



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: July 15, 2019

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

MONTHLY PAYMENT SCHEDULE

As of: 7/10/2019

MONTHLY REVENUES		July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	TOTALS
		Due Date	Acct #											
HOTEL BED TAX:														
	The Belmar (19)	M 20TH	100-3203	7/23/2018	8/24/2018	9/24/2018	10/25/2018	11/26/2018	12/20/2018	1/24/2019	2/25/2019	3/22/2019	4/29/2019	6/20/2019
	Crimson Hotel (45)	M 20TH	100-3203	7/11/2018	8/16/2018	9/19/2018	10/18/2018	11/18/2018	12/17/2018	1/17/2019	2/19/2019	3/20/2019	4/15/2019	6/20/2019
	Main Village Inn (19)	M 20TH	100-3203	7/16/2018	8/15/2018	9/17/2018	10/19/2018	11/19/2018	12/18/2018	1/17/2019	2/20/2019	3/18/2019	4/16/2019	6/11/2019
	Best Western Plus (53)	M 20TH	100-3203	7/16/2018	8/15/2018	9/17/2018	10/19/2018	11/19/2018	12/18/2018	1/17/2019	2/20/2019	3/18/2019	4/16/2019	6/11/2019
	Hi-View Motel (20)	M 20TH	100-3203	7/23/2018	8/21/2018	9/19/2018	10/22/2018	11/20/2018	12/20/2018	1/22/2019	2/20/2019	3/20/2019	4/22/2019	6/20/2019
	Wave Hotel (44)	M 20TH	100-3203	7/23/2018	8/16/2018	9/19/2018	10/18/2018	11/18/2018	12/17/2018	1/17/2019	2/19/2019	3/20/2019	4/15/2019	6/20/2019
	Man Bch Motel (13)	M 20TH	100-3203	7/23/2018	8/20/2018	9/24/2018	10/22/2018	11/20/2018	12/20/2018	1/22/2019	2/20/2019	3/18/2019	4/16/2019	6/11/2019
	Marriott (380)	M 20TH	100-3203	7/18/2018	8/15/2018	9/17/2018	10/16/2018	11/15/2018	12/14/2018	1/14/2019	2/19/2019	3/19/2019	4/18/2019	6/20/2019
	Residence Inn (176)	M 20TH	100-3203	7/23/2018	8/21/2018	9/20/2018	10/22/2018	11/18/2018	12/20/2018	1/22/2019	2/21/2019	3/20/2019	4/22/2019	6/20/2019
	Sea View Inn (33)	M 20TH	100-3203	7/19/2018	8/20/2018	9/20/2018	10/22/2018	11/19/2018	12/20/2018	1/22/2019	2/21/2019	3/20/2019	4/22/2019	6/20/2019
	Sea View Inn (16)	M 20TH	100-3203	7/23/2018	8/21/2018	9/20/2018	10/19/2018	11/20/2018	12/20/2018	1/22/2019	2/20/2019	3/21/2019	4/22/2019	6/20/2019
	Shade (36)	M 20TH	100-3203	\$ 433,142.95	\$ 491,286.74	\$ 480,016.97	\$ 395,519.46	\$ 432,631.07	\$ 376,676.05	\$ 348,499.96	\$ 378,084.16	\$ 404,700.22	\$ 470,244.99	\$ 444,187.10
	Sub Total													\$ 5,142,943.26
MB STUDIOS:														
	CRP MB Studios %	M 20TH	100-3204	6/27/2018	8/6/2018	8/21/2018	10/11/2018	11/7/2018	12/11/2018	1/28/2019	2/14/2019	3/8/2019	4/3/2019	6/18/2019
	CRP MB Studios-Fire	M 20TH	100-3715	8/8/2018	9/17/2018	10/11/2018	10/30/2018	11/7/2018	12/11/2018	1/28/2019	2/14/2019	3/8/2019	4/3/2019	6/18/2019
	CRP MB Studios-Fire Inv	M 1ST	100-3304	7/16/2018	8/21/2018	10/1/2018	10/11/2018	11/7/2018	12/26/2018	1/26/2019	2/14/2019	3/8/2019	4/3/2019	6/18/2019
	CRP MB Studios Annual Fire Fee	M 20TH	100-3304	8/21/2018	8/21/2018	8/21/2018	10/30/2018	10/30/2018	12/11/2018	1/28/2019	2/14/2019			
	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	\$ 240,999.96
	Metlox - Profit	A MARCH	100-3519				\$ 3,679.06	\$ 3,679.06	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 314,071.50
	Bay Club-Bldg Rent	M 10TH	100-3513	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,679.06	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 3,822.54	\$ 46,296.66
	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	\$ 180,000.00
	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	\$ 25,436.20	\$ 25,436.20	\$ 25,436.20	\$ 25,436.20	\$ 25,436.20	\$ 301,416.20
	Bay Club - Parking	M 10TH	100-3534	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 2,775.79	\$ 33,309.48
	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	\$ 6,288.68
	Sprint	M 30TH	100-3517	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 5,041.27	\$ 62,007.60
	A1 & T	M 1ST	100-3517	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 4,837.64	\$ 58,051.68
	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	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 4,573.09	\$ 55,583.03
	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	\$ 280.00	\$ 3,360.00
	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	\$ 33,333.33	\$ 399,999.96
	Marriott - %	Q 31ST	100-3515	\$ 265,837.00			\$ 353,916.00				\$ 343,834.00			\$ 1,362,302.00
	Marriott Golf Course	Q 31ST	100-3512	\$ 2,410.00			\$ 2,971.00				\$ 1,375.00			\$ 6,766.00
	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	\$ 53,000.04
	Village Mall Parking	M 25TH	100-3532	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 14,440.35	\$ 15,003.52	\$ 15,003.52	\$ 15,003.52	\$ 15,003.52	\$ 15,003.52	\$ 138,564.44
	Shade #1	M 15TH	100-3511	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 852.62	\$ 10,231.44
	Storage Shade 9/09 #2	M 15TH	100-3511	\$ 717.25	\$ 717.25	\$ 717.25	\$ 717.25	\$ 717.25	\$ 745.22	\$ 745.22	\$ 745.22	\$ 745.22	\$ 745.22	\$ 8,907.76
	Trilogy Day Spa	M 15TH	100-3511	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 732.51	\$ 8,907.32
	Metlox (shared maint)	Q	520-3910	\$ 2,093.09	\$ 2,093.09									\$ 4,571.82

