

**DUE DECEMBER 31**

Pursuant to Public  
Resources Code § 6306

# Granted Public Trust Lands Standardized Reporting Form



**Fiscal/Calendar Year:** 2015/16

**Grantee Name:** City of Martinez  
**Contact Person:** Cindy Mosser, Finance Manager  
**Contact Phone:** 925.372.3579  
**Mailing Address:** 525 Henrietta Street  
Martinez CA 94553

## 1. Funds

- a. Is a separate fund maintained for trust assets, liabilities, revenues and expenditures?

YES  NO

If "No", under what fund are they accounted for? If "Yes," please list the name(s) of the fund(s)

Marina Services Enterprise Fund

- b. Are separate financial statements prepared for the trust?

YES  NO

If "No," in which financial statements are they included? (Name of the document(s) and the applicable page number(s)) If "Yes," describe the organization of the separate financial statement.

City of Martinez - Marina Services Enterprise Fund

## 2. Revenue

- a. What was the gross revenue received or generated from trust land or trust assets during the past fiscal year? \$19,072

- b. Please list all sources of revenue and the amount of revenue generated from each source (e.g. permits, rentals, percentage of lease) Lease rentals - \$19,072

## 3. Expenses

- a. What was the total expenditure of funds received or generated from trust land or assets during the past fiscal year? \$19,812

- b. What expenses were allocated or charged directly to the trust? Please list the source of the expenditure and the amount expended. Utilities - \$5,572; Mitigation - \$14,240

- c. Have there been any capital improvements over \$250,000 within the current fiscal year? Are any capital improvements over \$250,000 expected in the next fiscal year?

- d. Describe any other disposition of trust funds or assets or any other disposition of the trust lands or trust assets themselves. Include any internal funds that were transferred to other grantees, to the management of another entity or under the management of another political subdivision of the grantee per an agreement, settlement, or Memorandum of Understanding.

## 4. Beginning and Ending Balance

Please list the beginning and ending balances for the tidelands trust fund(s) for this past fiscal year.

Beginning - \$390; Ending - (\$350)

**For all questions, please give the page number where the information can be found in your accompanying financial document. Please use additional pages as necessary.**



# City of Martinez

525 Henrietta Street, Martinez, CA 94553-2394

(925) 372-3500 / Fax (925) 229-5012

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December 22, 2016

Ms. Sheri Pemberton  
Chief, External Affairs/Legislative Liaison  
California State Lands Commission  
100 Howe Avenue, Suite 100 South  
Sacramento, CA 95825-8202

**RE: Annual Summary – Use of Trust Revenues**

Dear Ms. Pemberton:

Attached please find our Standardized Reporting Form and Annual Financial Statements for 2016. The City is actively engaged in the process of planning an upcoming dredge in 2017 to make the Marina more viable for public use. We contracted with AnchorQEA in October at an approximate cost of \$30K to survey the ponds and marina. The preliminary data shows significant siltation throughout the Marina and an initial estimated cost of approximately \$700K to complete a dredge of around 33,000 cubic yards, which would temporarily satisfy the most urgent dredging needs of the boating public. AnchorQEA is submitting a proposal for the second phase of the dredge cycle, which will include sediment characterization, design, and permitting of the highest priority areas. The City has requested the proposal include options for expanding the scope at the City's discretion.

We anticipate presenting the proposal to our City Council for consideration at the February 1, 2017 meeting. Dredging operations would be expected to commence sometime around August 2017. In the meantime, the City is also continuing its discussions with a private company interested in participating in our dredging operations (both short and long-term). These discussions are being held in conjunction with Almar, our contracted Marina operator, and AnchorQEA to ensure all options are explored.

Please contact Michael Chandler, Assistant to the City Manager, at (925) 372-3517, if you have any further questions or require additional information. Thank you again for your continued partnership in the Martinez Marina.

Sincerely,

Brad Kilger  
City Manager

Attachments: Standardized Reporting Form and Annual Financial Statements



April 29, 2016

Ms. Sheri Pemberton  
Chief, External Affairs/Legislative Liaison  
California State Lands Commission  
100 Howe Avenue, Suite 100 South  
Sacramento, CA 95825-8202

**RE: Request for relief from obligation to transmit gross revenue from Martinez Marina**

Dear Ms. Pemberton:

The City of Martinez requests relief from the obligation to transmit a portion of the gross revenue generated by the land grant described in SB 1424, also known as the Martinez Marina, as authorized under Section 7(d)(2). The City requests this relief for fiscal year 2015-2016.

The Martinez Marina is currently in a deteriorated state. Although the Marina was designed with six docks (A-F), currently only five are usable with Dock E only functioning on one side. Of the 400 slips in the Marina, only approximately 140 are in use. This is due primarily to the condition of the docks and the high levels of siltation as a result of major issues in the seawall and the entrance configuration. The last dredge occurred in 2012 and, due to the location of the Marina, the dredge cycle is every three years.

