

**Finance & Property Oversight Committee
Presbytery of San Francisco
January 31, 2012**

Action Items – FPOC recommends:

- 1. MOTION: That the Presbytery of San Francisco accept the tendered offer approved by FPOC at their December meeting, for the sale of the real property at 2024 Durant, in the amount of \$1,495,000, with a reduced commission of 4%.**

Background: A formal appraisal has been done in the property, listing possible uses and potential property prices depending on the use. The highest price would likely be for office space, but that market is very low and does not look to rebound soon. The City wants the site to be used for housing. Using the site as student housing was deemed to be the highest reliable value that was put forward in the appraisal. The comparable values for a similar property that was "entitled" (meaning that the developer had planning approval permits for a specific project) was about \$1.75M. The cost of entitlements is about \$300,000. This offer represents a small premium price over the comparable market prices, and is all cash.

- 2. MOTION: That the Presbytery of San Francisco empower the FPOC to accept an offer for the real property commonly known as the Alamo Retreat Center, in the price range of \$3.95M to \$5.2M.**

Background: FPOC has authorized and completed an extensive review of the development potential for the site. The highest and best use would be for multiple single family houses. A listing agreement has been signed, and the sales target price is \$4.65M based upon the likeliest entitlements. Commercial sales contracts usually are good for 10 days to 2 weeks. The timing of the cycle of an approval by FPOC followed by an approval at the following presbytery meeting, can be 45-65 days depending on when an offer is tendered.

- 3. MOTION: That the Presbytery of San Francisco withdraw the entire balance of the Jane Newhall Memorial Fund No. 1 (Presbyterian Foundation account # 1021202658) from the Presbyterian Foundation, and that the Presbytery of San Francisco directs the Presbyterian Foundation to transfer the full amount of the withdrawal to the Synod of the Pacific of the Presbyterian Church USA, for deposit to a custodial account and/or certificates of deposit established by the Synod of the Pacific for the sole benefit of The Presbytery of San Francisco. The Presbytery of San Francisco takes this action referring to the language of the Presbyterian Foundation's letter (dated October 24, 2011) to The Presbytery of San Francisco, regarding the Jane Newhall Memorial Fund No. 1, which states: "Per terms of the agreement, these funds are to be used at the discretion of said Presbytery. Notwithstanding the foregoing, the Presbytery of San Francisco shall have the privilege of withdrawing, the units of participation or shares assigned to its proportionate share of the fund established by the investment of this gift. Such request for the withdrawal shall be made in writing to the Foundation after the Presbytery of San Francisco has passed an appropriate resolution which is made a part of the minutes of a correctly constituted meeting of the Presbytery."**

Background: This is a charitable trust that was left to our Presbytery by Jane Newhall, and the proceeds are now in the Presbytery Foundation. Jane passed away late last year. Receiving the funds from the Presbytery Foundation takes a formal vote of the Presbytery, and can take some time to process. In addition, these Presbytery Foundation funds are invested in market securities which rise and fall with the stock market, making them good for long term investment but marginally good for short term investment. The proposal is to begin this withdrawal process, to then place these funds in a Synod Custodial account or an insured CD (which has a rate of return that is close to the same yield as the current return at the PF), is available for Presbytery use whenever Presbytery determines such use, does not require a long period of time for withdrawal, and does not risk losing principal due to the movement of the stock market. As with all our investment sale proceeds, the principal cannot be spent without a formal vote of Presbytery.

