ARIZONA ARIZONA

BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: December 19, 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 September 30, 2017.

Discussion:

For the quarter ending September 30, 2017, departments reported accounts receivable balances totaling \$14,744,858, or a 12% decrease from the quarter ending June 30, 2017. Total collections for the departments reporting this quarter were \$35,643,184 or a 11% decrease from the prior quarter. Of the total ending accounts receivable balances \$867,107, 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 September 30, 2017.

Fiscal Impact:

Board of Su	pervisor Distric	et:						
□ 1	□ 2	□ 3	4	□ 5	□ AII			
Department:	Inance	& Risk Me	ana coment Tel	ephone: <u>4-3/3</u>	38			
Department [Department Director Signature/Date: Ellen Moulfon for Keigh Domme 12/1/7							
Deputy Coun	ty Administrator	Signature/Date: _	Jones Sul	Re 12-5-17	7			
County Admi	nistrator Signati	ure/Date: (Chr	retrung	12/17			
V-V-V				/				

Summary of Quarterly Department Reports on Receivable Collections, received for the Quarter Ending 9-30-17 Finance & Risk Management Department, Revenue Management Division

	Foot-	A/R Beginning	Amount Billed this	Amount	Amount Txfr'd to	Corrections /Restate-	Write-	A/R Ending	Delinquent
Department	Refs	Balance	Period	Collected	Rev & Coll	ments	offs	Balance	Balance
Attractions & Tourism	(2)	\$ 248,619	\$ 80,968	\$ (237,581)			\$ 92,006	
Communications		751	4,999	(1,863)			3,887	
Constables		277	617	(618	(124)			152	
Dept. of Environmental Quali	ty	308,458	824,129	(759,875)			372,712	7,852
Development Services		17,363	6,934	(7,434	(3,000)			13,863	10,813
Facilities Mgmt	(1,3)	56,927	1,288,801	(1,463,802)			(118,074)	
Finance & Risk Mgmt	(4)	2,231,636	8,889,920	(8,738,571	(2,715)	(4,426)	(2,325)	2,373,519	15,943
Fleet Services		2,025	10,512	(6,556)			5,981	
Forensic Science Center		158,831	273,032	(325,333)	(36)		106,494	
Information Technology	(1)	(113,321)	219,347	(209,381)			(103,355)	
Kino Sports Complex	(5)	277,001	487,772	(513,257)	2,431		253,947	99,550
Library		5,496	17,615	(17,903)			5,208	
Nat. Resources, Parks & Rec	(6)	241,011	365,950	(378,420)	28		228,569	
Pima Animal Care	(7)		1,082,001	(942,647)	970,289		1,109,643	
Public Health		1,077,542	125,924	(160,346)	(970,256)		72,864	4,015
Regional Flood Control	(1)	(2,815)	38,924	(14,006	(1,500)			20,603	
RWRD	(8)	268,814	129,707	(334,758				63,763	39,439
Revenue & Collections	(9)	608,167	17,658	(7,859	13,226	(147)	(272)	630,773	630,773
Sheriff	(10)	1,672,359	2,051,423	(1,339,550				2,384,232	
Transportation		9,531,011	16,870,161	(19,704,989	(5,887)	(3,999)		6,686,297	58,723
Wireless Integrated Network	(1)	(98,559)	1,118,769	(478,435				541,775	
Totals		\$ 16,491,592	\$ 33,905,163	\$ (35,643,184)	\$ -	\$ (6,116)	\$ (2,597)	\$ 14,744,858	\$ 867,107

Footnotes to Summary:

- (1) Credit beginning or ending balances are due to prepayments of rent or other services.
- (2) Includes rental properties, hotel/motel tax and a note receivable.
- (3) Includes Parking Garages, rental properties and a note receivable, which was paid off during this quarter.
- (4) Includes interest from the carryback note, two notes receivable, cable company fees, hotel/motel tax, Risk Mgmt claims and rental properties and vehicle license tax.
- (5) Includes sports facilities use and hotel/motel tax.
- (6) Includes park facilities use, rental properties and Starr Pass funds.
- (7) Pima Animal Care (PAC) is a new department. Balances were transferred from the Public Health Department.
- (8) Includes septage hauling, connection fees and rental properties.
- (9) Includes court-ordered restitution accounts, judgments and delinquent accounts.
- (10) Includes a note receivable.

