

BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 12/7/2021

*= Mandatory, information must be provided

Click or tap the boxes to enter text. If not applicable, indicate "N/A".

*Title:

Transmittal of Department Quarterly Reports on Receivable Collections

*Introduction/Background:

Transmitted herewith are the Department Quarterly Reports on Receivable Collections and Summary, as delineated in Pima County Administrative Procedures 22-75, for the quarter ending September 30, 2021.

*Discussion:

For the quarter ending September 30, 2021, departments reported accounts receivable balances totaling \$26,416,352 or a 4% increase from the previously reported quarter ending June 30, 2021. Total collections for the departments reporting this quarter were \$37,540,979. Of the total ending accounts receivable blance, \$824,319, or 3%, was considered delinquent.

*Conclusion:

For detail, please see the attached Summary and reports from the departments.

*Recommendation:

Recommend that the Board accept the Department Quarterly Reports on Receivable Collections for the period ending September 30, 2021.

*Fiscal Impact:

*Board of Supervisor District:

N/A

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Department: Finance and Risk Management	Telephone: 724-3126	
Contact: Meridith Litton	Telephone: 724-8517	
Department Director Signature: Machille	CANY	Date: //~/8-2/
Deputy County Administrator Signature:		Date:
County Administrator Signature:	lur	Date: IH92001

Summary of Quarterly Department Reports on Receivable Collections, received for the Quarter Ending 9/30/21

Finance & Risk Management Department, Revenue Management Division

Department	Foot note Refs	: A/F	R Beginning Balance	Amount Bille	d	Amount Collected	Amount Txfr'd to Rev & Coll	Corrections /Restate- ments	Write- offs & Settle- ments	A/R Ending Balance	ı	Delinquent Balance	:
Attractions & Tourism	(1)	\$	116,265	\$ 220,794	\$	(263,838)				\$ 73,220			_
Communications			-							-	•		
Constables			402	1,062		(1,161)	(117)			187			
Dept. of Environmental Quality			325,531	770,963	;	(675,411)				421,082	\$	1,085	
Development Services			378			(40)				338			
Elections			-							-			
Facilities Mgmt	(2)		353,603	1,414,886		(1,683,172)				85,317			
Finance & Risk Mgmt	(3)	1	0,282,301	10,424,732		(9,559,143)	(14,310)	(25,646)	(4,185)	11,103,749	\$	33,342	
Fleet Services			32,528	34,419		(46,838)				20,110			
Information Technology	(4)		(22,352)	180,437		(184,296)				(26,212)			
Kino Sports Complex	(5)		184,538	586,993		(655,699)		200		116,032			
Library			410,623	16,134		(324,484)				102,274			
Medical Examiner			280,867	443,660		(403,298)				321,229			
Nat. Resources, Parks & Rec	(6)		178,760	412,173		(402,926)				188,007	\$	1,780	
Offic of Sustainability & Conservation			425,791	185,976		(178,728)				433,038		•	
Pima Animal Care		:	1,291,292	1,384,646		(1,301,989)				1,373,949			
Public Health			3,116	1,338		(671)				3,783	\$	3,116	
Regional Flood Control District			3,027	19,173		(21,909)				291	·	,	
RWRD	(7)		459,127	254,724		(592,506)				121,346	\$	44,128	
Revenue & Collections	(8)		707,139	5,545		(2,916)	25,078			734,846	\$	734,846	
Sheriff	(9)	1	1,685,045	1,769,318		(1,497,091)				1,957,271		, , , , , , , , ,	
Transportation		8	3,736,229	19,168,609		(18,611,480)	(10,651)			9,282,708	\$	6,022	
Wireless Integrated Network	(4)		(83,344)	1,320,514		(1,133,383)	, , ,			103,787		-,	
Totals		\$ 25	,370,866 \$	38,616,096	\$	(37,540,979)	\$ - !	\$ (25,446)	\$ (4,185)	\$ 26,416,352	\$	824,319	

