



## **BOARD OF SUPERVISORS AGENDA ITEM REPORT**

**Requested Board Meeting Date:** July 5, 2016

**Title:** Transmittal of Department Quarterly Reports on Receivable Collection

### **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 March 31, 2016.

### **Discussion:**

For the quarter ending March 31, 2016, departments reported accounts receivable balances totaling \$22,947,586, less than a 1% decrease from the quarter ending December 31, 2015. Total collections for the departments reporting this quarter were \$38,760,383, or an 11% increase from the prior quarter. Of the total accounts receivable balances, \$2,409,843 or 11% was considered delinquent.

### **Conclusion:**

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

### **Recommendation:**

Recommend that the Board accept the Department Quarterly Reports on the Receivable Collections for the period ending March 31, 2016.

### **Fiscal Impact:**

### **Board of Supervisor District:**

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5      ☒ All

Department: Finance and Risk Management Telephone: 724-3930

Department Director Signature/Date: *[Signature]* 6/21/16

Deputy County Administrator Signature/Date: *[Signature]* 6-21-16

County Administrator Signature/Date: *C. DeHartman* 6/22/16

Summary of Quarterly Department Reports on Receivable Collections, received for the Quarter Ending 3/31/16  
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 (1)	Settle-ments < \$1,000	Write-offs	A/R Ending Balance	Delinquent Balance
Constables		\$ 1,726	\$ 649	\$ (351)	\$ -	\$ -	\$ -	\$ -	\$ 2,024	\$ 1,417
DEQ		632,611	338,782	(883,347)		(2,200)			85,846	2,650
DSD		11,094	11,015	(539)	(8,433)	8,433		(1,450)	20,120	8,205
ED&T		108,630	346,789	(312,912)					142,507	
Elections		24,970	415,111	(24,970)					415,111	
Facilities Mgmt	(3)	163,227	1,068,541	(1,184,585)					47,183	
Finance & Risk Mgmt	(4)	3,322,800	8,532,730	(8,058,572)		43,771			3,840,729	564
Fleet Services		4,132	14,269	(8,953)					9,448	200
Forensic Science Center		159,198	415,215	(749,982)					(175,569)	7,137
Information Technology	(2)	85,063	166,667	(165,432)		(34,768)			51,530	51,044
Kino Sports Complex		147,710	1,188,467	(837,730)					498,447	
Library	(8)	28,460	13,314	(14,896)					26,878	22,644
NRPR	(5)	289,043	445,923	(405,163)		(65,391)			264,412	141
Office of Emergency Mgmt	(2)	19,770	421,696	(171,827)					269,639	
Public Health		2,528,320	1,325,933	(2,130,742)		(9,371)			1,714,140	87,046
Recorders		-	415,111						415,111	
Regional Flood Control		9,611	24,364	(44,335)					(10,360)	
RWRD	(9)	352,956	144,505	(454,694)					42,767	11,292
Revenue & Collections	(6)	595,687	236	(8,707)	22,702			(2,961)	606,957	606,957
Sheriff	(7)	1,559,615	3,043,867	(1,928,808)	(5,523)	5,523			2,674,674	
Transportation		13,050,169	20,352,576	(21,373,838)	(8,746)	(10,723)	(461)	(2,984)	12,005,993	1,610,546
Total		\$ 23,094,792	\$ 38,685,760	\$ (38,760,383)	\$ (0)	\$ (64,726)	\$ (461)	\$ (7,395)	\$ 22,947,586	\$ 2,409,843

Footnotes to Summary:

(1) Corrections/Restatements are adjustments that were made to correct an error found during the quarterly reconciliation process; or to account for prior period activity that became known in the current quarter.

(2) PCWIN is reported under Office of Emergency Management and Information Technology.

(3) Includes Parking Garages and a note receivable.

(4) 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.

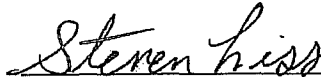
(5) Includes parks field use, rental properties, Starr Pass funds and capital improvement projects.

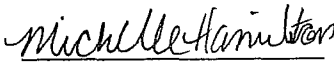
(6) Includes court-ordered restitution accounts, judgments and delinquent accounts.

(7) Includes a note receivable from City of South Tucson.

(8) Includes utilities for the Pima Building and rent at the Santa Rosa Library.

