



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

# Staff Report

## City of Manhattan Beach

**TO:** Finance Subcommittee

**THROUGH:** Steve S. Charelian, Finance Director

**FROM:** Cynthia F. Mickschl, Acting Revenue Services Manager 

**DATE:** February 21, 2019

**SUBJECT:** FY 2018/2019 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 2018/2019 Monthly Schedule of TOT, Lease and Miscellaneous payments
2. Miscellaneous Accounts Receivables Aging Statistical Report

# 2018-2019 comm

As of: 02/12/2019

MONTHLY REVENUES	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	TOTALS
	Due Date	Acct #							
<b>HOTEL BED TAX:</b>									
The Belmar (19)	M 20TH	100-3203	08/24/2018	09/24/2018	11/26/2018	12/20/2018	12/24/2018		
Crimson Hotel (45)	M 20TH	100-3203	08/16/2018	09/19/2018	11/08/2018	12/17/2018	01/17/2019		
Man Village Inn (19)	M 20TH	100-3203	08/15/2018	09/17/2018	11/09/2018	12/18/2018	01/17/2019		
East Western Plus (53)	M 20TH	100-3203	08/15/2018	09/10/2018	11/14/2018	12/11/2018	01/14/2019	02/08/2019	
Hi-View Motel (20)	M 20TH	100-3203	08/21/2018	09/19/2018	11/20/2018	12/20/2018	01/22/2019		
Wave Hotel (44)	M 20TH	100-3203	08/16/2018	09/19/2018	11/08/2018	12/17/2018	01/17/2019		
Man Bch Motel (13)	M 20TH	100-3203	08/20/2018	09/24/2018	11/20/2018	12/20/2018	01/22/2019		
Marriott (380)	M 20TH	100-3203	08/15/2018	09/17/2018	11/15/2018	12/18/2018	01/17/2019		
Residence Inn (176)	M 20TH	100-3203	08/21/2018	09/20/2018	11/16/2018	12/19/2018	01/14/2019		
Sea Horse Inn (33)	M 20TH	100-3203	08/13/2018	09/10/2018	11/13/2018	12/04/2018	01/14/2019	02/12/2019	
Sea View Inn (18)	M 20TH	100-3203	07/19/2018	09/20/2018	11/19/2018	12/20/2018	01/22/2019		
Shade (38)	M 20TH	100-3203	07/23/2018	09/20/2018	11/20/2018	12/20/2018	01/22/2019		
<b>Sub Total</b>			<b>\$ 433,142.95</b>	<b>\$ 491,285.74</b>	<b>\$ 432,631.07</b>	<b>\$ 376,676.05</b>	<b>\$ 176,269.56</b>	<b>\$ 21,064.27</b>	<b>\$ 2,817,006.07</b>
<b>MB STUDIOS:</b>									
CRP MB Studios %	M 20TH	100-3204	06/27/2018	08/21/2018	11/07/2018	12/11/2018	01/28/2019		\$ 72,776.52
CRP MB Studios-Fire	M 20TH	100-3715	06/08/2018	10/11/2018	11/07/2018	12/11/2018	01/28/2019		\$ 1,916.50
CRP MB Studios-Fire Inv.	M 1ST	100-3304	07/16/2018	10/01/2018	11/07/2018	12/26/2018	12/26/2018		\$ 14,583.31
CRP MB Studios Annual Fire Fee	M 20TH	100-3304	08/21/2018	08/21/2018	12/11/2018	12/11/2018	01/28/2019		\$ 73,333.37
<b>LEASES:</b>									
Metlox	M 1ST	100-3519	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 20,083.33	\$ 160,666.64
Metlox - Profit	A MARCH	100-3519							\$ -
Bay Club- Bldg Rent	M 10TH	100-3513	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 30,006.40
Bay Club-%	M 10TH	100-3518	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 120,000.00
Bay Club -G/R Recon	A 10TH	100-3531							\$ -
Bay Club - Tennis Rent	M 10TH	100-3514	\$ 24,481.40	\$ 24,481.40	\$ 24,481.40	\$ 24,481.40	\$ 24,481.40	\$ 24,481.40	\$ 199,670.40
Bay Club -Parking	M 10TH	100-3531	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 22,206.32
County Library Parking	M 15TH	100-3534	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 522.39	\$ 4,179.12
Sprint	M 30TH	100-3517	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,293.33	\$ 5,293.33	\$ 40,834.28
AT & T	M 1ST	100-3517	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 38,701.12
Verizon 16/Valley lease	M 25TH	100-3517	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 36,584.72
Pay N Play Racquetball	M 1ST	100-3511	\$ 280.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 1,960.00
Marriott-Min	M 20TH	100-3516	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 266,666.64
Marriott - %	Q 31ST	100-3515	\$ 285,837.00	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 33,333.33	\$ 343,834.00	\$ 983,587.00
Marriott Golf Course	Q 31ST	100-3512	\$ 2,410.00	\$ 2,971.00	\$ 2,971.00	\$ 2,971.00	\$ 2,971.00	\$ 2,971.00	\$ 5,381.00
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	\$ 30,916.69
Village Mail Parking	M 25TH	100-3532	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 15,003.52	\$ 63,546.92
Shade #1	M 15TH	100-3511	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 6,820.96
Storage Shade 9/09 #2	M 15TH	100-3511	\$ 717.25	\$ 717.25	\$ 717.25	\$ 745.22	\$ 745.22	\$ 745.22	\$ 5,877.85
Trilogy Day Spa	M 15TH	100-3511	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 5,127.57
Metlox (shared maint.)	Q	520-3910	\$ 2,093.09	\$ 2,093.09	\$ 1,283.75				\$ 3,376.84