Footnotes to Summary:

- (1) Includes rental properties and hotel/motel tax.
- (2) Includes parking garages and rental properties.
- (3) Includes notes for the City of South Tucson and UofA Mineral Museum, VLT, hotel/motel tax, cable company rents, January 8th Memorial donation and Risk Management claims.
- (4) Credit beginning or ending balances are due to prepayments of rent or other services.
- (5) Includes sports facilities use and hotel/motel tax.
- (6) Includes usage of parks and other NRPR facilities, rental properties and Starr Pass funds.
- (7) Includes septage hauling, rental properties and amounts owed for non-sufficient funds.
- (8) Includes court-ordered restitution accounts, judgments and delinquent accounts' transferred from other County Departments.
- (9) Includes a note receivable with the City of South Tucson.

Prepared by:

Ted Garza

Revenue & Collections Supervisor

Reviewed & Approved by:

Michelle Hamilton Division Manager

Department: _	Attractions & Tourism (Combined)	Period Ending:		9/30/2021
Accounts Receivable Amount Billed for this Amount Collected du Amount Transferred Corrections/Restaten Accounts Receivable	Beginning Balance Period ring this Period to Revenue and Collections nents		\$ \$ \$ \$ \$ \$	Amount 116,264.64 220,793.53 (263,838.26)
Delinquent Balance			\$	-
Collection Rate				78%
Number of Accounts Number of Delinquen	at the End of the Period t Accounts			2
* The Accounts Rece	ivable Ending Balance consists of the Loop Clo Prepaid Hotel/Mote	thing \$ 720.00 Rent \$ (1,870.92)		

Department Director/Designee

29/21

Department:	Constables	Period Ending:	<u></u>	9/30/2021
				Amount
Accounts Receival	ole Beginning Balance	·	\$	402.40
Amount Billed for t	his Period		\$	1,062.20
Amount Collected	during this Period		\$	(1,160.60)
Amount Transferre	d to Revenue and Collections		\$	(117.00)
Corrections/Restat	ements			
Accounts Receivat	ole Ending Balance		\$	187.00
Delinquent Balance			\$	-
Collection Rate				86%
Number of open ac	counts at the end of the quarter			5
Number of delinque	ent accounts			0

Department Director/Designee

Department:	Dept. of Environmental Quality (Combined)	Period Ending:	 9/30/2021	
			 Amount	
Accounts Receivable E	Beginning Balance		\$ 325,530.68	
Amount Billed for this F	Period		\$ 770,962.76	
Amount Collected during	ng this Period		\$ (675,411.43)	
Amount Transferred to	Revenue and Collections		\$ -	
Corrections/Restateme	ents		\$ -	
Write-offs of account b	alances		\$ 	
Accounts Receivable E	nding Balance		\$ 421,082.01	*
Delinquent Balance			\$ 1,085.00	**
Collection Rate			62%	
Number of Accounts at	the End of the Period		15	
Number of Delinquent A	Accounts		1	
* The Accounts Receive	able Ending Balance consists of the following	•		
	Air Quality Permits	· ·		
	Public Water Permits	,		
	Waste Hauler Permits	\$ 31,734.00		
	Solid Waste _	\$ 387,163.01		
	=	\$ 421,082.01		

^{**}The Delinquent Balance consists of an Air Quality Permit.

Hosera Cosdova

Department Director/Designee

Department:	Development Services (Combined)	Period Ending:	9/	30/2021
				Amount
Accounts Receivable Be	eginning Balance		\$	378.00
Amount Billed for this Pe	eriod		\$	-
Amount Collected during	g this Period		\$	(40.00)
Corrections/Restatemen	nts ·	,,	\$	-
Write-offs of Account Ba	alances		\$	-
Accounts Receivable Er	iding Balance	4	\$	338.00 *
Delinquent Balance			\$	-
Collection Rate				11%
Number of Accounts at t	he End of the Period			2
Number of Delinquent A	ccounts			0