(9) Beginning this quarter, the RWRD report includes rent from the UofA.

  
Prepared by: Steven Liss  
Principal Finance Accountant


  
Reviewed & Approved by: Michelle Hamilton  
Division Manager

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Constables

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 1,726.40
Amount Billed for this Period	\$ 648.80
Amount Collected during this Period	\$ (351.20)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	
Accounts Receivable Ending Balance	<u>\$ 2,024.00</u>
Delinquent Balance	\$ 1,416.80
Collection Costs Incurred	\$ -
Collection Rate	15%
Number of Accounts at the End of the Period	55
Number of Delinquent Accounts	43

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

4/28/16  
\_\_\_\_\_  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department:	Dept. of Environmental Quality (Combined to include Solid Waste)	Period Ending:	3/31/2016
		Amount	
Accounts Receivable Beginning Balance		\$	632,611.16
Amount Billed for this Period		\$	338,782.26
Amount Collected during this Period		\$	(883,347.19)
Amount Transferred to Revenue and Collections		\$	-
Corrections/Restatements		\$	(2,200.00) *
Accounts Receivable Ending Balance		\$	85,846.23 **
Delinquent Balance			\$2,650.00 ***
Collection Costs Incurred		\$	-
Collection Rate			91%
Number of Accounts at the End of the Period			33
Number of Delinquent Accounts			5

\*The Corrections/Restatements amount consists of the following:

Waived late fees	\$	(30.00)
Adjustment to a prior quarter invoice	\$	(1,085.00)
Terminated permit	\$	(1,085.00)
	\$	(2,200.00)

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

Public Water Permits	\$	990.00
Hazardous Waste Permits	\$	1,040.00
Waste Hauler Permits	\$	500.00
Air Quality Permits	\$	83,316.23
	\$	85,846.23

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

Public Water Permits	\$	990.00
Hazardous Waste Permits	\$	1,040.00
Air Quality Permits	\$	620.00
	\$	2,650.00

Lorena Cordova  
Department Director/Designee

4/29/16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Development Services  
 (Combined)

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 11,093.83
Amount Billed for this Period	\$ 11,015.00
Amount Collected during this Period	\$ (538.83)
Amount Transferred to Revenue & Collections	\$ (8,432.50)
Corrections/Restatements	\$ 8,432.50 *
Manager approved Write-Offs	\$ (1,450.00)
Accounts Receivable Ending Balance	<u>\$ 20,120.00 **</u>
Delinquent Balance	\$ 8,205.00 ***
Collection Costs Incurred	\$ -
Collection Rate	2.44%
Number of Accounts at the End of the Period	17
Number of Delinquent Accounts	8

\* The Corrections/Restatements amount consists of two Judgment accounts not reported in a prior quarter.

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

DSD Enforcement	\$ 14,305.00
DSD NSF	\$ 5,815.00
	<u>\$ 20,120.00</u>

\*\*\* The Delinquent Balance is comprised of the DSD Enforcement accounts of which, \$5,255 are on payment plans.

*Rosario Cordova*  
 Department Director/Designee

4/29/16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: ED&T  
(Combined)

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 108,629.69
Amount Billed for this Period	\$ 346,788.85
Amount Collected during this Period	\$ (312,911.95)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 142,506.59 *</u>
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	69%
Number of Accounts at the End of the Period	2
Number of Delinquent Accounts	0

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

Q3 Hotel/Motel tax	\$ 99,157.87
Wildcat Golf Partners Note Receivable	\$ 43,348.72
	<u>\$ 142,506.59</u>

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

19-Apr-16  
\_\_\_\_\_  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Elections

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 24,970.50
Amount Billed for this Period	\$ 415,111.24
Amount Collected during this Period	\$ (24,970.50)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 415,111.24</u>
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	5.67%
Number of Accounts at the End of the Period	1
Number of Delinquent Accounts	0

Carolyn Pataconi  
Department Director/Designee

5-5-16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Facilities Management      Period Ending: 3/31/2016  
                   (Combined)

	Amount
Accounts Receivable Beginning Balance	\$ 163,227.19
Amount Billed for this Period	\$ 1,068,540.63
Amount Collected during this Period	\$ (1,184,585.15)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 47,182.67 *</u>
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	96%
Number of Accounts at the End of the Period	26
Number of Delinquent Accounts	0

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

Bldg Rental accounts with a credit balance	\$ (141,609.98)
Bldg Rental accounts with a receivable balance	\$ 41,974.07
Parking accounts with a receivable balance	\$ 10,948.41
Parking accounts with a credit balance	\$ (1,340.00)
UofA Note Receivable	\$ 137,210.17 **
	<u>\$ 47,182.67</u>

\*\* The final payment for Accelerate's Note Receivable was received during this quarter.

