	1,433,997	1,329,552	1,069,147	1,532,712	69.8%
Parking Citations	100	1,760,937	1,871,848	1,760,903	1,449,210	1,300,562	1,014,780	1,700,000	59.7%
Interest Earnings	100	329,474	474,430	523,879	725,986	824,764	666,215	925,000	72.0%
Marriott Hotel Rent	100	1,228,725	1,217,221	870,163	1,281,729	1,475,943	635,328	1,500,000	42.4%
Vehicle in Lieu	100	14,430	15,812	18,680	17,276	28,431	-	17,000	0.0%
Building Plan Check Fees	100	798,090	1,317,950	1,375,476	1,420,482	1,319,346	1,574,618	1,450,000	108.6%
Total Major Revenue Accounts		32,034,284	34,732,956	36,547,691	37,387,659	38,879,000	35,395,896	59,915,790	59.1%
Over/(Under) Prior Year			2,698,672	1,814,734	839,969	1,491,340	(3,483,104)		
Percent Change From Prior Year			8.4%	5.2%	2.3%	4.0%	(9.0%)		
Other Revenues		9,807,007	10,482,428	11,612,463	12,950,964	11,376,693	8,910,511	13,470,940	66.1%
Total General Fund Revenues		41,841,291	45,215,385	48,160,154	50,338,624	50,255,692	44,306,407	73,386,730	60.4%



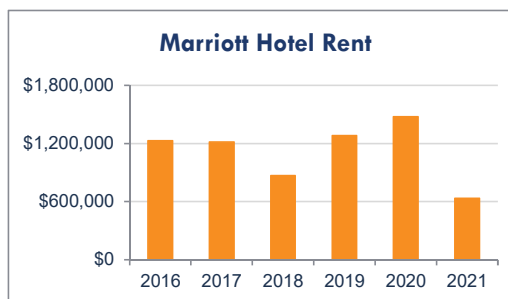
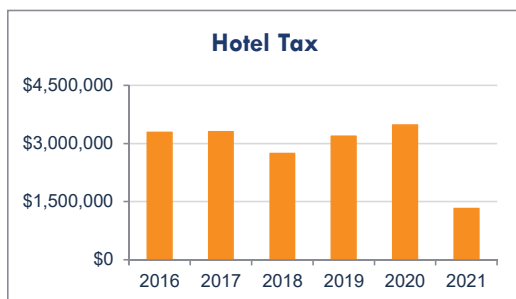
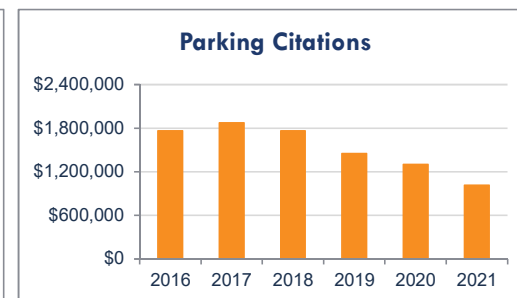
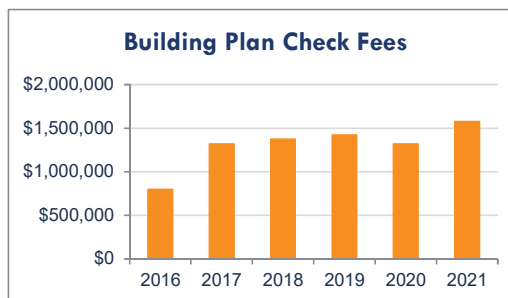
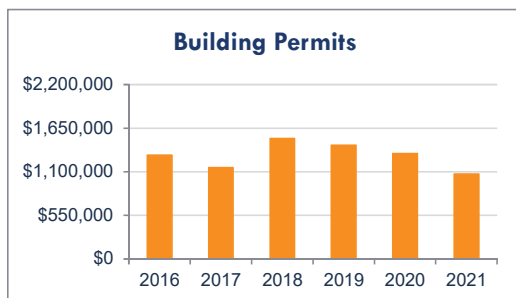
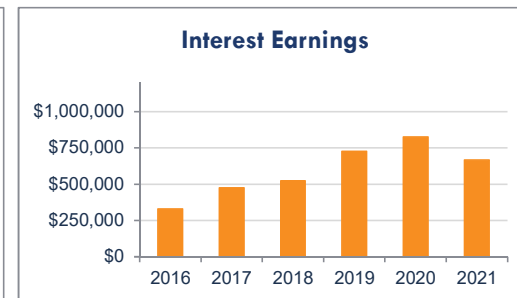
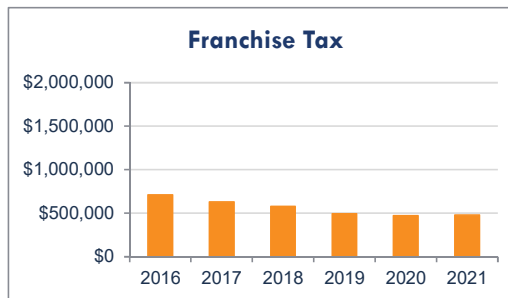
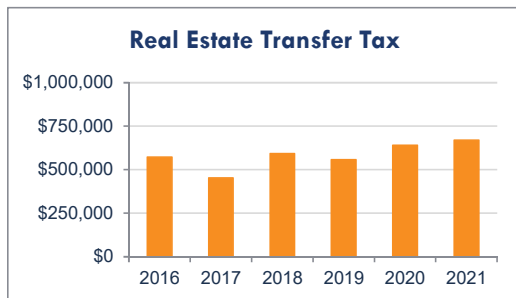
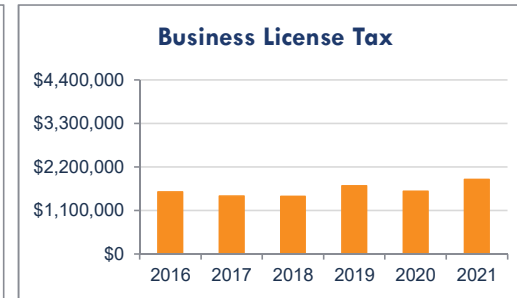
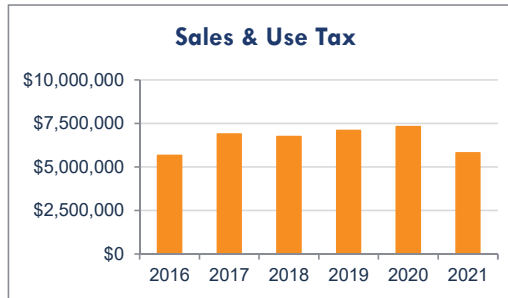
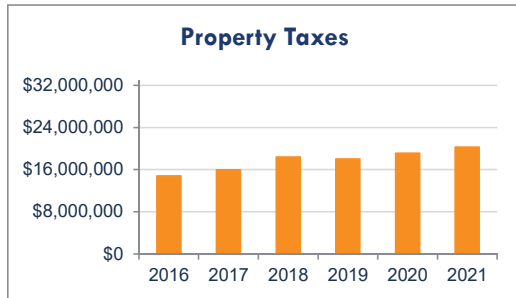
(a) The structure of payments for the some of the franchise fees has changed resulting in lower initial revenues at the beginning of the fiscal year as compared to prior years. This revenue will self adjust throughout the year to better align with prior full-year numbers.



City of Manhattan Beach

Fiscal Year-To-Date General Fund Trends Through March Year-Over-Year

Percent of Year
75.0%





City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021
Current Year Activity