Prepared by: Carolyn Patakoni

Revenue & Collections Supervisor

Reviewed & Approved by: MM W

Division Manager

Department:	Attractions & Tourism	Period Endin	g:	9/30/2017
% 5- 1	(Combined)			
Accounts Receivable Amount Billed for thi	s Period		\$ \$ \$	Amount 248,619.36 80,968.21 (237,581.47)
Amount Collected du Amount Transferred Corrections/Restate Accounts Receivable	to Revenue and Collections ments		\$ \$ \$	92,006.10
Delinquent Balance			\$	-
Collection Rate				72%
Number of Accounts Number of Delinque	s at the End of the Period nt Accounts			3
** The Accounts Red		el/Motel tax \$ 49,672.7 illito Racing \$ 18,348.1	6 6	

Carolyn Pataconi
Department Director/Designee

10 - 36 - 17 Date

Department:	Communications Print Shop	Period Ending:		9/30/2017
Accounts Receivable Amount Billed for thi Amount Collected du Corrections/Restate Accounts Receivable	uring this Period ments		\$ \$ \$ \$	Amount 751.42 4,998.10 (1,862.59) - 3,886.93
Delinquent Balance			\$	-
Collection Rate				32%
Number of accounts Number of delinquer	at the end of the quarter accounts			2

Department Director/Designed

Department:	Constables	Period Ending:	9	/30/2017
Accounts Receivable Beamount Billed for this Peamount Collected during Amount Transferred to Recorrections/Restatement Accounts Receivable End	riod this Period evenue and Collections ss		\$ \$ \$ \$ \$	Amount 276.80 616.60 (617.80) (124.00) - 151.60
Delinquent Balance			\$	-
Collection Rate				80%
Number of open accounts Number of delinquent accounts	s at the end of the quarter counts			6 0

Department Director/Designee

10/30/17

(Combined)			9/30/2017
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 308,457.52 824,129.42 (759,875.14) 372,711.80 *
Delinquent Balance		\$	7,852.47 **
Collection Rate			67%
Number of open accounts at the end of the quarter Number of Delinquent Accounts			15 2
* The Accounts Receivable Ending Balance consists of the following:			
Air Quality Permits \$	7,448.97		
Public Water Systems Permits \$	1,900.00		
Hazardous Waste Permits \$	3,790.00		
Waste Hauler Permits \$	12,957.75		
Well Monitoring \$	8,469.00		
Solid Waste _\$	338,146.08		
<u>\$</u>	372,711.80		
** The Delinquent Balance consists of the following: Air Quality Permit \$ Waste Hauler Permits \$	403.50		

Lorena Coldora

Department Director/Designee

10/31 /17 Date

Department:	Development Services	Period Ending	:	9/30/2017
,	(Combined)			
				Amount
Accounts Receivable Be	eginning Balance		\$	17,363.00
Amount Billed for this P	eriod		\$	6,934.00
Amount Collected durin	g this Period		\$	(7,434.00)
Amount Transferred to	Revenue and Collections		\$	(3,000.00)
Corrections/Restatement	nts		\$	-
Accounts Receivable En	nding Balance		\$	13,863.00 *
Delinquent Balance			\$	10,813.00 *
Collection Rate				35%
Number of open accour	nts at the end of the quarter			16
Number of delinquent a	ccounts			11
* The Accounts Receive	able Ending Balance consists of the following :			
	Enforcement	\$ 13,720.00		
	Non-Sufficient Funds	\$ 143.00		
		\$ 13,863.00	=	
** The Delinquent Balar	nce consists of the following:			
	Enforcement	\$ 10,670.00		
	Non-Sufficient Funds	\$ 143.00		
		\$ 10,813.00		

