



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**

Requested Board Meeting Date: March 21, 2017

**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 Procedure 22-75, for the quarter ending December 31, 2016.

**Discussion:**

For the quarter ending December 31, 2016, departments reported accounts receivable balances totaling \$18,239,793, or a 18% decrease from the quarter ending September 30, 2016. Total collections for the departments reporting this quarter were \$40,371,525, or a 19% increase from the prior quarter. Of the total ending accounts receivable balances \$1,185,584, or 6% 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 December 31, 2016.

**Fiscal Impact:**

**Board of Supervisor District:**

1       2       3       4       5       All

Department: FINANCE AND RISK MANAGEMENT Telephone: 520 7248496

Department Director Signature/Date: [Signature] 3/14/17

Deputy County Administrator Signature/Date: [Signature] 3-15-17

County Administrator Signature/Date: [Signature] 3/15/17

**Summary of Quarterly Department Reports on Receivable Collections, received for the Quarter Ending 12/31/16**  
 Finance & Risk Management Department, Revenue Management Division

Department	Foot-note Refs	A/R Beginning Balance	Amount Billed this Period	Amount Collected	Amount Txfr'd to Rev & Coll	Corrections /Restate-ments	Write-offs	A/R Ending Balance	Delinquent Balance
Attractions & Tourism		\$ 74,409	\$ 242,256	\$ (242,529)	\$ -	\$ -	\$ -	\$ 74,136	
Communications		-	1,183	(1,781)		598		-	
Constables		1,683	529	(315)	(999)		(391)	507	200
Dept. of Environmental Quality		350,861	1,170,333	(690,677)		(482)		830,035	1,533
Development Services		21,480	7,873	(8,403)	(1,450)			19,500	17,530
Elections		822,327	630,350	(827,653)		(11,390)		613,634	
Facilities Mgmt	(1,7)	41,082	1,673,615	(1,712,644)		(12,895)		(10,842)	
Finance & Risk Mgmt	(2)	3,507,348	8,047,888	(9,354,162)	(3,026)	(15,014)		2,183,034	41,224
Fleet Services		4,421	10,667	(11,411)				3,677	
Forensic Science Center		7,215	439,932	(357,525)		(32)		89,590	1,955
Information Technology	(7)	(52,061)	205,142	(109,957)				43,124	
Kino Sports Complex		82,743	562,723	(604,049)		(9,737)		31,680	
Library		11,320	16,796	(17,138)		444		11,422	
Nat. Resources, Parks & Rec	(3)	237,292	388,336	(452,504)		(1,510)		171,614	
Public Health		1,928,409	1,448,475	(2,189,372)		301		1,187,813	111,929
Recorders		23,787	790	(24,577)				-	
Regional Flood Control	(7)	(2,606)	32,855	(13,945)				16,304	
RWRD	(4)	51,353	138,638	(113,911)				76,080	37,266
Revenue & Collections	(5)	627,064	7,803	(5,644)	14,719		(24,884)	619,058	619,058
Sheriff	(6)	3,386,633	1,883,951	(2,711,561)				2,559,023	334,891
Transportation		11,302,726	19,240,176	(20,463,444)	(9,244)	(405,841)	(1,543)	9,662,830	19,998
Wireless Integrated Network		58,969	458,660	(458,323)		(1,730)		57,576	
<b>Totals</b>	<b>(8)</b>	<b>\$ 22,486,453</b>	<b>\$ 36,608,971</b>	<b>\$ (40,371,525)</b>	<b>\$ -</b>	<b>\$ (457,288)</b>	<b>\$ (26,818)</b>	<b>\$ 18,239,793</b>	<b>\$ 1,185,584</b>

Footnotes to Summary:

- (1) Includes Parking Garages, cost-sharing activity at the World View facility, and a note receivable from the University of Arizona.
- (2) Includes cable companies, hotel/motel tax, Risk Mgmt claims and rental properties, notary and law library fees, Print Shop, vehicle license tax and two notes receivable.
- (3) Includes parks field use, rental properties, Starr Pass funds and capital improvement projects.
- (4) Includes septage hauling, connection fees, CIP utilities and rent.
- (5) Includes court-ordered restitution accounts, judgments and delinquent accounts.
- (6) Includes a note receivable from City of South Tucson.
- (7) Credit beginning or ending balances are due to prepayments of rent or other services.
- (8) The Beginning Balance total differs from prior quarter's Ending Balance total by \$74,409. The formula for the totals had not been updated to include Attractions & Tourism when they were renamed (from ED&T) and moved to the first department listed.