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
100	GENERAL FUND							
	41101	C.Yr Secured Property Tax	28,728,000	-	28,728,000	16,366,690	12,361,310	57.0%
	41102	C.Yr Unsecured Property Tax	1,049,695	-	1,049,695	999,136	50,559	95.2%
	41103	P.Yr Secured Prop Tax	-	-	-	115,300	(115,300)	-
	41104	P.Yr Unsecured Property Tax	35,000	-	35,000	38,892	(3,892)	111.1%
	41105	Supplemental Property Tax	800,000	-	800,000	401,565	398,435	50.2%
	41106	Property Tax Collection Admin	(378,000)	-	(378,000)	(415,173)	37,173	109.8%
	41107	Interest & Penalties	80,000	-	80,000	71,188	8,812	89.0%
	41108	Property Tax In Lieu of VLF	4,809,161	-	4,809,161	2,683,926	2,125,235	55.8%
	PROPERTY TAX Total		35,123,856	-	35,123,856	20,261,524	14,862,332	57.7%
	41201	Sales & Use Tax	8,157,222	-	8,157,222	5,815,740	2,341,482	71.3%
	41202	Prop Tax In Lieu of Sales Tax	-	-	-	-	-	-
	41203	PSAF Sales Tax	346,463	-	346,463	253,413	93,050	73.1%
	41211	Transient Occupancy Tax	4,400,000	-	4,400,000	1,324,542	3,075,458	30.1%
	41212	Vacation Rental TOT	-	-	-	-	-	-
	41213	Franchise Tax	1,135,000	-	1,135,000	479,817	655,183	42.3%
	41214	Real Estate Transfer Tax	650,000	-	650,000	669,075	(19,075)	102.9%
	41221	Business License Tax	3,325,000	-	3,325,000	1,885,110	1,439,890	56.7%
	41224	AB 1379 Dis Access & Educ	-	-	-	10,765	(10,765)	-
	OTHER TAXES & ASSESSMENTS Total		18,013,685	-	18,013,685	10,438,463	7,575,222	57.9%
	42101	Building Permits	1,532,712	-	1,532,712	1,069,147	463,565	69.8%
	42102	Building Permits Surcharge	153,271	-	153,271	106,673	46,598	69.6%
	42103	Other Construction Permits	472,500	-	472,500	558,166	(85,666)	118.1%
	42104	Energov Tech Fee Admin	130,000	-	130,000	48,104	81,896	37.0%
	42105	Right of Way Permits	725,000	-	725,000	485,926	239,074	67.0%
	42106	Outdoor Facilities Permits	500	-	500	2,862	(2,362)	572.4%
	42108	Entertainment Permits	4,240	-	4,240	-	4,240	0.0%
	42111	Licensing Permits	5,200	-	5,200	2,714	2,486	52.2%
	42201	Fire Code Permits - Annual	150,000	-	150,000	72,785	77,215	48.5%
	42202	Fire Permits - One Time	25,000	-	25,000	11,332	13,668	45.3%
	42203	Fire Construction Inspections	27,000	-	27,000	45,327	(18,327)	167.9%
	42204	Studio Tenant	2,200	-	2,200	1,815	385	82.5%
	42301	Police Alarm Permits	86,700	-	86,700	71,568	15,132	82.5%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
100	42302	Animal License Fees	52,000	-	52,000	39,094	12,906	75.2%
	42401	Film Permits	35,000	-	35,000	15,602	19,398	44.6%
	LICENSES & PERMITS Total		3,401,323	-	3,401,323	2,531,114	870,209	74.4%
	43101	Vehicle Code Fines	95,000	-	95,000	46,225	48,775	48.7%
	43102	Parking Citations	1,700,000	-	1,700,000	1,014,780	685,220	59.7%
	43201	Fire Fines	-	-	-	-	-	-
	43301	Comm Dev Fines	15,000	-	15,000	51,175	(36,175)	341.2%
	43401	Municipal Code Fines	30,000	-	30,000	1,250	28,750	4.2%
	43402	Other Fines & Settlements	-	-	-	-	-	-
	43501	Public Works Fines	-	-	-	-	-	-
	FINES Total		1,840,000	-	1,840,000	1,113,429	726,571	60.5%
	44101	Interest Earnings	925,000	-	925,000	666,215	258,785	72.0%
	44102	Unrealized Invest Gain/Loss	-	-	-	(1,319,339)	1,319,339	-
	44103	Investment Amortization	-	-	-	88,993	(88,993)	-
	44104	Interfund Loan Interest	-	-	-	-	-	-
	44201	Capitalized Interest Earnings	-	-	-	-	-	-
	44204	Installment Fund Earnings	-	-	-	1	(1)	-
	44205	Delivery Fund Earnings	-	-	-	-	-	-
	44301	Other Interest Income	-	-	-	-	-	-
	44302	Loan Principal	-	-	-	-	-	-
	44401	Metlox Lease Payments	400,000	-	400,000	180,750	219,250	45.2%
	44402	Tennis Club Bldg (Parkview)	312,789	-	312,789	239,476	73,313	76.6%
	44403	Tennis Club Minimum+% Rent	100,000	-	100,000	120,000	(20,000)	120.0%
	44404	1334 Office Building Rent	47,006	-	47,006	50,988	(3,982)	108.5%
	44405	Tennis Club Parking Lot Lease	36,000	-	36,000	26,133	9,867	72.6%
	44406	Minimum Hotel Rent Payments	400,000	-	400,000	300,000	100,000	75.0%
	44407	Hotel Rent	1,100,000	-	1,100,000	335,328	764,672	30.5%
	44408	Golf Course Rent	10,000	-	10,000	9,762	238	97.6%
	44409	Mall Parking Lot Lease	185,000	-	185,000	124,043	60,957	67.1%
	44410	Post Office Lease	53,800	-	53,800	39,750	14,050	73.9%
	44411	Library Parking Lot Lease	6,200	-	6,200	4,179	2,021	67.4%
	44412	Misc. Rents & Concessions	43,001	-	43,001	25,872	17,129	60.2%
	44421	Wireless Communication Lease	185,000	-	185,000	147,037	37,963	79.5%
	INTEREST & RENTS Total		3,803,796	-	3,803,796	1,039,187	2,764,609	27.3%
	45121	Veh Lic Fee Penalties & Int	17,000	-	17,000	-	17,000	0.0%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
100	45122	Homeowners Property Tax Relief	150,000	-	150,000	71,365	78,635	47.6%
	45123	State Mandated Cost Reimb	15,000	-	15,000	-	15,000	0.0%
	45131	STC Reimbursement	3,850	-	3,850	1,228	2,622	31.9%
	45132	P.O.S.T. Reimbursement	25,000	-	25,000	3,325	21,675	13.3%
	45201	State Grant Programs	225,000	150,000	375,000	117,935	257,065	31.4%
	45301	Federal Grant Programs	103,000	80,000	183,000	43,317	139,683	23.7%
	45303	Federal/State Emergency Aid	-	-	-	435,236	(435,236)	-
	45401	Prop A Project Specific	-	-	-	-	-	-
	45502	BCHD Grant	29,000	-	29,000	-	29,000	0.0%
	45601	Miscellaneous Grants	248,000	-	248,000	82,667	165,334	33.3%
FROM OTHER AGENCIES Total			815,850	230,000	1,045,850	755,071	290,779	72.2%
	46101	Building Plan Check Fees	1,450,000	-	1,450,000	1,574,618	(124,618)	108.6%
	46102	Comm Dev Digital Document Fee	70,000	-	70,000	185,307	(115,307)	264.7%
	46103	Building Record Report Fees	120,000	-	120,000	127,385	(7,385)	106.2%
	46104	New Residential Unit Fee	4,900	-	4,900	5,600	(700)	114.3%
	46111	Planning Filing Fees	250,000	-	250,000	84,387	165,613	33.8%
	46112	Appeal Fees	500	-	500	-	500	0.0%
	46113	Com Dev Reimbursements	-	-	-	5,904	(5,904)	-
	46121	Traffic Engineering Services	16,000	-	16,000	25,682	(9,682)	160.5%
	46201	Police False Alarm Fees	70,000	-	70,000	25,691	44,309	36.7%
	46202	Police Service Fees	50,000	-	50,000	1,985	48,015	4.0%
	46203	Special Event Staffing Reimb	28,000	80,000	108,000	20,937	87,063	19.4%
	46204	DUI Cost Recovery	25,000	-	25,000	(9,632)	34,632	-38.5%
	46205	Booking Fee	19,000	-	19,000	663	18,337	3.5%
	46206	Boot Removal	6,000	-	6,000	-	6,000	0.0%
	46207	Vehicle Release Fee	60,000	-	60,000	66,567	(6,567)	110.9%
	46208	Animal Impound Fees	1,000	-	1,000	1,336	(336)	133.6%
	46301	Fire Reimbursements	150,000	-	150,000	306,942	(156,942)	204.6%
	46302	Ambulance Fees	775,000	-	775,000	618,789	156,211	79.8%
	46303	Fire Plan Check	100,000	-	100,000	62,110	37,890	62.1%
	46304	Fire Inspection Fees	5,000	-	5,000	-	5,000	0.0%
	46412	Residential City Cost Recovery	75,835	-	75,835	34,474	41,361	45.5%
	46415	Recycling	-	-	-	37,000	(37,000)	-
	46416	Constr Debris Plan Review	75,000	-	75,000	39,164	35,836	52.2%
	46421	Inter-City Median Maintenance	7,000	-	7,000	7,607	(607)	108.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
100	46422	Street Sweeping	2,000	-	2,000	-	2,000	0.0%
	46451	Public Works Misc Fees	20,000	-	20,000	43,032	(23,032)	215.2%
	46452	Public Works Reimbursement	302,700	-	302,700	314,859	(12,159)	104.0%
	46461	Public Records Request	-	-	-	-	-	-
	46501	Facility & Parks Res *	431,464	-	431,464	152,729	278,735	35.4%
	46502	Special Activities Classes *	104,291	-	104,291	42,287	62,004	40.5%
	46503	Special Events *	387,949	-	387,949	196,966	190,983	50.8%
	46504	Tennis Operations *	272,240	-	272,240	412,484	(140,244)	151.5%
	46505	Arts/Education Classes *	104,703	-	104,703	16,009	88,694	15.3%
	46506	Sports Leagues & Tournaments *	97,829	(46,000)	51,829	(485)	52,314	-0.9%
	46507	Sports Classes *	365,432	-	365,432	279,231	86,201	76.4%
	46508	Swimming Classes *	353,884	-	353,884	197,173	156,711	55.7%
	46509	Concerts in the Park	10,000	-	10,000	-	10,000	0.0%
	46510	Older Adult Activities *	67,475	-	67,475	1,628	65,847	2.4%
	46520	Recreation Reimbursements	-	-	-	2,672	(2,672)	-
	46601	Returned Check Fees	500	-	500	53	447	10.6%
46602	Reproduction Fees	15,000	-	15,000	5,546	9,454	37.0%	
SERVICES Total			5,893,702	34,000	5,927,702	4,886,700	1,041,002	82.4%
	47101	W Comp Salary Continuation	700,000	-	700,000	324,162	375,838	46.3%
	47107	Damage Recovery-Traffic Signal	-	-	-	-	-	-
	47201	Cash Over/Short	-	-	-	-	-	-
	47202	Resubmittal of Returned Checks	-	-	-	346	(346)	-
	47203	Bad Debt Recovery	25,000	-	25,000	7,058	17,942	28.2%
	47301	Miscellaneous Revenues	25,000	-	25,000	3,636	21,364	14.5%
	47302	P-Card Incentive	40,000	-	40,000	18,925	21,075	47.3%
	47303	City Store Sales	40,000	-	40,000	15,637	24,363	39.1%
	47304	Property Transfer Fee	-	-	-	-	-	-
	47306	Sale of Property	2,500	-	2,500	7	2,493	0.3%
	47307	Contrs From Private Parties	-	-	-	-	-	-
	47401	Lease Purchase Proceeds	-	-	-	-	-	-
	47903	Reimb- Phone Charges	-	-	-	-	-	-
MISCELLANEOUS REVENUE Total			832,500	-	832,500	369,771	462,729	44.4%
	49151	Operating Service Transfers	3,398,018	-	3,398,018	2,911,147	486,871	85.7%
INTERFUND CHARGES & TRANSFERS Total			3,398,018	-	3,398,018	2,911,147	486,871	85.7%
GENERAL FUND Total			73,122,730	264,000	73,386,730	44,306,407	29,080,323	60.4%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
201	STREET LIGHTING & LANDSCAPE FUND							
	41301	C.Yr Assessments	267,283	-	267,283	224,917	42,366	84.1%
	41302	P.Yr Assessments	2,900	-	2,900	-	2,900	0.0%
	41303	C.Yr Streetscape Assessments	107,005	-	107,005	-	107,005	0.0%
	41304	P.Yr Streetscape Assessments	500	-	500	-	500	0.0%
	OTHER TAXES & ASSESSMENTS Total		377,688	-	377,688	224,917	152,771	59.6%
	44101	Interest Earnings	-	-	-	-	-	-
	44102	Unrealized Invest Gain/Loss	-	-	-	-	-	-
	INTEREST & RENTS Total		-	-	-	-	-	-
	49201	Transfers In	12,230	-	12,230	-	12,230	0.0%
	49999	Budgeted Transfers In	-	-	-	-	-	-
	INTERFUND CHARGES & TRANSFERS Total		12,230	-	12,230	-	12,230	0.0%
	STREET LIGHTING & LANDSCAPE FUND Total		389,918	-	389,918	224,917	165,001	57.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
205	STREETS & HIGHWAYS FUND							
	41301	C.Yr Assessments	-	-	-	-	-	-
	OTHER TAXES & ASSESSMENTS Total		-	-	-	-	-	-
	44101	Interest Earnings	30,000	-	30,000	22,338	7,662	74.5%
	44102	Unrealized Invest Gain/Loss	-	-	-	(34,410)	34,410	-
	INTEREST & RENTS Total		30,000	-	30,000	(12,072)	42,072	-40.2%
	45101	State Gas Tax 2105	190,407	-	190,407	135,027	55,380	70.9%
	45102	State Gas Tax 2106	116,798	-	116,798	79,522	37,276	68.1%
	45103	State Gas Tax 2107	235,061	-	235,061	187,110	47,951	79.6%
	45104	State Gas Tax 2103	303,513	-	303,513	184,899	118,614	60.9%
	45111	SB1 Road Maintenance Rehab	617,379	-	617,379	424,978	192,401	68.8%
	45112	SB1 Highway Users Loan	-	-	-	-	-	-
	45125	SB 821 TDA	27,256	-	27,256	-	27,256	0.0%
	45202	Aid to Cities/STP-Local	-	817,472	817,472	817,472	-	100.0%
	45411	Measure R SB Highway	-	1,349,581	1,349,581	94,226	1,255,355	7.0%
	45601	Miscellaneous Grants	-	398,742	398,742	318,921	79,821	80.0%
	FROM OTHER AGENCIES Total		1,490,414	2,565,795	4,056,209	2,242,156	1,814,053	55.3%
	47307	Contrs From Private Parties	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	-	-	-
	STREETS & HIGHWAYS FUND Total		1,520,414	2,565,795	4,086,209	2,230,084	1,856,125	54.6%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
210	ASSET FORFEITURE FUND							
	44101	Interest Earnings	5,000	-	5,000	2,544	2,456	50.9%
	44102	Unrealized Invest Gain/Loss	-	-	-	(8,896)	8,896	-
	INTEREST & RENTS Total		5,000	-	5,000	(6,352)	11,352	-127.0%
	45801	Fed Forf - D.O.J Regional	-	-	-	-	-	-
	45802	Fed Forfeitures - D.O.J. Local	-	-	-	-	-	-
	45803	State Forfeitures - Regional	-	-	-	26,739	(26,739)	-
	45804	State Forfeitures - Local	-	-	-	-	-	-
	45805	Fed Forf - Treas Regional	-	-	-	-	-	-
	45806	Fed Forfeitures - Treas Local	-	-	-	-	-	-
	FROM OTHER AGENCIES Total		-	-	-	26,739	(26,739)	-
	47401	Lease Purchase Proceeds	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	-	-	-
	ASSET FORFEITURE FUND Total		5,000	-	5,000	20,387	(15,387)	407.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
211	POLICE SAFETY GRANTS FUND							
	44101	Interest Earnings	4,000	-	4,000	4,278	(278)	106.9%
	44102	Unrealized Invest Gain/Loss	-	-	-	(9,752)	9,752	-
	INTEREST & RENTS Total		4,000	-	4,000	(5,475)	9,475	-136.9%
	45124	State Supp Law Enf Serv	139,000	-	139,000	156,727	(17,727)	112.8%
	FROM OTHER AGENCIES Total		139,000	-	139,000	156,727	(17,727)	112.8%
	POLICE SAFETY GRANTS FUND Total		143,000	-	143,000	151,252	(8,252)	105.8%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
230	PROPOSITION A FUND							
	41204	Transit Sales Tax	647,861	-	647,861	530,738	117,123	81.9%
	OTHER TAXES & ASSESSMENTS Total		647,861	-	647,861	530,738	117,123	81.9%
	44101	Interest Earnings	-	-	-	1,030	(1,030)	-
	44102	Unrealized Invest Gain/Loss	-	-	-	(438)	438	-
	INTEREST & RENTS Total		-	-	-	592	(592)	-
	46521	Dial-A-Ride Fares	6,500	-	6,500	1,086	5,414	16.7%
	46522	Bus Pass Subsidies	1,200	-	1,200	-	1,200	0.0%
	SERVICES Total		7,700	-	7,700	1,086	6,614	14.1%
	47301	Miscellaneous Revenues	17,500	-	17,500	-	17,500	0.0%
	47305	City Funds Exchange	-	268,750	268,750	-	268,750	0.0%
	MISCELLANEOUS REVENUE Total		17,500	268,750	286,250	-	286,250	0.0%
	PROPOSITION A FUND Total		673,061	268,750	941,811	532,416	409,395	56.5%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
231	PROPOSITION C FUND							
	41204	Transit Sales Tax	500,608	-	500,608	440,231	60,377	87.9%
	OTHER TAXES & ASSESSMENTS Total		500,608	-	500,608	440,231	60,377	87.9%
	44101	Interest Earnings	80,000	-	80,000	42,958	37,042	53.7%
	44102	Unrealized Invest Gain/Loss	-	-	-	(101,921)	101,921	-
	INTEREST & RENTS Total		80,000	-	80,000	(58,964)	138,964	-73.7%
	45302	Safetec-Lu Earmark	-	-	-	-	-	-
	45411	Measure R SB Highway	-	9,416,498	9,416,498	26,640	9,389,858	0.3%
	45412	MTA Call For Grants	-	6,813,325	6,813,325	11,168	6,802,157	0.2%
	FROM OTHER AGENCIES Total		-	16,229,823	16,229,823	37,808	16,192,015	0.2%
	PROPOSITION C FUND Total		580,608	16,229,823	16,810,431	419,075	16,391,355	2.5%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
232	AB 2766	AQMD FUND						
	44101	Interest Earnings	1,000	-	1,000	935	66	93.5%
	44102	Unrealized Invest Gain/Loss	-	-	-	(1,490)	1,490	-
		INTEREST & RENTS Total	1,000	-	1,000	(556)	1,556	-55.6%
	45201	State Grant Programs	-	-	-	31,500	(31,500)	-
	45501	AB 2766 Air Quality	46,000	-	46,000	22,522	23,478	49.0%
		FROM OTHER AGENCIES Total	46,000	-	46,000	54,022	(8,022)	117.4%
		AB 2766 AQMD FUND Total	47,000	-	47,000	53,466	(6,466)	113.8%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
233	MEASURE R FUND							
	41204	Transit Sales Tax	375,497	-	375,497	372,091	3,406	99.1%
	OTHER TAXES & ASSESSMENTS Total		375,497	-	375,497	372,091	3,406	99.1%
	44101	Interest Earnings	28,000	-	28,000	18,206	9,794	65.0%
	44102	Unrealized Invest Gain/Loss	-	-	-	(36,405)	36,405	-
	INTEREST & RENTS Total		28,000	-	28,000	(18,199)	46,199	-65.0%
	45601	Miscellaneous Grants	540,000	-	540,000	38,000	502,000	7.0%
	FROM OTHER AGENCIES Total		540,000	-	540,000	38,000	502,000	7.0%
	47307	Contrs From Private Parties	-	-	-	(364)	364	-
	MISCELLANEOUS REVENUE Total		-	-	-	(364)	364	-
	MEASURE R FUND Total		943,497	-	943,497	391,529	551,968	41.5%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
234	MEASURE M FUND							
	41204	Transit Sales Tax	425,518	-	425,518	375,002	50,516	88.1%
	OTHER TAXES & ASSESSMENTS Total		425,518	-	425,518	375,002	50,516	88.1%
	44101	Interest Earnings	-	-	-	11,013	(11,013)	-
	44102	Unrealized Invest Gain/Loss	-	-	-	(18,130)	18,130	-
	INTEREST & RENTS Total		-	-	-	(7,117)	7,117	-
	45601	Miscellaneous Grants	3,640,000	-	3,640,000	-	3,640,000	0.0%
	FROM OTHER AGENCIES Total		3,640,000	-	3,640,000	-	3,640,000	0.0%
	MEASURE M FUND Total		4,065,518	-	4,065,518	367,885	3,697,633	9.0%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
401	CAPITAL IMPROVEMENTS FUND							
	41211	Transient Occupancy Tax	635,144	-	635,144	233,743	401,401	36.8%
	OTHER TAXES & ASSESSMENTS Total		635,144	-	635,144	233,743	401,401	36.8%
	42107	Park Development/Quimby	10,902	-	10,902	12,719	(1,817)	116.7%
	LICENSES & PERMITS Total		10,902	-	10,902	12,719	(1,817)	116.7%
	43102	Parking Citations	88,000	-	88,000	52,420	35,580	59.6%
	FINES Total		88,000	-	88,000	52,420	35,580	59.6%
	44201	Capitalized Interest Earnings	-	-	-	-	-	-
	44204	Installment Fund Earnings	-	-	-	2	(2)	-
	44301	Other Interest Income	-	-	-	663	(663)	-
	44302	Loan Principal	-	-	-	45,074	(45,074)	-
	INTEREST & RENTS Total		-	-	-	45,739	(45,739)	-
	45201	State Grant Programs	-	-	-	-	-	-
	45202	Aid to Cities/STP-Local	-	-	-	-	-	-
	45301	Federal Grant Programs	100,000	762,129	862,129	417,430	444,699	48.4%
	45401	Prop A Project Specific	-	-	-	-	-	-
	45601	Miscellaneous Grants	-	-	-	-	-	-
	FROM OTHER AGENCIES Total		100,000	762,129	862,129	417,430	444,699	48.4%
	46431	Parking Meters	650,750	-	650,750	314,683	336,067	48.4%
	SERVICES Total		650,750	-	650,750	314,683	336,067	48.4%
	47106	Legal Settlements	-	-	-	-	-	-
	47301	Miscellaneous Revenues	-	-	-	100,393	(100,393)	-
	47307	Contrs From Private Parties	-	-	-	-	-	-
	47402	Bond Proceeds Construction	-	-	-	-	-	-
	47403	Bond Proceeds Capitalized Int.	-	-	-	-	-	-
	47404	Bond Proceeds Reserve	-	-	-	-	-	-
	47405	Bond Proceeds Delivery/Install	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	100,393	(100,393)	-
	49201	Transfers In	-	100,000	100,000	-	100,000	0.0%
	INTERFUND CHARGES & TRANSFERS Total		-	100,000	100,000	-	100,000	0.0%
	CAPITAL IMPROVEMENTS FUND Total		1,484,796	862,129	2,346,925	1,177,128	1,169,798	50.2%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
403	UNDERGROUND ASSESSMENT DISTRICT CONSTRUCTION FUND							
	44101	Interest Earnings	-	-	-	101,772	(101,772)	-
	44102	Unrealized Invest Gain/Loss	-	-	-	-	-	-
	44203	Constr/Escrow Fund Earnings	-	-	-	-	-	-
	INTEREST & RENTS Total		-	-	-	101,772	(101,772)	-
	47301	Miscellaneous Revenues	-	-	-	4,250	(4,250)	-
	47402	Bond Proceeds Construction	-	-	-	-	-	-
	47406	Homeowner Payoff	-	-	-	(11,048)	11,048	-
	MISCELLANEOUS REVENUE Total		-	-	-	(6,798)	6,798	-
	UNDERGROUND ASSESSMENT DISTRICT CONSTRUCT		-	-	-	94,974	(94,974)	-



