

BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: June 22, 2021

Title: Transmitta	al of Department C	uarterly Reports o	on Receivable Col	lections	
Introduction/Ba	ckground:				
	-	•	Reports on Receiv s 22-75, for the qu		3 /
Discussion:					
\$26,457,614 or a collections for the	a 2% increase fron	n the previously re orting this quarter	reported account ported quarter end were \$36,122,800 ed delinquent.	ding December 31	, 2020. Total
Conclusion:		,			
For detail, please	see the attached	Summary and rep	oorts from the dep	artments.	
Recommendation Recommend that period ending Ma	t the Board accept	the Department (Quarterly Reports	on Receivable Co	llections for the
Fiscal Impact:					
Poard of Supon	vicar District:				
Board of Superv				- F	57 A H
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Department: Finance and Risk Management

Contact: Michelle Hamilton

Department Director Signature/Date: Michelle Grant Signature/Date: Signat

Summary of Quarterly Department Reports on Receivable Collections, received for the Quarter Ending 3/31/21

Finance & Risk Management Department, Revenue Management Division

Department	Foot note Refs	/R Beginning Balance	Amount Billed	Amount Collected	Amount Txfr'd to Rev & Coll	Corrections /Restate- ments	Write- offs & Settle- ments	A/R Ending Balance	elinquent Balance
Attractions & Tourism	(1)	\$ 44,237	\$ 223,219	\$ (221,997)				\$ 45,459	
Communications	,	-						-	
Constables		357	980	(773)	(136)			428	
Dept. of Environmental Quality		913,183	357,540	(830,413)		(3,790)	(518)	436,002	
Development Services		8,929		(130)		(7,941)	(100)	758	\$ 758
Elections		29,309		(29,309)				-	
Facilities Mgmt	(2)	1,251,013	1,895,152	(2,276,196)				869,970	\$ 397,495
Finance & Risk Mgmt	(3)	11,264,213	10,138,919	(9,171,219)	(9,873)		(4,935)	12,217,106	\$ 34,076
Fleet Services		21,275	39,465	(27,166)				33,574	
Information Technology	(4)	(10,979)	129,702	(142,579)		(4,537)		(28,393)	
Kino Sports Complex	(5)	152,512	446,893	(520,723)				78,682	
Library		420,387	15,888	(178,189)				258,086	
Medical Examiner		179,854	427,557	(398,973)				208,438	
Nat. Resources, Parks & Rec	(6)	92,024	473,801	(203,815)				362,009	
Offic of Sustainability & Conservation		385,317	728,214	(875,200)				238,331	
Pima Animal Care		910,993	1,311,534	(1,367,406)		55		855,177	\$ 1,049
Public Health		2,542	516				(606)	2,452	\$ 1,936
Regional Flood Control	(4)	(744)	18,204	(22,429)				(4,969)	\$ 1,100
RWRD	(7)	93,096	189,973	(202,333)				80,736	\$ 44,128
Revenue & Collections	(8)	579,573	6,660	(7,325)	22,473	(100)	(11,926)	589,355	\$ 589,355
Sheriff	(9)	2,399,796	1,738,011	(2,403,294)				1,734,513	
Transportation		7,028,599	17,998,709	(16,572,262)	(12,464)	(6,450)	(19,545)	8,416,586	\$ 50,036
Wireless Integrated Network		52,280	682,109	(671,076)				63,314	•
Totals		\$ 25,817,766	\$ 36,823,046	\$ 	\$ (0)	\$ (22,762)	\$ (37,630)	\$ 26,457,614	\$ 1,119,933

Footnotes to Summary:

- (1) Includes rental properties and hotel/motel tax.
- (2) Includes parking garages and rental properties.
- (3) Includes interest from the carryback note with American Indian, cable company fees, hotel/motel tax, Risk Management claims, January 8th Memorial donations and Payment in Lieu of Taxes.
- (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.
- (9) Includes a note receivable with the City of South Tucson.

Prepared by:

red/Garza

Revenue & Collections Supervisor

Reviewed & Approved by:

Michelle Hamilton Division Manager

Department:	Attractions & Tourism	Pe	riod Ending:		3/31/2021
	(Combined)				
Accounts Receivable B Amount Billed for this F Amount Collected durin Amount Transferred to Corrections/Restateme Accounts Receivable E	Perioding this Perioding this Perioding Revenue and Collections ents			\$ \$ \$ \$ \$ \$	Amount 44,236.71 223,219.02 (221,996.92) - 45,458.81 *
Delinquent Balance				\$	-
Collection Rate					83%
Number of Accounts at Number of Delinquent A					3 0
	able Ending Balance consists of the fo Hotel/N Special Use Accounts with a credit balance (prepa	Notel tax \$ Rents \$ Permits \$	41,914.83 6,000.00 1,461.00 ** (3,917.02) 45,458.81		

^{**} This is the first quarter reporting Special Use Permits.