Prepared by: Steven Liss  
 Steven Liss  
 Principal Finance Accountant

Reviewed & Approved by: Michelle Hamilton  
 Michelle Hamilton  
 Division Manager

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Attractions & Tourism  
(Combined)

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 74,408.67
Amount Billed for this Period	\$ 242,256.33
Amount Collected during this Period	\$ (242,529.14)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 74,135.86 *</u>
 Delinquent Balance	 \$ -
 Collection Rate	 77%
 Number of Accounts at the End of the Period	 2
Number of Delinquent Accounts	0

\* The Accounts Receivable Ending Balance consists of the following:

Hotel/Motel tax	\$ 40,378.25
Wildcat Golf Partners Note Receivable	\$ 33,757.61
	<u>\$ 74,135.86</u>



\_\_\_\_\_  
Department Director/Designee

17-Jan-17  
\_\_\_\_\_  
Date

## QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

**Department:** Communications Department **Period Ending:** 12/31/2016  
 Print Shop

	Amount
Accounts Receivable Beginning Balance	\$ -
Amount Billed for this Period	\$ 1,182.57
Amount Collected during this Period	\$ (1,780.88)
Corrections/Restatements	\$ 598.31 *
Accounts Receivable Ending Balance	\$ -
 Delinquent Balance	 \$ -
 Collection Rate	 100%
 Number of open accounts at the end of the period	 0
Number of Delinquent Accounts	0

\* The Corrections/Restatements amount represents the transfer of the Print Shop balances from the Finance & Risk Management Department.

Katrina Casdora  
 Department Director/Designee

1/25/17  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Constables

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 1,683.20
Amount Billed for this Period	\$ 528.60
Amount Collected during this Period	\$ (314.20)
Amount Transferred to Revenue and Collections	\$ (999.20)
Write-offs of account balances under \$100	\$ (391.20)
Accounts Receivable Ending Balance	<u>\$ 507.20</u>
Delinquent Balance	\$ 200.00 *
Collection Rate	38%
Number of open accounts at the end of the quarter	18
Number of delinquent accounts	7

\* The delinquent accounts will be transferred to Revenue & Collections in Quarter 3 of this fiscal year.

Constable Mary Dorgan  
 Department Director/Designee

1-26-17  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Dept. of Environmental Quality  
(Combined)

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 350,861.34
Amount Billed for this Period	\$ 1,170,332.50
Amount Collected during this Period	\$ (690,676.47)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (482.00) *
Write-offs of \$100 - \$1,000 approved by Division Mgr.	\$ -
Accounts Receivable Ending Balance	<u>\$ 830,035.37 **</u>
Delinquent Balance	\$ 1,532.50 ***
Collection Rate	45%
Number of open accounts at the end of the quarter	126
Number of Delinquent Accounts	5

\* The Corrections/Restatements amount consists of adjustments made on invoices reported in the prior quarter.

\*\* The Accounts Receivable Ending Balance consists of the following:

Waste Tire Fund	\$ 314,156.76
Air Quality Permits	\$ 499,131.86
Public Water Systems Permits	\$ 1,520.00
Hazardous Waste Permits	\$ 2,042.50
Waste Hauler Permits	\$ 13,184.25
	<u>\$ 830,035.37</u>

\*\*\* The Delinquent Balance consists of the following:

Public Water Systems Permits	\$ 1,520.00
Hazardous Waste Permits	\$ 12.50
	<u>\$ 1,532.50</u>

Rosera Casdova  
Department Director/Designee

1/30/17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Development Services  
(Combined)

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 21,480.00
Amount Billed for this Period	\$ 7,873.00
Amount Collected during this Period	\$ (8,403.00)
Amount Transferred to Revenue and Collections	\$ (1,450.00)
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 19,500.00 *</u>
 Delinquent Balance	 \$ 17,530.00 **
 Collection Rate	 30%
 Number of open accounts at the end of the quarter	 18
Number of delinquent accounts	15

\* The Accounts Receivable Ending Balance consists of the following accounts:

Enforcement	\$ 19,030.00
Non-Sufficient Funds	\$ 470.00
	<u>\$ 19,500.00</u>

\*\* The Delinquent Balance consists of the Enforcement accounts.