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
501	WATER FUND							
	44101	Interest Earnings	800,000	-	800,000	451,059	348,941	56.4%
	44102	Unrealized Invest Gain/Loss	-	-	-	(1,137,288)	1,137,288	-
	44103	Investment Amortization	-	-	-	12,687	(12,687)	-
	44201	Capitalized Interest Earnings	-	-	-	-	-	-
		INTEREST & RENTS Total	800,000	-	800,000	(673,543)	1,473,543	-84.2%
	46401	Utility Service Charges	15,000,000	-	15,000,000	11,992,666	3,007,334	80.0%
	46402	Utility Connection Fees	150,000	-	150,000	81,536	68,464	54.4%
	46403	Meter Installation	70,000	-	70,000	36,258	33,742	51.8%
	46404	Penalties	40,000	-	40,000	36,470	3,530	91.2%
		SERVICES Total	15,260,000	-	15,260,000	12,146,930	3,113,070	79.6%
	47203	Bad Debt Recovery	4,000	-	4,000	1,609	2,391	40.2%
	47204	Bad Debt Writeoff	(9,000)	-	(9,000)	-	(9,000)	0.0%
	47301	Miscellaneous Revenues	10,000	-	10,000	-	10,000	0.0%
	47306	Sale of Property	10,000	-	10,000	624	9,376	6.2%
		MISCELLANEOUS REVENUE Total	15,000	-	15,000	2,233	12,767	14.9%
		WATER FUND Total	16,075,000	-	16,075,000	11,475,621	4,599,379	71.4%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
502	STORMWATER FUND							
	41109	Measure W Parcel Tax	410,000	-	410,000	-	410,000	0.0%
	PROPERTY TAX Total		410,000	-	410,000	-	410,000	0.0%
	44101	Interest Earnings	30,000	-	30,000	14,267	15,733	47.6%
	44102	Unrealized Invest Gain/Loss	-	-	-	(47,467)	47,467	-
	44103	Investment Amortization	-	-	-	447	(447)	-
	INTEREST & RENTS Total		30,000	-	30,000	(32,753)	62,753	-109.2%
	46401	Utility Service Charges	345,000	-	345,000	179,514	165,486	52.0%
	46422	Street Sweeping	4,484	-	4,484	3,362	1,122	75.0%
	SERVICES Total		349,484	-	349,484	182,875	166,609	52.3%
	47301	Miscellaneous Revenues	-	-	-	21,241	(21,241)	-
	MISCELLANEOUS REVENUE Total		-	-	-	21,241	(21,241)	-
	49999	Budgeted Transfers In	-	-	-	-	-	-
	INTERFUND CHARGES & TRANSFERS Total		-	-	-	-	-	-
	STORMWATER FUND Total		789,484	-	789,484	171,363	618,121	21.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
503	WASTEWATER FUND							
	42109	Fats, Oil, Grease Permit	20,000	-	20,000	10,231	9,769	51.2%
	LICENSES & PERMITS Total		20,000	-	20,000	10,231	9,769	51.2%
	44101	Interest Earnings	200,000	-	200,000	151,159	48,841	75.6%
	44102	Unrealized Invest Gain/Loss	-	-	-	(337,475)	337,475	-
	44103	Investment Amortization	-	-	-	4,231	(4,231)	-
	44201	Capitalized Interest Earnings	-	-	-	-	-	-
	INTEREST & RENTS Total		200,000	-	200,000	(182,086)	382,086	-91.0%
	46401	Utility Service Charges	3,300,000	-	3,300,000	2,608,196	691,804	79.0%
	46402	Utility Connection Fees	200,000	-	200,000	117,066	82,934	58.5%
	46404	Penalties	11,000	-	11,000	9,573	1,427	87.0%
	SERVICES Total		3,511,000	-	3,511,000	2,734,835	776,165	77.9%
	47204	Bad Debt Writeoff	(2,000)	-	(2,000)	-	(2,000)	0.0%
	MISCELLANEOUS REVENUE Total		(2,000)	-	(2,000)	-	(2,000)	0.0%
	WASTEWATER FUND Total		3,729,000	-	3,729,000	2,562,980	1,166,020	68.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
520	PARKING FUND							
	41222	B.I.D- A License Surcharge	108,000	-	108,000	64,220	43,780	59.5%
	41223	B.I.D- B License Surcharge	29,000	-	29,000	14,174	14,826	48.9%
	OTHER TAXES & ASSESSMENTS Total		137,000	-	137,000	78,394	58,606	57.2%
	44101	Interest Earnings	35,000	-	35,000	15,779	19,221	45.1%
	44102	Unrealized Invest Gain/Loss	-	-	-	(64,978)	64,978	-
	44103	Investment Amortization	-	-	-	505	(505)	-
	44201	Capitalized Interest Earnings	-	-	-	-	-	-
	44204	Installment Fund Earnings	-	-	-	2	(2)	-
	INTEREST & RENTS Total		35,000	-	35,000	(48,692)	83,692	-139.1%
	46122	Permit Parking Program	3,000	-	3,000	2,445	555	81.5%
	46431	Parking Meters	3,870,000	-	3,870,000	1,769,489	2,100,511	45.7%
	46432	Parking Lot Spaces	225,000	-	225,000	171,969	53,031	76.4%
	SERVICES Total		4,098,000	-	4,098,000	1,943,903	2,154,097	47.4%
	47301	Miscellaneous Revenues	21,000	-	21,000	8,775	12,225	41.8%
	47307	Contrs From Private Parties	15,000	-	15,000	7,071	7,929	47.1%
	MISCELLANEOUS REVENUE Total		36,000	-	36,000	15,846	20,154	44.0%
	PARKING FUND Total		4,306,000	-	4,306,000	1,989,451	2,316,549	46.2%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
521	COUNTY PARKING LOTS FUND							
	46433	Parking Lot B Meters	210,000	-	210,000	225,322	(15,322)	107.3%
	46434	Parking Lot C Meters	820,000	-	820,000	783,996	36,004	95.6%
	46435	Parking Lot B Spaces	2,500	-	2,500	1,140	1,360	45.6%
	46436	Parking Lot C Spaces	11,000	-	11,000	7,210	3,790	65.5%
	SERVICES Total		1,043,500	-	1,043,500	1,017,668	25,832	97.5%
	COUNTY PARKING LOTS FUND Total		1,043,500	-	1,043,500	1,017,668	25,832	97.5%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
522	STATE PIER & PARKING FUND							
	44101	Interest Earnings	20,000	-	20,000	8,025	11,975	40.1%
	44102	Unrealized Invest Gain/Loss	-	-	-	(19,500)	19,500	-
	44103	Investment Amortization	-	-	-	229	(229)	-
	44412	Misc. Rents & Concessions	-	-	-	-	-	-
	INTEREST & RENTS Total		20,000	-	20,000	(11,246)	31,246	-56.2%
	46431	Parking Meters	800,000	-	800,000	541,050	258,950	67.6%
	SERVICES Total		800,000	-	800,000	541,050	258,950	67.6%
	47301	Miscellaneous Revenues	1,000	-	1,000	432	568	43.2%
	47307	Contrs From Private Parties	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		1,000	-	1,000	432	568	43.2%
	STATE PIER & PARKING FUND Total		821,000	-	821,000	530,236	290,764	64.6%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
601	INSURANCE RESERVE FUND							
	47102	Excess of SIR Recoveries	50,000	-	50,000	100	49,900	0.2%
	47103	Insurance Recoveries/Dividends	-	-	-	-	-	-
	47104	Damage Claims	-	-	-	-	-	-
	47105	Cobra Payments	-	-	-	190	(190)	-
	47301	Miscellaneous Revenues	-	-	-	6,933	(6,933)	-
	MISCELLANEOUS REVENUE Total		50,000	-	50,000	7,222	42,778	14.4%
	49101	Workers Comp Billing	4,835,640	-	4,835,640	3,626,730	1,208,910	75.0%
	49102	Unemployment Billings	25,020	-	25,020	18,765	6,255	75.0%
	49103	Liability Insurance Billings	2,293,320	-	2,293,320	1,719,990	573,330	75.0%
	49999	Budgeted Transfers In	-	-	-	-	-	-
	INTERFUND CHARGES & TRANSFERS Total		7,153,980	-	7,153,980	5,365,485	1,788,495	75.0%
	INSURANCE RESERVE FUND Total		7,203,980	-	7,203,980	5,372,707	1,831,273	74.6%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
605	INFORMATION TECHNOLOGY FUND							-
	47301	Miscellaneous Revenues	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	-	-	-
	49121	Information System Charge	2,814,340	-	2,814,340	2,110,761	703,579	75.0%
	49999	Budgeted Transfers In	-	-	-	-	-	-
	INTERFUND CHARGES & TRANSFERS Total		2,814,340	-	2,814,340	2,110,761	703,579	75.0%
	INFORMATION TECHNOLOGY FUND Total		2,814,340	-	2,814,340	2,110,761	703,579	75.0%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
610	FLEET MANAGEMENT FUND							
	47104	Damage Claims	-	-	-	45,686	(45,686)	-
	47301	Miscellaneous Revenues	-	-	-	-	-	-
	47306	Sale of Property	-	-	-	28,856	(28,856)	-
	47401	Lease Purchase Proceeds	-	-	-	-	-	-
	47902	Reimb- Gas charges MBUSD	25,000	-	25,000	13,767	11,233	55.1%
	MISCELLANEOUS REVENUE Total		25,000	-	25,000	88,309	(63,309)	353.2%
	49111	Fleet Rental Charges	-	-	-	-	-	-
	49112	Fleet Maintenance Charge	-	-	-	-	-	-
	49201	Transfers In	-	-	-	-	-	-
	INTERFUND CHARGES & TRANSFERS Total		-	-	-	-	-	-
	FLEET MANAGEMENT FUND Total		25,000	-	25,000	88,309	(63,309)	353.2%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
615	BUILDING MAINTENANCE & OPERATIONS FUND							
	47301	Miscellaneous Revenues	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	-	-	-
	49131	Building Maintenance	1,931,161	-	1,931,161	1,236,364	694,797	64.0%
	49141	Warehouse Sales	121,564	-	121,564	58,297	63,267	48.0%
	49142	Garage Sales	30,000	-	30,000	21,656	8,344	72.2%
	INTERFUND CHARGES & TRANSFERS Total		2,082,725	-	2,082,725	1,316,317	766,408	63.2%
	BUILDING MAINTENANCE & OPERATIONS FUND Tot		2,082,725	-	2,082,725	1,316,317	766,408	63.2%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
710	SPECIAL ASSESSMENT REDEMPTION FUND							
	41301	C.Yr Assessments	732,532	-	732,532	433,880	298,652	59.2%
	OTHER TAXES & ASSESSMENTS Total		732,532	-	732,532	433,880	298,652	59.2%
	44202	Bond Reserve Fund Earnings	-	-	-	23	(23)	-
	44204	Installment Fund Earnings	-	-	-	3	(3)	-
	INTEREST & RENTS Total		-	-	-	26	(26)	-
	47407	Bond Redemption	-	-	-	43,502	(43,502)	-
	MISCELLANEOUS REVENUE Total		-	-	-	43,502	(43,502)	-
	SPECIAL ASSESSMENT REDEMPTION FUND Total		732,532	-	732,532	477,408	255,124	65.2%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
711	SPECIAL ASSESSMENTS UAD 19-12 & 19-14							
	41301	C.Yr Assessments	614,943	-	614,943	354,603	260,340	57.7%
	OTHER TAXES & ASSESSMENTS Total		614,943	-	614,943	354,603	260,340	57.7%
	44202	Bond Reserve Fund Earnings	-	-	-	14	(14)	-
	44204	Installment Fund Earnings	-	-	-	7	(7)	-
	INTEREST & RENTS Total		-	-	-	21	(21)	-
	47407	Bond Redemption	-	-	-	-	-	-
	MISCELLANEOUS REVENUE Total		-	-	-	-	-	-
	SPECIAL ASSESSMENTS UAD 19-12 & 19-14 Total		614,943	-	614,943	354,623	260,320	57.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
712	SPECIAL ASSESSMENTS UAD 19-4							
	41301	C.Yr Assessments	340,513	-	340,513	180,908	159,605	53.1%
	OTHER TAXES & ASSESSMENTS Total		340,513	-	340,513	180,908	159,605	53.1%
	44202	Bond Reserve Fund Earnings	-	-	-	8	(8)	-
	44204	Installment Fund Earnings	-	-	-	2	(2)	-
	INTEREST & RENTS Total		-	-	-	10	(10)	-
	47407	Bond Redemption	-	-	-	46,694	(46,694)	-
	MISCELLANEOUS REVENUE Total		-	-	-	46,694	(46,694)	-
	SPECIAL ASSESSMENTS UAD 19-4 Total		340,513	-	340,513	227,612	112,901	66.8%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
801	PENSION TRUST FUND							
	44101	Interest Earnings	2,000	-	2,000	878	1,122	43.9%
	44102	Unrealized Invest Gain/Loss	-	-	-	(2,366)	2,366	-
	INTEREST & RENTS Total		2,000	-	2,000	(1,488)	3,488	-74.4%
	47901	Reimb Ca Emplr Ret Ben Trst	168,000	-	168,000	-	168,000	0.0%
	MISCELLANEOUS REVENUE Total		168,000	-	168,000	-	168,000	0.0%
	49202	Contributions	50,000	-	50,000	-	50,000	0.0%
	INTERFUND CHARGES & TRANSFERS Total		50,000	-	50,000	-	50,000	0.0%
	PENSION TRUST FUND Total		220,000	-	220,000	(1,488)	221,488	-0.7%



City of Manhattan Beach
Fiscal Year 2020-2021 Revenue Detail
As of March 31, 2021

% of Year: 75%

Fund	Object	Account Description	Original Budget	Budget Adjustments	Adjusted Budget	Year-to-Date Actuals	Unrealized Amount	% Realized
804	PARS INVESTMENT TRUST FUND							
	44206	PARS Section 115 Interest	50,000	-	50,000	143,142	(93,142)	286.3%
	INTEREST & RENTS Total		50,000	-	50,000	143,142	(93,142)	286.3%
	PARS INVESTMENT TRUST FUND Total		50,000	-	50,000	143,142	(93,142)	286.3%
Grand Total			123,823,559	20,190,497	144,014,056	77,806,230	66,207,826	54.0%



City of Manhattan Beach
Fiscal Year 2020-2021 Citywide Expenditures
As of March 31, 2021

% of Year
75.0%

Current Year Activity

	Fund No.	Original	Budget	Adjusted	Year-to-Date		Available	%	
		Budget	Adjustments*	Budget	Actuals	Encumbrances	Budget	Utilized	
100	General Fund	100	\$73,124,188	\$1,863,913	\$74,988,101	\$52,060,964	\$1,307,123	\$21,620,015	71.2%
201	Street Lighting & Landscaping Fund	201	575,720	42,550	618,270	465,376	7,550	145,344	76.5%
205	Gas Tax Fund	205	762,979	3,435,856	4,198,835	1,560,022	594,478	2,044,335	51.3%
210	Asset Forfeiture	210	147,900	180,000	327,900	147,920	81,510	98,470	70.0%
211	Police Safety Grants	211	142,000	100,000	242,000	105,489	11,237	125,274	48.2%
230	Prop A Fund	230	941,812	-	941,812	468,879	11,894	461,039	51.0%
231	Prop C Fund	231	911,711	19,594,814	20,506,525	4,268,889	8,718,786	7,518,850	63.3%
232	AB 2766 Fund	232	673	-	673	504	-	169	74.9%
233	Measure R	233	1,267,979	660,000	1,927,979	25,973	237,581	1,664,424	13.7%
234	Measure M	234	4,287,979	477,017	4,764,996	15,338	309,565	4,440,093	6.8%
401	Capital Improvements Fund	401	1,549,034	7,508,471	9,057,505	1,940,591	1,157,773	5,959,140	34.2%
403	Underground Assessment District Construction	403	-	10,995,832	10,995,832	4,599,723	3,895,788	2,500,322	-
501	Water Fund	501	26,567,117	31,045,323	57,612,440	14,536,752	36,097,775	6,977,913	87.9%
502	Stormwater Fund	502	2,697,756	1,497,865	4,195,621	958,256	872,721	2,364,644	43.6%
503	Wastewater Fund	503	3,200,081	10,421,751	13,621,832	1,524,527	267,723	11,829,582	13.2%
520	Parking Fund	520	2,415,831	1,410,851	3,826,682	2,096,146	943,008	787,527	79.4%
521	County Parking Lots Fund	521	747,077	-	747,077	151,535	-	595,542	20.3%
522	State Pier & Parking Lot Fund	522	539,418	126,046	665,464	384,924	65,509	215,030	67.7%
601	Insurance Reserve Fund	601	6,746,975	19,269	6,766,244	5,101,783	112,009	1,552,451	77.1%
605	Information Systems Reserve Fund	605	3,409,683	556,676	3,966,359	2,305,293	440,232	1,220,833	69.2%
610	Fleet Management Fund	610	1,686,502	197,080	1,883,582	904,629	208,899	770,054	59.1%
615	Building Maintenance & Operation Fund	615	2,001,242	219,048	2,220,290	1,333,615	137,303	749,372	66.2%
710	Special Assessment Debt Service	710	717,050	-	717,050	715,050	-	2,000	99.7%
711	Special Assessment UAD 19-12 19-14 Fund	711	282,099	-	282,099	278,099	-	4,000	98.6%
712	Special Assessment UAD 19-4 Fund	712	120,279	-	120,279	118,280	-	1,999	98.3%
801	City Pension Fund	801	241,000	-	241,000	149,355	-	91,645	62.0%
804	PARS Investment Trust	804	-	-	-	-	-	-	-
			\$135,084,085	\$90,352,362	\$225,436,447	\$96,217,913	\$55,478,464	\$73,740,070	42.7%

*Budget Adjustments include City Council-approved adjustments during the current year and encumbrances carried forward from the prior year.



City of Manhattan Beach
Fiscal Year 2020-2021 General Fund Expenditures by Department
As of March 31, 2021

% of Year
75.0%

Current Year Activity

	Dept No.	Original Budget	Budget Adjustments*	Adjusted Budget	YTD Expenditures	YTD Encumbrances	Available Budget	% Used
Management Services	11	\$3,338,253	\$301,305	\$3,639,558	\$2,366,890	\$420,618	\$852,049	76.6%
Finance	12	3,408,829	274,259	3,683,088	2,749,650	97,480	835,958	77.3%
Human Resources	13	1,179,070	82,761	1,261,831	858,359	76,227	327,244	74.1%
Parks and Recreation	14	7,326,536	171,102	7,497,638	5,228,958	225,019	2,043,661	72.7%
Police	15	29,573,506	270,975	29,844,481	20,729,331	49,944	9,065,207	69.6%
Fire	16	14,322,427	17,371	14,339,798	10,597,607	27,640	3,714,551	74.1%
Community Development	17	5,579,574	711,835	6,291,409	4,169,127	261,570	1,860,712	70.4%
Public Works	18	8,395,993	34,305	8,430,298	5,361,042	148,625	2,920,632	65.4%
Information Technology	19	-	-	-	-	-	-	n/a
		\$73,124,188	\$1,863,913	\$74,988,101	\$52,060,964	\$1,307,123	\$21,620,015	71.2%

*Budget Adjustments include City Council-approved adjustments during the current year and encumbrances carried forward from the prior year.



Staff Report

City of Manhattan Beach

TO: Members of the Finance Subcommittee

THROUGH: Steve S. Charelian, Finance Director

FROM: Julie Bondarchuk, Financial Controller
Libby Bretthauer, Financial Services Manager

DATE: May 13, 2021

SUBJECT: Investment Portfolio as of March 31, 2021

RECOMMENDATION:

Staff recommends that the Finance Subcommittee accepts the status report on the City's investment portfolio as of March 31, 2021.

