



**Santa Cruz County
Regional Transportation Commission
Measure D Taxpayer Oversight Committee**



**AGENDA
Monday, May 28, 2020
6:00 p.m.**

This meeting is being held in accordance with the Brown Act as it is currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20, issued on March 17, 2020 which allows legislative bodies to meet by teleconference. The full executive order can be found [here](#).

Members of the public may not attend this meeting in person. Comments and questions may be shared with the Committee through teleconference audio in real time, or by prior written submission to info@sccrtc.org.

Zoom Meeting

Web:

<https://us02web.zoom.us/j/83164905722?pwd=emdYR2xOK2NQURU1XZzF2cjRUWWZRZz09>

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NOTE:

- See the last page for details about access for people with disabilities, translation services and meeting broadcasts.
- *En Español:* Para información sobre servicios de traducción al español, diríjase a la última página.
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Taxpayer Oversight Committee Members

Representing	Name
Supervisory District 1	Janet Edwards, Vice Chair
Supervisory District 2	Michael Machado, Chair
Supervisory District 3	Phillip Hodsdon
Supervisory District 4	Carmen Herrera Mansir
Supervisory District 5	Todd Guin

1. Call to Order

2. Introductions
3. Additions, deletions, or other changes to consent and regular agendas
4. Committee Member Oral Communications

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the Committee or public wishes an item be removed and discussed on the regular agenda. Members of the Committee may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other committee member objects to the change.

5. Approve Minutes of the May 13, 2019 Oversight Committee meeting
6. RTC Measure D Staff Contacts

REGULAR AGENDA

7. Fiscal Year 2018/2019 Measure D Audits and Expenditure Reports – p.9
(Tracy New, Fiscal and Rachel Moriconi, Planning)
 - a. Staff Report
 - b. Attachments
 1. Consolidated Measure D Expenditure Report Summary FY18/19 – p. 15
 2. FY18/19 Audited Financial Statements and Expenditure Reports for each recipient agency
 - a) SCCRTC Measure D Fund and Regional Categories/Projects - p.20
(Highway, Active Transportation: Monterey Bay Sanctuary Scenic Trail Network/Rail Trail, Rail, San Lorenzo Valley (SLV)/Highway 9 Corridor, Highway 17 Wildlife Crossing, Measure D Administration and Implementation)
 - b) City of Capitola - p.68
 - c) City of Santa Cruz - p.89
 - d) City of Scotts Valley - p.107
 - e) City of Watsonville - p.126
 - f) County of Santa Cruz - p.141 (County Audit online: <https://sccrtc.org/wp-content/uploads/2020/05/County-Financial-Statements-Measure-D-FY19.pdf>)
 - g) Lift Line – Community Bridges - p.149
 - h) Santa Cruz Metropolitan Transit District (METRO) - p.192

8. Oversight Committee Annual Report – p.215
(Shannon Munz, Public Outreach)
 - a. Staff Report
 - b. Attachments
 1. TOC FY17/18 Annual Report
9. Measure D Project Updates – *Information Item* – p.224
 - a. Spring 2020 Project Updates
10. Measure D Revenue Forecasts – *Information Item* – p.228
(Tracy New, Fiscal)
 - a. Staff Report
 - b. Attachments
 1. Summary of Measure D FY19/20 Revenue Allocations by Month
 2. Measure D revenue forecast from HDL Services
 3. Measure D 30-year Revenue Projections for 2020
 4. Measure D 5-year distribution estimates for Measure D
11. Public Comment on Matters Not on the Agenda
Any member of the public may address the Committee on any item within the jurisdiction of the Committee that is not already on the agenda. At the discretion of the chair, the amount of time for oral communications may be limited. Committee members will not take action or respond immediately to any Oral Communications presented, but may choose to follow up at a later time, either individually, or on a subsequent Committee agenda.

Speakers are requested to sign the sign-in sheet and state their name clearly so that their names can be accurately recorded in the minutes of the meeting.
12. Next meetings – Identify possible dates for the next oversight committee meeting.
13. Adjourn

HOW TO REACH THE RTC OR MEASURE D OVERSIGHT COMMITTEE:

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060; phone: (831) 460-3200 / fax (831) 460-3215
email: info@sccrtc.org / website: www.sccrtc.org

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**Santa Cruz County
Regional Transportation Commission
Measure D Taxpayer Oversight Committee**



**Draft Minutes
Monday, May 13, 2019
6:00 p.m.
Location: RTC Conference Room
1523 Pacific Ave, Santa Cruz, CA**

Taxpayer Oversight Committee Members

Representing	Name
Supervisory District 1	Janet Edwards, Vice Chair
Supervisory District 2	Michael Machado, Chair
Supervisory District 3	Abel Rodriguez
Supervisory District 4	Carmen Herrera Mansir
Supervisory District 5	Todd Guin

1. Call to Order: Chair Michael Machado called the meeting to order at 6:00 p.m.
2. Introductions

Members Present:

Janet Edwards, District 1
Michael Machado, District 2
Todd Guin, District 5

Members with Excused Absence:

Abel Rodriguez, District 3

Members with Unexcused Absence:

Carmen Herrera Mansir, District 4

Staff:

Rachel Moriconi, Senior Transportation Planner
Shannon Munz, Communications Specialist
Tracy New, Director of Finance and Budget
Guy Preston, Executive Director

Guests:

Kirk Ance, Lift Line Program Director, Community Bridges
Jessica Cassidy, Transportation Program Manager, Monterey Bay Economic Partnership

Barrow Emerson, Planning and Development Director, METRO
Kailash Mozumder, PW Project Manager, City of Capitola
Doug Underhill, Chief Finance Officer, Community Bridges

3. Additions, deletions, or other changes to consent and regular agendas: None

CONSENT AGENDA

A motion (Edwards/Guin) was made to approve the consent agenda. The motion passed unanimously with members Edwards, Machado, and Guin voting in favor.

4. Approved Minutes of the March 25, 2019 Oversight Committee meeting

REGULAR AGENDA

5. Verbal Updates from Recipient Agencies

- a. Community Bridges Lift Line

Kirk Ance, Lift Line Program Director, reported that the organization has used Measure D funds to expand service by adding two additional drivers resulting in 420,056 rides for seniors and people with disabilities. They used Measure D funds for a new driver training program and to hire a new executive assistant to help with dispatching and outreach. Their Measure D funds were also used to leverage grant funds that allowed them to purchase two new electric 16-passenger vehicles, and to install two EV charging stations in Watsonville that will be available for other transit agencies and the public to use. Additionally, they are in escrow on a property to house a new operations facility and are using some of their Measure D funds for this.

- b. City of Capitola

Kailash Mozumder, Public Works Project Manager, reported that the city has completed two projects using Measure D funds – green bike lanes and citywide pavement slurry seal on several streets. They have two projects queued up for this year using their Measure D funds– the Park Avenue sidewalk project and the Brommer Street improvement project.

- c. Santa Cruz Metropolitan Transit District

Barrow Emerson, Planning and Development Director, reported that METRO used approximately \$1.3 million of their Measure D funds for operations to fund nine fixed-route operators and one Paracruz operator. Approximately \$2 million of their Measure D funds is spent on buying, repairing and refurbishing busses and Paracruz vehicles. Additionally, with over 60% of their vehicles over 12 years old, they created a \$3 million a year bus replacement fund using Measure D and SB1 funds, and they spent approximately \$100,000 to get a matching grant to purchase a Paracruz van.

6. FY17/18 Fiscal Audits – *Continued from March 25, 2019 meeting*

Rachel Moriconi, RTC Senior Transportation Planner, gave committee members an opportunity to ask questions on the audits and expenditure reports they received at the last meeting. No committee members had questions.

7. Annual Report/Findings for Fiscal Year 2017/18

Shannon Munz, RTC Communications Specialist, presented the committee with a draft annual report prepared by staff based on direction from committee members at the March meeting. The draft report included a letter from the committee, prepared by Chair Machado, on their findings regarding the FY17/18 Measure D expenditure and audits. It also included a Measure D overview and highlights of projects funded by the measure in FY17/18. Shannon asked committee members to provide feedback on the draft report and approve its content.

Chair Machado asked that the two tables showing fund distribution and expenditures be merged together and that staff double check all of the numbers in the table. Rachel Moriconi, RTC Senior Transportation Planner, suggested that a column for interest earned be added to the table and committee members agreed.

With these changes made to the draft report, all committee members approved the report and its content. Chair Machado asked that committee members provide their signatures to be included in the report. He also asked that staff make all the suggested changes to the report and resend to all committee members for a final review.

8. Audit Guidance

At the March 2019 meeting, committee members requested that staff look at the auditing process, including how much it costs each agency to do separate Measure D audits each year, if it would be possible and how much it would cost to centralize the audits rather than having each agency do them separately, and/or if it would be possible for each agency to combine their Measure D audit with their overall agency audits.

Tracy New, RTC Director of Finance and Budget, reported to committee members that the ordinance states that no less than annually an independent audit shall be conducted by each agency receiving Measure D funds, so the audits can not be centralized. Tracy reported that the agencies receiving Measure D funds may combine their Measure D audit with their overall agency audit to cut down on costs.

9. Committee Member Oral Communications: None

10. Public Comment on Matters Not on the Agenda: None

11. Next meetings: The committee will meet again in February/March of 2020, once FY18/19 audits and expenditure reports are available for review.

12. Adjourn: The meeting adjourned at 7:45 p.m.

Measure D RTC Staff Contacts

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

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TO: Measure D Taxpayer Oversight Committee

FROM: Tracy New, Director of Finance and Budgets and Rachel Moriconi,
Senior Transportation Planner

RE: Fiscal Year 2018/2019 Measure D Audits and Expenditure Reports

RECOMMENDATIONS

Staff recommends that the Measure D Taxpayer Oversight Committee review Measure D Recipients' FY2018/19 expenditure reports and independent audits to ensure expenditures conform to the Ordinance.

BACKGROUND

In November 2016, Santa Cruz County voters approved Measure D, a half-cent transaction and use tax (sales tax) for transportation. The Measure D Ordinance requires funds to be spent in accordance with the Ordinance and Expenditure Plan.

Each agency receiving allocations of Measure D revenues annually prepares an expenditure report and independently audited financial statements showing Measure D funds spent in the prior fiscal year. The audits and expenditure reports should provide evidence that the expenditure of funds is in accordance with the Measure D Ordinance and Expenditure Plan and Measure D Funding Agreement with recipient agencies.

Per Section 32C of the voter approved Measure D Ordinance, the oversight committee is tasked with the following responsibilities:

1. Reviewing Expenditure Plan expenditures on an annual basis to ensure they conform to the Ordinance.
2. Reviewing the annual audit and report prepared by an independent auditor, describing how funds were spent.
3. Producing a publicly available Annual Report of oversight activities.

DISCUSSION

The Santa Cruz County Regional Transportation Commission (SCCRTC), cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville, the County of Santa Cruz, Santa Cruz Metropolitan Transit District (METRO), and Community Bridges/Lift Line have prepared expenditure reports and audited financial statements showing how they spent Measure D allocations in Fiscal Year 2018-2019 (FY18/19).

Summary of Revenues and Expenditures

For FY18/19, the RTC allocated \$21,441,949 in net Measure D FY18/19 revenues to cities, the County, Santa Cruz METRO, Lift Line, and regional investment categories and projects, based on formulas set forth in the voter approved Measure D Ordinance and Expenditure Plan. Recipient agencies expended \$10.5 million Measure D revenues in FY18/19. A consolidated list of expenditures by all recipients in FY18/19 is included as Attachment 1. Any balance of allocations not expended through FY18/19 are carried over for use in future years.

Investment Category	% Allocation	FY18/19 Allocations	FY18/19 Expenditures
Neighborhood	30%		
SLV SR9		\$333,333	\$35,000
Hwy 17 Wildlife		166,667	0
City of Capitola*		332,722	345,355
City of Santa Cruz		1,349,081	1,175,175
City of Scotts Valley*		288,317	308,318
City of Watsonville		902,300	225,101
County of Santa Cruz		3,060,948	2,287,796
Transit/Paratransit - METRO	16%	3,431,946	2,099,051
Paratransit - Lift Line*	4%	857,751	1,075,170
Highway Corridors	25%	5,360,487	967,741
Active Transportation	17%	3,645,131	1,484,235
Rail Corridor	8%	1,715,356	1,192,431
Net Revenues (after state fees and RTC admin/implementation)	100%	\$21,441,949	\$11,195,373
Admin. salaries & benefits	1%	191,753	191,753
Implementation & Oversight	3%	547,173	304,527
Total		\$22,180,875	\$11,691,653

*Note: *Expenditures include carryover revenues from prior years.*

Allocations reflect RTC audited accrual basis, whereas many recipients reflect modified accrual or cash basis in their audits.

Some of the projects funded by Measure D which commenced or continued in FY18/19 included:

- a) Monterey Bay Sanctuary Scenic Trail Network
- b) Highway 1 environmental review and design for auxiliary lanes, bus-on-shoulder facilities, and bicycle/pedestrian crossings
- c) Rail Corridor maintenance and repairs
- d) County Resurfacing Projects
- e) City of Capitola bike lane and slurry seal program
- f) City of Santa Cruz road repaving, bike and pedestrian projects

- g) City of Scotts Valley Intersection, bike, and pedestrian projects
- h) City of Watsonville Bike and pedestrian safety programs and training
- i) Santa Cruz METRO and Lift Line bus and paratransit services for seniors and people with disabilities
- j) Traveler information (Cruz511), Freeway Service Patrol, and CHP Safety programs

Highlights of FY18/19 Financials:

1. FY18/19 is the second full year that Measure D revenues were collected.
2. RTC's audited financials show FY18/19 allocations apportioned on an accrual basis. They represent transaction and use taxes generated July 1, 2019 through June 30, 2019, which were received from the CDTFA from September 2018 through August 2019. Accrued revenue for FY2018-19 totaled \$22,180,875. RTC allocated \$21,441,949 in net FY18/19 revenues (after CDTFA fees, RTC administration, implementation and oversight) to recipient agencies and investment categories.
3. Cash receipts received by RTC from the California Department of Tax and Fee Administration (CDTFA – formerly Board of Equalization) during the fiscal year of July 2018 through June 2019 account for transaction and use tax revenue generated April 2018 through March 2019. Measure D transaction and use taxes collected by the state for a given month are typically received by RTC two months in arrears. In May 2018, the (CDTFA) transitioned to a new Centralized Revenue Opportunity System (CROS) that resulted in delayed payments totaling \$573,100 in FY17/18 revenues received in FY18/19.
4. Measure D cash receipts during FY18/19 totaled \$21,982,020; this is \$1,245,570 higher than FY17/18 cash receipts. The \$1,245,570 represents \$672,470 for FY18/19 and \$573,100 in delayed payments from FY17/18.
5. Due to a robust economy in FY18/19 and AB 147, California's "Marketplace Facilitator Act" requiring certain remote and online sellers to collect and remit sales and use tax, the Measure D Fund Net position as of June 30, 2019 was \$19,916,245 (Pages 11 and 12 of RTC Audited Financial Statements – Attachment 2a). These funds can only be used for Measure D purposes.

Audit and Expenditure Reports Compliance

The FY18/19 expenditure reports and audits for each of the Measure D recipients are included as Attachment 2. Whereas the audited financials summarize total Measure D expenditures, the expenditure reports breakout how Measure D funds were spent in FY18/19 and provide information on compliance with the Ordinance and fund agreements. **There were no material findings in any of the FY18/19 Measure D audits.**

The Measure D Ordinance states: **Annual Audit.** *No less than annually, an independent annual audit shall be conducted of the expenditure of all funds generated by the transportation tax. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with this Plan as adopted by the voters in approving the Ordinance on November 8, 2016.*

In accordance with Section 32C of the Measure D Ordinance, staff recommends that the Oversight Committee review the annual FY18/19 audits and expenditure reports describing how Measure D funds were spent to ensure expenditures conform to the Ordinance.

Based on committee review of the audits and expenditure reports, the Committee will produce an Annual Report of oversight activities (*see separate staff report*).

RTC staff reviewed all of the audits and expenditure reports and found that **the combination of independent audits and agency expenditure reports demonstrate that expenditures through June 30, 2019 were consistent with those allowed by the voter approved Measure D Expenditure Plan.**

Even though the combination of audits and expenditure reports provide sufficient information to determine that expenditures were consistent with those allowed by the Ordinance and Expenditure Plan, staff plans to work with recipient agencies to make some adjustments in future audits reports. General patterns RTC staff found during review of audits and expenditure reports:

1. Financial statements from recipient agencies were stated on a full or modified accrual basis. In most instances the revenue amounts reported in recipient agency audits differed slightly from apportionment amounts shown in the RTC's financial statements since the RTC reported apportionments on a full accrual basis – including payments made as late as September 2019 for revenues through June 30, 2019. Financial reports from all of the cities, the County of Santa Cruz, and Community Bridges recognized revenues based on a modified accrual numbers based on Measure D cash receipts from RTC between July 1, 2018-June 30, 2019. METRO and RTC were the only recipients that presented revenues on a full accrual basis.
2. As part of obtaining reasonable assurance about whether the Measure D Fund's financial statements are free of material misstatement, auditors performed tests of compliance which could have a direct and material effect on the determination of financial statement amounts.
3. The Measure D Ordinance requires the audit to report that expenditures are in accordance with the Plan in the ordinance approved by the voters. Auditors for the cities of Santa Cruz, Watsonville, Capitola, and Scotts Valley did not provide official opinions on whether the expenditure of Measure D funds was in compliance with the Ordinance or agreements for Measure D funds; however, the Expenditure Reports submitted by agencies provide evidence of how funds were expended and document each agency's compliance.

- a. Recommendation: Since fiscal audits do not typically cover compliance with policy, it may be appropriate to require that a management analysis and discussion (MD&A) describing compliance be included in future fiscal audits. Staff will also share with recipients sample letters from the METRO, RTC and Community Bridges audits that they could provide to their auditor for future audits.
4. Maintenance of Effort requirements were not addressed in most audits, though information was provided in the expenditure reports. Section 26 of the Ordinance and PUC 180001(e) require that funds generated by the Transportation Tax be used to supplement and not replace existing revenues used for transportation purposes. The entities receiving Measure Revenues shall maintain their existing commitment of discretionary local transportation-related expenditures for transportation purposes.
 - b. Recommendation: The Measure D guidelines for recipient agencies (Section 7.G.) allow agencies 3 years to meet adjusted average minimum local MOE expenditures. Staff recommends that agencies provide evidence of compliance with this requirement at least every three years.

A few items RTC staff noticed in its review of individual audits and expenditure reports included:

- Capitola: Revenues were reported on a modified accrual basis, resulting in a small difference between the RTC and Capitola revenues reported by RTC and Capitola (\$332,722 (RTC) vs. \$330,161 (Capitola)). No MD&A or report on evidence that the expenditure of funds is in accordance with Measure D.
- Santa Cruz: Revenues were reported on a modified accrual basis, which resulted in slight difference from amounts reported in the RTC audit (\$1,349,081 (RTC) \$1,335,520 (SC)). No MD&A or report on evidence that the expenditure of funds is in accordance with Measure D.
- Scotts Valley: Audit presents revenues on a modified accrual basis- available within 45-90 days of the end of the fiscal year. \$288,317 (RTC) \$287,756 (City of SV). No MD&A or report on evidence that the expenditure of funds is in accordance with Measure D.
- Watsonville: Reported revenues were slightly lower than what RTC showed in its audit (\$902,300.05 (RTC) vs \$894,397 (City of Watsonville)). This difference may be the result of Watsonville's audit having been based on modified accrual, with revenues recognized when susceptible to accrual. No MD&A or report on evidence that the expenditure of funds is in accordance with Measure D.
- County: The County's audit is based on modified accrual-measurable and available revenues and expenditures. RTC reported apportionments differed slightly from the County's as a result (\$3,060,948 and \$3,029,023,

respectively). The Auditor provided an opinion that the County complied with requirements of Measure D (page 17).

- SCMTD: Similar to the RTC, METRO's audited financials were presented on the full accrual basis. The Expenditure Report presents expenditure on a cash basis. While the audit does not include an MD&A, the auditor provided an opinion on Meas D program compliance requirements (though not on specific expenditures). A slight difference in revenues reported in the RTC and Metro audits (\$3,431,946 (RTC) vs. \$3,431,002 (SCMTD)) is the difference in interest earned in RTC funds that was transferred to SCMTD. That additional payment is expected to be reconciled in the FY19/20 audit.
- Lift Line: Community Bridges did not have the auditor conduct a separate audit for Measure D, but there were adequate opinions and notes within the financial statements to demonstrate compliance, including the following statement of activities and supplemental information on page 56 which is the statement of activities. "Also, in our opinion, the Measure D information is fairly stated in all material respects in relation to the financial statements as a whole, and the funds allocated to, and received by the Community Bridges' Measure D Funding was expended in conformance with applicable statutes, rules and regulations of Measure D and the agreement with Santa Cruz County Regional Transportation Commission for the year ended June 30, 2019." Similar to most recipients, the audit of Community Bridges evaluated funds on modified accrual basis, which resulted in slight differences from the RTC reported allocations (\$857,678 (RTC) vs. \$849,956 (CB)).

SUMMARY

Measure D requires recipient agencies to annually submit audited financial statements and expenditure reports showing how Measure D funds were expended in the prior fiscal year. The oversight committee is responsible for reviewing and reporting on those documents.

Attachments:

1. Consolidated Measure D Expenditure Report - Summary FY18/19
2. FY18/19 Audited Financial Statements and Expenditure Reports
 - a) RTC: Includes Highway Corridors, Active Transportation (MBSST/Rail Trail), Rail Corridor, SLV Highway 9, Highway 17 Wildlife Crossing, Administration and Implementation
 - b) City of Capitola
 - c) City of Santa Cruz
 - d) City of Scotts Valley
 - e) City of Watsonville
 - f) County of Santa Cruz (note: Audited Financials not included in packet, but are online at <https://scrtc.org/funding-planning/measured/taxpayer-oversight/>)
 - g) Community Bridges Lift Line
 - h) Santa Cruz Metropolitan Transit District (METRO)

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CONSOLIDATED MEASURE D EXPENDITURE REPORT

Summary FY18/19 Direct Allocations

SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS					
Who	Project Name	FY18/19 Meas. D Expenditures	Description	Category	Construction schedule
County of Santa Cruz	Casserty Road Bridge Replacement	\$ 23,940.00	Bridge Repalcement	Road O&M	6/17-8/17
	2018 Measure D Resurfacing	\$ 2,147,233.31	Roadway Resurfacing	Road Rehab	6/18-9/18
	2019 Measure D Resurfacing	\$ 100,935.34	Roadway Resurfacing	Road Rehab	6/19-11/19
	2020 Measure D Resurfacing	\$ 5,484.16	Roadway Resurfacing	Road Rehab	Summer 2020
	FY19 Measure D Audit Fees	\$ 4,480.00	Audit Fees - Administration	Other	n/a
	FY19 Measure D Education & ATP	\$ 5,723.60	Outreach	Bike only	Ongoing
County of SC - Total FY18/19		\$ 2,287,796.41			
Capitola	2017-18 City-wide Slurry Seal	\$ 301,407.59	Type 2 Slurry Seal, including restriping of existing crosswalks and bike lanes	Road Rehab	7/1/2017-6/30/2018
	Brommer St. Construction	\$ 43,947.00	Complete street improvements to improve access for vehicles, bikes, and pedestrians. Pavement reconstruction, install ADA driveways and sidewalks, and reconfigure eastbound approach to 41st Ave. for vehicle access.	Road Rehab	Summer 2020
Capitola - Total FY18/19		\$ 345,354.59			
Santa Cruz City	c401807 - SLR Parkway Phase III -Trestle Trail Widen - City	\$ 810,734.99	Replace bridge over river with wider bridge and ramp for bikes and pedestrians	Bike/Ped	1/2/19-6/1/19
	g401901 - SR2S and Youth Bike Safety programs	\$ 33,000.00	Education and outreach programs	Multimodal (road & bike/ped/etc)	Ongoing
	c400809 - City Arterial & Collector St Reconstruction and Overlay	\$ 165,720.00	Roadway Resurfacing	Road Rehab	Annual
	c400810 - City Residential & Collector St Reconstruction and Overlay	\$ 165,720.00	Roadway Resurfacing	Road Rehab	Annual
Santa Cruz, City - Total FY18/19		\$ 1,175,174.99			

CONSOLIDATED MEASURE D EXPENDITURE REPORT

Summary FY18/19 Direct Allocations

SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS					
Who	Project Name	FY18/19 Meas. D Expenditures	Description	Category	Construction schedule
Scotts Valley	Glenwood Drive Rehabilitation and Bicycle Improvement Project	\$ 25,462.00	Pavement rehabilitation of Glenwood Dr (K Street Way/SVHS to city limits), drainage repair, and widen to add bike lanes. (0.58mi), addition of ped crossing for access to east and west areas of new trail system in Glenwood Preserve.	Multimodal (road & bike/ped/etc)	Est. Spring 2020
	Glen Canyon Rd/Green Hills Rd/S. Navarra Dr Bike Corridor and Roadway Preservation	\$ 155,013.00	Street repaving, roadway markings, pavement widening, restriping on Green Hills; surface rehab, restriping, addition of bike sharrows added on S. Navarra	Multimodal (road & bike/ped/etc)	6/13/18-10/31/18
	Kings Village Road Sidewalk	\$ 127,843.00	Sidewalk Improvements	Ped only	10/25/2018-1/30/19
Scotts Valley - Total FY18/19		\$ 308,318.00			
Watsonville	Bicycle Safety Improvements	\$ 28,000.00	Provide signage and traffic markings along bicycle corridors and provide educational programs.	Bike only	Complete
	Lee Rd Trail	\$ 104,324.00	Prepare design and environmental documents for a pedestrian and bicycle trail	Bike/Ped	TBD
	Maintain Roads	\$ 1,575.00	Place three-layer coating system on road surface.	Road O&M	07/01/20 - 06/30/21
	Pedestrian & Traffic Safety	\$ 85,604.00	Install or upgrade safety and traffic calming measures such as striping, markers, signage, flashing beacons, curb extensions and speed humps and provide educational programs.	Other	Complete
	Adminstrative Costs	\$ 5,598.00	Annau audit.	Other	Complete
Watsonville - Total FY18/19		\$ 225,101.00			
Community Bridges - Lift Line	Driver Personnel	\$ 249,149.78	Providing expanded hours of paratransit service	Paratransit	Ongoing
	Driver Trainer	\$ 45,690.74	Providing saftery and service training for paratransit drivers	Paratransit	Ongoing
	Admin Assistant/Dispatch	\$ 57,376.27	Supporting additional paratransit rides	Paratransit	Ongoing
	Out Reach / Publicity	\$ 10,165.81	Materials/Videos to promote paratransit ride availability	Paratransit	Ongoing
	Operations Facility - Pre-Construction	\$ 41,153.10	Facility Project Management - architects, environ review, design	Paratransit	Ongoing
	Operations Facility - Reserve	\$ 599,532.38	Reserve for projected purchase in 2025	Paratransit	Paving 2020
	Vehicle Equipment - Reserve	\$ 72,101.64	Vehcile replacement, 5310 vehcile match funds, CARB match, equipment e.g. vehilce hoist	Paratransit	Equipment Match FY1920
Lift Line - Total FY18/19		\$ 1,075,169.71			

CONSOLIDATED MEASURE D EXPENDITURE REPORT

Summary FY18/19 Direct Allocations

SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS					
Who	Project Name	FY18/19 Meas. D Expenditures	Description	Category	Construction schedule
Santa Cruz METRO (SCMTD)	Fixed route - 9 operators (average cost of Operator with benefits plus cost of mileage driven in year)	\$ 1,294,128.00	Fixed Route-frequency, span of service - Routes 35, 40, 41, 68, 69A, 71, 72, 75, 79, 91X, Route 71 weekend-17 addt'l. trips to provide 30 minute frequency in/outbound for 8 hrs during the days	Public Transit	Ongoing
	Capital - new and replacement vehicles-can be used for equipment	\$ 730,075.00	Capital - Vehicles new and replacements	Public Transit	Ongoing
	Sustaining of Paracruz service levels - 1 operator minus farebox recovery	\$ 74,848.00	Paracruz - sustain service levels	Public Transit	Ongoing
	SCMTD - Total FY18/19	\$ 2,099,051.00			
TOTAL EXPENDITURES		\$ 7,515,965.70			

CONSOLIDATED MEASURE D EXPENDITURE REPORT

Summary FY18/19: Regional Projects and Programs

SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS					
	Project Name	FY18/19 Meas. D Expenditures	Description	Category	Construction schedule
Hwy 9/ SLV	Hwy 9/SLV Corridor Plan - Completion of plan	\$35,000	Community-based comprehensive corridor plan, identifying priority transportation projects. Includes consultant and staff time and public outreach	Multimodal (road & bike/ped/etc)	Plan completed 6/19
Hwy 17	Highway 17 Wildlife Crossing near Laurel Curve	\$0	Construct wildlife crossing to improve safety for drivers and wildlife	Highway/ Advanced Mitigation	Fall 2021- Summer 2023
Highway Corridors	Highway 1: Auxiliary Lanes and Bus on Shoulder from 41st to Soquel; Chanticleer Bike/Pedestrian Overcrossing	\$571,203	Freeway operational improvement, rehab roadway and drainage, improve bicycle/pedestrian access over freeway.	Multimodal (road & bike/ped/etc)	2021
	Highway 1: Auxiliary Lanes & Bus on Shoulder from State Park to Bay-Porter, and Reconstruction of Capitola Avenue Overcrossing	\$1,063	Freeway operational improvement, rehab roadway and drainage, soundwalls and retaining walls, reconstruct Capitola Ave. overcrossing with sidewalks and bike lane	Highway	2022
	Cruz 511 Traveler Information System	\$41,253	Ongoing system & demand management (TDM), includes Cruz511.org traveler information, carpool and other TDM programs. \$100k future funds is for contractors assisting with outreach.	TDM	ongoing
	Safe on 17	\$25,000	Ongoing system management program, involves increased CHP enforcement on Highway 17	Traffic operations	ongoing
	Unified Corridor Investment Study	\$199,808	Analysis of Highway 1 corridor projects	Multimodal (road & bike/ped/etc)	na
	Freeway Service Patrol	\$129,413	Ongoing system management and congestion reducing program. Roving tow trucks removing incidents and obstructions during peak travel periods on Hwy 1 and Hwy 17	Traffic operations	ongoing
Highway Corridors Total		\$ 967,740.34			

CONSOLIDATED MEASURE D EXPENDITURE REPORT

Summary FY18/19: Regional Projects and Programs

SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS					
	Project Name	FY18/19 Meas. D Expenditures	Description	Category	Construction schedule
Active Transportation - MBSST	Segment 7: RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmental Health Services & ROW)	\$ 50,954	Includes County of SC Health Services evals	Bike/Ped	est. 2019-2020
	Seg 8: San Lorenzo River trestle widening, City of Santa Cruz	\$ 500,000	Trail near Boardwalk		
	Seg 8: Project management	\$ 6,765	Includes County of SC Health Services evals		
	Seg 8/9: Project management	\$ 148	Meetings and coordination		
	Segment 18: Lee Rd-Walker, Watsonville - RTC Oversight, outreach & technical assistance	\$ 36,328	Includes County of SC Health Services evals	Bike/Ped	est. 2020
	North Coast - Segment 5 EIR	\$ 533,014	Consultant services for preparation of EIR	Bike/Ped	est. 2020
	Ongoing RTC oversight, coordination, and assistance, including on development of future trail sections.	\$ 148,319	Includes professional staff, legal,	Bike/Ped	na
	Corridor encroachments & maintenance	\$ 208,706	Includes staff coordination, vegetation maintenance	Bike/Ped	ongoing
Active Transportation/MBSST Total		\$ 1,484,234.78			
Rail Corridor	Rail corridor management - salaries and benefits	\$ 162,194.00	RTC staff time for ongoing corridor management. Includes right-of-entry agreements, coordination with railroad, etc.	Rail	Ongoing
	Unified Corridor Investment Study - Analysis of both rail transit and non-rail options for the corridor: FY17/18=consultant contract	\$ 241,318.30	Staff and consultant analysis of potential uses of the rail corridor, including extensive public outreach, modeling, environmental and economic analysis.	Rail	Study completed 1/19
	2017 Storm Damage Repair & Cleanup	\$ 143,791.58	Repair and cleanup of damage resulting from the 2017 winter storms including one washout, minor slides and various downed or compromised trees	Rail	2020/21
	Rail Agreement Lawsuit	\$ 145,056.74	Defense against CEQA lawsuit regarding the rail operator agreement	Rail	Completed
	Track infrastructure and signage maintenance and repairs	\$ 347,290.72	On-going maintenance, repair and rehabilitation of railroad track infrastructure and signage	Rail	Ongoing
	Railroad Bridge analysis	\$ 152,779.66	Updated engineering analysis of railroad bridges to complete bridge rehabilitation work outlined in engineering analysis completed in 2012	Rail	Future
Rail Corridor Total		\$ 1,192,431.00			
	Admin. salaries & benefits	\$ 191,753.00	Audits, expenditure reports, payments to recipients		Ongoing
	Implementation & Oversight	\$ 304,527.00	Implementation plan, reports, agreements for funds		Ongoing
TOTAL Regional Programs		\$ 4,175,686.12			

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION
MEASURE D FUND**

FINANCIAL STATEMENTS
June 30, 2019

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
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INDEPENDENT AUDITORS' REPORT

Citizen Oversight Committee
Santa Cruz County Regional Transportation Commission
Santa Cruz, California

We have audited the accompanying financial statements of the Measure D Fund of Santa Cruz County Regional Transportation Commission, as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure D Fund of Santa Cruz County Regional Transportation Commission, as of June 30, 2019, and the changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Measure D Fund and do not purport to, and do not present fairly the financial position of the Santa Cruz County Regional Transportation Commission, as of June 30, 2019, the changes in its financial position for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 11 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, of the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Measure D Fund of Santa Cruz County Regional Transportation Commission's financial statements. The supplementary information listed in the table of contents are presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary information, listed in the table of contents, are the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Moss, Kelly & Hargheim LLP

Santa Maria, California
April 13, 2020

**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

I. INTRODUCTION

Measure D is a comprehensive and inclusive package of transportation investments passed in November 2016 by over two-thirds (2/3) of Santa Cruz County voters. This ½-cent sales tax guarantees a steady, direct source of local funding to every city and the County of Santa Cruz for local street and road maintenance, bicycle, pedestrian, and safety projects; to Santa Cruz METRO and Community Bridges-Liftline for transit and paratransit services for seniors and people with disabilities, as well as providing funds to implement priority highway, trail, and other essential transportation projects and programs throughout the county. Measure D went into effect on April 1, 2017. After costs for administration and implementation of the Measure are accounted for, funds are distributed by the formula set forth in the Expenditure Plan for Measure D to the following Investment Categories:



1. Neighborhood Projects (Cities & County) – 30%
2. Highway Corridor – 25%
3. Transit/Paratransit (SCMTD and Community Bridges) – 20%
4. Active Transportation – 17%
5. Rail Corridor – 8%

The RTC is the administrator of Measure D. A five-year program of projects showing how recipient agencies plan to use Measure D funds is updated and adopted annually by each agency receiving Measure D revenues. An annual audit of receipts and expenses of each recipient is also required; and the audited reports are to be reviewed by an Oversight Committee of five members. The Measure D Oversight Committee met three times in FY2018/19 to review recipient agency fiscal audits and prepared an annual report of findings for FY2017/18, consistent with the Ordinance.

II. Measure D Funded Projects in FY2018/2019

Since Measure D went into effect, the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville, the County of Santa Cruz, Santa Cruz METRO, Community Bridges, and the RTC have put Measure D funds to work - filling potholes, building new bicycle and walking paths, replacing aging buses, increasing transportation service for seniors and people with disabilities, designing major infrastructure projects, maintaining existing infrastructure, and providing traveler information and assistance programs. The following highlights a few of the projects that were funded by Measure D in FY2018/19.

**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

Active Transportation: Monterey Bay Sanctuary Scenic Trail Network (MBSST)

1. **MBSST Network Implementation:** RTC staff provided oversight and technical assistance for implementation of the Monterey Bay Sanctuary Scenic Trail Network (MBSST). This included coordination with local jurisdictions and Central Federal Lands of the Federal Highways Administration who are implementing specific sections of the trail network.
2. **Segment 7 - Phase 1:** The city completed design work for Phase 1, which is from Natural Bridges Drive to Bay Street/California Avenue in the City of Santa Cruz. Phase 1 is scheduled for construction in FY 2019/20.
3. **Segment 7 - Phase 2:** The city is completing design work and is pursuing grants for construction from Bay Street/California Avenue to the Santa Cruz Wharf.
4. **North Coast Segment 5:** The RTC certified the Final Environmental Impact Report (EIR) on March 7, 2019 for this segment, which goes from Davenport to Wilder Ranch State Park. In coordination with the SCCRTC, Federal Highway Administration Central Federal Lands Highway Division (FHWA-CFLHD) continued work on design of the 7.5 mile trail. The 5.4-mile section from Wilder Ranch to Panther/Yellowbank Beach is scheduled for construction in 2021. RTC is seeking construction grants for the remaining 2.1 mile section of the trail.
5. **San Lorenzo River Trestle Widening project:** The City of Santa Cruz widened the bicycle and pedestrian portion of the trestle bridge, improving access for bicycles and pedestrians traveling next to the railroad tracks near the Boardwalk in Santa Cruz. While construction was completed in Spring 2019, final closeout and invoicing of Measure D funds occurred in early FY19/20, so expenses will be reflected in FY19/20 financial statements.
6. **Segment 18, Watsonville:** Environmental review and design work was completed in FY2018/19. Construction of trail between Ohlone Drive and Watsonville Slough Trail is scheduled for Spring 2020.
7. **Ongoing Corridor Maintenance:** RTC continued to maintain the future trail corridor, including vegetation control; hazardous tree removal; trash and graffiti abatement; drainage maintenance and repairs; clearing encroachments; and storm damage repairs.



*New San Lorenzo River Trestle for people walking and biking
In City of Santa Cruz, May 2019.*

**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

Rail Corridor

1. **Unified Corridor Investment Study:** In January 2019 the RTC completed the Unified Corridor Investment Study, adopting the preferred scenario for implementation of a combination of multimodal projects on Highway 1, Soquel Dr/Ave-Freedom Blvd, and within the rail corridor. Public input was collected and analysis conducted on various scenarios with different combinations of projects. The majority of the study was funded by Measure D funds from the Rail Corridor investment category as well as a Caltrans planning grant and some Measure D funds from the Highway Corridors investment category.
2. **Infrastructure Preservation:** The RTC continued environmental and engineering work necessary to make storm damage repairs to the Santa Cruz Branch Rail Line right-of-way in FY 2018-19. RTC will continue this work to obtain necessary permits and prepare bid documents for the construction work in FY 2019-20. In addition, bridge inspections were completed, which will be used to determine the work that will be necessary for repair and maintenance of the railroad bridges.

Highway Corridors

1. **Highway 1 Auxiliary Lanes:** In FY2018/19 Measure D funds were used to complete Bus on Shoulders studies. Final design for auxiliary lanes between 41st Avenue and Soquel Drive began in September 2018, with construction scheduled for FY 2020-21. The project includes a new bicycle/pedestrian bridge over Highway 1 near Chanticleer Ave and will provide for buses to operate in auxiliary lanes and on shoulders. During FY2018/19 the RTC also initiated the procurement process to hire a consultant team to conduct environmental review and preliminary engineering for the Highway 1 auxiliary lanes and bus on shoulders project between State Park Dr. and Bay-Porter interchanges.
2. **Cruz511 Program:** The Cruz511 program is a traveler resource and transportation demand management program. In FY2018/19, the RTC continued to provide rideshare, transit, bicycle, and traffic information to the public, primarily through the www.Cruz511.org website. During FY2018/19 staff continued to provide traffic safety messaging and active transportation mapping resources to community members throughout the county. In FY2018/19 staff also worked with other entities to develop a more robust demand management program, including an online commute manager platform with dynamic ride matching, which is scheduled to launch in FY2019/20.
3. **Safe on 17 and Freeway Service Patrol:** Measure D has provided critical funding to provide extra California Highway Patrol (CHP) enforcement on Highway 17, through the Safe on 17 program. Measure D funds are also being used to provide tow truck patrols on Highway 1 and Highway 17 during peak travel times, which work in tandem with CHP to improve traffic flow and safety by removing debris, assisting motorists with broken down vehicles, clearing collisions and other incidents.

**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

Neighborhood Projects

Capitola, Santa Cruz, Scotts Valley, Watsonville and County public works departments repaired several local roads and improved bicycle and pedestrian facilities throughout the county during FY2018/19.

1. County of Santa Cruz:

- Roadway Resurfacing: The County spent \$2.25 million in Measure D funds in resurfacing roadways countywide in FY2018/19.

