



# City of Greenfield

599 El Camino Real Greenfield CA 93927 831-674-5591  
[www.ci.greenfield.ca.us](http://www.ci.greenfield.ca.us)

February 15, 2019

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 Greenfield confirms that it has a Pavement Management Program that conforms to the criteria established by the Transportation Agency for Monterey County and included in the Measure X Agreement with the Local Agency. An approved Pavement Management Program must be in place to be eligible for Measure X funds.

The City of Greenfield Annual Audit for fiscal year 2017-18 has been completed. The audit firm retained by the City review the report and provided an audit certification/statement.

The Pavement Management Program utilizes a software system developed by:

Metropolitan Transportation Commission StreetSaver, New 2018

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

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


Centerline miles:	<u>35.19</u>
Total lane miles (or equivalent units):	<u>145.45</u>
The last update of the inventory was completed on:	<u>2018</u>
  
- Average Pavement Condition Index (PCI) 62.19
  
- Identification of sections of roadways brought up to acceptable PCI levels for the current year:

Street Maintenance - crews/equipment	<u>65</u>
8 <sup>th</sup> St Alley from Apple to Maple Avenue project planning/design	<u>15</u>
Supplemental funding for ATP Street improvement project	<u>95</u>
Cross Gutter and ADA Ramps (5 locations)	<u>35</u>

Amount spent to rehabilitate or replace deficient sections for the current year: \$ 968,078

You may direct any questions regarding the system to Arturo Felix, Public Works Manager at (831) 674-2635.

Sincerely,

  
\_\_\_\_\_  
Paul Wood, City Manager

**CITY OF GREENFIELD**  
**TRANSPORTATION SAFETY AND INVESTMENT**  
**PLAN ACCOUNT FUND**  
**WITH INDEPENDENT AUDITORS' REPORT**  
**JUNE 30, 2018**

**CITY OF GREENFIELD**  
**TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND**  
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**June 30, 2018**

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## INDEPENDENT AUDITORS' REPORT

City Council  
City of Greenfield  
Greenfield, California

We have audited the accompanying financial statements of the City of Greenfield Transportation Safety and Investment Plan Account Fund, as of and for the fiscal year ended June 30, 2018, 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 City of Greenfield Transportation Safety and Investment Plan Account Fund, as of June 30, 2018, 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 Transportation Safety and Investment Plan Account Fund and do not purport to, and do not, present fairly the financial position of the City of Greenfield, as of June 30, 2018 and 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.

*Moss, Levy & Hartzheim LLP*

March 11, 2019  
Santa Maria, California

**CITY OF GREENFIELD**  
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND  
BALANCE SHEET  
JUNE 30, 2018

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**ASSETS**

Cash and investments	\$	216,521
Accounts receivable		97,689
Interest receivable		640
		<hr/>
Total assets	\$	<u>314,850</u>

**LIABILITIES AND FUND BALANCE**

Liabilities:

Accounts payable	\$	5,351
		<hr/>
Total Liabilities		<u>5,351</u>

Fund Balance:

Restricted		309,499
		<hr/>
Total Fund Balance		<u>309,499</u>
		<hr/>
Total Liabilities and Fund Balance	\$	<u>314,850</u>

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

**CITY OF GREENFIELD**  
TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
JUNE 30, 2018

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**REVENUES**

Transportation Safety and Investment Plan Account revenue	\$	315,835
Use of money and property		<u>1,768</u>
Total revenues		<u>317,603</u>

**EXPENDITURES**

Streets and roads maintenance		<u>58,073</u>
Total Expenditures		<u>58,073</u>
Excess (deficiency) of revenues over expenditures		<u>259,530</u>
Net change in fund balance		259,530
Fund balance, beginning of fiscal year		<u>49,969</u>
Fund balance, end of fiscal year	\$	<u><u>309,499</u></u>

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

**CITY OF GREENFIELD**  
**TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**JUNE 30, 2018**

	<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	\$ 218,146	\$ 315,835	\$ 97,689
Use of money and property		1,768	1,768
	<u>218,146</u>	<u>317,603</u>	<u>99,457</u>
Total revenues	<u>218,146</u>	<u>317,603</u>	<u>99,457</u>
<b>EXPENDITURES</b>			
Streets and roads maintenance	<u>50,351</u>	<u>58,073</u>	<u>(7,722)</u>
Total Expenditures	<u>50,351</u>	<u>58,073</u>	<u>(7,722)</u>
Excess (deficiency) of revenues over expenditures	<u>167,795</u>	<u>259,530</u>	<u>91,735</u>
Net change in fund balance	167,795	259,530	91,735
Fund balance, beginning of fiscal year	<u>49,969</u>	<u>49,969</u>	
Fund balance, end of fiscal year	<u>\$ 217,764</u>	<u>\$ 309,499</u>	<u>\$ 91,735</u>

**CITY OF GREENFIELD**  
**TRANSPORTATION SAFETY AND INVESTMENT PLAN ACCOUNT FUND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES**

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The Transportation Safety and Investment Plan Account Fund of the City of Greenfield is a governmental fund type. Governmental funds are accounted for using a current financial resources measurement focus. The application of this measurement focus provides that, in general, only current assets and current liabilities are present on the balance sheet. Operating statements of these funds present revenues and expenditures.