FISCAL IMPLICATION:

There are no fiscal implications associated with the recommended action. As of March 31, 2021, the City's investment portfolio totaled \$118.1 million in book value (\$118.0 million par value).

DISCUSSION:

Since the last update as of November 30, 2020, the City's investment portfolio has increased \$1.8 million in par value. Investments (purchases less redemptions) increased \$1.0 million and investment in the Local Agency Investment Fund (LAIF) increased by \$0.8 million. As in prior years, normal operating activities (warrants and payroll coverage) cause the City to operate at a deficit during the summer months until Property Taxes are received during the months of December, January, April and May.

Since October 2017, the City has deposited \$1.5 million into the PARS Pension Rate Stabilization Trust Fund as approved by the City Council. This balance, plus the gains and losses received on the fund, is presented with each monthly Portfolio Report below the total Treasurer's Balance (page 9).

Activity

The following purchase and redemption activity took place between December 1, 2020, and March 31, 2021:

Agenda Item #: _____

RECENT ACTIVITY

Security	Date of Activity	Maturity Date	Purchase (Par)	Maturing/Call	YTM
FNMA - 1.75% Coupon	2/4/2021	7/2/2024	1,000,000		0.259%
FHLB - 2.875% Coupon	2/4/2021	6/14/2024	1,000,000		0.312%
FNMA - 2.875% Coupon	2/4/2021	9/12/2023	1,000,000		0.499%
Total Purchases			\$3,000,000		0.357%
Matured: MTN - 1.85% Coupon	2/2/2021	2/2/2021		1,000,000	2.110%
Matured: FNMA - 1.375% Coupon	2/26/2021	2/26/2021		1,000,000	1.917%
Total Maturing/Calls				\$2,000,000	2.014%

FFCB = Federal Farm Credit Bank; FHLB = Federal Home Loan Bank; FHLMC = Federal Home Loan Mortgage Corporation (Freddie Mac); FNMA = Federal National Mortgage Association (Fannie Mae); MTN = Corporate Medium Term Note

Average Yield to Maturity on the City's portfolio book value decreased to 1.230% in March from 1.386% in November. During this time frame, \$3.0 million in federal agency securities were purchased and investments totaling \$2.0 million matured. Currently, \$61.0 million is being held in LAIF as market conditions and investment opportunities are monitored in accordance with the City's Investment Policy. Efforts are made to ensure the portfolio is well-balanced by investing in high-grade securities diversified in origin and maturity date.

Attachment: Investment Portfolio as of March 31, 2021



City of Manhattan Beach

Investment Portfolio

March 2021

As Finance Director for the City of Manhattan Beach, I hereby certify that these investments are in compliance with the City's investment policy (unless otherwise noted). Sufficient liquidity has been maintained to meet budget expenditure requirements for the current six month period.

Steve S. Charelian, Finance Director

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Summary
March 1, 2021 through March 31, 2021

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
LAIF	61,000,000.00	61,000,000.00	61,000,000.00	51.64	1	1	0.352	0.357
Medium Term Notes	15,000,000.00	15,541,928.00	14,950,550.35	12.66	1,517	789	2.396	2.429
Federal Agency Issues - Coupon	29,000,000.00	30,168,190.00	29,270,427.61	24.78	1,586	804	1.946	1.973
Treasury Securities - Coupon	13,000,000.00	13,397,320.00	12,908,231.24	10.93	1,484	717	2.247	2.278
Investments	118,000,000.00	120,107,438.00	118,129,209.20	100.00%	748	378	1.213	1.230
Cash								
Passbook/Checking (not included in yield calculations)	4,388,894.69	4,388,894.69	4,388,894.69		1	1	0.000	0.000
Total Cash and Investments	122,388,894.69	124,496,332.69	122,518,103.89		748	378	1.213	1.230

Total Earnings	March 31 Month Ending	Fiscal Year To Date
Current Year	124,244.74	1,330,271.15


 STEVE S. CHARELIAN, FINANCE DIRECTOR

Reporting period 03/01/2021-03/31/2021

Run Date: 05/04/2021 - 22:28

Portfolio CITY
 CP
 PM (PRF_PM1) 7.3.11
 Report Ver. 7.3.11

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
March 31, 2021

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM	Days to Maturity	Maturity Date
LAIF											
SYS3000	3000	Local Agency Invest. Fund	07/01/2018	61,000,000.00	61,000,000.00	61,000,000.00	0.357		0.357	1	
Subtotal and Average				61,000,000.00	61,000,000.00	61,000,000.00			0.357	1	

Medium Term Notes

037833DC1	MTN0096	APPLE INC	04/23/2018	1,000,000.00	1,025,930.00	984,830.24	2.100	AA+	3.060	529	09/12/2022
037833AK6	MTN0098	APPLE INC	05/22/2018	1,000,000.00	1,044,660.00	981,116.04	2.400	AA+	3.298	762	05/03/2023
06406FAD5	MTN0106	BANK OF NY MELLO	09/09/2019	1,000,000.00	1,039,960.00	1,009,011.00	2.200	A	1.951	867	08/16/2023
06406RAL1	MTN0109	BANK OF NY MELLO	02/10/2020	1,000,000.00	1,052,000.00	1,011,205.00	2.100	A	1.850	1,302	10/24/2024
084670BC1	MTN0094	BERKSHIRE HATHWY	11/03/2017	1,000,000.00	1,013,090.00	1,010,167.96	3.750	AA	2.148	136	08/15/2021
22160KAK1	MTN0102	COSTCO COMPANIES	05/13/2019	1,000,000.00	1,020,950.00	994,226.00	2.300	A+	2.500	412	05/18/2022
254687FK7	MTN0107	Walt Disney	12/12/2019	2,000,000.00	2,074,268.00	1,983,976.54	1.750	A-	1.977	1,247	08/30/2024
191216CL2	MTN0108	COCA-COLA CO	12/12/2019	1,000,000.00	1,040,670.00	993,679.00	1.750	A+	1.890	1,254	09/06/2024
594918BQ6	MTN0104	MICROSOFT CORP	07/01/2019	1,000,000.00	1,036,760.00	999,000.00	2.000	AAA	2.025	859	08/08/2023
68389XAP0	MTN0103	ORACLE CORP	05/13/2019	1,000,000.00	1,032,670.00	995,436.00	2.500	A	2.640	562	10/15/2022
89236TFN0	MTN0099	TOYOTA MOTOR CREDIT	09/21/2018	1,000,000.00	1,071,360.00	999,500.00	3.450	A+	3.461	902	09/20/2023
89236TDK8	MTN0101	TOYOTA MOTOR CREDIT	03/26/2019	1,000,000.00	1,043,460.00	989,508.71	2.250	A+	2.634	930	10/18/2023
911312BC9	MTN0100	United Parcel Service	10/04/2018	1,000,000.00	1,021,200.00	988,380.95	2.350	A-	3.193	410	05/16/2022
90331HPC1	MTN0105	US BANK NA OHIO	09/09/2019	1,000,000.00	1,024,950.00	1,010,512.91	2.650	AA-	1.883	417	05/23/2022
Subtotal and Average				15,000,000.00	15,541,928.00	14,950,550.35			2.429	789	

Federal Agency Issues - Coupon

3133EHCT8	FAC0259	FED FARM CR BK	05/22/2017	1,000,000.00	1,019,740.00	1,003,160.23	2.150	AA+	1.894	348	03/15/2022
3133EJDE6	FAC0271	FED FARM CR BK	02/16/2018	2,000,000.00	2,090,680.00	1,995,250.80	2.570	AA+	2.708	686	02/16/2023
3133EJSD2	FAC0276	FED FARM CR BK	10/02/2018	2,000,000.00	2,119,160.00	1,990,360.00	2.890	AA+	3.000	809	06/19/2023
3133EJK57	FAC0278	FED FARM CR BK	12/12/2018	2,000,000.00	2,131,940.00	2,013,390.49	3.080	AA+	2.840	844	07/24/2023
3130A3KM5	FAC0268	Federal Home Loan Bank	01/10/2018	2,000,000.00	2,077,900.00	2,005,829.09	2.500	AA+	2.357	617	12/09/2022
3130A2UW4	FAC0285	Federal Home Loan Bank	12/11/2019	2,000,000.00	2,160,740.00	2,082,448.35	2.875		1.771	1,261	09/13/2024
3130AGWK7	FAC0289	Federal Home Loan Bank	02/07/2020	1,000,000.00	1,035,510.00	1,001,306.00	1.500		1.470	1,232	08/15/2024
3130A1XJ2	FAC0291	Federal Home Loan Bank	02/04/2021	1,000,000.00	1,077,860.00	1,089,174.00	2.875		0.312	1,170	06/14/2024
3134G9M79	FAC0258	Federal Home Loan Mortgage	03/13/2017	2,000,000.00	2,011,420.00	1,997,873.21	1.875	AA+	2.076	116	07/26/2021
3137EAEC9	FAC0269	Federal Home Loan Mortgage	01/25/2018	2,000,000.00	2,007,800.00	1,986,504.08	1.125	AA+	2.154	133	08/12/2021
3135G0T45	FAC0261	Fannie Mae	05/22/2017	1,000,000.00	1,017,680.00	1,001,150.00	1.875	AA+	1.850	369	04/05/2022
3135G0W66	FAC0286	Fannie Mae	12/11/2019	2,000,000.00	2,077,720.00	1,993,020.00	1.625		1.700	1,293	10/15/2024
3135G0W66	FAC0287	Fannie Mae	02/07/2020	2,000,000.00	2,077,720.00	2,011,260.00	1.625		1.500	1,293	10/15/2024
3135G0V75	FAC0288	Fannie Mae	02/07/2020	2,000,000.00	2,085,800.00	2,017,572.46	1.750		1.526	1,188	07/02/2024
3135G0V75	FAC0290	Fannie Mae	02/04/2021	1,000,000.00	1,042,900.00	1,051,930.00	1.750		0.259	1,188	07/02/2024

Portfolio CITY
CP

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Investments
March 31, 2021

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM	Days to Maturity	Maturity Date
Federal Agency Issues - Coupon											
3135G0U43	FAC0292	Fannie Mae	02/04/2021	1,000,000.00	1,064,020.00	1,070,672.00	2.875		0.499	894	09/12/2023
880591EN8	FAC0277	Tennessee Valley Authority	12/12/2018	2,000,000.00	2,046,400.00	1,970,108.85	1.875	AA+	2.793	501	08/15/2022
880591EN8	FAC0279	Tennessee Valley Authority	02/14/2019	1,000,000.00	1,023,200.00	989,418.05	1.875	AA+	2.493	501	08/15/2022
Subtotal and Average				29,000,000.00	30,168,190.00	29,270,427.61			1.973	804	
Treasury Securities - Coupon											
912828D72	UST0023	US TREASURY	02/16/2018	1,000,000.00	1,008,050.00	996,957.97	2.000		2.439	152	08/31/2021
912828F21	UST0024	US TREASURY	02/16/2018	1,000,000.00	1,010,350.00	997,362.70	2.125		2.478	182	09/30/2021
912828XQ8	UST0027	US TREASURY	12/12/2018	2,000,000.00	2,050,240.00	1,978,227.66	2.000		2.681	486	07/31/2022
912828XQ8	UST0028	US TREASURY	02/14/2019	1,000,000.00	1,025,120.00	992,464.75	2.000		2.510	486	07/31/2022
912828S92	UST0029	US TREASURY	02/14/2019	1,000,000.00	1,023,980.00	969,165.17	1.250		2.525	851	07/31/2023
912828D1	UST0030	US TREASURY	02/14/2019	1,000,000.00	1,027,700.00	971,365.32	1.375		2.432	882	08/31/2023
912828L57	UST0031	US TREASURY	03/25/2019	1,000,000.00	1,024,180.00	991,673.66	1.750		2.201	547	09/30/2022
9128283C2	UST0032	US TREASURY	03/25/2019	1,000,000.00	1,029,340.00	991,406.25	2.000		2.250	578	10/31/2022
912828W48	UST0033	US TREASURY	05/13/2019	1,000,000.00	1,051,640.00	995,039.06	2.125		2.234	1,064	02/29/2024
912828W71	UST0034	US TREASURY	05/13/2019	1,000,000.00	1,052,420.00	994,687.50	2.125		2.240	1,095	03/31/2024
9128282U3	UST0035	US TREASURY	02/07/2020	2,000,000.00	2,094,300.00	2,029,881.20	1.875		1.493	1,248	08/31/2024
Subtotal and Average				13,000,000.00	13,397,320.00	12,908,231.24			2.278	717	
Total and Average				118,000,000.00	120,107,438.00	118,129,209.20			1.230	378	

CITY OF MANHATTAN BEACH
Portfolio Management
Portfolio Details - Cash
March 31, 2021

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity
Money Market Fund										
SYS39903-39902	39901	UNION BANK	07/01/2018	4,388,894.69	4,388,894.69	4,388,894.69			0.000	1
Subtotal and Average										1
Total Cash and Investments				122,388,894.69	124,496,332.69	122,518,103.89			1.230	378



City of Manhattan Beach Investment Portfolio Summary *As of March 31, 2021*

PORTFOLIO PROFILE	Mar 31, 2021	Feb 28, 2021	Jan 31, 2021	Dec 31, 2020	Nov 30, 2020
Total Book Value (Excluding Trust Funds)	\$118,129,209	\$122,129,209	\$120,906,928	\$121,106,928	\$116,069,050
Increase/(Decrease) from Prior Period	(4,000,000)	1,222,281	(200,000)	5,037,878	(2,991,153)
Percentage Change	(3.3%)	1.0%	(0.2%)	4.3%	(2.5%)
Average Yield to Maturity (365 Days)	1.230%	1.228%	1.291%	1.334%	1.386%
Increase/(Decrease) from Prior Period	0.002%	(0.064%)	(0.043%)	(0.052%)	(0.046%)

PORTFOLIO ALLOCATIONS

By Security	Value (Par)	Percent	Par YTM	Time Horizon	Percent
LAIF*	\$61,000,000	51.69%	0.357%	Next 12 months	59%
Medium Term Notes	15,000,000	12.7%	2.429%	Months 13-24	14%
Federal Agencies	29,000,000	24.6%	1.973%	Months 25-36	12%
U.S. Treasuries	13,000,000	11.0%	2.278%	Months 37-48	14%
Total	\$118,000,000	100.0%	1.229%	Months 49-60	0%
				Total	100.0%

*LAIF YTM as of March 31, 2021

RECENT ACTIVITY

Security	Date of Activity	Maturity Date	Purchase (Par)	Maturing/Call	YTM
FNMA - 1.75% Coupon	2/4/2021	7/2/2024	1,000,000		0.259%
FHLB - 2.875% Coupon	2/4/2021	6/14/2024	1,000,000		0.312%
FNMA - 2.875% Coupon	2/4/2021	9/12/2023	1,000,000		0.499%
Total Purchases			\$3,000,000		0.357%
Matured: MTN - 1.95% Coupon	11/10/2020	11/10/2020		2,000,000	2.167%
Called: MTN - 1.95% Coupon	11/30/2020	6/3/2021		1,000,000	2.709%
Matured: MTN - 1.85% Coupon	2/2/2021	2/2/2021		1,000,000	2.110%
Matured: FNMA - 1.375% Coupon	2/26/2021	2/26/2021		1,000,000	1.917%
Total Maturing/Calls				\$5,000,000	2.214%



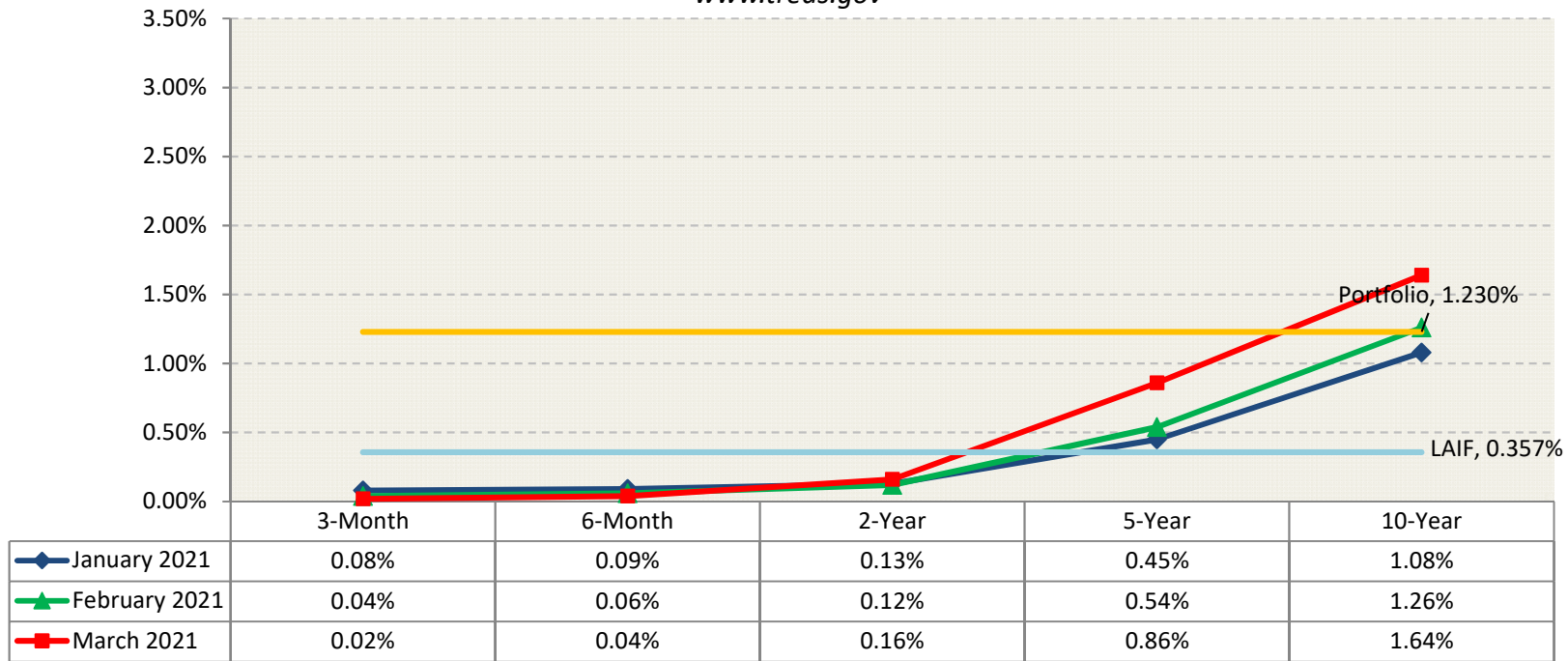
City of Manhattan Beach Investment Portfolio Summary *As of March 31, 2021*

FUNDS HELD IN TRUST	Value
Police/Fire Refunding Bonds	\$2
Marine Avenue Refunding Bonds	1
Metlox & Water/Wastewater Refunding Bonds	2
UUAD Assessment Refunding Bonds	511,565
UUAD Assessment District 12 & 14	402,976
UUAD Assessment District 4	203,680
PARS Investment Trust	1,758,986
Total Funds Held in Trust	\$2,877,211

As of March 31, 2021

US Treasuries Yield Curve

www.treas.gov



Monthly yields are interpolated by the Treasury from the daily yield curve.