# 2018-2019 comm

As of: 02/12/2019

MONTHLY REVENUES	Due Date	Acct #	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	TOTALS
<b>FRANCHISES:</b>											
Verizon/Frontier Comm.	Q	100-3202		\$ 93,817.04			\$ 89,893.12				\$ 183,710.16
Verizon/ Frontier PEG	A	100-21505									\$ -
Time Warner/Spectrum (PEG)	Q	100-21503		\$ 14,677.06			\$ 13,962.67				\$ 28,639.73
Time Warner/Spectrum (Basic)	Q	100-3202		\$ 73,385.26			\$ 69,813.32				\$ 143,198.58
Van Lingen Towing	M	100-3713	\$ 6,148.00	\$ 7,557.00	\$ 7,198.00	\$ 5,829.00	\$ 6,301.00	\$ 5,947.00	\$ 6,324.00		\$ 45,304.00
So Cal Edison	A	100-3202									\$ -
So Cal Gas	A	100-3202									\$ -
Plains West Coast Terminals	A	100-3202									\$ -
<b>MISC. PAYMENTS</b>											
Waste Mgmt-Recycle	A	510-3747	\$ 35,000.00								\$ 35,000.00
Mrs. June Mikrut	A	503-3738		\$ 25.00							\$ 25.00
Median-Hermosa Bch	A	100-3735					\$ 2,200.36				\$ 2,200.36
Median-Redondo Bch	A	100-3735					\$ 5,283.86				\$ 5,283.86
Panchos-Pkg Spaces	M	520-3995	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 7,800.00
Signals-Target	A	100-3736									\$ -
Fusion Sushi 270 Sq. Ft	M	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 5,670.00
Summers 44 Sq. Ft.	A	100-3734		\$ 1,584.00							\$ 1,584.00
Uncle Bills 195 Sq. Ft	M	100-3734	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 4,095.00
Ocean View 270 Sq. Ft	M	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 5,670.00
Legacy Inmate Comm	M	100-21604	\$ 240.41	\$ 394.70	\$ 308.25	\$ 665.05	\$ 4.39	\$ 343.47	\$ 143.45		\$ 2,099.72
Northrop Grumman	A	100-3734		\$ 1,371.00							\$ 1,371.00
PCAM - VALET start 2/2/2017	M	520-3995	\$ 457.50	\$ 615.00	\$ 637.50	\$ 618.75	\$ 700.00	\$ 575.00			\$ 3,603.75
DBID - Dekralite (Pledge Pmt)	M	100-18-032-5		\$ 5,000.00							\$ 5,000.00
DBID - Dekralite (Annual Pmt)	M	100-18-032-5									\$ -
A - Annual											
Q - Quarterly											
M - Monthly											

City of Manhattan Beach  
 Accounts Receivable - Aging Statistics  
 Miscellaneous AR

02/12/2019

**Dollars**

	Total AR	0-30	30-60	60-90	90-120	>120
July	306,437.99	153,800.88	39,290.32	5,958.66	58,294.68	49,367.45
August	261,314.33	36,034.61	114,969.24	21,234.45	5,838.86	83,511.17
September	220,505.53	104,420.39	13,823.55	10,197.03	11,420.45	80,644.11
October	253,998.14	163,056.83	8,869.27	5,841.00	9,806.25	68,691.29
November	446,668.72	298,792.02	22,845.64	28,410.82	7,536.27	89,083.97
December	402,692.30	104,702.12	188,895.48	5,260.70	23,772.09	82,328.46
January	404,157.25	253,224.43	21,482.39	51,632.39	2,645.00	75,173.04
February						
March						
April						
May						
June						
<i>Partial</i>						
<b>Avg.</b>	<b>327,967.75</b>	<b>159,147.33</b>	<b>58,596.56</b>	<b>18,362.15</b>	<b>17,044.80</b>	<b>75,542.78</b>

**Percentages**

	Total AR	0-30	30-60	60-90	90-120	>120
July	100%	50%	13%	2%	19%	16%
August	100%	14%	44%	8%	2%	32%
September	100%	47%	6%	5%	5%	37%
October	101%	64%	3%	2%	4%	27%
November	100%	67%	5%	6%	2%	20%
December	101%	26%	47%	1%	6%	20%
January	100%	63%	5%	13%	1%	19%
February						
March						
April						
May						
June						
<b>Avg.</b>	<b>100%</b>	<b>32%</b>	<b>28%</b>	<b>5%</b>	<b>11%</b>	<b>24%</b>