



MEASURE B PROGRAM COMPLIANCE REPORT

Signature Cover Sheet *Fiscal Year 2012-13*

Agency Name:

Revision Number:

Choose the type(s) of report you are submitting (*check all that apply; Tables 1-3 are required*)

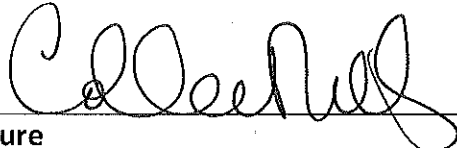
- Annual Program Compliance Report – Bicycle and Pedestrian Safety Funds
- Annual Program Compliance Report – Local Streets and Roads Funds
- Annual Program Compliance Report – Mass Transit Funds
- Annual Program Compliance Report – Paratransit Funds
- Tables 1- 3: Program Summary of Revenues, Expenditures, and Reserves (Excel workbook)

List any additional attachments in the electronic report submittal (*check all that apply*).

- Attachment A: Bicycle and Pedestrian Attachments
- Attachment B: Local Streets and Roads Attachments
- Attachment C: Mass Transit Attachments
- Attachment D: Paratransit Attachments
- Other Attachments (*clearly label additional attachments as needed*)

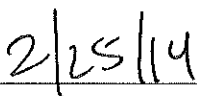
Certification of True and Accurate Reporting

By signing below, the agency manager and finance manager, or their designees certify the compliance information reported are true and complete to the best of their knowledge, and the **audited dollar figures matches exactly** to the Measure B revenues and expenditures reported in the compliance report and Tables 1-3.


X 

Signature

COLLEEN TRIBBY
Administrative Services Director



Date

X 

Signature

VIVIAN GONG
Finance Manager



Date



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BICYCLE AND PEDESTRIAN PROGRAM

Compliance Report Summary *Fiscal Year 2012-13*

1. Did your agency receive Measure B Bicycle and Pedestrian Funds in the reporting period of July 1, 2012 through June 30, 2013?

- Yes (Complete the Bicycle/Pedestrian section.)
 No (Do not complete the Bicycle/Pedestrian section and continue on.)

2. Complete the below contact information.

CONTACT INFORMATION	
Bicycle/Pedestrian Program Agency:	City of Dublin
Contact Name:	Ferd Del Rosario
Title:	Senior Civil Engineer
Phone Number:	(925) 833-6630
E-mail Address:	ferd.delrosario@dublin.ca.gov

3. Complete the Excel Worksheets Tables 1 to 3 for the Bicycle and Pedestrian Program.
(Check the boxes below to indicate completion).

- Table 1: Measure B Revenues and Expenditures**
 The values entered into Table 1 must match your agency's audited financial statements and compliance reports. **Please contact Alameda CTC staff if you have questions before submitting your report. All dollar figures must match your audited financial statements and compliance report or Alameda CTC may reject your submission.**
- Table 2: Summary of Expenditures and Accomplishments**
 This table describes actual expenditures and activities incurred for FY 2012-2013 (FY 12-13).
- Table 3: Summary of Planned Projects and Reserve Funds**
 This table describes your agency's plan to expend any remaining Measure B funds within the four-year time table of the funding agreement through FY 13-14 thru FY 16-17.

4. **If your agency's ending MB Pass-through balance was greater than zero, why do you have this reserve?** For instance, if you are saving a funding amount, what amount are you saving and what types of projects/programs will those dollars fund? **Refer to Reserve Fund Guidance, and complete Table 3 Summary of Planned Projects and Reserve Funds as required by the Master Programs Funding Agreement.**

The ending MB pass-through balance is less than \$10,000 and is being saved for the implementation of programs included in the Bikeways and Pedestrian Master Plan.

5. **If applicable, why were the reported expenditures in FY 12-13 more than the amount of Measure B funds the agency received in FY 12-13?** How did you use Measure B funds from a previous fiscal year(s)?

The reported expenditures in FY 12-13 were significantly more than the amount of Measure B funds received in FY 12-13. Two big projects were implemented in FY 12-13 using Measure B funds including 1) Update of the Bikeways and Pedestrian Master Plan and 2) Construction of the West Dublin BART-Golden Gate Drive Improvement project.

