Grant Public Trust Lands
Standardized Reporting Form

Fiscal/Calendar Year: 2012/2013

Grantee Name: City of Brisbane
Contact Person: Betsy Cooper
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)
      Park & Recreation Fund. It is being moved to a separate fund going forward
   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 Brisbane Comprehensive Annual Report Pages 25-28

2. Revenue
   a. What was the gross revenue received or generated from trust land or trust assets during the past
      fiscal year? $1,471,112
   b. Please list all sources of revenue and the amount of revenue generated from each source (e.g.
      permits, rentals, percentage of lease) Berth Rentals, Application Fees, Transfer Fees, Late
      Fees, NSF Fees and Investment Earnings

3. Expenses
   a. What was the total expenditure of funds received or generated from trust land or assets during the past
      fiscal year? $1,081,179
   b. What expenses were allocated or charged directly to the trust? Please list the source of the
      expenditure and the amount expended. Salary expenses, Services & Supplies, Indirect Cost to
      General Fund, Depreciation
   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 single capital improvement over $250,000. We are doing maintenance on the docks. We will begin dredging in the near future
   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.
   No beginning Fund Balance. Ending Fund Balance calculated at $5,481,722

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.
Marina

Revenue
Berth Rentals 1,455,706.53
Application Fees 2,350.00
Transfer Fees 550.00
Late Fees 7,354.83
NSF Fees 175.00
Investment Earnings 4,975.82
Total Revenue 1,471,112.18

Expenses
Salary expenses 428,683.62
Services and supplies 379,229.82
Indirect Costs to General Fund 151,238.04
Depreciation 122,027.62
Total Expenses 1,081,179.10

Change in Retained Earnings 389,933.08

Assets
Cash 620,431.95
Account Receivable, net 215,804.63
Notes Receivable 501,211.97
Advances to Other Funds 2,295,995.92
Capital Assets, net 2,055,048.19
Total Assets 5,688,492.66

Liabilities
Accounts Payable 6,910.89
Berth Deposits 155,737.09
Accrued Payroll 12,540.23
Compensated Absences 12,373.98
OPEB Obligation 19,208.53
Total Liabilities 206,770.72

Retained Earnings 5,481,721.94