CITY OF MANHATTAN BEACH
Portfolio Maturity Structure
April 2021 through March 2026

HELD TO MATURITY
Rolling 60 Months

Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt	Mth	Mat.	YTM	Inv	Call	Amt						
Apr 21						Apr 22	4/5/22	1.85%	FNMA	nc	\$1.0M	Apr 23						Apr 24						Apr 25					
May 21						May 22	5/16/22	3.19%	MTN	MW: 10	\$1.0M	May 23	5/3/23	3.30%	MTN	MW: 15	\$1.0M	May 24						May 25					
							5/18/22	2.50%	MTN	MW: 10	\$1.0M																		
							5/23/22	1.88%	MTN	4/22/22	\$1.0M																		
Jun 21						Jun 22						Jun 23	6/19/23	3.00%	FFCB	nc	\$2.0M	Jun 24	6/14/24	0.31%	FHLB	nc	\$1.0M	Jun 25					
Jul 21	7/26/21	2.1%	FHLMC	nc	\$2.0M	Jul 22	7/31/22	2.68%	T	nc	\$2.0M	Jul 23	7/24/23	2.84%	FFCB	nc	\$2.0M	Jul 24	7/2/24	1.53%	FNMA	nc	\$2.0M	Jul 25					
							7/31/22	2.51%	T	nc	\$1.0M		7/31/23	2.53%	T	nc	\$1.0M		7/2/24	0.26%	FNMA	nc	\$1.0M						
Aug 21	8/15/21	2.1%	MTN	nc	\$1.0M	Aug 22	8/15/22	2.79%	TVA	nc	\$2.0M	Aug 23	8/31/23	2.43%	T	nc	\$1.0M	Aug 24	8/15/24	1.47%	FHLB	nc	\$1.0M	Aug 25					
	8/12/21	2.2%	FHLMC	nc	\$2.0M		8/15/22	2.49%	TVA	nc	\$1.0M		8/8/23	2.03%	MTN	MW:12.5	\$1.0M		8/30/24	1.98%	MTN	7/30/24	\$2.0M						
	8/31/21	2.4%	T	nc	\$1.0M							8/16/23	1.95%	MTN	6/16/23	\$1.0M		8/31/24	1.49%	T	nc	\$2.0M							
Sep 21						Sep 22	9/12/22	3.06%	MTN	MW: 7.5	\$1.0M	Sep 23	9/20/23	3.46%	MTN	nc	\$1.0M	Sep 24	9/6/24	1.89%	MTN	9/6/24	\$1.0M	Sep 25					
	9/30/21	2.5%	T	nc	\$1.0M		9/30/22	2.20%	T	nc	\$1.0M		9/12/23	0.50%	FNMA	nc	\$1.0M		9/13/24	1.77%	FHLB	nc	\$2.0M						
Oct 21						Oct 22	10/31/22	2.25%	T	nc	\$1.0M	Oct 23	10/18/23	2.63%	MTN	nc	\$1.0M	Oct 24	10/15/24	1.70%	FNMA	nc	\$2.0M	Oct 25					
							10/15/22	2.64%	MTN	MW: 12.5	\$1.0M							10/15/24	1.50%	FNMA	nc	\$2.0M							
																	10/24/24	1.85%	MTN	9/6/24	\$1.0M								
Nov 21						Nov 22						Nov 23						Nov 24						Nov 25					
Dec 21						Dec 22	12/9/22	2.36%	FHLB	nc	\$2.0M	Dec 23						Dec 24						Dec 25					
Jan 22						Jan 23						Jan 24						Jan 25						Jan 26					
Feb 22						Feb 23	2/16/23	2.71%	FFCB	nc	\$2.0M	Feb 24	2/29/24	2.23%	T	nc	\$1.0M	Feb 25						Feb 26					
Mar 22	3/15/22	1.9%	FFCB	nc	\$1.0M	Mar 23						Mar 24	3/31/24	2.24%	T	nc	\$1.0M	Mar 25						Mar 26					
Total By Year (excl LAIF)					\$8.0m						\$18.0m						\$17.0m						\$0.0m						
% of Total Securities (excl LAIF)					14%						32%						25%						30%						0%
% of Total Investments (incl LAIF)					58%						15%						12%						14%						0%

Total Securities	48%	\$57.0M
LAIF	52%	\$61.0M
Total Investments	100%	\$118.0M

Shaded rows indicate months with significant cash inflows.

City of Manhattan Beach
Investment Policy Compliance Chart
As of March 31, 2021

Instrument		% of Total	Dollar Compliance		Percentage Compliance		Term Compliance	
			Limit	Compliant?	Limit	Compliant?	Limit	Compliant?
Local Agency Investment Fund (LAIF)	\$61,000,000	51.7%	\$65,000,000	Yes	<i>Temporary Suspension</i>			
Treasury Securities								
US Treasury	\$13,000,000	11.0%					5 Years	Yes
Total U.S. Treasuries (11)	\$13,000,000	11.0%						
Medium Term (Corporate) Notes								
Costco	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
<i>Total Consumer Staples Sector</i>	<i>\$1,000,000</i>	<i>0.8%</i>			<i>10.0%</i>	<i>Yes</i>		
Coca-Cola	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
<i>Total Consumer Goods Sector</i>	<i>\$1,000,000</i>	<i>0.8%</i>			<i>10.0%</i>	<i>Yes</i>		
Berkshire Hathaway	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
Toyota Motor Credit	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
US Bank	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
Bank of NY	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
<i>Total Financial Sector</i>	<i>\$6,000,000</i>	<i>5.1%</i>			<i>10.0%</i>	<i>Yes</i>		
United Parcel Service	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
<i>Total Industrials Sector</i>	<i>\$1,000,000</i>	<i>0.8%</i>			<i>10.0%</i>	<i>Yes</i>		
Apple Inc	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
Microsoft Corp	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
Oracle Corp	1,000,000	0.8%			5.0%	Yes	5 Years	Yes
<i>Total Technology Sector</i>	<i>\$4,000,000</i>	<i>3.4%</i>			<i>10.0%</i>	<i>Yes</i>		
Walt Disney Co	2,000,000	1.7%			5.0%	Yes	5 Years	Yes
<i>Total Communication Services Sector</i>	<i>\$2,000,000</i>							
Total Medium Term Notes (14)	\$15,000,000	12.7%			20.0%	Yes		
Federal Agencies								
Federal Home Loan Bank (FHLB)	\$6,000,000	5.1%			33.3%	Yes	5 Years	Yes
Federal Farm Credit (FFCB)	7,000,000	5.9%			33.3%	Yes	5 Years	Yes
Fannie Mae (FNMA)	9,000,000	7.6%			33.3%	Yes	5 Years	Yes
Freddie Mac (FHLMC)	4,000,000	3.4%			33.3%	Yes	5 Years	Yes
Tennessee Valley Authority (TVA)	3,000,000	2.5%			33.3%	Yes	5 Years	Yes
Total Federal Agencies (18)	\$29,000,000	24.6%			60.0%	Yes		
Total Portfolio	\$118,000,000	100.0%						



CITY OF MANHATTAN BEACH
TREASURER'S REPORT
March 31, 2021

<u>Investments</u>	Book Value
LAIF	\$61,000,000.00
Medium Term Notes	14,950,550.35
Federal Agency Issues-Coupon	29,270,427.61
Treasury Securities	12,908,231.24
Subtotal Investments	<u>\$118,129,209.20</u>
<u>Demand Deposit/Petty Cash</u>	
Cash in Bank	\$4,388,894.69
Petty Cash	3,425.99
Subtotal Demand Deposit	<u>\$4,392,320.68</u>
Subtotal City Cash & Investments	<u>\$122,521,529.88</u>
<u>Bond Funds Held in Trust</u>	
Police Fire Refunding	\$1.83
Marine Ave Park Refunding	0.65
Metlox & Water/Wastewater Refunding	1.53
Utility Assessment Districts	1,118,220.79
Subtotal Bonds Held in Trust	<u>\$1,118,224.80</u>
<u>Investment Trust Funds</u>	
PARS Pension Rate Stabilization Trust	1,758,986.47
 Treasurer's Balance	 <u><u>\$125,398,741.15</u></u>



PMIA/LAIF Performance Report as of 04/15/21



PMIA Average Monthly Effective Yields⁽¹⁾

Mar	0.357
Feb	0.407
Jan	0.458

Quarterly Performance Quarter Ended 03/31/21

LAIF Apportionment Rate ⁽²⁾ :	0.44
LAIF Earnings Ratio ⁽²⁾ :	0.00001214175683392
LAIF Fair Value Factor ⁽¹⁾ :	1.001269853
PMIA Daily ⁽¹⁾ :	0.35%
PMIA Quarter to Date ⁽¹⁾ :	0.41%
PMIA Average Life ⁽¹⁾ :	220

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 03/31/21 \$126.7 billion

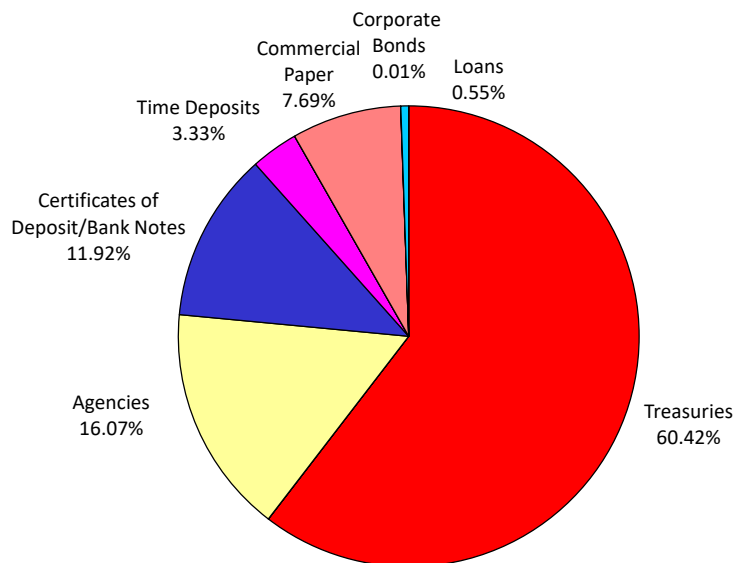


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Finance Subcommittee

THROUGH: Steve S. Charelian, Finance Director

FROM: Libby Bretthauer, Financial Services Manager
Josh Grady, Acting Revenue Services Supervisor
Toni Page, Acting Revenue Services Specialist

DATE: May 13, 2021

SUBJECT: FY 2020/2021 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables.

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 2020/2021 Monthly Schedule of TOT, Lease and Miscellaneous payments
2. Miscellaneous Accounts Receivables Aging Statistical Report

2020-2021 comm

As of: 5/5/2021

MONTHLY REVENUES															
		Due Date	Acct #	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	TOTALS	
HOTEL BED TAX:															
The Belamar (19)	M	20TH	100-3203	7/21/2020	8/24/2020	9/17/2020	10/16/2020	11/25/2020	12/23/2020	1/26/2021	2/25/2021	3/24/2021	4/22/2021		
Crimson Hotel (45)	M	20TH	100-3203	7/20/2020	8/17/2020	9/15/2020	10/19/2020	11/17/2020	12/23/2020	1/28/2021	2/18/2021	3/22/2021	4/21/2021		
Man Village Inn (19)	M	20TH	100-3203	7/13/2020	8/17/2020	9/7/2020	10/15/2020	11/17/2020	12/16/2020	1/26/2021	2/18/2021	3/24/2021	4/7/2021		
Best Western Plus (53)	M	20TH	100-3203	7/14/2020	8/21/2020	9/17/2020	10/28/2020	11/25/2020	12/9/2020	1/28/2021	2/18/2021	3/24/2021	4/29/2021		
Hi-View Motel (20)	M	20TH	100-3203	7/21/2020	8/8/2020	9/24/2020	11/3/2020	11/25/2020	12/21/2020	1/26/2021	2/25/2021	3/22/2021	4/21/2021		
Wave Hotel (44)	M	20TH	100-3203	7/20/2020	8/17/2020	9/15/2020	10/19/2020	11/17/2020	12/23/2020	1/28/2021	2/18/2021	3/22/2021	4/21/2021		
Man Bch Motel (13)	M	20TH	100-3203	7/20/2020	8/24/2020	9/23/2020	10/20/2020	11/25/2020	1/26/2021	1/26/2021	2/25/2021	3/24/2021	4/22/2021		
Marriott (380)	M	20TH	100-3203	7/21/2020	8/24/2020	9/23/2020	10/21/2020	11/25/2020	12/23/2020	1/26/2021	2/26/2021	3/24/2021	4/22/2021		
Residence Inn (176)	M	20TH	100-3203	7/16/2020	8/28/2020	9/24/2020	10/28/2020	11/25/2020	12/23/2020	1/28/2021	2/25/2021	3/24/2021	4/22/2021		
Sea Horse Inn (33)	M	20TH	100-3203	7/10/2020	8/19/2020	9/24/2020	10/15/2020	11/17/2020	12/22/2020	1/28/2021	2/22/2021	3/24/2021	5/4/2021		
Sea View Inn (18)	M	20TH	100-3203	7/20/2020	8/19/2020	9/24/2020	10/28/2020	11/25/2020	12/23/2020	1/28/2021	2/18/2021	3/24/2021	4/26/2021		
Shade (38)	M	20TH	100-3203	7/30/2020	8/28/2020	9/23/2020	10/28/2020	11/25/2020	12/23/2020	1/28/2021	2/25/2021	3/24/2021	4/22/2021		
			Sub Total		\$ 118,484.51	\$ 187,198.43	\$ 235,835.23	\$ 250,899.37	\$ 227,318.14	\$ 187,922.29	\$ 129,257.34	\$ 128,638.67	\$ 147,266.92	\$ 227,102.84	\$ 1,839,923.74
MB STUDIOS:															
CRP MB Studios %	M	20TH	100-3204	8/12/2020	9/15/2020	10/28/2020	11/3/2020	12/8/2020	1/26/2021	1/26/2021	3/10/2021	4/7/2021		\$ 99,850.28	
CRP MB Studios-Fire	M	20TH	100-3715	8/12/2020	9/16/2020	10/28/2020	11/3/2020	11/25/2020	3/10/2021	4/7/2021				\$ 2,045.00	
CRP MB Studios-Fire Inv.	M	1ST	100-3304	8/24/2020	9/17/2020	10/28/2020	11/3/2020	12/8/2020	1/26/2021	4/7/2021	4/7/2021	4/7/2021		\$ 18,749.97	
CRP MB Studios Annual Fire Fee	M	20TH	100-3304	11/25/2020	11/25/2020	4/7/2021	12/22/2020	12/22/2020	1/14/2021	2/1/2021	3/1/2021	3/1/2021	4/14/2021	\$ 69,333.34	
LEASES:															
Metlox	M	1ST	100-3519	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 200,833.30	
Metlox - Profit	A	MARCH	100-3519								0.00			\$ -	
Bay Club- Bldg Rent	M	10TH	100-3513	\$ 3,948.68	\$ 3,948.68	\$ 3,948.68	\$ 4,023.70	\$ 4,023.70	\$ 4,023.70	\$ 4,023.70	\$ 4,023.70	\$ 4,023.70	\$ 4,023.70	\$ 40,011.94	
Bay Club-%	M	10TH	100-3518	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 150,000.00	
Bay Club -G/R Recon	A	10TH	100-3531											\$ -	
Bay Club - Tennis Rent	M	10TH	100-3514	\$ 26,275.59	\$ 26,275.59	\$ 26,275.59	\$ 26,774.83	\$ 26,774.83	\$ 26,774.83	\$ 26,774.83	\$ 26,774.83	\$ 26,774.83	\$ 26,774.83	\$ 266,250.58	
Bay Club -Parking	M	10TH	100-3531	\$ 2,867.39	\$ 2,867.39	\$ 2,867.39	\$ 2,921.87	\$ 2,921.87	\$ 2,921.87	\$ 2,921.87	\$ 2,921.87	\$ 2,921.87	\$ 2,921.87	\$ 29,055.26	
County Library Parking	M	15TH	100-3534	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 5,223.90	
Sprint	M	30TH	100-3517	\$ 5,558.00	\$ 5,558.00	\$ 5,558.00	\$ 5,558.00	\$ 5,558.00	\$ 5,558.00	\$ 5,835.90	\$ 5,835.90	\$ 5,835.90	\$ 5,835.90	\$ 56,691.60	
AT & T	M	1ST	100-3517	\$ 6,095.42	\$ 6,095.42	\$ 6,360.86	\$ 6,400.19	\$ 6,400.19	\$ 6,400.19	\$ 6,400.19	\$ 6,400.19	\$ 6,400.19	\$ 6,400.19	\$ 56,952.84	
Verizon 16/Valley lease	M	25TH	100-3517	\$ 5,041.83	\$ 5,041.83	\$ 5,041.83	\$ 5,041.83	\$ 5,041.83	\$ 5,041.83	\$ 5,041.83	\$ 5,293.92	\$ 5,293.92		\$ 45,880.65	
Pay N Play Racquetball	M	1ST	100-3511											\$ -	
Marriott-Min	M	20TH	100-3516	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33			\$ 266,666.64	
Marriott - %	Q	31ST	100-3515				\$ 26,269.00							\$ 26,269.00	
Marriott Golf Course	Q	31ST	100-3512				\$ 7,208.00							\$ 7,208.00	
United States PO	M	1ST	100-3533	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 4,416.67	\$ 44,166.70	
Village Mall Parking	M	25TH	100-3532	\$ 15,498.64	\$ 15,793.11	\$ 6,704.58	\$ 6,704.59	\$ 15,793.11	\$ 15,793.11	\$ 15,793.11	\$ 15,793.11	\$ 15,793.11	\$ 15,793.11	\$ 123,666.47	
Shade #1	M	15TH	100-3511	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 875.64	\$ 7,880.76	
Storage Shade #2	M	15TH	100-3511	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81	\$ 769.81		\$ 6,928.29	
Triology Day Spa Storage	M	15TH	100-3511	\$ 755.95	\$ 755.95	\$ 779.38	\$ 779.38	\$ 779.38	\$ 779.38	\$ 779.38				\$ 5,408.80	
Metlox (shared maint.)	Q		520-3910		\$ 2,239.78			\$ 2,628.28						\$ 4,868.06	
FRANCHISES:															
Verizon/Frontier Comm.	Q		100-3202		\$ 73,033.18			\$ 68,968.54			\$ 95,183.63			\$ 237,185.35	
Verizon/ Frontier PEG	A	FEB	100-21505											\$ -	
Time Warner/Spectrum (PEG)	Q		100-21503		\$ 15,722.81			\$ 15,730.95			\$ 17,239.78			\$ 48,693.54	
Time Warner/Spectrum (Basic)	Q		100-3202		\$ 78,597.34			\$ 78,654.76			\$ 85,379.54			\$ 242,631.64	
Van Lingen Towing	M	10TH	100-3713	\$ 2,242.00	\$ 7,198.00	\$ 4,475.52	\$ 4,365.00	\$ 2,740.00	\$ 5,260.00	\$ 3,944.00				\$ 30,224.52	
So Cal Edison	A	APRIL	100-3202										\$ 458,066.51	\$ 458,066.51	
So Cal Gas	A	APRIL	100-3202										\$ 114,051.63	\$ 114,051.63	
Plains West Coast Terminals	A	APRIL	100-3202											\$ -	

