Agenda Item #:_____

Staff Report
City of Manhattan Beach

TO: Finance Subcommittee

THROUGH: Bruce A. Moe, Director of Finance

FROM: Steve S. Charelian, Revenue Services Manager

DATE: March 20, 2012

SUBJECT: FY 2011/2012 Monthly Schedule of TOT 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:
Each month the Revenue 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 2011/2012 Monthly Schedule of TOT, Lease and Miscellaneous payments
2. Miscellaneous Accounts Receivables Aging Statistical Report

MONTHLY REVENUES																
				July 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	TOTALS
		Due Date	Acct #													
HOTEL BED TAX:																
The Belamar (19)	M	20TH	100-3203	7/19/2011	8/19/2011	9/23/2011	10/17/2011	11/21/2011	1/4/2011	1/23/2012	2/22/2012					
Crimson Hotel (45)	M	20TH	100-3203	7/21/2011	8/22/2011	9/21/2011	10/20/2011	11/21/2011	12/21/2011	1/25/2012	2/21/2012					
Man Village Inn (19)	M	20TH	100-3203	7/13/2011	8/10/2011	9/15/2011	10/14/2011	11/15/2011	12/14/2011	1/11/2012	2/13/2012	3/14/2012				
Hawthorn Suites (53)	M	20TH	100-3203	7/19/2011	8/18/2011	9/19/2011	10/24/2011	11/17/2011	12/20/2011	1/17/2012	2/21/2012	3/15/2012				
Hi-View Motel (20)	M	20TH	100-3203	7/20/2011	8/22/2011	9/20/2011	10/20/2011	11/21/2011	12/20/2011	1/20/2012	2/21/2012					
Wave Hotel (44)	M	20TH	100-3203	7/21/2011	8/22/2011	9/21/2011	10/20/2011	11/21/2011	12/21/2011	1/25/2012	2/21/2012					
Man Bch Motel (12)	M	20TH	100-3203	10/27/2011	11/1/2011	11/14/2011	12/7/2011	12/22/2011	1/4/2011	2/6/2012	2/6/2012					
Marriott (380)	M	20TH	100-3203	7/15/2011	8/19/2011	9/20/2011	10/24/2011	11/21/2011	1/4/2011	1/25/2012	2/21/2012					
Residence Inn (176)	M	20TH	100-3203	7/21/2011	8/19/2011	9/23/2011	10/24/2011	11/17/2011	12/19/2011	1/25/2012	2/17/2012					
Sea Horse Inn (33)	M	20TH	100-3203	7/8/2011	8/9/2011	9/13/2011	10/12/2011	11/7/2011	12/6/2011	1/11/2012	2/7/2012	3/12/2012				
Sea View Inn (18)	M	20TH	100-3203	7/18/2011	8/16/2011	9/19/2011	10/17/2011	11/18/2011	12/19/2011	1/20/2012	2/17/2012					
Shade (38)	M	20TH	100-3203	7/20/2011	8/18/2011	9/20/2011	10/20/2011	11/18/2011	12/20/2011	1/20/2012	2/21/2012					
Sub Total				**290,156.00**	**338,120.70**	**292,497.51**	**229,586.38**	**211,120.81**	**217096.02**	**207234.01**	**250512.53**					**2,036,323.96**
RALEIGH STUDIOS:				*even*	*4.5%*	*-(6.9%)*	*-(9.3%)*	*-(20.6)**	*-(4.4%)**	*-(1.4%)**	*2.6%*	**Marriott under construction until 12/1/11*				**-**
Raleigh Studios-Fire	M	20TH	100-3715	7/20/2011	8/11/2011	9/19/2011	10/14/2011	11/22/2011	12/16/2011	1/20/2012	2/14/2012					**326,788.00**
Raleigh Studios %	M	20TH	100-3204	7/20/2011	8/19/2011	9/19/2011	10/14/2011	11/22/2011	12/15/2011	1/20/2012	2/17/2012	3/2/2012				**367,768.00**
Raleigh Studios-Fire Inv.	M	1ST	100-3718	7/5/2011	8/4/2011	9/2/2011	10/5/2011	11/1/2011	12/2/2011	1/4/2012	2/2/2012					**326,677.00**
Raleigh Annual Fire Fee	A	APRIL														**-**
LEASES:																**-**
1334 Partners-Rent	M	10TH	100-3513	20,916.61	20,916.61	20,916.61	20,916.61	21,418.61	21,418.61	21,418.61	21,418.61	21,418.61				**190,759.49**
1334 Partners-Parking	M	10TH	100-3531	2,507.49	2,507.49	2,507.49	2,507.49	2,507.49	2,507.49	2,507.49	2,582.71	2,582.71				**22,717.85**
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				**4,701.51**
Sprint	M	30TH	100-3517	3,582.74	3,582.74	3,582.74	3,582.74	3,582.74	3,582.74	3,761.88	3,761.88	3,761.88				**32,782.08**
AT & T	M	1ST	100-3517	3,438.03	3,438.03	3,438.03	3,438.03	3,438.03	3,438.03	3,438.03	3,438.03	3,438.03				**30,942.27**
Pay N Play Racquetball	M	1ST	100-3511	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00				**2,520.00**
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	33,333.33				**299,999.97**
Bohemian Cafe (pier)	M	15TH	522-3511	600.00	654.40	646.40	600.00	660.00	660.00	600.00	600.00	600.00				**5,620.80**
Metlox	M	1ST	100-3511	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				**180,749.97**
Metlox - Profit	A	FEB	100-3519								141,297.03					**141,297.03**
United States PO	M	1ST	100-3533	1,765.17	1,765.17	1,765.17	1,765.17	1,765.17	1,765.17	1,765.17	1,765.17	1,765.17				**15,886.53**
Village Mall Parking	M	25TH	100-3532	12,733.62	12,733.62	1,401.45	1,707.06	1,707.06	13,039.23	13,039.23	13,039.23	13,039.23				**82,439.73**
Marriott - %	Q	31ST	100-3515	143,022.00				97,628.00		68,865.00						**309,515.00**
Marriott Golf Course	Q	31ST	100-3512	2,479.00				3,582.00		1,740.00						**7,801.00**
FRANCHISES:																**-**
Verizon	Q		100-3202		97,222.31			103,367.06			108,283.76					**308,873.13**
Verizion PEG	A	JAN	100-3203								50,971.90					**50,971.90**
Verizon 16/Valley lease	M	25TH	100-3517	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00					**26,000.00**
Air Products	A	AUGUST	100-3202	3,996.01												**3,996.01**
Time Warner (PEG)	Q		100-3202		11,162.00			10,729.00			10,244.00					**32,135.00**
Time Warner (Basic)	Q		100-3202		55,810.00			53,644.00			50,741.22					**160,195.22**
Van Lingen Towing	M	10TH	100-3713	10,780.00	8,680.00	8,120.00	7,140.00	9,380.00	7,560.00	11,620.00	9,100.00	7,140.00				**79,520.00**
So Cal Edison	A	APRIL	100-3202													**-**
So Cal Gas	A	APRIL	100-3202													**-**
Bell Cab	A	AUGUST	100-3201		25,830.00											**25,830.00**
United Independent Cab	A	AUGUST	100-3202		34,440.00											**34,440.00**
SB Yellow Cab	A	AUGUST	100-3202		55,965.00											**55,965.00**
All Yellow	A	AUGUST	100-3202		25,830.00											**25,830.00**
Plains West Coast Terminals	A	APRIL	100-3202													**-**
MISC. PAYMENTS																**-**
Waste Mgmt-Recycle	A	JUNE	510-3747	28,000.00												**28,000.00**
Mrs. June Mikrut	A	OCT $25	503-3738							25.00						**25.00**
Median-Hermosa Bch	A	SEPT.	205-3735	1,902.37												**1,902.37**
Median-Redondo Bch	A	SEPT.	205-3735	4,568.28												**4,568.28**
Panchos-Pkg Spaces	M	1ST	520-3995	975.00	975.00	975.00	975.00	975.00	975.00	975.00	975.00					**7,800.00**
Signals-Target	A	DEC	100-3736					1,631.32								**1,631.32**
Sushi Fusion 270 Sq. Ft	A	APRIL	100-3734													**-**