2. City of Capitola:

- Design work for Brommer Street complete streets improvements to improve access for vehicles, bikes, and pedestrians. Pavement reconstruction, install ADA driveways and sidewalks, and reconfigure eastbound approach to 41st Ave. for vehicle access.
- Slurry seal of ten roadways, including 46th Avenue, Wharf Rd, Capitola Ave, Plum St, and Pilgrim Dr.

3. City of Santa Cruz:

- Citywide Street Reconstruction – the City repaved 40 streets.
- Bicycle and pedestrian safety training at citywide elementary schools.
- San Lorenzo River trestle bridge for pedestrians and bicyclists was widened.

4. City of Scotts Valley:

- Glenwood Drive Rehabilitation and Bicycle Improvement Project: design work.
- Infill Sidewalks: Construction of new sidewalks on Kings Village Road.
- Pavement Rehabilitation and Bicycle Paths – Glen Canyon Rd/Green Hills Rd/S. Navarra Dr: construction completed in October 2018.



*Green Hills Road Bike Improvements,
Scotts Valley*

**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

5. City of Watsonville:

- Design and environmental document for a new trail on Lee Road from the railroad crossing to Pajaro Valley High School.
- Pedestrian safety and traffic calming measures, such as striping, signage, flashing beacons, curb extensions and speed humps.
- Bicycle safety signage and traffic markings along bicycle corridors citywide.



Safety Education Programs, Watsonville

6. Highway 17 Wildlife Crossing:

Caltrans prepared design plans for the Highway 17 Wildlife Crossing, using State Highway Operation and Protection Program (SHOPP) funds. \$5 million from Measure D will be used for construction of the project and financing needed to accelerate delivery in 2021. The Land Trust of Santa Cruz County is raising funds needed to match Measure D funds allocated to the project. This project is under the Neighborhood investment category but is regional in nature so it is being implemented by the RTC in partnership with Caltrans and the Land Trust of Santa Cruz County.

7. Highway 9 Corridor Investments:

The RTC, working with Caltrans, the County of Santa Cruz, Santa Cruz METRO and the community completed a corridor plan in FY2018/19, identifying priority projects for implementation. Measure D revenues will be used to leverage grants for priority projects. This project is under the Neighborhood investment category but is regional in nature so it is being implemented by the RTC in partnership with Caltrans and the County of Santa Cruz.

Transit/Paratransit

1. **Santa Cruz Metro:** METRO used Measure D funds to fund bus operators for ten bus routes and to sustain paratransit service levels.

2. Liftline Community Bridges:

- Expanded Service: Measure D funds have allowed service to be expanded from 5 to 7 days per week.
- Additional public outreach was conducted to promote paratransit ride availability.
- Measure D funds were also used for pre-construction activities for a new operations facility.



MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019

III. FINANCIAL STATEMENTS

The financial statements of Measure D are on accrual basis, as the revenues are recorded when earned and expenses are recognized when incurred. Measure D, the Fund, is divided into seven subfunds – Measure D - Distribution; Administration and Implementation; Neighborhood; Highway Corridor; Transit/Para-transit; Active Transportation; and Rail Corridor subfunds. The Neighborhood Subfund has two additional subfunds to account for the San Lorenzo Valley Highway 9 Corridor Improvements and Highway 17 Wildlife Crossing Expenditure Plan projects.

Measure D – Distribution Subfund is a place holder where all Measure D proceeds are deposited prior to the distribution to other subfunds. This is the place to find total proceeds from the California Department of Tax and Fee Administration (formerly the Board of Equalization) and the amounts distributed to the Administration and Implementation; and to each of the five Investment Categories. Each subfund earns and keeps any interest earned due to the time lag between the deposit to the subfunds and the payment to recipients.

The interfund transactions were eliminated on the Statement of Net Position (page 12); and on the Statement of Changes in Net Position (page 13). The revenues represent actual Measure D proceeds received and any interest earned; the expenses are actual payments sent to recipients or vendors – these are not interfund payments. Funds not actually paid (which have not left Measure D Fund) comprise the Net Position.

IV. FINANCIAL HIGHLIGHTS

Consolidated Financial Statements

The Statement of Net Position shows a cash balance of \$19,123,244 and a net position balance of \$19,916,245 on 6/30/2019. The total liability of \$2,894,636 is the sum of the accounts payable from all subfunds; and represents the amount the subfunds owe to actual recipients of Measure D and outside vendors.

In FY 2018/19 Measure D revenue totaled \$22,180,875 and they earned \$320,836 in interest for total revenues of \$22,501,711. Total expenses amounted to \$14,398,752 over the same 12 months through 6/30/2019. The net position, except for \$9,707, is restricted to related subfunds and is not available for distribution. The \$9,707 balance is the cumulative interest earned by Measure D and will be credited to the cash balance of the respective program.

Subfunds Financial Statements

The monthly receipts from California Department of Tax and Fee Administration are accounted for in **Measure D – Distribution Subfund**. These receipts were all (100%) distributed to the **Administration & Implementation Subfund** and the **Five Investment Category subfunds** according to pre-determined allocation formula, which are prescribed in Measure D. The revenues equal expenses in Measure D – Distribution Subfund; and any net position is the cumulative interest earned by the cash receipts prior to distribution. This net position is

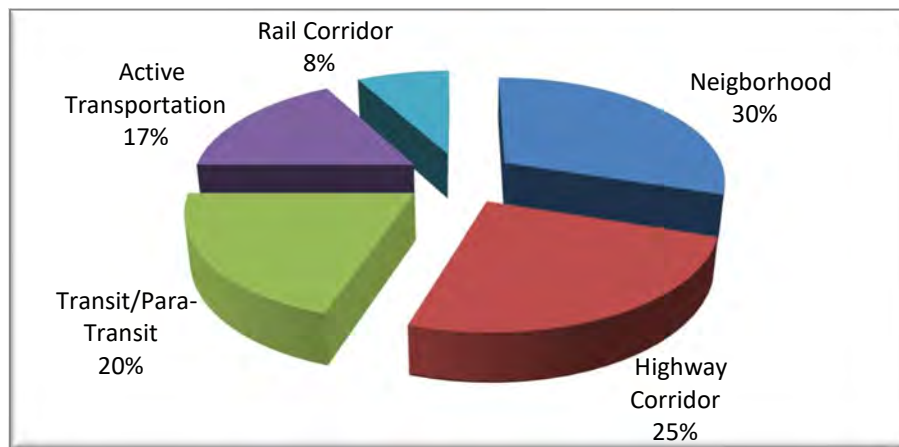
**MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019**

unrestricted and is available for distribution to other subfunds. Below is the FY 2018/19 receipts distribution schedule and the graphical presentation of the distribution with and without the Administration & Implementation subfund in the mix:

**Measure D Distribution
FY 2018/19 Ending 6/30/2019**

	<u>With Administration & Implementation</u>		<u>Without Administration & Implementation</u>	
Administration Salaries & Benefits	\$	191,753	1%	
Implementation & Overhead		547,173	3%	
Neighborhood		6,432,585	29%	\$ 6,432,585 30%
Highway Corridor		5,360,487	24%	5,360,487 25%
Transit/Para-Transit		4,288,390	19%	4,288,390 20%
Active Transportation		3,645,131	16%	3,645,131 17%
Rail Corridor		1,715,356	8%	1,715,356 8%
TOTAL	\$	22,180,875	100%	\$ 21,441,949 100%

Graph 1 – Measure D Distribution Without Adm. & Imp.



MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019

The total receipts of \$22,180,875 are 10% above projection and each investment subfund except for Administration & Implementation received 8% more than budgeted as shown below:

Measure D Receipts Compared to Budget

FY 2018/19 Ending 6/30/2019

	<u>Receipts</u>	<u>Budget</u>	<u>Over Budget*</u>	<u>(%)</u>
Administration & Implementation	\$ 738,926	\$ 684,024	\$ 54,902	8%
Neighborhood	6,432,585	5,825,004	607,581	10%
Highway Corridor	5,360,487	4,854,170	506,317	10%
Transit/Para-Transit	4,288,390	3,883,336	405,054	10%
Active Transportation	3,645,131	3,300,836	344,295	10%
Rail Corridor	1,715,356	1,553,334	162,022	10%
TOTAL	\$22,180,875	\$20,100,704	\$ 2,080,171	10%

* Excess of Receipts over Budget

Payments to Neighborhood and Transit/Para-transit recipients were made monthly while disbursements to regional projects (Highway Corridor; Rail/Trail; and Rail Corridor) were based on presentation of invoices or other evidentiary cost documentation. Highway 9 Complete Streets Investment Plan and Highway 17 Wildlife Overcrossing are in the Neighborhood Subfund, but they are regional projects; and funds are managed by the RTC. For Highway 9, \$35,000 was expended in FY 2018/19; no funds were expended in FY 2018/19 for the Highway 17 project.

Absent Highway 9 and Highway 17, Measured D receipts would equal expenses in the Neighborhood. The equality of receipts and expenses also exists in Transit/Para-transit Subfund because these are pass-through funds and monthly payments are automatic, provided that the recipients are in compliance with Measure D requirements. Schedule 1 (page 24) in the Supplemental Information/Schedule Section presents the detailed monthly distribution of Measure D and needed adjustments.

Highway 9; Highway 17; Highway Corridor; Active Transportation (Rail/Tail - MBSST); and Rail Corridor all show high net position because construction works have not commenced. The following is a condensed revenues, expenditures, and change in net position statement:

MANAGEMENT'S DISCUSSION & ANALYSIS
FISCAL YEAR ENDED JUNE 30, 2019

Condensed Revenues, Expenses, and Change in Net Position Statements

	Unallocated	Admin	Neighborhood	Highway Corridor	Transit	Active Transp	Rail	TOTAL
REVENUES								
Measure D	\$ -	\$ 738,926	\$ 6,432,585	\$ 5,360,487	\$ 4,288,390	\$ 3,645,131	\$ 1,715,356	\$ 22,180,875
Interest	5,074	11,304	16,848	158,302	440	88,355	40,513	320,836
TOTAL REVENUES	5,074	750,230	6,449,433	5,518,789	4,288,830	3,733,486	1,755,869	22,501,711
EXPENSES								
Administration/Implementation		496,280						496,280
Neighborhood			5,968,368					5,968,368
Highway Corridor				967,741				967,741
Transit/Para-Transit					4,289,697			4,289,697
Active Transportation						1,484,235		1,484,235
Rail Corridor							1,192,431	1,192,431
TOTAL EXPENSES		496,280	5,968,368	967,741	4,289,697	1,484,235	1,192,431	14,398,752
EXCESS OF REVENUES OVER EXPENSES	5,074	253,950	481,065	4,551,048	(867)	2,249,251	563,438	8,102,959
Beginning Balance	4,633	375,507	1,513,234	6,034,720	644,676	3,461,477	1,304,449	13,338,696
Prior period adjustment			(881,914)		(643,496)			(1,525,410)
Beginning Balance - adjusted	4,633	375,507	631,320	6,034,720	1,180	3,461,477	1,304,449	11,813,286
ENDING NET POSITION	\$ 9,707	\$ 629,457	\$ 1,112,385	\$ 10,585,768	\$ 313	\$ 5,710,728	\$ 1,867,887	\$ 19,916,245

V. FINANCIAL ISSUES AND CONCERNS

What it will take to start larger projects: While pay-as-you-go financing is the preferred method for delivery of projects, the RTC is working to accelerate delivery of most projects. Measure D revenues are intended to be used to leverage other grants. The RTC, Caltrans and local agencies anticipate using Measure D funds to leverage new state grants available thanks to SB-1 transportation funding. In order to accelerate delivery of some larger projects, RTC will be evaluating a range of financing options, starting with inter-program loans. The RTC approved a Strategic Implementation Plan in February 2020 which includes policies and long-range cash flow models with relatively conservative revenue projections.

VI. COMPLIANCE WITH MEASURE D ORDINANCE

In FY2018/19, the RTC and Recipient agencies demonstrated that they implemented Measure D in accordance with the Measure D Ordinance and Expenditure Plan, as well as agreements and guidelines established by the RTC for recipient agencies. Recipients provided expenditure reports and audited financials showing how Measure D funds were spent, provided information to demonstrate compliance with the Ordinance, including Maintenance of Effort and public outreach.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
STATEMENT OF NET POSITION
June 30, 2019

ASSETS

Cash in county treasury	\$ 19,123,244
Accounts receivable	<u>3,687,637</u>
Total assets	<u>22,810,881</u>

LIABILITIES

Accounts payable	<u>2,894,636</u>
Total liabilities	<u>2,894,636</u>

NET POSITION

Restricted for distribution	19,906,538
Unrestricted	<u>9,707</u>
Total net position	<u><u>\$ 19,916,245</u></u>

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
STATEMENT OF CHANGES IN NET POSITION
For the Fiscal Year Ended June 30, 2019

Revenues:

State Board of Equalization - sales tax apportionment	\$ 22,180,875
Interest	320,836
	<hr/>
Total revenues	22,501,711
	<hr/>

Expenditures:

Salaries and benefits	191,753
Services and supplies	1,552,565
Consultant services	5,200
Claimants:	
City of Capitola	332,722
City of Santa Cruz	1,849,081
City of Scotts Valley	288,317
City of Watsonville	902,300
County of Santa Cruz	3,060,948
Santa Cruz County Regional	
Transportation Commission	1,926,169
Community Bridges	857,751
Santa Cruz Metropolitan Transit District	3,431,946
	<hr/>
Total expenditures	14,398,752
	<hr/>
Change in net position	8,102,959
	<hr/>
Net position, beginning of fiscal year	13,338,696
Prior period adjustment	(1,525,410)
	<hr/>
Net position, beginning of fiscal year adjusted	11,813,286
	<hr/>
Net position, end of fiscal year	\$ 19,916,245
	<hr/>

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
NOTES TO FINANCIAL STATEMENTS
June 30, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Measure D Fund (the Fund) was established as an expendable trust fund of Santa Cruz County Regional Transportation Commission (the Commission). The purpose of the trust fund is to accumulate revenues transmitted to the Commission by the State of California derived from a ½ cent of the general sales tax collected within Santa Cruz County.

The Commission is the Regional Transportation Planning Agency which is responsible for apportionments from the Measure D Fund.

The financial statements present only the activity of the Measure D Fund, and are not intended to present the financial position and changes in financial position of Santa Cruz County Regional Transportation Commission, in conformity with accounting principles generally accepted in the United States of America.

B. Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Interest income is allocated quarterly to the fund by the Treasurer of Santa Cruz County.

C. Cash and County Treasury

The Measure D Fund holds its cash in the County of Santa Cruz Treasury. The County maintains a cash and investment pool, and allocates interest to the various funds based upon the average daily cash balances. Information regarding categorization of investments can be found in the County of Santa Cruz's basic financial statements.

D. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2 - CASH AND INVESTMENTS

Custodial credit risk is the risk that in the event of a bank failure, the Fund's deposits may not be returned to it. The Fund does not have a formal deposit policy for custodial credit risk in addition to the California Government Code collateral requirements. Cash balances held in banks are insured up to \$250,000 by the Federal Depositary Insurance Corporation. All deposits held by financial institutions are fully insured or collateralized with securities, held by the pledging financial institutions' trust departments in the Fund's name.

Investments at June 30, 2019, consist of the following:

Pooled Investment Funds:

Cash in county treasury

\$ 19,123,244

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
NOTES TO FINANCIAL STATEMENTS
June 30, 2019

NOTE 2 - CASH AND INVESTMENTS (Continued)

The Fund categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The Fund's investments are in the Santa Cruz County Investment Pool which is an external investment pool is valued under Level 2.

Cash in County Treasury

The fund maintains a portion of its cash in the Santa Cruz County Treasury, an external investment pool. The County pools these funds with those of other governmental entities in the county and invests the cash. These pooled funds are carried at fair value. Interest is earned based on average daily balance and is deposited quarterly into participating funds. Any investment gains and losses are proportionately shared by all funds in the pool. The County is restricted by the California Government Code to invest in obligations issued by the United States Treasury; obligations, participations, or other instruments of or issued by a federal agency or a United States government sponsored enterprise; obligations of state and local agencies of this State; bankers' acceptances; commercial paper; negotiable certificates of deposit; repurchase agreements; medium-term corporate notes; as well as other investments established by the California Government Code. The County's report discloses the required information in accordance with Governmental Accounting Standards Board Statement Nos. 3 and 40. Pooled investments are not required to be categorized by risk category.

Interest Rate Risk

The Fund does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

State law limits investments in commercial paper, corporate bonds, and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organizations. The Fund has no investment policy that would further limit its investment choices. Santa Cruz County Treasury pooled investment funds are unrated.

NOTE 3 – PRIOR PERIOD ADJUSTMENT

A prior period adjustment of \$(1,525,410) was made to adjust distributions to the proper period.

SUPPLEMENTARY INFORMATION



INDEPENDENT AUDITOR'S REPORT ON MEASURE D COMPLIANCE

Citizen Oversight Committee
Santa Cruz County Regional Transportation Commission
Santa Cruz, California

We have audited the financial statements of the Measure D Fund of the Santa Cruz County Regional Transportation Commission's (the Commission) compliance with the types of compliance requirements described in *Ordinance No. 2016-01* (Measure D), applicable for the fiscal year ended June 30, 2019.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Measure D.

Auditors' Responsibility

Our responsibility is to express an opinion on the Commission's compliance based on our audit of the compliance with applicable statutes, rules and regulations of Measure D. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *Ordinance No. 2016-01*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the state laws and regulations applicable to the Fund occurred. An audit includes examining, on a test basis, evidence about the Fund's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the Commission's compliance.

Opinion on Compliance with Measure D

In our opinion, the funds allocated to and received by Santa Cruz County Regional Transportation Commission pursuant to Measure D, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of Measure D of Santa Cruz County Regional Transportation Commission for the fiscal year ended June 30, 2019.

Purpose of this Report

This report is intended solely for the information and use of the Citizen Oversight Committee, management of the Santa Cruz County Regional Transportation Commission and for filing with the appropriate regulatory agencies and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim LLP

Santa Maria, California
April 13, 2020

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
STATEMENT OF NET POSITION BY ALLOCATION
June 30, 2019

	<u>Unallocated</u>	<u>Admin</u>	<u>Neighborhood</u>
ASSETS			
Cash and investments	\$ 9,707	\$ 516,615	\$ 1,268,205
Accounts receivable		117,488	1,023,757
Total assets	<u>9,707</u>	<u>634,103</u>	<u>2,291,962</u>
LIABILITIES			
Accounts payable		4,646	1,179,577
Total liabilities		<u>4,646</u>	<u>1,179,577</u>
NET POSITION			
Restricted for distribution		629,457	1,112,385
Unrestricted	<u>9,707</u>		
Total net position	<u>\$ 9,707</u>	<u>\$ 629,457</u>	<u>\$ 1,112,385</u>

<u>Highway Corridor</u>	<u>Transit</u>	<u>Active Transportation</u>	<u>Rail Corridor</u>	<u>Total Measure D</u>
\$ 9,888,433	\$ 71,663	\$ 5,634,617	\$ 1,734,004	\$ 19,123,244
<u>853,131</u>	<u>682,505</u>	<u>720,887</u>	<u>289,869</u>	<u>3,687,637</u>
<u>10,741,564</u>	<u>754,168</u>	<u>6,355,504</u>	<u>2,023,873</u>	<u>22,810,881</u>
<u>155,796</u>	<u>753,855</u>	<u>644,776</u>	<u>155,986</u>	<u>2,894,636</u>
<u>155,796</u>	<u>753,855</u>	<u>644,776</u>	<u>155,986</u>	<u>2,894,636</u>
<u>10,585,768</u>	<u>313</u>	<u>5,710,728</u>	<u>1,867,887</u>	<u>19,906,538</u>
				<u>9,707</u>
<u>\$ 10,585,768</u>	<u>\$ 313</u>	<u>\$ 5,710,728</u>	<u>\$ 1,867,887</u>	<u>\$ 19,916,245</u>

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
STATEMENT OF CHANGES IN NET POSITION BY ALLOCATION
For the Fiscal Year Ended June 30, 2019

	Unallocated	Admin	Neighborhood
Additions:			
State Board of Equalization - sales tax	\$ -	\$ 738,926	\$ 6,432,585
Interest	5,074	11,304	16,848
Total additions	5,074	750,230	6,449,433
Deductions:			
Salaries and benefits		191,753	
Services and supplies		1,998	
Consultant services		5,200	
Claimants:			
City of Capitola			332,722
City of Santa Cruz			1,349,081
City of Scotts Valley			288,317
City of Watsonville			902,300
County of Santa Cruz			3,060,948
Santa Cruz County Regional Transportation Commission		297,329	35,000
Community Bridges			
Santa Cruz Metropolitan Transit District			
Total deductions		496,280	5,968,368
Change in net position	5,074	253,950	481,065
Net position - beginning of fiscal year	4,633	375,507	1,513,234
Prior period adjustment			(881,914)
Net position - beginning of fiscal year adjusted	4,633	375,507	631,320
Net position - end of fiscal year	\$ 9,707	\$ 629,457	\$ 1,112,385

Highway Corridor	Transit	Active Transportation	Rail Corridor	Total Measure D
\$ 5,360,487	\$ 4,288,390	\$ 3,645,131	\$ 1,715,356	\$ 22,180,875
158,302	440	88,355	40,513	320,836
5,518,789	4,288,830	3,733,486	1,755,869	22,501,711
610,149				191,753
			940,418	1,552,565
				5,200
				332,722
		500,000		1,849,081
				288,317
				902,300
				3,060,948
357,592		984,235	252,013	1,926,169
	857,751			857,751
	3,431,946			3,431,946
967,741	4,289,697	1,484,235	1,192,431	14,398,752
4,551,048	(867)	2,249,251	563,438	8,102,959
6,034,720	644,676	3,461,477	1,304,449	13,338,696
	(643,496)			(1,525,410)
6,034,720	1,180	3,461,477	1,304,449	11,813,286
\$ 10,585,768	\$ 313	\$ 5,710,728	\$ 1,867,887	\$ 19,916,245

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
SUMMARY OF OUTGO BY PROJECT
For the Fiscal Year Ended June 30, 2019

	<u>Unallocated</u>	<u>Admin</u>	<u>Neighborhood</u>
Deductions:			
Salaries and benefits	\$ -	\$ 191,753	\$ -
Services and supplies		1,998	
Consultant services		5,200	
City of Capitola			332,722
City of Santa Cruz			1,349,081
City of Scotts Valley			288,317
City of Watsonville			902,300
County of Santa Cruz			3,060,948
Commission oversight and coordination		297,329	
SR9 SLV			35,000
Corridor encroachment & maintenance			
North Coast- Segment 5			
Unified Corridor investment study			
Community Bridges			
MBSST- City of Santa Cruz Segments			
MBSST- Segment 18			
Coastal Rail Trail - Segment 7,8,9			
Santa Cruz Metropolitan Transit District			
SAFE			
	<u> </u>	<u> </u>	<u> </u>
Total deductions	<u>\$ -</u>	<u>\$ 496,280</u>	<u>\$ 5,968,368</u>

Highway Corridor	Transit	Active Transportation	Rail Corridor	Total Measure D
\$ -	\$ -	\$ -	\$ -	\$ 191,753
585,149			940,418	1,527,565
				5,200
				332,722
				1,349,081
				288,317
				902,300
				3,060,948
357,592		290,089	11,237	956,247
				35,000
		208,706		208,706
		424,283		424,283
			240,776	240,776
	857,751			857,751
		500,000		500,000
		26,207		26,207
		34,950		34,950
	3,431,946			3,431,946
25,000				25,000
<u>\$ 967,741</u>	<u>\$ 4,289,697</u>	<u>\$ 1,484,235</u>	<u>\$ 1,192,431</u>	<u>\$ 14,398,752</u>

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
SUMMARY OF REVENUE ALLOCATION BY MONTH - CASH BASIS
For the Fiscal Year Ended June 30, 2019

	July	August	September	October	November	December
Revenues						
Gross	\$ 1,873,759	\$ 1,528,779	\$ 1,904,969	\$ 2,650,591	\$ 1,641,036	\$ 1,944,488
Board of Equalization Fees		(71,380)			(71,380)	
Net Sales Tax	<u>1,873,759</u>	<u>1,457,399</u>	<u>1,904,969</u>	<u>2,650,591</u>	<u>1,569,656</u>	<u>1,944,488</u>
Administration & Implementation						
Admin Salaries & Benefits	18,738	14,574	19,050	26,506	15,697	19,445
Overhead Admin	17,239	13,408	17,526	24,385	14,441	17,889
Implementation & Oversight	9,855	9,856	9,855	9,856	9,856	9,856
Services & Supplies	15,000	15,000	15,000	15,000	15,000	15,000
Subtotal	<u>60,832</u>	<u>52,838</u>	<u>61,431</u>	<u>75,747</u>	<u>54,994</u>	<u>62,190</u>
Amount to Distribute to Investment Categories	<u>\$ 1,812,927</u>	<u>\$ 1,404,561</u>	<u>\$ 1,843,538</u>	<u>\$ 2,574,844</u>	<u>\$ 1,514,662</u>	<u>\$ 1,882,298</u>
Investment Categories						
Neighborhood						
SLV SR9	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778
HWY 17 Wildlife	13,889	13,889	13,889	13,889	13,889	13,889
City of Capitola	28,224	21,339	28,740	41,069	23,195	29,393
City of Santa Cruz	114,167	86,317	116,254	166,128	93,825	118,898
City of Scotts Valley	24,599	18,598	25,049	35,795	20,215	25,618
City of Watsonville	76,286	57,677	77,681	111,007	62,694	79,447
County of Santa Cruz	<u>258,935</u>	<u>195,771</u>	<u>263,671</u>	<u>376,787</u>	<u>212,801</u>	<u>269,666</u>
Total Neighborhood	<u>543,878</u>	<u>421,369</u>	<u>553,062</u>	<u>772,453</u>	<u>454,397</u>	<u>564,689</u>
Highway Corridors						
Highway Corridors	<u>453,232</u>	<u>351,140</u>	<u>460,884</u>	<u>643,711</u>	<u>378,666</u>	<u>470,574</u>
Transit/Paratransit						
Santa Cruz Metro	290,068	224,730	294,966	411,975	242,346	301,168
Community Bridges	<u>72,517</u>	<u>56,182</u>	<u>73,742</u>	<u>102,994</u>	<u>60,587</u>	<u>75,292</u>
Total Transit/Paratransit	<u>362,585</u>	<u>280,912</u>	<u>368,708</u>	<u>514,969</u>	<u>302,933</u>	<u>376,460</u>
Active Transportation						
Active Transportation	<u>308,198</u>	<u>238,775</u>	<u>313,401</u>	<u>437,723</u>	<u>257,493</u>	<u>319,991</u>
Rail Corridor						
Rail Corridor	<u>145,034</u>	<u>112,365</u>	<u>147,483</u>	<u>205,988</u>	<u>121,173</u>	<u>150,584</u>
Amount Distributed to Investment Categories	<u>\$ 1,812,927</u>	<u>\$ 1,404,561</u>	<u>\$ 1,843,538</u>	<u>\$ 2,574,844</u>	<u>\$ 1,514,662</u>	<u>\$ 1,882,298</u>

January	February	March	April	May	June	Total
\$ 1,885,278	\$ 1,884,283 (71,380)	\$ 1,845,285	\$ 1,850,320	\$ 1,415,538 (73,540)	\$ 1,845,374	\$ 22,269,700 (287,680)
<u>1,885,278</u>	<u>1,812,903</u>	<u>1,845,285</u>	<u>1,850,320</u>	<u>1,341,998</u>	<u>1,845,374</u>	<u>21,982,020</u>
18,853	18,129	18,452	18,503	13,419	18,454	219,820
17,345	19,760	20,114	20,168	14,628	20,115	217,018
9,856	9,856	9,856	9,856	9,856	9,856	118,270
15,000	15,000	15,000	15,000	15,000	15,000	180,000
<u>61,054</u>	<u>62,745</u>	<u>63,422</u>	<u>63,527</u>	<u>52,903</u>	<u>63,425</u>	<u>735,108</u>
<u>\$ 1,824,224</u>	<u>\$ 1,750,158</u>	<u>\$ 1,781,863</u>	<u>\$ 1,786,793</u>	<u>\$ 1,289,095</u>	<u>\$ 1,781,949</u>	<u>\$ 21,246,912</u>
\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 333,336
13,889	13,889	13,889	13,889	13,889	13,889	166,668
28,414	27,166	27,700	27,783	19,392	27,702	330,117
114,937	109,886	112,048	112,384	78,442	112,054	1,335,340
24,765	23,676	24,142	24,216	16,902	24,144	287,719
76,801	73,426	74,871	75,096	52,415	74,875	892,276
260,683	249,227	254,130	254,893	177,911	254,144	3,028,619
<u>547,267</u>	<u>525,048</u>	<u>534,558</u>	<u>536,039</u>	<u>386,729</u>	<u>534,586</u>	<u>6,374,075</u>
<u>456,056</u>	<u>437,539</u>	<u>445,466</u>	<u>446,698</u>	<u>322,274</u>	<u>445,487</u>	<u>5,311,727</u>
291,876	280,025	285,098	285,887	206,255	285,112	3,399,506
72,969	70,006	71,275	71,471	51,564	71,277	849,876
<u>364,845</u>	<u>350,031</u>	<u>356,373</u>	<u>357,358</u>	<u>257,819</u>	<u>356,389</u>	<u>4,249,382</u>
<u>310,118</u>	<u>297,527</u>	<u>302,917</u>	<u>303,755</u>	<u>219,146</u>	<u>302,931</u>	<u>3,611,975</u>
<u>145,938</u>	<u>140,013</u>	<u>142,549</u>	<u>142,943</u>	<u>103,127</u>	<u>142,556</u>	<u>1,699,753</u>
<u>\$ 1,824,224</u>	<u>\$ 1,750,158</u>	<u>\$ 1,781,863</u>	<u>\$ 1,786,793</u>	<u>\$ 1,289,095</u>	<u>\$ 1,781,949</u>	<u>\$ 21,246,912</u>

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
MEASURE D FUND
PRIOR YEAR SUMMARY OF REVENUE ALLOCATION BY MONTH- CASH BASIS
For the Fiscal Year Ended June 30, 2018

	July	August	September	October	November	December
Revenues						
Gross	\$ 1,146,700	\$ 1,529,000	\$ 2,455,390	\$ 1,231,700	\$ 1,642,200	\$ 2,662,704
Board of Equalization Fees			(50,520)			(50,520)
Net Sales Tax	<u>1,146,700</u>	<u>1,529,000</u>	<u>2,404,870</u>	<u>1,231,700</u>	<u>1,642,200</u>	<u>2,612,184</u>
Administration & Implementation						
Admin Salaries & Benefits	11,467	15,290	24,049	12,317	16,422	26,122
Overhead Admin	11,582	15,443	24,289	12,440	16,586	16,873
Implementation & Oversight	8,333	8,333	8,333	8,334	8,333	8,333
Services & Supplies	4,345	4,345	4,345	4,345	4,345	4,345
Subtotal	<u>35,727</u>	<u>43,411</u>	<u>61,016</u>	<u>37,436</u>	<u>45,686</u>	<u>55,673</u>
Amount to Distribute to Investment Categories	<u>\$ 1,110,973</u>	<u>\$ 1,485,589</u>	<u>\$ 2,343,854</u>	<u>\$ 1,194,264</u>	<u>\$ 1,596,514</u>	<u>\$ 2,556,511</u>
Investment Categories						
Neighborhood						
SLV SR9	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778
HWY 17 Wildlife	13,889	13,889	13,889	13,889	13,889	13,889
City of Capitola	16,393	22,711	37,185	17,798	24,582	40,771
City of Santa Cruz	66,211	91,727	150,186	71,884	99,283	164,670
City of Scotts Valley	14,287	19,793	32,407	15,511	21,423	35,533
City of Watsonville	44,301	61,374	100,488	48,097	66,429	110,179
County of Santa Cruz	<u>150,433</u>	<u>208,405</u>	<u>341,224</u>	<u>163,322</u>	<u>225,571</u>	<u>374,134</u>
Total Neighborhood	<u>333,292</u>	<u>445,677</u>	<u>703,157</u>	<u>358,279</u>	<u>478,955</u>	<u>766,954</u>
Highway Corridors						
Highway Corridors	<u>277,743</u>	<u>371,397</u>	<u>585,963</u>	<u>298,566</u>	<u>399,129</u>	<u>639,128</u>
Transit/Paratransit						
Santa Cruz Metro	177,755	237,694	375,016	191,082	255,442	409,042
Community Bridges	<u>44,439</u>	<u>59,424</u>	<u>93,755</u>	<u>47,771</u>	<u>63,861</u>	<u>102,260</u>
Total Transit/Paratransit	<u>222,194</u>	<u>297,118</u>	<u>468,771</u>	<u>238,853</u>	<u>319,303</u>	<u>511,302</u>
Active Transportation						
Active Transportation	<u>188,866</u>	<u>252,549</u>	<u>398,455</u>	<u>203,025</u>	<u>271,406</u>	<u>434,606</u>
Rail Corridor						
Rail Corridor	<u>88,878</u>	<u>118,848</u>	<u>187,508</u>	<u>95,541</u>	<u>127,721</u>	<u>204,521</u>
Amount Distributed to Investment Categories	<u>\$ 1,110,973</u>	<u>\$ 1,485,589</u>	<u>\$ 2,343,854</u>	<u>\$ 1,194,264</u>	<u>\$ 1,596,514</u>	<u>\$ 2,556,511</u>

January	February	March	April	May	June	Total
\$ 1,311,200	\$ 1,748,300	\$ 2,254,881	\$ 1,261,700	\$ 2,047,592	\$ 1,653,623	\$ 20,944,990
		(50,520)		(56,980)		(208,540)
<u>1,311,200</u>	<u>1,748,300</u>	<u>2,204,361</u>	<u>1,261,700</u>	<u>1,990,612</u>	<u>1,653,623</u>	<u>20,736,450</u>
13,112	17,483	22,044	12,617	19,906	16,536	207,365
12,063	16,084	20,280	11,608	18,314	15,213	190,775
8,333	8,333	8,333	8,333	8,333	8,333	99,997
4,345	4,345	4,345	4,346	4,346	4,346	52,143
<u>37,853</u>	<u>46,245</u>	<u>55,002</u>	<u>36,904</u>	<u>50,899</u>	<u>44,428</u>	<u>550,280</u>
<u>\$ 1,273,347</u>	<u>\$ 1,702,055</u>	<u>\$ 2,149,359</u>	<u>\$ 1,224,796</u>	<u>\$ 1,939,713</u>	<u>\$ 1,609,195</u>	<u>\$ 20,186,170</u>
\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 27,778	\$ 333,336
13,889	13,889	13,889	13,889	13,889	13,889	166,668
19,132	26,361	33,904	18,312	30,368	24,794	312,311
77,271	106,471	136,937	73,963	122,658	100,145	1,261,406
16,673	22,974	29,550	15,961	26,468	21,611	272,191
51,701	71,239	91,624	49,489	82,071	67,008	844,000
<u>175,560</u>	<u>241,904</u>	<u>311,126</u>	<u>168,047</u>	<u>278,682</u>	<u>227,533</u>	<u>2,865,941</u>
<u>382,004</u>	<u>510,616</u>	<u>644,808</u>	<u>367,439</u>	<u>581,914</u>	<u>482,758</u>	<u>6,055,853</u>
<u>318,337</u>	<u>425,514</u>	<u>537,340</u>	<u>306,199</u>	<u>484,928</u>	<u>402,298</u>	<u>5,046,542</u>
203,735	272,328	343,898	195,968	310,355	257,472	3,229,787
<u>50,934</u>	<u>68,083</u>	<u>85,974</u>	<u>48,991</u>	<u>77,588</u>	<u>64,367</u>	<u>807,447</u>
<u>254,669</u>	<u>340,411</u>	<u>429,872</u>	<u>244,959</u>	<u>387,943</u>	<u>321,839</u>	<u>4,037,234</u>
<u>216,470</u>	<u>289,350</u>	<u>365,391</u>	<u>208,215</u>	<u>329,751</u>	<u>273,564</u>	<u>3,431,648</u>
<u>101,867</u>	<u>136,164</u>	<u>171,948</u>	<u>97,984</u>	<u>155,177</u>	<u>128,736</u>	<u>1,614,893</u>
<u>\$ 1,273,347</u>	<u>\$ 1,702,055</u>	<u>\$ 2,149,359</u>	<u>\$ 1,224,796</u>	<u>\$ 1,939,713</u>	<u>\$ 1,609,195</u>	<u>\$ 20,186,170</u>

MEASURE D EXPENDITURE REPORT

Measure D Category	FY 16/17 Measure D Revenues <small>(4/1/17- 6/30/17)</small>	FY 17/18 Measure D Revenues <small>(7/1/17- 6/30/18)</small>	Interest Earned on Measure D funds <small>(FY16/17-17/18)</small>	FY 18/19 Measure D Revenues <small>(7/1/18- 6/30/19)</small>	FY18/19 Interest Earned on Measure D funds	Measure D Expended <small>(4/1/17-6/30/19)</small>	End of Year Fund Balance/ Carryover to be Spent in Future Years	Anticipated FY19/20 Interest
Highways (SCCRTC)	\$ 201,555.00	\$ 5,199,740.00	\$ 32,252.00	\$ 5,360,487.14	\$ 158,302.42	\$ 1,017,740.34	\$ 9,934,596.22	\$ 200,000.00

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.											
#	Project Name	Total Project Cost	FY16/17 Measure D Expenditures on this project	FY17/18 Measure D Expenditures	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	Measure D- funded Capital Costs	Measure D- funded Non-capital <small>(non- infrastructure, outreach, admin, etc)</small>	Measure D- funded indirect costs	Leveraged Funds <small>(grants & other funds secured, which used Meas. D as match)</small>	Leveraged Fund Source Name(s)
1	Highway 1: Auxiliary Lanes and Bus on Shoulder from 41st to Soquel; Chanticleer Bike/Pedestrian Overcrossing	\$37M	\$0	\$0	\$571,203	\$5-12M	\$513,665	\$0	\$ 57,538.14	TBD	STIP, TBD-SB1
2	Highway 1: Auxiliary Lanes & Bus on Shoulder from State Park to Bay-Porter, and Reconstruction of Capitola Avenue Overcrossing	\$80M	\$0	\$0	\$1,063	\$6M-12M	\$1,063	\$0	\$ 359.06	TBD	STIP, TBD-SB1
3	Cruz 511 Traveler Information System	\$200k-\$400k/year	\$0	\$50,000	\$41,253	est. \$150-\$200k/yr	\$0	\$41,253	\$ 19,950.19	\$ -	none yet
4	Safe on 17	\$125k + staff	\$0	\$0	\$25,000	est. \$25-35k/yr	\$0	\$25,000		\$ -	none yet
5	Unified Corridor Investment Study	\$1,200,000	\$0	\$0	\$199,808	Done	\$0	\$199,808		\$ -	none yet
6	Freeway Service Patrol	~\$450K/yr	\$0	\$0	\$129,413	\$200-250k/yr	\$0	\$129,413	\$ 27,059.30	\$ -	none yet
Total		\$ -	\$ 50,000.00	\$967,740			\$ 514,728.81	\$ 395,473.39	\$ 104,906.69	\$ -	

Measure D Category
Highways (SCCRTC)

TAILED SUMMARY OF EXPENDITURES AND		Consistency with 5-year plan		Project Information Continued			Project Status/Timeline			
Project Name	Project in approved 5-year plan?	If not in 5-year plan or different amount or scope, why different?	Location/ Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>
Highway 1: Auxiliary Lanes and Bus on Shoulder from 41st to Soquel; Chanticleer Bike/Pedestrian Overcrossing	Yes	Measure D in original 5-year plan carried over to future years	Highway 1: 41 st Avenue/Soquel Drive	Freeway operational improvement, rehab roadway and drainage, improve bicycle/pedestrian access over freeway.	Multimodal (road & bike/ped/etc)	Traffic calming	In-progress	Est. Dec. 2018	2021	2022
Highway 1: Auxiliary Lanes & Bus on Shoulder from State Park to Bay-Porter, and Reconstruction of Capitola Avenue Overcrossing	Yes	Measure D in original 5-year plan carried over to future years	Highway 1: State Park to Bay/Porter exits/onramps	Freeway operational improvement, rehab roadway and drainage, soundwalls and retaining walls, reconstruct Capitola Ave. overcrossing with sidewalks and bike lane	Highway	Traffic calming	In-progress	in-progress	2022	2024
Cruz 511 Traveler Information System	Yes	Some Measure D originally programmed carried into future years	Countywide	Ongoing system & demand management (TDM), includes Cruz511.org traveler information, carpool and other TDM programs. \$100k future funds is for contractors assisting with outreach.	TDM	Education and Promotion	Ongoing	CE	ongoing	ongoing
Safe on 17	Yes	no change	Highway 17 - Hwy 1 to Summit Road	Ongoing system management program, involves increased CHP enforcement on Highway 17	Traffic operations	Operations	Ongoing	CE	ongoing	ongoing
Unified Corridor Investment Study	Yes	Slightly lower amount used.	Santa Cruz - Watsonville	Analysis of Highway 1 corridor projects	Multimodal (road & bike/ped/etc)	Planning	In-progress	NA	na	1/19 completed
Freeway Service Patrol	Yes	Some Measure D originally programmed carried into future years	Hwy 1: Hwy 9-State Park; Hwy 17: Hwy 1-Summit	Ongoing system management and congestion reducing program. Roving tow trucks removing incidents and obstructions during peak travel periods on Hwy 1 and Hwy 17	Traffic operations	Operations	Ongoing	CE	ongoing	ongoing

