

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: **FY17/18**

Recipient Agency **City of Scotts Valley**

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	6/21/2017	Resolution	part of overall budget
Date of 5-Year Plan Public Hearing	6/21/2017	Staff report	part of overall budget
Date of annual audit of Measure D Expenditures	10/25/2018	City Audit http://www.scottsvally.org/DocumentCenter/View/1559/Comprehensive-Annual-Financial-Report-June-30-2018-PDF	A single independent audit was not completed. The Measure D funds were part of the City-wide audit. See attached pages from CAFR related to Measure D Funds.
News Article	N/A	N/A	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19
Website with info on Meas. D projects	ongoing	webpage sample	http://www.scottsvally.org/AgendaCenter/ViewFile/Agenda/06202018-346 (page 105)
Map of Measure D-funded Projects	ongoing	copy of map or webpage	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19
Photos (before/after)	N/A	N/A	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19
Signage	N/A	N/A	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19
Describe any other public outreach conducted during the reporting year about Measure D			

Maintenance of Effort

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)
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 the start of Measure D allocations to recipient agencies (FY16/17, FY15/16, FY14/15, and optionally FY13/14 and FY12/13). Updated to exclude HUTA.
FY18/19 LOCAL (exclude HUTA, formula state & fed funds) funds BUDGETED on multimodal local road repairs & maintenance	\$ 265,000	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.		Project scheduled for FY17/18 did not begin construction until July 2018 (FY18/19)
Does your agency have an indirect cost allocation plan?	No	Measure D funds have not been used for indirect costs.
Cities/County Only: Does your agency have an adopted Complete Streets policy?	No	City is currently updating the General Plan and will adopt a Complete Streets Policy. Tentative completion in November 2019.

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/ Project implementation	831-438-5854 djordan@scottsvally.org
Laurie Grundy	Senior Accountant/ financial documentation	831-440-5614 lgrundy@scottsvally.org

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	Beginning of Year Fund Balance	FY 16/17-17/18 Measure D Received (4/1/17-6/30/18)	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)
City of Scotts Valley	NA in first report	\$ 306,599.00	\$ 1,371.00	\$ -	\$ 306,599.00	\$ 3,065.99

DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS.							
#	Project Name	Total Project Cost	Past year(s) Measure D Expenditures on this project	FY17/18 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)
1	no funds were spent in FY 2017-18		\$ -	\$ -			

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

15-Jan-19

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.
Average Network PCI (0-100)*	66	63	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19. Costs by mode for that project are 27% bike, 73% system preservation
Date of PCI Analysis (month/year)	17-Sep	18-Jun	
Miles repaved in FY17/18 (using all funds, not just Measure D)	---	0.7	
Miles agency plans to repave in FY18/19 (using all funds, not just Measure D)	---	2.8	
Total centerline miles in jurisdiction	32	32	
Complete Streets Implementation			Provide an explanation if less than 20% of Measure D funds spent on bicycle and pedestrian facilities.
Percent of annual Measure D funds used to support bicycling and walking.	---	N/A	Measure D funded project scheduled for FY 17/18 did not begin construction until FY 18/19. Costs by mode for that project are 27% bike, 73% system preservation
Number of linear feet or lane miles of bicycle facilities built or maintained (bike lanes, bike routes, multi-use pathways)	---	N/A	
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)	---	N/A	
Describe how school access was improved for children bicycling and walking, which may include collision data	---	N/A	
Capital Project and Program Investment	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.		Explain if Measure D funds fully funding all projects.
Amount of competitive grants secured using Measure D as match	---	CTC-LPP: \$1M RTIP: \$683k	N/A

CITY OF SCOTTS VALLEY
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2018

Special Revenue Funds					
	Library Facilities Fund	Transporta- tion-Meas D Fund	Police- Budget Act Fund	Lennar Funds	Total Special Revenue Funds
ASSETS					
Cash and investments	\$ 369,549	\$ 254,680	\$ 42,560	\$ 725,745	\$3,873,915
Receivables:					
Due from other governments	-	53,099	-	-	184,878
Other	-	-	-	-	19,713
Note receivables	-	-	-	-	550,000
Restricted assets					
Cash/investments held for others	-	-	-	-	-
Total assets	<u>\$ 369,549</u>	<u>\$ 307,779</u>	<u>\$ 42,560</u>	<u>\$ 725,745</u>	<u>\$4,628,506</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ -	\$ -	\$ 3,546	\$ -	\$ 22,227
Accrued liabilities	-	-	-	-	1,318
Deposits	-	-	-	725,745	725,745
Due to other funds	-	-	-	-	1,171
Total liabilities	<u>-</u>	<u>-</u>	<u>3,546</u>	<u>725,745</u>	<u>750,461</u>
Fund Balances:					
Restricted	369,549	307,779	39,014	-	3,733,722
Assigned	-	-	-	-	148,106
Unassigned (deficit)	-	-	-	-	(3,783)
Total fund balances (deficit)	<u>369,549</u>	<u>307,779</u>	<u>39,014</u>	<u>-</u>	<u>3,878,045</u>
Total liabilities and fund balances (deficit)	<u>\$ 369,549</u>	<u>\$ 307,779</u>	<u>\$ 42,560</u>	<u>\$ 725,745</u>	<u>\$4,628,506</u>

CITY OF SCOTTS VALLEY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 YEAR ENDED JUNE 30, 2018

	Special Revenue Funds				
	Library Facilities Fund	Transport- tion-Meas D Fund	Police- Budget Act Fund	Lennar Fund	Total Special Revenue Funds
REVENUES:					
Taxes and assessments	\$ 200,150	\$ 306,599	\$ -	\$ -	\$ 823,547
Intergovernmental revenues	-	-	49,240	-	268,600
Fees and services	-	-	-	-	519,317
Contributions from non-government	-	-	-	166,697	167,840
Investment earnings	2,509	1,371	443	-	31,562
Miscellaneous revenues	-	-	-	-	7,828
Total revenues	202,659	307,970	49,683	166,697	1,818,694
EXPENDITURES:					
Current:					
Public safety	-	-	10,669	-	16,237
Planning and building	-	-	-	-	40,815
Public works	349	191	-	-	372,694
Capital outlay	3,046	-	-	166,697	454,105
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	3,395	191	10,669	166,697	883,851
REVENUES OVER (UNDER) EXPENDITURES	199,264	307,779	39,014	-	934,843
OTHER FINANCING SOURCES(USES):					
Transfers in	-	-	-	-	80,108
Transfers out	-	-	-	-	(281,350)
Total other financing sources (uses):	-	-	-	-	(201,242)
CHANGES IN FUND BALANCES	199,264	307,779	39,014	-	733,601
FUND BALANCES:					
Beginning of year	170,285	-	-	-	3,144,444
End of year	<u>\$ 369,549</u>	<u>\$ 307,779</u>	<u>\$ 39,014</u>	<u>\$ -</u>	<u>\$ 3,878,045</u>