

**DUE DECEMBER 31**

Pursuant to Public  
Resources Code § 6306

# Granted Public Trust Lands Standardized Reporting Form



**Fiscal/Calendar Year:** 2016

**Grantee Name:** City of Brisbane  
**Contact Person:** Caroline Yuen  
**Contact Phone:** 415.508.2152  
**Mailing Address:** 50 Park Place  
Brisbane CA 94005

## 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 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.

Marina Fund in CAFR (pages 25-28 and 51 attached)

## 2. Revenue

- a. What was the gross revenue received or generated from trust land or trust assets during the past fiscal year? \$0

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

## 3. Expenses

- a. What was the total expenditure of funds received or generated from trust land or assets during the past fiscal year? \$0

- b. What expenses were allocated or charged directly to the trust? Please list the source of the expenditure and the amount expended. n/a

- 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.

\$7,246,818 (beginning and ending - see attached)

**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.**

## MAJOR PROPRIETARY FUNDS

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user charges.

The concept of major funds established by GASB Statement 34 extends to Proprietary Funds. The City has identified the funds below as major proprietary funds in fiscal 2016.

GASB 34 does not provide for the disclosure of budget vs. actual comparison regarding proprietary funds that are major funds.

**Utility Fund** is comprised of the following services:

### Water

Represents expenses incurred in the purchase and distribution of water to City residents and businesses; water users support this activity through payment of water billings which are rendered based on read meters.

### Sewer

Represents expenses incurred in the collection and pumping of sewage waste to the City of San Francisco Sewer Treatment Plant where it is treated and discharged to the bay; sewer users support this activity through payment of sewer service billings.

### Guadalupe Valley Municipal Improvement District

Represents expenses related to providing water, sewer, and other municipal services to businesses and residents located within the district boundaries. Revenues to support this activity are derived from property taxes, water, and sewer billings and special assessments.

### **Marina Enterprise Fund**

This fund accounts for expenses incurred in the operation and maintenance of a boat harbor and marina; berth rentals provide the source of revenue to support this activity.

### **Internal Service Funds**

These funds are used to account for interdepartmental operations where it is the stated intent that costs of providing services to the departments of the City on a continuing basis be financed or recovered primarily by charges to the user departments.

CITY OF BRISBANE  
 PROPRIETARY FUNDS  
 STATEMENT OF NET POSITION  
 JUNE 30, 2016

	Business-type Activities-Enterprise Funds			Governmental Activities- Internal Service Funds
	Utility	Marina	Totals	
<b>ASSETS</b>				
<b>Current Assets:</b>				
Cash and investments (Note 3)	\$3,427,447	\$3,255,235	\$6,682,682	\$2,781,011
Restricted cash and investments (Note 3)	5,001,122		5,001,122	56,049
Accounts receivable, net	934,884	32,950	967,834	
Taxes receivable	623		623	
Interest receivable	6,623	4,535	11,158	3,123
Other assets				619,247
<b>Total Current Assets</b>	<b>9,370,699</b>	<b>3,292,720</b>	<b>12,663,419</b>	<b>3,459,430</b>
<b>Noncurrent Assets:</b>				
Loans receivable (Note 5)		2,454,908	2,454,908	
Capital assets (Note 6):				
Non-depreciable	1,181,319	2,820,850	4,002,169	
Depreciable, net	25,864,181	1,871,586	27,735,767	
<b>Total Noncurrent Assets</b>	<b>27,045,500</b>	<b>7,147,344</b>	<b>34,192,844</b>	
<b>Total Assets</b>	<b>36,416,199</b>	<b>10,440,064</b>	<b>46,856,263</b>	<b>3,459,430</b>
<b>DEFERRED OUTFLOWS</b>				
Deferred outflows related to pensions (Note 9)	75,234	55,171	130,405	
<b>Total Deferred Outflows</b>	<b>75,234</b>	<b>55,171</b>	<b>130,405</b>	
<b>LIABILITIES</b>				
<b>Current Liabilities:</b>				
Accounts payable	386,927	671,083	1,058,010	117,785
Due to other funds				1,708
Accrued payroll	10,356	7,656	18,012	64,932
Interest payable	107,383	21,705	129,088	2
Accrued claims payable (Note 11)				272,050
Compensated absences (Note 1F)	14,626	6,644	21,270	
Deposits	15,494	160,368	175,862	
Bonds payable due within one year (Note 7)	305,000	119,000	424,000	
<b>Total Current Liabilities</b>	<b>839,786</b>	<b>986,456</b>	<b>1,826,242</b>	<b>456,477</b>
<b>Noncurrent Liabilities:</b>				
Compensated absences due in more than one year (Note 1F)	43,878	19,933	63,811	
Accrued claims payable (Note 11)				792,081
Advances from other funds (Note 4B)	694,493	117,929	812,422	
Bonds payable due in more than one year (Note 7)	7,835,000	4,055,000	11,890,000	
Net pension liability (Note 9)	558,601	409,641	968,242	
Net OPEB obligation (Note 10)	144,781	491,957	636,738	
<b>Total Noncurrent Liabilities</b>	<b>9,276,753</b>	<b>5,094,460</b>	<b>14,371,213</b>	<b>792,081</b>
<b>Total Liabilities</b>	<b>10,116,539</b>	<b>6,080,916</b>	<b>16,197,455</b>	<b>1,248,558</b>
<b>DEFERRED INFLOWS</b>				
Deferred inflows related to pensions (Note 9)	57,737	42,340	100,077	
<b>Total Deferred Inflows</b>	<b>57,737</b>	<b>42,340</b>	<b>100,077</b>	
<b>NET POSITION (Note 8)</b>				
Net investment in capital assets	23,906,622	4,692,436	28,599,058	
Restricted for capital projects	758,885	1,492,209	2,251,094	
Unrestricted	1,651,650	(1,812,666)	(161,016)	2,210,872
<b>Total Net Position</b>	<b>\$26,317,157</b>	<b>\$4,371,979</b>	<b>\$30,689,136</b>	<b>\$2,210,872</b>