Measure D Category
Highways (SCCRTC)

TAILED SUMMARY OF EXPENDITURES AND	Project Costs by Mode - estimate percent of project by mode				Additional Metrics - if applicable
	% Bike	% Ped	% Transit	% other (e.g. airport, planning, TSM, etc)	If Complete Streets not incorporated into project, why not?
Highway 1: Auxiliary Lanes and Bus on Shoulder from 41st to Soquel; Chanticleer Bike/Pedestrian Overcrossing	15%	15%	5%		Part of project
Highway 1: Auxiliary Lanes & Bus on Shoulder from State Park to Bay-Porter, and Reconstruction of Capitola Avenue Overcrossing	5%	5%	5%		Part of project
Cruz 511 Traveler Information System	10%	10%	10%	70%	part of program
Safe on 17	0%	0%	0%	100%	NA- Hwy 17 safety
Unified Corridor Investment Study	11%	11%	35%		Part of plan
Freeway Service Patrol	0%	0%	0%	100%	NA
	7%	7%	9%	90%	

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Highway Corridors

Public Information/ Outreach Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	6/1/2017	Resolution www.sccrtc.org/move
Date of 5-Year Plan Public Hearing	6/6/2019	Staff report- www.sccrtc.org/move
Date of annual audit of Measure D Expenditures	4/13/2020	audit Completed
News Article	Several	Quarterly updates www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	www.sccrtc.org/move
Map of Measure D-funded Projects	ongoing	Project fact sheets www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	Project fact sheets www.sccrtc.org and project fact sheets
Signage	NA	NA
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)	

Maintenance of Effort

FY18/19 LOCAL funds spent on Highway Corridors projects (exclude formula state & fed funds, special grants)	\$ 333,065	RTC DMV fees for FSP, CHP, and Cruz511 continue to be available for those projects
Maintenance of Effort BASELINE	\$ 50,000	RTC DMV fees
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ 321,750	RTC DMV fees for FSP, CHP, and Cruz511 continue to be available for those projects
If FY18/19 local expenditures were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Fiscal Officer - fund tracking	460-3217
Sarah Christensen	Program Manager/Engineer	460-3204

MEASURE D EXPENDITURE REPORT

Measure D Category
Trail - Active Transportation/MBBST (Regional)

FY 16/17 Measure D Revenues <i>(4/1/17-6/30/17)</i>	FY 17/18 Measure D Revenues <i>(7/1/17-6/30/18)</i>	Interest Earned on Measure D funds <i>(FY16/17-17/18)</i>	FY 18/19 Measure D Revenues <i>(7/1/18-6/30/19)</i>	FY18/19 Interest Earned on Measure D funds	Measure D Expended <i>(4/1/17-6/30/19)</i>	End of Year Fund Balance/ Carryover to be Spent in Future Years	Anticipated FY19/20 Interest
\$137,057	\$3,535,823	\$20,726	\$3,645,131	\$88,355	\$ 2,159,161.78	\$5,267,930	\$100,000

											5-year	
Project Name	Total Project Cost	FY16/17 Measure D Expenditures on this project	FY17/18 Measure D Expenditures	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	FY 18/19 Measure D- funded Capital Costs	FY18/19 Measure D- funded Non-capital <small>(non- infrastructure, outreach, admin, etc)</small>	FY18/19 Measure D- funded indirect costs	Leveraged Funds <small>(grants & other funds secured, which used Meas. D as match)</small>	Leveraged Fund Source Name(s)	Project in approved 5- year plan?	Location/ Limits
Segment 7: RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmnetal Health Services & ROW)	\$ 222,926.36	\$ -	\$ 21,972	\$ 50,954	\$ 150,000	\$ -	\$ 42,607.59	\$ 8,346.77	TBD	ATP	yes	Rail Line: Natural Bridges to Wharf, City of Santa Cruz
Seg 8: San Lorenzo River trestle widening, City of Santa Cruz	\$2.3M	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000.00			\$ 1,245,000	State Natural Resources & State Capital Grants	yes	Seg 8: San Lorenzo River trestle. City of Santa Cruz
Seg 8: Project management	Est. \$10k/yr	\$ -	\$ -	\$ 6,765	\$ 10,000	\$ -	\$ 3,236.89	\$ 3,528.22	TBD	ATP	yes	Seg 8: SLR trestle, SC
Seg 8/9: Project management	Est \$500k	\$ -	\$ -	\$ 148	\$ 350,000	\$ -	\$ 70.61	\$ 76.96	TBD	ATP	yes	SLR- 17th Ave
Segment 18: Lee Rd-Walker, Watsonville - RTC Oversight, outreach & technical assitance	est. \$100k	\$ -	\$ 2,775	\$ 36,328	\$ 60,000	\$ -	\$ 36,328.08	\$ 5,278.46	TBD	ATP	yes	Lee Road to Walker, Watsonville
North Coast - Segment 5 EIR	Est. \$1.75M	\$ -	\$ 476,939	\$ 533,014	\$ 756,986	\$ -	\$ 476,939.00	\$ 51,106.43	\$ 500,000.00	Land Trust SC co	yes	Wilder Ranch to Davenport
Ongoing RTC oversight, coordination, and assistance, including on development of future trail sections.	est \$470k/yr	\$ -	\$ 144,767	\$ 148,319	\$ 1,431,681	\$ -	\$ 144,767.00	\$ 77,353.01	\$ -		yes	Rail line - entire length
Corridor encroachments & maintenance	est. \$450k/yr	\$ -	\$ 28,474	\$ 208,706	est. \$500k/yr	\$ -	\$ 28,474.00	\$ -	\$ -		yes	Rail line - entire length
	Total	\$ -	\$ 674,927	\$ 1,484,234.78								

Measure D Category
Trail - Active Transportation/MBBST (Regional)

Project Information Continued				Project Status/Timeline				Project Costs by Mode - estimate percent of project by mode		
Project Name	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>	% System Preservation	% Bike	% Ped
Segment 7: RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmnetal Health Services & ROW)	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmnetal Health Services & ROW)	Bike/Ped	Multiuse Paths	In-progress	IS/MND	6/1/19-6/1/20	Phase 1 6/1/20 Phase 2 TBD	0%	50%	50%
Seg 8: San Lorenzo River trestle widening, City of Santa Cruz	Construct bike/ped bridge adjacent to railroad tracks	Bike/Ped	Multiuse Paths	Complete	IS/MND	1/2/19-6/1/19	6/1/2019	0%	50%	50%
Seg 8: Project management	RTC project management, oversight, outreach and technical assistance (consultants, legal, Environmnetal Health Services & ROW)	Bike/Ped	Multiuse Paths	In-progress	TBD	TBD	TBD	0%	50%	50%
Seg 8/9: Project management		Bike/Ped	Multiuse Paths	In-progress	TBD	TBD	TBD	0%	50%	50%
Segment 18: Lee Rd-Walker, Watsonville - RTC Oversight, outreach & technical assitance		Bike/Ped	Multiuse Paths	In-progress	MND	est. 2020	est 2021	0%	50%	50%
North Coast - Segment 5 EIR	Consultant services for prepartion of EIR	Bike/Ped	Multiuse Paths	In-progress	EIR -3/7/2019	est. 2020	est. 2022	0%	50%	50%
Ongoing RTC oversight, coordination, and assistance, including on development of future trail sections.	Includes professional staff, legal,	Bike/Ped	Multiuse Paths	ongoing	na	na	ongoing	0%	50%	50%
Corridor encroachments & maintenance	Includes staff corridination, vegetation maintenance	Bike/Ped	Multiuse Paths	ongoing	na	ongoing	ongoing	100%	0%	0%
								13%	44%	44%

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Active Transportation - MBSST/Rail Trail

Public Information/ Outreach Date **Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.** **Comments, additional info. If applicable, briefly explain why publicity requirement was not completed**

Date Initial 5-Year Plan Adopted	6/1/2017	Resolution	www.sccrtc.org/move
Date of FY18/19 5-Year Plan Public Hearing	6/6/2019	Staff report- www.sccrtc.org/move	www.sccrtc.org/move
Date of annual audit of Measure D Expenditures	4/13/2020	audit	Completed
News Article	Several	Quarterly updates	www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	sccrtc.org/move	www.sccrtc.org/move
Map of Measure D-funded Projects	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Signage	Done	Posted at SLR River. Photos	Signs posted during construction; logo included in fact sheets/outreach materials
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)		

Maintenance of Effort

FY18/19 LOCAL funds spent on MBSST/Rail Trail projects (exclude formula state & fed funds, special grants)	\$ 121,940	Land Trust funds
Maintenance of Effort BASELINE	\$ -	Land Trust, Coastal Conservancy, and RSTPX grants; no local funds
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ 800,000	RSTPX and Land Trust funds, but no local funds
If FY18/19 local expenditures were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Fiscal Officer - fund tracking	460-3217
Luis Mendez	Deputy - general oversight	460-3212
Ginger Dykaar	Sr. Planner/Program Manager	460-3213

MEASURE D EXPENDITURE REPORT

List how Measure D funds were expended. While backup documentation (e.g. invoices from contractors, payroll, etc) do not need to be submitted with this report, all Measure D funds must included in recipient agency's fiscal audit and projects will be randomly selected for more detailed review. Agencies should retain records documenting Measure D expenditures for at least 3 years on each project.

Agency	Measure D Category	FY 16/17 Measure D Revenues (4/1/17- 6/30/17)	FY 17/18 Measure D Revenues (7/1/17- 6/30/18)	FY 18/19 Measure D Revenues (7/1/18-6/30/19)	Interest Earned on Measure D funds	Measure D Expended (4/1/17-6/30/19)	End of Year Fund Balance/ Carryover to be Spent in Future Years	Anticipated FY19/20 Interest
Santa Cruz County Regional Transportation Commission (RTC)	Rail Corridor	\$ 64,497	\$ 1,614,893	\$1,715,356	\$40,513	\$ 642,324.00	\$ 4,459,945	\$ 44,599

Project Name	Total Project Cost	FY16/17 Measure D Expenditures on this project	FY17/18 Measure D Expenditure s	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	Measure D- funded Capital Costs	Measure D- funded Non-capital (non- infrastructure, outreach, admin)	Measure D- funded indirect costs (and overhead)	Leveraged Fund Source Name(s)
Rail corridor management - salaries and benefits	\$200k- \$300k/year	\$ -	\$ 141,103.00	\$ 162,194.00	\$200k- \$300k/year		\$ 141,103.00	\$ 84,589.22	na
Unified Corridor Investment Study - Analysis of both rail transit and non-rail options for the corridor: FY17/18=consultant contract	\$ 1,200,000	\$ -	\$ 501,221.00	\$ 241,318.30	\$ -		\$ 241,318.30	#####	Caltrans grants
2017 Storm Damage Repair & Cleanup	\$ 3,650,000	\$ -	\$ -	\$ 143,791.58	\$ 406,208.42	\$ 143,791.58			FEMA
Rail Agreement Lawsuit	\$ 200,000	\$ -	\$ -	\$ 145,056.74	\$ 154,943.26		\$ 145,056.74		
Track infrastructure and signage maintenance and repairs	\$150- 175k/year	\$ -	\$ -	\$ 347,290.72	\$1,233,200.28	\$ 347,290.72			
Railroad Bridge analysis	\$ 450,000	\$ -	\$ -	\$ 152,779.66	\$ -	\$ 152,779.66			
Total		\$0	\$ 642,324.00	\$ 1,192,431.00		\$ 643,861.96	\$ 527,478.04	\$206,351.94	

Rail Corridor

	Consistency	Project Information Continued			
Project Name	Project in approved 5-year plan?	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>
Rail corridor management - salaries and benefits	Yes	Santa Cruz Branch Rail line	RTC staff time for ongoing corridor management. Includes right-of-entry agreements, coordination with railroad, etc.	Rail	planning
Unified Corridor Investment Study - Analysis of both rail transit and non-rail options for the corridor: FY17/18=consultant contract	Yes	Santa Cruz Branch Rail line	Staff and consultant analysis of potential uses of the rail corridor, including extensive public outreach, modeling, environmental and economic analysis.	Rail	planning
2017 Storm Damage Repair & Cleanup	Yes	Santa Cruz Branch Rail line	Repair and cleanup of damage resulting from the 2017 winter storms including one washout, minor slides and various downed or compromised trees	Rail	Maintenance and Rehab
Rail Agreement Lawsuit	Yes	Santa Cruz Branch Rail line	Defense against CEQA lawsuit regarding the rail operator agreement	Rail	Other (describe in project description column)
Track infrastructure and signage maintenance and repairs	Yes	Santa Cruz Branch Rail line	On-going maintenance, repair and rehabilitation of railroad track infrastructure and signage	Rail	Maintenance and Rehab
Railroad Bridge analysis	Yes	Santa Cruz Branch Rail line	Updated engineering analysis of railroad bridges to complete bridge rehabilitation work outlined in engineering analysis completed in 2012	Rail	Maintenance and Rehab

Rail Corridor

Project Name	Project Status/Timeline				Project Costs by Mode	
	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>	% System Preservation	% Rail
Rail corridor management - salaries and benefits	Ongoing	na	Ongoing	ongoing	0%	100%
Unified Corridor Investment Study - Analysis of both rail transit and non-rail options for the corridor: FY17/18=consultant contract	Ongoing	na	Study completed 1/19	1/17/2019	0%	100%
2017 Storm Damage Repair & Cleanup	In-progress		2020/21	2020/21	100%	100%
Rail Agreement Lawsuit	In-progress		Completed	2018		100%
Track infrastructure and signage maintenance and repairs	Ongoing		Ongoing	Ongoing	100%	100%
Railroad Bridge analysis	Complete		Future	Future	100%	100%

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Rail Corridor

Public Information/ Outreach Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	6/1/2017	Resolution www.sccrtc.org/move
Date of 5-Year Plan Public Hearing	6/6/2019	Staff report- www.sccrtc.org/move
Date of annual audit of Measure D Expenditures	4/13/2020	audit Completed
News Article	Several	Quarterly updates www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	sccrtc.org/move www.sccrtc.org/move
Map of Measure D-funded Projects	ongoing	Project fact sheets www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	Project fact sheets www.sccrtc.org and project fact sheets
Signage	NA	NA Measure D logo on outreach materials, website, etc. Meas. D signs being created for corridor.
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)	

Maintenance of Effort

FY18/19 LOCAL funds spent on Rail Corridor (exclude formula state & fed funds, special grants)	\$ 219,889	Leases, transfer in from planning, other revenues, interest
Maintenance of Effort BASELINE	\$ 273,244	Leases, transfer in from planning, other revenues, interest
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ 218,896	Leases, transfer in from TC funds.
If FY18/19 local expenditures were lower than the baseline amount, explain why.	Lease revenues lower than baseline - \$65k est. FY18/19; \$155k in FY16/17.	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Fiscal Officer - fund tracking	460-3217
Luis Mendez	Deputy - general oversight	460-3212

MEASURE D EXPENDITURE REPORT

List how Measure D funds were expended. While backup documentation (e.g. invoices from contractors, payroll, etc) do not need to be submitted with this report, all Measure D funds must included in recipient agency's fiscal audit and projects will be randomly selected for more detailed review. Agencies should retain records documenting Measure D expenditures for at least 3 years on each project.

Measure D Category	FY 16/17 Measure D Revenues <i>(4/1/17-6/30/17)</i>	FY 17/18 Measure D Revenues <i>(7/1/17-6/30/18)</i>	FY 18/19 Measure D Revenues <i>(7/1/18-6/30/19)</i>	Interest Earned on Measure D funds <i>(since 4/1/17)</i>	Measure D Expended <i>(4/1/17-6/30/19)</i>	End of Year Fund Balance/ Carryover to be Spent in Future Years
SLV/Hwy 9	\$ 64,497	\$333,333	\$333,333	\$10,724	\$ 35,000.00	\$ 1,040,221

											In 5-year?
Project Name	Total Project Cost	FY16/17 Measure D Expenditures on this project	FY17/18 Measure D Expenditures	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	FY 18/19 Measure D-funded Capital Costs	FY18/19 Measure D-funded Non-capital <small>(non-infrastructure, outreach, admin, etc)</small>	Measure D-funded indirect costs	Leveraged Funds <small>(grants & other funds secured, which used Meas. D as match)</small>	Leveraged Fund Source Name(s)	Project in approved 5-year plan?
Hwy 9/SLV Corridor Plan - Completion of plan	\$ 621,007	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ 18,253.59	\$ 249,000.00	Caltrans Planning Grants	Yes
	Total	\$ -	\$ -	\$ 35,000.00		na	\$ 35,000.00	\$ 18,253.59	\$ 249,000.00		

	Project Information Continued				Project Status/Timeline				by Mode
Project Name	Location/ Limits	Description <small>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</small>	Project Category <small>(Drop-down Menu)</small>	Primary Project Type <small>(Drop-down Menu)</small>	Project Status	CEQA compliance <small>(List type of document & certification date - e.x. CE, 5/1/18)</small>	Construction schedule	Completion Date <small>(actual or estimate)</small>	% other <small>(e.g. airport, planning, TSM, etc)</small>
Hwy 9/SLV Corridor Plan - Completion of plan	Felton- Boulder Creek	Community-based comprehensive corridor plan, identifying priority transportation projects. Includes consultant and staff time and public outreach materials.	Multimodal (road & bike/ped/etc)	Safety Improvements	Complete	NA	TBD	6/30/2019	100% planning

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Neighborhood - SLV/Highway 9

Public Information/ Outreach	Date	Documentation	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	6/1/2017	Resolution	www.sccrtc.org/move
Date of latest 5-year plan update/hearing	6/6/2019	Staff report- www.sccrtc.org/move	www.sccrtc.org/move
Date of annual audit of Measure D Expenditures	4/13/2020	audit	Completed
News Article	Several	Quarterly updates	www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	sccrtc.org/move	www.sccrtc.org/move
Map of Measure D-funded Projects	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Signage	NA	NA	Measure D logo on outreach materials, website, etc. Meas. D signs being created for corridor.
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)		

Maintenance of Effort

FY18/19 LOCAL funds spent on SLV Measure D (exclude formula state & fed funds, special grants)	\$ 11,845	
Maintenance of Effort BASELINE	\$ -	None spent on Highway 9 prior to Measure D enactment
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ -	
If FY18/19 local expenditures were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Fiscal Officer - fund tracking	460-3217
Luis Mendez	Deputy - general oversight	460-3212
Brianna Goodman	Planner - implementation, oversight	460-3211

MEASURE D EXPENDITURE REPORT

Measure D Category						
Neighborhood: Hwy 17 Wildlife Crossing	FY 16/17 Measure D Revenues <i>(4/1/17-6/30/17)</i>	FY 17/18 Measure D Revenues <i>(7/1/17-6/30/18)</i>	FY 18/19 Measure D Revenues <i>(7/1/18-6/30/19)</i>	Interest Earned on Measure D funds <i>(since 4/1/17)</i>	Measure D Expended <i>(4/1/17-6/30/19)</i>	End of Year Fund Balance/ Carryover to be Spent in Future Years
	\$ 64,497	\$166,667	\$166,667	\$6,356	\$ -	\$ 570,853

									In 5-year?
Project Name	Total Project Cost	FY16/17 Measure D Expenditures on this project	FY17/18 Measure D Expenditures	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	FY 18/19 Measure D- funded Capital Costs	FY18/19 Measure D- funded Non-capital <i>(non- infrastructure, outreach, admin, etc)</i>	Leveraged Fund Source Name(s)	Project in approved 5- year plan?
Highway 17 Wildlife Crossing near Laurel Curve: Construction	\$12,500,000	\$ -	\$ -	\$ -	\$ 5,000,000.00	\$ -	\$ -	\$ -	Yes
Highway 17 Wildlife Crossing near Laurel Curve: Debt service/interest payments	\$1,000,000	\$ -	\$ -	\$ -	\$ 5,000,000.00	\$ -	\$ -	\$ -	Yes
Highway 17 Wildlife Crossing near Laurel Curve: Oversight and public outreach	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	Yes

		Project Information Continued			Project Status/Timeline				Mode
Project Name	Location/ Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Schedule	Completion Date <i>(actual or estimate)</i>	% State Highway
Highway 17 Wildlife Crossing near Laurel Curve: Construction	Highway 17 near Laurel Road/ Laurel Curve	Construct wildlife crossing to improve safety for drivers and wildlife	Highway/ Advanced Mitigation	Highway	In-progress	CatEX	Fall 2021-Summer 2023	Est. 2023	100%
Highway 17 Wildlife Crossing near Laurel Curve: Debt service/interest payments	Highway 17 near Laurel Road/ Laurel Curve	Construct wildlife crossing to improve safety for drivers and wildlife	Highway/ Advanced Mitigation	Highway	In-progress	NA	Fall 2021-Summer 2023	TBD	100%
Highway 17 Wildlife Crossing near Laurel Curve: Oversight and public outreach	Highway 17 near Laurel Road/ Laurel Curve	RTC staff work related to project implementation, including bonding, invoices, public outreach, etc.	Highway/ Advanced Mitigation	Highway	In-progress	NA			100%

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Highway 17 Wildlife Crossing

Public Information/ Outreach	Date	Documentation	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	6/1/2017	Resolution	www.sccrtc.org/move
Date of 5-Year Plan Public Hearing	6/6/2019	Staff report- www.sccrtc.org/move	www.sccrtc.org/move
Date of annual audit of Measure D Expenditures	4/13/2020	audit	Completed
News Article	Several	Quarterly updates	www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	sccrtc.org/move	www.sccrtc.org/move
Map of Measure D-funded Projects	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	Project fact sheets	www.sccrtc.org and project fact sheets
Signage	NA	NA	Measure D logo on outreach materials, website, etc. Meas. D signs being created for corridor.
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)		

Maintenance of Effort

FY18/19 LOCAL funds spent on Hwy 17 Wildlife (exclude formula state & fed funds, special grants)	\$ -	None.
Maintenance of Effort BASELINE	\$ -	None spent on Highway 17 Wildlife Xg prior to Measure D enactment
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ -	
If FY18/19 local expenditures were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Fiscal Officer - fund tracking	460-3217
Luis Mendez	Deputy - general oversight	460-3212
Rachel Moriconi	Planner - implementation, oversight	460-3203

MEASURE D EXPENDITURE REPORT

SCCRTC: Admin & Implementation		FY 16/17 Measure D Received <i>(4/1/17-6/30/17)</i>	FY 17/18 Measure D Received <i>(7/1/17-6/30/18)</i>	FY 18/19 Measure D Received <i>(7/1/18-6/30/19)</i>	Future	Measure D Expended <i>(4/1/17-6/30/19)</i>	End of Year Fund Balance/ Carryover to be Spent in Future Years
	Receipts	\$339,999	\$550,280	\$738,926	3% on avg	\$ 1,140,790	TBD
	Interest	\$0	\$5,816	\$11,304			
	Total Revenues	\$339,999	\$556,096	\$750,230			

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.

Agency	Project Name	Total Project Cost	FY16/17 Measure D Expenditures	FY17/18 Measure D Expenditures	FY18/19 Measure D Expenditures	Future Year expenditures	Measure D- funded Capital Costs	Measure D- funded Non-capital <i>(non- infrastructure, outreach, admin, etc)</i>	Measure D- funded indirect costs
RTC	Administration - RTC staff salaries and benefits	Max. 1% per year of Measure D revenues	\$ 11,462	\$ 207,365	\$ 191,753	approx. \$200k/yr	\$ -	\$ 132,298	\$ -
RTC	Implementation - salaries, benefits and overhead	Ongoing. Amount varies based on implementation costs.	\$ 90,415	\$ 59,328	\$ 297,330	Approx \$350k/yr	\$ -	\$ 57,290	\$ 254,399
RTC	Consultant Services - Audits	Ongoing			\$ 1,000	Approx 10k/yr	\$ -		
RTC	Consultant Services - Financing, revenue projections and outreach	Ongoing		\$ 34,047	\$ 1,498	Varies	\$ -	\$ 34,047	
RTC	Other Services & Supplies	Ongoing	\$ 8,200	\$ 3,770	\$ 4,700	Varies	\$ -	\$ 11,970	
RTC	County Elections	\$ 229,922	\$ 229,922			\$0	\$ -	\$ 229,922	
	Total		\$ 339,999	\$ 304,510	\$ 496,281		\$ -	\$ 465,526	\$ 254,399

SCCRTC: Admin & Implementation

DETAILED SUMMARY OF EXPENDITURES AND		Consistency with 5-year plan		Project Information Continued	
Agency	Project Name	Project in approved 5-year plan?	If not in 5-year plan or different amount or scope, why different?	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>
RTC	Administration - RTC staff salaries and benefits	Part of budget	Funds are in RTC budget, not part of 5-year plans	Countywide	Costs associated with accounting for receiving, dispersing, and managing Measure D funds, audits, and oversight committee staffing
RTC	Implementation - salaries, benefits and overhead				Costs associated with the implementation of the ordinance (developing the procedures and processes) that are not specific to a program or project; monitoring project implementation; implementation plan
RTC	Consultant Services - Audits				
RTC	Consultant Services - Financing, revenue projections and outreach				Public Outreach
RTC	Other Services & Supplies				Advertising
RTC	County Elections				Election costs billed by County Elections

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR:	FY18/19
Recipient Agency	Santa Cruz County Regional Transportation Commission (RTC)
Measure D Category	Administration, Implementation and Oversight

Public Information/ Outreach Date

Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - **please attach.**

Comments, additional info. If applicable, briefly explain why publicity requirement was not completed

Date Initial 5-Year Plan Adopted	6/1/2017	Resolution	https://sccrtc.org/meetings/commission/agendas/
Date of 5-Year Plan Public Hearing	6/1/17, 6/14/18, 6/6/19	Staff reports on RTC agenda website	https://sccrtc.org/meetings/commission/agendas/
Date of annual audit of Measure D Expenditures	4/13/2020	Auditor's Report	Completed. Presented to RTC board 5/7/20
News Article	Several	Quarterly updates	www.sccrtc.org/move and RTC board packet
Website with info on Meas. D projects	ongoing	sccrtc.org/move	www.sccrtc.org/move & RTC Budget
Map of Measure D-funded Projects	ongoing	On project fact sheets	www.sccrtc.org and project fact sheets
Photos (before/after)	ongoing	NA for Admin	N/A
Signage	NA	NA	Measure D logo on outreach materials, website, +
Describe any other public outreach conducted during the reporting year about Measure D	Notices about public hearing were sent to Measure D enews; news release after adoption; draft plans also reviewed by RTC Bicycle Committee, Elderly and Disabled Transportation Advisory Committee (E&D TAC) and the Interagency Technical Advisory Committee (ITAC)		

Maintenance of Effort

LOCAL funds spent during reporting year on Measure D Admin & Implementation (exclude formula state & fed funds, special grants)	\$ -	Measure D admin and implementation is to be fully funded by Measure D and not borne by other programs/funds per the Ordinance.
Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ -	RTC's local funds spent on Measure D prior to FY16/17 are not subject to MOE
FY19/20 LOCAL (formula state & fed funds) funds BUDGETED on Measure D category projects	\$ -	Measure D admin and implementation is to be fully funded by Measure D and not borne by other programs/funds per the Ordinance.
If Reporting FY local expenditures were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	Yes	Approved by Caltrans
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	NA

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Tracy New	Director of Finance - fund tracking	460-3217
Guy Preston	Executive Director - overall oversight	460-3200
Rachel Moriconi	Planner - implementation, oversight	460-3203

CITY OF CAPITOLA, CALIFORNIA

MEASURE D FUND FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Prepared by the Capitola Finance Department

City of Capitola
Measure D Fund Financial Statements
Year Ended June 30, 2019

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INDEPENDENT AUDITOR'S REPORT

The Honorable City Council
City of Capitola, California

Report on the Financial Statements

We have audited the accompanying balance sheet and the statement of revenues, expenditures and changes in fund balance of the Measure D Fund, a special revenue fund of City of Capitola, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure D Fund of the City, as of June 30, 2019, and the change in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matters

As discussed in Note 1, the financial statements present only the Measure D Fund, and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that budgetary comparison information for the Measure D Fund as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2019, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Palo Alto, California
December 12, 2019

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**CITY OF CAPITOLA
Measure D Fund
Balance Sheet
June 30, 2019**

	Measure D Fund
ASSETS	
Cash and investments	\$ 184,446
Due from other governments	<u>30,028</u>
Total Assets	<u><u>\$ 214,474</u></u>
LIABILITIES	
Accounts payable	<u>\$ 3,359</u>
FUND BALANCE	
Restricted for:	
Transportation	<u>211,115</u>
Total Liabilities and Fund Balance	<u><u>\$ 214,474</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF CAPITOLA
Measure D Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
Year Ended June 30, 2019

	Measure D Fund
REVENUES	
Intergovernmental	\$ 330,161
Use of money and property	<u>8,694</u>
Total Revenues	<u>338,855</u>
EXPENDITURES	
Current:	
Transportation	<u>345,355</u>
Net Change in Fund Balance	(6,500)
Fund Balance, Beginning of Year	<u>217,615</u>
Fund Balance, End of Year	<u><u>\$ 211,115</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF CAPITOLA
Measure D Fund
Notes to the Financial Statements
Year Ended June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Reporting Entity

All transactions of the Santa Cruz County Regional Transportation Commission – Measure D Fund (Measure D Fund) of the City of Capitola (the City) are included as a separate special revenue fund in the basic financial statements of the City. The accompanying financial statements are for Measure D Fund only and are not intended to fairly present the financial position or results of operations of the City.

B. Basis of Presentation

Fund Accounting

The operations of the Fund are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

C. Basis of Accounting

The Measure D fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers the majority of revenues to be available if they are collected within 60 days of the end of the current fiscal period. The City's only exception to this timeline is Sales Tax receipts which are recorded as revenues if received within 90 days.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, pension and other postemployment benefits and claims and judgments, are recorded only when payment is due.

CITY OF CAPITOLA
Measure D Fund
Notes to the Financial Statements
Year Ended June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

D. Assets, Liabilities, and Fund Balance

1) Cash and Investments

Investments are reported in the accompanying balance sheet at fair value, except for nonparticipating certificates of deposit and investment contracts that would be reported at cost because they are not transferable and they have terms that are not affected by changes in interest rates.

Changes in fair market value that occur during a fiscal year are recognized as *investment income* reported for that fiscal year. *Investment income* includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash and investments of all funds under management of the City's Treasurer. The pool is not registered with the SEC. Each fund's share in this pool is displayed in the accompanying financial statements as *cash and investments*.

The City pools idle cash from all funds in order to increase income earned through its investment program. Investment income from pooled investments is allocated to those funds that are required by law or administrative action to receive interest. Investment income is allocated on a quarterly basis based on the cash balance in each fund.

2) Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

Noncurrent portions of long-term interfund loan receivables are reported as advances and such amounts are offset equally by a fund balance restricted account that indicates they do not constitute expendable available financial resources and therefore are not available for appropriation.

3) Use of Estimates

The financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America and necessarily include amounts based on estimates and assumptions by management. Actual results could differ from those amounts.

CITY OF CAPITOLA
Measure D Fund
Notes to the Financial Statements
Year Ended June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

D. Assets, Liabilities, and Fund Balance (continued)

4) Fund Balance

As of June 30, 2019, fund balance of the Measure D Fund was classified as restricted which is defined as amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

2. MEASURE D FUNDS

Under Measure D, approved by the voters of Santa Cruz County in 2016, the City receives a portion of the proceeds of an additional one-half cent sales tax to be used to improve children's safety around schools; repair potholes; repave streets; improve traffic flow on Highway 1; maintain senior/disabled transit; reduce global warming pollution by providing transportation options like sidewalks, buses, bike lanes, trails; and preserve rail options.

3. CASH AND INVESTMENTS

Cash and investments held by the Measure D Fund at June 30, 2019, consisted of \$184,446 in cash pooled with the City's Cash and Investments.

Investments Authorized by the California Government Code and the City of Capitola's Investment Policy:

Allowable investment instruments are defined in the California Government Code Section 53600, et. seq., as amended. If the Code is further revised to allow additional investments or is changed regarding the limits on certain categories of investments, the City is authorized to conform to these changes, excluding those changes that may be prohibited by this policy. Where the Government Code specifies a percentage limitation for a particular category of investments, that percentage is applicable only at the date of purchase. The City's pool is not rated and is not registered with the SEC. The City's average maturity of its investments is less than one year.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF CAPITOLA
Supplementary Information
Measure D Fund
Budgetary Comparison Schedule
Year Ended June 30, 2019

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		Positive (Negative)
Revenues:				
Intergovernmental	\$ 300,000	\$ 300,000	\$ 330,161	\$ 30,161
Use of money and property	-	-	8,694	8,694
Total revenues	300,000	300,000	338,855	38,855
Expenditures:				
Current:				
Transportation	300,000	300,000	345,355	(45,355)
Total expenditures	300,000	300,000	345,355	(45,355)
Net Change in Fund Balance	-	-	(6,500)	(6,500)
Fund balance, beginning of year	217,615	217,615	217,615	-
Fund balance, end of year	\$ 217,615	\$ 217,615	\$ 211,115	\$ (6,500)

CITY OF CAPITOLA
Notes to Supplementary Information
Year Ended June 30, 2019

BUDGETS AND BUDGETARY ACCOUNTING

The City adheres to the following procedures in establishing the budgetary data reflected in the financial statements:

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for governmental funds. The City's budget ordinance requires that in April of each fiscal year, the City Manager must submit a preliminary budget that includes projected expenditures and the means of financing them, to the City Council for the fiscal year commencing the following July 1. As modified during public study sessions, the preliminary budget becomes the proposed budget. Following public hearings on the proposed budget, the final annual budget is adopted by the City Council in June of the following fiscal year. After adoption of the final budget, transfers of appropriations within a general fund department, or within each fund can be made by the City Manager. Budget modifications between funds, increases or decreases to a fund's overall budget, transfers between general fund departments or transfers that affect capital projects must be approved by the City Council or Agency Board. Numerous properly authorized amendments are made during the fiscal year. Appropriations lapse at fiscal year-end.

Budgetary control is enhanced by integrating the budget into the general ledger. Encumbrance accounting is employed (e.g., purchase orders) to avoid over-expenditure. Encumbrances outstanding at fiscal year-end are automatically rebudgeted in the following fiscal year, unless specifically cancelled by Council action. Per Capitola Municipal Code 3.20.060.C: "The appropriation for the uncompleted balance of executory contracts should not lapse at year-end but is automatically appropriated for the succeeding fiscal year unless specifically cancelled by council action."



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Honorable City Council
City of Capitola, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Measure D Fund (Measure D Fund) of the City of Capitola, California (City), as of and for the year ended June 30, 2019, and have issued our report thereon dated December 12, 2019. Our opinion included an emphasis of matter as discussed in Note 1, that the financial statements present only the Fund specific to Measure D Fund, and are not intended to present fairly the financial position and results of operations of the City in conformity with accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Fund's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure D Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements including the applicable compliance requirements specified in the Measure D agreement between the City and Santa Cruz Regional Transportation Commission, and noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Palo Alto, California
December 12, 2019

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency **City of Capitola**

Public Information/ Outreach	Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - <i>please attach.</i>	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date 5-Year Plan Adopted	6/8/2017	Resolution	part of overall budget
Date of 5-Year Plan Public Hearing	6/8/2017	Staff report	part of overall budget
Date of annual audit of Measure D Expenditures	12/12/2019	audit	attached
News Article	ongoing	webpage	http://www.cityofcapitola.org/cityadministration/page/capitola-social-media
Website with info on Meas. D projects	ongoing	webpage	http://www.cityofcapitola.org/publicworks/page/streets
Map of Measure D-funded Projects	ongoing	webpage	http://www.cityofcapitola.org/publicworks/page/streets
Photos (before/after)	ongoing	Instagram	http://www.cityofcapitola.org/cityadministration/page/capitola-social-media
Signage	ongoing	Instagram	http://www.cityofcapitola.org/cityadministration/page/capitola-social-media
Describe any other public outreach conducted during the reporting year about Measure D			

Maintenance of Effort

Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 1,005,819	Pre-Measure D Baseline of average of locally-generated revenues (ex. general funds, sales and property taxes and other fees) and expenditures for transportation purposes in the three to five fiscal years prior to 2017 (the start of Measure D allocations to recipient agencies) = FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13.	
FY17/18 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ 1,166,141	City General Fund	part of overall budget
FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds)	\$ 1,453,293	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)	
If the most recent fiscal year's expenditures of local funds were lower than the baseline amount, explain why. (e.g. emergencies, extraordinary event - fires, etc) Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement.	NA		
Does your agency have an indirect cost allocation plan?	Yes	If "no", Measure D funds cannot be used for indirect costs.	
Cities/County Only: Does your agency have an adopted Complete Streets policy?	No	If "yes" - when was it adopted?	

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Jim Malberg	Finance Director: Audits and Accounting	
Kailash Mozumder	Project development and implementation	
Steve Jesberg	Public Works Director	

MEASURE D EXPENDITURE REPORT

Agency	Beginning of Year Fund Balance	FY 16/17-17/18 Measure D Received (4/1/17-6/30/18)	FY 18/19 Measure D Received (7/1/18-6/30/19)	Interest Earned on Measure D funds FY16/17-FY18/19	Measure D Expended (7/1/18-6/30/19)	End of Year Fund Balance/ Carryover to be Spent in Future Years
City of Capitola	\$ 217,615.00	\$ 323,565.04	\$ 330,161.00	\$ 11,345.77	\$ 453,956.83	\$ 211,114.98

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.						(expenditures -FY16/17-18/19)			Consistency with 5-year plan			
#	Project Name	Total Project Cost	Prior year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures (actual spent)	(Est) Future Year(s) Measure D Expenditures	Measure D-funded Capital Costs (expenditures - FY16/17-18/19)	Measure D-funded Non-capital (non-infrastructure, outreach, admin, etc) -	Measure D-funded indirect costs	Leveraged Funds (grants & other funds secured, which used Meas. D as match)	Leveraged Fund Source Name(s)	Project in approved 5-year plan? (yes/no)	If not in 5-year plan or different amount or scope, why different?
1	Hwy 1 Enhanced Bike Lanes	\$ 148,645.00	\$ 63,276.83	\$ -	\$ -	\$ 63,276.83	\$ -	\$ -	\$ -		Yes	
2	2017-18 City-wide Slurry Seal	\$ 380,967.00	\$ 45,325.00	\$ 301,407.59	\$ -	\$ 346,732.59	\$ -	\$ -	\$ -		Yes	
3	Brommer St. Construction	\$ 770,000.00	\$ -	\$ 43,947.00		\$ 43,947.00	\$ -	\$ -	\$ -		Yes	
	Total	\$ 108,601.83	\$ 345,354.59	\$ -	\$ -	\$ 453,956.42	\$ -	\$ -	\$ -			

Agency

City of Capitola

DETAILED SUMMARY OF EXPENDITURES AND		Project Information Continued				Project Status/Timeline			
#	Project Name	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>
1	Hwy 1 Enhanced Bike Lanes	all intersections in city limits near HWY 1	installed green bike lanes	Bike only	Bikeways (non-Class I)	Complete	exempt	8/1/17-10/13/17	10/13/2017
2	2017-18 City-wide Slurry Seal	46th Avenue (Capitola Rd to Clares St), Wharf Rd (Clares Street to Hwy 1), Prospect Ave (49th Ave to Lincoln), Capitola Ave (Bay Ave to Hwy 1), Plum St (Capitola Ave to Rosedale Ave), Pine St (Capitola Ave to Rosedale Ave), Beverly Ave (Capitola Ave to Burlingame Ave), Burlingame Ave (Beulah Dr to Bay Ave), Del Monte Ave (Pilgrim Dr to Bay Ave), Pilgrim Dr (Burlingame Ave to Bay Ave)	Type 2 Slurry Seal, including restriping of existing crosswalks and bike lanes	Road Rehab	Street Resurfacing/ Maintenance	Complete	exempt	7/1/2017-6/30/2018	6/30/2018
3	Brommer St. Construction	Brommer St from City Limits (approx 30th Ave) to 41st Ave	Complete street improvements to improve access for vehicles, bikes, and pedestrians. Pavement reconstruction, install ADA driveways and sidewalks, and reconfigure eastbound approach to 41st Ave. for vehicle access.	Road Rehab	Street Resurfacing/ Maintenance	In-progress	exempt	Summer 2020	Fall 2020

Agency

City of Capitola

DETAILED SUMMARY OF EXPENDITURES AND		Project Costs by Mode - estimate percent of project by mode									Additional Metrics - if applicable					Other
#	Project Name	% System Preservation	% Roadway (on local roads, non-sys. preservation - ex. traffic circulation, intersections, highway, etc.)	% State Highway	% Bike	% Ped	% Transit	% Para-transit	% other (e.g. airport, planning, TSM, etc)	% SUM	New Bike Lane Miles	New Pedestrian Path or Sidewalk Miles	Miles of pavement rehab/repair (pothole, seals, etc)	Rehab of bikeways, sidewalks, or ADA ramps included? (describe)	If Complete Streets not incorporated into project, why not?	Other Notes or Information (optional)
1	Hwy 1 Enhanced Bike Lanes	N/A	0%	0%	100%	0%	0%	0%	0%	100%	0.25	0	0	Yes- upgrade of bike lanes	NA	
2	2017-18 City-wide Slurry Seal	100%	90%	0%	10%	0%	0%	0%	0%	100%	0	0	3	No	N/A	
3	Brommer St. Construction		85%	0%	10%	5%	0%	0%	0%	100%	0.2	0.06	0.2	Yes- upgrade of bike lanes, ADA driveway approaches	N/A	
		100%	58%	0%	40%	2%	0%	0%	0%		0.45	0.06	3.20			

City of Santa Cruz

State of California

Measure D Fund Financial Statements

For the Fiscal Year Ended June 30, 2019

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City of Santa Cruz
Measure D Fund
Report For the year ended June 30, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor, Members of the City Council and Citizens of the City of Santa Cruz, California

Report on the Financial Statements

We have audited the accompanying financial statements of the 2016 Measure D Fund (Measure D Fund), a nonmajor special revenue fund of City of Santa Cruz, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure D Fund of the City, as of June 30, 2019, and the change in financial position thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matters

As discussed in Note 1, the financial statements present only the Measure D Fund, and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Management has omitted management's discussion and analysis information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 24, 2020, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



Palo Alto, California
February 19, 2020

City of Santa Cruz

Balance Sheet

Measure D Fund

(A nonmajor special revenue fund of the City of Santa Cruz, California)

June 30, 2019

	Measure D Fund
Assets:	
Cash and investments	\$ 689,703
Interest receivable	6,387
Taxes receivable	112,232
Total assets	<u>\$ 808,322</u>
Fund Balance:	
Restricted:	
Streets and roads	808,322
Total fund balance	<u>\$ 808,322</u>

The accompanying notes are an integral part of these financial statements.