Hora Cordora

Department Director/Designee

10/31/17 Date

Department: Facilities Management	P	eriod Ending:	9/30/2017
(Combined)			
			Amount
Accounts Receivable Beginning Balance			\$ 56,927.42
Amount Billed for this Period			\$ 1,288,800.96
Amount Collected during this Period			\$ (1,463,801.92)
Amount Transferred to Revenue and Collections			\$ · ·
Corrections/Restatements			\$ -
Accounts Receivable Ending Balance			\$ (118,073.54) *
Delinquent Balance			\$ 1-
Collection Rate			109%
Number of Accounts at the End of the Period			30
Number of Delinquent Accounts			0
* The Accounts Receivable Ending Balance consists of the follo	wing	g:	
Prepayments on building rental accounts	\$	(173,618.14)	
Building rental accounts with a receivable balance	\$	50,916.15	
Prepayments on parking accounts	\$	(3,160.00)	
Parking accounts with a receivable balance	\$	7,715.21	
UofA Note Receivable	\$	83.24	
	\$	(118,063.54)	

Carelyn Pataconic
Department Director/Designee

10 - 20 - 17

Department:	Finance & Risk Management (Combined)	Period Ending:	_	9/30/2017
	Contraction of a Z			Amount
Accounts Receivable Begin	ining Balance		\$	2,231,635.76
Amount Billed for this Perio	d		\$	8,889,920.52
Amount Collected during th	is Period		\$	(8,738,570.98)
Amount Transferred to Rev	enue and Collections		\$	(2,715.18)
Corrections/Restatements			\$	(4,426.29) *
Risk Mgmt Settlement Agre	ements between \$1,000 - \$10,000		\$	(2,324.46)
Accounts Receivable Endin	g Balance		\$	2,373,519.37 **
Delinquent Balance			\$	15,942.54 ***
Collection Rate				79%
Number of open accounts a	t the end of the period			34
Number of Delinquent Acco	unts			13

^{*} The Corrections/Restatements amount reflects a reduction to a Risk Management account that was determined that "fault" could not be established and therefore the amount was not a valid receivable.

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

Vehicle license tax	\$ 1,209,559.99	Risk Management claims	\$ 34,535.19
Hotel/Motel tax	\$ 155,227.47	¤ Risk Management rentals	\$ (3,043.54)
Cable Company rents	\$ 851,500.00	Am Indian note receivable	\$ 13,240.00
Bucahui note receivable	\$ 28,197.73	Rural Metro note receivable	\$ 84,302.53
+ Notary/Law Library fees	\$ ~		\$ 2,373,519.37

^{(‡} The State had not reported Notary/Law Library amounts for first quarter FY17-18, when this report was prepared.) (¤ The Risk Management rentals credit balance represents a prepayment.)

10-31-17 Date

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

Department:	Fleet Services	Period Ending:		9/30/2017
Accounts Receivable Begin Amount Billed for this Period Amount Collected during thi Amount Transferred to Revo Corrections/Restatements Accounts Receivable Endin	d s Period enue and Collections		\$ \$ \$ \$ \$ \$ \$	Amount 2,025.49 10,511.51 (6,556.25) 5,980.75
Delinquent Balance			\$	-
Collection Rate				52%
Number of open accounts a Number of delinquent accou				3 0
Department Director/Design	nee		10)/17/17 Date

Department:	Forensic Science Center	Period Ending:		9/30/2017
				Amount
Accounts Receivable 8	Beginning Balance		\$	158,831.45
Amount Billed for this	Period		\$	273,032.05
Amount Collected duri	ng this Period		\$	(325, 332.60)
Amount Transferred to Revenue and Collections				-
Corrections/Restatements				(36.50) *
Accounts Receivable B	Ending Balance		\$	106,494.40
Delinquent Balance			\$	-
Collection Rate				75%
Number of open accou	ints at the end of the quarter			71
Number of delinquent	accounts			0