Department:	Constables	Period Ending:	3/31/2	2021
Accounts Receivable Beginning Balance Amount Billed for this Period Amount Collected during this Period Amount Transferred to Revenue and Collections Corrections/Restatements			\$ 98 \$ (77 \$ (13 \$	6.60 0.40 3.40) 6.00)
Accounts Receivable Ending Balance			 	7.60
Delinquent Balance			\$	-
Collection Rate				64%
Number of open accounts at the end of the quarter Number of delinquent accounts				5 0

Department Director/Designee

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Department:	Dept. of Environmental Quality	Period Ending:		3/31/2021
	(Combined)			
				Amount
Accounts Receivable E	Beginning Balance		\$	913,182.61
Amount Billed for this F	Period		\$	357,539.93
Amount Collected during	ng this Period		\$	(830,412.52)
Amount Transferred to Revenue and Collections				-
Corrections/Restatements				(3,790.00) *
Write-offs of \$100 - \$2	,500 approved by Division Mgr.		\$	(518.00)
Accounts Receivable E	Ending Balance		\$	436,002.02 **
Delinquent Balance			\$	-
Collection Rate				66%
Number of Accounts at Number of Delinquent				33 0

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

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

Air Quality Permits	\$ 100,441.59
Waste Hauler Permits	\$ 24,851.00
Solid Waste	\$ 310,709.43
	\$ 436,002.02

Department:	Development Services	Period Ending:		3/31/2021
	(Combined)			
				Amount
Accounts Receivable Be	eginning Balance		\$	8,929.00
Amount Billed for this P	eriod		\$	-
Amount Collected during	g this Period		\$	(130.00)
Corrections/Restatement	nts		\$	(7,941.00) *
Write-offs of Account Ba	alances		\$	(100.00)
Accounts Receivable En	nding Balance		\$	758.00 **
Delinquent Balance			\$	758.00 ***
Collection Rate				15%
Number of Accounts at	the End of the Period			. 3
Number of Delinquent A	accounts			3
* The Corrections/Resta	atements amount consists of a payment made dir	ectly to the depar	tment.	
** The Accounts Receiv	able Ending Balance consists of the following:			
	Enforcement	\$ 610.00		
	Non-Sufficient Funds	\$ 148.00		
		\$ 758.00	:	
*** The Delinquent Bala	nce consists of the following accounts:			
	Enforcement	\$ 610.00		
	Non-Sufficient Funds	\$ 148.00	‡	
		\$ 758.00		

‡ Account has been transferred to the Pima County Attorney's Bad Check Program.

Department:	Department: Elections Period Ending:		3/31/2021			
			****	Amount		
Accounts Receivable Begi Amount Billed for this Peri	•		\$ ¢	29,309.25		
Amount Collected during to			\$ \$	(29,309.25)		
Corrections/Restatements			\$	-		
Accounts Receivable Endi	ng Balance		\$	-		
Delinquent Balance			\$	-		
Collection Rate				100%		
Number of Accounts at the Number of Delinquent Acc				0		

Department Director/Designee

Department:	Facilities Management (Combined)	Period Ending:		3/31/2021	
				Amount	
Accounts Receiva	ble Beginning Balance		\$	1,251,013.32	
Amount Billed for	this Period		\$	1,895,152.20	
Amount Collected	during this Period		\$	(2,276,195.58)	
Amount Transferre	ed to Revenue and Collections		\$	-	
Corrections/Resta	tements		\$	-	
Accounts Receiva	ble Ending Balance		\$	869,969.94 *	Ł
Delinquent Balanc	e		\$	397,494.86 *	**
Collection Rate				72%	
Number of Accour	nts at the End of the Period			30	
Number of Delinqu	uent Accounts			4	

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

Prepayments on Building rental accounts \$ (152,642.70)

Building rental accounts \$ 1,038,136.83 ‡

Prepayments on Parking accounts \$ (22,410.00)

Parking accounts \$ 6,885.81

869,969.94

Accelerate \$ 1,145.13

Baggins \$ 426.08

City of Tucson \$ 186,467.65

WorldView \$ 209,456.00 ‡‡

\$ 397,494.86

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

^{**} The Delinquent Balance consists of the following building rental accounts:

^{‡‡} Amount is delinquent per COVID-19 repayment agreement.