* The Accounts Receivable Ending Balance consists of the following:

Enforcement	\$ 190.00
Non-Sufficient Funds	\$ 148.00
	\$ 338.00

Department:	Facilities Management (Combined)	Period Ending:	9/30/2021
			Amount
Accounts Receiva	ble Beginning Balance	•	\$ 353,603.16
Amount Billed for	this Period		\$ 1,414,886.15
Amount Collected	during this Period		\$ (1,683,172.11)
Amount Transferre	ed to Revenue and Collections		\$ -
Corrections/Resta	tements	_	\$ <u> </u>
Accounts Receiva	ble Ending Balance	_	\$ 85,317.20 *
Delinquent Balanc	e		\$ -
Collection Rate			95%
Number of Accour Number of Delinqu	nts at the End of the Period uent Accounts		31 0
* The Accounts Re	eceivable Ending Balance consists of the Prepayments on Building rental acco	•	

Parking accounts \$

Prepayments on Parking accounts \$

Building rental accounts \$ 190,666.49 ‡

(930.00)

8,191.88 85,317.20

Lorena Cordona

Department Director/Designee

11/4/21 Date

[‡] Balance includes deferred rent as offered by the County due to the COVID-19 pandemic.

Department:	Finance & Risk Management	Period Ending:	 9/30/2021	<u> </u>
	(Combined)		 Amount	
Accounts Receivable Beg	ginning Balance		\$ 10,282,301.17	_
Amount Billed for this Pe	riod		\$ 10,424,731.77	
Amount Collected during	this Period		\$ (9,559,143.27))
Amount Transferred to Re	evenue and Collections		\$ (14,309.69))
Corrections/Restatement	s		\$ (25,645.97)	*
Risk Mgmt Settlement Ag	reements \$1,000 or Less		\$ (422.80)	1
Risk Mgmt Settlement Ag	reements \$1,000 - \$10,000		\$ (3,762.51)	,
Accounts Receivable End	ding Balance		\$ 11,103,748.70	- ** =
Delinquent Balance			\$ 33,341.72	***
Collection Rate			46%	
Number of open accounts	s at the end of the period		33	
Number of Delinquent Ac	counts		12	

^{*} The Corrections/Restatements amount consists of adjustments on prior quarter invoices.

^{**} The Accounts Receivable Ending Balance consists of the following:

Vehicle license tax	\$ 2	2,812,555.95	Risk Management claims	\$ 38,325.30
Cable Company rents	\$	892,180.71	City of South Tucson Note	\$ 1,058,265.64
January 8th Memorial	\$	56,200.00	U of A Mineral Museum Note	\$ 6,013,812.22
Hotel/Motel tax	\$	232,408.88		\$ 11,103,748.70

^{***} The Delinquent Balance reflects uncollected accounts that have been in the Risk Management subrogation process for more than 90 days.

Aorona Cordova

Department Director/Designee

Department:	Fleet Services	Period Ending:	 9/30/2021
	(Combined)		
			Amount
Accounts Receivable I	Beginning Balance		\$ 32,528.04
Amount Billed for this	Period	·	\$ 34,419.28
Amount Collected duri	ng this Period		\$ (46,837.71)
Corrections/Restatement	ents		\$ -
Accounts Receivable I	Ending Balance		\$ 20,109.61
Delinquent Balance			\$ -
Collection Rate			70%
	t the end of the quarter		36
Number of delinquent	accounts		0

Department Director/Designee

Department:	Department: Information Technology Period Ending:		9/30/2021		
Accounts Receivable B Amount Billed for this F Amount Collected durin Corrections/Restateme Accounts Receivable E	Period ng this Period nts		\$ \$ \$ \$	Amount (22,352.41) 180,436.92 (184,296.43) - (26,211.92) *	
Delinquent Balance			\$	-	
Collection Rate				117%	
Number of open account Number of delinquent a	nts at the end of the quarter ccounts			2 0	
* The Accounts Receiv	able Ending Balance consists of the following: Leases with a receivable balance Prepayments - Leases Overpayments - Leases	\$ (9,099.07)			