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

Department Director Designee

Department:	Information Technology	Pe	riod Ending:	 9/30/2017
				Amount
Accounts Receivable Be	eginning Balance			\$ (113,320.59)
Amount Billed for this P				\$ 219,346.90
Amount Collected during				\$ (209,381.48)
Corrections/Restatemer				\$ -
Accounts Receivable Er	nding Balance			\$ (103,355.17) *
Delinquent Balance				\$ -
Collection Rate				197%
Number of open accoun	its at the end of the quarter			8
Number of delinquent a	ccounts			0
* The Accounts Receive	able Ending Balance consists of the follow	N=0		
	Leases with a receivable ba	lance \$	22,065.62	

Prepayments - Leases _\$ (125,420.79)

\$ (103,355.17)

Department Director/Designee

//6///7 Date

Department:	Kino Sports Complex (Combined)	Period Ending:		9/30/2017
Accounts Receivable Amount Billed for this Amount Collected dur Amount Transferred t Corrections/Restatem Accounts Receivable	Period ring this Period o Revenue and Collections nents		\$ \$ \$ \$ \$	Amount 277,000.89 487,772.53 (513,256.93) 2,430.87 * 253,947.36 **
Delinquent Balance			\$	99,550.30 ***
Collection Rate				67%
Number of Accounts a Number of Delinquen	at the End of the Period t Accounts			8 2
	statements amount is for Mulcahy of known at the time the prior quar		une :	2017. The

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

Sports accounts with a receivable balance \$ 175,501.20

Sports accounts with a credit balance (prepayments) \$ (27,108.50)

Hotel/Motel Tax \$ 105,554.66 \$ 253,947.36

FC Tucson Events, LLC \$ 85,148.74

Pecos League of Pro Baseball Clubs \$ 14,401.56

\$ 99,550.30

Carolyn Pataconi
Department Director/Designee

^{***} The Delinquent Balance consists of the following account balances:

Department:	Library	Period Ending:		9/30/2017
Amount Billed for th Amount Collected d	uring this Period I to Revenue and Collections ments		\$ \$ \$ \$ \$	Amount 5,495.85 17,615.35 (17,903.36)
Delinquent Balance			\$	-
Collection Rate				77%
Number of Open Ac Number of Delinque	counts at the End of the Period			1 0

Department Director/Designee

10 - 25 - 17 Date

Department: NRPR (Combined)		Period Ending:		9/30/2017
Accounts Receivable Be Amount Billed for this F Amount Collected durin Amount Transferred to Corrections/Restateme Accounts Receivable Er	Period ng this Period Revenue and Collections nts		\$ \$ \$ \$	Amount 241,010.66 365,950.52 (378,419.93) - 27.61 * 228,568.86 **
Delinquent Balance			\$	-
Collection Rate				62%
Number of Accounts at Number of Delinquent				50 0

Parks Facility Use \$ 64,337.51 Starr Pass \$ 113,196.78 Parks Real Property Rentals \$ 59,191.07 Special Use Permits \$ (7,986.50) ‡ Encroachment Fees \$ (170.00) ‡ \$ 228,568.86

‡Ending credit balances represent pre-payments.

Department Director/Designee

11-1-17 Date

^{*} The Corrections/Restatements amount represents an additional billing for the prior period.

