



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 19, 2014

**SUBJECT:** FY 2014/2015 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables.

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**RECOMMENDATION:**

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

**FISCAL IMPLICATION:**

There are no fiscal implications associated with the recommended action.

**DISCUSSION:**

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

**Attachments:**

1. FY 2014/2015 Monthly Schedule of TOT, Lease and Miscellaneous payments
2. Miscellaneous Accounts Receivables Aging Statistical Report

MONTHLY REVENUES				July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	June 2015	TOTALS
	Due Date	Acct #														
<b>HOTEL BED TAX:</b>																
The Belamar (19)	M	20TH	100-3203	7/15/2014	8/19/2014	9/17/2014	10/17/2014	11/14/2014	12/19/2014	1/20/2015	2/20/2015					
Crimson Hotel (45)	M	20TH	100-3203	7/17/2014	8/21/2014	9/22/2014	10/21/2014	11/21/2014	12/22/2014	1/22/2015	2/23/2015					
Man Village Inn (19)	M	20TH	100-3203	7/8/2014	8/12/2014	9/15/2014	10/16/2014	11/10/2014	12/8/2014	1/15/2015	2/12/2015					
Hawthorn Suites (53)	M	20TH	100-3203	7/15/2014	8/8/2014	9/16/2014	10/14/2014	11/18/2014	12/16/2014	1/14/2015	2/17/2015					
Hi-View Motel (20)	M	20TH	100-3203	7/21/2014	8/20/2014	9/22/2014	10/20/2014	11/19/2014	12/22/2014	1/20/2015	2/20/2015					
Wave Hotel (44)	M	20TH	100-3203	7/17/2014	8/21/2014	9/22/2014	10/21/2014	11/21/2014	12/22/2014	1/22/2015	2/23/2015					
Man Bch Motel (12)	M	20TH	100-3203	7/30/2014	8/29/2014	9/23/2014	10/20/2014	11/20/2014	12/10/2014	1/20/2015	2/13/2015					
Marriott (360)	M	20TH	100-3203	7/22/2014	8/22/2014	9/22/2014	10/24/2014	11/24/2014	12/22/2014	1/22/2015	2/23/2015					
Residence Inn (176)	M	20TH	100-3203	7/25/2014	8/25/2014	9/18/2014	10/21/2014	11/24/2014	12/19/2014	1/23/2015	2/24/2015					
Sea Horse Inn (33)	M	20TH	100-3203	7/10/2014	8/8/2014	9/8/2014	10/9/2014	11/14/2014	12/5/2014	1/14/2015	2/11/2015					
Sea View Inn (18)	M	20TH	100-3203	7/21/2014	8/20/2014	9/19/2014	10/20/2014	11/20/2014	12/19/2014	1/20/2015	2/20/2015					
Shade (38)	M	20TH	100-3203	7/18/2014	8/20/2014	9/19/2014	10/27/2014	11/20/2014	12/19/2014	1/20/2015	2/20/2015					
<b>Sub Total</b>				<b>388586.90</b>	<b>466162.97</b>	<b>455637.30</b>	<b>353085.57</b>	<b>385343.95</b>	<b>316619.69</b>	<b>299309.30</b>	<b>353454.65</b>					<b>3,018,200.33</b>
<b>RALEIGH STUDIOS:</b>																
CRP MB Studios-Fire	M	20TH	100-3715	8/5/2014	8/22/2014	9/22/2014	10/20/2014	11/17/2014	12/29/2014	1/27/2015	3/4/2015					
CRP MB Studios %	M	20TH	100-3204	7/17/2014	8/22/2014	9/22/2014	10/20/2014	11/20/2014	12/23/2014	1/27/2015	3/2/2015					
CRP MB Studios-Fire Inv.	M	1ST	100-3304	7/15/2014	8/14/2014	8/28/2014	10/20/2014	10/24/2014	12/26/2014	1/23/2015	2/13/2015					
CRP MB Studios Annual Fire Fee	A	APRIL	100-3304	8/28/2014	10/7/2014	10/24/2014	12/9/2014	1/23/2015	2/13/2015	2/13/2015						
<b>LEASES:</b>																
1334 Partners-Rent	M	10TH	100-3513	22,109.29	22,109.29	22,109.29	22,109.29	22,551.48	22,551.48	22,551.48	22,551.48					<b>178,643.08</b>
1334 Partners-Parking	M	10TH	100-3531	2,647.50	2,647.50	2,647.50	2,647.50	2,647.50	2,647.50	2,647.50	2,681.92					<b>21,214.42</b>
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				<b>4,701.51</b>
Sprint	M	30TH	100-3517	4,147.47	4,147.47	4,147.47	4,147.47	4,147.47	4,147.47	4,354.84	4,354.84	4,354.84				<b>37,949.34</b>
AT & T	M	1ST	100-3517	3,979.95	3,979.95	3,979.95	3,979.95	3,979.95	3,979.95	3,979.95	3,979.95	3,979.95				<b>35,819.55</b>
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				<b>2,520.00</b>
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				<b>299,999.97</b>
Bohemian Cafe (Pier)	M	15TH	522-3511	740.00	798.40	750.40										<b>2,288.80</b>
MB Yacht Club (Pier)	M	15th	522-3511				650.00	1,169.14	1,208.24	1,018.72	1,215.64					<b>5,261.74</b>
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				<b>180,749.97</b>
Metlox - Profit	A	MARCH	100-3519													<b>-</b>
Metlox (shared maint.)	Q		520-3910			3,478.32		11,913.08								<b>15,391.40</b>
United States PO	M	1ST	100-3533	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67	3,566.67				<b>32,100.03</b>
Village Mall Parking	M	25TH	100-3532	13,459.71	13,459.71	1,421.64	1,690.83	1,690.82	13,728.90	13,728.90	13,728.90					<b>72,909.41</b>
Marriott - %	Q	31ST	100-3515		272076.00		281,738.00			229,144.00						<b>782,958.00</b>
Marriott Golf Course	Q	31ST	100-3512		2798.00		2,929.00			1,760.00						<b>7,487.00</b>