Department Director/Designee

18/21

Department: Kino Sports Complex (Combined)	Period Ending:		9/30/2021
Accounts Receivable Beginning Balance Amount Billed for this Period Amount Collected during this Period Amount Transferred to Revenue and Collections Corrections/Restatements Accounts Receivable Ending Balance		\$ \$ \$ \$ \$ \$	Amount 184,538.08 586,992.90 (655,699.30) - 200.00 * 116,031.68 **
Delinquent Balance		\$	-
Collection Rate			85%
Number of Accounts at the End of the Period Number of Delinquent Accounts			5 0

^{*} The Corrections/Restatements amount includes a prior quarter adjustment.

^{**} The Accounts Receivable Ending Balance is comprised of the following:

Lights of the World	\$ 15,445.05
FC Tucson Youth Soccer	\$ 7,809.00
Mexican Baseball Fiesta	\$ 14,900.00
Triple Crown Sports	\$ 2,464.00
Prepayments on accounts	\$ (82,623.39)
Hotel/Motel Tax	\$ 158,037.02
	\$ 116,031.68

[†] Although the amount for Lights of the World has remained unpaid since January 2020, the balance is not considered to be delinquent because they have entered into a Payment Plan Agreement.

Department Director/Designee

Department:	Library	Period Ending:	d Ending: 9/30/2021	9/30/2021	
				Amount	
Accounts Receivable	•		\$	410,623.20	
Amount Billed for this	s Period		\$	16,134.38	
Amount Collected du	ring this Period		\$	(324,484.04)	
Amount Transferred to Corrections/Restaten	to Revenue and Collections nents		\$	-	
Accounts Receivable	Ending Balance		\$	102,273.54	
Delinquent Balance			\$	-	
Collection Rate				76%	
Number of Open Acco	ounts at the End of the Period t Accounts			2	

* The Accounts Receivable Ending Balance consists of the following:

City of Tucson Utilities \$

3,815.94

Universal Service Administrative Co (E-Rate Funding) \$

\$ 98,457.60

Department Director/Designee

10/27/2/

Department:	Medical Examiner	Period Ending:		9/30/2021
			_	Amount
Accounts Receivable Be			\$ \$	280,866.85 443,660.25
Amount Billed for this Period		•		
Amount Collected during	this Period		\$	(403,298.25)
Corrections/Restatemen	ts			<u> </u>
Accounts Receivable En	ding Balance		\$	321,228.85
Delinquent Balance			\$	-
Collection Rate				56%
Number of open accoun	ts at the end of the quarter ecounts			75 0

Department Director/Designee

Data

Department:	NRPR (Combined)			Period Ending:		9/30/2021
	(compiled)					
						Amount
Accounts Receivable B	eginning Balance				\$	178,759.56
Amount Billed for this					\$	412,173.37
Amount Collected during this Period			\$	(402,925.94)		
Corrections/Restateme					\$ \$ \$	<u>-</u>
Accounts Receivable Ending Balance				<u>\$</u>	188,006.99 *	
Delinquent Balance			\$	1,780.04 **		
Collection Rate					68%	
Number of Accounts at Number of Delinquent						48 1
* The Accounts Receiva	ble Ending Balance con	sists of the following:				
		Parks Facility Use	•	34,324.64		
		Starr Pass	•	107,551.20		
		Real Property	•	36,940.15		
		Special Use Permits	•	8,906.00		
		Non Sufficient Funds	\$	455.00		

Annual Encroachment Fees \$

Department Director/Designee

Date

(170.00) 188,006.99

^{**}The Delinquent Balance Amount consists of park activities for Flowing Wells Continental Little League.