*Carolyn Pataconi*  
 Department Director/Designee

5-6-16  
 Date



QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department:	Finance & Risk Management (Combined)	Period Ending:	3/31/2016
			Amount
Accounts Receivable Beginning Balance		\$	3,322,799.51
Amount Billed for this Period		\$	8,532,729.96
Amount Collected during this Period		\$	(8,058,571.71)
Amount Transferred to Revenue and Collections		\$	-
Corrections/Restatements		\$	43,771.14 *
Accounts Receivable Ending Balance		\$	3,840,728.90 **
Delinquent Balance		\$	563.85 ***
Collection Rate			67.72%
Number of open accounts at the end of the period			33
Number of Delinquent Accounts			1

\* The Corrections/Restatements amounts are recapped below. The first amount is for September 2015 Notary and Law Library fees that were not received until this quarter. The second amount is for cable companies' payments that exceeded estimates. Because the actual revenues were not known when the prior Quarterly Report was prepared, the revenues were estimated for the prior quarter and adjusted in this quarter to reflect actual amounts. The third amount is a reversal of late fees assessed on the Bacahui note receivable.

Notary/Law Library	\$	435.75
Cable Companies	\$	44,494.75
Note receivable late fees reversal	\$	(1,159.36)
	\$	43,771.14

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

Hotel/Motel tax	\$	309,868.36	Cable Companies	\$	729,547.52
Notary/Law Library	\$	435.75	Note Receivable	\$	53,840.85
Risk Mgmt Claims	\$	79,637.84	Rural Metro Note Rec	\$	180,064.91
Risk Mgmt Rentals	\$	(1,507.50)	Vehicle License Tax	\$	2,488,813.29
Print Shop	\$	27.88		\$	3,840,728.90

\*\*\* The Delinquent Balance represents unpaid late fees on the note receivable.

*Carolyn Palaconi*  
 Department Director/Designee

5-2-16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Fleet Services      Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 4,131.64
Amount Billed for this Period	\$ 14,269.58
Amount Collected during this Period	\$ (8,952.98)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Board of Supervisors' Approved Write-offs	\$ -
Accounts Receivable Ending Balance	<u>\$ 9,448.24</u>
Delinquent Balance	\$ 200.46 *
Collection Costs Incurred	\$ -
Collection Rate	49%
Number of Open Accounts at the End of the Period	3
Number of Delinquent Accounts	1

\*Payment is expected in 4th Quarter.

  
 Department Director/Designee

4/28/16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Forensic Science Center      Period Ending: 3/31/2016

	Amount	
Accounts Receivable Beginning Balance	\$ 159,197.60	
Amount Billed for this Period	\$ 415,215.35	
Amount Collected during this Period	\$ (749,981.94)	
Corrections/Restatements	\$ -	
Accounts Receivable Ending Balance	<u>\$ (175,568.99)</u>	*
Delinquent Balance	\$ 7,136.70	**
Collection Rate	131%	
Number of Open Accounts at the End of the Period	72	
Number of Delinquent Accounts	2	

\* The accounts receivables ending balance is comprised of the following:

Medical Examiner Non IGA Customers ending balance	\$ 121,517.40
Prepayments	<u>\$ (297,086.39)</u>
	<u>\$ (175,568.99)</u>

\*\* The Delinquent Balance is comprised of the following:

Vistoso Memorial Chapel (making payments)	\$ 7,110.00
The State of Arizona	<u>\$ 26.70</u>
	<u>\$ 7,136.70</u>