The modified accrual basis of accounting is used for the Transportation Safety and Investment Plan Account Fund. Under the modified accrual basis of accounting, revenues are recognized when they become susceptible to accrual (i.e., both measurable and available). Measurable means that the amount of the transaction can be determined. Available means the funds are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures of governmental funds are generally recognized when the related fund liability is incurred.

Reporting Entity

The financial statements present only the Transportation Safety and Investment Plan Account Fund and do not purport to, and do not present, the City's financial position and changes in financial position. The City of Greenfield's basic financial statements are available from the Finance Department at City's address and website.

**NOTE 2 – CASH DEPOSITS**

The City follows the practice of pooling cash and investments for all funds (including the Transportation Safety and Investment Plan Account Fund) under its direct daily control. Interest earned on pooled cash and investments is allocated periodically to the various funds based on average cash balances. Detailed disclosure regarding the City's investments of cash is included in the notes to financial statements of the City.

**NOTE 3 – MAINTENANCE OF EFFORT**

The Measure X Master Programs Funding Agreement between the City of Greenfield and the Transportation Agency for Monterey County required that the City must expend each fiscal year from its general fund for street and highway purposes 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 pursuant to Streets and Highways Code section 2151 ("Maintenance of Effort"). For purposes of this calculation, an average of the prior three (3) years spent for local transportation purposes will be used. Exemptions from this calculation include one-time capital expenses, and expiration of any voter-approved fund sources that were used for local transportation purposes. In the case of expired voter-approved fund sources, the three-year average baseline would be recalculated in the next annual verification period without said expired fund sources. Revenues from a fee imposed or contribution first received by a local jurisdiction on or after January 1, 2016 which are used on or after July 1, 2016, by that local jurisdiction for maintenance or improvement purposes on its streets and highways shall be considered as general fund expenditures for the purposes of compliance with the provisions of this Section in the fiscal year in which such expenditures are made. The following eligible expenditures were made:

For the fiscal year ended June 30, 2015:	\$ -
For the fiscal year ended June 30, 2016:	\$ -
For the fiscal year ended June 30, 2017:	\$ -
Three year average of above expenditures:	\$ -

Total expenditures from the general fund for street and highway purposes for the fiscal year ended June 30, 2018 was \$0. The City was in compliance with the Maintenance of Effort requirement of the Measure X Master Programs Funding Agreement between the City of Greenfield and the Transportation Agency for Monterey County.





Moss, Levy & Hartzheim LLP

Certified Public Accountants

**INDEPENDENT AUDITORS' COMPLIANCE REPORT WITH TAMC ORDINANCE NO. 2016-01  
TRANSPORTATION SAFETY AND INVESTMENT PLAN**

City Council  
City of Greenfield  
Greenfield, California

We have audited the financial statements of the City of Greenfield Transportation Safety and Investment Plan Account Fund's (the City) compliance with the types of compliance requirements described in the Transportation Agency for Monterey County's (TAMC) Ordinance No. 2016-01 and in the Measure X Master Programs Funding Agreement between TAMC and the City of Greenfield applicable for the fiscal year ended June 30, 2018.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Transportation Safety and Investment Plan Account Fund.

***Auditor's Responsibility***

Our responsibility is to express an opinion on the City's compliance based on our audit in accordance with the compliance requirements described in the Transportation Agency for Monterey County's (TAMC) Ordinance No. 2016-01 and in the Measure X Master Programs Funding Agreement (the Agreement) between TAMC and the City of Greenfield. The Measure X Master Programs Funding Agreement requires that the independent auditor shall perform at least the following tasks: (1) determine whether the recipient expended all Measure X funds received in compliance with Measure X, the Measure X Investment Plan, and the Policies & Project Descriptions, as they may be adopted or amended by TAMC from time to time, and the Agreement, (2) determine whether the Measure X revenues received and expended were accounted for and tracked in its own separate budget and fund titled "Transportation Safety & Investment Plan Account" and were not be comingled with any other funds and that the accounting system provides adequate internal controls and audit trails to facilitate an annual compliance audit for each fund type and the respective usage and application of said funds, and (3) determine whether the City met the Maintenance of Effort requirements imposed by Measure X and State law. 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. 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 City occurred. An audit includes examining, on a test basis, evidence about the City'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 City's compliance.

***Opinion on Compliance with the Transportation Safety and Investment Plan Account Fund***

In our opinion, the funds allocated to and received by the City of Greenfield Transportation Safety and Investment Plan Account Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable in accordance to the compliance requirements described in the Transportation Agency for Monterey County's (TAMC) Ordinance No. 2016-01 and in the Measure X Master Programs Funding Agreement between TAMC and the City of Greenfield for the fiscal year ended June 30, 2018.