Lorena Cordova  
Department Director/Designee

1/26/17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Elections

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 822,326.78
Amount Billed for this Period	\$ 630,349.91
Amount Collected during this Period	\$ (827,652.42)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (11,390.26) *
Accounts Receivable Ending Balance	<u>\$ 613,634.01</u>
 Delinquent Balance	 \$ -
 Collection Rate	 57%
 Number of Accounts at the End of the Period	 4
Number of Delinquent Accounts	0

\* The Corrections/Restatements amount reflects expenditures for the Presidential Preference Elections that the State did not reimburse.

Carolyn Pataconi  
Department Director/Designee

1-24-17  
Date



**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Facilities Management  
(Combined)

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 41,082.25
Amount Billed for this Period	\$ 1,673,614.83
Amount Collected during this Period	\$ (1,712,643.75)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (12,894.96) *
Accounts Receivable Ending Balance	<u>\$ (10,841.63) **</u>
 Delinquent Balance	 \$ -
 Collection Rate	 101%
 Number of Accounts at the End of the Period	 24
Number of Delinquent Accounts	0

\* The Corrections/Restatements amount represents the reversal of invoices that were reported twice on the prior Quarterly Report.

\*\* The Accounts Receivable Ending Balance consists of the following:

Prepayments on building rental accounts	\$ (107,004.46)
Building rental accounts with a receivable balance	\$ 13,561.10
Prepayments on parking accounts	\$ (1,850.00)
Parking accounts with a receivable balance	\$ 11,763.88
UofA Note Receivable	\$ 72,679.85
	<u>\$ (10,849.63)</u>

Carolyn Pataconi  
Department Director/Designee

1-24-17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Finance & Risk Management **Period Ending:** 12/31/2016  
 (Combined)

	<u>Amount</u>	
Accounts Receivable Beginning Balance	\$	3,507,347.91
Amount Billed for this Period	\$	8,047,887.74
Amount Collected during this Period	\$	(9,354,161.29)
Amount Transferred to Revenue and Collections	\$	(3,026.17)
Corrections/Restatements	\$	(15,013.90) *
Accounts Receivable Ending Balance	\$	<u>2,183,034.29</u> **
Delinquent Balance	\$	41,224.30 *****
Collection Rate		81%
Number of open accounts at the end of the period		32
Number of Delinquent Accounts		13

\* The Corrections/Restatements amounts are recapped below. The first amount is due to the prior quarter's cable fees receivable balance being initially based on estimates and adjusted once the actual amount is known. The second amount is due to the Print Shop receivable balance being transferred to the Communications Department during this quarter.

Cable Companies	\$	(14,415.59)
Print Shop	\$	(598.31)
	\$	<u>(15,013.90)</u>

\*\* The Accounts Receivable Ending Balance consists of the following:

Hotel/Motel tax	\$	126,182.06	Cable Companies	\$	754,297.24	
Notary/Law Library	\$	-	***	Bucahui note receivable	\$	40,901.27
Risk Mgmt Claims	\$	56,856.43		Rural Metro note receivable	\$	132,900.69
Risk Mgmt Rentals	\$	(1,521.77)	****	Vehicle License Tax	\$	1,073,418.37
					\$	<u>2,183,034.29</u>

\*\*\* Amounts for this quarter have not yet been reported by the State.

\*\*\*\* The credit balance is due to a prepaid account.

\*\*\*\*\* The Delinquent Balance consists of the following:

Risk Mgmt Claims	\$	40,726.01
Past-due interest on the Bucahui note receivable	\$	498.29
	\$	<u>41,224.30</u>

Carolyn Pataconi  
 Department Director/Designee

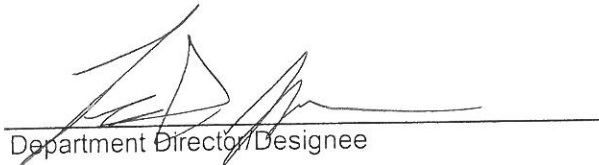
2-2-17  
 Date

## QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Fleet Services

Period Ending: 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 4,420.73
Amount Billed for this Period	\$ 10,667.36
Amount Collected during this Period	\$ (11,411.28)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Board of Supervisors' Approved Write-offs	\$ -
Accounts Receivable Ending Balance	\$ 3,676.81
 Delinquent Balance	\$ -
 Collection Rate	76%
 Number of Open Accounts at the End of the Period	3
Number of Delinquent Accounts	0