Three Page PSF Financial Report

Financial Statements (Fund 001)

Accrual Based Income & Expense (Fund 001)

November 2011

11 months ending 11/31/2011 (91.67 % of budget year) (Jes 1101 – 1132 posted)

	Annual Budget	YTD Budget	YTD Actual	YTD actual as % of Annual Budget	YTD actual as % of YTD budget
REVENUE:					
General Mission for PSF	0.00	0.00	173,651.89	#DIV/0!	#DIV/0!
General Mission for GA	0.00	0.00	63,421.74	#DIV/0!	#DIV/0!
General Mission for Synod	0.00	0.00	8,589.40	#DIV/0!	#DIV/0!
Other Income	189,000.00	173,250.00	123,290.05	65.23%	71.16%
Per Capita (25,131 @ \$28 per member)	703,668.00	645,029.00	583,525.74	82.93%	90.47%
Temp Restricted Released to Unrestricted	37,167.00	34,069.75	51,045.52	137.34%	149.83%
Other Support/Transfers	0.00	0.00	0.00	#DIV/0!	#DIV/0!
Total Revenue:	929,835.00	852,348.75	1,003,524.34	107.92%	117.74%
EXPENSES:					
Presbytery Council	10,000.00	9,166.67	5,060.65	50.61%	55.21%
NCD Administrative Commission	63,250.00	57,979.17	74,934.77	118.47%	129.24%
Committee on Preparation (CPM)	9,000.00	8,250.00	2,513.67	27.93%	30.47%
Committee on Ministry (COM)	45,934.00	42,106.16	29,423.33	64.06%	69.88%
Other Committee Expenses	5,000.00	4,583.33	1,147.98	22.96%	25.05%
Presbyter Search Committee	18,000.00	16,500.00	307.00	1.71%	1.86%
Office Expenses	29,500.00	27,041.67	27,556.68	93.41%	101.90%
Property Costs	47,400.00	43,449.99	53,384.31	112.63%	122.86%
Admin & General	54,600.00	50,049.99	88,588.26	162.25%	177.00%
Staff Costs (working budget @ 3/18/11)	681,752.92	624,940.17	594,282.29	87.17%	95.09%
Denominational Obligations & Support:					
General Mission to GA	0.00	0.00	63,421.74	#DIV/0!	#DIV/0!
General Mission to Synod	0.00	0.00	8,589.40	#DIV/0!	#DIV/0!
Per Capita to GA	163,352.00	149,739.33	149,738.87	91.67%	100.00%
Per Capita to Synod	129,927.00	119,099.75	119,100.00	91.67%	100.00%
Youth Triennium	0.00	0.00	0.00	#DIV/0!	#DIV/0!
Other Costs/Transfers					
Transfer Out- Interfund	0.00	0.00	0.00	#DIV/0!	#DIV/0!
Total Expenses:	1,257,715.92	1,152,906.23	1,218,048.95	96.85%	105.65%
Revenue Over(Under) Expense	(327,880.92)	(300,557.48)	(214,524.61)	65.43%	71.38%

Three Page PSF Financial Report (Fund 001)
 Accrual Based Net Income Reconciled to Cash Flow
 11 months ending 11/30/2011 (91.67 % of budget year)

**Financial Statements (Fund 001)
 (for November 2011)**

(Jes 1101 – 1132)

	Annual Budget	YTD Budget	YTD Actual	YTD actual as % of Annual Budget	YTD actual as % of YTD budget
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REVENUE:

Total Revenue:	929,835.00	852,348.75	1,003,524.34	107.92%	117.74%
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EXPENSES:

Total Expenses:	1,257,715.92	1,152,906.23	1,218,048.95	96.85%	105.65%
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Revenue Over(Under) Expense	(327,880.92)	(300,557.48)	<u>(214,524.61)</u>	65.43%	71.38%
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Depreciation	22,957.68				
Release of restricted net assets to unrestricted	(51,045.52)				
Undesignated Mission held in AC 2105	-				
Unremitted Mission to to Synod & GA	10,375.32				
Unremitted Per Capita to Synod & GA	48,879.80				
Receipt of 2010 General Mission in 2011	13,477.35				
Receipt of 2010 Per Capita in 2011	4,057.00				
Recognition in 2011 of per capita prepaid in 2010	(112.00)				
Decrease (Increase) in prepaid assets	3,795.76				
Decrease (Increase) in A/R General	14,934.69				
Decrease (Increase) in A/R Interfund	(6,660.00)				
Decrease (Increase) in Interest Receivable	(441.88)				
Increase (Decrease) in Accrued Payroll	(11,614.28)				
Increase (Decrease) in A/P Accrued Vacation	-				
Increase (Decrease) in Year End A/P	(80,066.64)				
Increase (Decrease) in A/P Interfund	101,714.66				
Increase (Decrease) in Other Clearing Accts (2106-2114)	(98.51)				
			70,153.43		
Cash provided (used) by Operating Activities			(144,371.18)		
Receipt of principal on Notes Receivable	-				
Decrease (Increase) in A/R Church Loans	980.00				
Additions to depreciable plant & equipment	-				
Decrease in LT Receivable from MBCC	547.27				
Cash provided (used) by Investing Activities			1,527.27		
Payment of principal on loans from Synod (none)	-				
Cash provided (used) by Financing Activities			-		
Net Cash Inflows (Outflows): temp restricted accts	31,723.37				
Net Cash Inflows (Outflows): agency accts	(2,991.30)				
Net Cash Inflows (Outflows): board desig accts	2,241.08				
Cash provided (used) by other Balance Sheet Activities			30,973.15		

Increase (Decrease) in Cash:	<u>(111,870.76)</u>
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Beginning Cash Balance, as of 1/1/2011	401,378.75
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Ending Cash Balance, as of 11/30/2011	<u>289,507.99</u>
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Three Page PSF Financial Report

Cash Composition & Commitments (Fund 001)

11/30/11

	Non-Custodial Cash	Custodial Cash	Total Cash
<u>COMPOSITION OF CASH:</u>			
Cash in Union Bank Accounts	78,134.91	0.00	78,134.91
Cash in Transit to Synod Custodial Accounts	0.00	0.00	0.00
Cash in Synod Custodial Accounts	16,830.35	194,542.73	211,373.08
Total Cash:	<u>94,965.26</u>	<u>194,542.73</u>	<u>289,507.99</u>

LIABILITIES, COMMITMENTS & DESIGNATIONS:

Custodial Liabilities	0.00	194,097.49	
Current Liabilities	125,236.36	445.26	
Borrowing from Synod LOC and/or Hillside Fund	101,871.79	0.00	
Agency Liabilities	14,575.45	0.00	
Externally Restricted Net Assets	144,341.96	0.00	
Total Liabilities & External Commitments:	386,025.56	194,542.75	
Tier 1: Cash Reserves (Deficit)	<u>(291,060.30)</u>	<u>(0.02)</u>	
Internally Designated Net Assets, not funded by specific segregated assets	<i>Note 1</i> 177,444.01	0.00	<i>Note: PSF Endowment & uncommitted balance of W. Clyde Smith Loan Fd</i>
Tier 2: Cash Reserves (Deficit)	<u>(468,504.31)</u>	<u>(0.02)</u>	

NOTE: Non-Cash Assets Readily Convertible to Cash in One Year or Less:

A/R General	19,749.21	
A/R Interfund	6,660.00	
A/R General Mission	0.00	
A/R Year End (per capita)	0.00	
Interest Receivable	888.07	
A/R MBCC - current portion	683.63	(due 10/1/2011 – 9/1/2012)
J. Newhall Memorial Fund No. 1 (PC Foundation)	1,841,875.88	

Non-Cash Assets Not Readily Convertible to Cash in One Year or Less:

A/R Church Loans	39,938.39	
A/R MBCC (Long Term)- net of current	117,753.22	(118,436.85 – 683.63 = 117,753.22)
A/R Shared Equity Loan	-	
Notes Receivable (W. Clyde Smith Loan Fund)	17,388.00	
Prepaid Assets	4,030.93	
Land & Property (at depreciated cost)	529,725.07	
Charitable Remainder Interests with PCUSA Foundation	27,767.00	(estimated future unrestricted distributions to PSF)

Non-Cash Assets Permanently Restricted from Being Converted to Cash:

Permanent Funds with PCUSA Foundation	24,743.03	(corpus is non-expendable)
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**Presbytery of San Francisco
Through January 10, 2012
2011 Per Capita and Unrestricted Giving from Churches**

CONGREGATION	MEMBERS 12/31/09 stats sent in Feb 2010	Per Capita Due	Per Capita Unpaid	Percent Per Capita Unpaid	Unrestricted Donations to GA, Synod & Presbytery	Total Received by Presbytery (Per Capita & Unrestricted Donations)	Total Giving per Member
1 Alameda, Korean	100	\$2,800	\$2,100	75%		\$700	\$7
2 Alameda, First	105	\$2,940				\$2,940	\$28
3 Berkeley, Calvary	119	\$3,332			\$1,000	\$4,332	\$36
4 Berkeley, First	1,936	\$54,208			\$4,500	\$58,708	\$30
5 Berkeley, St. John's	140	\$3,920			\$7,000	\$10,920	\$78
6 Burlingame, First	1,121	\$31,388				\$31,388	\$28
7 Clayton Valley	165	\$4,620			\$3,748	\$8,368	\$51
8 Concord, First	311	\$8,708			\$1,000	\$9,708	\$31
9 Concord, Ygnacio Valley	41	\$1,148			\$1,900	\$3,048	\$74
10 Daly City, Broadmoor	111	\$3,108			\$1,600	\$4,708	\$42
11 Daly City, Golden Gate	0	\$0				\$0	\$0
12 Danville, Community	1,905	\$53,340	\$53,340	100%	\$4,000	\$4,000	\$2
13 Discovery Bay, Delta	274	\$7,672			\$7,000	\$14,672	\$54
14 Dublin, John Knox	221	\$6,188			\$6,000	\$12,188	\$55
15 Fremont, Centerville	487	\$13,636				\$13,636	\$28
16 Fremont, First Korean	58	\$1,624	\$1,624	100%		\$0	\$0
17 Fremont, Immanuel	121	\$3,388			\$3,000	\$6,388	\$53
18 Fremont, Irvington	124	\$3,472				\$3,472	\$28
19 Hayward, First	549	\$15,372			\$5,000	\$20,372	\$37
20 Hayward, Mt. Eden	44	\$1,232				\$1,232	\$28
21 Hayward, New Bridges					\$375	\$375	
22 Hayward, Westminster Hills	36	\$1,008			\$1,000	\$2,008	\$56
23 Lafayette-Orinda	1,953	\$54,684			\$43,100	\$97,784	\$50
24 Livermore, First	710	\$19,880			\$110	\$19,990	\$28
25 Menlo Park	4,009	\$112,252				\$112,252	\$28
26 Moraga Valley	971	\$27,188	\$27,188	100%		\$0	\$0
27 Newark, First	221	\$6,188			\$751	\$6,939	\$31
28 Oakland, Chinese	130	\$3,640				\$3,640	\$28
29 Oakland, College Ave.	90	\$2,520			\$1,000	\$3,520	\$39
30 Oakland, Elmhurst	56	\$1,568				\$1,568	\$28
31 Oakland, Faith	72	\$2,016				\$2,016	\$28
32 Oakland, First	214	\$5,992			\$2,000	\$7,992	\$37
33 Oakland, Fruitvale	70	\$1,960				\$1,960	\$28
34 Oakland, High St.	23	\$644				\$644	\$28
35 Oakland, Montclair	277	\$7,756			\$9,500	\$17,256	\$62
36 Oakland, Park Blvd.	79	\$2,212				\$2,212	\$28
37 Oakland, Primera Iglesia	118	\$3,304			\$5,000	\$8,304	\$70
38 Pacifica, St. Andrew	208	\$5,824			\$11,000	\$16,824	\$81
39 Pittsburg, Community	101	\$2,828				\$2,828	\$28
40 Pleasant Hill, St. Andrew's	359	\$10,052			\$21,108	\$31,160	\$87
41 Pleasanton, Centerpointe	293	\$8,204				\$8,204	\$28

