

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 Arcata
Contact Person: Janet Luzzi, Finance Director
Contact Phone: 707.825.2120
Mailing Address: 736 F Street
Arcata CA 95521
jluzzi@cityofarcata.org

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)

A separate account within the City's Trust Fund has been created for this revenue

- 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.

The Trust Fund is included within the City's Annual Financial Report as part of the General Fund

2. Revenue

- a. What was the gross revenue received or generated from trust land or trust assets during the past fiscal year? \$1,800

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

3. Expenses

- a. What was the total expenditure of funds received or generated from trust land or assets during the past fiscal year? None

- b. What expenses were allocated or charged directly to the trust? Please list the source of the expenditure and the amount expended. None

- 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?

No

- 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.

None

4. Beginning and Ending Balance

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

Beginning: \$453.63 Ending: \$2,253.63

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.



MEMORANDUM

Date: October 6, 2016

To: Reid Boggiano, CA State Lands Commission
Michaela Moser, CA State Lands Commission

From: Janet M. Luzzi, Finance Director

Re: Annual Report – Granted Public Trust Lands

In connection with the filing of the Standardized Reporting Form for Granted Public Trust Lands, please note the following expanded reply or comment:

- 1 a) The City of Arcata does not maintain a separate fund for the tidelands lease revenue for two main reasons:
- The City's chart of account structure has a limited number of funds
 - The revenue is not material and does not warrant its own fund

I have discussed this problem with SLC staff and in an effort to comply with state law requiring that these funds be segregated, I created a separated account within the City's main trust fund. Please see attached invoice for the mariculture lease payment for 2015/16 fiscal year. It was deposited into the State Lands Commission Lease Revenue Account (552-00-00-24062).

- 1 b) The City does not issue separate financial statements for this revenue. Because of the immateriality of this revenue, there is no information which can be viewed in the City's Annual Financial Statements regarding the tideland lease revenue. The revenue for 2015/16 has been deposited into a trust account which for presentation purposes is included in the General Fund. We are working to finalize the financial statements for fiscal year 2015/16. I will forward these as soon as they are completed.

INVOICE



City of Arcata Finance Department
736 F Street
Arcata, CA 95521
(707) 822-5951
Fax: (707) 822-8018

Charge To:

SCOTT STERNER
NORTH BAY SHELLFISH
2550 DAFFODILL ROAD
MCKINLEYVILLE, CA 95519

DATE	DESCRIPTION	C/R CODE	AMOUNT
4/15/2016	Mariculture Lease Rent (2015)	990	\$1,800.00
TOTAL DUE:			\$1,800.00

Invoices are due and payable within 30 days
For inquiries regarding this invoice, call (707) 822-8184

FOR DEPARTMENT USE ONLY:

Prepared by:	D. Allred	Approved by:
Department Account Number:	101-00-00-49900 C/R Code: 990	<i>M. Luzzi</i>

cc: Janet Luzzi, Finance Director

552-00-00-24062