See accompanying notes to financial statements

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

	<u>Business-type Activities-Enterprise Funds</u>			Governmental Activities- Internal Service Funds
	<u>Utility</u>	<u>Marina</u>	<u>Totals</u>	
<b>OPERATING REVENUES</b>				
Charges for services	\$5,275,513	\$1,560,556	\$6,836,069	\$950,767
Other revenues		91,755	91,755	279,028
<b>Total Operating Revenues</b>	<u>5,275,513</u>	<u>1,652,311</u>	<u>6,927,824</u>	<u>1,229,795</u>
<b>OPERATING EXPENSES</b>				
Cost of sales and services	2,509,444	508,439	3,017,883	89,673
General and administrative	1,748,440	1,138,691	2,887,131	1,041,822
Depreciation	665,806	138,090	803,896	
Other expenses	410,654		410,654	306,061
<b>Total Operating Expenses</b>	<u>5,334,344</u>	<u>1,785,220</u>	<u>7,119,564</u>	<u>1,437,556</u>
<b>Operating Income (Loss)</b>	<u>(58,831)</u>	<u>(132,909)</u>	<u>(191,740)</u>	<u>(207,761)</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Taxes and assessments	29,909		29,909	
Investment income	47,338	40,805	88,143	29,671
Interest expense	(320,071)	(21,705)	(341,776)	
<b>Total Nonoperating Revenues (Expenses)</b>	<u>(242,824)</u>	<u>19,100</u>	<u>(223,724)</u>	<u>29,671</u>
<b>Income (Loss) Before Transfers</b>	<u>(301,655)</u>	<u>(113,809)</u>	<u>(415,464)</u>	<u>(178,090)</u>
Transfers in (Note 4C)	138,925		138,925	1,055,515
Transfers out (Note 4C)	(166,660)	(25,908)	(192,568)	
<b>Net transfers</b>	<u>(27,735)</u>	<u>(25,908)</u>	<u>(53,643)</u>	<u>1,055,515</u>
<b>Change in net position</b>	<u>(329,390)</u>	<u>(139,717)</u>	<u>(469,107)</u>	<u>877,425</u>
<b>BEGINNING NET POSITION</b>	<u>26,646,547</u>	<u>4,511,696</u>	<u>31,158,243</u>	<u>1,333,447</u>
<b>ENDING NET POSITION</b>	<u>\$26,317,157</u>	<u>\$4,371,979</u>	<u>\$30,689,136</u>	<u>\$2,210,872</u>