Department:	Finance & Risk Management	Period Ending:	 3/31/2021	
	(Combined)		Amount	
Accounts Receivable Beg	ginning Balance		\$ 11,264,212.95	
Amount Billed for this Pe	riod		\$ 10,138,919.24	*
Amount Collected during	this Period		\$ (9,171,218.83)	*
Amount Transferred to R	evenue and Collections		\$ (9,872.44)	
Corrections/Restatement	s		\$ -	
Risk Mgmt Settlement Ag	reements \$1,000 or Less		\$ (9.96)	
Risk Mgmt Settlement Ag	reements \$1,000 - \$10,000		\$ (4,924.71)	
Accounts Receivable End	ding Balance		\$ 12,217,106.25	**
Delinquent Balance			\$ 34,076.46	***
Collection Rate			43%	
Number of open accounts	s at the end of the period		38	
Number of Delinquent Ac	counts		12	

^{*} This is the first quarter that includes billing and collection activity for Risk Management Insurance Premiums.

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

Vehicle license tax	\$:	3,161,942.09	Risk Management claims	\$ 192,830.68
Cable Company rents	\$	803,858.17	City of South Tucson Note	\$ 1,058,265.64
January 8th Memorial	\$	58,700.00	U of A Mineral Museum Note	\$ 6,810,525.79
Hotel/Motel tax	\$	130,983.88		\$ 12,217,106.25

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

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Department Director/Designee

1/29/21

Department:	Fleet Services (Combined)	Period Ending:		3/31/2021
Accounts Receivable E Amount Billed for this I Amount Collected during Amount Transferred to Corrections/Restatement Accounts Receivable E	Period ng this Period Revenue and Collections ents		\$ \$ \$ \$ \$ \$	Amount 21,274.58 39,465.12 (27,165.74)
Delinquent Balance	3 =		\$	-
Collection Rate				45%
Number of accounts at Number of delinquent	•			25 0

Department Director/Designee

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Department:	Information Technology	Period Ending:		3/31/2021
Accounts Receivable Be Amount Billed for this Pe Amount Collected during Corrections/Restatemer Accounts Receivable Er	eriod g this Period its		\$ \$ \$ \$	Amount (10,978.57) 129,701.69 (142,579.49) (4,536.50) * (28,392.87) **
Delinquent Balance			\$	-
Collection Rate				125%
Number of open accoun Number of delinquent ac	ts at the end of the quarter ecounts			8 0
* The Corrections/Resta	atements amount consists of payments re	ceived in the prior quarter.		
** The Accounts Receiv	rable Ending Balance consists of the follow Leases with a receivable bal Prepayments - Le Overpayments - Le	ance \$ 1,698.99 ases \$ (11,392.95)		

Départment Director Designee

4/15/21 Date

Department:	Kino Sports Complex (Combined)	Period Ending:	 3/31/2021
			Amount
Accounts Receivable	e Beginning Balance		\$ 152,511.90
Amount Billed for thi	is Period		\$ 446,893.16
Amount Collected d	uring this Period		\$ (520,723.16)
Amount Transferred	to Revenue and Collections		\$ -
Corrections/Restate	ments		\$ -
Accounts Receivable	e Ending Balance		\$ 78,681.90 *
Delinquent Balance			\$ -
Collection Rate			87%
	at the End of the Period		4
Number of Delinque	nt Accounts		0

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

Lights of the World \$ 35,445.05 \ #

Benevolent Sports Tucson, Inc. \$ 100.00

Kino Baseball League \$ 2,121.50

Prepayments on accounts \$ (48,053.67)

Hotel/Motel Tax \$ 89,069.02

\$ 78,681.90

Department Director/Designee

[†] 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: Lik	prary	Period Ending:		3/31/2021
Accounts Receivable Be Amount Billed for this Pe Amount Collected during Amount Transferred to R Corrections/Restatemen	eriod I this Period Revenue and Collections ts		\$\$\$\$\$	Amount 420,387.28 15,887.56 (178,189.12)
Accounts Receivable En	ding Balance		<u>\$</u>	258,085.72
Delinquent Balance			\$	-
Collection Rate				41%
Number of Open Accour Number of Delinquent Ac	nts at the End of the Period ecounts			2 0

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

City of Tucson Utilities	\$ 13,890.12
Marana Public School District Lease Prepayment	\$ (45,950.00)
Universal Service Administrative Co (E-Rate Funding)	\$ 290,145.60
	\$ 258,085.72