6. **Describe reserve funds.** If your agency has reserve Measure B funds identified, describe your process to allocate these funds and describe in detail your plan and time frame for using those funds. In addition, if you plan to use reserves, will this require additional agency approvals, and if so, what is your approval process? **Refer to Reserve Fund Guidance, and complete Table 3 Summary of Planned Projects and Reserve Funds.**

The reserved Measure B funds are planned to be used for projects and programs prioritized in the City adopted Bikeways and Pedestrian Master Plan. Once enough Measure B funds are collected to implement a project, it gets included in the City's Capital Improvement Program and approved by the City Council for implementation.

7. Alameda CTC uses the data from Table 2 to monitor compliance with the Master Programs Funding Agreement requirement (Section 5.1.d): *"All projects and programs that use Measure B Bicycle and Pedestrian Safety pass-through funds must receive governing board approval prior to the jurisdiction expending the pass-through funding on the project/program."*

If your agency expended funds on any projects not approved by your governing board in advance (as indicated in Column R of Table 2: Governing Board Approval), list them below and explain why your agency expended funds without agency approval.

Not applicable.

8. **Describe the governing board approval for future planned projects and/or programs.** List the document type, time period, and resolution approval date. Examples include a bicycle and/or pedestrian plan, capital improvement plan, prioritized project list, etc.

Document Type	Time Period	Resolution Date
Citywide Bikeways Master Plan	2007	July 17, 2007
Dublin 5-Year Capital Improvement Program	2012-2017	June 4, 2013 (Update)

9. **Verify Complete Streets Policy Adoption.** Per Section 6 of the Master Programs Fund Agreement, Alameda CTC requires local jurisdictions to have developed and adopted a Complete Streets policy by June 30, 2013.

Governing Board Approval Date	Attach Governing Board Resolution Verifying Complete Streets Policy Adoption.
December 4, 2012	

- 9a. **Describe how your agency is implementing the Complete Streets Policy.**

In planning and implementing street projects, the City maintains sensitivity to local conditions and needs and work with residents, businesses and other stakeholders including bicyclists, persons with disabilities, and transit agencies. This is to ensure that the needs and concerns of bicyclists, pedestrians, transit users and the motoring public are considered in the implementation of projects and programs.



10. Did your agency an publish article(s) that highlight Bicycle/Pedestrian projects and programs funded by Measure B in an agency or Alameda CTC newsletter?

Yes No. *If no, explain in Question #14 - Additional Information.*

If yes, INCLUDE a copy of the article(s) as Attachment A: Bicycle and Pedestrian Program Attachments and list the publication(s) and date(s) below.

Publication	Date Published	Copy Attached? (Y/N)
Alameda CTC Report	June 2013	Y
City Report	January 2013	Y

11. Did your agency include a description of the Bicycle/Pedestrian projects and programs funded by Measure B on its website?

Yes No. *If no, explain in Question #14 - Additional Information.*

If yes, include a printout of the website as Attachment A and provide the URL below that contains updated and accurate project information.

Website Address	Printout Attached? (Y/N)
http://www.dublin.ca.gov/index.aspx?NID=1354	Y

12. Did your agency use signage that indicates use of Measure B funds for its Bicycle/Pedestrian projects and programs?

Yes No. *If no, explain in Question #14 - Additional Information.*

If yes, include photos of the posted signage in Attachment A and describe the signage below.

Signage Description	Photos attached? (Y/N)
Construction sign (Alamo Canal Trail project and Golden Gate Drive projects)	Yes

13a. Describe your agency's effectiveness at meeting your planned FY 12-13 expenditures reported in the last compliance report and reasons for any variations. Agencies are expected to expend their planned expenditures from their individual projects and/or and reserve funds. **Did you expend the planned? Did you expend more than anticipated?**

Yes, the City was able to expend slightly over 100% of the planned FY 12-13 expenditures.

13b. If your agency did not expend the planned amount, please provide a detailed justification on why dollars were not spent, reference specific projects.

\$20,000 was originally programmed for the striping of bike lanes to be included in the city's Annual Slurry Seal project, however, the streets that were paved did not have bike lanes thus no Measure B funds were expended.