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

6/1/16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department:	Information Technology (Combined)	Period Ending:	3/31/2016
		Amount	
Accounts Receivable Beginning Balance		\$ 85,062.76	
Amount Billed for this Period		\$ 166,666.55	
Amount Collected during this Period		\$ (165,431.52)	
Amount Transferred to Revenue and Collections		\$ -	
Corrections/Restatements		\$ (34,767.60) *	
Accounts Receivable Ending Balance		\$ 51,530.19 **	
Delinquent Balance		\$ 51,044.47 ***	
Collection Costs Incurred		\$ -	
Collection Rate		76%	
Number of Accounts at the End of the Period		21	
Number of Delinquent Accounts		2	


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

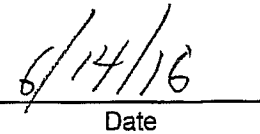
\*\* The A/R Ending Balance consists of the following:

Leases	\$ 71,544.46
Wireless (PCWIN)	\$ 7,349.52
Advance payments	\$ (27,363.79)
	\$ 51,530.19

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

Banner University Medical Center - South Campus	\$ 113.92
Verizon/Alltel (making payments)	\$ 50,930.55
	\$ 51,044.47


  
 Department Director/Designee


  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Kino Sports Complex  
(Combined)

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 147,709.77
Amount Billed for this Period	\$ 1,188,466.87
Amount Collected during this Period	\$ (837,729.37)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 498,447.27 *</u>
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	62.70%
Number of Accounts at the End of the Period	12
Number of Delinquent Accounts	0

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

Accounts with a receivable balance	\$ 304,633.08
Accounts with a credit balance (prepayments)	\$ (16,896.30)
Hotel/Motel Tax	\$ 210,710.49
	<u>\$ 498,447.27</u>

Carolyn Pataconi  
Department Director/Designee

5-6-16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Library Period Ending: 3/31/2016  
Combined

	Amount
Accounts Receivable Beginning Balance	\$ 28,459.80
Amount Billed for this Period	\$ 13,313.67
Amount Collected during this Period	\$ (14,895.90)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 26,877.57</u>
Delinquent Balance	\$ 22,644.35 *
Collection Costs Incurred	\$ -
Collection Rate	36%
Number of Open Accounts at the End of the Period	1
Number of Delinquent Accounts	1

\* The delinquent balance represents the amount still due from the City of Tucson for the Pima Building utilities from April 2015 through December 2015. The electricity rate was increased in January 2015 to reflect the prevailing cost of electricity. However, the City of Tucson disagreed with the increase and only has made partial payments.

Carolyn Palaconi  
Department Director/Designee

4-20-16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: NRPR Period Ending: 3/31/2016  
(Combined)

	Amount
Accounts Receivable Beginning Balance	\$ 289,042.85
Amount Billed for this Period	\$ 445,922.73
Amount Collected during this Period	\$ (405,162.83)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (65,390.97) *
Accounts Receivable Ending Balance	<u>\$ 264,411.77 **</u>
Delinquent Balance	\$ 141.42 ****
Collection Costs Incurred	\$ -
Collection Rate	60.51%
Number of Accounts at the End of the Period	41
Number of Delinquent Accounts	2

\* The Corrections/Restatement amount is for a Starr Pass payment received, but not reported, in the prior quarter.

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

Parks Activites	\$ 57,874.11
Starr Pass	\$ 185,732.25
Capital Improvement Projects	\$ 13,725.08
Parks Real Property Rentals	\$ 10,104.33
Special Use Permits	\$ (3,024.00) ***
	<u>\$ 264,411.77</u>

The credit balance is a result of prepayments. \*\*\*

\*\*\*\* The Delinquent Balance is comprised of an NSF check that will be written off next quarter and one ball team's account that became delinquent, but has since been brought current.

Carolyn Patacori  
Department Director/Designee

5-4-16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Office of Emergency Management      Period Ending: 3/31/2016  
                  & Homeland Security

	Amount
Accounts Receivable Beginning Balance	\$ 19,770.18
Amount Billed for this Period	\$ 421,695.41 *
Amount Collected during this Period	\$ (171,827.02) **
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ 269,638.57</u>
 Delinquent Balance	 \$ -
 Collection Costs Incurred	 \$ -
Collection Rate	39%
 Number of Accounts at the End of the Period	 8
Number of Delinquent Accounts	0

\*Amount Billed for this Period consists of:

3rd Quarter Billing	7,813.84
4th Quarter Billing	<u>413,881.57</u>
	<u>421,695.41</u>