City of Santa Cruz

Statement of Revenues, Expenditures, and Changes in Fund Balance

Measure D Fund

(A nonmajor special revenue fund of the City of Santa Cruz, California)

For the year ended June 30, 2019

	Measure D Fund
Revenues:	
Intergovernmental	\$ 1,335,520
Use of money and property	29,507
Total revenues	<u>1,365,027</u>
Expenditures:	
Current:	
Transit	<u>1,175,175</u>
Total expenditures	<u>1,175,175</u>
Net change in fund balances	189,852
Fund balance, beginning of year	618,470
Fund balance, end of year	<u><u>\$ 808,322</u></u>

The accompanying notes are an integral part of these financial statements.

City of Santa Cruz

Notes to the Financial Statements

Measure D Fund

(A nonmajor special revenue fund of the City of Santa Cruz, California)

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

All transactions of the Santa Cruz County Regional Transportation Commission – Measure D Fund (Measure D Fund) of the City of Santa Cruz (the City) are included as a separate special revenue fund in the basic financial statements of the City. The accompanying financial statements are for Measure D Fund only and are not intended to fairly present the financial position or results of operations of the City.

B. Basis of Presentation

Fund Accounting

The operations of the Measure D Fund are accounted in a nonmajor special revenue fund, in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

C. Basis of Accounting

The Measure D funds are accounted for on a spending or "current financial resources" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current resources. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Generally, revenues are considered available if they are collected within 60 days after fiscal year end. If revenues are not subject to accrual, they are recorded when received in cash. The primary revenue sources, which have been treated as susceptible to accrual by the City, are sales tax, intergovernmental revenues, and other taxes. Expenditures are generally recorded in the accounting period in which the related fund liability is incurred.

D. Cash, Cash Equivalents, and Investments

Cash and cash equivalents include currency on hand and deposits in the City's cash and investment pool. These deposits have the same characteristics for the participating funds as demand deposit accounts, in that the funds including the Measure D fund may deposit additional cash at any time and also effectively withdraw cash at any time without prior notice or penalty.

City of Santa Cruz

Notes to the Financial Statements

Measure D Fund

(A nonmajor special revenue fund of the City of Santa Cruz, California)

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

E. Fund Balance

As of June 30, 2019, fund balance of the Measure D Fund was classified as restricted which is defined as amounts that can be spent only for specific purposes because of constraints that are externally imposed by grantors, contributors, or the laws or regulations.

F. Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions. These estimates and assumptions affect the amounts reported and the disclosures in the financial statements. Actual results could differ from these estimates and assumptions.

2. MEASURE D FUNDS

Under Measure D, approved by the voters of Santa Cruz County in 2016, the City receives a portion of the proceeds of an additional one-half cent sales tax to be used to improve children's safety around schools; repair potholes; repave streets; improve traffic flow on Highway 1; maintain senior/disabled transit; reduce global warming pollution by providing transportation options like sidewalks, buses, bike lanes, trails; and preserve rail options.

3. CASH DEPOSITS AND INVESTMENTS

Cash and investments held by the Measure D Fund at June 30, 2019, consisted of \$689,703 in cash pooled with the City's Cash and Investments.

Investments authorized by the California Government Code and the City of Santa Cruz's investment policy:

Allowable investment instruments are defined in the California Government Code Section 53600, et. seq., as amended. If the Code is further revised to allow additional investments or is changed regarding the limits on certain categories of investments, the City is authorized to conform to these changes, excluding those changes that may be prohibited by this policy. Where the Government Code specifies a percentage limitation for a particular category of investments, that percentage is applicable only at the date of purchase. The City's pool is not rated and is not registered with the SEC. The City's average maturity of its investments is less than one year.

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

The Honorable City Council
City of Santa Cruz, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Measure D Fund (Measure D Fund) of the City of Santa Cruz, California (City), as of and for the year ended June 30, 2019, and have issued our report thereon dated February 19, 2020. Our opinion included an emphasis of matter as discussed that the financial statements present only the Fund specific to Measure D Fund, and are not intended to present fairly the financial position and results of operations of the City in conformity with accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure D Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements including the applicable compliance requirements specified in the Measure D agreement between the City and Santa Cruz Regional Transportation Commission, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* or the Measure D agreement.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Handwritten signature of Erik Bailly LLP in cursive script.

Palo Alto, California
February 19, 2020

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency

City of Santa Cruz

Public Information/ Outreach	Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - <i>please attach.</i>	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	4/24/2018	By Motion	City Council agenda
Date of 5-Year Plan Public Hearing	4/24/2018	By Motion	City Council agenda
Date of annual audit of Measure D Expenditures	12/31/2019	audit	
News Article	Various	copy of articles	Provided as a separate attachment
Website with info on Meas. D projects	ongoing	webpage sample	http://www.cityofsantacruz.com/home/showdocument?id=71794
Map of Measure D-funded Projects	ongoing	copy of map or webpage	See CIP document, Link above.
Photos (before/after)	ongoing	Document with photos, captions	Provided as a separate attachment
Signage	ongoing	photo of signs	Provided as a separate attachment
Describe any other public outreach conducted during the reporting year about Measure D	5-Year plans provided to Transportation and Public Works Commission on March 19, 2018. Project press releases.		

Maintenance of Effort

FY17/18 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ 6,382,963	
Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 3,434,181	
FY18/19 LOCAL (exclude HUTA, formula state & fed funds) funds BUDGETED on multimodal local road repairs & maintenance	\$ 19,903,237	c400809 = \$6,338,981 of Measure H + \$500,000 of Gas Tax c400810 = \$1,979,106 of Measure H c401413 = \$50,000 of Business Contribution + \$1,000,000 from Gas Tax+ \$1,100,000 Measure D-SCCRTC + \$2,286 General Fund c401804 - \$1,500,000 SC County Land Trust c401807 = 500,000 from Measure D SCCRTC c401902 = \$150,000 from RSTPx m400819 = \$100,000 Capital Contributions - Developer + \$100,000 Gas Tax c400805 = \$4,697,849 Traffic Impact Fee + \$500,000 successor agency + \$495,151 Gas Tax c401410 = \$439,613 Traffic Impact Fee c401901 = \$200,000 from Wastewater, General Fund = \$350,000 c401812 = \$50,251 from Parking Fund
If FY18/19 local expenditures were lower than the baseline amount, explain why. (e.g. emergencies, extraordinary event - fires, etc) Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement.		N/A
Does your agency have an indirect cost allocation plan?	No	If "no", Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	Yes	General Plan 2030, adopted 2012

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Chris Schneider	Public Works Assistant Director-Recording Measures	420-5422/csneider@cityofsantacruz.com
Nicholas Gong	Accountant - Recoring Rev/Exp	420-5058/ngong@cityofsantacruz.com

MEASURE D EXPENDITURE REPORT

Agency	Beginning of Year Fund Balance	FY 18-19 Measure D Received	Interest Earned on Measure D funds	Measure D Expended (FY18-19)	End of Year Fund Balance/ Carryover to be Spent in Future Years
City of Santa Cruz	\$ 618,470.08	\$ 1,335,519.25	\$ 25,161.76	\$ 1,175,174.99	\$ 808,322

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.

#	Project Name	Total Project Cost	Past year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	Measure D-funded Capital Costs	Measure D-funded Non-capital (non-infrastructure, outreach, admin, etc)	Measure D-funded indirect costs	Leveraged Funds (grants & other funds secured, which used Meas. D as match)	Leveraged Fund Source Name(s)
2	c401413 - MB Sanctuary Scenic Trail Segment 7 - City	\$ 6,578,432.21	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ -	\$ -	\$ 5,580,718.23	Contribution-businesses, State & Federal, Gas Tax, SCCRTC
3	m402001 - MB Sanctuary Scenic Trail (Rail Trail) - Maintenance -RTC	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -		
4	c401902 - Pacific Ave. Sidewalk between Front and Second	\$150,000			\$150,000					RSTPx
5	c401804 - MB Sanctuary Scenic Trail (Rail Trail) Segment 8 & 9 - City	\$ 4,669,000.00	\$ -	\$ -	\$ 2,000,000.00	\$ -	\$ -	\$ -	\$ 4,669,000.00	ATP & Santa Cruz County Land Trust
6	c401807 - SLR Parkway Phase III -Trestle Trail Widen - City	\$ 2,277,033.7	\$ 136,526.33	\$ 810,734.99	\$ -	\$ 810,734.99	\$ -	\$ -	\$ 1,245,000.00	State Natural Resources agency & State Capital Grants - TDA
7	c401805 Swanton Blvd Multi-use Path	\$ -	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
9	c401806 Market Street Bikelanes and Sidewalk	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
10	Active Transportation Program Project	\$ -	\$ -		\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
11	c401812 - Downtown Bike Locker Replacement Program - City	\$ 100,250.72	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,250.72	Parking Fund Balance
12	g401901 - SR2S and Youth Bike Safety programs	\$ 33,000.00	\$ -	\$ 33,000.00	\$ 283,000.00	\$ -	\$ 33,000.00	\$ -	\$ -	\$ -
13	c400809 - City Arterial & Collector St Reconstruction and Overlay	\$ 9,779,700.93	\$ 250,000.00	\$ 165,720.00	\$ 1,500,000.00	\$ 165,720.00	\$ -	\$ -	\$ 9,613,981.00	Gas Tax, Measure H, State Capital Grants
14	c400810 - City Residential & Collector St Reconstruction and Overlay	\$ 2,144,825.97	\$ 250,000.00	\$ 165,720.00	\$ 1,500,000.00	\$ 165,720.00	\$ -	\$ -	\$1,979,105.97	Measure H
Total		\$ 25,732,243.50	\$ 686,526.33	\$ 1,175,174.99	\$ 7,083,000.00	\$ 1,142,174.99	\$ 33,000.00	\$ -	\$ 23,138,055.92	

Agency

City of Santa Cruz

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLIS		Consistency with 5-year plan		Project Information Continued				Project Status/Timeline			
#	Project Name	Project in approved 5-year plan?	If not in 5-year plan or different amount or scope, why different?	Location/Limits	Description <small>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</small>	Project Category <small>(Drop-down Menu)</small>	Primary Project Type <small>(Drop-down Menu)</small>	Project Status	CEQA compliance <small>(List type of document & certification date - e.x. CE, 5/1/18)</small>	Construction schedule	Completion Date <small>(actual or estimate)</small>
2	c401413 - MB Sanctuary Scenic Trail Segment 7 - City	Yes	N/A	Natural Bridges to the MB Sanctuary Center at Pacific & Beach	Construct bike/ped path adjacent to railroad tracks	Rail	Multiuse Paths (Class I)	In-progress	IS/MND	6/1/19-6/1/20	Phase 1 6/1/20 Phase 2 TBD
3	m402001 - MB Sanctuary Scenic Trail (Rail Trail) - Maintenance -RTC	Yes	N/A	Rail Trail within city limits	Maintenance of trail once built	Rail	Multiuse Paths (Class I)	In-progress	NA	Annual	
4	c401902 - Pacific Ave. Sidewalk between Front and Second		NA	Pacific Ave. between Front and Second	Construct sidewalk						
5	c401804 - MB Sanctuary Scenic Trail (Rail Trail) Segment 8 & 9 - City	Yes	N/A	Wharf Roundabout and 17th Ave.	Construct bike/ped path adjacent to railroad tracks	Rail	Multiuse Paths (Class I)	In-progress	TBD	TBD	TBD
6	c401807 - SLR Parkway Phase III -Trestle Trail Widen - City	Yes	N/A	San Lorenzo River	Construct bike/ped bridge adjacent to railroad tracks	Bike/Ped	Multiuse Paths (Class I)	In-progress	IS/MND	1/2/19-6/1/19	6/1/2019
7	c401805 Swanton Blvd Multi-use Path	Yes	N/A	West Cliff to Natural Bridges drive.	Bike and ped path	Bike/Ped	Multiuse Paths (Class I)	In-progress	TBD	TBD	TBD
9	c401806 Market Street Bikelanes and Sidewalk	Yes	N/A	Between Avalon and Stoney Creek Rd. & Market/Goss Ave.	Bikelanes, sidewalk and ramps	Bike/Ped	Other <small>(describe in project description column)</small>	In-progress	CE	TBD	TBD
10	Active Transportation Program Project	Yes	N/A	Citywide	Bikelanes, sidewalk and ramps	Multimodal (road & bike/ped/etc)	Other <small>(describe in project description column)</small>	In-progress	CE	TBD	6/30/2019
11	c401812 - Downtown Bike Locker Replacement Program - City	Yes	N/A	Downtown Lots and Garages	Upgrade and replace bicycle lockers	Bike only	Bike Parking	In-progress	CE	Phase 1 complete	6/30/2020
12	g401901 - SR2S and Youth Bike Safety programs	Yes	N/A	Citywide	Ed programs implemented by Ecology Action and Bike SC Co	Multimodal (road & bike/ped/etc)	Education and Promotion	In-progress	NA	NA	on going
13	c400809 - City Arterial & Collector St Reconstruction and Overlay	Yes	N/A	City Limits	repaving	Road Rehab	Street Resurfacing/Maintenance	In-progress	CE	Annual	Annual
14	c400810 - City Residential & Collector St Reconstruction and Overlay	Yes	N/A	City Limits	repaving	Road Rehab	Street Resurfacing/Maintenance	In-progress	CE	Annual	Annual

Total

Agency

City of Santa Cruz

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS		Project Costs by mode - estimate percent of project by mode			Additional Metrics - if applicable					Other
#	Project Name	% System Preservation	% Bike	% Ped	New Bike Lane Miles	New Pedestrian Path or Sidewalk Miles	Miles of pavement rehab/repair (pothole, seals, etc)	Rehab of bikeways, sidewalks, or ADA ramps included? (describe)	If Complete Streets not incorporated into project, why not?	Other Notes or Information (optional)
2	c401413 - MB Sanctuary Scenic Trail Segment 7 - City		50%	50%		2.1 miles			na	
3	m402001 - MB Sanctuary Scenic Trail (Rail Trail) - Maintenance -RTC	100%							na	
4	c401902 - Pacific Ave. Sidewalk between Front and Second								na	
5	c401804 - MB Sanctuary Scenic Trail (Rail Trail) Segment 8 & 9 - City		50%	50%		2.5 miles			na	
6	c401807 - SLR Parkway Phase III -Trestle Trail Widen - City		50%	50%		340 feet			na	
7	c401805 Swanton Blvd Multi-use Path		50%	50%					na	
9	c401806 Market Street Bikelanes and Sidewalk		20%	80%					na	
10	Active Transportation Program Project		50%	50%					na	
11	c401812 - Downtown Bike Locker Replacement Program - City			100%					na	
12	g401901 - SR2S and Youth Bike Safety programs								na	
13	c400809 - City Arterial & Collector St Reconstruction and Overlay	80%	10%	10%				Yes	na	
14	c400810 - City Residential & Collector St Reconstruction and Overlay	80%	10%	10%				Yes	na	
Total		87%	36%	50%	0.00	4.70	0.00			

Measure D: Neighborhood Projects Program (Funds to Cities and County for Local Streets and Roads - LSR)

Performance Measures

AGENCY:

City of Santa Cruz

Measure D recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be provided or requested by the RTC or recipients.

Submittal date 1/6/2020

Performance Measure	Performance Metric and Standard		Corrective Action
	Baseline/Prior Year	Current	
Pavement State of Repair	Track city/countywide Pavement Condition Index (PCI), which rates the "surface condition" of local streets from 1 to 100, at least every three years.		Any agency with a falling PCI must provide an explanation. If the PCI drops, specify what funding amounts, policies, or other needs are required to enable increasing the PCI to 60 (fair) or above.
Average Network PCI (0-100)*	60	67	
Date of PCI Analysis (month/year)	Avg 2013-2017	11/1/2019	
Miles repaved in FY18/19 (using all funds, not just Measure D)		5.14 Miles	
Miles agency plans to repave in FY19/20 (using all funds, not just Measure D)		1.1 Miles	
Total centerline miles in jurisdiction		136 Miles	
Complete Streets Implementation			Provide an explanation if less than 20% of Measure D funds are spent on bicycle and pedestrian facilities.
Percent of annual Measure D funds used to support bicycling and walking.		Over 75%	
Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways)		6,500 lineal feet of new and replacement bike facilities (trail, pavement, lanes, green lanes, sharrows)	
Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/stripping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained)		20 new and replacement curb ramps. Some of bike facilities noted above are also pedestrian facilities.	
Describe how school access was improved for children bicycling and walking, which may include collision data		Replacement curb ramps, crosswalks restriped and bike lane restriped. Street Smarts Program including bike education in elementary schools.	
Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration	Investment into capital projects and programs is greater than funding program administration	Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years
Amount expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	See Expenditures Tab	See Expenditures Tab	
Leveraged Funds	Report total grants and other funding secured using Measure D as a match.	Report total grants and other funding secured using Measure D as a match.	Explain if Measure D funds fully funding all projects.
Amount of competitive grants secured using Measure D as match		See Expenditures Tab	

City of Scotts Valley

Measure D Fund

Scotts Valley, California

*Financial Statements and
Independent Auditors' Reports*

For the year ended June 30, 2019

City of Scotts Valley Measure D Fund
Table of Contents
For the year ended June 30, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of City Council
of the City of Scotts Valley
Scotts Valley, California

We have audited the accompanying financial statements of the Measure D Fund (Measure D Fund) of the City of Scotts Valley, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Honorable Mayor and Members of City Council
of the City of Scotts Valley
Scotts Valley, California
Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure D Fund of the City as of June 30, 2019, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Measure D Fund and do not purport to, and do not, present fairly the financial positions of the City as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Measure D Fund's basic financial statements. The budgetary comparison information is presented for the purpose of additional analysis and is not a required part of the basic financial statements.

The budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

To the Honorable Mayor and Members of City Council
of the City of Scotts Valley
Scotts Valley, California
Page 3

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 31, 2020, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Badawi & Associates". The signature is written in a cursive, flowing style.

Badawi and Associates
Certified Public Accountants
Berkeley, California
January 31, 2020

City of Scotts Valley
Measure D Fund
Balance Sheet
June 30, 2019

ASSETS

Cash and Investments	\$	246,398
Due from other governments		24,182
Total assets	\$	270,580

FUND BALANCE

Fund Balance:

Restricted	\$	270,580
Total fund balance	\$	270,580

City of Scotts Valley
Measure D Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Year Ended June 30, 2019

REVENUES:

Taxes and assessments	\$	287,756
Investment earnings		7,962
Total Revenues		295,718

EXPENDITURES:

Current:		
Public works		782
Capital outlay		307,536
Total Expenditures		308,318
Net change in fund balances		(12,600)

FUND BALANCES:

Beginning of year		283,180
End of year	\$	270,580

City of Scotts Valley Measure D Fund
Notes to Financial Statements
For the year ended June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. *Description of Reporting Entity*

All transactions of the Santa Cruz County Regional Transportation Commission – Measure D Fund (Measure D Fund) of the City of Scotts Valley (the City) are included as a separate special revenue fund in the basic financial statements of the City. The accompanying financial statements are for Measure D Fund only and are not intended to fairly present the financial position or results of operations of the City.

B. *Basis of Presentation*

Fund Accounting

The operations of the Fund are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

C. *Basis of Accounting*

The Measure D fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers the majority of revenues to be available if they are collected within 45-90 days of the end of the current fiscal period. Expenditures are recorded in the accounting period in which the related fund liability is incurred

D. *Assets, Liabilities and Fund Balance*

1) Cash and Investments

Investments are reported in the accompanying balance sheet at fair value, except for nonparticipating certificates of deposit and investment contracts that would be reported at cost because they are not transferable and they have terms that are not affected by changes in interest rates.

Changes in fair market value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash and investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments.

The City pools idle cash from all funds in order to increase income earned through its investment program. Investment income from pooled investments is allocated to those funds that are required by law or administrative action to receive interest. Investment income is allocated on a quarterly basis based on the cash balance in each fund.

City of Scotts Valley Measure D Fund
Notes to Financial Statements
For the year ended June 30, 2019

D. Assets, Liabilities and Fund Balance, Continued

2) Receivables

Receivables include amounts due from other governments. Receivables are recorded and revenues are recognized as earned or as specific program expenditures are incurred.

3) Use of Estimates

The financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America and necessarily include amounts based on estimates and assumptions by management. Actual results could differ from those amounts.

4) Fund Balance

As of June 30, 2019, fund balance of the Measure D Fund was classified as restricted which is defined as amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

2. Measure D Funds

Under Measure D, approved by the voters of Santa Cruz County in 2016, the City receives a portion of the proceeds of an additional one-half cent sales tax to be used to improve children's safety around schools; repair potholes; repave streets; improve traffic flow on Highway 1; maintain senior/disabled transit; reduce global warming pollution by providing transportation options like sidewalks, buses, bike lanes, trails; and preserve rail options.

3. Cash and Investments

Cash and investments held by the Measure D Fund at June 30, 2019, consisted of \$246,398 in cash pooled with the City's Cash and Investments.

The City pools cash and investments of all funds, except amounts held by fiscal agents. The Council invests on behalf of most funds of the City in accordance with the California State Government Code and the City's investment policy. Investments are reported in the accompanying balance sheet at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Cash deposits are reported at carrying amount which reasonably estimates fair value. Managed funds not listed on an established market are reported at the estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities.

SUPPLEMENTARY INFORMATION

City of Scotts Valley Measure D Fund
Supplementary Information
For the years ended June 30, 2019

1. BUDGETARY INFORMATION

A. Budgets and budgetary accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all government funds. Appropriations lapse at fiscal year-end. The appropriated budget is prepared by fund, function and department. The City manager may make transfers of appropriations within a department. Transfers between departments and other changes require City Council approval. The legal level of control is the department and fund level. The Council made supplemental appropriations during the fiscal year. Encumbrance accounting is not employed in governmental funds.

City of Scotts Valley
Budgetary Comparison Schedule - Measure D Fund
For the year ended June 30, 2019

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
REVENUES:				
Taxes and assessments	\$ 265,800	\$ 265,800	\$ 287,756	\$ 21,956
Investment earnings	100	100	7,962	7,862
Total revenues	265,900	265,900	295,718	29,818
EXPENDITURES:				
Current:				
Public works	20	20	782	(762)
Capital outlay	574,238	289,619	307,536	(17,917)
Total expenditures	574,258	289,639	308,318	(18,679)
Net change in fund balances	\$ (308,358)	\$ (23,739)	(12,600)	\$ 48,497
FUND BALANCES:				
Beginning of year			283,180	
End of year			\$ 270,580	

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and Members of City Council
of the City of Scotts Valley
Scotts Valley, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure D Fund of the City of Scotts Valley, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated January 31, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

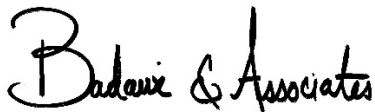
To the Honorable Mayor and Members of City Council
of the City of Scotts Valley
Scotts Valley, California
Page Two

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure D Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements including the applicable compliance requirements specified in the Measure D agreement between the City and Santa Cruz Regional Transportation Commission, and noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Badawi and Associates
Certified Public Accountants
Berkeley, California
January 31, 2020

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency **City of Scotts Valley**

Public Information/ Outreach	Date	Documentation	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date 5-Year Plan Adopted	6/20/2018	Resolution 1923.3	Part of overall 2018-19 Budget
Date of 5-Year Plan Public Hearing	6/20/2018	Resolution 1923.3	Part of overall 2018-19 Budget
Date of annual audit of Measure D Expenditures	1/15/2020	Audited Financial Statements	Attached
News Article		Clips	Attached; Glenwood Drive doesn't have a Sentinel submission because it was advertised on internet sites
Website with info on Meas. D projects		https://www.scottsvalley.org/279/Plans-Projects	site will be updated with current projects
Map of Measure D-funded Projects		Attached	
Photos (before/after)		Attached	Glenwood Drive doesn't have after photos as it is still in progress
Signage		Attached	no pictures of Kings Village sign, and it has since been trashed
Describe any other public outreach conducted during the reporting year about Measure D	RTC meetings during FY18-19;		

Maintenance of Effort

Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 219,450	Pre-Measure D Baseline of average of locally-generated revenues (ex. general funds, sales and property taxes and other fees) and expenditures for transportation purposes in the three to five fiscal years prior to 2017 (the start of Measure D allocations to recipient agencies) = FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13.
FY17/18 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ -	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds)	\$ 308,318	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
If the most recent fiscal year's expenditures of local funds were lower than the baseline amount, explain why.	N/A	
Does your agency have an indirect cost allocation plan?	Yes	Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	In Process ??	City is currently updating the General Plan and will adopt a Complete Streets Policy.

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Daryl Jordan	Public Works Director	831)438-5854 djordan@scottsvalley.org

MEASURE D EXPENDITURE REPORT

Agency	Beginning of Year Fund Balance	FY 16/17-17/18 Measure D Received (4/1/17-6/30/18)	FY 18/19 Measure D Received (7/1/18-6/30/19)	Interest Earned on Measure D funds	Measure D Expended (7/1/18-6/30/19)	End of Year Fund Balance/ Carryover to be Spent in Future Years
City of Scotts Valley	\$ 283,180.00	\$ 281,999.00	\$ 287,756.00	\$ 7,962.00	\$ 308,318.00	\$ 270,580.00

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.						(expenditures -FY16/17-18/19)					Consistency
#	Project Name	Total Project Cost	Prior year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures (actual spent)	(Est) Future Year(s) Measure D Expenditures	Measure D-funded Capital Costs (expenditures - FY16/17-18/19)	Measure D-funded Non-capital (non-infrastructure, outreach, admin, etc) -	Measure funded indirect costs	Leveraged Funds (grants & other funds secured, which used Meas. D as match)	Leveraged Fund Source Name(s)	Project in approved 5-year plan? (yes/no)
1	Glenwood Drive Rehabilitation and Bicycle Improvement Project	\$ 1,460,000.00	\$ -	\$ 25,462.00	\$ -	\$ 25,398.00	\$ 64.00	\$ -	N/A	N/A	Yes
2	Glen Canyon Rd/Green Hills Rd/S. Navarra Dr Bike Corridor and Roadway Preservation	\$ 1,081,000.00	\$ -	\$ 155,013.00	\$ -	\$ 154,619.00	\$ 394.00	\$ -	STIP-\$707k; RSTPX-\$104k; SB1 LSR	RSTPX, STIP	Yes
3	Kings Village Road Sidewalk	\$ 306,000.00	\$ -	\$ 127,843.00	\$ -	\$ 127,519.00	\$ 324.00	\$ -	N/A	N/A	Yes
		Total	\$ -	\$ 308,318.00	\$ -	\$ 307,536.00	\$ 782.00	\$ -	\$ -		

Agency

City of Scotts Valley

TAILED SUMMARY OF EXPENDITURES AND		Project Information Continued			Project Status/Timeline			
Project Name	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>
Glenwood Drive Rehabilitation and Bicycle Improvement Project	Glenwood Dr from Casa Way to city limits (north of High School)	Pavement rehabilitation of Glenwood Dr (K Street Way/SVHS to city limits), drainage repair, and widen to add bike lanes. (0.58mi), addition of ped crossing for access to east and west areas of new trail system in Glenwood Preserve.	Multimodal (road & bike/ped/etc)	Street Resurfacing/ Maintenance	In-progress	exemption, 15304(h) Class 1	tentative start March 2020	TBD
Glen Canyon Rd/Green Hills Rd/S. Navarra Dr Bike Corridor and Roadway Preservation	Intersection of Glen Canyon Rd & Green Hills Rd to end of Green Hills Rd; from end of S. Navarra to interesection with Granite Creek Rd	Street repaving, roadway markings, pavement widening, restriping on Green Hills; surface rehab, restriping, addition of bike sharrows added on S. Navarra	Multimodal (road & bike/ped/etc)	Street Resurfacing/ Maintenance	Complete	categorical exemption Article 19. Sec 15301, Class 1	6/13/18-10/31/18	10/31/2018
Kings Village Road Sidewalk	Kings Village Road	Sidewalk Improvements	Ped only	Safety Improvements	Complete	categorical exception, 15301(c)	10/25/2018-1/30/19	1/30/2019

Agency

City of Scotts Valley

TAILED SUMMARY OF EXPENDITURES AND	Project Costs by Mode - estimate percent of project by mode			Additional Metrics - if applicable				Other
	% System Preservation	% Bike	% Ped	New Bike Lane Miles	New Pedestrian Path or Sidewalk Miles	Miles of pavement rehab/repair (pothole, seals, etc)	Rehab of bikeways, sidewalks, or ADA ramps included? (describe)	Other Notes or Information (optional)
Glenwood Drive Rehabilitation and Bicycle Improvement Project	80%	20%	0%	0.45	0	0.45	planned addition of bike lanes	miles under 'additional metrics' are anticipated and have not finished construction yet
Glen Canyon Rd/Green Hills Rd/S. Navarra Dr Bike Corridor and Roadway Preservation	73%	27%	0%	0.576	0	1.94	yes; restriped existing bike lanes, added an additional 0.576 mi of bike lanes	
Kings Village Road Sidewalk	0%	0%	100%	0	0.187	0	Yes; sidewalks rehab, 4 ADA ramps	
	51%	16%	33%	1.03	0.19	2.39		

Measure D: Neighborhood Projects Program (Funds to Cities and County for Local Streets and Roads - LSR)

Performance Measures

AGENCY: **City of Scotts Valley**

Measure D recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be provided or requested by the RTC or recipients.

Submittal date **1/16/2020**

Performance Measure	Performance Metric and Standard		Corrective Action
	Baseline/Prior Year	Current	
Pavement State of Repair	Track city/countywide Pavement Condition Index (PCI), which rates the "surface condition" of local streets from 1 to 100, at least every three years.		Any agency with a falling PCI must provide an explanation. If the PCI drops, specify what funding amounts, policies, or other needs are required to enable increasing the PCI to 60 (fair) or above.
Average Network PCI (0-100)*	63	63	
Date of PCI Analysis (month/year)	18-Jun-18	June '19	
Miles repaved in FY18/19 (using all funds, not just Measure D)	0.7	0	
Miles agency plans to repave in FY19/20 (using all funds, not just Measure D)	2.8	0	
Total centerline miles in jurisdiction	32.02	32.02	
Complete Streets Implementation			Provide an explanation if less than 20% of Measure D funds are spent on bicycle and pedestrian facilities.
Percent of annual Measure D funds used to support bicycling and walking.	n/a	30%	Projects incomplete at the end of FY18-19 were not added to the miles completed here. No projects were completed near schools with Measure D money this FY
Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways) w/Meas D	n/a	0.576	
Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/stripping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained) w/Meas D	n/a	.187 miles of sidewalk added, 4 ADA ramps, 1 crossing added	
Describe how school access was improved for children bicycling and walking, which may include collision data w/Meas D	n/a	n/a	
Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration (outreach, staffing, administrative support)		Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years
Amount of Meas D expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	See Expenditures Tab	See Expenditures Tab	
Leveraged Funds	Report total grants and other funding secured using Measure D as a match.		Explain if Measure D funds fully funding all projects.
Amount of competitive grants secured using Measure D as match	n/a	n/a	

City of Watsonville
Measure D Fund Financial Statements
Watsonville, California
For the Year Ended June 30, 2019

Note- blank pages
not included in TOC
packet

**CITY OF WATSONVILLE
MEASURE D FUND FINANCIAL STATEMENTS
For the Year Ended June 30, 2019**

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of City Council
of the City of Watsonville, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Measure D Fund (Measure D) of the City of Watsonville, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing such an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above fairly, in all material respects, the financial position of the Measure D Fund as of June 30, 2019, and the change in financial position and the budgetary comparisons as listed in the Table of contents, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of a Matter

As discussed in Note 1, the financial statements present only the Measure D Fund and do not purport to, and do not present fairly the financial position of the City of Watsonville as of June 30, 2019, the changes in its financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 30, 2020 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

January 30, 2020
Pleasant Hill, California

CITY OF WATSONVILLE
MEASURE D FUND
BALANCE SHEET
June 30, 2019

ASSETS

Cash and investments	\$ 1,495,935
Accounts receivable	74,993
Due from other governments	<u>96,043</u>
Total Current Assets	<u>\$ 1,666,971</u>

LIABILITIES AND DEFERRED OUTFLOW OF RESOURCES

Accounts payable	\$ 36,808
Deferred outflow of resources:	
Unavailable revenues	<u>96,043</u>
Total Liabilities and Deferred Outflow of Resources	<u>132,851</u>

FUND BALANCE

Restricted for:

Bicycle safety improvements program	28,000
Downtown Revitalization program	81,450
Trails maintenance	-
Pedestrian & Traffic safety program	191,503
Admin cost	5,598
Other Measure D programs	<u>1,227,569</u>
Total Fund Balance	<u>1,534,120</u>

**TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES
AND FUND BALANCE**

\$ 1,666,971

See accompanying Notes to Basic Financial Statements.

CITY OF WATSONVILLE
MEASURE G FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGE IN FUND BALANCE
For The Year Ended June 30, 2019

REVENUES

Measure D allocation	\$ 892,397
Interest	34,622
Total Revenues	<u>927,019</u>

EXPENDITURES

Bicycle safety improvements program	28,000
Pedestrian & Traffic safety program	85,604
Street Sidewalks	105,899
Administrative costs	5,598
Total Expenditures	<u>225,101</u>

NET CHANGE IN FUND BALANCE	701,918
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FUND BALANCE

Beginning Fund Balance	832,202
Ending Fund Balance	<u>\$ 1,534,120</u>

See accompanying Notes to Basic Financial Statements.

CITY OF WATSONVILLE
MEASURE G FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGE IN FUND BALANCE - BUDGET AND ACTUAL
For The Year Ended June 30, 2019

	Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Sales tax - Transportation	\$ 750,000	\$ 892,397	\$ 142,397
Interest Revenue		34,622	34,622
Total Revenues	750,000	927,019	177,019
EXPENDITURES			
Bicycle safety improvements program	89,415	28,000	61,415
Downtown Revitalization program	21,450	-	21,450
Trails maintainance	100,000	-	100,000
Pedestrian & Traffic safety program	93,656	85,604	8,052
Street Sidewalks	941,849	105,899	835,950
Adinstrative costs		5,598	(5,598)
Total Expenditures	1,246,370	225,101	1,021,269
NET CHANGE IN FUND BALANCE	<u>\$ (496,370)</u>	701,918	<u>\$ 1,198,288</u>
FUND BALANCE			
Beginning Fund Balance		832,202	
Ending Fund Balance		<u>\$ 1,534,120</u>	

See accompanying Notes to Basic Financial Statements

**CITY OF WATSONVILLE
MEASURE D FUND
NOTES TO THE BASIC FINANCIAL STATEMENTS
June 30, 2019**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

On November 8, 2016, the voters of Santa Cruz County, pursuant to the provisions of the Local Transportation Authority and Improvement Act (the Act), California Public Utilities Code, Division 19, Section 180000 et seq. adopted an ordinance approving the Santa Cruz County Transportation Improvement Plan Measure (Measure D), thereby authorizing Santa Cruz County Regional Transportation Commission, referred to herein as the Local Transportation Authority (Authority), to administer the proceeds from a retail transaction and use tax of one-half of one-percent (0.5%) that will last for 30 years from the initial date of collection. The Measure D Ordinance authorizes the Authority to allocate, administer, and oversee the expenditure of all Measure D revenues and to distribute revenues no less than quarterly to local jurisdictions (including City of Watsonville), Santa Cruz Metropolitan Transit District, and the Consolidated Transportation Service Agency.

The financial statements presented only the activities of the City Measure D Fund, and are not intended to present fairly the financial position and changes in financial position of the City, in accordance with accounting principles generally accepted in the United States of America.

B. Basis of Accounting

The Measure D Fund of the City is maintained on the modified accrual basis of accounting. As such, revenues are recognized when they become susceptible to accrual, that is, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

C. Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2 - CASH AND INVESTMENTS

Cash and investments at June 30, 2019, consist of the following:

Pooled cash and investments with the	
City of Watsonville	\$1,495,935

Please refer to the notes of the City's June 30, 2019 Comprehensive Annual Financial Report regarding cash and investments for additional detail.

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE WITH THE APPLICABLE REQUIREMENTS
AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Mayor and Members of City Council
of the City of Watsonville, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the City of Watsonville Measure D Fund (Measure D) as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated January 30, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the Measure D financial statements, we considered the Measure D's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Measure D's internal control. Accordingly, we do not express an opinion on the effectiveness of Measure D's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Measure D's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure D's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts.

Our procedures included the applicable audit procedures and tests of compliance with the Master Funding Agreement (Agreement) between the Authority and City, and the applicable provisions of the Authority Ordinance No. 2016-01 (Ordinance). The Ordinance Section. 32 Taxpayer Safeguards, Audits, and Accountability requires that: (a) Each agency receiving Measure Revenue shall annually adopt an annual report; (b) No less than annually, an independent annual audit shall be conducted of the expenditure of all funds generated by the transportation tax. The audit, which shall be made available to the public, shall report on evidence that the expenditure of funds is in accordance with the Plan as adopted.

However, providing an Opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated January 30, 2020, which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Measure D's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Measure D's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the City Council, others within the City, and is not intended to be and should not be used by anyone other than these specified parties; however, this restriction is not intended to limit the distribution of the report, which is a matter of public records.

Pleasant Hill, California
January 30, 2020

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency **City of Watsonville**

Public Information/ Outreach	Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date 5-Year Plan Adopted	6/11/2019	Resolution	part of overall budget
Date of 5-Year Plan Public Hearing	6/11/2019	Staff report	part of overall budget
Date of annual audit of Measure D Expenditures	12/31/2019	audit	submitted separately
News Article	None	none	none
Website with info on Meas. D projects	ongoing	webpage sample	https://cityofwatsonville.org/1417/Measure-D
Map of Measure D-funded Projects	ongoing	map	attached
Photos (before/after)	ongoing	photo	attached
Signage	ongoing	photo	attached
Describe any other public outreach conducted during the reporting year about Measure D	None		

Maintenance of Effort

Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 676,105	Pre-Measure D Baseline of average of locally-generated revenues (ex. general funds, sales and property taxes and other fees) and expenditures for transportation purposes in the three to five fiscal years prior to 2017 (the start of Measure D allocations to recipient agencies) = FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13.
FY17/18 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ 785,020	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds)	\$ 684,976	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
If the most recent fiscal year's expenditures of local funds were lower than the baseline amount, explain why.	NA	
Does your agency have an indirect cost allocation plan?	No	If "no", Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	No	If "yes" - when was it adopted? If "no", agency is required to immediately adopt one in order to continue to receive Measure D funds.