Department:	Office of Sustainability & Conservation CIP IGA	_Period Ending:		9/30/2021
				Amount
Accounts Rece	ivable Beginning Balance		\$	425,790.69
Amount Billed	or this Period		\$	185,975.72
Amount Collected during this Period				(178,728.27)
Amount Transferred to Revenue and Collections				-
Corrections/Restatements				-
Accounts Receivable Ending Balance				433,038.14
Delinquent Bala	ance		\$	-
Collection Rate				29%
•	n Accounts at the End of the Period nquent Accounts			1 0

Denartment Director/Designee

Date '

Department:	Pima Animal Care Dept (Combined)	Period Ending:		9/30/2021
Accounts Receivable Amount Billed for this	5 5		\$ \$	Amount 1,291,292.00 1,384,646.00
Amount Collected duri Corrections/Restatem	ing this Period		\$ \$	(1,301,989.00)
Accounts Receivable	Ending Balance		\$	1,373,949.00 *
Delinquent Balance Collection Rate			\$	- 49%
Number of Accounts a Number of Delinquent	t the End of the Period Accounts			9

* The Accounts Receivable Ending Balance consists of the following:

 Pima Animal Care Center
 \$ 1,373,772.00

 Pima Animal Care Operations
 \$ 177.00

 \$ 1,373,949.00

Department Director/Designee

Department:	Public Health Dept	Period Ending:	9	9/30/2021
				Amount
Accounts Receivable Beg	ginning Balance		\$	3,116.00
Amount Billed for this Pe	riod		\$	1,338.00
Amount Collected during	this Period		\$	(671.00)
Accounts Receivable End	ding Balance		\$	3,783.00
Delinquent Balance			\$	3,116.00 *
Collection Rate				15%
Number of open accounts Number of delinquent acc	s at the end of the quarter counts			14 11
* The Delinguent Balance	amount consists of non-sufficient fu	nds and fees.		

Department Director/Designee

Department:	Regional Flood Control District Period Ending:		9/30/2021		
_	(Combined)				
					Amount
Accounts Receivable	Beginning Balance			\$	3,027.42
Amount Billed for this	s Period			\$	19,172.75
Amount Collected du	ring this Period			\$	(21,908.71)
Amount Transferred to Revenue and Collections					-
Corrections/Restatements					
Write-Offs					-
Accounts Receivable	Ending Balance			\$ \$	291.46 *
Delinquent Balance				\$	-
Collection Rate					99%
Number of Accounts	at the End of the Period				3
Number of Delinquen	t Accounts				0
* The Accounts Rece	ivable Ending Balance consists of the follow	ing:			
	RTA	\$	993.78		
	Rental Properties	\$	716.68		
	Prepaid Rental Properties	\$	(1,419.00)		
		\$	291.46		

Hosena Cosdova

Department Director/Designee

11/5/21 Date

Department:	Regional Wastewater Reclamation Department	Period Ending:		9/30/2021
	(Combined)			<u>.</u>
				Amount
Accounts Receivable E	Beginning Balance		\$	459,127.14
Amount Billed for this I	Period		\$	254,724.39
Amount Collected duri	ng this Period		\$	(592,505.71)
Amount Transferred to	Revenue and Collections		\$	-
Corrections/Restatement	ents		\$	-
Accounts Receivable E	Ending Balance		\$	121,345.82 *
Delinquent Balance			\$	44,128.49 **
Collection Rate				83%
Number of open accou	nts at the end of the period			12
Number of Delinquent	Accounts			4
* The Accounts Receiv	able Ending Balance consists of the following:			
	Septage Hauling	\$ 126,667.47		
	Prepayment Rental	\$ (13,722.65)		
	Non-sufficient Funds	\$ 8,401.00		
	- -	\$ 121,345.82		
** The Delinquent Bala	nce consists of the following:			
•	Septage Hauling	\$ 35,727.49		
	Non-sufficient Funds	\$ 8,401.00	***	
		\$ 44,128.49		

^{***} Account has been transferred to the County Attorney's Bad Check Program.