  
 \_\_\_\_\_  
 Department Director Designee

2/23/17  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

Department: Forensic Science Center

Period Ending: 12/31/2016

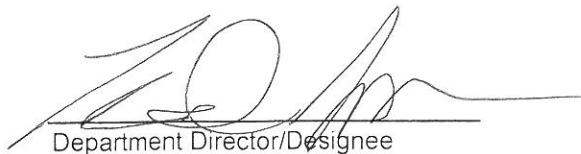
	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 7,214.71
Amount Billed for this Period	\$ 439,932.09
Amount Collected during this Period	\$ (357,525.05)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (32.00) *
Accounts Receivable Ending Balance	<u>\$ 89,589.75 **</u>
 Delinquent Balance	 \$ 1,954.90 ***
 Collection Rate	 80%
 Number of open accounts at the end of the quarter	 54
Number of delinquent accounts	2

\* Corrections/Restatements amount consist of prior quarter credit memo.

\*\* The Accounts Receivable Ending Balance consists of the following:

Accounts with a receivable balance	\$ 89,638.40
Prepayments	\$ (48.65)
	<u>\$ 89,589.75</u>

\*\*\* The Delinquent Balance consists of \$1,950 due from Vistoso Memorial Chapel plus \$4.90 due from another account.

  
Department Director/Designee

  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Information Technology

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ (52,061.27)
Amount Billed for this Period	\$ 205,142.46
Amount Collected during this Period	\$ (109,957.45)
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 43,123.74 *</u>
Delinquent Balance	\$ -
Collection Rate	72%
Number of open accounts at the end of the quarter	7
Number of delinquent accounts	0

\* The Accounts Receivable Ending Balance consists of the following:

Leases with a receivable balance	\$ 89,640.13
Prepayments - Leases	\$ (46,516.39)
	<u>\$ 43,123.74</u>

  
 \_\_\_\_\_  
 Department Director/Designee

1/24/17  
 \_\_\_\_\_  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Kino Sports Complex  
(Combined)

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 82,743.61
Amount Billed for this Period	\$ 562,723.41
Amount Collected during this Period	\$ (604,049.51)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (9,737.67) *
Accounts Receivable Ending Balance	<u>\$ 31,679.84 **</u>
 Delinquent Balance	 \$ -
 Collection Rate	 95%
 Number of Accounts at the End of the Period	 10
Number of Delinquent Accounts	0

\* The Corrections/Restatements amount is for concession revenue-sharing credits and for cancelled or reduced facility usage.

\*\* The Accounts Receivable Ending Balance is comprised of the following:

Sports accounts with a credit balance (prepayments)	\$ (80,330.12)
Sports accounts receivable balance	\$ 26,206.17
Hotel/Motel Tax	\$ 85,803.79
	<u>\$ 31,679.84</u>

Carolyn Pataconi  
Department Director/Designee

1-25-17  
Date

## QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Library

Period Ending: 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 11,320.29
Amount Billed for this Period	\$ 16,796.18
Amount Collected during this Period	\$ (17,138.56)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ 444.29 *
Accounts Receivable Ending Balance	<u>\$ 11,422.20</u>

Delinquent Balance

Collection Rate 61%

Number of Open Accounts at the End of the Period 1

Number of Delinquent Accounts

\* The Corrections/Restatements amount represents the final adjustment following the agreement reached with the City of Tucson over their disputed utility billings.

Carolyn Pataconi  
Department Director/Designee

1-20-17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** NRPR  
(Combined)

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 237,292.48
Amount Billed for this Period	\$ 388,335.50
Amount Collected during this Period	\$ (452,504.09)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (1,509.94) *
Accounts Receivable Ending Balance	<u>\$ 171,613.95 **</u>
 Delinquent Balance	 \$ -
 Collection Rate	 73%
 Number of Accounts at the End of the Period	 51
Number of Delinquent Accounts	0

\* The Corrections/Restatements amount represents the reversal of invoices that were reported twice on the prior Quarterly Report.