Contacts

Name	Title/Measure D tasks	Phone/email
Murray Fontes	Principal Engineer	831-768-3117, murray.fontes@cityofwatsonville.org
Marissa Duran	Senior Financial Analyst	831-768-3471, marissa.duran@cityofwatsonville.org

MEASURE D EXPENDITURE REPORT

Agency	FY18/19 Beginning of Year Fund Balance	FY 18/19 Measure D Received <small>(7/1/18-6/30/19)</small>	Interest Earned on Measure D funds <small>(7/1/18-6/30/19)</small>	Measure D Expended <small>(7/1/18-6/30/19)</small>	End of Year Fund Balance/ Carryover to be Spent in Future Years
City of Watsonville	\$ 832,202.00	\$ 892,397.00	\$ 34,622.00	\$ 225,101.00	\$ 1,534,120.00

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.						(expenditures -FY16/17-18/19)			Leveraged Funds <small>(grants & other funds secured, which used Meas. D as match)</small>	Leveraged Fund Source Name(s)
#	Project Name	Total Project Cost	Prior year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures (actual spent)	(Est) Future Year(s) Measure D Expenditures	Measure D- funded Capital Costs <small>(expenditures - FY16/17-18/19)</small>	Measure D- funded Non-capital <small>(non- infrastructure, outreach, admin, etc) -</small>	Measure D- funded indirect costs		
1	Bicycle Safety Improvements	\$ 200,000.00	\$ 15,585.26	\$ 28,000.00	\$ 150,000.00	\$ -	\$ 43,585.26	\$ -	\$ -	N/A
2	Downtown Revitalization	\$ 1,200,000.00	\$ 200,500.00	\$ -	\$ 445,000.00	\$ 4,500.00	\$ 15,500.00	\$ -	\$ -	N/A
3	Freedom Blvd (Alta Vista Ave to Green Valley Rd)	\$ 3,125,000.00	\$ -	\$ -	\$ 570,000.00	\$ -	\$ -	\$ -	\$ -	N/A
4	Freedom Blvd (Green Valley Rd to Airport Blvd)	\$ 2,650,000.00	\$ -	\$ -	\$ 745,000.00	\$ -	\$ -	\$ -	\$ -	N/A
5	Green Valley Rd (Freedom Blvd to City Limits)	\$ 2,100,000.00	\$ -	\$ -	\$ 550,000.00	\$ -	\$ -	\$ -	\$ -	N/A
6	Lee Rd Trail	\$ 495,000.00	\$ -	\$ 104,324.00	\$ 120,000.00	\$ -	\$ 114,468.31	\$ -	\$ 330,000.00	Coastal Conservancy
7	Maintain Roads	\$ 2,000,000.00	\$ -	\$ 1,575.00	\$ 900,000.00	\$ -	\$ 1,575.00	\$ -	\$ -	N/A
8	Maintain Trails	\$ 250,000.00	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	N/A
9	Pajaro Valley High School Connector Trail	\$ 750,000.00	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	N/A
10	Pedestrian & Traffic Safety	\$ 450,000.00	\$ 10,565.20	\$ 85,604.00	\$ 400,000.00	\$ 48,052.56	\$ 47,184.25	\$ -	\$ -	N/A
11	Administrative Costs	\$ 25,000.00	\$ -	\$ 5,598.00	\$ 20,000.00	\$ -	\$ -	\$ 5,598.00	\$ -	N/A
Total		\$ 226,650.46	\$ 225,101.00	\$ 4,300,000.00	\$ 52,552.56	\$ 222,312.82	\$ 5,598.00	\$ 330,000.00		

Agency
City of Watsonville

DETAILED SUMMARY OF EXPEN		5-yr	Project Information Continued				Project Status/Timeline			
#	Project Name	Project in approved 5-year plan? (yes/no)	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>
1	Bicycle Safety Improvements	Yes	Various Locations	Provide signage and traffic markings along bicycle corridors and provide educational programs.	Bike only	Education and Promotion	ongoing	N/A	Complete	6/30/2019
2	Downtown Revitalization	Yes	Main St from West Beach St to Freedom Blvd	Provide complete streets improvements including but not limited to pedestrian crossings, bus stops, parking, sidewalks and traffic management. Includes design, environmental documentation and construction.	Multimodal (road & bike/ped/etc)	Streetscape / Complete Streets	ongoing	TBD	TBD	TBD
3	Freedom Blvd (Alta Vista Ave to Green Valley Rd)	Yes	Freedom Blvd from Alta Vista Ave to Green Valley Rd	Reconstruct roadway, remove & replace non-ADA compliant driveways & curb ramps, install high visibility crosswalks, upgrade existing bus shelter, install new traffic signal at Sydney Ave. Includes design, environmental documentation and construction.	Multimodal (road & bike/ped/etc)	Other <i>(describe in project description column)</i>	ongoing	TBD	12/21/21 - 10/01/22	10/31/2022
4	Freedom Blvd (Green Valley Rd to Airport Blvd)	Yes	Freedom Blvd from Green Valley Rd to Airport Blvd	Repair and resurface damaged roadway and bike lanes, replace damaged sidewalks, add pedestrian facilities where none exist. Includes design, environmental documentation and construction.	Multimodal (road & bike/ped/etc)	Other <i>(describe in project description column)</i>	ongoing	TBD	07/01/20 - 06/30/22	6/30/2022
5	Green Valley Rd (Freedom Blvd to City Limits)	Yes	Green Valley Rd from Freedom Blvd to City Limits	Reconstruct roadway, install median island, remove and replace non-compliant driveways & curb ramps, restripe roadway & provide bike lanes where none exist.	Multimodal (road & bike/ped/etc)	Other <i>(describe in project description column)</i>	In-progress	TBD	07/-1/19 - 06/30/20	6/30/2019
6	Lee Rd Trail	Yes	Lee Rd from RR xing to Harkins Slough Rd and Harkins Slough Rd from Lee Rd to Pajaro Valley High School driveway	Prepare design and environmental documents for a pedestrian and bicycle trail	Bike/Ped	Multiuse Paths (Class I)	In-progress	MND 04/01/21	TBD	TBD
7	Maintain Roads	Yes	City-wide	Place three-layer coating system on road surface.	Road O&M	Street Resurfacing/ Maintenance	ongoing	TBD	07/01/20 - 06/30/21	TBD
8	Maintain Trails	Yes	Various Locations	Maintain and enhance existing pedestrian and bicycle trails.	Bike/Ped	Multiuse Paths (Class I)	ongoing	TBD	TBD	TBD
9	Pajaro Valley High School Connector Trail	Yes	From Airport Blvd to Harkins Slough Rd	Construct 8' wide pedestrian and bike trail. Includes design, environmental documentation and construction.	Bike/Ped	Multiuse Paths (Class I)	ongoing	TBD	TBD	TBD
10	Pedestrian & Traffic Safety	Yes	Various Locations	Install or upgrade safety and traffic calming measures such as striping, markers, signage, flashing beacons, curb extensions and speed humps and provide educational programs.	Other	Safety Improvements	In-progress	N/A	Complete	6/30/2019
11	Administrative Costs	Yes	Not Applicable	Cost of election and collection of taxes and annual audit.	Other	Other <i>(describe in project description column)</i>	In-progress	N/A	Complete	6/30/2019

Agency

City of Watsonville

DETAILED SUMMARY OF EXPENSES		Project Costs by Mode - estimate percent of project by mode									Additional Metrics - If applicable					Other
#	Project Name	% System Preservation	% Roadway (on local roads, non-sys. preservation - ex. traffic circulation, intersections, highway, etc.)	% State Hwy	% Bike	% Ped	% Transit	% Para-transit	% other (e.g. airport, planning, TSM, etc)	% SUM	New Bike Miles	New Ped Path or Sidewalk Miles	Miles of pavement rehab/repair (pothole, seals, etc)	Rehab of bikeways, sidewalks, or ADA ramps included? (describe)	If Complete Streets not incorporated into project, why not?	Other Notes or Information (optional)
1	Bicycle Safety Improvements	0%	0%	0%	100%	0%	0%	0%	0%	100%	0	0	0	0	Safety Training	N/A
2	Downtown Revitalization	0%	0%	10%	5%	80%	5%	0%	0%	100%	0	0	0	Yes - ADA Ramps	Complete Streets Incorporated	Awaiting recommendations from Downtown Complete Streets Plan
3	Freedom Blvd (Alta Vista Ave to Green Valley Rd)	0%	65%	0%	8%	26%	1%	0%	0%	100%	0	0	0.6	Yes - ADA Ramps	Complete Streets Incorporated	Additional funding - Gas Tax \$500K, SB1 \$500K, TBD \$705k
4	Freedom Blvd (Green Valley Rd to Airport Blvd)	0%	70%	0%	10%	15%	5%	0%	0%	100%	0.35	0	0.35	Yes - ADA Ramps	Complete Streets Incorporated	Additional funding - Gas Tax \$500K, TBD \$1,355K
5	Green Valley Rd (Freedom Blvd to City Limits)	0%	70%	0%	10%	15%	5%	0%	0%	100%	0	0	0.31	Yes - ADA Ramps	Complete Streets Incorporated	Additional funding - Gas Tax \$800K, SB1 \$650K
6	Lee Rd Trail	0%	0%	0%	50%	50%	0%	0%	0%	100%	1.4	1.4	0	Bicycle - Pedestrian Trail	Bicycle - Pedestrian Trail	Design only
7	Maintain Roads	100%	0%	0%	0%	0%	0%	0%	0%	100%	0	0	7	No - Road Rehabilitation	Road Maintenance	Street Saver Fee
8	Maintain Trails	0%	0%	0%	50%	50%	0%	0%	0%	100%	0	0	0	Yes - Trail Maintenance	Trail Maintenance	Project deferred
9	Pajaro Valley High School Connector Trail	0%	0%	0%	50%	50%	0%	0%	0%	100%	0	0.75	0	Bicycle - Pedestrian Trail	Bicycle - Pedestrian Trail	Additional funding - TBD \$550K
10	Pedestrian & Traffic Safety	0%	86%	0%	0%	0%	0%	0%	14%	100%	0	0	0	No - Signals, Safety & Education	Pedestrian & Traffic Safety	Vision Zero analysis, Airport/Holm signal design, traffic safety signage, signal equipment
11	Administrative Costs	0%	0%	0%	0%	0%	0%	0%	100%	100%	0	0	0	No - Audit	Audit	Audit for FY17/18
		9%	26%	1%	26%	26%	1%	0%	10%		1.75	2.15	8.26			

Measure D: Neighborhood Projects Program (Funds to Cities and County for Local Streets and Roads - LSR)

Performance Measures

AGENCY: **City of Watsonville**

Measure D recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be provided or requested by the RTC or recipients.

Submittal date 12/20/2019

Performance Measure	Performance Metric and Standard		Corrective Action
	Baseline/Prior Year	Current	
Pavement State of Repair	Track city/countywide Pavement Condition Index (PCI), which rates the "surface condition" of local streets from 1 to 100, at least every three years.		Any agency with a falling PCI must provide an explanation. If the PCI drops, specify what funding amounts, policies, or other needs are required to enable increasing the PCI to 60 (fair) or above.
Average Network PCI (0-100)*	48	60	
Date of PCI Analysis (month/year)	May-18	Oct-19	
Miles repaved in FY18/19 (using all funds, not just Measure D)	0.6	- - -	Airport Blvd from Westgate/Larkin to Holm
Miles agency plans to repave in FY19/20 (using all funds, not just Measure D)	- - -	0.1	Green Valley from Struve Slough to Freedom
Total centerline miles in jurisdiction	82.7	82.7	
Complete Streets Implementation			Provide an explanation if less than 20% of Measure D funds are spent on bicycle and pedestrian facilities.
Percent of annual Measure D funds used to support bicycling and walking.	100	99	
Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways) w/Meas D	0	0	
Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/stripping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained) w/Meas D	1 Flashing Beacon	0	
Describe how school access was improved for children bicycling and walking, which may include collision data w/Meas D	Pedestrian & Bicycle Training @ schools	Pedestrian & Bicycle Training @ schools	
Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration (outreach, staffing, administrative support)		Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years
Amount of Meas D expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	See Expenditures Tab	See Expenditures Tab	
Leveraged Funds	Report total grants and other funding secured using Measure D as a match.		Explain if Measure D funds fully funding all projects.
Amount of competitive grants secured using Measure D as match	\$330,000.00	None	City did not report that funding secured last year for Lee Rd Trail project is using Measure D for match

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency **Santa Cruz County**

Public Information/ Outreach	Date	Documentation	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date 5-Year Plan Adopted	6/27/2017	Resolution	Approved by Board of Supervisors
Date of 5-Year Plan Public Hearing	6/27/2017	Resolution	
Date of annual audit of Measure D Expenditures	6/30/2018	Audited Financial Statements	Attached
News Article			
Website with info on Meas. D projects	ongoing	webpage sample	http://www.dpw.co.santa-cruz.ca.us/Home/TransportationRoads/MeasureDandSB1.aspx
Map of Measure D-funded Projects	ongoing	copy of map or webpage	See webpage
Photos (before/after)	ongoing	Document with photos, captions	
Signage	ongoing	photo of signs	
Describe any other public outreach conducted during the reporting year about Measure D			

Maintenance of Effort

Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 6,029,980	Pre-Measure D Baseline of average of locally-generated revenues (ex. general funds, sales and property taxes and other fees) and expenditures for transportation purposes in the three to five fiscal years prior to 2017 (the start of Measure D allocations to recipient agencies) = FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13.
FY17/18 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ 7,466,667	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds)	\$ 7,640,670	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
If the most recent fiscal year's expenditures of local funds were lower than the baseline amount, explain why.	N/A	
Does your agency have an indirect cost allocation plan?	Yes	If "no", Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	In Process	If "yes" - when was it adopted? If "no", agency is required to immediately adopt one in order to continue to receive Measure D funds.

Contacts

Name	Title/Measure D tasks	Phone/email
Steve Wiesner	Assistant Director of Public Works	(831)454-2794/Steve.Wiesner@santacruzcounty.us
Kim Moore	Assistant Director of Public Works	(831)454-2360/Kim.Moore@santacruzcounty.us

MEASURE D EXPENDITURE REPORT

Agency	Beginning of Year Fund Balance	FY 16/17-17/18 Measure D Received (4/1/17-6/30/18)	FY 18/19 Measure D Received (7/1/18-6/30/19)	Interest Earned on Measure D funds FY16/17-FY18/19	Measure D Expended (7/1/18-6/30/19)	End of Year Fund Balance/ Carryover to be Spent in Future Years
Santa Cruz County	\$ 2,762,950.09	\$ 2,969,212.16	\$ 3,029,022.89	\$ 70,670.59	\$ 2,287,766.41	\$ 3,557,977.35

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.						(expenditures -FY16/17-18/19)			
#	Project Name	Total Project Cost	Prior year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures (actual spent)	(Est) Future Year(s) Measure D Expenditures	Measure D-funded Capital Costs (expenditures - FY16/17-18/19)	Measure D-funded Non-capital (non-infrastructure, outreach, admin, etc) -	Measure D-funded indirect costs	Leveraged Funds (grants & other funds secured, which used Meas. D as match)
1	Casserty Road Bridge Replacement	\$ 204,029.00	\$ 199,500.00	\$ 23,940.00	\$ -	\$ 223,440.00	\$ -	\$ -	N/A
2	2018 Measure D Resurfacing	\$ 2,156,145.19	\$ 8,911.88	\$ 2,147,233.31	\$ -	\$ 2,153,118.23	\$ -	\$ 3,026.96	N/A
3	2019 Measure D Resurfacing	\$ 2,700,001.00	\$ -	\$ 100,935.34	\$ 2,599,065.66	\$ 100,935.34	\$ -	\$ -	N/A
4	2020 Measure D Resurfacing	\$ 2,705,484.00	\$ -	\$ 5,484.16	\$ 2,699,999.84	\$ 5,484.16	\$ -	\$ -	N/A
5	FY18 Outreach and Education - Ecology Action	\$ 13,000.00	\$ 13,000.00	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	N/A
6	FY18 Outreach and Education - Bike Santa Cruz	\$ 1,750.00	\$ 1,750.00	\$ -	\$ -	\$ -	\$ 1,750.00	\$ -	N/A
7	FY19 Measure D Audit Fees	\$ 4,480.00	\$ -	\$ 4,480.00	\$ -	\$ -		\$ 4,480.00	N/A
8	FY19 Measure D Education & ATP	\$ 5,723.60	\$ -	\$ 5,723.60	\$ -	\$ -	\$ 5,723.60	\$ -	N/A
Total		\$ 223,161.88	\$ 223,161.88	\$ 2,287,796.41	\$ 5,299,065.50	\$ 2,482,977.73	\$ 20,473.60	\$ 7,506.96	\$ -

Agency

Santa Cruz County

DETAILED SUMMARY OF EXPENDITURES AND		Consistency with 5-year plan		Project Information Continued				Project Status/Timeline			
#	Project Name	Project in approved 5-year plan? (yes/no)	If not in 5-year plan or different amount or scope, why different?	Location/Limits	Description	Project Category (Drop-down Menu)	Primary Project Type (Drop-down Menu)	Project Status	CEQA compliance (List type of document & certification date - e.x. CE, 5/1/18)	Construction schedule	Completion Date (actual or estimate)
1	Casserry Road Bridge Replacement	Yes	Additional indirect costs	Casserry Road at Smith Road	Bridge Repalcement	Road O&M	Bridges and Tunnels	Complete	CAT EX	6/17-8/17	8/1/2017
2	2018 Measure D Resurfacing	Yes	\$ -	Various Roads Countywide	Roadway Resurfacing	Road Rehab	Street Resurfacing/ Maintenance	Complete	CAT EX	6/18-9/18	11/21/2018
3	2019 Measure D Resurfacing	Yes	\$ -	Various Roads Countywide	Roadway Resurfacing	Road Rehab	Street Resurfacing/ Maintenance	In-progress	CAT EX	6/19-11/19	pending
4	2020 Measure D Resurfacing	Yes	\$ -	Various Roads Countywide	Roadway Resurfacing	Road Rehab	Street Resurfacing/ Maintenance	In-progress	CAT EX		
5	FY18 Outreach and Education - Ecology Action	Yes	\$ -	N/A	Outreach	Bike only	Education and Promotion	Complete	n/a	n/a	n/a
6	FY18 Outreach and Education - Bike Santa Cruz	Yes	\$ -	N/A	Outreach	Bike only	Education and Promotion	Complete	n/a	n/a	n/a
7	FY19 Measure D Audit Fees	No	Administrative expense not included with other projects	N/A	Audit Fees - Administration	Other	Other (describe in project description column)	Complete	n/a	n/a	n/a
8	FY19 Measure D Education & ATP	Yes	\$ -	N/A	Outreach	Bike only	Education and Promotion	Complete	n/a	n/a	n/a

Agency

Santa Cruz County

DETAILED SUMMARY OF EXPENDITURES AND		Project Costs by Mode	Additional Metrics - if applicable					Other
#	Project Name	% System Preservation	New Bike Lane Miles	New Pedestrian Path or Sidewalk Miles	Miles of pavement rehab/repair (pothole, seals, etc)	Rehab of bikeways, sidewalks, or ADA ramps included? (describe)	If Complete Streets not incorporated into project, why not?	Other Notes or Information (optional)
1	Casserty Road Bridge Replacement	100%	0	0.01	No	Existing Road Constraints	System maintenance only	
2	2018 Measure D Resurfacing	100%	0	0	6.51	System maintenance only	System maintenance only	
3	2019 Measure D Resurfacing	100%	0	0	5.75	System maintenance only	System maintenance only	
4	2020 Measure D Resurfacing	100%	0	0		System maintenance only	System maintenance only	
5	FY18 Outreach and Education - Ecology Action	n/a	n/a	n/a	n/a	n/a		
6	FY18 Outreach and Education - Bike Santa Cruz	n/a	n/a	n/a	n/a	n/a		
7	FY19 Measure D Audit Fees	n/a	n/a	n/a	n/a	n/a		
8	FY19 Measure D Education & ATP	n/a	n/a	n/a	n/a	n/a		
		100%	0.00	0.01	12.26			

2018 Measure D Project - Roads List

Road Name	BegLocation	EndLocation	District	Treatment	Length (mi)
MILLER CUT-OFF	MILLER HILL RD	SOQUEL SAN JOSE RD	1	Pulverize & Rubber Cape	0.76
MILLER HILL RD	SOQUEL SAN JOSE RD	SKYLAND RD	1	Pulverize & Rubber Cape	1.00
PLAYA BL	SAN ANDREAS RD	VISTA DR	2	Rubber Cape w/ 10% digout	0.46
PALMA AV	PLAYA BL	PLAYA BL	2	Rubber Cape w/ 5% digout	0.17
ARBOLADO DR	PLAYA BL	120' W/O PLAYA BLVD	2	Rubber Cape Only	0.02
ARBOLADO DR	120' W/O PLAYA BLVD	ECM	2	Pulverize & Rubber Cape	0.03
ARBOLADO DR	ESTRELLA AV	BREVE AV	2	Pulverize & Rubber Cape	0.09
BREVE AV	ARBOLADO DR	PLAYA BL	2	Pulverize & Rubber Cape	0.06
ESTRELLA AV	SAN ANDREAS RD	PLAYA BL	2	Rubber Cape w/ 25% digout	0.21
ESTRELLA AV	PLAYA BL	ARBOLADO DR	2	Rubber Cape w/ 10% digout	0.07
VISTA DR	PLAYA BL	PLAYA BL	2	Rubber Cape w/ 10% digout	0.48
LOMA AV	ALTIVO AV	SAN ANDREAS RD	2	Rubber Cape w/ 5% digout	0.23
ELENA RD	ALTIVO DR	E END	2	Rubber Cape w/ 10% digout	0.13
MARTIN RD	PINE FLAT RD	ALTA VISTA	3	Rubber Cape w/ 15% digout	1.10
HARMON ST	PINE ST	OAK	5	Rubber Cape w/ 5% digout	0.05
HARMON ST	100' W/O LAUREL ST	ECM	5	Rubber Cape w/ 15% digout	0.07
LOMOND ST	LAUREL ST (EAST EDGE)	HWY 9	5	Rubber Cape w/ 10% digout	0.14
OAK ST	LORENZO ST	HARMON ST	5	Rubber Cape w/ 10% digout	0.29
PINE ST	LORENZO ST	HARMON ST	5	Rubber Cape w/ 10% digout	0.28
LAUREL ST	HWY 236	HARMON ST	5	Rubber Cape w/ 15% digout	0.23
FOREST ST	HWY 9	PINE ST	5	Pulverize & 3" AC Rebuild	0.03
FOREST ST	EAST LOMOND ST	HWY 9	5	Pulverize & 3" AC Rebuild	0.06
EAST LOMOND ST	HWY 9	200' E/O HWY 9	5	Pulverize & 3" AC Rebuild	0.04
EAST LOMOND ST	200' E/O HWY 9	IRWIN WAY	5	Rubber Cape w/ 5% digout	0.16
MIDDLETON	HWY 9	JUNCTION AV	5	Rubber Cape w/ 5% digout	0.13
JUNCTION	MIDDLETON AV	LOMOND ST	5	Rubber Cape w/ 15% digout	0.09
RAILROAD AV	LOMOND ST	MIDDLETON AV	5	Rubber Cape w/ 15% digout	0.13

Total: 6.51

2019 Measure D Project - Roads List

Road Name	BegLocation	EndLocation	District	Treatment	Length (mi)
MACIEL AV	MATTISON LN	CAPITOLA RD	1	Rubber Cape	0.32
REINELT AV	WOOLPERT WY	BYER RD	1	Rubber Cape w/ Digouts	0.16
THOMAS AV	CHANTICLEER AV	REINELT AV	1	Rubber Cape w/ Base Treatment	0.05
RODRIGUEZ ST	17TH AV	CHANTICLEER AV	1	Rubber Cape w/ Base Treatment	0.13
DEL MAR CT	17TH AV	END	1	Rubber Cape	0.02
CATALINA DR	AXFORD RD	N END	1	Rubber Cape w/ Base Treatment	0.12
MALIBU DR	LOTMAN DR	CATALINA DR	1	Rubber Cape w/ Digouts	0.11
AXFORD RD	W END	LOTMAN DR	1	Rubber Cape w/ Digouts	0.14
NEWPORT AV	MALIBU DR	W END	1	Rubber Cape	0.08
THOMPSON AV	78' S/CAPITOLA RD	BROMMER ST	1	Rubber Cape w/ Base Treatment	0.20
THOMPSON AV	BROMMER ST	S END	1	Rubber Cape w/ Base Treatment	0.18
BULB AV	GARDEN ST	BROMMER ST	1	Rubber Cape w/ Base Treatment	0.04
BULB AV	BROMMER ST	1030' N/BROMMER ST	1	Rubber Cape w/ Base Treatment	0.20
DEE ST	THOMPSON AV	W END	1	Rubber Cape w/ Base Treatment	0.05
REY CT	BULB AV	E END	1	Rubber Cape	0.03
MILLER HILL RD	SOQUEL SAN JOSE RD	SKYLAND RD	1	Spot Repairs	-
MILLER CUTOFF	MILLER HILL RD	SOQUEL SAN JOSE RD	1	Spot Repairs	-
BEACH DR	APTOS BEACH DR	S END	2	Rubber Cape w/ Base Treatment	0.75
SPRECKELS DR	TREASURE ISLAND AV	APTOS BEACH DR	2	Rubber Cape w/ Base Treatment	0.16
BENNETT RD	APTOS BEACH DR	MOOSE HEAD DR	2	Rubber Cape w/ Digouts	0.09
BENNETT RD	VENETIAN RD	APTOS BEACH DR	2	Pulverize & 3" AC Rebuild	0.07
HAINLINE RD	MOOSE HEAD DR	VENETIAN RD	2	Rubber Cape w/ Digouts	0.14
STEPHEN RD	MOOSE HEAD DR	APTOS BEACH DR	2	Rubber Cape w/ Digouts	0.08
STEPHEN RD	APTOS BEACH DR	VENETIAN RD	2	Rubber Cape	0.10
VENETIAN RD	STEPHEN RD	APTOS BEACH DR	2	Pulverize & 3" AC Rebuild	0.15
MARTIN RD	ALTA VISTA RD	ICE CREAM GRADE	3	Rubber Cape w/ Digouts	0.60
BROOKSIDE AV	LOVE CREEK RD	GLEN ARBOR RD	5	Rubber Cape w/ Digouts	0.47
LIVE OAK AV	GLEN ARBOR RD	BROOKSIDE AV	5	Rubber Cape w/ Digouts	0.16
PINE ST	LIVE OAK AV	MANZANITA AV	5	Rubber Cape w/ Digouts	0.08
WHITTIER AV	BROOKSIDE AV	MANZANITA AV	5	Rubber Cape w/ Digouts	0.07
LOVE CREEK RD	HWY 9	BROOKSIDE AV	5	Rubber Cape w/ Digouts	0.47
CENTRAL AV	FILLMORE ST	LOVE CREEK RD	5	Rubber Cape	0.17
SUNNYSIDE AV	LOVE CREEK RD	FAIRVIEW AV	5	Rubber Cape w/ Digouts	0.23
MAIN ST	SUNNYSIDE AV	HWY 9	5	Rubber Cape w/ Digouts	0.15

Total: 5.75

2020 Measure D Project - Roads List

Road Name	BegLocation	EndLocation	District	Treatment	Length (mi)
BENEDICT AV	CABRILLO AV	W END	1	Rubber Cape	0.02
BENSON AV	THURBER LN	N END/TIFFANI CT	1	Rubber Cape w/ Digouts	0.39
BOWMAN CT	BENSON AV	S END	1	Rubber Cape	0.02
TIFFANI CT	BENSON AV	S END	1	Rubber Cape	0.13
LILLIAN WY	N END	S END	1	Rubber Cape w/ Digouts	0.09
SEQUOIA DR	WINKLE AV	THURBER LN	1	Rubber Cape w/ Base Treatment	0.21
TWIN HILLS DR	THURBER LN	LILLIAN WY	1	Rubber Cape w/ Base Treatment	0.16
CHIRCO AV	S END	GERMAINE AV	1	Rubber Cape w/ Base Treatment	0.19
GERMAINE AV	S END	CABRILLO AV	1	Rubber Cape w/ Digouts	0.13
HELEN AV	THURBER LN	PESTANA AV	1	Rubber Cape w/ Digouts	0.11
HELEN CT	HELEN AV	S END	1	Rubber Cape w/ Digouts	0.06
PESTANA AV	HELEN DR	GERMAINE AV	1	Rubber Cape w/ Digouts	0.29
SERRELL AV	CHIRCO AV	W END	1	Rubber Cape w/ Base Treatment	0.10
SEACLIFF DR	SANTA CLARA AV	BROADWAY	2	Rubber Cape w/ Digouts	0.54
SANTA CRUZ AV	BROADWAY	SEACLIFF DR	2	Rubber Cape w/ Digouts	0.29
SAN BENITO AV	SEACLIFF DR	SEACLIFF DR	2	Rubber Cape w/ Digouts	0.13
EAST ST	SANTA CRUZ AV	CENTER AV	2	Rubber Cape w/ Digouts	0.06
VALENCIA AV	EAST ST	SEACLIFF DR	2	Rubber Cape w/ Digouts	0.23
SANTA CLARA AV	SEACLIFF DR	CENTER AV	2	Rubber Cape w/ Digouts	0.17
EL CAMINO DEL MAR	SEACLIFF DR	CENTER AV	2	Rubber Cape w/ Digouts	0.21
LAKEVIEW RD	STATE HIGHWAY 129	COLLEGE RD	4	Rubber Cape w/ Digouts	1.14
PLATEAU DR	HWY 9	LAUREL DR	5	Rubber Cape w/ Digouts	0.30
VALLEY DR	LAUREL DR	PLATEAU DR	5	Rubber Cape w/ Digouts	0.17
LAUREL DR	HWY 9	HILLSIDE DR	5	Rubber Cape w/ Digouts	0.25
ADA AV	VALLEY DR	PLATEAU DR	5	Rubber Cape w/ Digouts	0.07
GUSHEE ST N	FELTON EMPIRE RD	HIHN ST	5	Rubber Cape w/ Digouts	0.25
GUSHEE ST S	HIHN ST	LAUREL DR	5	Rubber Cape w/ Digouts	0.19
RUSSELL AV	HWY 9	VALLEY DR	5	Rubber Cape w/ Digouts	0.10
HIHN ST	HWY 9	ECM MARKER	5	Rubber Cape w/ Digouts	0.22
KIRBY ST	HWY 9	GUSHEE ST	5	Rubber Cape w/ Digouts	0.04

Total: 6.26

Measure D: Neighborhood Projects Program (Funds to Cities and County for Local Streets and Roads - LSR)

Performance Measures

AGENCY: **Santa Cruz County**

Measure D recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be provided or requested by the RTC or recipients.

Submittal date **11/27/2019**

Performance Measure	Performance Metric and Standard		Corrective Action
	Baseline/Prior Year	Current	
Pavement State of Repair	Track city/countywide Pavement Condition Index (PCI), which rates the "surface condition" of local streets from 1 to 100, at least every three years.		Any agency with a falling PCI must provide an explanation. If the PCI drops, specify what funding amounts, policies, or other needs are required to enable increasing the PCI to 60 (fair) or above.
Average Network PCI (0-100)*	48	46	Based on our 2018 PCI survey the County would need an annual resurfacing budget of \$24 million in order to maintain our current PCI of 48. For the past several years our resurfacing budget has been approximately \$2.2 million per year, with the introduction of new funding sources such as Measure D, SB-1, and refuse impact fees we hope to build up over the next few years to an average annual resurfacing budget of approximately \$8 million. Even with these new funding sources our resurfacing funding levels are far below that needed even to maintain our current PCI, it is predicted that our PCI will continue to fall and is predicted to reach a PCI of 33 over 10 years.
Date of PCI Analysis (month/year)	May 2018	May 2018	
Miles repaved in FY18/19 (using all funds, not just Measure D)	0	9.04	
Miles agency plans to repave in FY19/20 (using all funds, not just Measure D)	9.04	5.75	
Total centerline miles in jurisdiction	596.78	596.45	
Complete Streets Implementation			Provide an explanation if less than 20% of Measure D funds are spent on bicycle and pedestrian facilities.
Percent of annual Measure D funds used to support bicycling and walking.	9%	9% (based on % bike lanes)	The County has committed to allocating \$20,000 of its yearly share toward bicycle education. Given the existing pavement funding gap, the remainder of the County share of Measure D funds is being directed towards road pavement preservation. While this strategy does not specifically target improvements to bike facilities, it does preserve existing facilities for all road users including bikes. If upgrades to bike or pedestrian facilities are planned on a road targeted for resurfacing, we would include those upgrades if feasible.
Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways) w/Meas D	0	*99.98 (currently in process of developing new bike plan)	
Number of pedestrian projects completed (linear feet of sidewalks, number of crossing improvements/stripping, quantify traffic calming items, lighting, landscaping/streetscape, number of curb/ADA ramps, linear feet of trail/pathway built or maintained) w/Meas D	N/A	1-education and outreach	
Describe how school access was improved for children bicycling and walking, which may include collision data w/Meas D	N/A	1-education and outreach	
Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration (outreach, staffing, administrative support)		Any agency expending less on capital investments compared to other activities must explain how capital investments will increase in the subsequent years
Amount of Meas D expended on capital projects and programs by phase (design, right-of-way, construction and capital support)	See Expenditures Tab	See Expenditures Tab	
Leveraged Funds	Report total grants and other funding secured using Measure D as a match.		Explain if Measure D funds fully funding all projects.
Amount of competitive grants secured using Measure D as match	\$0.00	\$0.00	Measure D funds were not used to match grants in FY18/19

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

Annual Financial Report

Fiscal Year Ended June 30, 2019

Excerpts related to
Measure D - Full
financial report
available at
SCCRTC.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

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KAKU & MERSINO, LLP
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

Board of Directors
Community Bridges

Report on the Financial Statements

We have audited the accompanying financial statements of Community Bridges (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Community Bridges as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards and supplementary information (pages 20-40) is presented for purposes of additional analysis, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and the *CDE Audit Guide*, and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and in conformity with the CDE Audit Guide issued by the California Department of Education and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. Also, in our opinion, the Measure D information is fairly stated in all material respects in relation to the financial statements as a whole, and the funds allocated to, and received by the Community Bridges' Measure D Funding were expended in conformance with applicable statutes, rules and regulations of Measure D and the agreement with Santa Cruz County Regional Transportation Commission for the year ended June 30, 2019.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2019, on our consideration of Community Bridges' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Community Bridges' internal control over financial reporting and compliance.

Kaku + Mersino, LLP

KAKU & MERSINO, LLP

December 10, 2019

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2019

	PROGRAM SERVICES						
	Women, Infants & Children (WIC)	Child & Adult Care Food Program	Transportation Services - Lift Line	Senior Nutrition Meals on Wheels	Child Development Division	Nueva Vista Community Resources	Live Oak Family Community Resources
EXPENSES							
Salaries and benefits	\$ 1,591,569	\$ 267,907	\$ 1,150,049	\$ 721,281	\$ 1,532,465	\$ 227,664	\$ 156,555
Food payments	-	3,358,357	-	-	-	-	-
Building occupancy	197,597	27,540	67,806	120,754	106,155	22,943	35,556
Meals expense	-	-	-	473,907	59,537	2,210	-
Travel and transportation	17,371	4,949	68,080	50,600	9,075	4,311	3,387
Supplies and other misc expenses	42,773	3,734	10,040	37,036	28,460	14,865	10,389
Professional and contracted services	21,180	19,532	160,453	2,205	6,248	6,451	32,333
Vehicle expense	-	-	132,358	15,630	-	-	-
Insurance	10,062	1,221	58,449	22,153	17,917	10,424	4,568
Printing, advertising and dues	3,441	8,732	4,152	3,832	2,935	1,264	395
Telephone and communication	34,863	8,483	18,613	13,092	26,870	7,227	9,576
Minor equipment	33,226	-	3,995	1,180	6,328	182	2,826
Equipment rental & repair	778	-	5,321	10,326	2,610	817	9,570
Interest expense	-	-	396	-	-	1,359	-
Staff training	18,268	862	1,852	90	5,252	87	963
Contract services to other agencies	-	-	-	-	-	-	-
Taxes, licenses and bank fees	3,490	889	28,993	5,344	7,721	768	4,065
Depreciation	24,111	-	3,840	-	2,677	4,284	-
Administrative services	341,910	56,070	207,348	234,933	192,273	50,659	43,011
Subtotal	2,340,639	3,758,276	1,921,745	1,712,363	2,006,523	355,515	313,194
Less Intercompany Transfers	(428,685)	(224,490)	(220,392)	(292,982)	(192,273)	(50,659)	(43,011)
TOTAL EXPENSES	\$ 1,911,954	\$ 3,533,786	\$ 1,701,353	\$ 1,419,381	\$ 1,814,250	\$ 304,856	\$ 270,183

The accompanying notes are an integral part of the financial statements.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 1. NATURE OF ACTIVITIES

Community Bridges (the Organization) is a not-for-profit organization that was incorporated in California in 1977. Its stated purpose is to organize, develop, and operate programs that provide meals, nutritional information, transportation, day care, and related services to low-income children, the elderly, and other eligible persons in the local area. The Organization is both publicly and privately funded. The Organization has program contracts with both the federal and state governments as listed in the accompanying Schedule of Expenditures of Federal and State Awards and also receives funds from private donations and service contracts.

Note 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared using the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Financial Statement Presentation

The Agency reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

- Net Assets without Donor Restrictions – These net assets generally result from revenues generated by receiving contributions that have no donor restrictions, providing services, and receiving interest from operating investments, less expenses incurred in providing program related services, raising contributions, and performing administrative functions.
- Net Assets with Donor Restrictions – These net assets generally result from gifts of cash and other assets that are received with donor stipulations that limit the use of the donated assets, either temporarily or permanently, until the donor restriction expires, that is until the stipulated time restriction ends or the purpose of the restriction is accomplished, the net assets are restricted.

The accounts of the organization are maintained in accordance with the principles of fund accounting. Under fund accounting, resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature and purpose. Separate accounts are maintained for each fund; however, in the accompanying financial statements, funds that have similar characteristics have been combined into fund groups.

Cash and Cash Equivalents

For the purpose of the statement of cash flows, the Organization considers deposits in banks, and investments purchased with a maturity of three months or less to be cash equivalents. When required by funding sources, funds received specifically for program expenses are deposited in separate bank accounts.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Investments

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increases in net assets without donor restrictions if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

Grants Receivables and Other Receivables

Receivables are stated at face value as the probable uncollectible amounts are immaterial.

Property and Equipment

Contributed property and equipment are recorded at fair value on the date of donation. Contributions of property and equipment are recorded as unrestricted support, unless the donor stipulates how long the assets must be used.

Property and equipment purchased with Organization funds are capitalized at cost and depreciated over the useful estimated lives of the asset using the straight-line method. Amortization of building improvements is based on the estimated useful life of the improvements. Depreciation and amortization expense is charged against operations. Expenditures for property and equipment in excess of \$5,000 are capitalized.

Property and equipment purchased with grant funds are depreciated using the straight-line method over the estimated useful life of the assets. Depreciation of these assets is charged against grant funded assets in the Statement of Activities.

In the event of a contract termination, certain funding sources require title to property and equipment previously purchased with grant funds revert to the funding source. Certain funding sources also limit the use of property and equipment for specific programs and require approval for disposition of property and equipment from the funding source.

Depreciation is calculated based on the following estimated useful lives:

<u>Type of Asset</u>	<u>Estimated Useful Life</u>
Furniture & Equipment	3-10 years
Vehicles	5 years
Leasehold Improvements	5-10 years
Buildings	30 years

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)
NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Inventory

Inventories, consisting of food and consumable food service supplies, are valued at cost, which approximates market, on a first-in-first-out basis.

Income Tax Status

Community Bridges is a non-profit organization that is exempt from federal income tax under Internal Revenue Code Section 501(c)(3). The Organization's returns are subject to examination by federal and state taxing authorities, generally for three and four years, respectively, after they are filed.

Contributions

Contributions received are recorded as net assets with donor restrictions or net assets without donor restrictions depending on the existence or nature of any donor restrictions.

Advertising

Advertising costs are expensed as incurred. Advertising costs totaling \$11,993 were expensed in the year ended June 30, 2019. There were no advertising costs capitalized during the year ended June 30, 2019.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent Events

Management has evaluated subsequent events through December 10, 2019, the date the financial statements were available to be issued.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 3. CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject Community Bridges to concentrations of credit risk consist principally of cash balances and grant receivables. Concentration of credit risk with respect to grant receivables are limited due to receivables being from government agencies.