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

Department:	Pima Animal Care Dept (Combined)	Period Ending:	-	9/30/2017
Accounts Receivable Amount Billed for this Amount Collected dur Corrections/Restatem Accounts Receivable	Period ring this Period nents		\$ \$ \$ \$	Amount 1,082,000.90 (942,647.43) 970,289.80 * 1,109,643.27 **
Delinquent Balance			\$	-
Collection Rate		e e	÷	46%
Number of Accounts Number of Delinquen	at the End of the Period t Accounts			6 0
*The Corrections/Res	statements amount consists of the follow Transferred from Public Health I Prior quarter adjust	Dept. \$ 970,256.30		
**The Accounts Rece	eivable Ending Balance consists of the fo Pima Animal Care C Pima Animal Care Fir	enter \$ 1,109,554.27		

Department Director/Designee

Data

Department:	Public Health Dept (Combined)	Period Ending:	-	9/30/2017	
				Amount	r
Accounts Receivable B	Beginning Balance		\$	1,077,542.10	
Amount Billed for this I			\$	125,923.96	
Amount Collected duri			\$	(160,345.79)	
Corrections/Restatement			\$	(970, 256.30)	*
Accounts Receivable I			\$	72,863.97	**
Delinquent Balance			\$	4,014.60	***
Collection Rate				69%	
Number of Accounts a Number of Delinquent	t the End of the Period Accounts			39 28	
*The Corrections/Rest	atements amount consists of PACC	balances transferred to the ne	w dep	artment	

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

	\$	72,863.97
Health Dept. TE	\$	144.37
Health Fin/Ops	\$	4,059.60
ealth Dept. Vital Registration	\$	68,660.00
	Health Fin/Ops	ealth Dept. Vital Registration \$ Health Fin/Ops \$ Health Dept. TB \$

^{***}The Delinquent Balance consists of non-sufficient funds and fees.

Department Director/Designee

^{*}The Corrections/Restatements amount consists of PACC balances transferred to the new department "Pima Animal Care."

Department:	Regional Flood Control District	Period Ending: 9		9/30/2017	
	(Combined)			(7000 T T T T T T T T T T T T T T T T T T
					Amount
Accounts Receivable Be	ginning Balance			\$	(2,815.00)
Amount Billed for this Pe	eriod			\$	38,924.48
Amount Collected during	this Period			\$	(14,006.75)
Amount Transferred to R	Revenue and Collections			\$	(1,500.00)
Corrections/Restatemen	ts			\$_	
Accounts Receivable En	ding Balance			\$	20,602.73
Delinquent Balance				\$	-
Collection Rate					40%
Number of Accounts at t	he End of the Period				4
Number of Delinquent A	ccounts				0
* The Accounts Receival	ble Ending Balance consists of the following:				
	Enforcement	\$	1,500.00		
	Prepaid License Agreements	\$	(385.00)		
	Regional Transportation Authority	\$	21,334.73		
	Rental Properties	\$	625.00		
	Prepaid Rental Properties	\$	(2,472.00)		
		\$	20,602.73		

Department:	RWRD Combined	Period Ending:		9/30/2017	
Amount Billed for t Amount Collected Amount Transferre Corrections/Restat	during this Period d to Revenue and Collections		\$ \$ \$ \$ \$	Amount 268,813.97 129,707.00 (334,757.86)	
Delinquent Balanc	е		\$	39,439.13 *	e A
Collection Rate				84%	
Number of Open A Number of Delinqu	accounts at the End of the Period lent Accounts			12 5	

^{*} The Combined report includes activity for septage hauling and connection fees, real property rentals. However, no balances were due for rentals.

** The Delinquent Balance consists of the following:

EDG Fuels	\$ 9,844.50
Tucson Septic Pumping	\$ 26,369.66
Carlson Fesher DBA Ace Pumping	\$ 1,424.45
NPL	\$ 437.52
Maricopa County	\$ 1,363.00
	\$ 39,439.13