2020-2021 comm

As of: 5/5/2021

MONTHLY REVENUES				July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	TOTALS
	Due Date	Acct #												
MISC. PAYMENTS														
Waste Mgmt-Recycle	A	JUNE	510-3747	\$ 37,000.00										\$ 37,000.00
Mrs. June Mikrut	A	AUG \$25	503-3738		\$ 25.00									\$ 25.00
Median-Hermosa Bch	A	AUGUST	100-3735	\$ 2,188.21										\$ 2,188.21
Median-Redondo Bch	A	AUGUST	100-3735	\$ 5,254.68										\$ 5,254.68
Panchos-Pkg Spaces	M	1ST	520-3995	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 8,775.00
Signals-Target	A	DEC	100-3736											\$ -
Fusion Sushi 270 Sq. Ft	M	20Th	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 7,290.00
Summers 44 Sq. Ft.	A	JULY	100-3734		\$ 1,584.00									\$ 1,584.00
Uncle Bills 195 Sq. Ft	M	1ST	100-3734	\$ 585.00	\$ 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	1ST	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 8,100.00
Legacy Inmate Comm	M	1ST	100-21604	\$ 3.05	\$ 60.97	\$ 21.14								\$ 85.16
Northrop Grumman	A	JULY	100-3734			\$ 1,398.00								\$ 1,398.00
Lemonade	M	1ST	100-3511	\$ 1,575.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00						\$ 4,200.00

A - Annual
Q - Quarterly
M - Monthly

City of Manhattan Beach
Accounts Receivable - Aging Statistics
Miscellaneous AR

5/5/2021

Dollars

	<u>Total AR</u>	<u>0-30</u>	<u>30-60</u>	<u>60-90</u>	<u>90-120</u>	<u>>120</u>
July	419,067.10	206,897.65	41,227.40	36,918.86	58,941.09	75,082.10
* August	254,098.48	79,082.88	66,597.11	8,245.68	3,120.79	97,052.02
September	342,062.77	166,383.17	2,625.95	65,841.16	8,245.68	98,966.81
October	337,923.95	124,506.56	5,209.46	35,524.28	65,761.16	106,922.49
November	671,829.34	477,645.91	16,820.37	5,209.46	2,000.95	170,152.65
December	593,202.57	446,212.93	40,526.91	123.94	4,734.46	101,604.33
January	654,936.95	435,411.09	41,336.90	9,991.85	1,803.94	166,393.17
February	655,758.48	137,372.31	34,161.90	335,794.26	9,867.91	138,562.10
March	627,823.68	105,189.85	212,548.01	30,983.30	148,365.48	130,737.04
April	671,154.87	159,456.59	165,086.08	69,682.40	30,983.30	245,946.50
May						
June						
* Partial						
Avg.	522,785.82	233,815.89	62,614.01	59,831.52	33,382.48	133,141.92

Percentages

	<u>Total AR</u>	<u>0-30</u>	<u>30-60</u>	<u>60-90</u>	<u>90-120</u>	<u>>120</u>
July	100%	49%	10%	9%	14%	18%
August	100%	31%	26%	3%	1%	38%
September	100%	49%	1%	19%	2%	29%
October	100%	37%	2%	11%	19%	32%
November	100%	71%	3%	1%	0%	25%
December	100%	75%	7%	0%	1%	17%
January	100%	66%	6%	2%	0%	25%
February	100%	21%	5%	51%	2%	21%
March	100%	17%	34%	5%	24%	21%
April	100%	24%	25%	10%	5%	37%
May						
June						
Avg.	100%	47%	8%	9%	7%	28%



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Members of the Finance Subcommittee

THROUGH: Steve Charelian, Finance Director

FROM: Libby Bretthauer, Financial Services Manager
Josh Grady, Acting Revenue Services Supervisor
Toni Page, Acting Revenue Services Specialist

DATE: May 13, 2021

SUBJECT: Bad Debt Write-Offs to Collections from January 31, 2021 – March 31, 2021.

RECOMMENDATION:

Staff recommends that the Finance Subcommittee ratify the attached summary report of write-offs within the authority of the Finance Director (not to exceed \$5,000).

FISCAL IMPLICATION:

Financial Credit Network (FCN), the City's collection agency, is paid a commission based on the money collected. The commission percentage is 25% for regular collections or 35% for accounts requiring legal action. The agency provides an initial 15-day grace period. During that period any money collected by the agency will be remitted back to the City without charge.

BACKGROUND:

City Council approved a policy delegating write-off authority to the Finance Director for uncollectable accounts up to \$5,000. Write-offs of \$5,000 to \$10,000 require the approval of the Finance Subcommittee. Any write-off of uncollectible accounts greater than \$10,000 require City Council approval.

DISCUSSION:

The City reviewed outstanding accounts that were more than 120 days in arrears as of January 31, 2021 - March 31, 2021. The accounts listed below were within the \$5,000 signing authority of the Finance Director and have been sent to FCN for collection.

- Ambulance Billing: \$ 358,671.46 (January 31, 2021 - March 31, 2021)
- Miscellaneous A/R \$ 3,194.46 (January 31, 2021 - March 31, 2021)
- Utility Billing: \$ 19,242.80 (January 31, 2021 - March 31, 2021)
- Parking Citations: \$ 33,199.00 (January 31, 2021 - March 31, 2021)

Agenda Item #: _____

The collection process begins once an account remains unpaid for 120 days or more. Once deemed uncollectable by City staff the appropriate authority is asked to approve the account for write-off, and then pertinent information is sent to the collection agency to begin their collection process. Depending upon time and effort, the collection agency may earn up to a 35% commission for the amount they collect.

The Finance Subcommittee receives periodic reports for ratification of all write-offs.


Attachments:

1. Summary of write-offs (not to exceed \$5,000 per line item) from January 31, 2021 - March 31, 2021



Memorandum

City of Manhattan Beach

TO: Steve S. Charelian, Finance Director 

FROM: Libby Bretthauer, Financial Services Manager
 Josh Grady, Acting Revenue Services Supervisor
 Toni Page, Acting Revenue Services Specialist

DATE: April 19, 2021

SUBJECT: Write-Offs for Ambulance Billing, Utility Billings and Miscellaneous Accounts Receivables (January 31, 2021 – March 31, 2021)

In order to maximize revenues from delinquent account holders, the services of an outside collection agency is required. The City contracts with Financial Credit Network (FCN).

The City Council approved write-off limits are:

<u>Authority</u>	<u>Write Off Limits</u>
Finance Director	\$0 - \$5,000
Finance Subcommittee	\$5,001 - \$10,000
City Council	\$10,001+

The attached list of individual accounts, each more than 120 days past due, are all less than \$5,000 (the maximum allowable write-off limit set by policy for the Finance Director). After numerous attempts by City Staff to achieve collections in-house, the accounts remain unpaid. With approval by the Finance Director, we will send these accounts to FCN on May 13, 2021. The grand totals for Ambulance, Utility Billing, Miscellaneous A/R billing and Parking Citations are:

Write-Off Period January 31, 2021 – March 31, 2020:

	<u>Dollar Amount</u>	<u>Number of Accounts</u>
Ambulance Billing:	\$ 358,671.46	155
Miscellaneous Accounts Receivable:	\$ 3,194.46	3
Utility Billing (water & refuse):	\$ 19,242.80	40
Parking Citations:	\$ 33,199.00	374

Attachments (detailed write off reports):

1. Ambulance Billing
2. Miscellaneous Accounts Receivable
3. Utility Billing (water & refuse)

Agenda Item #: _____

4. Parking Citations (via Turbo Data)

JAN - MAR 2021

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
1	58351557	Holden	MANHATTAN BEACH	CA	\$ 50.00
2	58710581	Ataii	MANHATTAN BEACH	CA	\$ 100.00
3	58721518	Isabella	REDONDO BEACH	CA	\$ 100.00
4	58186330	Evans	MANHATTAN BEACH	CA	\$ 108.00
5	58330860	Larsen	MANHATTAN BEACH	CA	\$ 110.59
6	58419446	Evans	MANHATTAN BEACH	CA	\$ 112.57
7	57924256	Filek	TORRANCE	CA	\$ 200.00
8	58138497	Kim	MANHATTAN BEACH	CA	\$ 225.00
9	58186332	Cuartero	MANHATTAN BEACH	CA	\$ 225.00
10	57855460	Aubert	MANHATTAN BEACH	CA	\$ 1,695.00
11	58094907	Schwartz	MANHATTAN BEACH	CA	\$ 1,695.00
12	58319345	White	MANHATTAN BEACH	CA	\$ 1,695.00
13	58565802	Siroky			\$ 1,695.00
14	57774868	Ruiz	LOS ANGELES	CA	\$ 1,800.00
15	58025082	Islas Lopez	MANHATTAN BEACH	CA	\$ 1,819.00
16	58497361	Doe	MANHATTAN BEACH	CA	\$ 1,819.00
17	58497363	Doe	MANHATTAN BEACH	CA	\$ 1,819.00
18	58497374	Manjarrez	MANHATTAN BEACH	CA	\$ 1,819.00
19	58565756	Smith	MANHATTAN BEACH	CA	\$ 1,819.00
20	58801163	Fischer	MANHATTAN BEACH	CA	\$ 1,819.00
21	58801165	Anderson	MANHATTAN BEACH	CA	\$ 1,819.00
22	58461043	Ellis	INCLINE VILLAGE	NV	\$ 1,828.00
23	57855462	Jones	ATLANTIC CITY	NJ	\$ 1,838.00
24	58094945	Hernandez			\$ 1,838.00
25	58094992	Clarkson	MANHATTAN BEACH	CA	\$ 1,838.00
26	58094998	Timmerman	REDONDO BEACH	CA	\$ 1,838.00
27	58461040	Woods	MANHATTAN BEACH	CA	\$ 1,838.00
28	58461100	Davis	MANHATTAN BEACH	CA	\$ 1,838.00
29	58721496	Furtado	MANHATTAN BEACH	CA	\$ 1,838.00
30	58876737	Virrueta	MANHATTAN BEACH	CA	\$ 1,838.00
31	59085746	Bond	MANHATTAN BEACH	CA	\$ 1,838.00
32	58697793	Grayson	MANHATTAN BEACH	CA	\$ 1,846.00
33	58094972	Sweeney			\$ 1,857.00
34	58461055	Bomeh	SHREWSBURY	MA	\$ 1,857.00
35	58497370	Culbertson	MANHATTAN BEACH	CA	\$ 1,857.00
36	58632858	Nicholson	MANHATTAN BEACH	CA	\$ 1,857.00
37	58801128	Rivera			\$ 1,857.00
38	58025086	Lane	WESTMINSTER	CA	\$ 1,865.00
39	58295231	Heard	LOS ANGELES	CA	\$ 1,865.00
40	58733617	Jones	LOS ANGELES	CA	\$ 1,865.00
41	58801160	Garcia	HAWTHORNE	CA	\$ 1,865.00
42	58865886	Sprigs	REDONDO BEACH	CA	\$ 1,865.00
43	59030655	Griego	GARDENA	CA	\$ 1,865.00

JAN - MAR 2021

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
44	58295228	Williams			\$ 1,876.00
45	58319355	Woodruffe			\$ 1,876.00
46	58721547	Sanchez	LOS ANGELES	CA	\$ 1,876.00
47	58801154	Almanar			\$ 1,876.00
48	58876701	Tesnow	MANHATTAN BEACH	CA	\$ 1,876.00
49	57855449	Conteras			\$ 1,884.00
50	58497358	Sheikh	SAN DIEGO	CA	\$ 1,895.00
51	58876714	Hogan	MANHATTAN BEACH	CA	\$ 1,903.00
52	58307477	Becker	ROCHESTER	NY	\$ 1,976.00
53	58295296	Herzog	MANHATTAN BEACH	CA	\$ 2,043.30
54	57855423	Guzman	MANHATTAN BEACH	CA	\$ 2,476.00
55	58963738	Castelanos	MANHATTAN BEACH	CA	\$ 2,552.00
56	58497377	Shoumounejad	HEMET	CA	\$ 2,569.00
57	58497373	Fazzio			\$ 2,571.00
58	58710561	Rodzinek	MANHATTAN BEACH	CA	\$ 2,598.00
59	59085766	Kruger			\$ 2,645.00
60	58620216	Otoya	MANHATTAN BEACH	CA	\$ 2,647.00
61	58801175	Fleming	MALIBU	CA	\$ 2,647.00
62	57762566	Bulley	MANHATTAN BEACH	CA	\$ 2,664.00
63	57910375	Burns	MANHATTAN BEACH	CA	\$ 2,664.00
64	58173841	Struchèn	MANHATTAN BEACH	CA	\$ 2,664.00
65	58295374	Burke	MANHATTAN BEACH	CA	\$ 2,664.00
66	58497366	Bantis	INGLEWOOD	CA	\$ 2,664.00
67	58733686	Colville	MANHATTAN BEACH	CA	\$ 2,664.00
68	58801162	Weber	MANHATTAN BEACH	CA	\$ 2,664.00
69	58307478	Ponce De Leon	VISALIA	CA	\$ 2,666.00
70	58620186	Johnson	TORRANCE	CA	\$ 2,673.00
71	57762679	Pleva	MANHATTAN BEACH	CA	\$ 2,683.00
72	57855389	Pleva	MANHATTAN BEACH	CA	\$ 2,683.00
73	57855466	Lee	MANHATTAN BEACH	CA	\$ 2,683.00
74	57910383	Thomas	HAWTHORNE	CA	\$ 2,683.00
75	57924249	Abate	HAWTHORNE	CA	\$ 2,683.00
76	58094963	Kadosh	LOS ANGELES	CA	\$ 2,683.00
77	58094969	Disha	MANHATTAN BEACH	CA	\$ 2,683.00
78	58094982	Brenneman	MANHATTAN BEACH	CA	\$ 2,683.00
79	58138477	Ong			\$ 2,683.00
80	58173848	Torres	RIVERSIDE	CA	\$ 2,683.00
81	58295200	Aswad	MANHATTAN BEACH	CA	\$ 2,683.00
82	58461029	Cook			\$ 2,683.00
83	58461031	Hemphill			\$ 2,683.00
84	58461033	Greene	MANHATTAN BEACH	CA	\$ 2,683.00
85	58461041	Brodnax	MANHATTAN BEACH	CA	\$ 2,683.00
86	58461048	Danzer	MANHATTAN BEACH	CA	\$ 2,683.00

