



**CITY OF SAND CITY  
MONTEREY COUNTY, CALIFORNIA**

**MEASURE X  
ANNUAL PROGRAM COMPLIANCE REPORT  
FISCAL YEAR 2019/2020**

**Prepared: December 30, 2020**

## ANNUAL PROGRAM COMPLIANCE REPORT

The Annual Program Compliance Report should, at a minimum, describe the efforts of the local jurisdiction to comply with the policies of Measure X over the reporting period. The report should include a narrative of how the jurisdiction spent Measure X funds on local projects including the project title; brief description; discussion of the project benefits; and before and after pictures. A balance sheet should also be included with the report detailing the receipt and expenditure of Measure X funds, as shown in the example below.

### **Fiscal Year 2019/2020 Update**

During Fiscal Year 2019/2020 (FY 19/20), the City of Sand City (the City) continued to bank annual revenues from Measure X towards a future street reconstruction project. As reported previously, in 2017 the City was awarded a State Water Resources Control Board (SWRCB) Proposition 1 Technical Assistance grant to fund the conceptual design of a “green street/complete street” project involving the reconstruction of Contra Costa Street and Catalina Street. The project became known as the “West End Stormwater Improvement Project” (the WESI Project). The WESI Project is a retrofit of the aforementioned streets to integrate Low Impact Development (LID) strategies to address flood control, water quality, and meet community objectives. The project proposes to install the following LID features: (1) bioretention facilities, (2) permeable pavement in parking/sidewalk areas, (3) new catch basins, (4) a series of horizontal infiltration chambers, and (5) new storm drain routing and abandonment of existing storm drains in various locations. The City is currently pursuing a Proposition 1 Integrated Regional Water Management (IRWM) grant to fund the design and construction of Catalina Street. Therefore, the City will be banking Measure X funds towards the design and/or construction of the Contra Costa Street portion of the project.

### **CITY OF SAND CITY – FY 19/20 BALANCE SHEET EXAMPLE**

<b>REVENUES</b>	
Carryover from Previous Year	\$63,309.57
Measure X Revenues	\$28,616.45
Earning on Interest	\$0.00
<b>TOTAL REVENUES:</b>	<b>\$91,926.02</b>
<b>EXPENDITURES</b>	
(Listing of Program Expenditures)	\$0.00 (revenues banked)
<b>TOTAL EXPENDITURES:</b>	<b>\$0.00</b>
<b>FUND BALANCE, END OF PERIOD:</b>	<b>\$91,926.02</b>

As attachments to the Annual Program Compliance Report, the jurisdiction should include the following additional reports:

ATTACHMENT 1: Independent Audit of Financial Statements for Measure X Funds, Prior Fiscal Year

ATTACHMENT 2: Five-Year Capital Improvement Program

ATTACHMENT 3: Pavement Management Program Report

## **ATTACHMENT 1**

### **INDEPENDENT AUDIT OF FINANCIAL STATEMENTS**

Note: the City of Sand City is banking its share of Measure X revenues towards a future project and did not expend any Measure X funds during Fiscal Year 19/20. As a result, the City's annual audit will not reflect or include any Measure X spending and a separate audit was not conducted on Measure X funds. However, the City has attached the following letter entitled, "Independent Accountant's Report", dated December 28, 2020 prepared by Hayashi Wayland, LLP.



## HAYASHI | WAYLAND

### INDEPENDENT ACCOUNTANT'S REPORT

City of Sand City  
1 Pendergrass Way  
Sand City, California 93955

We have examined the City of Sand City's compliance with the requirements in Transportation Agency for Monterey County (TAMC) Ordinance No. 2016-01 Transportation Safety and Investment Plan and in the Measure X Master Programs Funding Agreement between TAMC and the City of Sand City during the year ended June 30, 2020. Management of the City of Sand City is responsible for the City's compliance with the specified requirements. Our responsibility is to express an opinion on the City of Sand City's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City of Sand City complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the City of Sand City complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance with the requirements referenced above, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination disclosed that the City was not able to certify in an annual Maintenance of Effort Report verification that they expended from its general fund an amount not less than the annual average of its expenditures from its general fund during the preceding three fiscal years as reported to the State Controller on the Street Report.