Department:	Medical Examiner	Period Ending:	3/31/2021	
				Amount
Accounts Receivable Be	ginning Balance		\$	179,854.10
Amount Billed for this Period				427,556.75
Amount Collected during this Period			\$	(398,973.25)
Corrections/Restatement	ts		\$	
Accounts Receivable End	ding Balance		\$	208,437.60
Delinquent Balance			\$	-
Collection Rate				66%
Number of open account Number of delinquent acc	s at the end of the quarter counts			72 0

Department Director/Designee

Data

Department:	NRPR		Period Ending:		3/31/2021
	(Combined)				
					Amount
Accounts Receivable	Beginning Balance			\$	92,023.54
Amount Billed for thi				\$	473,800.52
Amount Collected du	<u> </u>			\$ \$ \$	(203,814.77)
	to Revenue & Collections			\$	-
Corrections/Restater				\$	-
Accounts Receivable	Ending Balance			\$	362,009.29 *
Delinquent Balance				\$	-
Collection Rate					36%
Number of Accounts	at the End of the Period				43
Number of Delinquer	nt Accounts				0
* The Accounts Recei	vable Ending Balance consists of the follo	owing:			
	Parks Facili	_	16,962.88		
	Star	r Pass \$	59,654.42		
	Real Pr	operty \$	6,340.99		
	Special Use P	ermits \$	5,826.00		
	Non Sufficient	Funds \$	225.00		
	Construction in Progres	s (CIP) _\$_	273,000.00		
		\$	362,009.29		

Department Director/Designee

Department:	Office of Sustainability & Conservation	_Period Ending:		3/31/2021
	CIP IGA			
				Amount
Accounts Receivable	•		\$	385,316.87
Amount Billed for this Period				728,214.19
Amount Collected du	•		\$	(875,200.23)
	to Revenue and Collections		\$	-
Corrections/Restater			\$	
Accounts Receivable Ending Balance			<u> \$ </u>	238,330.83
Delinquent Balance			\$	-
Collection Rate				79%
Number of Open Acc Number of Delinquer	counts at the End of the Period nt Accounts			1 0

4/26/21 Date

Department:	Pima Animal Care Dept (Combined)	Period Ending:	 3/31/2021	
			 Amount	
Accounts Receivable	Beginning Balance		\$ 910,993.00	
Amount Billed for this	Period		\$ 1,311,534.00	
Amount Collected dur	ing this Period		\$ (1,367,405.79)	
Corrections/Restatem	ents		\$ 55.29 *	٠
Accounts Receivable	Ending Balance		\$ 855,176.50	
Delinquent Balance			\$ 1,049.00 *	**
Collection Rate			62%	
Number of Accounts a Number of Delinquent	t the End of the Period		14	
Manuser of Delinquent	Accounts		8	

^{*} The Corrections/Restatements amount consists of payments received from accounts previously written off.

Department Director/Designee

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

Department:	Public Health Dept	Period Ending:	3	3/31/2021
				Amount
Accounts Receivable Be	eginning Balance		\$	2,542.00
Amount Billed for this Pe	eriod		\$	516.00
Amount Collected during	g this Period		\$	-
Write-offs of \$500 - \$2,5	500 approved by Revenue Mgmt Division Mgr.		\$	(606.00)
Corrections / Restateme	ents		\$	-
Accounts Receivable Er	nding Balance		\$	2,452.00
Delinquent Balance			\$	1,936.00 *
Collection Rate				0%
·	ts at the end of the quarter			9
Number of delinquent ac	ecounts			7
* The Delinquent Balanc	e amount consists of non-sufficient funds and	fees.		

Department:	Regional Flood Control District	Perioa Enaing:		3/31/2021
	(Combined)			
				Amount
Accounts Receivable	e Beginning Balance		\$	(744.00)
Amount Billed for thi	s Period		\$	18,203.72
Amount Collected du	uring this Period		\$	(22,428.72)
Amount Transferred	to Revenue and Collections		\$	-
Corrections/Restate	ments		\$	-
Write-Offs			\$	-
Accounts Receivable	e Ending Balance		\$	(4,969.00) *
Delinquent Balance			\$	1,100.00 *
Collection Rate				128%
	at the End of the Period			2
Number of Delinquer	TI ACCOUNTS			2

Enforcement

1,100.00

Rental Accounts

(6,069.00)

\$ (4,969.00)

Department Director/Designee

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

^{**} The Delinquent Balance consists of Enforcement accounts.