As a result of the Marina infrastructure needs, the revenue generated by the land has barely been enough to keep pace with basic maintenance and operational costs. The revenues are generated from two leases as well as docking and launching fees. All money generated by the Marina is kept in a separate Marina Services Enterprise Fund. However, since 2012, the revenue has not been sufficient to service the debt for the Marina State loans. The City is working closely with the State to address the outstanding loans. The revenues generated by the Marina for the past fiscal year are as follows:

City of Martinez  
Marina Budgeted Revenue & Expenses  
Fiscal Year 2015-16

Description	Revenues	Expenses	Net Income / (Loss)
Fund 73 - Marina	74,600.00	80,018.00	(5,418.00)
Fund 78 - Marina Management	76,000.00	89,000.00	(13,000.00)
Total	\$ 150,600.00	\$ 169,018.00	\$ (18,418.00)



Page 2  
Letter to Ms. Pemberton  
April 29, 2016

If the State Lands Commission allows the City to retain the revenue generated from the granted lands, that revenue will be placed into the Marina Service Enterprise Fund and used toward plans to address the infrastructure needs and redevelop the Marina. As stated earlier, the revenue generated is by no means sufficient to redevelop the Marina, but the revenue would provide the City with funding to prepare the necessary feasibility studies in order to attract a developer. Any additional revenue will be used for dredging of sediment to restore adequate depth for Marina launching, berthing, and safe navigation.

The City appreciates your consideration of this matter. Please contact Michael Chandler, Assistant to the City Manager, at (925) 372-3517, if you have any further questions or require additional information. Thank you for your continued partnership in the Martinez Marina.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Jakel".

Jim Jakel  
Interim City Manager

CITY OF MARTINEZ  
GRANTED PUBLIC TRUST LANDS  
FOR THE YEAR ENDED JUNE 30, 2016

Fund Equity 06/30/15	\$390
<u>REVENUE</u>	
Lease - Rooster Productions	10,708
Lease - Southern Pacific Transportation	<u>8,364</u>
TOTAL REVENUE	<u>19,072</u>
<u>EXPENDITURES</u>	
Utilities	5,572
Consultation for mitigation	<u>14,240</u>
TOTAL EXPENDITURES	<u>19,812</u>
Fund Equity 06/30/16	<u><u>(\$350)</u></u>

CITY OF MARTINEZ  
 PROPRIETARY FUNDS  
 STATEMENT OF REVENUES, EXPENSES  
 AND CHANGES IN FUND NET POSITION  
 FOR THE YEAR ENDED JUNE 30, 2016

	Business-type Activities - Enterprise Funds				Governmental Activities- Internal Service Funds
	Water System	Marina Services	Parking Services	Totals	
<b>OPERATING REVENUES</b>					
Water sales	\$10,215,923			\$10,215,923	
Rents and leases	75,790	\$139,540		215,330	
Charges for services	730,871	175	\$509,013	1,240,059	\$1,428,901
Other fees	755			755	
Other revenue	34,091			34,091	24,694
<b>Total Operating Revenues</b>	<u>11,057,430</u>	<u>139,715</u>	<u>509,013</u>	<u>11,706,158</u>	<u>1,453,595</u>
<b>OPERATING EXPENSES</b>					
Filtration plant	4,782,245			4,782,245	
Maintenance, repairs, and distribution	1,836,070	45,296		1,881,366	1,240,955
Administration	1,953,304	87,465	201,554	2,242,323	
Depreciation	2,077,731	5,707	41,251	2,124,689	241,091
<b>Total Operating Expenses</b>	<u>10,649,350</u>	<u>138,468</u>	<u>242,805</u>	<u>11,030,623</u>	<u>1,482,046</u>
<b>Operating Income (Loss)</b>	<u>408,080</u>	<u>1,247</u>	<u>266,208</u>	<u>675,535</u>	<u>(28,451)</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>					
Interest income	103,229	1,332	13,173	117,734	11,650
Interest (expense)	(238,760)	(88,749)		(327,509)	
Gain on disposal of equipment					2,392
Taxes		16,182	51,299	67,481	
<b>Total Nonoperating Revenues (Expenses)</b>	<u>(135,531)</u>	<u>(71,235)</u>	<u>64,472</u>	<u>(142,294)</u>	<u>14,042</u>
<b>Income (loss) before contributions and transfers</b>	272,549	(69,988)	330,680	533,241	(14,409)
Transfers in (Note 4A)	20,254	50,000		70,254	
<b>Change in net position</b>	292,803	(19,988)	330,680	603,495	(14,409)
<b>BEGINNING NET POSITION (DEFICIT)</b>	<u>38,472,838</u>	<u>(3,367,692)</u>	<u>2,089,980</u>		<u>2,672,020</u>
<b>ENDING NET POSITION (DEFICIT)</b>	<u>\$38,765,641</u>	<u>(\$3,387,680)</u>	<u>\$2,420,660</u>		<u>\$2,657,611</u>