JAN - MAR 2021

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
87	58461110	Villalba	LAS VEGAS	NV	\$ 2,683.00
88	58620200	Caldwell	HERMOSA BEACH	CA	\$ 2,683.00
89	58620202	Leon	MANHATTAN BEACH	CA	\$ 2,683.00
90	58697801	Lina			\$ 2,683.00
91	58721556	Lee	MANHATTAN BEACH	CA	\$ 2,683.00
92	58721560	Chase	MANHATTAN BEACH	CA	\$ 2,683.00
93	58801116	Duarte			\$ 2,683.00
94	58801159	Caswell	REDONDO BEACH	CA	\$ 2,683.00
95	59030680	Evans	MANHATTAN BEACH	CA	\$ 2,683.00
96	57935264	Humphreys	MANHATTAN BEACH	CA	\$ 2,702.00
97	58013360	Duncan	MANHATTAN BEACH	CA	\$ 2,702.00
98	58295199	Ward	MANHATTAN BEACH	CA	\$ 2,702.00
99	58295249	Combs	MANHATTAN BEACH	CA	\$ 2,702.00
100	58295272	Sikorski	MANHATTAN BEACH	CA	\$ 2,702.00
101	58461106	Mata	POMONA	CA	\$ 2,702.00
102	58497376	Hyles	HERMOSA BEACH	CA	\$ 2,702.00
103	58543036	Dijosia			\$ 2,702.00
104	58801174	Hayes	MANHATTAN BEACH	CA	\$ 2,702.00
105	58632856	Roberts	MANHATTAN BEACH	CA	\$ 2,709.00
106	57855387	Siplin	INGLEWOOD	CA	\$ 2,710.00
107	57924257	Ruderman	MANHATTAN BEACH	CA	\$ 2,710.00
108	58058225	Roberts			\$ 2,710.00
109	58173859	Skinner	MANHATTAN BEACH	CA	\$ 2,710.00
110	58295377	Ritzi	MANHATTAN BEACH	CA	\$ 2,710.00
111	58307411	Martin	MANHATTAN BEACH	CA	\$ 2,710.00
112	58801161	Riley-Spriggs	MANHATTAN BEACH	CA	\$ 2,710.00
113	59085753	Johnson	MANHATTAN BEACH	CA	\$ 2,710.00
114	57855464	Powell	MANHATTAN BEACH	CA	\$ 2,721.00
115	58002095	Lent	MANHATTAN BEACH	CA	\$ 2,721.00
116	58094909	Huffman	MANHATTAN BEACH	CA	\$ 2,721.00
117	58106690	Rosenberger	MANHATTAN BEACH	CA	\$ 2,721.00
118	58295227	Gilroy	MANHATTAN BEACH	CA	\$ 2,721.00
119	58461039	Smith	MANHATTAN BEACH	CA	\$ 2,721.00
120	58733681	Guss	MANHATTAN BEACH	CA	\$ 2,721.00
121	58801122	Riddle	MANHATTAN BEACH	CA	\$ 2,721.00
122	58801167	Gonzales			\$ 2,721.00
123	57855430	Shrodes	MANHATTAN BEACH	CA	\$ 2,729.00
124	58295197	Fournier	MANHATTAN BEACH	CA	\$ 2,729.00
125	58497355	Bloom	MANHATTAN BEACH	CA	\$ 2,729.00
126	58721552	Morita	MANHATTAN BEACH	CA	\$ 2,729.00
127	58307476	Sevilla	MANHATTAN BEACH	CA	\$ 2,740.00
128	58461054	Yessis	MANHATTAN BEACH	CA	\$ 2,740.00
129	57762740	Hesse	MANHATTAN BEACH	CA	\$ 2,748.00

JAN - MAR 2021

AMBULANCE BILLING ACCOUNTS

No.	Account Number	Last Name	City	State	Balance
130	58094999	Pattee	MANHATTAN BEACH	CA	\$ 2,748.00
131	58138490	Bohlike	MANHATTAN BEACH	CA	\$ 2,748.00
132	58565787	Watson	MANHATTAN BEACH	CA	\$ 2,748.00
133	59030608	Bates	WHITTIER	CA	\$ 2,748.00
134	57762199	Mathews	MANHATTAN BEACH	CA	\$ 2,759.00
135	57910370	Ellenor	TORRANCE	CA	\$ 2,759.00
136	58565739	Mitchell	VENICE	CA	\$ 2,759.00
137	58565805	Riley	MANHATTAN BEACH	CA	\$ 2,759.00
138	58697772	Arceneaux	MANHATTAN BEACH	CA	\$ 2,759.00
139	58721548	Grayson			\$ 2,759.00
140	58865938	McDonald	MANHATTAN BEACH	CA	\$ 2,759.00
141	58058204	Curran	MANHATTAN BEACH	CA	\$ 2,767.00
142	57762215	Borchers	MANHATTAN BEACH	CA	\$ 2,778.00
143	57935269	Lopez	LOS ANGELES	CA	\$ 2,778.00
144	58307480	Acunto	MANHATTAN BEACH	CA	\$ 2,778.00
145	58058170	Dougher	MANHATTAN BEACH	CA	\$ 2,783.00
146	58461023	Blanke	MANHATTAN BEACH	CA	\$ 2,783.00
147	58013353	Aswad	MANHATTAN BEACH	CA	\$ 2,791.00
148	58620229	Jones	PLAYA DEL REY	CA	\$ 2,797.00
149	58963715	Orland			\$ 2,802.00
150	57762663	Begin	MANHATTAN BEACH	CA	\$ 2,805.00
151	58069569	Kidder	MANHATTAN BEACH	CA	\$ 2,805.00
152	58565788	Luke			\$ 2,805.00
153	58620221	Lent	MANHATTAN BEACH	CA	\$ 2,821.00
154	58632857	Powell	LAGUNA HILLS	CA	\$ 2,821.00
155	57935271	Adams	MANHATTAN BEACH	CA	\$ 2,829.00
					\$ 358,671.46

Date:

5/7/21

Finance Director:



JAN - MAR 2021

MISCELLANEOUS ACCOUNTS RECEIVABLE						
No.	Invoice #	Type	Lastname	City	State	Balance
1	18-02908	SIDEWALK REPAIR	BARKLEY	MANHATTAN BEACH	CA	\$ 140.00
2	15-05906	COST RECOVERY	BEIDOGLU	LONG BEACH	CA	\$ 1,155.00
3	15-05907	COST RECOVERY	JORGENSEN	MANHATTAN BEACH	CA	\$ 1,899.46
						\$ 3,194.46

Date: 5/7/21

Finance Director: 

JAN - MAR 2021

UTILITY BILLING ACCOUNTS					
No.	Account Number	Lastname	City	State	Balance
1	96-0026010-06	DANAEI	MANHATTAN BEACH	CA	\$52.15
2	44-0879011-10	IBRAHIM	TORRANCE	CA	\$53.85
3	20-0250115-01	HAWES	SEATTLE	WA	\$53.88
4	45-0076014-08	LOVELACE	MANHATTAN BEACH	CA	\$57.13
5	33-0032011-14	PIECZYNSKI	MANHATTAN BEACH	CA	\$59.11
6	71-0735010-01	MEYER	MANHATTAN BEACH	CA	\$62.08
7	37-0395010-04	BROWN	MANHATTAN BEACH	CA	\$75.23
8	78-0817129-07	GENOVA	MANHATTAN BEACH	CA	\$85.43
9	76-0339034-09	COURTEAU	MANHATTAN BEACH	CA	\$89.74
10	63-0263010-02	BAKER	BEAVERTON	OR	\$100.01
11	43-0742025-05	HALEY	MANHATTAN BEACH	CA	\$110.13
12	93-0188021-17	DANSKIN	MANHATTAN BEACH	CA	\$110.97
13	17-1690000-13	WEEKS	MANHATTAN BEACH	CA	\$113.57
14	62-0115010-02	SCHROEDER	MANHATTAN BEACH	CA	\$120.60
15	11-1418501-04	DELZELL	SANTA BARBARA	CA	\$127.82
16	45-0003100-03	HEALY	SAN CLEMENTE	CA	\$130.94
17	55-0161021-06	MATTHEW MACDONALD/	MANHATTAN BEACH	CA	\$135.22
18	37-0495121-02	MCCAVERTY	EL SEGUNDO	CA	\$144.23
19	50-0341013-11	OLIVEIRA	MANHATTAN BEACH	CA	\$153.28
20	95-0146012-05	LEE	HERMOSA BEACH	CA	\$171.04
21	88-0340016-03	BEAUMONT	MANHATTAN BEACH	CA	\$196.45
22	18-0150000-10	SCHMIDT	MANHATTAN BEACH	CA	\$201.49
23	36-0278121-04	BRYCE	SCOTTSDALE	AZ	\$214.84
24	72-0839020-02	BABBITT	MANHATTAN BEACH	CA	\$223.10
25	58-0604021-08	LEWIS	TORRANCE	CA	\$233.76
26	82-1247124-04	WINN	MANHATTAN BEACH	CA	\$273.66
27	30-0432010-07	FREESTONE	MANHATTAN BEACH	CA	\$301.91
28	77-0584110-13	YAPRAK	MANHATTAN BEACH	CA	\$337.42
29	37-0407120-06	PAUNOVICH	MANHATTAN BEACH	CA	\$408.42
30	87-0144010-09	CYPHERS JR	MANHATTAN BEACH	CA	\$506.22
31	82-1244010-01	FREDERIKSEN	MANHATTAN BEACH	CA	\$534.17
32	93-0108000-01	CUEVAS	MANHATTAN BEACH	CA	\$550.26
33	56-0197010-04	GRANTHAM	MANHATTAN BEACH	CA	\$599.26
34	69-0326010-01	MIKE DAVIS CUSTOM HOME BLDG	MANHATTAN BEACH	CA	\$646.30
35	86-2223012-10	BENNETT	MANHATTAN BEACH	CA	\$718.80
36	40-0254023-08	PENNINGS	MANHATTAN BEACH	CA	\$866.32
37	41-0330022-14	BRACCO	MANHATTAN BEACH	CA	\$1,000.00
38	51-0480023-03	COWAN	MANHATTAN BEACH	CA	\$1,047.02
39	11-1010000-04	MCMANUS	MANHATTAN BEACH	CA	\$4,014.44

JAN - MAR 2021

UTILITY BILLING ACCOUNTS					
No.	Account Number	Lastname	City	State	Balance
40	32-0643115-05	WHALE OF A WASH	EL SEGUNDO	CA	\$4,362.55
					\$19,242.80

Date: 5/7/21

Finance Director: 

JAN - MAR 2021

PARKING CITATIONS

MONTH ENDING	No. OF CITATIONS	AMOUNT	AVG VALUE
1/31/2021	152	\$ 12,919.00	\$85.00
2/29/2021	143	\$ 12,848.00	\$90.00
3/31/2022	79	\$ 7,432.00	\$94.00

374

\$ 33,199.00

Date:

5/7/21

Finance Director:





Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Members of the Finance Subcommittee

THROUGH: Steve Charelian, Finance Director

FROM: Josh Grady, Acting Revenue Services Supervisor
Toni Page, Acting Revenue Services Specialist

DATE: May 13, 2021

SUBJECT: Bad Debt Write-Offs to Collections from October 31, 2020 – December 31, 2020.

RECOMMENDATION:

Staff recommends that the Finance Subcommittee ratify the attached summary report of write-offs within the authority of the Finance Director (not to exceed \$5,000).

FISCAL IMPLICATION:

Financial Credit Network (FCN), the City's collection agency, is paid a commission based on the money collected. The commission percentage is 25% for regular collections or 35% for accounts requiring legal action. The agency provides an initial 15-day grace period. During that period any money collected by the agency will be remitted back to the City without charge.

BACKGROUND:

City Council approved a policy delegating write-off authority to the Finance Director for uncollectable accounts up to \$5,000. Write-offs of \$5,000 to \$10,000 require the approval of the Finance Subcommittee. Any write-off of uncollectible accounts greater than \$10,000 require City Council approval.

DISCUSSION:

The City reviewed outstanding accounts that were more than 120 days in arrears as of October 31, 2020 – December 31, 2020. The accounts listed below were within the \$5,000 signing authority of the Finance Director and have been sent to FCN for collection.

- Ambulance Billing: \$ 337,714.59 (October 31, 2020 – December 31, 2020)
- Miscellaneous A/R \$ 0.00 (October 31, 2020 – December 31, 2020)
- Utility Billing: \$ 11,452.63 (October 31, 2020 – December 31, 2020)
- Parking Citations: \$ 61,340.00 (October 31, 2020 – December 31, 2020)

Agenda Item #: _____

The collection process begins once an account remains unpaid for 120 days or more. Once deemed uncollectable by City staff the appropriate authority is asked to approve the account for write-off, and then pertinent information is sent to the collection agency to begin their collection process. Depending upon time and effort, the collection agency may earn up to a 35% commission for the amount they collect.

The Finance Subcommittee receives periodic reports for ratification of all write-offs.

Attachments:

1. Summary of write-offs (not to exceed \$5,000 per line item) from October 31, 2020 – December 31, 2020



Memorandum

City of Manhattan Beach

TO: Steve S. Charelian, Finance Director *CC*

FROM: Libby Bretthauer, Financial Services Manager
 Josh Grady, Acting Revenue Services Supervisor
 Toni Page, Acting Revenue Services Specialist

DATE: April 19, 2021

SUBJECT: Write-Offs for Ambulance Billing, Utility Billings and Miscellaneous Accounts Receivables (October 31, 2020 – December 31, 2020)

In order to maximize revenues from delinquent account holders, the services of an outside collection agency is required. The City contracts with Financial Credit Network (FCN).