This report is intended solely for the information and use of City Council, management of the Transportation Agency of Monterey County 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*

March 11, 2019  
Santa Maria, California

**CITY OF GREENFIELD  
MEASURE X FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM  
FOR YEARS 2017 – 2018**

**YEAR 1 FY 2017-2018**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>Reconstruct Downtown Alleys</b>	Survey and Design			15
<b>Totals:</b>				

**YEAR 2 FY 2018-2019**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>Reconstruct Downtown Alleys</b>	Construction			15
<b>Totals:</b>				

**YEAR 3 FY 2019-2020**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>Sidewalk Repairs/ADA Ramp Improvements</b>	Design and Construction	\$150,000		N/A
<b>Totals:</b>		<b>\$150,000</b>		

**YEAR 4 FY 2020-2021**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>Pavement Repairs and Rejuvenation Seal Various Streets</b>	Design and Construct	\$190,000		42
<b>Totals:</b>		<b>\$190,000</b>		

**YEAR 5 FY 2021-2022**

<b>Project</b>	<b>Description &amp; Phase</b>	<b>Total Cost</b>	<b>Measure X</b>	<b>PCI</b>
<b>Resurface/Overlay Repairs Various Arterials/Intersections</b>	Design	\$46,000		30
<b>Totals:</b>		<b>\$46,000</b>		

Below is a table detailing the receipt and expenditure of Measure X funds.

**CITY OF GREENFIELD - YEAR 2017-18**

<b>REVENUES</b>	
Carryover from Previous Year	49,969
Measure X Revenues	315,835
Earning on Interest	1,768
<b>TOTAL REVENUES:</b>	<b>367,572</b>
<b>EXPENDITURES</b>	
8 <sup>th</sup> Street Alley improvements from Apple to Maple planning/design	58,073
<b>TOTAL EXPENDITURES:</b>	<b>58,073</b>
<b>FUND BALANCE, END OF PERIOD:</b>	<b>309,499</b>

**ANNUAL PROGRAM COMPLIANCE REPORT**

This Annual Program Compliance Report describes, in brief, the efforts of the City of Greenfield to comply with the policies of Measure X over this reporting period. The City Spent Measure X funds in planning and design of the pavement section and related pedestrian and drainage improvements for the Downtown Commercial Alley project, as well as other local projects as delineated below.

The main project was the “Downtown Commercial Alleys Project.” Plan and design. This project is looking to Reconstruct three blocks of key commercial alleys in the Downtown area. Resolve a number of issues including dust/windblown dirt complaints as well as frequent maintenance issues both with deteriorating pavement and damage to water meters. Drainage was also non-functional creating large scale ponding in rain events. The City plan is to combine their Water Funds to upsize and replace three blocks of watermain due to main-break issues and set all new meters and meter boxes with City water funds.



**CITY OF GREENFIELD  
THREE-YEAR MAINTENANCE OF EFFORT REPORT  
FOR YEARS 2017 – 2018**

**Year 1**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
Gas Tax	468,080	2015/16
Special Districts Revenue Funds	430,344	2015/16
ATP Grant	91,743	2015/16
Street Capital Fund	25,335	2015/16
<b>Total Expended on Transportation</b>	<b>1,015,502</b>	<b>2015/16</b>

**Year 2**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
Gas Tax	404,947	2016/17
Special Districts Revenue Funds	394,959	2016/17
ATP Grant	616,371	2016/17
Street Capital Fund	961,371	2016/17
<b>Total Expended on Transportation</b>	<b>2,377,648</b>	<b>2016/17</b>


**Year 3**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
Gas Tax	514,684	2017/18
Special Districts Revenue Funds	420,803	2017/18
ATP Grant	395,322	2017/18
Street Capital Fund	0	2017/18
<b>Total Expended on Transportation</b>	<b>1,330,809</b>	<b>2017/18</b>

**Three-Year Average of Transportation Expenditures:**

**\$ 1,574,653**

I, the undersigned, certify that the above information is true and correct to the best of my knowledge.

  
Paul Wood, City Manager

**CITY OF GREENFIELD  
THREE-YEAR MAINTENANCE OF EFFORT REPORT  
FOR YEARS 2017 – 2018**

**Year 1**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
<b>General Fund</b>	0	2015/16
<b>Total Expended on Transportation</b>	<b>0</b>	<b>2015/16</b>

**Year 2**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
<b>General Fund</b>	0	2016/17
<b>Total Expended on Transportation</b>	<b>0</b>	<b>2016/17</b>

**Year 3**

<b>Fund Source</b>	<b>Amount</b>	<b>Year</b>
<b>General Fund</b>	0	2017/18
<b>Total Expended on Transportation</b>	<b>0</b>	<b>2017/18</b>

**Three-Year Average of Transportation Expenditures:**

**\$ 0** \_\_\_\_\_

I, the undersigned, certify that the above information is true and correct to the best of my knowledge.

  
\_\_\_\_\_  
Paul Wood, City Manager