Department:	Regional Wastewater Reclamation Department	Period Ending:		3/31/2021
	(Combined)			
				Amount
Accounts Receivable B	Beginning Balance		\$	93,096.20
Amount Billed for this I	Period		\$	189,972.82
Amount Collected duri	ng this Period		\$	(202,333.02)
	Revenue and Collections		\$	-
Corrections/Restateme			_\$_	_
Accounts Receivable E	Ending Balance		\$	80,736.00 *
Delinquent Balance			\$	44,128.49 **
Collection Rate				71%
Number of open accou	ints at the end of the period			11
Number of Delinquent	Accounts			3
* The Accounts Receiv	rable Ending Balance consists of the following:			
	Septage Hauling	·		
	Prepayment Rental	• • • •		
	Non-sufficient Funds			
		\$ 80,736.00		
** 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:	Revenue & Collections	Period Ending:	3/31/2021	
				Amount
Accounts Receivable Beginning Ba	alance	_	\$	579,573.33
Amount Billed for this Period			\$	6,659.85
Amount Collected during this Perio	pd		\$	(7,325.36)
Amount Transferred to Revenue &	Collections		\$	22,472.60 *
Corrections/Restatements			\$	(99.59) **
Write-offs of account balances			\$	(11,925.53)
Accounts Receivable Ending Balar	nce		\$	589,355.30
Delinquent Balance			\$	589,355.30 ***
Collection Rate				1%
Number of Accounts at the End of	the Period			787
Number of Delinquent Accounts				787

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

Transportation	\$ 12,464.16
Constables	\$ 136.00
Risk Management	\$ 9,872.44
	\$ 22,472.60

^{**} The Correction/Restatements amount consists of interest waived when fine was paid directly to the department.

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:	3/31	1/2021
			An	nount
Accounts Receiva	ble Beginning Balance			9,795.66
Amount Billed for	• •		•	8,011.11
Amount Collected	during this Period		, ,	3,293.58)
Accounts Receiva	ble Ending Balance		\$ 1,73	4,513.19
Delinquent Balanc	e e		\$	-
Collection Rate				58%
Number of open a	ccounts at the end of the quent accounts	uarter		12 0

Department Director/Designee

4/28/21 Date

Department:		Transport	ation	Period Ending:		3/31/2021
		(Combin	ed)			
						Amount
Accounts Receivable Beginn	ing	Balance			\$	7,028,598.74
Amount Billed for this Period					\$	17,998,708.76
Amount Collected during this	Pei	riod			\$ ((16,572,262.06)
Amount Transferred to Revei	nue	and Collections			\$	(12,464.16)
Corrections/Restatements					\$	(6,450.00) *
Settlement Agreements great	ter t	han \$10,000			\$	(19,545.48)
Accounts Receivable Ending	Bal	ance			\$	8,416,585.80 **
Delinquent Balance					\$	50,036.24 **
Collection Rate						66%
Number of Accounts at the E	nd c	of the Period				38
Number of Delinquent Accou	nts					11
* The Corrections/Restateme	nts	amount consists	of a payment made directly to	the department.		
** The Accounts Receivable I	∃ndi	ng Balance con	sists of the following:			
Prepaid Rental Properties	\$	(4,408.18)	HURF/VLT/Aviation Funds	\$ 6,093,452.13		
Damage Billings	\$	104,593.91	License Agreements	\$ 1,818.00		
RTA	\$	68,744.01	Star Valley- Camino Verde	\$ 1,613,980.45		
PAG/Misc IGA's	\$	158,077.30	Star Valley- Wade/Valencia	\$ 104,492.93		
CIP Utilities Reimbursement	\$	275.835.25	•	\$ 8 416 585 80		

Borona Condora

Department Director/Designee

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

Department:	Wireless Integrated Network (Combined)	Period Ending:		3/31/2021
Accounts Receivable Beg Amount Billed for this Per Amount Collected during Corrections/Restatements Accounts Receivable End	iod this Period s		\$ \$ \$ \$ \$ \$	Amount 52,280.16 682,109.37 * (671,075.63) ** 63,313.90
Delinquent Balance			\$	-
Collection Rate				91%
Number of accounts at the Number of delinquent acc	•	,		34 0
*The Amount Billed during	g this period consists of: 3rd Quarter Billi 4th Quarter Billin			
**The Amount Collected d	uring this period consists of: Collected for 3rd Quarter Billir Collected for 4th Quarter Billir			

Department Director/Designee