See accompanying notes to financial statements

CITY OF BRISBANE  
 PROPRIETARY FUNDS  
 STATEMENT OF CASH FLOWS  
 FOR THE YEAR ENDED JUNE 30, 2016

	Business-type Activities-Enterprise Funds			Governmental Activities- Internal Service Funds
	Utility	Marina	Totals	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Cash received from customers	\$5,212,539	\$1,642,233	\$6,854,772	\$1,035,271
Cash payments to suppliers	(4,365,660)	(1,736,137)	(6,101,797)	(2,105,641)
Cash received from other funds				275,085
Cash Flows from Operating Activities	<u>846,879</u>	<u>(93,904)</u>	<u>752,975</u>	<u>(795,285)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Taxes and assessments	29,860		29,860	
Due to other funds receipts				1,708
Advances from other funds (payments)	(68,924)		(68,924)	
Advances from other funds receipts		519,339	519,339	
Transfers in	138,925		138,925	1,055,515
Transfers (out)	(166,660)	(25,908)	(192,568)	
Cash Flows from Noncapital Financing Activities	<u>(66,799)</u>	<u>493,431</u>	<u>426,632</u>	<u>1,057,223</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Acquisition of property, plant and equipment	(548,361)	(1,870,531)	(2,418,892)	
Principal payment of debt	(170,000)		(170,000)	
Interest paid	(239,214)		(239,214)	(27)
Cash Flows from Capital and Related Financing Activities	<u>(957,575)</u>	<u>(1,870,531)</u>	<u>(2,828,106)</u>	<u>(27)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Investment income receipts	41,172	36,364	77,536	26,910
Cash Flows from Investing Activities	<u>41,172</u>	<u>36,364</u>	<u>77,536</u>	<u>26,910</u>
Net Cash Flows	(136,323)	(1,434,640)	(1,570,963)	288,821
Cash and investments at beginning of period	8,564,892	4,689,875	13,254,767	2,548,239
Cash and investments at end of period	<u>\$8,428,569</u>	<u>\$3,255,235</u>	<u>\$11,683,804</u>	<u>\$2,837,060</u>
<b>Reconciliation of Operating Income (Loss) to Cash Flows from Operating Activities:</b>				
Operating income (loss)	(\$58,831)	(\$132,909)	(\$191,740)	(\$207,761)
Adjustments to reconcile operating income (Loss) to cash flows from operating activities:				
Depreciation	665,806	138,090	803,896	
Change in assets, deferred outflows, liabilities and deferred inflows:				
Accounts receivable	(62,974)	(10,078)	(73,052)	
Other assets				(619,247)
Accounts payable and accrued liabilities	354,680	648,329	1,003,009	79,132
Accrued payroll	(7,577)	(152,680)	(160,257)	(3,552)
Accrued claims payable				(43,857)
Compensated absences	8,861	1,853	10,714	
Deposits	(86,067)	(610,696)	(696,763)	
Net pension liability, deferred inflows and deferred outflows	32,981	24,187	57,168	
Cash Flows from Operating Activities	<u>\$846,879</u>	<u>(\$93,904)</u>	<u>\$752,975</u>	<u>(\$795,285)</u>

See accompanying notes to financial statements  
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**CITY OF BRISBANE**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
For the Year Ended June 30, 2016

**NOTE 6 - CAPITAL ASSETS (Continued)**

	Balance at June 30, 2015	Additions	Deletions	Balance at June 30, 2016
<b>Business-type activities</b>				
Capital assets not being depreciated:				
Land	\$647,815			\$647,815
Construction in Progress	1,014,357	\$2,339,997		3,354,354
Total capital assets not being depreciated	1,662,172	2,339,997		4,002,169
Capital assets, being depreciated:				
Land Improvements	7,419,406			7,419,406
Building and Structures	9,526,843			9,526,843
Machinery and Equipment	742,723	78,895		821,618
Infrastructure	32,245,204			32,245,204
Total capital assets being depreciated	49,934,176	78,895		50,013,071
Less accumulated depreciation for:				
Land Improvements	(6,089,766)	(102,836)		(6,192,602)
Building and Structures	(2,090,178)	(125,268)		(2,215,446)
Machinery and Equipment	(403,058)	(59,750)		(462,808)
Infrastructure	(12,890,406)	(516,042)		(13,406,448)
Total accumulated depreciation	(21,473,408)	(803,896)		(22,277,304)
Depreciable capital assets	28,460,768	(725,001)		27,735,767
Business-type activity capital assets, net	\$30,122,940	\$1,614,996		\$31,737,936

**A. Capital Asset Contributions**

Some capital assets may be acquired using federal and State grant funds, or they may be contributed by developers or other governments. GASB Statement 34 requires that these contributions be accounted for as revenues at the time the capital assets are contributed.

Report Date: 01/14/17  
 Run Date...: 01/14/17 16:23  
 Run by.....: CAROLINA YUEN

City of Brisbane  
 G/L Trial Balance - Detail in the Order of FUND  
 For All Accounts  
 With a Mask of 550 15060 \*\*\*\*

Page.: 1  
 ID # GLTB  
 CTL.: BRI

Beginning of.: July 1, 2015 (01-16) Thru Ending of.: June 30, 2016 (12-16)

G/L Account No	Ctr	Cal.	Fiscal	Date	Jrnl	Line	Description	Debit	Credit
550	15060						Marina Fund Marina Fac. on Granted Land		
							Balance July 1, 2015 (01-16)	7,246,817.75	
							** Budget not Applicable **		
							Activity ---->	.00	.00
							Balance June 30, 2016 (12-16)	7,246,817.75	