

Granted Public Trust Lands Standardized Reporting Form



Fiscal/Calendar Year: Fiscal year ending 6/30/17

Grantee Name: City of San Rafael
Contact Person: Van Bach
Contact Phone: (415) 458-5001
Mailing Address: 1400 5th Avenue
San Rafael, CA 94901
Attn: Finance Department Room 204

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)

- 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 State Lands Fund 217, Our CAFR report under 'Development Services', which is combined with another fund (207 Development Serv). Page 117 & 123.

2. Revenue

- a. What was the gross revenue received or generated from trust land or trust assets during the past fiscal year? \$31,846.87

- b. Please list all sources of revenue and the amount of revenue generated from each source (e.g. permits, rentals, percentage of lease) Interest Income: \$690.57

Rentals Income: \$31,156.30

3. Expenses

- a. What was the total expenditure of funds received or generated from trust land or assets during the past fiscal year? \$351,605.96

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

Please see attached Expenditure Detail Report. Expense were for contractual services for outside consultants for the purchase of 750 Grand Ave. Connector. \$325k were transfer out for this purchase.

- 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?
none

- 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.

7/1/16 \$508,093.55

6/30/17 \$188,334.46

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.

Revenue Status Report

CITY OF SAN RAFAEL
 7/1/2016 through 6/30/2017

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
207 Development Services Fund					
207-16-28195-4401 Investment Earnings	1,500.00	1,769.32	1,769.32	-269.32	117.95
Total Development Services Fund	1,500.00	1,769.32	1,769.32	-269.32	117.95
217 State Lands					
217-12-21001-4401 Investment Earnings	1,500.00	690.57	690.57	809.43	46.04
217-12-21001-4402 Rents, Royalties Income	30,000.00	31,156.30	31,156.30	-1,156.30	103.85
Total State Lands	31,500.00	31,846.87	31,846.87	-346.87	101.10
Grand Total	33,000.00	33,616.19	33,616.19	-616.19	101.87

Expenditure Status Report

CITY OF SAN RAFAEL
 7/1/2016 through 6/30/2017

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
207 Development Services Fund						
Total Development Services Fund	0.00	0.00	0.00	0.00	0.00	0.00
217 State Lands						
217-12-21001-9270 Contractual Services	117,000.00	26,605.96	26,605.96	0.00	90,394.04	22.74
217-12-21001-9701 Land	340,000.00	0.00	0.00	0.00	340,000.00	0.00
217-12-99090-9998 Project Transfer Out	325,000.00	325,000.00	325,000.00	0.00	0.00	100.00
Total State Lands	782,000.00	351,605.96	351,605.96	0.00	430,394.04	44.96
Grand Total	782,000.00	351,605.96	351,605.96	0.00	430,394.04	44.96

Expenditure Detail Report

CITY OF SAN RAFAEL
07/01/2016 through 06/30/2017

207 Development Services Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
Total Development Services Fund	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Detail Report

CITY OF SAN RAFAEL
 07/01/2016 through 06/30/2017

217 State Lands

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
217-12-21001-9270 Contractual Services	117,000.00	0.00	0.00	0.00	117,000.00	0.00
9/15/2016 ap_invoice IN 6724		1,000.00				
Line Description: Appraisal report on 409 3rd St						
Vendor: 31802 DEAN CHAPMAN & ASSOCIATES, INC			Check # 319664			
9/15/2016 ap_invoice IN 204702		3,068.00				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 319631			
10/14/2016 ap_invoice IN 205828		3,274.50				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 320229			
11/15/2016 ap_invoice IN 207083		6,119.00				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 320708			
11/28/2016 ap_invoice IN 29009		690.00				
Line Description: Payment for services.						
Vendor: 31870 KATHY WOOD & ASSOCIATES			Check # 321075			
11/28/2016 ap_invoice IN 01180-226083		2,197.00				
Line Description: 750 Grand Avenue, San Rafael.						
Vendor: 28333 STEWART TITLE OF CA, INC			Check # 321171			
12/9/2016 ap_invoice IN 207980		3,392.50				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 321233			
1/4/2017 ap_invoice IN 208979		177.00				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 321499			
1/31/2017 ap_invoice IN 209967		737.50				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 322044			
3/14/2017 ap_invoice IN 211217		855.50				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP			Check # 322822			
4/3/2017 ap_invoice IN 6725		4,500.00				
Line Description: Payment for appraisal report -						
Vendor: 31802 DEAN CHAPMAN & ASSOCIATES, INC			Check # 323222			