MONTHLY REVENUES																
				July 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	TOTALS
		Due Date	Acct #													
Summers 44 Sq. Ft.	A	APRIL	100-3734													-
Uncle Bills 195 Sq. Ft	A	APRIL	100-3734	2,340.00												**2,340.00**
Ocean View 270 Sq. Ft	M	1ST	100-3734	270.00	270.00	270.00	270.00	270.00	270.00	270.00	270.00					**2,160.00**
Storage Shade 9/09	M	15TH	100-3511	635.00	635.00	635.00	650.24	650.24	650.24	650.24	650.24	650.24				**5,806.44**
Triolgy Day Spa	M	15TH	100-3511	639.94	639.94	639.94	639.94	639.94	639.94	639.94	639.94					**5,119.52**
Shade	M	15TH	100-3511	746.96	771.61	771.61	771.61	771.61	771.61	771.61	771.61	771.61				**6,919.84**
Ohana Valet Downtown	Q	10TH	520-3995	522.50	522.50	522.50	503.75	503.75	503.75	503.75	503.75					**4,086.25**
Pier Telescopes	BI	DEC/JUNE	100-3771					1,000.00								
Inmate Communications	M	NET 60	100-21604													
Northrup Grumman	A	FEB	100-3734		1,194.38											
A - Annual																
Q - Quarterly																
M - Monthly																

City of Manhattan Beach
Accounts Receivable - Aging Statistics
Miscellaneous AR

3/1/12

Dollars

	Total AR	0-30	30-60	60-90	90-120	>120
July	152,127.79	91,380.18	1,905.00	16,085.38	5,596.37	37,170.86
August	163,202.02	100,676.34	9,750.96	8,196.40	11,146.19	33,442.13
September	225,266.94	95,728.12	86,142.41	16,968.13	0.00	26,438.28
October	284,491.20	193,120.33	44,451.10	7,019.53	15,166.96	24,743.28
November	254,480.50	153,978.22	59,350.71	19,133.71	1,874.53	20,153.33
December	195,500.15	17,537.03	125,714.55	19,687.75	13,716.01	18,854.81
January	241,083.62	164,673.37	10,022.31	26,099.22	16,197.90	24,100.82
February	202,314.11	106,981.57	52,054.30	6,800.66	3,582.82	32,904.76
March						
April						
May						
June						
Average	**277,853.81**	**185,553.22**	**43,269.74**	**15,795.87**	**9,042.96**	**27,226.03**

Percentages

	Total AR	0-30	30-60	60-90	90-120	>120
July	100.00%	60%	1%	11%	4%	24%
August	100.00%	62%	6%	5%	7%	20%
September	100.00%	42%	38%	8%	0%	12%
October	100.00%	68%	16%	2%	5%	9%
November	100.00%	61%	23%	8%	1%	8%
December	100.00%	8%	64%	18%	7%	9%
January	100.00%	68%	4%	11%	7%	10%
February	100.00%	53%	26%	3%	2%	16%
March						
April						
May						
June						
Average	**100.00%**	**64%**	**14%**	**6%**	**4%**	**14%**