Community Bridges maintains cash balances at eight financial institutions located in the county of Santa Cruz, California. Accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At June 30, 2019, the uninsured cash balances totaled \$266,138. Money market funds are neither insured nor guaranteed by FDIC.

Note 4. CASH & CASH EQUIVALENTS

Cash and Cash Equivalents consist of the following at June 30, 2019:

	<u>Amount</u>
Cash	\$ 423,999
Money Market Funds	<u>16,978</u>
Total	<u>\$ 440,977</u>

Note 5. INVESTMENTS AND FAIR VALUE MEASUREMENTS

The fair value measurements and levels within the fair value hierarchy of those measurements for the assets reported at fair value on a recurring basis at June 30, 2019 are as follows:

	<u>Fair Value</u>	<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>
Mutual Funds	<u>\$ 620,684</u>	<u>\$ 620,684</u>

The fair value measurement accounting literature establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority. The Organization uses appropriate valuation techniques based on the available inputs to measure the fair value of its investments.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 6. PROPERTY & EQUIPMENT

Property & equipment are summarized by major classifications as follows:

Buildings	\$ 6,042,849
Vehicles	1,618,005
Furniture & Equipment	953,228
Leasehold Improvements	<u>1,078,482</u>
 Total Property & Equipment	 9,692,564
 Less: Accumulated Depreciation	 <u>(2,608,875)</u>
 Property & Equipment, net	 <u><u>\$ 7,083,689</u></u>

Depreciation amounted to \$153,124 for grant funded property and equipment, and \$71,408 for Organization property and equipment for the year ended June 30, 2019. Equipment and building are pledged as collateral as disclosed on the notes payable.

Note 7. DEFINED CONTRIBUTION PLAN

The Organization has a defined contribution plan covering employees who have six consecutive months of service from date of hire. The Organization contributed \$43,964 to the plan for all eligible employees who contributed a 1% salary match for the year ending June 30, 2019.

Note 8. COMMITMENTS AND CONTINGENCIES

The Organization leases a copier under a capital lease. The economic substance of the lease is that the Organization is financing the acquisition of the asset through the lease, and accordingly, it is recorded in the Organization's assets and liabilities. The leased assets are included in equipment at \$9,032 and accumulated depreciation of \$5,871.

Minimum lease payments, on an annual basis, are as follows:

	<u>For the Year Ending June 30,</u>	
	2020	\$ 2,112
	2021	1,584
	2022	0
	2023	0
	2024	0
	Thereafter	<u>0</u>
Total minimum lease payment		3,696
Less amount representing interest		<u>(535)</u>
Present value minimum lease payment		<u><u>\$ 3,161</u></u>

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 9. COMPENSATED ABSENCES

Accumulated unpaid vacation is recognized as a liability of the Organization. The expenditure is recognized in the year to which the liability relates. The value of accumulated vacation at June 30, 2019 is \$364,933.

Note 10. COMMITMENTS AND CONTINGENCIES

Operating Leases:

The total rental expense incurred by the Organization for facilities during the year was \$455,153. The Organization also had miscellaneous equipment rental of \$5,995 for the year, which was expensed. Minimum future rental payments under noncancellable operating leases for each of the next 5 years in aggregate are:

<u>For the Year Ending June 30,</u>	
2020	\$ 38,308
2021	38,308
2022	38,308
2023	9,000
2024	0

Note 11. RESERVE FUND

The reserve fund consists of a facilities reserve and vehicle reserve, set aside from the County of Santa Cruz, voter approved 30-year Measure D sales tax, administered by the Santa Cruz County Regional Transportation Commission (RTC) for the Lift Line program of Community Bridges, a Consolidated Transportation Service Agency. The amount set aside is part of a 5-year master funding agreement, approved by the RTC and Community Bridges.

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 12. NOTES PAYABLE

Notes payable consist of the following at June 30, 2019:

	<u>Amount</u>
Line of credit with a financial institution in the amount of \$600,000. Interest rate is prime plus 1.00%. The line renews on March 13, 2020. The line is secured by equipment, inventory, receivables, and contains certain covenants.	\$ 0
Promissory note of \$1,527,000 to a financial institution with 12 months interest only, then 48 monthly payments of \$8,656, followed by 60 monthly payments of \$9,165. Balloon payment due May 5, 2027. Swap variable interest rate currently at 4.625%. The note is secured by a building.	1,242,805
Promissory note payable with monthly payments of principal and interest of \$3,061. Interest rate is 5% per annum. The note is secured by a building.	504,636
Promissory note payable with monthly payments of principal and interest of \$3,548. Interest rate is 5% per annum. Balloon payment due June 1, 2022. The note is unsecured.	639,765
Promissory note payable with monthly payments of interest only \$4,167. Interest rate is 5% per annum. A balloon payment is due June 28, 2024. The note is secured by a building.	1,000,000
Promissory note payable to a financial institution in 107 monthly payments of principal and interest of \$11,482. Interest rate is 4.75%. Loan balance is due June 5, 2029. The note is secured by a building.	<u>1,500,000</u>
Total	<u>\$ 4,887,206</u>
Current Portion	<u>\$ 69,802</u>
Long Term Portion	<u>\$ 4,817,404</u>

Schedule of future minimum principal payments for each of the succeeding years ending June 30 are as follows:

2020	\$ 69,802
2021	141,189
2022	754,306
2023	148,967
2024	1,156,156
Thereafter	<u>2,616,786</u>
	<u>\$ 4,887,206</u>

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

NOTES TO FINANCIAL STATEMENTS
June 30, 2019

Note 13. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as of the statement of financial position date, reduced by amounts not available for general use within one year of the statement of financial position date because of contractual or donor-imposed restrictions or internal designations.

Financial assets at year-end

Cash	\$ 440,977
Investments	620,684
Grants Receivable	2,255,811
Other receivable	<u>544,784</u>
Total Financial Assets	<u>\$3,862,256</u>

Less those unavailable for general expenditures within one year, due to:

Accounts payable and accrued expenses	(1,245,373)
Salaries and benefits payable	(852,634)
Deferred revenue	(279,128)
Reserves restricted use	(266,584)
Current portion long term debt	<u>(69,802)</u>

Financial assets available to meet cash needs for general expenditures within one year \$1,148,735

Organization operations require maintenance of financial assets, which consist of cash to meet normal operating expenses. The Organization also has a line of credit in place in the amount of \$600,000 which it could draw upon in the event of any unanticipated liquidity needs.

KAKU & MERSINO, LLP
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors of
Community Bridges

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Community Bridges (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 10, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Community Bridges' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Community Bridges' internal control. Accordingly, we do not express an opinion on the effectiveness of Community Bridges' internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

(Continued)

KAKU & MERSINO, LLP
CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors
Community Bridges
Page 2

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Community Bridges' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kaku + Mersino, LLP

KAKU & MERSINO, LLP

December 10, 2019

KAKU & MERSINO, LLP
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of
Community Bridges

Report on Compliance for Each Major Federal Program

We have audited Community Bridges' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Community Bridges' major federal programs for the year ended June 30, 2019. Community Bridges' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Community Bridges' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Community Bridges' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Community Bridges' compliance.

Opinion on Each Major Federal Program

In our opinion, Community Bridges complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

(Continued)

KAKU & MERSINO, LLP
CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors
Community Bridges
Page 2

Report on Internal Control Over Compliance

Management of Community Bridges is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Community Bridges' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Community Bridges' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Kaku & Mersino, LLP

KAKU & MERSINO, LLP

December 10, 2019

COMMUNITY BRIDGES
(A Private, Non-Profit Organization)

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2019

A. SUMMARY OF AUDIT RESULTS

- The auditors' report expresses an unmodified opinion on whether the financial statements of Community Bridges were prepared in accordance with GAAP.
- No significant deficiencies were found during the audit of the financial statements that are required to be reported in the Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*. No material weaknesses are reported.
- No instances of noncompliance material to the financial statements of Community Bridges were disclosed during the audit.
- No significant deficiencies in internal control over major federal award programs were disclosed during the audit in the Independent Auditors' Report on Compliance For Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance. No material weaknesses are reported.
- The auditor's report on compliance for the major federal award programs for Community Bridges expresses an unmodified opinion on all major federal programs.
- Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in this Schedule, if any.
- The programs tested as major programs included: CFDA No. 10.558 – Child and Adult Care Food Program (CACFP), and CFDA No. 93.575 – Child Care and Development Block Grant & 93.596 – Child Care Mandatory and Matching Funds of the Child Care and Development Fund.
- The threshold for distinguishing Types A and B programs was \$750,000.
- Community Bridges was determined to be a low-risk auditee.

B. FINDINGS – FINANCIAL STATEMENT AUDITS

None

C. FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAM AUDIT

None

D. STATUS OF PRIOR YEAR FINDINGS

None

COMMUNITY BRIDGES
STATEMENT OF FINANCIAL POSITION - MEASURE D FUNDING
JUNE 30, 2019

ASSETS

Current Assets	
Cash	\$ 266,584
	<hr/>
Total Current Assets	266,584
	<hr/>
TOTAL ASSETS	\$ 266,584
	<hr/> <hr/>

LIABILITIES AND NET ASSETS

Current Liabilities	
	\$ -
	<hr/>
Total Current Liabilities	-
	<hr/>
Other Liabilities	
Reserve Fund	\$ 266,584
	<hr/>
TOTAL LIABILITIES	266,584
	<hr/>
Net Assets	
Net Assets without Donor Restrictions	-
	<hr/>
TOTAL NET ASSETS	-
	<hr/>
TOTAL LIABILITIES AND NET ASSETS	\$ 266,584
	<hr/> <hr/>

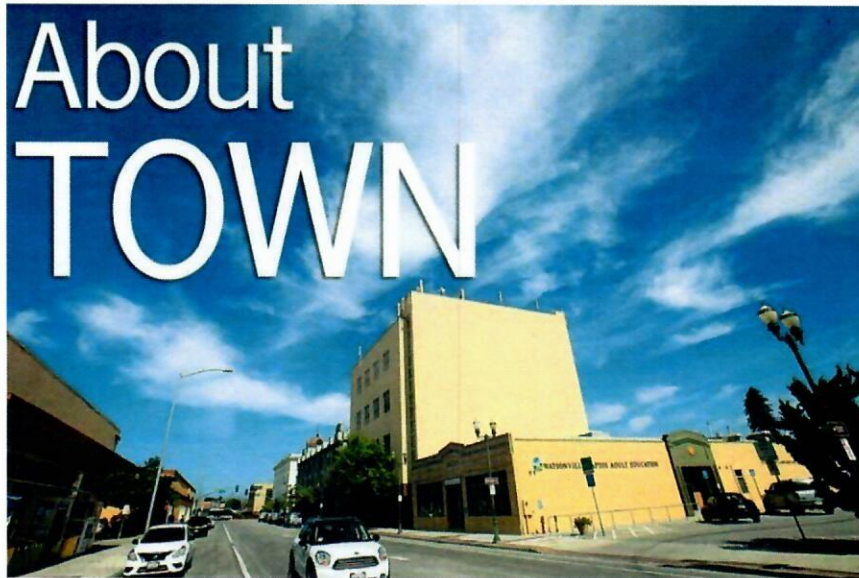
COMMUNITY BRIDGES
STATEMENT OF ACTIVITIES - MEASURE D FUNDING
FOR THE YEAR ENDED JUNE 30, 2019

Changes in Net Assets Without Donor Restrictions

Revenue and Support	
Measure D Funding	\$ 849,956
Interest Income	625
Transfer from Measure D Reserve Fund	224,589
TOTAL REVENUES AND SUPPORT	<u>1,075,170</u>
Expenses	
Driver Personnel	249,150
Driver Training	45,691
Admin Assistant/Dispatch	57,376
Outreach/Publicity	10,166
Operations Facility - Pre Construction	41,153
Operations Facility - Reserve	599,532
Vehicle & Office Equipment	<u>72,102</u>
TOTAL EXPENSES	<u>1,075,170</u>
INCREASE/(DECREASE) IN NET ASSETS	<u>-</u>
NET ASSETS AT BEGINNING OF YEAR	<u>-</u>
NET ASSETS AT END OF YEAR	<u><u>\$ -</u></u>

REGISTER PAJARONIAN

About Town, Week of Jan. 28



Posted Jan 28, 2019

• **Erik Chalhoub:** Community Bridges is testing out new electric vehicles for its Lift Line program, thanks to a major grant it received last year.

According to Community Bridges CEO Raymon Cancino, the organization received a \$270,000 Community Air Grant from the California Air Resources Board. That money, coupled with Measure D funds, has been used to purchase two new electric busses for Lift Line, which provides rides for seniors and people with disabilities.

The busses will be stationed in Watsonville.

Established in 1977, the organization runs 10 programs, such as family resource centers, nutrition programs and programs for seniors including Elderday and Meals on Wheels. It serves about 22,000 people annually, according to Cancino.

ENTERTAINMENT

Lift Line acquires two electric vehicles

Funding replaces gas-powered shuttles and brings new charging stations



Community Bridges Lift Line of Watsonville is replacing two gas-powered shuttles with all-electric buses that up to 100 miles on a single charge. (Dan Coyo — Santa Cruz Sentinel)

WATSONVILLE — Community Bridges Lift Line Paratransit Dial-A-Ride Program is replacing two gas-powered shuttles with two electric vehicle shuttles.

Friday's launch of the electric vehicles and a ribbon cutting ceremony was held at the Lift Line fleet facility in Watsonville. Santa Cruz County Supervisor Zach Friend, Community Bridges CEO Raymon Cancino, Veronica Eady from the California Air Resources Board and other local leaders attended the event.

"Transitioning to EVs allows Community Bridges to continue our efforts to be good stewards of both the environment and the agency's finances," said Raymon Cancino, Community Bridges CEO in [a press release](#). "This program is investing in the long-term health of Santa Cruz County, and we are proud to provide opportunities to empower our community."

Funding comes from the statewide initiative California Climate Investments and will also provide two Level 2 charging stations, at the Lift Line fleet facility in Watsonville. Levels indicate how fast the charge is. The chargers will be accessible to the public at varying costs. Community Bridges has four charging stations in the county.

The electric vehicles each have 16 seats and wheelchair lifts. They can drive on average from 60 to 100 miles without needing to be recharged, but do require about nine to 16 hours to charge when necessary. The vehicles use a regenerative braking system designed to take energy from braking to recharge the battery, which extends the vehicle's driving range, according to the release.

The total project cost for the two EV shuttles and the two Level 2 charging stations was \$360,592, according to the release. The California Air Resources Board's California Climate Investments grant provided \$268,219 and \$62,000 came from the Santa Cruz County Regional Transportation Commission via Measure D.

"Investing in zero-emission cars, trucks — and paratransit shuttles — is a smart use of cap-and-trade proceeds, helping to ensure that all Californians benefit from the state's efforts to fight climate change," Eady said in a prepared statement. "It helps bring ultra-clean vehicles to market sooner, and places them in communities most impacted by pollution, where support is needed to improve air quality and climate resiliency."

Lift Line is the first public transportation agency to utilize electric vehicles across Santa Cruz County, according to the release. The ride-sharing program provides transportation to 700 low-income seniors and people with disabilities in the county annually. The rides are at no-cost to passengers, according to the release. With these vehicles, the program is expected to reduce carbon emissions.

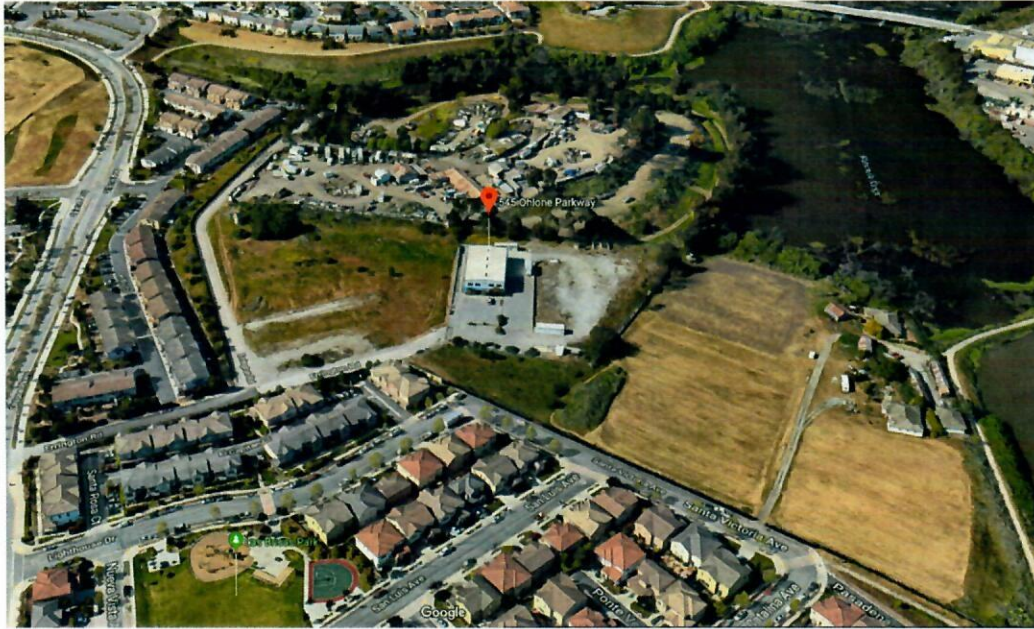
Lift Line has upcoming projects, too. Amy Hanley, marketing communications manager at Community Bridges, said Community Bridges will put a state-funded charging station at Mountain Community Resources in Felton by the end of the year. She said Santa Cruz METRO supported this project and will use the station along with the public.

The Santa Cruz County Regional Transportation Commission awarded Lift Line \$242,000 to purchase an electric vehicle, upon approval from Caltrans, for transit use and to install two Level 3 charging stations. Funding is provided through the California Climate Investments Low Carbon Transit Operations Program (LCTOP). With these additions, Lift Line will have three electric vehicles and Community Bridges will operate a total of five charging stations nationwide.

"I want to commend the RTC and Santa Cruz METRO for prioritizing the environmental health of our county and allowing us to get our ground-ready project going," Cancino said in [a second press release](#). "Our goal is to use our public resources as efficiently and effectively as possible so all users may have full access to electric vehicle benefits."

Attachment: J1

Operations Facility Site Before Occupancy



Lift Line Operations Facility Site After Occupancy



Attachment: J2

Operations Facility Site After Occupancy Showing Maintenance Shop



Attachment: K1

New Lift Line Operations Facility Site, before and after clearing lot, removing trees along the fence, replacing fence, relocating EV charging station to new facility, and replacing awning above front door.

Before



After



After



After



Attachment L: Operations Facility Site with Measure D Signage



Attachment M: Relocated Charging Stations w/ Measured D Signage.

Relocated from 240 Ford St. Watsonville (old facility) to 545 Ohlone Parkway Watsonville (new facility).







LIFT LINE

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD



Community Bridges Lift Line is the first public transportation agency in Santa Cruz County to utilize electric vehicles. The EV program will reduce carbon emissions by supporting the transition from a gas-powered to an EV fleet, as well as contributing to a more complete network of EV charging stations throughout Santa Cruz County.

HOW FAR CAN YOU DRIVE ON \$25?

Electric Vehicle 641 miles



Gas Vehicle 171 miles



Assumptions: A standard EV battery requires 30 kilowatt-hours (kWh) per 100 miles, and the average national residential utility rate is 13 cents per kWh. A gasoline passenger car averages 25 miles per gallon (mpg), and average cost of gasoline in California is \$3.65 a gallon.



Attachment: 0

**FREE
MEDICAL
RIDES**

LIFT LINE

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD

Partially funded by



SEVEN DAYS A WEEK

8:00AM — 4:00PM

831.688.9663

COMMUNITYBRIDGES.ORG/LIFTLINE

New Services!

Now Serving North Monterey County:
Transportation to and from appointments in
Pajaro, Las Lomas, Castroville, Prunedale and Moss
Landing.

Now Offering Rides to Louden Nelson Senior Classes:
Need a ride to class? Now providing door-to-door
rides to the Louden Nelson Community Center
Monday-Saturday.

Nuevos Servicios!

**Ahora ofreciendo transportación médica gratuita
en el norte del condado de Monterey:**
Comunidades de Pájaro, Las Lomas, Castroville,
Prunedale and Moss Landing.

**Ahora ofrecemos transportación para personas de
la tercera edad a las clases y actividades del centro
Louden Nelson:**
¿Ocupas transportación a tu clase? Proveyendo
transportación de puerta a puerta al centro
comunitario Louden Nelson.

LIFT LINE

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD

CommunityBridges.org/LiftLine

Partially funded by



LIFT LINE | COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD



Promoting Independence

Promoviendo la independencia



*Free transportation promoting
senior health and independence*

*Transporte gratis que fomenta la salud
e independencia de los mayores*

Lift Line

Providing 65,000 door-to-door rides a year to seniors and people with disabilities; allowing these Santa Cruz County residents to maintain their independence.

Our fleet of vehicles provide comfortable trips for eligible riders, and our professional drivers provide door-to-door assistance from origin to destination. Escorts, personal care attendants, and a limited number of traveling companions are welcome.

All Lift Line services are **free of cost** to qualifying residents of Santa Cruz County.

Lift Line is part of the Community Bridges family of programs.



Proporcionamos 65,000 viajes anuales de puerta a puerta para adultos mayores y personas con discapacidades, y así, permitirles a estos residentes del Condado de Santa Cruz mantener su independencia.

Nuestra flota de vehículos proporciona cómodos viajes para pasajeros elegibles, y nuestros choferes profesionales proveen asistencia desde el origen hasta el destino. Acompañantes, asistentes personales, y un número limitado de visitantes son bienvenidos.

Todos los servicios de Lift Line **son gratuitos** para los residentes del Condado de Santa Cruz que califiquen.

Lift Line es parte de los programas de Puentes de la Comunidad.

Services

County-wide Medical Transportation:

Transportation to appointments with accredited medical professionals or for other approved medical programs or purposes in Santa Cruz County.

Out-of-County Medical Transportation:

Transportation to out-of-county medical appointments, allowing for accessible travel to Monterey, San Mateo, San Benito, Santa Clara, and San Francisco counties.

Veterans Medical Transportation:

Transportation to medical appointments or Veterans Administration Clinics for qualifying veterans.

Meals on Wheels Dining Site Transportation:

Transportation to Meals on Wheels dining sites throughout Santa Cruz County.

Elderday Adult Day Health Care Transportation:

Transportation to and from Elderday twice a day, Monday-Friday.

Servicios

Transporte Médico en todo el Condado:

Transporte a las citas con profesionales médicos certificados u otros programas o propósitos médicos en el Condado de Santa Cruz.

Transporte Médico fuera del Condado:

Transporte a citas médicas ubicadas fuera del condado, y así tener acceso a los Condados de Monterey, San Mateo, San Benito, Santa Clara, y San Francisco.

Transporte médico para Veteranos:

Transporte a citas médicas o a Clínicas Administradas para Veteranos que califiquen.

Transporte a Merenderos Meals on Wheels:

Transporte a merenderos Meals on Wheels por todo el Condado de Santa Cruz.

Transporte a Elderday Cuidado Diurno:

Transporte hacia y desde Elderday dos veces al día, de Lunes a Viernes.

Taxi Scrip Coupons:

Qualifying residents can purchase taxi scrip coupons from Lift Line at a discounted rate. The taxi scrip coupon is used in place of money to pay for or supplement the price of a ride from one of our participating taxi companies.

Eligibility

All programs involve an application process and eligibility requirements. Eligibility guidelines are set by the following criteria:

- Resident of Santa Cruz County
- 60+ years of age or disabled, determined by:
 - (a) Medical Health & Physical (H&P) form or Physicians Document,
 - (b) ADA ParaCruz eligibility, or
 - (c) Other State Disability Verification
- Meets the income eligibility requirements as determined by:
 - (a) Medi-Cal,
 - (b) SSI Verification, or
 - (c) Income Tax Forms

Cupones Taxi Scrip:

Los residentes que califiquen podrán comprar cupones taxi scrip de Lift Line con un descuento preferencial. El cupón Taxi Scrip es usado en vez de dinero para pagar o completar el pago de un viaje en una de nuestras compañías de taxi participantes.

Elegibilidad

Todos los programas tienen un proceso de solicitud y requisitos que deberán cumplirse. Los criterios para ser elegible son los siguientes:

- Ser un residente del Condado de Santa Cruz.
- Ser mayor de 60 años o tener alguna discapacidad reconocida por:
 - (a) Formulario Médico Físico y de Salud (H&P) o documento médico
 - (b) Elegibilidad ADA ParaCruz, o
 - (c) Alguna otra verificación estatal de discapacidad
- Cumple con los requisitos de ingreso económico determinados por:
 - (a) Medi-Cal,
 - (b) Verificación SSI, o
 - (c) Declaraciones de Impuestos

How You Can Help / Cómo Puedes Ayudar

Volunteer

Volunteers are critical to our success. Reach out to see where your passion and skills fit best.

Donate

Join us in our work to ensure people in need have access to life-saving medical appointments. Secure donations can be made by mail or online at CommunityBridges.org/Donate.

Leave Your Legacy

Through a charitable bequest in your will or living trust, you can ensure that we will be there for future generations of seniors in need. Please visit us at CommunityBridges.org/Legacy to learn more.

Trabajo Voluntario

Los voluntarios son esenciales para nuestro éxito. Contáctenos para descubrir como su pasión y habilidades nos puede ayudar.

Donar

Únete a nosotros en nuestro trabajo para asegurar que las personas con necesidades vitales tendrán acceso a citas médicas. Sus donativos seguros pueden hacerse por correo o en línea en el sitio CommunityBridges.org/Donate.

Deje su Legado

A través de un legado caritativo en su testamento o fideicomiso, puede asegurarse de que estaremos presentes para ayudar a futuras generaciones de personas mayores con necesidades. Visítenos a CommunityBridges.org/Legacy para saber más.

Lift Line
521 Main Street, Suite H
Watsonville, CA 95076
831-688-9663

CommunityBridges.org/LiftLine

Attachment: P

Outreach 2018-2019

July 10, 2018

Kelly Mercer-Lebov – Senior Program Coordinator at the Loudon Nelson Community Center

August 7, 2018

Jenny Fratta – Social Worker at Pacific Coast Manor Senior Facility

August 23, 2018

Pastor Bonnie Bell – St. Stephen's Lutheran Church

September 4, 2018

Helen – PAMF Social Worker

September 13, 2018

Dean Kaufman – VA Veteran Services Officer

October 18, 2018

Lauren Scally – Kaiser Permanent Social Worker/Case manager

October 24, 2018

Rachelle Farver – Satellite Health Dialysis Social Worker

Ayella MacLeod – Satellite Health Dialysis Social Worker

Attachment: P 1

November 20, 2018

Jeff Caplan – MAH/ C3 Meeting Community Dialogue Catalyst

January 17, 2019

Dave Tavaréz – Castroville Public Library

Jon Brown – North County Recreation and Park District Program Director

Dr. Nkwocha – Clinica de Salud de Valle de Salinas Chief Medical Officer

Gina Capps – Prundale Senior Center Director

January 22, 2019

Stacy Garcia – MAH/ C3 Meeting Director of Community Engagement

January 28, 2019

Cindy Chaberlin – Life Hope Central Officer of Communications

February 7, 2019

North County Recreation and Park District in Castroville Lift Line set up a table, gave a presentation to seniors and help them sign up to LL transportation.

Pedro Espinoza - Castroville Our Lady of Refuge Catholic Church

Attachment: P 2

February 15, 2019

Ryan Murray – Homeless Services Director/ Watsonville Day Center and Winter Shelter.

May 7, 2019

Rosalinda (Rossy) – Social Worker Planned Parenthood

May 19, 2019

Nancy Faulstich – Executive Director of Regeneracion Pajaro Valley

June 8, 2019 & June 9, 2019

Cincy Chamberlin – Life Hope Centers Clinic

June 11, 2019

Rachelle Recinto – Administrator of Blue Hammock II Assisting Living

Irene – Social Worker of Valley Convalescent & Rehab Center

Ariel Santana – EDD Disability Department

Rachelle Recinto – Administrator of Bright View Care Home

Christina Cantu – Administrator of Skilled Nursing/Post accurate Center

Christa Garcia – Social Service Director of Watsonville Nursing Center

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

REPORTING YEAR: **FY18/19**

Recipient Agency **Community Bridges Lift Line**

Public Information/ Outreach	Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc) - please attach.	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	9/19/2018	1) Att. B1-B4	Public hearing process is overseen by RTC (see below). Community Bridges (CB) Board of Directors adopted the Measure D five-year plan as part of its annual budget approval. 1) CB Board approval of Lift Line budget which includes Measure D revenue and five-year plan of expenditures (see att. B2 5:50).
Date of 5-Year Plan Public Hearing	4/10/2018	1) Att. C1 - C3 2) Att. D web address 3) Att. D1-D8	Community Bridges-Lift Line (CB-LL) is the only agency receiving a direct allocation of Measure D funds that is not a public agency. Review and approval of the CB-LL Measure D five-year plan will be overseen by the Regional Transportation Commission (RTC). 1) C1 - C3, E&D TAC (RTC) Agenda, item 19 CB-LL 5-Year Plan. 2) D, E&D TAC (RTC) Meeting Packet, https://sccrtc.org/wp-content/uploads/2018/04/00_Packet_18April10_2.pdf 3) D1-D8, CB-LL Measure D 5-Year Plan/ Public Presentation.
Date of annual audit of Measure D Expenditures	12/10/2019	Att. A	Independent Audit, Financial Statements CB
News Article	FY18/19	1) Att. F 2) Att. G1-G3 3) 4)	1) Pajaronian article January 28, 2019 2) Sentinel article April 26, 2019. 3) Video 1 is being shown on KION & KSBW: https://www.youtube.com/watch?v=crWTmErhQ0 4) Video 2 is being shown on KION & KSBW: https://www.youtube.com/watch?v=rtxuSbe4Dvk
Website with info on Meas. D projects	ongoing	https://communitybridges.org/liftline/	https://sccrtc.org/funding-planning/measured/
Map of Measure D-funded Projects	ongoing	1) Att. H 2) Att. I	Video 1 Video 2 s Facility Electric Vehicle Charging D Service Area Map

Photos (before/after)	ongoing	1) Att. J1-J2 2) Att. K1	1) Lift Line Operations Facility Site, before and after occupancy. 2) Lift Line Operations Facility Site, before and after improvements.
Signage	ongoing	1) Att. L 2) Att. M 3) Att. N1-N5 4) Att. O 5) Att. O1-O2	1) Lift Line New Operations Facility w/ Measure D Signage 2) Electric Vehicle Charging Stations w/ Measure D Signage 3) Measure D signage at CARB ribbon cutting event, which was partially funded and leveraged with Measure D funding. 4) Measure D signage, 6' x 3' banner used for outreach events. 5) Lift Line brochure with Measure D logo.
Describe any other public outreach conducted during the reporting year about Measure D	Please see Attachment P1-P3 List of outreach performed FY18/19 of which included Measure D expanded services. See Att. P4 Outreach photo of posting at Santa Cruz Museum of Art & History. See Att. Q1-Q3, News article including website link to Measure D funded projects		

Maintenance of Effort

FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (exclude HUTA, formula state & fed funds, special grants)	\$ 1,860,855	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 757,521	Pre-Measure D Baseline of average of locally-generated revenues (ex. general funds, sales and property taxes and other fees) and expenditures for transportation purposes in the three to five fiscal years prior to the start of Measure D allocations to recipient agencies (FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13).
FY19/20 LOCAL (exclude HUTA, formula state & fed funds) funds BUDGETED on multimodal local road repairs & maintenance	\$ 1,822,405	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc)
If FY18/19 local expenditures were lower than the baseline amount, explain why. (e.g. emergencies, extraordinary event - fires, etc) Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement.	N/A	
Does your agency have an indirect cost allocation plan?	Yes	If "no", Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	Yes/No	If "yes" - when was it adopted? If "no", agency is required to immediately adopt one in order to continue to receive Measure D funds.

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Kirk Ance	Program Director/ Administrator	831-688-8840 ext 238
Douglas Underhill	CFO/Fiscal Administrator	831-688-8840 ext 276
Ruhsora Iskandarova	Financial Assistant	831-688-8840 ext 273
Raymon Cancino	CEO/ Administrator	831-688-8840 ext 201

MEASURE D EXPENDITURE REPORT

Agency	Beginning of Year Fund Balance	FY 18-19 Measure D Received (7/1/18-6/30/19)	Interest Earned on Measure D funds	Measure D Expended (4/1/17-6/30/18)	End of Year Fund Balance/ Carryover to be Spent in Future Years	Anticipated Future Interest (include in 5-Year plan updates)
Community Bridges - Lift Line	\$ 491,172.29	\$849,956.05	\$ 625.00	\$ 1,075,169.71	\$ 266,583.63	\$ 606.00

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.											Agency with 5-year plan?
#	Project Name	Total Project Cost	Past year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	Measure D-funded Capital Costs	Measure D-funded Non-capital (non-infrastructure, outreach, admin, etc)	Measure D-funded indirect costs	Leveraged Funds (grants & other funds secured, which used Meas. D as match)	Leveraged Fund Source Name(s)	Project in approved 5-year plan?
1	* Driver Personnel	Apprx \$250K/Yr	\$ 250,547.25	\$ 249,149.78	\$ 1,377,598.05	N/A	\$ 499,697.03	\$124,302.60			Yes
2	Driver Trainer	Approx \$75K/Yr	\$ 34,476.07	\$ 45,690.74	\$ 381,797.90	N/A	\$ 80,166.81				Yes
3	Admin Assistant/Dispatch	Approx \$65K/Yr	\$ 43,001.52	\$ 57,376.27	\$ 333,001.30	N/A	\$ 100,377.79				Yes
4	Out Reach / Publicity	Approx \$6K/Yr	\$ 3,405.37	\$ 10,165.81	\$ 29,590.64	N/A	\$ 13,571.18				Yes
5	Operations Facility - Pre-Construction	\$ 132,242.00	\$ -	\$ 41,153.10	\$ 132,242.00	N/A	\$ 41,153.10				Yes
6	Operations Facility - Reserve	\$ 5,799,450.00	\$ -	\$ 599,532.38	\$ 1,847,990.00	\$ 199,083.00	N/A				Yes
7	Vehicle Equipment - Reserve	\$ 175,000.00	\$ 17,295.00	\$ 72,101.64	\$ 175,000.00	\$ 89,396.64	N/A		\$ 719,973.59	Caltrans 5310 and CARB Program	Yes
Total		\$ 348,725.21	\$ 348,725.21	\$ 1,075,169.71	\$ 4,277,219.90	\$ 288,479.64	\$ 734,965.90	\$ 124,302.60	\$ 719,973.59		

ce repair, fuel, vehicle insurance, communications, taxes & licenses related to paratransit services. It also includes a prorated allocation of costs such as general liability insurance, staff training and other indirect costs

Agency

Community Bridges - Lift Line

DETAILED SUMMARY OF EXPENDITURES AND		Project Information Continued				Project Status/Timeline			Other	
#	Project Name	Location/ Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>	Other Notes or Information <i>(optional)</i>
1	* Driver Personnel	Santa Cruz County	Providing expanded hours of paratransit service	Paratransit	Operations	In-progress	N/A	N/A	On-Going	
2	Driver Trainer	Santa Cruz County	Providing safety and service training for paratransit drivers	Paratransit	Operations	In-progress	N/A	N/A	On-Going	
3	Admin Assistant/Dispatch	Santa Cruz County	Supporting additional paratransit rides	Paratransit	Operations	In-progress	N/A	N/A	On-Going	
4	Out Reach / Publicity	Santa Cruz County	Materials/Videos to promote paratransit ride availability	Paratransit	Education and Promotion	In-progress	N/A	N/A	On-Going	
5	Operations Facility - Pre-Construction	Santa Cruz County	Facility Project Management - architects, environ review, design	Paratransit	Operations	In-progress	N/A	N/A	On-Going	
6	Operations Facility - Reserve	Santa Cruz County	Reserve for projected purchase in 2025	Paratransit	Other <i>(describe in project description column)</i>	In-progress	N/A	Paving 2020	On-Going	
7	Vehicle Equipment - Reserve	Santa Cruz County	Vehicle replacement, 5310 vehicle match funds, CARB match, equipment e.g. vehicle hoist	Paratransit	Equipment and New Vehicles	In-progress	N/A	Equipment Match FY1920	On-Going	IN FY 18/19 CARB Electric Vehicle projects cost \$360,592 of which \$67015.22 was matched using Measure D funds. In FY19/20 \$25357 will be matched. Measure D funds used for purchase of two electric buses, two level II chargers and EV outreach expenses.

re repair, fuel, vehicle insurance, communicat

Measure D Transportation for Seniors and People with Disabilities Program

Performance Measures

AGENCY:

Community Bridges Lift Line

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to be documented by the recipients, as applicable. Additional or alternate performance measures may be requested by the RTC or recipients.

Submittal date: 23-Dec-19

Performance Measure	Performance Metric and Standard	Baseline - FY17/18	Current Numbers	(Notes or) Corrective Action (If applicable)
Ridership/Service Utilization				Provide information on why numbers went down
▪ Annual Ridership	Change in annual ridership and passenger trips per revenue vehicle hour and mile and qualitative explanation for possible reasons.	62,332	59,460	The biggest contributing factors as to why Lift Line rides when down by 2,872 from the previous FY is as follows, Alliance funded rides dropped by 2,078, due to reduced contracted rides, due to multiple vendors being used. Taxi Script and Meals on Wheels rides have dropped this FY. We are currently looking into these areas of service.
▪ Passenger trips per vehicle service hour		3.54	3.39	This ties into the about drop in rides.
▪ Passenger trips per revenue vehicle service miles		0.2	0.18	Any agency with significant increase in costs must provide an explanation
Cost Effectiveness				
▪ Operating Cost per Passenger Trip	Maintain operating cost per passenger, per revenue vehicle hour, or per revenue mile; percentage increase less than or equal to inflation as measured by CPI	\$14.88	\$16.07	Cost per passenger trip when up which can happen when there are less rides pure bus trip. however, our cost per vehicle operation hour is showing a decrease.
▪ Operating Cost per Vehicle Service Hour		\$52.94	\$51.63	
State of Good Repair				Provide information on plan to keep bus and paratransit vehicles in state of good repair.
▪ Average age of bus and paratransit vehicles	Reduce average age of fleet/number of vehicles beyond useful life	7.2 Years	6.75	All vehicles are serviced every 4,000 miles and safety inspections performed every 90 days. Also we have annual CHP inspections.
▪ Number of vehicles beyond useful life		9, as defined by FTA 5310 Program.	4, as defined by FTA 5310 Program.	All fleet vehicles are in good and safe operating condition, even those past their usefully life as defined by FTA.
Service Provision				Any agency not meeting expected performance must provide an explanation and a description of how service provision will be met in the future.
▪ Frequency on major corridors or trunk lines	▪ Maintain or increase frequencies	Lift Line operated up to 12 paratransit vehicles on major corridors daily M-F and 1 vehicle on weekends.	Lift Line operated up to 12 paratransit vehicles on major corridors daily M-F and 1 vehicle on weekends.	Lift Line will have up to 12 paratransit vehicles on major corridors daily M-F and 1 vehicle on weekends. A frequency that will be maintained.
▪ Service hours/span	▪ Increase service span - goal is 7 days/week, 20 hours per day	7 days per week. Added 14 additional hours daily five days per week.	7 days per week. 14 additional hours daily five days per week.	LL is maintaining its expanded hours which totals 80 hours per week.

Performance Measure	Performance Metric and Standard	Baseline - FY17/18	Current Numbers	(Notes or) Corrective Action (If applicable)
<ul style="list-style-type: none">▪ Revenue hours▪ Revenue miles▪ Service areas	<ul style="list-style-type: none">▪ Maintain or increase revenue hours▪ Number of routes▪ Total service hours	14,146	18,535	Drivers had less standby time and drove more miles FY1819 verse FY1718. This is a good sign of productivity.
		252,305	284,056	Lift Line doesn’t operate fixed routes. A full schedule would be 12 drives per day M-F and 1 driver on weekends.
		Lift Line provides transportation to Santa Cruz County Residence to the following counties, Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, San Mateo, and San Francisco.	Lift Line provides transportation to Santa Cruz County Residence to the following counties, Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, San Mateo, and San Francisco.	Service areas is maintained.
Service Operations and Provisions	Track number of seniors or people with disabilities served by program.			<i>Santa Cruz, and selected areas of Santa Clara, Monterey, San Benito, Sab Mateo, and San Francisco.</i>
Number of people served or trips provided to seniors or people with disabilities	<ul style="list-style-type: none">▪ Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips, travel training, meal delivery, and fixed-route transit	62,332 Paratransit Trips	59460 Paratransit Trips	Total of one way trips went down due to the loss of Alliance rides and a slight drop in meals on wheels and taxi script rides. Total number of rides equals 2,872 (4.6%)
Percent of fixed route service used by seniors and people with disabilities		N/A	N/A	Lift Line Doesn’t operate fixed route.
Cost Effectiveness				<i>Any agency with significant increase in costs must provide an explanation</i>
Cost per Trip	Maintain cost per trip or per passengers	\$98.12	\$94.00	Lift Line collects data to determine cost of “Trip per Passenger” therefore “Cost per Trip” and “Cost per Passenger” have the same outcome.
Cost per Passenger				Lift Line is using the “Cost per Trip” option above.
Total Measure D program cost per one-way passenger trip divided by total trips or total passengers during period.		3554	5,939	Lift Line had a total of 5,939 Measure D passenger trips during this reporting period (FY18/19).
METRO: Split of Budget for ParaCruz and fixed routes service	Maintain paratransit operating budget and service.			<i>If other funds shifted from one program to another, provide explanation</i>
Paracruz budget				
Fixed-route budget				
Leveraged Funds (List amount and sources)	Report total grants and other funding secured using Measure D revenues as a match.			<i>Explain if Measure D funds fully funding projects.</i>
				Please see Expenditures tab.