Expenditure Detail Report

CITY OF SAN RAFAEL
 07/01/2016 through 06/30/2017

217 State Lands

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
217-12-21001-9270 Contractual Services	(Continued)					
4/13/2017 ap_invoice IN 212237		59.00				
Line Description: Burke, Williams & Sorensen LLP						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP						Check # 323501
4/26/2017 ap_invoice IN 032217AP		4.96				
Line Description: Adams						
Vendor: 26239 U. S. BANK						Check # 323939
5/15/2017 ap_invoice IN 213067		531.00				
Line Description: Burke Williams & Sorensen Invo						
Vendor: 30365 BURKE, WILLIAMS & SORENSEN,LLP						Check # 324012
217-12-21001-9270 Contractual Services	117,000.00	26,605.96	26,605.96	0.00	90,394.04	22.74
217-12-21001-9701 Land	340,000.00	0.00	0.00	0.00	340,000.00	0.00
217-12-99090-9998 Project Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00
11/30/2016 revisn_bud BA 12135	325,000.00					
Line Description: Fr State Lands-10/17/16 CC Rep						
11/30/2016 aje GJ 12136		325,000.00				
Line Description: Trsfr fr State Lands toPA11260						
217-12-99090-9998 Project Transfer Out	325,000.00	325,000.00	325,000.00	0.00	0.00	100.00
Total State Lands	782,000.00	351,605.96	351,605.96	0.00	430,394.04	44.96
Grand Total	782,000.00	351,605.96	351,605.96	0.00	430,394.04	44.96

CITY OF SAN RAFAEL
 7/ 1/2016 through 6/30/2017

207 Development Services Fund

<i>Account Number</i>	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Assets						
11100 General Cash	495,466.38	46,769.32	27,178.19	46,769.32	27,178.19	515,057.51
11351 Market Adjustment On Investment	0.00	0.00	0.00	0.00	0.00	0.00
12200 Accounts Receivable	45,000.00	0.00	45,000.00	0.00	45,000.00	0.00
Total Assets	540,466.38	46,769.32	72,178.19	46,769.32	72,178.19	515,057.51
Liabilities						
22100 Accounts Payable	858.00 CR	27,178.19	38,849.71	27,178.19	38,849.71	12,529.52 CR
22200 Accrued Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
24800 Due To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
25168 Deposit Payable	44,925.35 CR	38,849.71	0.00	38,849.71	0.00	6,075.64 CR
25174 Developer Bonds Payable	1,500.00 CR	0.00	0.00	0.00	0.00	1,500.00 CR
Total Liabilities	47,283.35 CR	66,027.90	38,849.71	66,027.90	38,849.71	20,105.16 CR
Equities						
15100 Revenue Control	0.00	1,769.32	1,769.32	1,769.32	1,769.32	0.00
28100 Expenditure Control	0.00	0.00	0.00	0.00	0.00	0.00
31200 Encumbrance Control; Current Year	0.00	0.00	0.00	0.00	0.00	0.00
31400 Reserve For Encumbrance; Current Year	0.00	0.00	0.00	0.00	0.00	0.00
33100 Fund Balance	493,183.03 CR	1,500.00	3,269.32	1,500.00	3,269.32	494,952.35 CR
33150 Cash Transfers From Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
33250 Cash Transfers To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
34100 Reserve For Projects	0.00	0.00	0.00	0.00	0.00	0.00
34139 Community Development: 7.5% Accrual	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SAN RAFAEL
 7/ 1/2016 through 6/30/2017

207 Development Services Fund

<i>Account Number</i>	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Equities (Continued)						
34140 Community Development;15% Reserve Charge	0.00	0.00	0.00	0.00	0.00	0.00
Total Equities	493,183.03 CR	3,269.32	5,038.64	3,269.32	5,038.64	494,952.35 CR
Budgetary						
15500 Estimated Revenue Control	0.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00
28500 Appropriation Control	0.00	0.00	0.00	0.00	0.00	0.00
Total Budgetary	0.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00
Assets	540,466.38	46,769.32	72,178.19	46,769.32	72,178.19	515,057.51
Liabilities	47,283.35 CR	66,027.90	38,849.71	66,027.90	38,849.71	20,105.16 CR
Equities	493,183.03 CR	3,269.32	5,038.64	3,269.32	5,038.64	494,952.35 CR
Budgetary	0.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00
Total Development Services Fund	0.00	117,566.54	117,566.54	117,566.54	117,566.54	0.00