In our opinion, except for the noncompliance described in the preceding paragraph, the City of Sand City complied, in all material respects, with TAMC Ordinance No. 2016-01 Transportation Safety Investment Plan and with the Measure X Master Programs Funding Agreement for the year ended June 30, 2020.

December 28, 2020

*Hayashi Wayland, LLP*

Salinas, California



**CITY OF NAME**  
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND  
BALANCE SHEET  
JUNE 30, 2020

---

**ASSETS**

Cash and investments	\$	91,926
Accounts receivable		
Interest receivable		
		<hr/>
Total assets		<hr/> 91,926 <hr/>

**LIABILITIES AND FUND BALANCE**

Liabilities:

Accounts payable  
Accrued payroll and benefits  
Due to TAMC  
Due to other funds

<hr/>
<hr/> -

Total Liabilities

Fund Balance:

Restricted

<hr/> 91,926
--------------

Total Fund Balance

<hr/> 91,926
--------------

Total Liabilities and Fund Balance

<hr/> \$ 91,926 <hr/>
-----------------------

The notes to basic financial statements are an integral part of this statement.

**CITY OF NAME**  
**TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**JUNE 30, 2019**

---

**REVENUES**

Transportation Safety and Investment Plan Account revenue	\$ 91,926
Use of money and property	<u>                    </u>
Total revenues	<u>91,926</u>

**EXPENDITURES**

Streets and roads maintenance	-
Transportation	-
Capital outlay	<u>                    </u>
Total Expenditures	<u>                    </u>
Excess (deficiency) of revenues over expenditures	<u>91,926</u>

**OTHER FINANCING SOURCES (USES)**

Transfers in	-
Transfers out	<u>                    </u>
Total other financing sources (uses)	<u>                    </u>
Net change in fund balance	91,926
Fund balance, beginning of fiscal year	<u>                    </u>
Fund balance, end of fiscal year	<u>\$ 91,926</u>

The notes to basic financial statements are an integral part of this statement.

**CITY OF NAME**  
**TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**JUNE 30, 2019**

	<u>Budgeted Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Budget Positive (Negative)</u>
<b>REVENUES</b>			
Transportation Safety and Investment Plan Account revenue	\$	\$ 91,926	\$ 91,926
Use of money and property		-	-
Total revenues	-	91,926	91,926
<b>EXPENDITURES</b>			
Streets and roads maintenance		-	-
Transportation		-	-
Capital outlay		-	-
Total Expenditures	-	-	-
Excess (deficiency) of revenues over expenditures	-	91,926	91,926
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in		-	-
Transfers out		-	-
Total other financing sources (uses)	-	-	-
Net change in fund balance	-	91,926	91,926
Fund balance, beginning of fiscal year	-	-	-
Fund balance, end of fiscal year	\$ -	\$ 91,926	\$ 91,926

**ATTACHMENT 2**

**FIVE YEAR CAPITAL IMPROVEMENT PROGRAM**

**CITY OF SAND CITY  
MEASURE X FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FOR FISCAL YEARS 2020/21 – 2024/25**

**YEAR 1 – FY 20/21**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>West End Stormwater Improvement Project</b>	<b>Description:</b> retrofit of an existing collector street to integrate Low Impact Development (LID) strategies to address flood control, water quality, and meet community objectives. The project proposes to install: (1) bioretention facilities, (2) permeable pavement in parking/sidewalk areas, (3) new catch basins, (4) horizontal infiltration chambers, and (5) new storm drain routing and abandonment of existing storm drains in various locations. <b>Phase:</b> 60% design, City anticipates grant award in 1st quarter of 2021.	\$1,804,725 (Contra Costa St. only, estimate based on 30% design)	\$0.00 (assumes City will “bank” funds for use during the construction phase)	<b>60-65</b>
<b>Totals:</b>		<b>\$1,804,725</b>	<b>\$0.00</b>	

**YEAR 2 – FY 21/22**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>West End Stormwater Improvement Project</b>	<b>Description:</b> retrofit of an existing collector street to integrate Low Impact Development (LID) strategies to address flood control, water quality, and meet community objectives. The project proposes to install: (1) bioretention facilities, (2) permeable pavement in parking/sidewalk areas, (3) new catch basins, (4) horizontal infiltration chambers, and (5) new storm drain routing and abandonment of existing storm drains in various locations.	\$1,804,725 (Contra Costa St. only, estimate based on 30% design)	\$0.00 (assumes City will “bank” funds for use during the construction phase)	<b>60-65</b>