Some amounts reported for *business-type activities* in the Statement of Activities are different because the portion of the net income of certain internal service funds is reported with the business-type activities which those funds service

19,852

Change in net position of business-type activities

\$623,347

See accompanying notes to financial statements

YEAR-TO-DATE BUDGET REPORT

FOR 2016 12

ACCOUNTS FOR: NO PROJECT	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>730007 MARINA-REVENUE</b>							
730007 4112 PERSONAL PROPERTY	-4,800	-4,800	-4,800.00	-4,800.00	.00	.00	100.0%
730007 4115 GENERAL SALES & USE TA	-9,500	-9,500	-8,939.37	.00	.00	-560.63	94.1%*
730007 4662 LAUNCH RAMP	-100	-100	-135.00	.00	.00	35.00	135.0%*
730007 4701 INTEREST	-500	-500	-429.16	.00	.00	-70.84	85.8%*
730007 4750 RENTS ON LEASED PUBLIC	-59,700	-59,700	-50,925.83	.00	.00	-8,774.17	85.3%*
TOTAL MARINA-REVENUE	-74,600	-74,600	-65,229.36	-4,800.00	.00	-9,370.64	87.4%
<b>7300920 MARINA ADMINISTRATION</b>							
7300920 5300 PROF/TECH SERVICES	64,300	66,500	14,002.84	.00	.00	52,497.16	21.1%
7300920 5500 OTHER SERVICES	500	500	.00	.00	.00	500.00	.0%
7300920 5560 LUNCH/DINNER MEETINGS	300	300	64.00	.00	.00	236.00	21.3%
7300920 5570 DUES/MEMBERSHIPS/SUBS	275	275	300.00	.00	.00	-25.00	109.1%*
TOTAL MARINA ADMINISTRATION	65,375	67,575	14,366.84	.00	.00	53,208.16	21.3%
<b>7300921 MARINA OPERATIONS</b>							
7300921 5410 UTILITIES	2,500	2,500	1,881.76	.00	.00	618.24	75.3%
7300921 5420 REPAIR & MAINTENANCE	4,500	4,500	.00	.00	.00	4,500.00	.0%
7300921 5430.1 SERVICES FROM OTHER	3,000	3,000	735.15	.00	.00	2,264.85	24.5%
7300921 5455 RENTAL CHARGES - CITY	2,000	2,000	160.00	.00	.00	1,840.00	8.0%
7300921 5520.1 INSURANCE-PROPERTY	443	443	371.00	.00	.00	72.00	83.7%
TOTAL MARINA OPERATIONS	12,443	12,443	3,147.91	.00	.00	9,295.09	25.3%
TOTAL REVENUES	-74,600	-74,600	-65,229.36	-4,800.00	.00	-9,370.64	
TOTAL EXPENSES	77,818	80,018	17,514.75	.00	.00	62,503.25	

YEAR-TO-DATE BUDGET REPORT

FOR 2016 12

ACCOUNTS FOR: NO PROJECT	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>780007 MARINA-REVENUE</b>							
780007 4796 MARINA MANAGEMENT LEAS	-76,000	-76,000	-59,018.00	.00	.00	-16,982.00	77.7%*
TOTAL MARINA-REVENUE	-76,000	-76,000	-59,018.00	.00	.00	-16,982.00	77.7%
<b>7800900 TRANSFERS OUT-MARINA</b>							
7800900 5948 TRANSFER TO MARINA DE	70,000	70,000	65,253.34	.00	.00	4,746.66	93.2%
TOTAL TRANSFERS OUT-MARINA	70,000	70,000	65,253.34	.00	.00	4,746.66	93.2%
<b>7800922 MARINA MANAGEMENT</b>							
7800922 5410 UTILITIES	19,000	19,000	19,271.09	.00	8,441.06	-8,712.15	145.9%*
7800922 5420 REPAIR & MAINTENANCE	0	0	6,520.00	.00	.00	-6,520.00	100.0%*
TOTAL MARINA MANAGEMENT	19,000	19,000	25,791.09	.00	8,441.06	-15,232.15	180.2%
TOTAL REVENUES	-76,000	-76,000	-59,018.00	.00	.00	-16,982.00	
TOTAL EXPENSES	89,000	89,000	91,044.43	.00	8,441.06	-10,485.49	