MONTHLY REVENUES			July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	June 2015	TOTALS
	Due Date	Acct #													
<b>FRANCHISES:</b>															
Verizon	Q	100-3202		142,029.89				140,686.16			145,741.41				428,457.46
Verizon PEG	A	FEB 100-21505								62,481.30					62,481.30
Verizon 16/Valley lease	M	25TH 100-3517	3,762.28	3,762.28	3,762.28	3,762.28	3,762.28	3,762.28	3,762.28	3,762.28					30,098.24
Air Products	A	AUGUST 100-3202	4,167.16												4,167.16
Time Warner (PEG)	Q	100-21503		9,440.00				9,014.00			8,959.00				27,413.00
Time Warner (Basic)	Q	100-3202		47,198.00				45,068.00			44,084.59				136,350.59
Van Lingen Towing	M	10TH 100-3713	8,400.00	10,640.00	7,280.00	9,100.00	9,380.00	5,320.00	8,120.00	4,760.00					63,000.00
So Cal Edison	A	APRIL 100-3202													-
So Cal Gas	A	APRIL 100-3202													-
Bell Cab	A	AUGUST 100-3202	11,843.65						29,176.00						41,019.65
United Independent Cab	A	AUGUST 100-3202	15,585.15						38,406.00						53,991.15
SB Yellow Cab	A	AUGUST 100-3202	24,938.90						61,481.00						86,419.90
All Yellow	A	AUGUST 100-3202	11,843.65						29,176.00						41,019.65
Plains West Coast Terminals	A	APRIL 100-3202													-
<b>MISC. PAYMENTS</b>															
Waste Mgmt-Recycle	A	JUNE 510-3747	31,000.00												31,000.00
Mrs. June Mikrut	A	AUG \$25 503-3738		25.00											25.00
Median-Hermosa Bch	A	AUGUST 100-3735			2,138.76										2,138.76
Median-Redondo Bch	A	AUGUST 100-3735			5,135.93										5,135.93
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	OCT 100-3736					1,334.13								1,334.13
Sushi Fusion 270 Sq. Ft	A	APRIL 100-3734													-
Summers 44 Sq. Ft.	A	APRIL 100-3734													-
Uncle Bills 195 Sq. Ft	A	AUGUST 100-3734													-
Ocean View 270 Sq. Ft	M	10TH 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 #2	M	15TH 100-3511	670.52	670.52	670.52	682.59	682.59	682.59	682.59	682.59	682.59				6,107.10
Triolgy Day Spa	M	15TH 100-3511	672.34	672.34	672.34	672.34	672.34	672.34	672.34	672.34					5,378.72
Shade #1	M	15TH 100-3511	801.29	801.29	801.29	801.29	801.29	801.29	801.29	801.29	801.29				7,211.61
Pier Telescopes	A	NOV 100-3771						731.08		783.64					1,514.72
Legacy Inmate Comm	M	Net 45 100-21604	62.07	181.99	249.22	213.15	189.72	567.25							1,463.40
Northrop Grumman	A	JULY 100-3734	1,267.49												1,267.49
Crimson Valet - 11/2013	M	10TH 520-3995	652.50	585.00	585.00	585.00	585.00	585.00	585.00						4,162.50
A - Annual															
Q - Quarterly															
M - Monthly															

City of Manhattan Beach Accounts Receivable - Aging Statistics Miscellaneous AR								3/2015
Dollars								
	Total AR	0-30	30-60	60-90	90-120	>120		
July	440,416.66	227,399.89	187,544.36	1,055.94	4,747.21	19,669.26		
August	435,218.31	141,326.70	167,665.77	104,767.46	858.62	20,599.76		
September	434,790.45	248,621.95	60,269.77	11,806.46	94,571.73	19,520.54		
October	454,653.90	80,716.31	217,990.77	21,711.26	22,144.53	112,091.03		
November	547,434.89	383,223.94	121,854.73	14,612.61	3,645.64	24,097.97		
December	287,504.71	109,101.11	152,418.93	1,553.87	10,448.76	13,982.04		
January	293,635.49	107,976.39	87,252.08	74,537.85	1,118.87	22,750.30		
February	305,329.15	176,974.28	27,577.25	7,853.54	73,482.85	19,441.23		
March								
April								
May								
June								
<b>Average</b>	<b>399,872.95</b>	<b>184,417.57</b>	<b>127,821.71</b>	<b>29,737.37</b>	<b>26,377.28</b>	<b>31,519.02</b>		
Percentages								
	Total AR	0-30	30-60	60-90	90-120	>120		
July	100%	52%	43%	0%	1%	4%	100%	
August	100%	32%	39%	24%	0%	5%		
September	100%	57%	14%	3%	22%	4%		
October	100%	18%	48%	5%	5%	25%		
November	100%	70%	22%	3%	1%	4%		
December	100%	38%	53%	1%	4%	5%		
January	100%	37%	30%	25%	0%	8%		
February	100%	58%	9%	3%	24%	6%		
March								
April								
May								
June								
<b>Average</b>	<b>100.00%</b>	<b>45%</b>	<b>32%</b>	<b>8%</b>	<b>7%</b>	<b>8%</b>	<b>100%</b>	