	<b>Phase:</b> 60%-100% design, take project to bid, begin construction.			
<b>Totals:</b>		<b>\$1,804,725</b>	<b>\$0.00</b>	

**YEAR 3 – FY 22/23**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>West End Stormwater Improvement Project</b>	<b>Description:</b> retrofit of an existing collector street to integrate Low Impact Development (LID) strategies to address flood control, water quality, and meet community objectives. The project proposes to install: (1) bioretention facilities, (2) permeable pavement in parking/sidewalk areas, (3) new catch basins, (4) horizontal infiltration chambers, and (5) new storm drain routing and abandonment of existing storm drains in various locations. <b>Phase:</b> complete construction and project closeout.	\$1,804,725 (Contra Costa St. only, estimate based on 30% design)	\$180,514 (based on actual revenues from Measure X to date and forecasted revenue estimates provided by TAMC on 12/8/20)	<b>100</b>
<b>Totals:</b>		<b>\$1,804,725</b>	<b>\$180,514</b>	

**YEAR 4 – FY 23/24**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>FY 23/24 Rehab / Maintenance</b>	<b>Description:</b> To be determined. <b>Phase:</b>	TBD	TBD	
<b>Totals:</b>				

**YEAR 5 – FY 24/25**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>FY 24/25 Rehab / Maintenance</b>	<b>Description:</b> To be determined. <b>Phase:</b>	TBD	TBD	
<b>Totals:</b>				

**DEFINITIONS OF REQUESTED INFORMATION:**

1. **Project:** The title of the project to receive Measure X funding.
2. **Description & Phase:** A general description of the project and the phase (e.g. Environmental; Design; Right-of-Way; or Construction) that will be funded in the given year.
3. **Total Cost:** The total cost of the project.

4. Measure X: The amount of Measure X funding that will be expended on the project.
5. PCI: The Pavement Condition Index for the roadway, from the local jurisdiction's Pavement Management Program.

**ATTACHMENT 3**

**PAVEMENT MANAGEMENT PROGRAM REPORT**



Date: December 30, 2020

To: Todd Muck  
Deputy Executive Director  
Transportation Agency for Monterey County  
55-B Plaza Circle  
Salinas, CA 93901

Re: Pavement Management Program Annual Report Letter

The City of Sand City (the City) confirms that it has a Pavement Management Program (PMP) that conforms to the criteria established by the Transportation Agency for Monterey County (TAMC) and included in the Measure X Agreement with the Local Agency. An approved PMP must be in place to be eligible for Measure X funds.

The PMP utilizes a software system developed by:

  X   Metropolitan Transportation Commission StreetSaver, version 9.0.0  
     Other \_\_\_\_\_

The system was updated by NCE and contains, at a minimum, the following elements:

- Inventory of all existing pavements under the local agency jurisdiction:
 

Centerline miles:	<u>5.02</u>
Total lane miles (or equivalent units):	<u>10.04</u>
The last update of the inventory was completed on:	<u>8/26/18</u>
- Average 2018 Pavement Condition Index (PCI) 59
- Identification of sections of roadways brought up to acceptable PCI levels for the current year:  
*Not applicable for the current fiscal year reporting period because the City continued to bank Measure X revenues for use on a future project as described in this report.*
- Amount spent to rehabilitate or replace deficient sections for the current year:  
\$0.00  
*Note: due to the COVID-19 situation and impacts to the City's economic base, the City is currently working to prioritize street maintenance and/or rehabilitation projects based on its PMP and MTC Streetsaver program and field evaluations of street segments conducted by trained contract consultants.*

Please direct any questions regarding this letter to Mr. Leon Gomez, contract City Engineer with Harris & Associates, at (831) 272-4909 (direct) or via email at: Leon.Gomez@We.Are.Harris.com.

Sincerely,



Leon D. Gomez, P.E.  
City Engineer, Harris & Associates

City Hall  
1 Pendergrass Way  
Sand City, CA  
93955

Administration  
(831) 394-3054

Planning  
(831) 394-6700

FAX  
(831) 394-3054

Police  
(831) 394-1451

FAX  
(831) 394-1038

Incorporated  
May 31, 1960