

**FINANCE DEPARTMENT  
ACTIVITY REPORT, FEBRUARY 2016**

**STATISTICAL SECTION**

**Finance Administration**

	<b>CURRENT MONTH</b>	<b>THIS MONTH LAST FY</b>	<b>FISCAL YEAR TO DATE</b>	<b>LAST FISCAL YR TO DATE</b>
<b>AVERAGE T.O.T. OCCUPANCY RATE</b>	<b>68.3%</b> January 2016	<b>68.5%</b> January 2015	<b>78.8%</b> January 2016	<b>79.6%</b> January 2015
<b>INVOICES/ACCOUNTS RECEIVABLE</b>	<b>66</b>	<b>107</b>	<b>237</b>	<b>518</b>
<b>CASH REGISTER TRANSACTIONS</b>	<b>7,871</b>	<b>7,518</b>	<b>47,505</b>	<b>48,888</b>
<b>CHECKS ISSUED</b>	<b>326</b>	<b>199</b>	<b>2,545</b>	<b>2,674</b>
<b>PURCHASE ORDERS</b>	<b>177</b>	<b>90</b>	<b>1,401</b>	<b>1,561</b>
<b>DISCOUNTS TAKEN</b>	<b>\$117</b>	<b>\$87</b>	<b>\$895</b>	<b>\$333</b>
<b>LANDSCAPE/ ST. LIGHT REBATES (2014 Tax Yr.)</b>	<b>17</b>	<b>3</b>	<b>65</b>	<b>40</b>
<b>UUT EXEMPTIONS TO DATE</b>	<b>(3) 2,018</b>	<b>(0) 1,958</b>		
<b>PAYROLL</b>				
Full Time Employees	<b>123</b>	<b>119</b>		
Part Time Employees	<b>19</b>	<b>27</b>		
<b>CITATION PAYMENTS</b>	<b>3,801</b>	<b>3,950</b>	<b>27,446</b>	<b>37,360</b>
<b>DMV PAYMENTS</b>	<b>437</b>	<b>642</b>	<b>3,539</b>	<b>4,715</b>
<b>DELINQUENT NOTICES SENT:</b>				
California	<b>1,815</b>	<b>1,865</b>	<b>16,587</b>	<b>19,124</b>
Out of State	<b>267</b>	<b>310</b>	<b>2,253</b>	<b>3,175</b>
<b>TOTAL:</b>	<b>2,082</b>	<b>2,175</b>	<b>18,840</b>	<b>22,299</b>

Finance Cashier

	<b>CURRENT MONTH</b>	<b>THIS MONTH LAST FY</b>	<b>FISCAL YEAR TO DATE</b>	<b>LAST FISCAL YR TO DATE</b>
DISMISSALS	136	271	3,813	3,596
REVENUE - VEH. IMPOUNDS	\$2,034	\$2,047	\$14,012	\$22,861
<b>PARKING PERMITS:</b>				
Driveway	4	6	19	61
Guest Party Passes	245	260	3,637	4,924
Temp. Res. Passes	0	0	0	0
Contractor	56	58	666	563
Daily	37	34	531	191
Annual Preferential				
Transferable	1,597	1,633	1,876	1,984
Employee Vehicle Sticker	45	38	80	93
Vehicle	1,733	1,541	2,248	2,250
Energy Efficient Vehicles- <i>NEW</i>	40	27	55	35
<b>TOTAL:</b>	<b>3,415</b>	<b>3,239</b>	<b>4,259</b>	<b>4,362</b>
<b>MONTHLY (DAILY) PERMITS FOR PARKING LOTS</b>				
	216	158	1,329	1,295
<b>MONTHLY (24 HR) PERMITS FOR PARKING LOTS</b>				
	203	170	1,364	1,382
MTA BUS PASSES	8	9	57	81
TAXI VOUCHERS SOLD	440	600	3,920	4,080
TAXI VOUCHERS USED	392	479	3,368	3,351
CASH KEYS SOLD	0	0	0	0
CASH KEY REVENUE	\$0	\$87	\$129	\$742
ANIMAL LICENSES	21	14	670	702
<b>BUSINESS LICENSES</b>				
Licenses Issued	230	170	1,687	1,475
Revenue	\$66,131	\$59,151	\$538,563	\$539,749

NOTED:



Tom Bakaly,  
City Manager

Respectfully submitted:



Viki Copeland,  
Finance Director