Department Director/Designee

 $\frac{10/29/21}{\text{Date}}$

Department: Revenue & Collections Period Endir		Period Ending:		9/30/2021	
		_		Amount	
Accounts Receivable Beginning Bal	ance	_	\$	707,139.24	
Amount Billed for this Period			\$	5,544.73	
Amount Collected during this Period	\$	(2,915.77)			
Amount Transferred to Revenue & Collections				25,077.54 *	
Corrections/Restatements			\$	-	
Write-offs of account balances		_	\$		
Accounts Receivable Ending Balance	ce	=	\$	734,845.74	
Delinquent Balance			\$	734,845.74 **	
Collection Rate				0%	
Number of Accounts at the End of the	ne Period			837	
Number of Delinquent Accounts				837	

^{*} The Amount Transferred to Revenue & Collections consists of accounts from the following depts:

Constables	\$ 117.00
Transportation	\$ 10,650.85
Risk Management	\$ 14,309.69
	\$ 25,077.54

Department Director/Designee

^{**} The entire Accounts Receivable Ending Balance is delinquent. The Delinquent Balance consists of accounts that have been transferred to Revenue & Collections, by departments, after they have become past-due; court-ordered restitution accounts and judgments.

Department:	Sheriff's Dept.	Period Ending:	9/30	/2021
Amount Billed for Amount Collected			\$ 1,685 \$ 1,765 \$(1,497	5,044.77 9,317.83 7,091.24) 7,271.36
Delinquent Balanc	ie		\$	-
Collection Rate				43%
Number of open a Number of delinqu	ccounts at the end of the ent accounts	quarter		12 0

Department Director/Designee

V/27/2

Department:	_	Transpor	tation	Period Ending:	 9/30/2021
		(Combir	ned)		
					Amount
Accounts Receivable Beginn	ing	Balance			\$ 8,736,229.36
Amount Billed for this Period			,		\$ 19,168,609.42
Amount Collected during this	Pe	eriod			\$ (18,611,479.86)
Amount Transferred to Reve	nue	e and Collections	6		\$ (10,650.85)
Corrections/Restatements					\$ -
Write-Offs of account balance	es				\$ -
Accounts Receivable Ending	Ва	alance			\$ 9,282,708.07 *
Delinquent Balance					\$ 6,021.73 **
Collection Rate					67%
Number of Accounts at the E	nd	of the Period			26
Number of Delinquent Accou					36 5
·					•
* The Accounts Receivable E	ndi	ing Balance cons	sists of the following:		
Prepaid Rental Properties		(2,515.00)	HURF/VLT/Aviation Funds	\$ 6,046,537.42	
Rental Properties		1,925.00	Prepaid License Agreements	(960.00)	
Damage Billings	\$	70,702.79	License Agreements	575.00	
RTA	\$	143,718.07	Star Valley- Camino Verde	1,518,653.37	
PAG/Misc IGA's	\$	1,023,698.17	Star Valley- Wade/Valencia	\$ 87,760.74	
CIP Utilities Reimbursement	\$	392,612.51	,	\$ 9,282,708.07	

Horse Condova

Department Director/Designee

^{**} The Delinquent Balance consists of Damage Billing accounts.

Department: Wireless Integrated Networ (Combined)	<u>k</u> Period Ending:		9/30/2021
Accounts Receivable Beginning Balance Amount Billed for this Period Amount Collected during this Period Corrections/Restatements Accounts Receivable Ending Balance		\$ (8 \$ 1,32 \$ (1,13 \$	nount 33,344.31) 20,514.00 * 33,383.11) **
Delinquent Balance		\$	-
Collection Rate			92%
Number of accounts at the end of the quarter Number of delinquent accounts	r		41 0
	ts of: Quarter Billing \$ 703,948.53 Quarter Billing \$ 616,565.47 \$ 1,320,514.00		
**The Amount Collected during this period co Collected for 1st (Collected for 2nd (Quarter Billing \$ (556,036.25)		

Department Director/Designee

10/29/21