13c. If your agency expended more than the planned amount for a particular project/reserve category, please describe any adjustments to the reserves to finance the surplus amount.

N.A.

14. Provide additional information, if necessary, to further explain Measure B expenditures for the Bicycle and Pedestrian Program.

Some Measure B funds (\$15,334) were used to implement programs included in the City Bikeways Master Plan to encourage bicycling and improve safety for bicyclists.

These funds were used to implement the following: 1) promotional campaign sponsorship of National Bike Month, installation of two Bike-to-Work energizer stations and purchase of giveaways and promotional materials; 2) staff coordination and purchase of giveaways/materials for the Walk and Roll to School, Bike Safety classes, bike stakeholders workshops and other bike related activities including bike tire repair clinic, bike donation drive, bike to school days, bike to the Market day and Team Bike Challenge.



LOCAL STREETS AND ROADS (LSR) PROGRAM

Compliance Report Summary *Fiscal Year 2012-13*

1. Did your agency receive Measure B Local Streets and Roads Funds in the reporting period of July 1, 2012 through June 30, 2013?

- Yes (Complete the LSR section.)
 No (Do not complete the LSR section and continue on.)

2. Complete the below contact information.

CONTACT INFORMATION	
LSR Program Agency:	City of Dublin
Contact Name:	Steven Yee
Title:	Public Works Manager
Phone Number:	(925) 833-6630
E-mail Address:	steven.yee@dublin.ca.gov

3. Complete the Excel Worksheets Tables 1 to 3 for Local Streets and Roads.
(Check the boxes below to indicate completion).

- Table 1: Measure B Revenues and Expenditures**
 The values entered into Table 1 must match your agency's audited financial statements and compliance report. **Please contact Alameda CTC staff if you have questions before submitting your report. All dollar figures must match your audited financial statements and compliance report or Alameda CTC may reject your submission.**

- Table 2: Summary of Expenditures and Accomplishments**
 This table describes actual expenditures and activities incurred for FY 2012-2013 (FY 12-13).

- Table 3: Summary of Planned Projects and Reserve Funds**
 This table describes your agency's plan to expend any remaining Measure B funds within the four-year time table of the funding agreement through FY 13-14 thru FY 16-17.

4. **If your agency’s ending MB Pass-through balance was greater than zero, why do you have this reserve?** For instance, if you are saving a funding amount, what amount are you saving and what types of projects/programs will those dollars fund? **Refer to Reserve Fund Guidance, and complete Table 3 Summary of Planned Projects and Reserve Funds as required by the Master Programs Funding Agreement.**

Reserves are programmed for the Annual Street Overlay Program. As recommended by the City’s recent Pavement Management Program Report, the annual street overlay program is \$625,000 per year to maintain streets in a good condition. Due to timing of the overlay project during the summer, improvements are completed after June 30, and thus, MB funds are carried forward into next fiscal year.

5. **If applicable, why were the reported expenditures in FY 12-13 more than the amount of Measure B funds the agency received in FY 12-13?** How did you use Measure B funds from a previous fiscal year(s)?

N/A.

6. **Describe reserve funds.** If your agency has reserve Measure B funds identified, describe your process to allocate these funds and describe in detail your plan and time frame for using those funds. In addition, if you plan to use reserves, will this require additional agency approvals, and if so, what is your approval process? **Refer to Reserve Fund guidance, and complete Table 3 Summary of Planned Projects and Reserve Funds.**

\$296,353 in capital reserve funds to be reallocated to FY 2013-2014 due to construction schedule and completion of improvements. Reserve funds to be used in FY 2013-2014. No additional agency approval required to use the funds as project is part of the 2012-2017 CIP Plan.



7. Alameda CTC uses the data from Table 2 to monitor compliance with the Master Programs Funding Agreement requirement (Section 5.d.): *"All projects and programs that use Measure B Local Streets and Roads pass-through funds must receive governing board approval prior to the jurisdiction expending the pass-through funding on the project/program."*

If your agency expended funds on any projects not approved by your governing board in advance (as indicated in **Column R of Table 2: Governing Board Approval), list them below and explain why your agency expended funds without agency approval.**

N/A.