CITY OF SAN RAFAEL
 7/ 1/2016 through 6/30/2017

217 State Lands

<i>Account Number</i>	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Assets						
11100 General Cash	510,911.55	32,096.87	354,673.96	32,096.87	354,673.96	188,334.46
11351 Market Adjustment On Investment	0.00	0.00	0.00	0.00	0.00	0.00
12200 Accounts Receivable	250.00	0.00	250.00	0.00	250.00	0.00
Total Assets	511,161.55	32,096.87	354,923.96	32,096.87	354,923.96	188,334.46
Liabilities						
22100 Accounts Payable	3,068.00 CR	29,673.96	26,605.96	29,673.96	26,605.96	0.00
22200 Accrued Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
24800 Due To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
25168 Deposit Payable	0.00	0.00	0.00	0.00	0.00	0.00
25174 Developer Bonds Payable	0.00	0.00	0.00	0.00	0.00	0.00
Total Liabilities	3,068.00 CR	29,673.96	26,605.96	29,673.96	26,605.96	0.00
Equities						
15100 Revenue Control	0.00	31,846.87	31,846.87	31,846.87	31,846.87	0.00
28100 Expenditure Control	0.00	351,605.96	351,605.96	351,605.96	351,605.96	0.00
31200 Encumbrance Control; Current Year	0.00	0.00	0.00	0.00	0.00	0.00
31400 Reserve For Encumbrance; Current Year	0.00	0.00	0.00	0.00	0.00	0.00
33100 Fund Balance	508,093.55 CR	1,165,105.96	845,346.87	1,165,105.96	845,346.87	188,334.46 CR
33150 Cash Transfers From Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
33250 Cash Transfers To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
34100 Reserve For Projects	0.00	0.00	0.00	0.00	0.00	0.00
34139 Community Development: 7.5% Accrual	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF SAN RAFAEL
 7/ 1/2016 through 6/30/2017

217 State Lands

<i>Account Number</i>	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Equities (Continued)						
34140 Community Development;15% Reserve Charge	0.00	0.00	0.00	0.00	0.00	0.00
Total Equities	508,093.55 CR	1,548,558.79	1,228,799.70	1,548,558.79	1,228,799.70	188,334.46 CR
Budgetary						
15500 Estimated Revenue Control	0.00	31,500.00	31,500.00	31,500.00	31,500.00	0.00
28500 Appropriation Control	0.00	782,000.00	782,000.00	782,000.00	782,000.00	0.00
Total Budgetary	0.00	813,500.00	813,500.00	813,500.00	813,500.00	0.00
Assets	511,161.55	32,096.87	354,923.96	32,096.87	354,923.96	188,334.46
Liabilities	3,068.00 CR	29,673.96	26,605.96	29,673.96	26,605.96	0.00
Equities	508,093.55 CR	1,548,558.79	1,228,799.70	1,548,558.79	1,228,799.70	188,334.46 CR
Budgetary	0.00	813,500.00	813,500.00	813,500.00	813,500.00	0.00
Total State Lands	0.00	2,423,829.62	2,423,829.62	2,423,829.62	2,423,829.62	0.00

CITY OF SAN RAFAEL
 7/ 1/2016 through 6/30/2017

Grand Totals

	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Total Assets	1,051,627.93	78,866.19	427,102.15	78,866.19	427,102.15	703,391.97
Total Liabilities	50,351.35 CR	95,701.86	65,455.67	95,701.86	65,455.67	20,105.16 CR
Total Equities	1,001,276.58 CR	1,551,828.11	1,233,838.34	1,551,828.11	1,233,838.34	683,286.81 CR
Total Operating	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00
Total Budgetary	0.00	815,000.00	815,000.00	815,000.00	815,000.00	0.00
Total All Funds	0.00	2,541,396.16	2,541,396.16	2,541,396.16	2,541,396.16	0.00