\*\* The Accounts Receivable Ending Balance is comprised of the following:

Parks Facility Use	\$ 62,578.85
Starr Pass	\$ 54,697.41
Capital Improvement Projects	\$ 8,110.72
Parks Real Property Rentals	\$ 46,564.97
Special Use Permits	\$ (338.00)
	<u>\$ 171,613.95</u>

Carolyn Pataconi  
Department Director/Designee

1-27-17  
Date



**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Public Health Dept  
(Combined)

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 1,928,409.31
Amount Billed for this Period	\$ 1,448,475.14
Amount Collected during this Period	\$ (2,189,371.59)
Corrections/Restatements	\$ 300.62 *
Accounts Receivable Ending Balance	<u>\$ 1,187,813.48 **</u>
 Delinquent Balance	 \$ 111,928.61 ***
 Collection Rate	 65%
 Number of Accounts at the End of the Period	 55
Number of Delinquent Accounts	33

\*Corrections/Restatements consists of the following:

Prior quarter adjustment for TB Clinic	\$ 342.62
Prior quarter credit adjustment for Health Fin/Ops	\$ (42.00)
	<u>\$ 300.62</u>


\*\*The A/R Ending Balance consists of the following:

Health Dept. Vital Registration	\$ 85,980.00
Health Dept. TB	\$ 339.09
Health Fin/Ops	\$ 3,152.93
Pima Animal Care Center	\$ 1,098,341.46
	<u>\$ 1,187,813.48</u>

\*\*\*The Delinquent Balance consists of the following:

Vital Registration - Vistoso Memorial Chapel (payment plan)	\$ 11,180.00
PACC - City of South Tucson	\$ 96,356.44
PACC - Noise Complaint Fines	\$ 1,735.24
NSF Checks & Fees	\$ 2,656.93
	<u>\$ 111,928.61</u>

The City of South Tucson PACC delinquent balance will be liquidated after the Sam Lena Library purchase is finalized.

  
Department Director/Designee

2/23/17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Recorder

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 23,787.48
Amount Billed for this Period	\$ 790.45
Amount Collected during this Period	\$ (24,577.93)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ -</u>
 Delinquent Balance	 \$ -
 Collection Rate	 100%
 Number of Accounts at the End of the Period	 0
Number of Delinquent Accounts	0

Carolyn Pataroni  
Department Director/Designee

1-23-17  
Date

## QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

**Department:** Regional Flood Control District  
(Combined)

**Period Ending:** 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ (2,606.25)
Amount Billed for this Period	\$ 32,854.91
Amount Collected during this Period	\$ (13,944.25)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	\$ 16,304.41 *
 Delinquent Balance	 \$ -
 Collection Rate	 46%
 Number of Accounts at the End of the Period	 4
Number of Delinquent Accounts	0

\* The Accounts Receivable Ending Balance consists of the following:

Regional Transportation Authority	\$ 13,535.16
Rental Properties	\$ 2,979.25
Prepaid Rental Properties	\$ (210.00)
	\$ 16,304.41

Lorena Cardoza  
Department Director/Designee

1/30/17  
Date

## QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

**Department:** RWRD **Period Ending:** 12/31/2016  
Combined

	Amount
Accounts Receivable Beginning Balance	\$ 51,352.65
Amount Billed for this Period	\$ 138,638.31
Amount Collected during this Period	\$ (113,910.69)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	\$ 76,080.27 *
 Delinquent Balance	 \$ 37,265.55 **
 Collection Rate	 60%
 Number of Open Accounts at the End of the Period	 15
Number of Delinquent Accounts	6

\* The Accounts Receivable Ending Balance consists of the following:

Septage hauling and connection fees	\$ 89,026.19
Prepaid rent	\$ (12,945.92)
	\$ 76,080.27

\*\* The Delinquent Balance consists of the following:

Green Valley Septic	\$ 378.42
EDG Fuels	\$ 9,457.83
Tucson Septic Pumping	\$ 26,369.66
CH2MHill	\$ 465.54
NPL	\$ 437.52
Cuauhtemoc Cruz	\$ 156.58
	\$ 37,265.55

  
 Department Director/Designee

1-25-17  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Revenue & Collections **Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 627,064.03
Amount Billed for this Period	\$ 7,803.41
Amount Collected during this Period	\$ (5,644.63)
Amount Transferred to Revenue & Collections	\$ 14,719.14 *
Corrections/Restatements	\$ -
Write-offs of account balances under \$100 approved by the Revenue Mgmt Supervisor	\$ (56.00)
Write-offs of account balances \$100 - \$1,000 approved by the Division Manager	\$ (4,842.10)
Write-offs of account balances \$1,000 and < \$5,000 approved by the Finance Director	\$ (19,985.55)
Accounts Receivable Ending Balance	<u>\$ 619,058.30</u>
 Delinquent Balance	 \$ 619,058.30
 Collection Rate	 1%
 Number of Accounts at the End of the Period	 2,204
Number of Delinquent Accounts	2,204

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

Constables	\$ 999.20
Development Services	\$ 1,450.00
Transportation	\$ 9,243.77
Risk Management	\$ 3,026.17
Total Transfers	<u>\$ 14,719.14</u>

Carolyn Pataconi  
Department Director/Designee

1-25-17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Sheriff's Dept.