MONTHLY PAYMENT SCHEDULE

As of: 7/10/2019

MONTHLY REVENUES	Due Date	Acct #	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	TOTALS
FRANCHISES:															
Verizon/Frontier Comm.	Q	100-3202		\$ 93,817.04			\$ 89,893.12			\$ 93,878.36			\$ 90,267.03		\$ 367,555.55
Verizon/Frontier PEG	A	100-21505								\$ 38,264.10					\$ 38,264.10
Time Warner/Spectrum (PEG)	Q	100-3202		\$ 14,677.06			\$ 13,962.67			\$ 14,587.75			\$ 14,057.78		\$ 57,285.26
Time Warner/Spectrum (Basic)	Q	100-3202		\$ 73,385.26			\$ 69,813.32			\$ 72,291.09			\$ 70,288.87		\$ 285,778.64
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	\$ 7,245.00	\$ 6,254.00	\$ 7,882.00	\$ 5,239.00	\$ 6,771.00	\$ 78,695.00
So Cal Edison	A	100-3202										\$ 418,462.76			\$ 418,462.76
Plains West Coast Terminals	A	100-3202										\$ 90,895.41			\$ 90,895.41
												\$ 6,101.10			\$ 6,101.10
MISC. PAYMENTS															
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	\$ 975.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 11,700.00
Signals-TARGET	A	100-3736				\$ 5,660.52									\$ 5,660.52
Fusion Sush 270 Sq. Ft	M	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 9,720.00
Summers 44 Sq. Ft	A	100-3734				\$ 1,584.00									\$ 1,584.00
Uncle Bills 186 Sq. Ft	M	100-3734	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 585.00	\$ 7,020.00
Ocean View 270 Sq. Ft	M	100-3734	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 810.00	\$ 9,720.00
Legacy Innate Comm	M	100-21604	\$ 240.41	\$ 394.70	\$ 308.25	\$ 665.05	\$ 4.39	\$ 343.47	\$ 143.45	\$ 410.47	\$ 310.25	\$ 274.90	\$ 441.03	\$ 140.73	\$ 3,677.10
Northrop Grumman	A	100-3734			\$ 1,371.00										\$ 1,371.00
PCAIM - VALET start 2/2/2017	M	520-3995	\$ 457.50	\$ 615.00	\$ 637.50	\$ 618.75	\$ 700.00	\$ 575.00							\$ 5,600.00
DBID - Dekraite (Pledge Pmt)	M	100-18-032-5		\$ 5,000.00							\$ 2,700.00				\$ 7,700.00
DBID - Dekraite (Annual Pmt)	M	100-18-032-5													\$ 2,700.00
A - Annual															
Q - Quarterly															
M - Monthly															

City of Manhattan Beach
 Accounts Receivable - Aging Statistics
 Miscellaneous AR

7/9/2019

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	284,028.01	163,161.81	23,068.62	17,700.10	4,093.43	76,004.05
March	245,207.46	130,439.58	16,298.03	21,406.86	6,666.18	71,776.56
April	574,951.55	436,157.24	32,756.52	12,966.03	19,743.08	74,708.43
May	347,401.59	182,729.72	47,433.18	8,781.11	19,910.32	90,553.01
June	316,422.07	170,207.87	12,281.20	46,269.39	8,025.16	62,610.66
<i>* Partial</i>						
Avg.	338,648.75	183,060.63	45,167.79	19,638.21	14,812.65	75,371.02

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	100%	57%	8%	6%	1%	27%
March	101%	53%	7%	9%	3%	29%
April	100%	76%	6%	2%	3%	13%
May	101%	53%	14%	3%	6%	26%
June	95%	54%	4%	15%	3%	20%
Avg.	100%	32%	28%	5%	11%	24%