8. **Describe the governing board approval for future planned projects and/or programs.** List the document type, time period, and resolution approval date. Examples include a bicycle and/or pedestrian plan, capital improvement plan, prioritized project list, etc.

Document Type	Time Period	Resolution Date
Dublin 5-Year Capital Improvement Program	2012-2017	June 4, 2013 (Update)

9. **Verify Complete Streets Policy Adoption.** Per Section 6 of the Master Programs Fund Agreement, Alameda CTC requires local jurisdictions to have developed and adopted a Complete Streets policy by June 30, 2013.

Governing Board Approval Date	Attach Governing Board Resolution Verifying Complete Streets Policy Adoption.
Adopted by the City of Dublin City Council on December 4, 2012.	

- 9a. **Describe how your agency is implementing the Complete Streets Policy.**



In planning and implementing street projects, the City maintains sensitivity to local conditions and needs and work with residents, businesses and other stakeholders including bicyclists, persons with disabilities, and transit agencies. This is to ensure that the needs and concerns of bicyclists, pedestrians, transit users and the motoring public are considered in the implementation of projects and programs.

10. Complete the table below to describe your jurisdiction’s road miles and conditions.

Jurisdiction’s Information	
Current Population This figure should reflect the population as of January 1, 2013. Refer to the California Department of Finance’s Population Estimates: http://www.dof.ca.gov/research/demographic/reports/estimates/e-1/documents/RankCities_2013.xls	49,890
Certified number of road-miles This figure must be consistent with the number of miles reported to state and federal agencies.	247
Average Pavement Condition Index (PCI) for agency’s local streets and roads This figure must be consistent with the information available in Metropolitan Transportation Commission’s 2011 Pavement Condition Index Summary. http://www.mtc.ca.gov/news/press_releases/pavement/PCI_11.pdf	84

11. Did your agency publish an article(s) that highlight Local Streets and Roads projects and programs funded by Measure B in an agency or Alameda CTC newsletter?

Yes No. *If no, explain in Question #15 - Additional Information.*

If yes, include a copy of the article(s) as Attachment B: Local Streets and Roads Program Attachments and list the publication(s) and date(s) below.

Publication	Date Published	Copy Attached? (Y/N)
Alameda CTC Reports	June 2013	Yes
City Report	January 2013	Yes



12. Did your agency include a description of the Local Streets and Roads projects and programs funded by Measure B on its website?

Yes No. *If no, explain in Question #15 - Additional Information.*

If yes, include a printout of the website in Attachment B and provide the URL below that contains updated and accurate project information.

Website Address	Printout Attached? (Y/N)
http://www.dublin.ca.gov/index.aspx?NID=1354	Yes

13. Did your agency use signage that indicates use of Measure B funds for its Local Streets and Roads projects and programs?

Yes No. *If no, explain in Question #15 - Additional Information.*

If yes, include photos of the signage in Attachment B and describe the signage below.

Signage Description	Photos attached? (Y/N)
Annual Overlay Program	Y



14a. Describe your agency's effectiveness at meeting your planned FY 12-13 expenditures reported in the last compliance report and reasons for any variations. Agencies are expected to expend their planned expenditures from their individual projects and/or and reserve funds. **Did you expend the planned funds? Did you expend more than anticipated?**

Approximately 45% of planned expenditures were expended in FY 2012-2013 (by June 30, 2013). The street pavement overlay project was on-going in summer 2013 and completed in September 2013. It is anticipated that 100% of FY 2012-2013 planned expenditures were utilized for the project. It is not anticipated that the project expended more than planned.

14b. If your agency did not expend the planned amount, please provide a detailed justification on why dollars were not spent, reference specific projects.

Typical construction season for street resurfacing projects is May through September months. The construction window narrows further when working near schools in order to minimize traffic impacts. Therefore, due to project construction timing and the end of fiscal year being June 30, the 2013 Annual Street Overlay Program improvements continued into FY 2013-2014 and were completed in September. The 2013 Annual Street Overlay included pavement resurfacing in front of a public school.

14c. If your agency expended more than planned amount for a particular project/reserve category, please describe any adjustments to the reserves to finance the surplus amount.

N/A.

15. Provide additional information, if necessary, to further explain Measure B expenditures for the Local Streets and Roads Program.

N/A.