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 3,386,632.69
Amount Billed for this Period	\$ 1,883,950.70
Amount Collected during this Period	<u>\$(2,711,560.63)</u>
Accounts Receivable Ending Balance	<u><u>\$ 2,559,022.76</u></u>

Delinquent Balance \$ 334,891.07 \*

Collection Rate 51%

Number of open accounts at the end of the quarter 12

Number of delinquent accounts 1

\* The Delinquent Balance represents the past-due balance owed by the City of South Tucson for inmate housing and for the delinquent payment on their note receivable.

  
 \_\_\_\_\_  
 Department Director/Designee

2/2/17  
 \_\_\_\_\_  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Transportation  
(Combined)

**Period Ending:** 12/31/2016

	<u>Amount</u>
Accounts Receivable Beginning Balance	\$ 11,302,725.63
Amount Billed for this Period	\$ 19,240,175.57
Amount Collected during this Period	\$ (20,463,443.55)
Amount Transferred to Revenue and Collections	\$ (9,243.77)
Corrections/Restatements	\$ (405,840.54) *
Settlement Agreements under \$1,000	\$ -
Write-offs of \$100 - \$1,000 approved by Revenue Mgmt Division Mgr.	\$ (1,543.37)
Accounts Receivable Ending Balance	<u>\$ 9,662,829.97</u> **
 Delinquent Balance	 \$ 19,997.95 ***
 Collection Rate	 68%
 Number of open accounts at the end of the quarter	 107
Number of delinquent accounts	28

\* The Corrections/Restatements amount consists of a partially withdrawn RTA invoice for the Valencia East project in the amount of \$288,799.09 as agreed upon by Transportation, in addition to corrections made to Damage Billings in the amount of \$2,041.16. An advance billing for Valencia East in the amount of \$115,000.29 was also withdrawn and will be rebilled once the project's Termination Agreement is approved.

\*\* The Accounts Receivable Ending Balance consists of the following:

RTA	\$ 1,536,204.66	Damage Billings	\$ 54,899.77
Rental Properties	\$ 3,975.00	PAG/MISC IGA's	\$ 2,477,469.18
Prepaid Rent	\$ (4,138.60)	Star Valley- Camino Verde	\$ 1,414,993.55
HURF/MLT	\$ 4,085,356.29	Star Valley- Wade/Valencia	\$ 91,440.57
License Agreements	\$ 2,536.00	Non-Sufficient Funds	\$ 93.55
			<u>\$ 9,662,829.97</u>

\*\*\* The Delinquent Balance consists of Damage Billings accounts.

Lorena Cordova  
Department Director/Designee

1/31/17  
Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

Department: Wireless Integrated Network  
(Combined)

Period Ending: 12/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 58,968.57
Amount Billed for this Period	\$ 458,659.69 *
Amount Collected during this Period	\$ (458,322.11) **
Corrections/Restatements	\$ (1,730.00) ***
Accounts Receivable Ending Balance	<u>\$ 57,576.15</u>
 Delinquent Balance	 \$ -
 Collection Rate	 89%
 Number of Accounts at the End of the Period	 33
Number of Delinquent Accounts	0

\*The Amount Billed during this Period consists of:

2nd Quarter Billing	\$ 36,169.84
3rd Quarter Billing	\$ 422,489.85
	<u>\$ 458,659.69</u>

\*\*The Amount Collected during this Period consists of:

Collected for 2nd Quarter Billing	\$ (53,610.11)
Collected for 3rd Quarter Billing	\$ (404,712.00)
	<u>\$ (458,322.11)</u>

\*\*\*Corrections/Restatements consists of:

Prior quarter credit adjustments	\$ (5,354.00)
Prior quarter billing adjustments	\$ 3,624.00
	<u>\$ (1,730.00)</u>

  
Department Director/Designee

2/23/17  
Date