10-25-17 Date

Department:	Revenue & Collections	Period Ending:	 9/30/2017
			Amount
Accounts Receivable Beginning E	Balance	,	\$ 608,166.63
Amount Billed for this Period			\$ 17,658.29
Amount Collected during this Per	iod		\$ (7,859.18)
Amount Transferred to Revenue			\$ 13,226.14 *
Corrections/Restatements			\$ (146.40) **
Write-offs of account balances			\$ (272.10)
Accounts Receivable Ending Bala	ance		\$ 630,773.38
Delinquent Balance			\$ 630,773.38
Collection Rate			1%
Number of Accounts at the End of Number of Delinquent Accounts	of the Period		2,129 2,129

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

Constables	\$ 124.00	Risk Management	\$ 2,715.18
Development Services	\$ 3,000.00	Transportation	\$ 5,886.96
Flood Control	\$ 1,500.00	Total Transfers	\$ 13,226.14

^{**} The Corrections/Restatements amount reflects payments received in a prior period for Constables accounts that were not included on the quarterly report for that period.

Carolyn Pataconi
Department Director/Designee

10 - 24-17 Date

Department:	Sheriff's Dept.	Period Ending:	9/30/2017			
	ä		Am	nount		
Accounts Receivable Beginning Balance				\$ 1,672,359.33		
Amount Billed for this Period				\$ 2,051,422.86		
Amount Collected during this Period			\$(1,339,549.87)			
Accounts Receivable Ending Balance			\$ 2,384,232.32			
D. F			\$			
Delinquent Balance			Φ	-		
Collection Rate				36%		
Conection Nate				5570		
Number of open accounts at the end of the quarter				12		
Number of delinquent accounts				0		

Department Director/Designee

Department:	Transportation (Combined)	Period Ending:		9/30/2017
			_	Amount
Accounts Receivable Beginning Balance				9,531,010.77
Amount Billed for this Period				16,870,161.09
Amount Collected during this Period				(19,704,988.95)
Amount Transferred to Revenue and Collections				(5,886.96)
Corrections/Restatements				(3,998.78) *
Accounts Receivable Ending Balance			\$	6,686,297.17 **
Delinquent Balance			\$	58,722.68 ***
Collection Rate				75%
Number of open accounts Number of delinquent acc				102 37

^{*} The Corrections/Restatements amount consists of the reversal of an invoice reported in the prior quarter.

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

Non-Sufficient Funds	\$	93.55	HURF/VLT/Aviation Funds	\$ 4,182,574.73	***
Rental Properties	\$	2,601.90	Prepaid License Agreements	\$ (540.00)	
Prepaid Rent	\$	(3,115.60)	PAG/Misc IGA's	\$ 418,548.85	
Damage Billings	\$	54,468.46	Star Valley- Camino Verde	\$ 1,450,018.31	
Abandonment Fee	\$	35,800.00	Star Valley- Wade/Valencia	\$ 93,737.96	
RTA	\$	452,109.01		\$ 6,686,297.17	
*** The Delinquent Ba	land	ce consists of the	e following: NSF	\$ 93.55	
			Damage Billings	\$ 22,829.13	
			Abandonment Fee	\$ 35,800.00	
				\$ 58,722.68	

^{****} Beginning with the first quarter of Fiscal Year 2018, distributions from the State include monies from the State Aviation Fund as included in SB1531, Sec. 2

Department Director/Designee

10/31/17

Department:	Wireless Integrated Network (Combined)	Period Ending:		9/30/2017	
Accounts Receivable Amount Billed for this Amount Collected du Amount Transferred Corrections/Restater Accounts Receivable	s Period ring this Period to Revenue and Collections nents		\$ \$ \$ \$ \$ \$	Amount (98,559.22) 1,118,769.16 * (478,435.31) ** - - 541,774.63	
Delinquent Balance			\$	-	
Collection Rate				47%	
Number of Accounts Number of Delinquer	at the End of the Period nt Accounts			30 0	
*The Amount Billed o	during this Period consists of: 1st Quarter 2nd Quarter	•			
**The Amount Collec	eted during this Period consists of: Collected for 1st Quarter Collected for 2nd Quarter				

Department Director/Désignee

23/11