*Santa Cruz Metropolitan
Transit District*



Santa Cruz Regional Transportation Commission (SCCRTC)
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

FY19 Measure D – Expenditure Reports and Annual Audit

Rachel,

Attached please find Santa Cruz METRO's FY19 Measure D Annual Expenditure and Audit Report.

Measure D Annual Expenditure Report

Santa Cruz METRO uses cash basis accounting to produce the Measure D Expenditure Reports for Fiscal Year 18/19, while the District's financial statements are prepared using only the modified accrual basis of accounting.

Measure D funding in the amount of **\$3,399,796** was received by METRO in FY18/19. Interest earned was **\$61,039** for total available funding of **\$3,460,835**. These funds were used to support operations by increasing Fixed-Route service, sustaining ParaCruz service, and maintaining service reliability. Funds were also used to leverage grant opportunities to fund capital vehicle replacements along with bus mid-life overhauls, bus repaints and a renewed capitalized lease.

Details include:

- Measure D revenues in the amount of **\$1,368,976** were used in FY18/19 to fund the nine Fixed-route Bus Operator positions and the one Paracruz operator position detailed below:
 - As part of the annual budget for FY18/19 (adopted in June 2018) METRO funded 4 Fixed-route Bus Operator positions using Measure D funds. These Operator positions maintained frequency and span of service across 10 routes.
 - Measure D funds were used to maintain funding for one Fixed-route Bus Operator position and the associated operating costs to maintain 30 minute frequency bi-directionally for an 8 hour daily span.
 - Measure D funds also maintained 4 Fixed-route Bus Operators for the Extra Board to ensure service reliability across the system.
 - Sustaining adequate Operator staffing has been difficult since the staffing reduction that resulted from the cost savings measures implemented with the FY16/17 budget. As METRO continued to struggle to attract new operators in FY18/19, the agency was unable to add new service in the San Lorenzo Valley/Scotts Valley area. The level of Operator staffing in FY18/19 was only sufficient to maintain the reliability of present service levels.
 - In addition to maintaining Fixed-route services, Measure D funds allowed METRO to fund one Paracruz operator to sustain its current level of service, which actually exceeds the service level required by the Americans with Disabilities Act (ADA).
- The Measure D funds also allowed METRO to contribute to the "Bus Replacement Fund", which is an established fund that receives consistent annual transfers of Measure D and other funds from the Operating budget to the Capital budget. This fund allows METRO to provide local match to

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Santa Cruz METRO On-line at www.scmetro.com Committee - 5/28/20 Page 192

Santa Cruz Metropolitan Transit District



pursue grant opportunities for Fixed-Route buses and ParaCruz van replacements along with bus mid-life overhauls, bus repaints, and lease-to-own Fixed-Route buses. The new vehicles increase service reliability while the mid-life overhauls and bus repaints decrease maintenance costs.

- In FY18/19, the Measure D funds helped leverage a variety of capital grants by providing the local match. METRO was able to commit funds to **\$18.0 million** in bus and van related capital projects and spent **\$730,075**. The remainder of the funds received but not spent in FY18/19 were “rolled forward” to FY19/20 to complete the vehicle capital projects in progress, and provide the local match and funding to new grant opportunities.

Transit Performance Measures (PM)

A Transit PM baseline from FY16/17 and current numbers from FY18/19 are provided. METRO details the status of applicable performance measures following the implementation of Measure D funds. The Performance Measures contain metrics and standards that METRO worked to achieve in FY18/19.

Performance Measures include:

- Ridership/Service Utilization
- Cost Effectiveness
- State of Good Repair
- Service Provision
- Service Operations and Provisions
- Budget Apportionment

Measure D Maintenance of Effort

The Maintenance of Effort (MOE) Baseline calculation contains actual budget numbers and to continue to exclude the following revenues to the MOE Exclusions section:

- Formula federal fund sources (FTA 5307, 5311)
- Fuel Tax Credits
- STIC
- STA

Audited Financial Statements

The FY19 Annual Measure D Financial Statements prepared by Brown, Armstrong, Certified Public Accountants will be submitted by 12/31/19.

Sincerely,

Jayme Ackermann,
Director, Marketing, Communications and Customer Service
Interim Director, Planning & Development

Attached

110 Vernon Street, Santa Cruz, CA 95060 (831) 426-6080, FAX (831) 426-6117

Santa Cruz METRO On-line at <http://www.santacruzmetro.com> Measure D Oversight Committee - 5/28/20 Page 193

**SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT
MEASURE D PROGRAM**

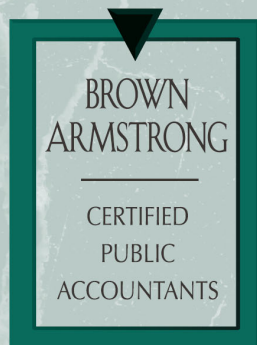
**FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2019**

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MEASURE D PROGRAM
FOR THE YEAR ENDED JUNE 30, 2019**

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BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Measure D Program of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO), as of and for the year ended June 30, 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control, relating to the Measure D Program, relevant to Santa Cruz METRO's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Santa Cruz METRO's internal control relating to the Measure D Program. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure D Program of Santa Cruz METRO as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Measure D Program and do not purport to, and do not, present fairly the financial positions of Santa Cruz METRO as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Measure D Program financial statements. The budgetary comparison information is presented for purposes of additional analysis and is not a required part of the financial statements.

The budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Management has omitted the management discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board (GASB), which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 23, 2019, on our consideration of Santa Cruz METRO's internal control over financial reporting, relating to the Measure D Program, and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance, relating to the Measure D Program, and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance relating to the Measure D Program. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Santa Cruz METRO's internal control over financial reporting and compliance relating to the Measure D Program.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
December 23, 2019

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MEASURE D PROGRAM
BALANCE SHEET
JUNE 30, 2019**

ASSETS

Cash and investments	\$ 3,137,729
Intergovernmental receivables	
Receivables from SCCRTC for Measure D Allocations	<u>546,003</u>
Total assets	<u><u>\$ 3,683,732</u></u>

LIABILITIES AND FUND BALANCE

Liabilities	
Unearned income	\$ 2,953,657
Interfund payable	<u>730,075</u>
Total liabilities	<u>3,683,732</u>
 Fund balance	
Restricted	<u>-</u>
 Total net position	<u>-</u>
 Total liabilities and fund balance	<u><u>\$ 3,683,732</u></u>

See accompanying Notes to Financial Statements.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MEASURE D PROGRAM
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2019**

REVENUES

Measure D revenue	\$ 2,038,012
Interest income	<u>61,039</u>
Total revenues	<u><u>2,099,051</u></u>

EXPENDITURES

Transit operations	1,368,976
Transit capital	<u>730,075</u>
Total expenditures	<u><u>2,099,051</u></u>

REVENUES OVER EXPENDITURES	-
-----------------------------------	---

FUND BALANCE

Beginning of year	<u>-</u>
End of year	<u><u>\$ -</u></u>

See accompanying Notes to Financial Statements.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MEASURE D PROGRAM
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

All transactions of the Measure D Program by the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) are included as an enterprise fund in the basic financial statements of Santa Cruz METRO. These statements account for Santa Cruz METRO's share of revenues earned and expenditures incurred under Santa Cruz METRO's Transportation for Seniors and People with Disabilities Program. The accompanying financial statements are for the Measure D Program only and are not intended to fairly present the financial position or results of operations of Santa Cruz METRO.

B. Basis of Accounting and Measurement Focus

Santa Cruz METRO uses an enterprise fund format to report its activities for financial statement purposes. The accompanying financial statements are prepared using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned and expenditures are recorded at the time liabilities are incurred regardless of when the related cash flows take place.

C. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 2 – MEASURE D PROGRAM

Under Measure D, approved by the voters of Santa Cruz County in 2016, Santa Cruz METRO receives a portion of the proceeds of a one-half cent sales tax to be used for transportation-related expenditures. This measure was adopted with the intention that the funds generated by the sales tax will not fund transportation-related expenditures previously paid for by existing funds, revenues, and other resources, but rather, will be used for additional projects and programs, so as to supplement (and not replace) the revenue funds designated and used for transportation programs and expenditures.

The major project funded by Measure D was as follows:

Transportation for Seniors and People with Disabilities Program – To provide transit services to seniors and people with disabilities, and to purchase transportation capital improvements.

NOTE 3 – CASH AND INVESTMENTS

Cash and investments consisted of \$3,137,729.

See Santa Cruz METRO's basic financial statements for disclosures related to the cash and investments as prescribed by GASB Statement No. 40. The basic financial statements may be obtained from Santa Cruz METRO at 110 Vernon Street, Santa Cruz, CA 95060.

NOTE 4 – INTERGOVERNMENTAL RECEIVABLES

Intergovernmental receivables of \$546,003 represent the Measure D Program sales tax allocations for fiscal year 2019 that were received from the Santa Cruz County Regional Transportation Commission (SCCRTC) after June 30, 2019.

NOTE 5 – UNEARNED INCOME

Measure D Program sales tax allocations that are allocated to Santa Cruz METRO during the fiscal year are restricted and reported as liabilities (unearned income) until spent on the specific purpose for which they were intended, as outlined in the 5-Year Program of Projects approved by the Santa Cruz METRO Board of Directors and submitted to the SCCRTC.

NOTE 6 – INTERFUND PAYABLE

Interfund payables of \$730,075 represent amounts due to Santa Cruz METRO's general operating fund, in order to reimburse the agency for the Measure D Program capital expenditures paid for with Santa Cruz METRO unrestricted monies during the fiscal year.

SUPPLEMENTARY INFORMATION

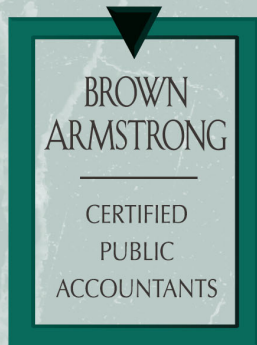
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MEASURE D PROGRAM
SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2019**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
REVENUES				
Measure D Program revenue	\$ 3,229,124	\$ 3,229,124	\$ 2,038,012	\$ (1,191,112)
Interest income	-	-	61,039	61,039
Total revenues	<u>3,229,124</u>	<u>3,229,124</u>	<u>2,099,051</u>	<u>(1,130,073)</u>
EXPENDITURES				
Transit operations	1,368,976	1,368,976	1,368,976	-
Transit capital	<u>1,860,148</u>	<u>1,860,148</u>	<u>730,075</u>	<u>1,130,073</u>
Total expenditures	<u>3,229,124</u>	<u>3,229,124</u>	<u>2,099,051</u>	<u>1,130,073</u>
REVENUES OVER EXPENDITURES	-	-	-	-
FUND BALANCE				
Beginning of year	-	-	-	
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

EXPENDITURES IN EXCESS OF PROJECT BUDGET

Santa Cruz Metropolitan Transit District (Santa Cruz METRO) must receive Board approval of a 5-year Program of Projects prior to expending Measure D funding on any project or program, in accordance with the requirements of the Measure D Master Funding Agreement. The approved 5-year Program of Projects is submitted to the SCCRTC annually, and includes information about each of the projects to be funded with the estimated annual Measure D revenues, allocated according to the Measure D Ordinance and Expenditure Plan.

The fiscal year 2019 project list and expenditure plan used preliminary estimates for assigning costs of fixed-route and paratransit operator wages and benefits and vehicle consumables to various transit service improvements. Subsequent to the approval of this 5-year Program of Projects, a more accurate costing method was developed and used to identify the value of operator labor, resulting in Transit operations expenditures exceeding budget for this first year of the program.



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

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We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure D Program of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Santa Cruz METRO's Measure D Program's financial statements, and have issued our report thereon dated December 23, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Santa Cruz METRO's internal control over financial reporting (internal control), relating to the Measure D Program, to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Santa Cruz METRO's internal control relating to the Measure D Program. Accordingly, we do not express an opinion on the effectiveness of Santa Cruz METRO's internal control relating to the Measure D Program.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of Santa Cruz METRO's Measure D Program's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure D Program's financial statements are free of material misstatement, we performed tests of Santa Cruz METRO's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

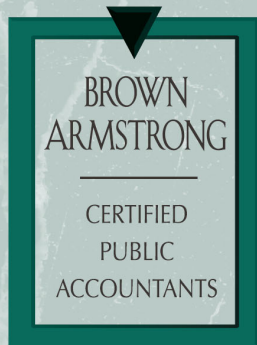
Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance relating to the Measure D Program and the results of that testing, and not to provide an opinion on the effectiveness of Santa Cruz METRO's internal control or on compliance relating to the Measure D Program. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Santa Cruz METRO's internal control and compliance relating to the Measure D Program. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
December 23, 2019



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON MEASURE D PROGRAM COMPLIANCE

To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

Compliance

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the basic financial statements of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) Measure D Program as of and for the year ended June 30, 2019, and the related notes, and have issued our report thereon dated December 23, 2019.

Management's Responsibility

Compliance with the requirements referred to above is the responsibility of Santa Cruz METRO's management.

Auditor's Responsibility

Our responsibility is to express an opinion on Santa Cruz METRO's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the agreement between Santa Cruz METRO and Santa Cruz County Regional Transportation Commission (SCCRTC). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a material effect on the Measure D Program occurred. An audit also includes examining, on a test basis, evidence about Santa Cruz METRO's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Santa Cruz METRO's compliance with those requirements.

Opinion on Measure D Program

In our opinion, Santa Cruz METRO complied, in all material respects, with the compliance requirements referred to above that are applicable to the Measure D Program for the year ended June 30, 2019.

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Internal Control Over Compliance

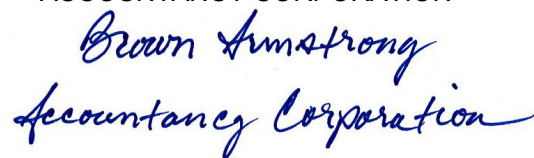
Management of Santa Cruz METRO is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit, we considered Santa Cruz METRO's internal control over compliance relating to the Measure D Program to determine the auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance relating to the Measure D Program. Accordingly, we do not express an opinion on the effectiveness of Santa Cruz METRO's internal control over compliance relating to the Measure D Program.

A deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the agreement between Santa Cruz METRO and SCCRTC. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

A handwritten signature in blue ink that reads "Brown Armstrong" on the first line and "Accountancy Corporation" on the second line.

Bakersfield, California
December 23, 2019

General Compliance Reporting:

Confirm completion of the following Measure D Agreement requirements during the reporting year. The RTC shall utilize information from Recipient on expenditures to prepare a comprehensive report to the public on the expenditure of Measure D revenues.

Recipient - Update all highlighted fields on 3 tabs. Reporting Requirements (Articles from the Master Fund Agreement are referenced as comments)

REPORTING YEAR: **FY18/19**

Recipient Agency **Santa Cruz Metropolitan Transit District**

Public Information/ Outreach	Date	Documentation (ex. copy of resolution, minutes, notices, articles, webpage, signage, etc.) - please attach.	Comments, additional info. If applicable, briefly explain why publicity requirement was not completed
Date Initial 5-Year Plan Adopted	6/23/2017	Resolution	part of overall annual budget adoption
Date of 5-Year Plan Public Hearing	6/28/2018	Staff report	part of overall annual budget adoption
Date of annual audit of Measure D Expenditures	12/31/2019	audit	attached
News Article	6/12/2019	Public Hearing Notice	Notice of public hearing held on 6/28/2019 for the adoption of FY20 and FY21 budget, including Measure D funds.
Website with info on Meas. D projects	ongoing	Annual budget details use of Measure D funds	https://www.scmtd.com/images/department/finance/financials/finaloperatingbudgetfy18fy19.pdf
Map of Measure D-funded Projects	NA		Projects and drivers funded by Measure D cover entire service area
Photos (before/after)	ongoing	Document with photos, captions	Attached stickers are on buses and paratransit vehicles
Signage	ongoing	Stickers have been placed on buses and vans	
Describe any other public outreach conducted during the reporting year about Measure D	Measure D budget outreach was conducted as part of the annual budget public comment period, concluding with a public hearing on 6/28/18.		

Maintenance of Effort

FY18/19 LOCAL funds spent on multimodal local road repairs & maintenance (excludes formula state & fed funds, special grants)	\$ 37,842,339	Locally-generated funds
Maintenance of Effort BASELINE (should match MOE report submitted to RTC in 2017)	\$ 45,648,421	Pre-Measure D Baseline of average of locally-generated revenues and expenditures for transportation purposes in the three fiscal years prior to the start of Measure D allocations to recipient agencies (FY16/17, FY15/16, FY14/15).
FY19/20 LOCAL (exclude HUTA, formula state & fed funds) funds BUDGETED on multimodal local road repairs & maintenance	\$ 39,635,002	Locally-generated funds beyond HUTA or Measure D (ex. general funds, city tax, developer fees, etc.)
If FY17/18 local expenditures were lower than the baseline amount, explain why. (e.g. emergencies, extraordinary event - fires, etc.) Recipient agencies have up to three fiscal years to meet the adjusted minimum local revenue expenditure requirement.		
Does your agency have an indirect cost allocation plan?	No	If "no", Measure D funds cannot be used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	NA	

Contacts

Administrative officer or designated staff available to report on or answer any and all inquiries in regard to Recipient's receipt, usage, and/or compliance audit findings regarding Measure D funds before the RTC and/or the Independent Oversight Committee or RTC advisory committees, as applicable.

Name	Title/Measure D tasks	Phone/email
Jayne Ackerman	Projects	Measure D Oversight Committee - 5/28/20 jacker@scmt.com
Debbie Kinslow	Revenue/Expenditures	dkinslow@scmt.com

MEASURE D EXPENDITURE REPORT

Agency	FY 16/17-17/18 Measure D Received <i>(4/1/17-6/30/18)</i>	Beginning of Year Fund Balance <i>(per METRO audit)</i>	FY 18/19 Measure D Received <i>(7/1/18-6/30/19)</i>	Interest Earned on Measure D funds FY16/17- FY18/19	Measure D Expended <i>(7/1/18-6/30/19)</i>	End of Year Fund Balance/ Carryover to be Spent in Future Years
Santa Cruz Metropolitan Transit District	\$ 3,358,782.01	\$ 1,560,667.00	\$ 3,399,796.21	\$ 80,686.01	\$ 2,099,051.00	\$ 2,953,657.00

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.						<i>(expenditures -FY16/17-18/19)</i>				
#	Project Name	Total Project Cost	Past year(s) Measure D Expenditures on this project	FY18/19 Measure D Expenditures	(Est) Future Year(s) Measure D Expenditures	Measure D- funded Capital Costs	Measure D- funded Non-capital <i>(non- infrastructure, outreach, admin, etc)</i>	Measure D- funded indirect costs	Leveraged Funds <i>(grants & other funds secured, which used Meas. D as match)</i>	Leveraged Fund Source Name(s)
1	Fixed route - 9 operators (average cost of Operator with benefits plus cost of mileage driven in year)	\$ 88,083,168	\$ 1,695,024	\$ 1,294,128	\$ 1,235,871	<i>see below</i>	\$ 2,989,152	N/A	\$ -	See MOE for all other Local Funds received
1	Sustaining of Paracruz service levels - 1 operator minus farebox recovery	\$ 7,705,682	\$ 105,203	\$ 74,848	\$ 76,387	<i>see below</i>	\$ 180,051	N/A	\$ -	See MOE for all other Local Funds received
2	Capital - new and replacement vehicles- can be used for equipment	\$25M	\$ -	\$ 730,075	\$ 2,046,031	\$ 532,332	<i>see above</i>	\$ -	\$ 18,485,675	FTA 5339(a), PTMISEA, STIP, LCTOP, LPP, STA-SGR
				\$ 2,099,051						

Agency

Santa Cruz Metropolitan Transit District

TAILED SUMMARY OF EXPENDITURES AND			Consistency with 5-year plan				Project Information Continued		
Project Name	Project in approved 5-year plan?	If not in 5-year plan or different amount or scope, why different?	Location/Limits	Description <i>(may include additional project components, ex. complete streets, traffic calming, crossing improvements, drainage upgrades, etc.)</i>	Project Category <i>(Drop-down Menu)</i>	Primary Project Type <i>(Drop-down Menu)</i>			
Fixed route - 9 operators (average cost of Operator with benefits plus cost of mileage driven in year)	Yes	N/A	N/A	Fixed Route-frequency, span of service - Routes 35, 40, 41, 68, 69A, 71, 72, 75, 79, 91X, Route 71 weekend-17 addtl. trips to provide 30 minute frequency in/outbound for 8 hrs during the days	Public Transit	Staffing			
Sustaining of Paracruz service levels - 1 operator minus farebox recovery	Yes	N/A	N/A	Paracruz - sustain service levels	Public Transit	Staffing			
Capital - new and replacement vehicles- can be used for equipment	Yes	N/A	N/A	Capital - Vehicles new and replacements	Public Transit	Equipment and New Vehicles			

Agency

Santa Cruz Metropolitan Transit District

TAILED SUMMARY OF EXPENDITURES AND		Project Status/Timeline			Project Costs by Mode - estimate percent of project by mode			Additional Metrics - if applicable	Other
Project Name	Project Status	CEQA compliance <i>(List type of document & certification date - e.x. CE, 5/1/18)</i>	Construction schedule	Completion Date <i>(actual or estimate)</i>	% System Preservation	% Transit	% Paratransit	If Complete Streets not incorporated into project, why not?	Other Notes or Information <i>(optional)</i>
Fixed route - 9 operators (average cost of Operator with benefits plus cost of mileage driven in year)	Complete	N/A	N/A	6/30/2019	0%	100%	0%	N/A	See separate schedule for breakdown of average labor & fringe costs
Sustaining of Paracruz service levels - 1 operator minus farebox recovery	Complete	N/A	N/A	6/30/2019	1%	0%	100%	N/A	See separate schedule for breakdown of average labor & fringe costs
Capital - new and replacement vehicles- can be used for equipment	In-progress	N/A	N/A	6/30/2018-and ongoing	0%	100%		N/A	Measure D capital - as per the 5 Year Expenditure Plan is allocated to METRO's Bus Replacement Fund (\$3M annual contribution)

Measure D Transportation for Seniors and People with Disabilities Program

Performance Measures

AGENCY:

Santa Cruz Metropolitan Transit District

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to

Submittal date: 12/31/2019

Performance Measure	Performance Metric and Standard	Fixed Route - FY16/17 (Baseline)	Fixed Route Current Numbers - FY18/19	Corrective Action (If applicable)	Paratransit Baseline - FY16/17	Paratransit Current Numbers - FY18/19	Corrective Action (If applicable)
Ridership/Service Utilization	Change in annual ridership and passenger trips per revenue vehicle hour and mile and qualitative explanation for possible reasons.			<i>Provide information on why numbers went down</i>			<i>Provide information on why numbers went down</i>
▪ Annual Ridership		5,091,394	5,045,972	0.89% decrease. During this time-frame nation-wide bus ridership decreased 1.26%	75,116	73,497	Decrease of 2.16% as a result of the discontinuation of Demand-Response Taxi Service. Increase of 1.84% from last audit.
▪ Passenger trips per revenue vehicle service hour (Pax/VRH)		24.38	24.34	0.16% decrease due to 0.89% annual ridership decrease. Previously reported Pax/VRH decrease was 0.29%.	1.90	1.64	Decrease of 13.68 %. VRH increased 15.54% due to increased congestions, while ridership decreased 2.16%
▪ Passenger trips per revenue vehicle service miles (Pax/VRM)		1.76	1.76	N/A	0.16	0.16	N/A
Cost Effectiveness	Maintain operating cost per passenger, per revenue vehicle hour, per revenue mile, or trip; percentage increase less than or equal to inflation as measured by CPI			<i>Any agency with significant increase in costs must provide an explanation</i>			<i>Any agency with significant increase in costs must provide an explanation</i>
▪ Operating Cost per Passenger (\$/Pax)		\$7.90	\$8.71	Operating cost per passenger increased 10.25%. FY17 to FY19: CPI increased 7.24%. <u>Operating costs increased while ridership decreased.</u>	\$65.29	\$70.08	Operating cost increased 7.34%. FY17 to FY19: CPI increased 7.24%.
▪ Operating Cost per Revenue Vehicle Hour (\$/VRH)		\$192.56	\$212.00	Operating cost per hour increased 10.10%. FY17 to FY19: CPI increased 7.24%. <u>Operating costs increased while VRH was stable.</u>	\$124.25	\$114.96	Operating cost per hour decreased 7.48%. FY17 to FY19: CPI increased 7.24%. <u>This was not an increase.</u>
▪ Operating Cost per Revenue Vehicle Mile (\$/VRM)		\$13.89	\$15.32	Fixed Route operating cost per mile increased 10.30%, FY17 to FY19: CPI increased 7.24%. <u>Peak service occurs during peak traffic congestion. Leads to greater costs per mile.</u>	\$10.75	\$11.08	Paracruz operating cost per mile increased 3.07%. FY17 to FY19: CPI increased 7.24%. <u>This was not a significant increase.</u>
Cost per Trip (\$/Trip)		\$226.16	\$249.43	Fixed Route operating cost per trip increased 10.29%. FY17 to FY19: CPI increased 7.24%. <u>Operating costs increased while ridership decreased.</u>	N/A	N/A	N/A

Measure D Transportation for Seniors and People with Disabilities Program

Performance Measures

AGENCY:

Santa Cruz Metropolitan Transit District

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to

Submittal date: 12/31/2019

Performance Measure	Performance Metric and Standard	Fixed Route - FY16/17 (Baseline)	Fixed Route Current Numbers - FY18/19	Corrective Action (If applicable)	Paratransit Baseline - FY16/17	Paratransit Current Numbers - FY18/19	Corrective Action (If applicable)
State of Good Repair				Provide information on plan to keep bus and paratransit vehicles in state of good repair.			Provide information on plan to keep bus and paratransit vehicles in state of good repair.
▪ Average age of bus and paratransit vehicles	Reduce average age of fleet/number of vehicles beyond useful life	12.46	13.51	Transit Asset Management Performance Measure Targets, submitted to NTD in RY19 Report Package.	7.25	5.5	Transit Asset Management Performance Measure Targets, submitted to NTD in RY19 Report Package.
▪ Number of vehicles beyond useful life		49	30	Transit Asset Management Performance Measure Targets, submitted to NTD in RY19 Report Package.	33	15	Transit Asset Management Performance Measure Targets, submitted to NTD in RY19 Report Package.
Service Provision				Any agency not meeting expected performance must provide an explanation and a description of how service provision will be met in the future.			Any agency not meeting expected performance must provide an explanation and a description of how service provision will be met in the future.
▪ Service hours/span	Maintain or increase service span - goal is 7 days/week, 20 hours per day	Weekday (5 days) : 21.08 hours	Weekday (5 days): 21.08 hours	N/A	Weekday (5 days): 21.08 hours	Weekday (5 days): 21.08 hours	N/A
		Weekend (2 days) : 18.67 hours	Weekend (2 days): 18.67 hours		Weekend (2 days): 18.67 hours	Weekend (2 days): 18.67 hours	
▪ Frequency on major corridors or trunk lines	Maintain or increase frequencies, revenue hours, miles, routes, and service areas.	0.25	0.25	UCSC	N/A	N/A	There is no scheduled frequency on paratransit service as it is on-demand service.
		0.50	0.50	Cabrillo/South County			
		0.50	0.50	Scotts Valley/San Lorenzo Valley			
▪ Revenue hours		208,797	207,348	Revenue hours were reduced in FY18 due to service cut in September of FY16/17.	39,474	44,804	Revenue hours were reduced in FY17, due to discontinuation of Demand Response-Taxi Service in April 2017. Revenue hours of Demand-Response returned to previous levels.
▪ Revenue miles	Maintain or increase frequencies, revenue hours, miles, routes, and service areas.	2,895,295	2,868,513	Revenue miles were reduced in FY18 due to service cut in September of FY16/17.	456,208	464,816	Revenue miles were reduced in FY18 due to discontinuation of Demand Response-Taxi Service in April 2017.
▪ Service areas		UZA 204 (Santa Cruz)	UZA 204 (Santa Cruz)	N/A	UZA 204 (Santa Cruz)	UZA 204 (Santa Cruz)	N/A
		UZA 378 (Watsonville)	UZA 378 (Watsonville)		UZA 378 (Watsonville)	UZA 378 (Watsonville)	
					0-CA (Non-UZA within Santa Cruz County)	0-CA (Non-UZA within Santa Cruz County)	
▪ Number of routes		26	24	Route 33/34 were eliminated due to consistently low ridership. Trips were monitored for 2 years before elimination.	N/A	N/A	Paratransit service is on demand and operates within 0.75 miles of any operating bus route.

Measure D Transportation for Seniors and People with Disabilities Program

Performance Measures

AGENCY:

Santa Cruz Metropolitan Transit District

Direct Allocation recipients are to document the performance and benefits of the projects and programs funded with Measure D funds. The following performance measures are a selection of performance standards to

Submittal date: 12/31/2019

Performance Measure	Performance Metric and Standard	Fixed Route - FY16/17 (Baseline)	Fixed Route Current Numbers - FY18/19	Corrective Action (If applicable)	Paratransit Baseline - FY16/17	Paratransit Current Numbers - FY18/19	Corrective Action (If applicable)
Service Operations and Provisions	Track number of seniors or people with disabilities served by program. Service types: ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips, travel training, meal delivery, and fixed-route transit			Report on ridership or service data. Explain reasons for ridership reductions.			Report on ridership or service data. Explain reasons for ridership reductions.
Number of people served or trips provided to seniors or people with disabilities		659,799	636,533	Discounted Ridership decreased 3.53%. Fixed Route ridership declined 0.84% following the 13% service cut in September of FY16/17.	75,116	73,497	Demand Response-Taxi Service was discontinued in April FY17. Paratransit ridership decreased 3.90% in previous audit and only 2.16 this audit.
Percent of fixed route service used by seniors and people with disabilities		12.96%	12.61%	N/A	100.00%	100.00%	N/A
METRO: Budget Apportionment	Maintain paratransit operating budget and service.			If other funds shifted from one program to another, provide explanation			If other funds shifted from one program to another, provide explanation
Paratransit and Fixed Route % of Total Operating Expenses		89.12%	89.51%	N/A	10.87%	10.49%	N/A
Leveraged Funds	Report total grants and other funding secured using Measure D revenues as a match.			Explain if Measure D funds fully funding projects.			Explain if Measure D funds fully funding projects.
		N/A	\$18,485,675	N/A	N/A	\$642,038	N/A
Total Measure D Leveraged Funds divided by total passengers during period.		N/A	\$3.66	N/A	N/A	\$8.89	N/A

TO: Measure D Taxpayer Oversight Committee

FROM: Shannon Munz, Communications Specialist

RE: Oversight Committee Annual Report

RECOMMENDATIONS

Staff recommends that the Measure D Taxpayer Oversight Committee:

1. Prepare an Annual Report from the committee to the public and SCCRTC board regarding Fiscal Year 2018/2019 (FY18/19) Measure D expenditures and audits.
 2. Discuss and agree on content for the FY18/19 report, authorize the chair to prepare a letter from the committee commenting on whether Measure D Ordinance provisions and requirements were met in FY18/19, and direct staff to assist in preparing and making the report available to the public.
-

BACKGROUND

In November 2016, Santa Cruz County voters approved the Measure D transportation sales tax. Each year, agencies receiving Measure D revenues provide an expenditure report and audited financial statements showing how they spent Measure D funds in the prior fiscal year (*see separate agenda item*).

Per Section 32C of the voter approved Measure D Ordinance, the oversight committee is tasked with the following responsibilities:

- Reviewing Expenditure Plan expenditures on an annual basis to ensure they conform to the Ordinance.
- Reviewing the annual audit and report prepared by an independent auditor, describing how funds were spent.
- **Producing a publicly available Annual Report of oversight activities.**

DISCUSSION

Based on review of the FY18/19 audits and expenditure reports from recipient agencies (*see separate agenda item*), the Taxpayer Oversight Committee will prepare an annual report commenting on whether expenditures conform to the provisions and requirements of the Measure D Ordinance. Last year's report included a letter from the Chair, focused on the financials and findings of the audits, and highlighted some of the projects that were funded by Measure D funds in

FY18/19 (Attachment 1). **Staff recommends that the Oversight Committee discuss and agree on content for the FY18/19 annual report and authorize the chair to prepare a letter from the committee commenting on whether Measure D Ordinance provisions and requirements were met in FY18/19 and direct staff to assist in preparing and making the report available to the public.** The committee may want to use a similar format to last year's report, or identify any changes.

SUMMARY

The Measure D Ordinance requires the Oversight Committee to prepare an annual report regarding its oversight of Measure D expenditures and annual audits.

Attachments:

1. Taxpayer Oversight Committee FY17/18 Annual Report

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Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

In November 2016, over 2/3rd of the voters of Santa Cruz County approved Measure D, a comprehensive and inclusive package of transportation improvements to be developed in the County that would be funded by the imposition of a Retail Transactions and Use Tax of one-half of one percent (0.5%) for a period of 30 years. The tax became effective on April 1, 2017. The Santa Cruz County Regional Transportation Commission (RTC) allocates, administers and oversees the expenditure of all Measure D revenues which are not directly allocated by formula annually to other agencies, consistent with the Expenditure Plan. The RTC has been designated as the Local Transportation Authority (the Authority) to implement the provisions of Measure D.

Section 32 of the ordinance that governs the expenditure of Measure D funds specifies that an Independent Oversight Committee be formed by the Commission's Board of Directors to review the annual independent fiscal audit of the expenditure of Transportation Tax funds and issue an annual report on its findings regarding compliance with the requirements of the Expenditure Plan and the ordinance to the Authority Board of Directors. The independent Taxpayer Oversight Committee shall not exceed five members who will be residents of Santa Cruz County who are neither elected officials of any government nor employees from any agency or organization that oversees or implements projects funded from the proceeds of the sales tax.

The Oversight Committee members were appointed by the RTC Board of Directors in 2018 after an application process was concluded. The Oversight Committee members are as follows:

- Supervisorial District 1: Janet Edwards, Vice Chair

- Supervisorial District 2: Michael W. Machado CPA, Chair
- Supervisorial District 3: Abel Rodriguez
- Supervisorial District 4: Carmen Herrera Mansir
- Supervisorial District 5: Todd Guin

The Committee held its first meeting on October 29, 2018, its second meeting on March 25, 2019, and its third meeting on May 13, 2019. Minutes of the meetings are available for review on the RTC Website.

At its March 25, 2019 meeting, the Committee reviewed the audited Measure D Financial Statements that were audited by independent CPA firms. Independent audits of the Measure D Funds of the following agencies were reviewed:

- Santa Cruz County Regional Transportation Commission
- County of Santa Cruz
- City of Capitola
- City of Santa Cruz
- City of Scotts Valley
- City of Watsonville
- Santa Cruz Metropolitan Transit District
- Community Bridges

None of the audits had any negative findings as to the expenditure of the Measure D funds nor were any incidents of non-compliance with the Ordinance noted.



Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

A summary of Measure D Funds received and expended from April 1, 2017 (the effective date) through June 30, 2018 follows:

Fund Distribution and Expenditures: Fiscal Years 16/17 & 17/18

(includes revenues received since the effective date of April 1, 2017 through June 30, 2018.)

	Measure D Revenue Allocation			Interest Earned	Expenditures	Measure D Balance ⁶
	(Cash Basis- there is a 2-month accrual lag)					
Investment Category	FY17/18	FY16/17	Total Allocation ⁵	FY17/18	FY16/17-17/18**	6/30/2018
Neighborhood						
City of Capitola	\$312,311	\$11,254	\$323,565	\$2,652	\$108,602	\$217,615
City of Santa Cruz ¹	\$1,261,406	\$45,453	\$1,306,859	\$0	\$688,389	\$618,470
City of Scotts Valley	\$272,191	\$9,808	\$281,999	\$1,371	\$191	\$283,179
City of Watsonville	\$844,000	\$30,413	\$874,413	\$3,989	\$46,200	\$832,202
County of Santa Cruz	\$2,865,941	\$103,271	\$2,969,212	\$16,900	\$223,162	\$2,762,950
SLV SR9-RTC	\$333,336	\$27,778	\$361,114	\$2,226	\$0	\$363,340
Hwy 17 Wildlife-RTC	\$166,668	\$13,889	\$180,557	\$1,113	\$0	\$181,670
<i>Total Neighborhood</i>	<i>\$6,055,853</i>	<i>\$241,866</i>	<i>\$6,297,719</i>	<i>\$28,251</i>	<i>\$1,066,544</i>	<i>\$5,259,426</i>
Highway Corridors - RTC	\$5,046,542	\$201,555	\$5,248,097	\$32,251	\$50,000	\$5,230,348
Transit/Paratransit -METRO ²	\$3,229,787	\$128,995	\$3,358,782	\$19,647	\$1,801,752	\$1,576,677
Transit/Paratransit -misc ³				\$1,180		\$1,180
Paratransit - Lift Line ⁴	\$807,447	\$32,249	\$839,696	\$209	\$348,725	\$491,180
Active Transportation-RTC	\$3,431,648	\$137,057	\$3,568,705	\$20,725	\$674,927	\$2,914,503
Rail Corridor-RTC	\$1,614,893	\$64,497	\$1,679,390	\$9,983	\$642,324	\$1,047,049
<i>Admin. salaries & benefits</i>	<i>\$207,365</i>	<i>\$11,462</i>	<i>\$218,827</i>	<i>\$2,235</i>	<i>\$218,827</i>	<i>\$2,235</i>
<i>Implementation & Oversight</i>	<i>\$342,915</i>	<i>\$328,537</i>	<i>\$671,452</i>	<i>\$3,581</i>	<i>\$422,120</i>	<i>\$252,913</i>
Total	\$20,736,450	\$1,146,218	\$21,882,668	\$118,062	\$5,225,219	\$16,775,511

Notes: This table includes a combination of information from RTC and local agency audited financial information and project expenditure reports. For most agencies, information represents cash, rather than accrual, basis. Audited financials are typically presented on a modified or full accrual basis which means revenues are recognized when earned, not when received. For example, while revenue earnings are based on transactions in May 2017, if it was received in July 2017, it is shown in FY17/18 because that is when cash was received. Unexpended balances or reserved funds carryover to future years. Several projects started in FY17/18 and incurred majority of costs in FY18/19.

1-City of Santa Cruz expenditures include \$1,863 allowance for gains/losses which is included in their audited financial statement.

2-METRO also set aside on accrual (not cash) basis \$532k for capital vehicle replacements. Funds will be shown as expenditures in future.

3-Interest earnings not yet transferred to Lift Line and METRO at end of FY17/18.

4-For Community Bridges, revenues reflect amounts paid by RTC to Lift Line in FY17/18, though Lift Line did not account for them until FY18/19.

5-Net Revenues, after state Board of Equalization fees.

6-Carryover balances, includes funds allocated to recipient agencies, to be expended in future years.



Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

As noted in the table, total Measure D revenues collected from April 2017 through June 2018 by the RTC were \$21,882,668. The RTC distributed \$9,954,526 to direct recipient agencies and the RTC expended \$2,008,198 on regional projects, administrative and implementation tasks. Measure D funds totaling \$16,775,511 are being carried over to future years for use on approved projects.

Measure D continues to serve as a crucial source of local transportation funding for the Santa Cruz County community. The Committee looks forward to continuing to work with the community to ensure the ongoing success of the Measure D program.

The Measure D Taxpayer Oversight Committee hereby finds that the Authority is proceeding in accordance with the Measure D Ordinance and the Expenditure Plan for the period from April 1, 2017 through June 30, 2018.