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

Collected for 3rd Quarter Billing	28,079.02
Collected for 4th Quarter Billing	<u>143,748.00</u>
	<u>171,827.02</u>

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

5/13/16  
\_\_\_\_\_  
Date



**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

Department: Public Health Dept  
(Combined)

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 2,528,319.57
Amount Billed for this Period	\$ 1,325,933.18
Amount Collected during this Period	\$ (2,130,741.31)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ (9,371.25) *
Write-offs under \$100 approved by Revenue Mgmt Supervisor	\$ -
Write-offs of \$100 - \$1,000 approved by Revenue Mgmt Division Mgr.	\$ -
Accounts Receivable Ending Balance	<u>\$ 1,714,140.19 **</u>
 Delinquent Balance	 \$ 87,046.17 ***
 Collection Costs Incurred	 \$ -
Collection Rate	55.42%
 Number of Accounts at the End of the Period	 65
Number of Delinquent Accounts	46

\*Corrections/Restatements consists of the following:

Health Fin/Ops-Received payment for an account previously written off	\$ 195.50
PACC - Prior quarter adjustment	\$ (9,566.75)
	<u>\$ (9,371.25)</u>

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

Health Dept. PHN Clinic	\$ 101.00
Health Dept. Vital Registration	\$ 138,010.00
Health Fin/Ops	\$ 5,526.93
Pima Animal Care Center	\$ 1,570,502.26
	<u>\$ 1,714,140.19</u>

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

Vital Registration - Vistoso Memorial Chapel (making payments)	\$ 30,560.00
PACC - City of South Tucson	\$ 50,278.00
PACC - Noise Complaint Fines	\$ 1,435.24
NSF Checks & Fees	\$ 4,772.93
	<u>\$ 87,046.17</u>

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

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

5/13/16  
\_\_\_\_\_  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Recorder

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ -
Amount Billed for this Period	\$ 415,111.24
Amount Collected during this Period	\$ -
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	\$ 415,111.24
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	0.00%
Number of Accounts at the End of the Period	1
Number of Delinquent Accounts	0

Carolyn Pataconi  
 Department Director/Designee

4-5-16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Regional Flood Control District      Period Ending: 3/31/2016  
(Combined)

	Amount
Accounts Receivable Beginning Balance	\$ 9,610.80
Amount Billed for this Period	\$ 24,363.82
Amount Collected during this Period	\$ (44,334.87)
Amount Transferred to Revenue and Collections	\$ -
Corrections/Restatements	\$ -
Accounts Receivable Ending Balance	<u>\$ (10,360.25) *</u>
Delinquent Balance	\$ -
Collection Costs Incurred	\$ -
Collection Rate	130%
Number of Accounts at the End of the Period	2
Number of Delinquent Accounts	0

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

Rental Properties	\$ 630.00
Prepaid Rental Properties	\$ (10,990.25)
	<u>\$ (10,360.25)</u>

Lorena Cordova  
Department Director/Designee

4/29/16  
Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department:	RWRD Combined *	Period Ending:	3/31/2016
		Amount	
Accounts Receivable Beginning Balance	\$	352,956.42	
Amount Billed for this Period	\$	144,504.83	
Amount Collected during this Period	\$	(454,694.20)	
Amount Transferred to Revenue and Collections	\$	-	
Corrections/Restatements	\$	-	
Accounts Receivable Ending Balance	\$	42,767.05	**
Delinquent Balance	\$	11,292.17	***
Collection Costs Incurred	\$	-	
Collection Rate		91%	
Number of Open Accounts at the End of the Period		14	
Number of Delinquent Accounts		4	

\* This report now includes rent for the UofA at the RWRD WESC.

\*\* The A/R Ending Balance includes Connections Fees on payment plans.