The City Council approved write-off limits are:

<u>Authority</u>	<u>Write Off Limits</u>
Finance Director	\$0 - \$5,000
Finance Subcommittee	\$5,001 - \$10,000
City Council	\$10,001+

The attached list of individual accounts, each more than 120 days past due, are all less than \$5,000 (the maximum allowable write-off limit set by policy for the Finance Director). After numerous attempts by City Staff to achieve collections in-house, the accounts remain unpaid. With approval by the Finance Director, we will send these accounts to FCN on May 13, 2021. The grand totals for Ambulance, Utility Billing, Miscellaneous A/R billing and Parking Citations are:

Write-Off Period October 31, 2021 – December 31, 2020:

	<u>Dollar Amount</u>	<u>Number of Accounts</u>
Ambulance Billing:	\$ 337,714.59	153
Miscellaneous Accounts Receivable:	\$ 0.00	0
Utility Billing (water & refuse):	\$ 11,452.63	46
Parking Citations:	\$ 61,340.00	716

Attachments (detailed write off reports):

1. Ambulance Billing
2. Miscellaneous Accounts Receivable
3. Utility Billing (water & refuse)

Agenda Item #: _____

4. Parking Citations (via Turbo Data)

OCT-DEC 2020

UTILITY BILLING ACCOUNTS					
No.	Account Number	Lastname	City	State	Balance
1	38-0582015-21	STAM	SIOUX FALLS	SD	\$63.26
2	24-0843010-08	MITCHELL	REDONDO BEACH	CA	\$72.39
3	47-0557020-12	CECELIA	MANHATTAN BEACH	CA	\$73.52
4	22-0500014-06	MACEIKO	MANHATTAN BEACH	CA	\$74.98
5	88-0359127-07	REEVES	MANHATTAN BEACH	CA	\$81.82
6	52-0654013-16	JOHNSON	MANHATTAN BEACH	CA	\$82.41
7	89-0451800-02	SCHWARTZ	MANHATTAN BEACH	CA	\$90.22
8	36-0323031-08	BUSCH	LOS ANGELES	CA	\$90.43
9	56-0305012-10	ZANGIABADI	MANHATTAN BEACH	CA	\$91.25
10	18-0140001-07	LATTA	MANHATTAN BEACH	CA	\$96.84
11	11-0601755-17	PHILLIPS	MANHATTAN BEACH	CA	\$107.21
12	75-0196010-04	HOWARD	MANHATTAN BEACH	CA	\$112.63
13	42-0646022-02	BURKHALTER	MANHATTAN BEACH	CA	\$114.14
14	77-0574025-11	HUM	MANHATTAN BEACH	CA	\$125.19
15	57-0415024-02	COOPERMAN	MANHATTAN BEACH	CA	\$129.28
16	17-0960000-18	NADOLNY	LOS ANGELES	CA	\$138.16
17	98-0189010-05	LUEDEKE	MANHATTAN BEACH	CA	\$147.20
18	37-0379501-11	GALASSO	PALM SPRINGS	CA	\$148.97
19	45-0174013-00	WRIGHT	MANHATTAN BEACH	CA	\$158.76
20	97-0012010-03	HARPOOT LLC	MANHATTAN BEACH	CA	\$169.56
21	55-0030050-04	COLEMAN	DALLAS	TX	\$172.39
22	31-0549112-10	DE VRESE	MANHATTAN BEACH	CA	\$172.49
23	11-0802400-05	TZIRLIN	GARDEN CITY	NY	\$182.34
24	33-0033023-10	STOKER	MANHATTAN BEACH	CA	\$194.56
25	16-0680000-09	KARIMI	MANHATTAN BEACH	CA	\$195.20
26	36-0360500-04	BALOH	MANHATTAN BEACH	CA	\$200.01
27	86-2132019-06	SAPIEN	REDONDO BEACH	CA	\$256.12
28	86-2195015-08	WRIGHT	MANHATTAN BEACH	CA	\$256.42
29	95-0091010-19	TAE	PHOENIX	AZ	\$258.10
30	16-0200000-16	HALVORSON	MANHATTAN BEACH	CA	\$283.54
31	86-2349022-11	PASTERNAK	SOUTH ORANGE	NJ	\$287.45
32	10-1105002-04	MAGLEBY	MANHATTAN BEACH	CA	\$292.55
33	16-1180001-21	LE GARREC	MANHATTAN BEACH	CA	\$294.99
34	77-0691010-28	MARTELLI	MANHATTAN BEACH	CA	\$297.91
35	86-2236020-09	AUBERT	MANHATTAN BEACH	CA	\$306.34
36	52-0654013-15	S ZAKHAREVICH/	SEATTLE	WA	\$313.15
37	76-0388025-07	TURNER	REDONDO BEACH	CA	\$372.62

OCT-DEC 2020

UTILITY BILLING ACCOUNTS					
No.	Account Number	Lastname	City	State	Balance
38	46-0364010-01	LANE DESIGN BUILD	HERMOSA BEACH	CA	\$402.44
39	80-0976010-11	SHOLAR	MANHATTAN BEACH	CA	\$403.04
40	45-0286012-06	SCHEINBERG	ENCINO	CA	\$410.94
41	21-0317235-03	JAMES	MANHATTAN BEACH	CA	\$422.52
42	64-0544020-09	NATOLE	MANHATTAN BEACH	CA	\$489.94
43	34-0133012-08	SWEENEY	MANHATTAN BEACH	CA	\$547.33
44	82-1263112-02	SHEK	ALHAMBRA	CA	\$556.15
45	62-0166030-08	SHANE	ENCINITAS	CA	\$572.69
46	94-0011010-05	GSA FIN DIV UTILITY UNIT	SPOKANE	WA	\$1,143.18
					\$11,452.63

Date: 5/7/21

Finance Director: 

OCT - DEC 2020

PARKING CITATIONS

MONTH ENDING	No. OF CITATIONS	AMOUNT	AVG VALUE
10/31/2020	190	\$ 16,197.00	\$85.00
11/30/2020	332	\$ 28,780.00	\$87.00
12/31/2020	194	\$ 16,363.00	\$84.00

716

\$ 61,340.00

Date:

5/7/21

Finance Director:



OCT - DEC 2020

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
1	55977171	Duffy	MANHATTAN BEACH	CA	\$ 28.00
2	57291242	Saitta	MANHATTAN BEACH	CA	\$ 50.00
3	54636386	Perez	LAWNDALE	CA	\$ 100.00
4	55782911	Good	REDONDO BEACH	CA	\$ 174.60
5	54740778	Curtis	MANHATTAN BEACH	CA	\$ 225.00
6	56601672	Bath	LOS ANGELES	CA	\$ 225.00
7	56601634	Sanchez	MANHATTAN BEACH	CA	\$ 230.00
8	56865704	Allmon	MANHATTAN BEACH	CA	\$ 299.56
9	54636378	Ralyea	MANHATTAN BEACH	CA	\$ 320.29
10	57279422	Shay	MANHATTAN BEACH	CA	\$ 521.20
11	54308667	Watkinson	MANHATTAN BEACH	CA	\$ 522.80
12	57749603	Solaja	EL SEGUNDO	CA	\$ 562.80
13	54204195	Friedberg Dahl	MANHATTAN BEACH	CA	\$ 650.70
14	57291258	Landes	MANHATTAN BEACH	CA	\$ 665.00
15	55633440	Collins	MANHATTAN BEACH	CA	\$ 688.60
16	57291276	Lubrano	MANHATTAN BEACH	CA	\$ 759.60
17	56422928	Velazquez	LOS ANGELES	CA	\$ 770.23
18	56337775	Riley	HERMOSA BEACH	CA	\$ 878.64
19	55194168	Rooney	MANHATTAN BEACH	CA	\$ 1,016.84
20	57024385	Steinberg	MANHATTAN BEACH	CA	\$ 1,041.85
21	57523238	Herrera	HAWTHORNE	CA	\$ 1,260.54
22	57088802	Yarjan	MANHATTAN BEACH	CA	\$ 1,521.75
23	57279383	Draper	LAWNDALE	CA	\$ 1,620.00
24	56059240	Keuning	MANHATTAN BEACH	CA	\$ 1,736.39
25	56422880	Crawford	RANCHO SANTA MARGARITA	CA	\$ 1,759.10
26	54713147	Krimgold	MANHATTAN BEACH	CA	\$ 1,762.00
27	55540411	Sundeen	MANHATTAN BEACH	CA	\$ 1,762.00
28	57088759	Zirbel	MANHATTAN BEACH	CA	\$ 1,762.00
29	57088766	Wendell	MANHATTAN BEACH	CA	\$ 1,762.00
30	57382219	Stockwell	HERMOSA BEACH	CA	\$ 1,762.00
31	57546802	Newell	MANHATTAN BEACH	CA	\$ 1,769.00
32	56865722	Fournier	MANHATTAN BEACH	CA	\$ 1,781.00
33	56422775	Boyd			\$ 1,788.00
34	56422711	Van Schaijk			\$ 1,800.00
35	56422940	Loving	MANHATTAN BEACH	CA	\$ 1,800.00
36	57291249	Zivec	MANHATTAN BEACH	CA	\$ 1,800.00
37	57737663	Hichborn	MANHATTAN BEACH	CA	\$ 1,800.00
38	57458085	Zebik	TORRANCE	CA	\$ 1,807.00
39	54752517	Walker	GARDENA	CA	\$ 1,826.00
40	56865646	Nordberg	MANHATTAN BEACH	CA	\$ 1,838.00
41	55977330	Bringleston	MANHATTAN BEACH	CA	\$ 1,935.17
42	56337885	Belmarez	LAKE FOREST	CA	\$ 2,051.25
43	47575343	Sweeney	MANHATTAN BEACH	CA	\$ 2,331.29

OCT - DEC 2020

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
44	56422865	Devine	MANHATTAN BEACH	CA	\$ 2,371.00
45	56045013	MacArionix	HAWTHORNE	CA	\$ 2,458.00
46	57393061	Infantino	EL SEGUNDO	CA	\$ 2,475.00
47	54725584	Janus	MANHATTAN BEACH	CA	\$ 2,501.00
48	54725584	Janus	MANHATTAN BEACH	CA	\$ 2,501.00
49	56601685	Taylor	SAINT LOUIS	MO	\$ 2,501.00
50	54839272	Garcia	REDONDO BEACH	CA	\$ 2,513.00
51	55782906	Riggs	SNOWMASS VILLAGE	CO	\$ 2,532.00
52	55782906	Riggs	EL SEGUNDO	CA	\$ 2,532.00
53	57024378	Stewart	LOS ANGELES	CA	\$ 2,542.00
54	54936333	Mazhar	MANHATTAN BEACH	CA	\$ 2,551.00
55	55256443	Krimgold	MANHATTAN BEACH	CA	\$ 2,551.00
56	55979372	Maginnis	HERMOSA BEACH	CA	\$ 2,551.00
57	55996175	Wessel	MANHATTAN BEACH	CA	\$ 2,551.00
58	56337879	Paulsen	MANHATTAN BEACH	CA	\$ 2,551.00
59	56601679	Hichborn	MANHATTAN BEACH	CA	\$ 2,551.00
60	56865732	Hichborn	MANHATTAN BEACH	CA	\$ 2,551.00
61	56896366	Huddleston	MANHATTAN BEACH	CA	\$ 2,551.00
62	57382245	Moran	MANHATTAN BEACH	CA	\$ 2,551.00
63	52563438	Frost	LOS ANGELES	CA	\$ 2,556.00
64	57382209	Zevgaras	MANHATTAN BEACH	CA	\$ 2,558.00
65	54308638	Calleros	TORRANCE	CA	\$ 2,570.00
66	54387307	Sutton	MANHATTAN BEACH	CA	\$ 2,570.00
67	54713156	Martin	LOS ANGELES	CA	\$ 2,570.00
68	54982132	Piazza	DOWNERS GROVE	IL	\$ 2,570.00
69	55194163	Hynes	MANHATTAN BEACH	CA	\$ 2,570.00
70	55977538	Noor	TORRANCE	CA	\$ 2,570.00
71	55979402	Anderson	LOS ANGELES	CA	\$ 2,570.00
72	56337788	Liu	MANHATTAN BEACH	CA	\$ 2,570.00
73	56422917	Eruj			\$ 2,570.00
74	56422935	Ellickson	MANHATTAN BEACH	CA	\$ 2,570.00
75	56422992	Ellickson	MANHATTAN BEACH	CA	\$ 2,570.00
76	56550977	Rincon			\$ 2,570.00
77	56601677	Rawlings	SAN PEDRO	CA	\$ 2,570.00
78	56865622	Rosenberger	MANHATTAN BEACH	CA	\$ 2,570.00
79	56956235	De La Sota	MANHATTAN BEACH	CA	\$ 2,570.00
80	57024387	Miller	HERMOSA BEACH	CA	\$ 2,570.00
81	57393068	Lee	MANHATTAN BEACH	CA	\$ 2,570.00
82	57458081	Ung	EL SEGUNDO	CA	\$ 2,570.00
83	57590656	Elliott	HERMOSA BEACH	CA	\$ 2,570.00
84	55256545	Smith	MANHATTAN BEACH	CA	\$ 2,577.00
85	56059170	Eden	MANHATTAN BEACH	CA	\$ 2,577.00
86	56337499	Eden	MANHATTAN BEACH	CA	\$ 2,577.00

OCT - DEC 2020

AMBULANCE BILLING ACCOUNTS					
No.	Account Number	Last Name	City	State	Balance
87	56422887	Lawrence	MANHATTAN BEACH	CA	\$ 2,577.00
88	57162852	Nordberg	LONE TREE	CO	\$ 2,580.00
89	54001904	Clark Jr.	MANHATTAN BEACH	CA	\$ 2,589.00
90	56681654	Champagne	MANHATTAN BEACH	CA	\$ 2,589.00
91	57346902	Fischer	MANHATTAN BEACH	CA	\$ 2,589.00
92	57346911	Avalos-Baquera	LOS ANGELES	CA	\$ 2,589.00
93	57382204	Taylor	MANHATTAN BEACH	CA	\$ 2,589.00
94	57382211	Adams	MANHATTAN BEACH	CA	\$ 2,589.00
95	57458110	Fournier	MANHATTAN BEACH	CA	\$ 2,589.00
96	57590665	Albright	MANHATTAN BEACH	CA	\$ 2,589.00
97	53470199	Lopez	HAWTHORNE	CA	\$ 2,596.00
98	55009399	Idrovo	LA HABRA	CA	\$ 2,596.00
99	56422927	Ellickson	MANHATTAN BEACH	CA	\$ 2,596.00
100	57279385	Sterling	MANHATTAN BEACH	CA	\$ 2,596.00
101	57510311	Ralyea	MANHATTAN BEACH	CA	\$ 2,596.00
102	57523250	Goldstein	MANHATTAN BEACH	CA	\$ 2,596.00
103	54752512	Lorenzen	MANHATTAN BEACH	CA	\$ 2,608.00
104	55009427	Ellenor	MANHATTAN BEACH	CA	\$ 2,608.00
105	55359290	Bloom	MANHATTAN BEACH	CA	\$ 2,608.00
106	56601673	Safina	MANHATTAN BEACH	CA	\$ 2,608.00
107	57291237	Gray	MANHATTAN BEACH	CA	\$ 2,608.00
108	57346900	Fujihara	MANHATTAN BEACH	CA	\$ 2,608.00
109	55616996	Vernon	MANHATTAN BEACH	CA	\$ 2,615.00
110	56422999	McGowan	MANHATTAN BEACH	CA	\$ 2,615.00
111	57393060	Pimpton	HAWTHORNE	CA	\$ 2,615.00
112	57510309	Fournier	MANHATTAN BEACH	CA	\$ 2,615.00
113	56681671	Guttero	MANHATTAN BEACH	CA	\$ 2,627.00
114	56946066	Larusso	MANHATTAN BEACH	CA	\$ 2,627.00
115	57346894	Cahn	MANHATTAN BEACH	CA	\$ 2,627.00
116	57523248	Skalbania	RANCHO PALOS VERDES	CA	\$ 2,627.00
117	57590660	Simon	MANHATTAN BEACH	CA	\$ 2,627.00
118	55541259	Mazhar	MANHATTAN BEACH	CA	\$ 2,634.00
119	55541259	Mazhar	MANHATTAN BEACH	CA	\$ 2,634.00
120	57590669	Paquette	MANHATTAN BEACH	CA	\$ 2,634.00
121	57291236	Hesse	MANHATTAN BEACH	CA	\$ 2,648.00
122	51675452	Rantasa	MANHATTAN BEACH	CA	\$ 2,650.77
123	55978761	Martin	MANHATTAN BEACH	CA	\$ 2,651.99
124	54636402	Windishar	MANHATTAN BEACH	CA	\$ 2,653.00
125	56551046	Barrera	MANHATTAN BEACH	CA	\$ 2,653.00
126	57458101	Levine	MANHATTAN BEACH	CA	\$ 2,653.00
127	56422890	Buffandeau	EL SEGUNDO	CA	\$ 2,665.00
128	57546803	Herwegh	MANHATTAN BEACH	CA	\$ 2,665.00
129	55282829	Hawkes	LAWNDALE	CA	\$ 2,667.00

OCT - DEC 2020

AMBULANCE BILLING ACCOUNTS

No.	Account Number	Last Name	City	State	Balance
130	55591372	Fish	MANHATTAN BEACH	CA	\$ 2,667.00
131	55591372	Fish	SNOWMASS VILLAGE	CO	\$ 2,667.00
132	56422862	Elvira			\$ 2,672.00
133	57393057	Noble	MANHATTAN BEACH	CA	\$ 2,672.00
134	57393058	Noble	MANHATTAN BEACH	CA	\$ 2,672.00
135	57615088	Imel	HERMOSA BEACH	CA	\$ 2,683.00
136	57749610	Alvarez	LOS ANGELES	CA	\$ 2,683.00
137	54713398	Meyer	MANHATTAN BEACH	CA	\$ 2,693.00
138	57088765	Johnson	MANHATTAN BEACH	CA	\$ 2,693.00
139	50933436	Lemke	MANHATTAN BEACH	CA	\$ 2,697.75
140	57615109	Osio	MANHATTAN BEACH	CA	\$ 2,702.00
141	57749605	Ford	LOS ANGELES	CA	\$ 2,702.00
142	53289361	Jackson	MANHATTAN BEACH	CA	\$ 2,702.75
143	56601650	Hesse	MANHATTAN BEACH	CA	\$ 2,705.00
144	56865764	Cerda Martinez	HAWTHORNE	CA	\$ 2,705.00
145	56956230	Hoose	HERMOSA BEACH	CA	\$ 2,705.00
146	56601688	Fournier	MANHATTAN BEACH	CA	\$ 2,712.00
147	56946065	Flora	BOCA RATON	FL	\$ 2,712.00
148	57615099	Aguilar	LOS ANGELES	CA	\$ 2,721.00
149	57705645	Friederich	MANHATTAN BEACH	CA	\$ 2,721.00
150	57749609	Griffin	MANHATTAN BEACH	CA	\$ 2,721.00
151	55194165	Rich	MANHATTAN BEACH	CA	\$ 2,748.13
152	57749608	Jones	MANHATTAN BEACH	CA	\$ 2,767.00
153	57546798	Hankins	MANHATTAN BEACH	CA	\$ 2,769.00
					\$ 337,714.59

Date: 5/7/21

Finance Director: 