Michael W. Machado CPA, Chair

Measure D Taxpayer Oversight Committee
Santa Cruz County Regional Transportation Commission





Measure D Taxpayer Oversight Committee

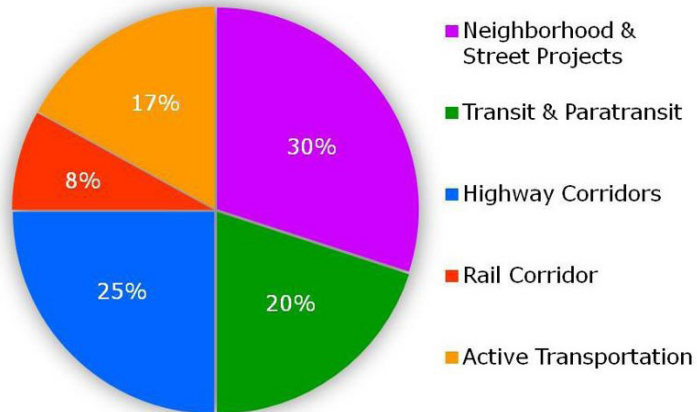
Annual Report

Fiscal Years 16/17 & 17/18

FY's 16/17 & 17/18 Measure D Annual Report & Overview

On November 8, 2016 67.78% of Santa Cruz County voters approved Measure D, a 1/2 cent sales tax measure to improve, operate and maintain Santa Cruz County's transportation network.

Projects will provide safer routes to schools for local students; maintain mobility and independence for seniors and those with disabilities; invest in bicycle and pedestrian pathways and bridges on an unprecedented scale; repave roadways, repair potholes and improve safety on local streets; ease congestion; and invest in transportation projects that reduce the pollution that causes global warming.



Measure D Recipients

- Measure D revenues are distributed by voter-approved formulas to the cities of Capitola, Santa Cruz, Scotts Valley, Watsonville, the County, the RTC, METRO and Lift Line. Measure D recipients may also program funds (via 5-year plans) to projects implemented by other agencies, such as Caltrans and non-profit organizations.

Committed to Voters:

- Each recipient agency solicits public input and approves updated 5-year plans identifying specific projects annually.
- Annual audits of the expenditure of all funds generated by the measure are conducted by an independent auditor and publicly available.
- The Measure D Oversight Committee reviews the independent annual audit and issues a report regarding compliance with the Expenditure Plan.
- Recipient agencies are required to use new Measure D funds to supplement, not replace, existing revenues used for transportation.

Summary of Transportation Projects	
<i>Voter-approved 30-Year Expenditure Plan</i>	
Neighborhood Projects - 30%	
Local Funds for Cities and County: Direct percentage for local roadway pavement repair and operational improvements, school and neighborhood traffic safety projects, bicycle and pedestrian projects	
San Lorenzo Valley Hwy 9 Corridor Improvements: \$10 million to improve travel and safety for SLV pedestrians, bicyclists, and motorists	
Highway 17 Wildlife Crossing: \$5 million to help build a wildlife crossing under Highway 17	
Highway Corridors - 25%	
Highway 1 Corridor: Extend merge lanes that separate entering and exiting traffic from through lanes to improve traffic flow and safety at the 41st Ave-Soquel Dr, Bay/Porter Park, and State Park-Park exits	
Bicycle and pedestrian over-crossings: Bicycle and pedestrian bridges over Highway 1, including overcrossings at Chanticleer Ave and Mar Vista Drive	
Traveler Information and Transportation Demand Management: Traffic demand management programs including Cruz511 traveler information and carpool/vanpool programs	
Highway Safety and Congestion Reduction Programs: Programs that reduce fatal and injury collisions on highways and reduce congestion, including Freeway Service Patrol and Safe on 17 CHP Enforcement	
Transit for Seniors and People with Disabilities - 20%	
Santa Cruz METRO (16%): To help stabilize and maintain fixed-route bus and ParaCruz services	
Community Bridges Lift Line Paratransit Service (4%): To increase Lift Line's ability to provide paratransit services by 30%	
Active Transportation - 17%	
Monterey Bay Sanctuary Scenic Trail (Coastal Rail Trail): Bike and pedestrian trail construction; maintenance, management and drainage of the rail/trail corridor; install conduit for internet and electrical services	
Rail Corridor - 8%	
Infrastructure Preservation and Analysis of Options: Analysis (including environmental and economic analysis) of both rail transit and non-rail options for the corridor; rail infrastructure preservation, maintenance and repairs	



Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

HIGHLIGHTS OF PROJECTS FUNDED in FY's 16/17 & 17/18

Local Neighborhood Projects

In FY17/18, city and county public works departments used their apportionments of Measure D funds to repair local roads and improve bicycle and pedestrian facilities throughout the county.

County of Santa Cruz

- ▶ Casserly Road bridge replacement
- ▶ Countywide 2018 roadway resurfacing design
- ▶ Bicycle safety education and outreach programs

Capitola

- ▶ Enhanced green bike lanes at Highway 1 on/off ramps
- ▶ Citywide slurry seal along 2.6 miles of roadway, including portions of: 46th Avenue, Wharf Road, Prospect Avenue, Beverly Avenue, Burlingame Avenue, Capitola Avenue, Del Monte Avenue, Pilgrim Drive, Pine Street, Plum Street; and crack seal along Bay Avenue

Santa Cruz

- ▶ San Lorenzo River Trestle trail widening
- ▶ Downtown bike locker replacements
- ▶ Citywide roadway repairs, reconstruction, and overlays

Scotts Valley

- ▶ Measure D funds were reserved for use on future projects

Watsonville

- ▶ Bicycle Safety Improvements – signage and traffic markings along bicycle corridors and bicycle safety training in schools
- ▶ Downtown complete streets revitalization (Main Street from Beach Street to Freedom Boulevard)
- ▶ Pedestrian and Traffic Safety - contracted with a traffic engineer to analyze collision data to assist with implementing pedestrian safety programs and improvements



Measure D-funded road resurfacing - before & after in Boulder Creek, 2018



New flashing beacon, Watsonville



Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

Lift Line – Paratransit Services

- ▶ Lift Line used its Measure D allocation in FY17/18 to expand service to seven days per week.

Santa Cruz METRO

- ▶ Measure D was used to sustain fixed-route services on routes 35, 40, 41, 68, 69A, 71, 72, 75, 79, and 91X; and to provide additional weekend service on route 71.
- ▶ Sustain ParaCruz service levels – 1 operator.
- ▶ Vehicle replacements – Measure D being used to leverage state and federal grants to reduce the backlog of METRO vehicles needing replacement from 60% to 30%.



Active Transportation - Monterey Bay Sanctuary Scenic Trail Network (MBSST) Rail



During FY17/18 the RTC and the City of Santa Cruz used Measure D funds on environmental review, permitting, design, coordination and other actions required for the following projects:

- ▶ New bike/walk bridge at the San Lorenzo River Trestle near the Boardwalk. The project was completed in May 2019.
- ▶ Rail Trail between Natural Bridges Drive and Bay Street/California Avenue (Phase 1 of Segment 7) in Santa Cruz, scheduled to start construction in 2019.
- ▶ Rail Trail between Bay Street/California Avenue and the Wharf intersection roundabout in Santa Cruz (Phase 2 of Segment 7), scheduled to start construction in 2020.
- ▶ North Coast Rail Trail project from Davenport to Wilder Ranch State Park (Segment 5), construction scheduled in 2021/22.
- ▶ Watsonville trail (Segment 18) from Lee Road to Walker Street, construction scheduled in FY20/21.

Highway 9/SLV Corridor and Highway 17 Wildlife Crossing

- ▶ FY17/18 Measure D funds designated for the Highway 9/SLV Corridor and Highway 17 Wildlife Crossing were held in reserve for use in future years. Planning and preconstruction work for Highway 9/SLV Corridor and the Highway 17 Wildlife Crossing was conducted with other funds in FY17/18.



Measure D Taxpayer Oversight Committee

Annual Report

Fiscal Years 16/17 & 17/18

Highway Corridors

- ▶ Cruz511 Traveler Information System - \$50,000 in Measure D funds were spent in FY17/18 to provide traffic, roadway closure, carpool, vanpool, bus, and other information to travelers via www.Cruz511.org, 429-POOL, and public events.
- ▶ The balance of FY17/18 Measure D funds designated for Highway Corridors were held in reserve for use in future years on projects identified in the Measure D 5-year plans, including Highway 1 auxiliary lanes between 41st Avenue and Soquel Drive, and a bicycle/pedestrian overcrossing at Chanticleer Avenue; auxiliary lanes from Bay/Porter in Capitola/Soquel to State Park Drive in Aptos; and a bicycle/pedestrian crossing near Mar Vista in Seacliff/Aptos is expected to use future Measure D funds.

Rail Corridor

- ▶ Measure D helped fund the Unified Corridor Investment Study (UCS), which evaluated rail and non-rail options in the rail corridor. On January 17, 2019, the RTC approved a preferred scenario and affirmed the RTC's commitment to include trail and transit, and freight and recreational rail uses in the Santa Cruz Branch Rail Line corridor.
- ▶ Ongoing storm damage repairs and preventative maintenance, including vegetation and drainage work on the rail corridor.



Administrative and Implementation Activities in FY17/18

- ▶ Agreements were established between the RTC and the state to collect the sales (use) tax and to receive the revenues.
- ▶ Policies and procedures were established to safeguard taxpayer dollars and ensure they are expended per voter direction.
- ▶ Accounting and fiscal systems were set up to manage each of the accounts and disburse funding to direct recipients per voter approved formulas.
- ▶ Agreements and guidelines were established with recipient agencies.
- ▶ Five-year plans were prepared to delineate projects planned for the first five years of revenues.
- ▶ Ongoing outreach and community engagement was conducted via website updates (www.sccrtc.org/move), Facebook, eNews, and NextDoor.
- ▶ Oversight Committee was established.



Measure D Updates

Spring 2020

In November 2016 Santa Cruz County voters passed Measure D, providing stable, local funds to maintain and improve local roads, highways, bridges, sidewalks, bicycle facilities, and transit. Measure D is helping local agencies address some of the significant backlog of transportation needs in Santa Cruz County. The following highlights a few of the projects that Measure D is helping to fund.

Monterey Bay Sanctuary Scenic Trail Network (MBSST) Rail Trail

- The City of Santa Cruz completed the new bike/walk bridge at the San Lorenzo River Trestle near the Boardwalk in Summer 2019.
- Construction is underway on the Rail Trail between Natural Bridges Drive and Bay Street/California Avenue in the City of Santa Cruz (Phase 1 of Segment 7). The project will be completed this summer. Phase 2 (California to Wharf) has been designed and Santa Cruz is using Measure D fund as a match in construction grant applications.
- Segments 8 & 9 (Seabright-Live Oak) design and environmental review work is starting this summer.
- Watsonville will start construction of Segment 18 between Ohlone Parkway and the city's Slough Trail this spring.
- Design of the North Coast Rail Trail project from Davenport to Wilder Ranch State Park (Segment 5) is underway, with the project expected to be ready to start construction in 2021, pending the release of federal funds.



Segment 7 Rail Trail Construction in Santa Cruz

Highway 1 Projects

- Design work is nearly complete for auxiliary lanes and bus-on-shoulder facilities between 41st Avenue and Soquel Drive interchanges, and a bicycle/pedestrian overcrossing at Chanticleer Avenue. Construction is expected to begin in 2021 pending availability of funds for construction.
- Environmental review of Bay/Porter-State Park Auxiliary lanes and bus-on-shoulder facilities plus Mar Vista bike/pedestrian overcrossing is on schedule for circulation in October of 2020.
- RTC in partnership with the County of Santa Cruz and METRO is applying for state SB1 grants, using Measure D funds as leverage, to expedite construction of the bus on shoulder, auxiliary lane, and bike/ped bridge projects between Soquel Avenue/Drive and State Park Drive.
- Environmental review of auxiliary lanes and bus-on-shoulder facilities between Freedom Boulevard and State Park Drive began in March 2020. The project includes replacement of railroad bridges

over the highway and construction of Segment 12 of the Rail Trail between State Park Drive and Rio Del Mar/Sumner.

- Cruz511, in coordination with the City of Santa Cruz's Go Santa Cruz program, will be launching its new commute manager in summer/fall 2020.

Rail Corridor

- The RTC has been working with METRO to do more detailed analysis of high-capacity transit options for the rail corridor, with extensive public outreach. The final analysis will be presented to the RTC in Fall 2020.
- Phase 1 bridge repairs final design phase is underway, on schedule to begin construction in 2021.
- Storm damage repairs, infrastructure preservation, and preventative maintenance, including vegetation and drainage work, continues in the rail corridor. Maintenance requests can be directed to maintenance@sccrtc.org.

Highway 9/SLV Corridor and Highway 17 Wildlife Crossing

- Caltrans is preparing a project initiation document (PID) for complete streets projects along Highway 9 based on needs identified by the Highway 9/San Lorenzo Valley (SLV) Complete Streets Corridor Plan. Measure D funds will be used to leverage other funds for priority projects identified in the plan.
- Caltrans is designing the wildlife crossing under Highway 17 near Laurel Curve; construction, which is funded by a combination of Measure D and Land Trust funds, is scheduled to start in 2021.

Local Road Projects

City and County public works departments completed several projects over the past year and are gearing up for a busy spring and summer, repairing local roads and improving bicycle and pedestrian facilities throughout the county.

- Santa Cruz
 - 2019-2020 Overlay Program Completed: Broadway, California Street and Soquel Avenue Project included new curb ramps and green bike lanes along portions of these arterial streets.
 - River St. and Water St. Overlay Projects includes green, buffered and protected bike lanes and new accessible curb ramps and crosswalks. The project utilized Cold-In-Place Asphalt Recycling which reuses much of the old pavement. Old pavement not used on River and Water Streets was used as base for Segment 7 Phase 1 of the Rail Trail, saving money and resources. The project also
 - The Downtown Bike Lockers project has been put on hold due to funding constraints related to the COVID-19 impacts to the Downtown Parking District.



- Watsonville
 - Bicycle Safety Improvements – The City continues to contract with Ecology Action for Bicycle Safety Training in Watsonville elementary schools and with Bike Santa Cruz County to implement their Earn-A-Bike program at Pajaro Valley High School and among middle school students. Education programs have integrated online resources and trainings this spring.
 - Lee Road Trail – Design and environmental documents are being prepared for the Lee Road Trail project.
 - Trail Maintenance and Improvements – Designs for trail repair and maintenance projects.
 - Pedestrian & Traffic Safety – Implementing pedestrian safety programs, sidewalk repairs and design for traffic signals.
 - Maintain Roads – Design for Green Valley Road Improvements Project from Freedom Boulevard to City limits is underway.
- County of Santa Cruz
 - The County finished resurfacing 5.75 miles of roads in the Live Oak, Ben Lomond, Rio Del Mar, and Bonny Doon areas in Fall 2019: <https://scc2019measuredresurfacing.com/>
 - In summer 2020, the County will be resurfacing 6.26 miles of roads in Felton, Seacliff, and Lakeview Road north of Highway 129.
- Capitola
 - Park Avenue Sidewalk: In the spring of 2020 the City completed this pedestrian and roadway improvement project which includes approx. 1600 feet of new sidewalk, new crosswalks, new curb ramps and updated pavement markings.
 - Brommer Street Improvements – in the spring of 2020 the City will be initiating this complete street improvement project. Construction is expected to begin at the end of May 2020 with completion anticipated in July 2020. This project includes approximately 1,000 feet of new rehabilitated roadway, new sidewalks, updated pavement markings, new bicycles loop detectors and a green bike box.
- Scotts Valley
 - East Glenwood Preserve Trails construction is expected to be completed in late summer 2020. ADA parking improvements have been completed for Siltanen Park, K Street, and Glenwood East Trails.
 - Glenwood Drive to be widened with bike lanes from K Street to city limits, construction started

Measure D-funded road resurfacing – Love Creek Road, Ben Lomond - Before & after



in early May 2020.

Lift Line – Paratransit Services

- Lift Line continues its expanded services seven days per week utilizing two additional drivers. For the first three quarters of FY19/20, Lift Line provided 4,069 additional rides funded through Measure D.
- On June 6/28/19, Community Bridges/Lift Line received title of its newly purchased 9,000 sf operation/maintenance facility financed with Measure D funds. Located at 545 Ohlone Parkway in Watsonville, Lift Line has installed fast charging equipment for Electric Vehicles and has been upgrading the building.
- In October of 2019, the driving and maintenance departments started operation out of the new facility. Lift Line plans to move the remainder of its departments into the new facility by the end of 2020.
- Lift Line is currently in the permit process for drainage and paving permits which will allow for additional fleet parking. Work will start as soon as the permits are approved.



Santa Cruz Metropolitan Transit District (METRO)

- METRO used Measure D funding to retrofit 10 hybrid diesel-electric buses for the Highway 17 Express fleet, replacing 2003 CNG buses, which are beyond their useful life.
- METRO purchased four Compressed Natural Gas (CNG) buses which will improve fleet reliability and reflect METRO's continued commitment to the transition to clear air buses. Acquisition of the new vehicles was made possible because of Measure D and SB1.
- METRO is acquiring four electric buses for its fixed-route buses to replace aging vehicles with more efficient and cleaner running equipment. The new vehicles include METRO's first four electric buses and six replacement CNG buses. Acquisition of the new vehicles are also made possible because of Measure D and SB1.

Implementation and Oversight

- The Measure D Taxpayer Oversight Committee is reviewing FY18/19 audits and expenditure reports to ensure that revenues have been spent in accordance with the Measure D Ordinance.

TO: Measure D Taxpayer Oversight Committee
FROM: Tracy New, Director of Finance and Budget
RE: Measure D Revenue Forecasts

RECOMMENDATIONS

This item is for information only.

BACKGROUND

The COVID-19 global health crisis is expected to impact transportation funding for several years. Entities throughout the county, state and nation have started forecasting what the economic impacts and transportation funding shortfalls might be under different scenarios.

DISCUSSION

Measure D Revenues

While there is too much uncertainty to precisely predict the length and severity of impacts that COVID-19 will have on transportation funding sources, allocations of Measure D revenues will be lower than previously projected in the RTC's budget and long range [Measure D Strategic Implementation Plan](#) (SIP) (which were developed pre-COVID-19).

The RTC's consultant Hinderliter, de Llamas & Associates (HdL) estimates for the Measure D transaction and use tax, prepared in mid-April 2020 ([Attachment 2](#)), show a 17% drop in F20/21 over FY18/19 levels. HdL projected year-to-year revenue decreases for Measure D as follows:

- FY19/20: -12.2%
- FY20/21: -4.4% (in addition to FY19/20 -12.2%)
- Total: FY20/21 revenues estimated to be ~17% lower than FY18/19

Since mid-April, many economic indicators are signaling there will be a more severe and longer-term impact on sales tax revenue. The Santa Cruz County CAO May 2020 analysis included anticipated losses in sales tax revenues up to 20% in FY2019-20 and 25% in FY20/21. On May 14, 2020, Governor Newsom released the May Revision to the State of California's FY2020-21

Budget forecasting COVID-19 will result in a 27% drop in FY2020-21 state sales taxes.

Sales tax data from the State reflecting the first weeks of this crisis arrives at the end of May; data reflecting the April-June impacts will be available in August. Based on the information we have at this time; RTC staff is recommending the RTC board initially reduce Measure D revenues and allocation forecasts by 20% in FY2020-21 (Attachment 4). Payments to Measure D categories and recipients will be based on actual revenue receipts.

Staff will be providing updates to recipient agencies and the RTC board as more information on the economic impacts of COVID-19 become available.

SUMMARY

The COVID-19 global health crisis is also impacting Measure D sales tax revenues. RTC staff is monitoring and starting to estimate potential economic impacts.

Attachments:

1. Summary of Measure D FY19/20 revenue allocations by month
2. Measure D revenue forecast from HDL Services
3. Measure D 30-year Revenue Projections
4. Measure D 5-year distribution estimates for Measure D

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**SCCRTC
TRANSPORTATION TAX REGIONAL TRANSPORTATION FUND (TTRTF) - MEASURE D
SUMMARY OF REVENUE ALLOCATION BY MONTH
FY2020 ENDING JUNE 30, 2020**

	KEY/OBJEC 729000/40186	RATE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	O/H ADJUST	JANUARY	FEBRUARY	MARCH	APRIL	MAY	TOTAL	YEAR END ADJUSTMENT	ADJUSTED TOTAL
GROSS			2,191,712.62	1,401,059.59	1,983,801.16	2,310,258.96	1,613,583.72	1,827,168.28	0.00	1,879,525.10	2,425,338.01	1,584,808.11	1,481,589.03	922,763.49	19,621,608.07	0.00	19,621,608.07
BOE FEES			-	(62,760.00)	-	-	(62,760.00)	-	-	-	(62,760.00)	-	-	(48,400.00)	(236,680.00)	-	(236,680.00)
NET			2,191,712.62	1,338,299.59	1,983,801.16	2,310,258.96	1,550,823.72	1,827,168.28	0.00	1,879,525.10	2,362,578.01	1,584,808.11	1,481,589.03	874,363.49	19,384,928.07	0.00	19,384,928.07
ADMINISTRATION & IMPLEMENTATION - 729100/75381																	
ADMINISTRATION - SALARIES & BENEFITS	1%		21,917.13	13,383.00	19,838.01	23,102.59	15,508.24	18,271.68	0.00	18,795.25	23,625.78	15,848.08	14,815.89	8,743.63	193,849.28	0.00	193,849.28
O/H ADMIN			20,163.76	12,312.36	18,250.97	21,254.38	14,267.58	16,809.95	0.00	17,291.63	25,752.10	17,274.41	16,149.32	9,530.56	189,057.01	0.00	189,057.01
SALARIES & O/H IMPELEM& OVERSIGHT			9,855.87	9,855.87	9,855.87	9,855.87	9,855.87	9,855.87	0.00	9,855.87	9,855.87	9,855.87	9,855.87	9,855.87	108,414.59	0.00	108,414.59
SERVICES & SUPPLIES			15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	165,000.00	0.00	165,000.00
Subtotal			66,936.75	50,551.22	62,944.85	69,212.84	54,631.69	59,937.50	0.00	60,942.75	74,233.75	57,978.36	55,821.08	43,130.07	656,320.88	0.00	656,320.88
TO DISTRIBUTE TO INVESTMENT CATEGORIES			2,124,775.87	1,287,748.37	1,920,856.31	2,241,046.12	1,496,192.03	1,767,230.78	-	1,818,582.35	2,288,344.26	1,526,829.75	1,425,767.95	831,233.42	18,728,607.19	-	18,728,607.19
1. NEIGHBORHOOD - 729200/75382	30%		637,432.76	386,324.51	576,256.89	672,313.83	448,857.61	530,169.23	-	545,574.70	686,503.28	458,048.92	427,730.38	249,370.03	5,618,582.16	-	5,618,582.16
SLV SR9	Fixed \$		27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	0.00	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	305,555.56	0.00	305,555.56
HWY 17 Wildlife	Fixed \$		13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	0.00	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	152,777.78	0.00	152,777.78
			41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	0.00	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	458,333.33	0.00	458,333.33
City of Capitola	5.5425%		33,020.43	19,102.71	29,629.74	34,953.71	22,568.62	27,075.33	-	27,929.18	35,740.17	23,078.05	21,397.64	11,511.99	286,007.57	-	286,007.57
City of Santa Cruz	22.7605%		135,599.51	78,445.95	121,675.56	143,538.63	92,678.81	111,185.77	-	114,692.13	146,768.22	94,770.80	87,870.14	47,274.38	1,174,499.93	-	1,174,499.93
City of Scotts Valley	4.6529%		27,720.65	16,036.73	24,874.17	29,343.65	18,946.36	22,729.74	-	23,446.55	30,003.87	19,374.02	17,963.32	9,664.32	240,103.38	-	240,103.38
City of Watsonville	15.2981%		91,140.90	52,726.11	81,782.16	96,477.05	62,292.49	74,731.62	-	77,088.37	98,647.76	63,698.58	59,060.42	31,774.67	789,420.13	-	789,420.13
County of Santa Cruz	51.7459%		308,284.60	178,346.35	276,628.59	326,334.14	210,704.67	252,780.11	-	260,751.81	333,676.59	215,460.80	199,772.20	107,478.00	2,670,217.87	-	2,670,217.87
	100%		595,766.10	344,657.85	534,590.23	630,647.17	407,190.95	488,502.57	0.00	503,908.04	644,836.62	416,382.26	386,063.72	207,703.36	5,160,248.87	0.00	5,160,248.87
2. HWY Corridors - 729300/75383	25%		531,193.97	321,937.09	480,214.08	560,261.53	374,048.01	441,807.69	-	454,645.59	572,086.06	381,707.44	356,441.99	207,808.36	4,682,151.80	-	4,682,151.80
3. TRANSIT/PARATRANSIT - 729400/75384	20%		424,955.17	257,549.67	384,171.26	448,209.22	299,238.41	353,446.16	-	363,716.47	457,668.85	305,365.95	285,153.59	166,246.68	3,745,721.44	-	3,745,721.44
Santa Cruz Metro (SCMTD) 16%	80%		339,964.14	206,039.74	307,337.01	358,567.38	239,390.73	282,756.92	-	290,973.18	366,135.08	244,292.76	228,122.87	132,997.35	2,996,577.15	-	2,996,577.15
Community Bridges - 4%	20%		84,991.03	51,509.93	76,834.25	89,641.84	59,847.68	70,689.23	-	72,743.29	91,533.77	61,073.19	57,030.72	33,249.34	749,144.29	-	749,144.29
4. ACTIVE TRANSPORTATION - 729500/75385	17%		361,211.90	218,917.22	326,545.57	380,977.84	254,352.65	300,429.23	-	309,159.00	389,018.52	259,561.06	242,380.55	141,309.68	3,183,863.22	-	3,183,863.22
5. RAIL CORRIDOR - 729600/75386	8%		169,982.07	103,019.87	153,668.50	179,283.69	119,695.36	141,378.46	-	145,486.59	183,067.54	122,146.38	114,061.44	66,498.67	1,498,288.57	-	1,498,288.57
DISTRIBUTED TO INVESTMENT CATEGORIES	100%		2,124,775.87	1,287,748.37	1,920,856.31	2,241,046.12	1,496,192.04	1,767,230.78	-	1,818,582.35	2,288,344.26	1,526,829.75	1,425,767.95	831,233.42	18,728,607.24	-	18,728,607.24
TOTAL ADMIN & IMPEM AND INVESTMENT CATEGORIES			2,191,712.63	1,338,299.59	1,983,801.17	2,310,258.97	1,550,823.72	1,827,168.28	0.00	1,879,525.11	2,362,578.02	1,584,808.11	1,481,589.03	874,363.49	19,384,928.12	0.00	19,384,928.12

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HdL SANTA CRUZ COUNTY MEASURE D

SALES TAX ALLOCATION CASH PROJECTIONS - April 2020

ATTACHMENT 2

		ACTUAL		FORECAST *	
	Payment Month	Fiscal Year 2018-19	Fiscal Year 2019-20	Fiscal Year 2019-20	Fiscal Year 2020-21
1st Advance	June	\$ 1,653,623	\$ 1,845,374	\$ 1,845,374	\$ 869,500
2nd Advance	July	1,873,759	2,191,713	2,191,713	869,500
Clean Up	August	1,041,599	1,338,300	1,338,300	1,446,120
2nd Quarter Allocation		4,568,980	5,375,386	5,375,386	3,185,120
Pre Advance	August	415,800	-	-	-
1st Advance	September	1,904,969	1,983,801	1,983,801	1,295,500
2nd Advance	October	2,650,591	2,310,259	2,310,259	1,295,500
Clean Up	November	1,569,656	1,550,824	1,550,824	2,154,364
3rd Quarter Allocation		6,541,016	5,844,884	5,844,884	4,745,364
1st Advance	December	1,944,488	1,827,168	1,827,168	1,424,500
2nd Advance	January	1,885,278	1,879,525	1,879,525	1,424,500
Clean Up	February	1,812,903	2,362,578	2,362,578	2,368,995
4th Quarter Allocation		5,642,669	6,069,271	6,069,271	5,217,995
1st Advance	March	1,845,285	1,584,808	1,584,808	1,198,900
2nd Advance	April	1,850,320	-	1,584,808	1,198,900
Clean Up	May	1,341,998	-	1,199,334	1,993,898
1st Quarter Allocation		5,037,603	1,584,808	4,368,951	4,391,698
1st Advance	June	1,845,374	-	869,500	1,161,800
2nd Advance	July	2,191,713	-	869,500	1,161,800
Clean Up	August	1,338,300	-	1,446,120	1,931,915
2nd Quarter Allocation		5,375,386	-	3,185,120	4,255,515
Fiscal Year Reconciliation					
Accrual		\$ 22,180,875	\$ 13,498,963	\$ 19,468,226	\$ 18,610,572

* Based on budget prepared 04/13/20 by Sue

Measure D Transactions & Use Tax - Possible 30-year Revenue Projections for 2020 (April 2020)

Fiscal Year	Annual Estimate	Implemt, Mgmt & Admin	Net for Allocation	Neighborhood Projects 30%	Distribution of Neighborhood Projects Bucket						Highway 25%	SC METRO 16%	Comm Bridges 4%	Trail 17%	Rail 8%
					Highways 9 & 17 \$15Mtotal	Capitola	Santa Cruz	Scotts Valley	Watsonville	County Unincorp					
2016-17	1,152,905	346,687	806,219	241,866	41,667	11,254	45,453	9,808	30,413	103,271	201,555	128,995	32,249	137,057	64,497
2017-18	20,736,450	550,282	20,186,168	6,055,851	500,000	312,311	1,261,406	272,192	844,000	2,865,941	5,046,542	3,229,787	807,447	3,431,649	1,614,893
2018-19	22,180,875	738,926	21,441,949	6,432,585	500,000	333,405	1,348,643	290,584	901,166	3,058,787	5,360,487	3,430,712	857,678	3,645,131	1,715,356
2019-20	19,020,297	776,732	18,243,565	5,473,070	500,000	275,633	1,131,897	231,394	760,785	2,573,360	4,560,891	2,918,970	729,743	3,101,406	1,459,485
2020-21	17,291,179	566,573	16,724,606	5,017,382	500,000	239,428	1,028,435	218,494	695,582	2,335,443	4,181,152	2,675,937	668,984	2,843,183	1,337,968
2021-22	18,155,738	573,938	17,581,800	5,274,540	500,000	253,058	1,086,980	230,932	735,179	2,468,391	4,395,450	2,813,088	703,272	2,988,906	1,406,544
2022-23	19,063,525	581,400	18,482,125	5,544,638	500,000	267,374	1,148,471	243,996	776,768	2,608,029	4,620,531	2,957,140	739,285	3,141,961	1,478,570
2023-24	19,368,541	588,958	18,779,584	5,633,875	500,000	272,104	1,168,787	248,312	790,509	2,654,164	4,694,896	3,004,733	751,183	3,192,529	1,502,367
2024-25	19,678,438	596,614	19,081,824	5,724,547	500,000	276,909	1,189,430	252,698	804,470	2,701,041	4,770,456	3,053,092	763,273	3,243,910	1,526,546
2025-26	19,993,293	604,370	19,388,923	5,816,677	500,000	281,792	1,210,404	257,154	818,656	2,748,671	4,847,231	3,102,228	775,557	3,296,117	1,551,114
2026-27	20,313,186	612,227	19,700,959	5,910,288	500,000	286,754	1,231,716	261,681	833,070	2,797,067	4,925,240	3,152,153	788,038	3,349,163	1,576,077
2027-28	20,638,197	620,186	20,018,011	6,005,403	500,000	291,795	1,253,370	266,282	847,716	2,846,240	5,004,503	3,202,882	800,720	3,403,062	1,601,441
2028-29	20,968,408	628,248	20,340,159	6,102,048	500,000	296,917	1,275,372	270,956	862,597	2,896,205	5,085,040	3,254,426	813,606	3,457,827	1,627,213
2029-30	21,303,902	636,416	20,667,487	6,200,246	500,000	302,122	1,297,728	275,706	877,718	2,946,972	5,166,872	3,306,798	826,699	3,513,473	1,653,399
2030-31	21,644,765	644,689	21,000,076	6,300,023	500,000	307,410	1,320,443	280,532	893,081	2,998,556	5,250,019	3,360,012	840,003	3,570,013	1,680,006
2031-32	21,991,081	653,070	21,338,011	6,401,403	500,000	312,784	1,343,524	285,435	908,692	3,050,969	5,334,503	3,414,082	853,520	3,627,462	1,707,041
2032-33	22,342,938	661,560	21,681,378	6,504,414	500,000	318,244	1,366,975	290,418	924,553	3,104,224	5,420,345	3,469,021	867,255	3,685,834	1,734,510
2033-34	22,700,425	670,160	22,030,265	6,609,080	500,000	323,791	1,390,804	295,480	940,669	3,158,335	5,507,566	3,524,842	881,211	3,745,145	1,762,421
2034-35	23,063,632	678,872	22,384,760	6,715,428	500,000	329,428	1,415,015	300,624	957,045	3,213,316	5,596,190	3,581,562	895,390	3,805,409	1,790,781
2035-36	23,432,650	687,698	22,744,953	6,823,486	500,000	335,155	1,439,616	305,850	973,684	3,269,181	5,686,238	3,639,192	909,798	3,866,642	1,819,596
2036-37	23,807,573	696,638	23,110,935	6,933,281	500,000	340,974	1,464,612	311,161	990,590	3,325,944	5,777,734	3,697,750	924,437	3,928,859	1,848,875
2037-38	24,188,494	705,694	23,482,800	7,044,840	500,000	346,887	1,490,010	316,557	1,007,767	3,383,619	5,870,700	3,757,248	939,312	3,992,076	1,878,624
2038-39	24,575,510	714,868	23,860,642	7,158,193	500,000	352,895	1,515,816	322,039	1,025,221	3,442,221	5,965,160	3,817,703	954,426	4,056,309	1,908,851
2039-40	24,968,718	724,161	24,244,557	7,273,367	500,000	358,999	1,542,037	327,610	1,042,956	3,501,766	6,061,139	3,879,129	969,782	4,121,575	1,939,565
2040-41	25,368,218	733,575	24,634,642	7,390,393	500,000	365,202	1,568,679	333,270	1,060,975	3,562,267	6,158,661	3,941,543	985,386	4,187,889	1,970,771
2041-42	25,774,109	743,112	25,030,997	7,509,299	500,000	371,504	1,595,749	339,021	1,079,284	3,623,740	6,257,749	4,004,960	1,001,240	4,255,270	2,002,480
2042-43	26,186,495	752,772	25,433,722	7,630,117	500,000	377,908	1,623,255	344,865	1,097,888	3,686,202	6,358,431	4,069,396	1,017,349	4,323,733	2,034,698
2043-44	26,605,479	762,558	25,842,920	7,752,876	500,000	384,414	1,651,202	350,802	1,116,790	3,749,667	6,460,730	4,134,867	1,033,717	4,393,296	2,067,434
2044-45	27,031,166	772,472	26,258,695	7,877,608	500,000	391,025	1,679,599	356,835	1,135,996	3,814,153	6,564,674	4,201,391	1,050,348	4,463,978	2,100,696
2045-46	27,463,665	782,514	26,681,151	8,004,345	500,000	397,742	1,708,452	362,965	1,155,511	3,879,674	6,670,288	4,268,984	1,067,246	4,535,796	2,134,492
2046-47	25,577,827	792,686	24,785,140	7,435,542	458,333	369,803	1,588,444	337,469	1,074,343	3,607,150	6,196,285	3,965,622	991,406	4,213,474	1,982,811
Total	676,587,681	20,598,659	655,989,023	196,796,707	15,000,000	9,685,022	41,382,322	8,791,122	27,963,674	93,974,567	163,997,256	104,958,244	26,239,561	111,518,134	52,479,121

- Notes
1. Initial estimate is based on Auditor Controller's estimate of TDA revenues after applying a historical comparison of TDA revenues to SC METRO's transactions and use tax. Beginning in FY 2019-20, the estimate is based on the forecast provided by HDL Services, RTC Measure D analysis, auditing and forecasting consultant.
 2. Forecasts 12% decrease in FY 2019-20, 20% decrease in FY2020-21 and the subsequent two fiscal years gains of 5.0%. Their long-term forecast is an average growth factor of 1.6%.
 3. Implementation, management and administration costs are escalated by the assumed growth.
 4. The return to source variable is based on the existing transactions and use taxes for each of the cities as compared to the overall Measure D revenues generated to derive an estimate for the unincorporated area.
 5. Actual funds received and distributed and actual costs are shown in bolded italic text.
 6. FY 2046-47 reduced to 11 revenue payments from the state since one payment was received in FY 2016-17.

FY 2020-21 Measure D Revenue Estimate - \$17,291,179
 Net Measure D Funds for Apportionment - \$16,724,606

FY 2020-21 Off the Top Expenses - \$566,573
 30% for Neighborhood Projects minus Hwys 9&17 - \$4,517,382

2020 Measure D Formula Apportionment Calculation April 2020

	Capitola	Santa Cruz	Scotts Valley	Watsonville	Unincorporated
Population 1/1/19 *	10,240	65,807	12,082	53,021	133,721
% population	3.73%	23.94%	4.40%	19.29%	48.65%
Lane Miles**	53	272	72	174	1,188
% lane miles	3.00%	15.44%	4.09%	9.91%	67.56%
% FY 2018-19 Transactions & Use Tax	9.5117%	30.5430%	6.6732%	18.5052%	34.7669%
29% pop; 39% lane miles; 32% site (for FY 20120/21)	5.294931%	22.739277%	5.003798%	15.380631%	51.581364%
Measure D Formula Apportionment for FY 2020-21	237,707	1,020,843	224,637	690,489	2,315,662
FY 2018-19 Formula Distribution Percentages	5.6199%	22.7328%	4.8981%	15.1901%	51.5591%
FY 2019-20 Formula Distribution Percentages	5.5425%	22.7605%	4.6529%	15.2981%	51.7459%

* State of California, Department of Finance, E-1 Population Estimates for Cities and Counties for 01/01/2019 — Released 05/01/2019

**From NCE consulting from data submitted for the 2018 California Statewide Local Streets and Roads Needs Assessment

Allocations and Estimates

	SC Metro	Comm Brdgs	Hwy 9 & 17	Capitola	Santa Cruz	Scotts Valley	Watsonville	Unincorporated	Hwy Projects	Active Transp	Rail Corridor
FY 2016-17	128,995	32,249	41,667	11,254	45,453	9,808	30,413	103,271	201,555	137,057	64,497
FY 2017-18	3,229,787	807,447	500,000	312,311	1,261,406	272,192	844,000	2,865,941	5,046,542	3,431,649	1,614,893
FY 2018-19	3,399,507	849,876	500,000	330,117	1,335,341	287,718	892,278	3,028,619	5,311,728	3,611,975	1,699,753
FY 2019-20	2,918,970	729,743	500,000	275,633	1,131,897	231,394	760,785	2,573,360	4,560,891	3,101,406	1,459,485
FY 2020-21	2,675,937	668,984	500,000	239,428	1,028,435	218,494	695,582	2,335,443	4,181,152	2,843,183	1,337,968
FY 2021-22	2,813,088	703,272	500,000	253,058	1,086,980	230,932	735,179	2,468,391	4,395,450	2,988,906	1,406,544
FY 2022-23	2,957,140	739,285	500,000	267,374	1,148,471	243,996	776,768	2,608,029	4,620,531	3,141,961	1,478,570
FY 2023-24	3,004,733	751,183	500,000	272,104	1,168,787	248,312	790,509	2,654,164	4,694,896	3,192,529	1,502,367
FY 2024-25	3,053,092	763,273	500,000	276,909	1,189,430	252,698	804,470	2,701,041	4,770,456	3,243,910	1,526,546
TOTAL	21,128,158	5,282,039	3,541,667	1,961,279	8,206,771	1,742,846	5,525,512	18,637,219	33,012,745	22,448,667	10,564,078

Note: Actual distributions are shown in bold and italic text.

Quarterly Distribution of Transactions and Use Taxes for FY 2018-19 per State Reports (most recent fiscal year available from state)

	Third Quarter 2018		Fourth Quarter 2018		First Quarter 2019		Second Quarter 2019		Total FY 2018-19	
	Amount	% of Meas D	Amount	% of Meas D	Amount	% of Meas D	Amount	% of Meas D	Amount	% of Meas D
Measure D	6,612,396		5,714,049		5,111,143		5,438,146		22,875,735	
Capitola	617,274	9.3351%	592,898	10.3762%	472,884	9.2520%	492,820	9.0623%	2,175,876	9.5117%
Santa Cruz	1,988,467	30.0718%	1,695,381	29.6704%	1,544,231	30.2130%	1,758,853	32.3429%	6,986,932	30.5430%
Scotts Valley	426,795	6.4545%	386,550	6.7649%	354,964	6.9449%	358,225	6.5873%	1,526,534	6.6732%
Watsonville	1,184,931	17.9199%	1,045,619	18.2991%	1,019,016	19.9371%	983,639	18.0878%	4,233,205	18.5052%
Unincorp		36.2188%		34.8895%		33.6529%		33.9198%		34.7669%
Total		100.0000%		100.0000%		100.0000%		100.0000%		100.0000%

Note: Capitola transactions and use (T&U) taxes are 1/4-cent all others are 1/2-cent so Capitola's amount is doubled.