\*\*\* The Delinquent Balance is comprised of the following:

Green Valley Septic	\$	931.28
EDG Fuels	\$	9,457.83
CH2MHill	\$	465.54
NPL	\$	437.52
	\$	11,292.17

  
 Department Director/Designee

4-29-14  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Revenue & Collections      Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 595,686.97
Amount Billed for this Period	\$ 235.50
Amount Collected during this Period	\$ (8,706.71)
Amount Transferred to Revenue and Collections	\$ 22,701.58 *
Corrections/Restatements	\$ -
Write-offs under \$100 approved by Revenue Mgmt Supervisor	\$ (89.92)
Write-offs of \$100 - \$1,000 approved by Revenue Mgmt Division Mgr.	\$ (1,736.46)
Write-offs of \$1,000 and < \$5,000 requiring Finance Director approval	\$ (1,133.96)
Accounts Receivable Ending Balance	<u>\$ 606,957.00</u>
Delinquent Balance	\$ 606,957.00
Requested Board of Supervisors Write-offs	\$ -
Collection Costs Incurred	\$ -
Collection Rate	1.41%
Number of Accounts at the End of the Period	2,285
Number of Delinquent Accounts	2,285

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

DSD	\$ 8,432.50	Sheriff's - Restitutions	\$ 1,624.05
Transportation	\$ 8,746.23	Sheriff's - CEU	\$ 3,898.80
		Total Transfers	<u>\$ 22,701.58</u>

*Carolyn Pataconi*  
 Department Director/Designee

4-21-16  
 Date

QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS

Department: Sheriff's Dept.      Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 1,559,614.57
Amount Billed for this Period	\$ 3,043,867.18
Amount Collected during this Period	\$ (1,928,807.87)
Amount Transferred to Revenue and Collections	\$ (5,522.85) *
Corrections/Restatements	\$ 5,522.85 *
Accounts Receivable Ending Balance	<u>\$ 2,674,673.88</u>

Delinquent Balance

Collection Costs Incurred	\$ -
Collection Rate	42%

Number of Accounts at the End of the Period	13
Number of Delinquent Accounts	1

\* The Corrections/Restatements and Transfers to Revenue & Collections amounts represent restitution cases and Civil Enforcement Unit (CEU) accounts that were not previously reported prior to transferring the accounts, as follows:

Restitution	\$ 1,624.05
CEU	\$ 3,898.80
	<u>\$ 5,522.85</u>

  
 Department Director/Designee

4/21/16  
 Date

**QUARTERLY DEPARTMENT REPORT ON RECEIVABLE COLLECTIONS**

**Department:** Transportation  
(Combined)

Period Ending: 3/31/2016

	Amount
Accounts Receivable Beginning Balance	\$ 13,050,168.81
Amount Billed for this Period	\$ 20,352,575.74
Amount Collected during this Period	\$ (21,373,836.25)
Amount Transferred to Revenue and Collections	\$ (8,746.23)
Corrections/Restatements	\$ (10,723.45) *
Settlement Agreements under \$1,000	\$ (461.02)
Settlement Agreements over \$1,000	\$ -
Manager Approved Write-Offs	\$ (2,984.19)
Accounts Receivable Ending Balance	<u>\$ 12,005,993.41 **</u>
Delinquent Balance	\$ 1,610,546.43 ***
Collection Costs Incurred	\$ -
Collection Rate	64%
Number of Accounts at the End of the Period	118
Number of Delinquent Accounts	38

\*The Corrections/Restatements amount consists of the following:

Adjustment to reflect Superior Court ordered restitution	\$	(10,839.42)
Adjustment to reflect Restitution account not reported in a prior quarter	\$	219.92
Correction made on a prior quarter invoice	\$	(103.95)
	\$	<u>(10,723.45)</u>

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

Privilege Taxes	\$	9,330.14	NSF	\$	6,065.55
RTA	\$	1,069,541.84	Damage Billings	\$	82,569.32
Rental Properties	\$	5,215.00	PAG/MISC IGA's	\$	345,529.44
Prepaid Rental Properties	\$	(3,246.15)	CIP Utility Billings	\$	149,248.53
HURF/VT	\$	8,744,895.38	Star Valley- Camino Verde	\$	1,457,276.22
License Agreements	\$	1,480.00	Star Valley- Wade/Valencia	\$	138,088.14
					<u>\$ 12,005,993.41</u>

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

Privilege Taxes	\$	9,330.14	Damage Billings	\$	16,058.53	
Rentals	\$	3,350.00	Star Valley- Camino Verde	\$	1,444,933.15	****
NSF	\$	218.55	Star Valley- Wade/Valencia	\$	135,336.06	****
License Agreements	\$	1,320.00		\$	1,610,546.43	

\*\*\*\* Collection efforts are being coordinated through the County Attorney's Office.

Lorena Cordova  
Department Director/Designee

5/4/14  
Date