**Presbytery of San Francisco
Through January 10, 2012
2011 Per Capita and Unrestricted Giving from Churches**

CONGREGATION	MEMBERS 12/31/09 stats sent in Feb 2010	Per Capita Due	Per Capita Unpaid	Percent Per Capita Unpaid	Unrestricted Donations to GA, Synod & Presbytery	Total Received by Presbytery (Per Capita & Unrestricted Donations)	Total Giving per Member
42 Pleasanton, Tri-Valley	122	\$3,416			\$9,164	\$12,580	\$103
43 Portola Valley, Valley	361	\$10,108			\$14,000	\$24,108	\$67
44 Richmond, First	186	\$5,208				\$5,208	\$28
45 Richmond, Sojourner Truth	153	\$4,284	\$2,288	53%	\$1,200	\$3,196	\$21
46 San Bruno, Bethany	78	\$2,184	-\$316 (overpaid)		\$13,480	\$15,980	\$205
47 San Carlos, Trinity	502	\$14,056			\$5,950	\$20,006	\$40
48 San Francisco, Calvary	1,255	\$35,140				\$35,140	\$28
49 San Francisco, Chinatown	229	\$6,412			\$17,000	\$23,412	\$102
50 San Francisco, Christ United	131	\$3,668			\$13,000	\$16,668	\$127
51 San Francisco, Covenant	51	\$1,428			\$8,000	\$9,428	\$185
52 San Francisco, First United	218	\$6,104	\$4,604	75%		\$1,500	\$7
53 San Francisco, GKI	61	\$1,708				\$1,708	\$28
54 San Francisco, Good News	58	\$1,624	\$1,624	100%		\$0	\$0
55 San Francisco, Grace Korean	0	\$0				\$0	\$0
56 San Francisco, Iglesia Mision	94	\$2,632	\$1,132	43%		\$1,500	\$16
57 San Francisco, Ingleside	90	\$2,520	\$1,707	68%	\$1,200	\$2,013	\$22
58 San Francisco, Korean	96	\$2,688				\$2,688	\$28
59 San Francisco, Lakeside	171	\$4,788			\$15,000	\$19,788	\$116
60 San Francisco, Lincoln Park	42	\$1,176	\$966	82%	\$885	\$1,095	\$26
61 San Francisco, Mission Bay	0	\$0			\$3,500	\$3,500	???
62 San Francisco, New Liberation	89	\$2,492	\$1,372	55%		\$1,120	\$13
63 San Francisco, Noe Valley	54	\$1,512			\$3,600	\$5,112	\$95
64 San Francisco, Ocean Ave	96	\$2,688				\$2,688	\$28
65 San Francisco, Old First	179	\$5,012			\$1,209	\$6,221	\$35
66 San Francisco, Seventh Ave.	126	\$3,528			\$5,500	\$9,028	\$72
67 San Francisco, St. James	40	\$1,120				\$1,120	\$28
68 San Francisco, St. John's	156	\$4,368				\$4,368	\$28
69 San Francisco, St. Paul's	40	\$1,120				\$1,120	\$28
70 San Leandro, Bethel	75	\$2,100	\$525	25%	\$5,800	\$7,375	\$98
71 San Leandro, Christ	24	\$672			\$500	\$1,172	\$49
72 San Leandro, First	249	\$6,972				\$6,972	\$28
73 San Mateo, First	418	\$11,704				\$11,704	\$28
74 San Mateo, Latinos Unidos					\$200	\$200	
75 San Mateo, Sturge	168	\$4,704				\$4,704	\$28
76 San Ramon, CC Korean	261	\$7,308			\$3,000	\$10,308	\$39
77 Walnut Creek	988	\$27,664	\$27,664	100%		\$0	\$0
78 Walnut Creek, ATC	28	\$784				\$784	\$28
79 Walnut Creek, Grace	245	\$6,860			\$18,400	\$25,260	\$103
80 Other					\$1,200		
TOTALS	25,056	\$701,568	\$125,818		\$282,480	\$857,030	\$34