

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Fiscal Year 2016-2017**

AGENCY CONTACT INFORMATION

Agency Name: **City Of Hayward**

Date:

Primary Point of Contact

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Agency's Certification of True and Accurate Reporting by Submission

By submitting this Compliance Report to the Alameda County Transportation Commission, the submitting agency certifies the compliance information reported is true and complete to the best of their knowledge, and the dollar figures in the agency's Audited Financial Statement matches exactly to the revenues and expenditures reported herein.

Program Compliance Report Structure

This Reporting Form is broken into the following sections for the Measure B and BB Direct Local Distribution Programs applicable to the recipient agency.

- * **Cover - Agency Contact**
- * **General Compliance Reporting for all programs**
- * **Table 1 - Summary of Revenue, Expenditures, and Changes in Fund Balance**
- * **Table 2 - Detailed Summary of Expenditures and Accomplishments**

**MEASURE B AND MEASURE BB
Annual Program Compliance Report Fiscal Year 2016-2017**

TABLE 1: SUMMARY OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE

DIRECTIONS: Complete the sections below based on the Measure B and BB Audited Financial Statements, for the applicable DLD programs for your agency. Values must match financial statements and total reported expenditures on Table 2.

A. 2000 MEASURE B Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
Beginning of Year Fund Balance	\$ 410,804	\$ 2,292,781	\$ -	\$ 1,112,176	\$ 3,815,761	FY16 LSR funds were expended in FY17. FY17 and FY18 LSR funds have been combined into one large paving project. The construction contract was awarded in FY17. At this writing, the funds are either encumbered or expended. The project is halfway complete.
Revenue	\$ 487,442	\$ 2,362,645	\$ -	\$ 877,330	\$ 3,727,417	
Interest	\$ 7,423	\$ 34,026	\$ -	\$ 37,207	\$ 78,656	
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 122,843 <small>TRUE</small>	\$ 1,911,263 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 813,879 <small>TRUE</small>	\$ 2,847,985	
End of Year Fund Balance	\$ 782,826	\$ 2,778,189	\$ -	\$ 1,212,834	\$ 4,773,849	

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
Beginning of Year Fund Balance	\$ 132,871	\$ 2,381,719	\$ -	\$ 677,180	\$ 3,191,770	FY16 LSR funds were expended in FY17. FY17 and FY18 LSR funds have been combined into one large paving project. The construction contract was awarded in FY17. At this writing, the funds are either encumbered or expended. The project is halfway complete.
Revenue	\$ 395,009	\$ 2,105,826	\$ -	\$ 776,534	\$ 3,277,369	
Interest	\$ 3,523	\$ 24,169	\$ -	\$ 12,223	\$ 39,915	
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 97,419 <small>TRUE</small>	\$ 2,108,323 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 201,709 <small>TRUE</small>	\$ 2,407,451	
End of Year Fund Balance	\$ 433,984	\$ 2,403,391	\$ -	\$ 1,264,228	\$ 4,101,603	

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2016-17**

GENERAL COMPLIANCE REPORTING

1. Indicate the adoption year of the most current Bicycle/Pedestrian Master Plans, as applicable.

	Adoption Year
Bicycle Master Plan	2007
Pedestrian Master Plan	
Bike/Ped Master Plan	

If the plans are over five-years past the last adoption year, specify when your agency's will perform its next update.

Indicate N/A, if not applicable.

The Bicycle Master Plan was adopted in November of 2007 as noted above. The City had hired consultants to complete a downtown specific plan with the Bicycle and Pedestrian Master Plan included and then expand beyond the downtown area. Unfortunately, the contract with those consultants had to be terminated. New consultants need to be located and contracted to begin the process of producing the master plans. Expected to begin in FY18.

2. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status
05259 New Sidewalks FY17 MB	New Sidewalks on Walpert Street. Design is completed. Will go to bid in the Spring.	\$327,083	Planned
05272 New Sidewalks FY18 MB	. New Sidewalks on Tampa, Muir, Calhoun, Depot and Cabot. Currently in design for bids in the Spring.	\$430,000	Planned
05271 MB Pedestrian Master Plan/Update Bicycle Master Plan	Pedestrian Master Plan/Update Bicycle Master Plan	\$25,743	Planned
05258 New Sidewalks FY17 MBB	New Sidewalks on Walpert Street. Design is completed. Will go to bid in the Spring.	\$433,984	Planned

3. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	Yes	Submitted, but not in time for FY17 publication.
Website	Yes	Yes	Yes	
Signage	No	No	No	Sidewalk construction not begun in FY17.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2016-17**

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
- Expenditure total must correspond to your Audited Financial Statements, and Table 1 values.

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 16-17	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Bike/Ped	Project Completion/Closeout	Sidewalks and Ramps	Capital	05277 New Sidewalks FY16 Hayward Blvd/Donald Avenue	Installation of new sidewalks along portions of Hayward Boulevard and Donald Avenue. Project will provide increased pedestrian safety on this route, which passes by nearby schools and is heavily utilized.	15,540	Square Feet	Combined with Project 05268 below.	\$ -	\$ 54,647.00	Yes
2	Bike/Ped	Operations	Staffing	Administrative	05278 Project Predesign	City engineering costs associated with the predesign of bicycle and pedestrian projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future bicycle and pedestrian-related projects	N/A			\$ -	\$ 19,855.00	Yes
3	Bike/Ped	Scoping, Feasibility, Planning	Sidewalks and Ramps	Administrative	05259 New Sidewalks FY17-Walper Street	Installation of new sidewalks along portions of Walper Street. Project will provide increased pedestrian safety on this route, which passes by nearby schools and is heavily utilized.	N/A		Project was in the planning stage for FY17. Construction expected to begin early in FY18.	\$ -	\$ 22,917.00	Yes
4	Bike/Ped	Other	Signals	Capital	05175 Pedestrian Traffic Signals and Modifications	Installation of countdown timers and ADA-compliant push buttons as well as audible traffic signals. Project will provide increased pedestrian safety and greater accommodation for non-vehicular modes of travel.	N/A		Monies from this on-going, annual project are utilized to either replace or add countdown timers, ADA-compliant push buttons, and audible traffic signals throughout the City.	\$ 7,236.00	\$ -	Yes
5	Bike/Ped	Operations	Staffing	Administrative	05260 Project Predesign	City engineering costs associated with the predesign of bicycle and pedestrian projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future bicycle and pedestrian-related projects	N/A			\$ 21,216.00	\$ -	Yes
6	Bike/Ped	Project Completion/Closeout	Sidewalks and Ramps	Capital	05268 New Sidewalks FY16 Hayward Blvd and Donald Avenue	Installation of new sidewalks along portions of Hayward Boulevard and Donald Avenue. Project will provide increased pedestrian safety on this route, which passes by nearby schools and is heavily utilized.	15,540	Square Feet	Combined with Project 05277 above.	\$ 29,042.00	\$ -	Yes
7	Bike/Ped	Scoping, Feasibility, Planning	Sidewalks and Ramps	Administrative	05258 New Sidewalks FY17 - Walper Street	Installation of new sidewalks along portions of Walper Street. Project will provide increased pedestrian safety on this route, which passes by nearby schools and is heavily utilized.			Project was in the planning stage for FY17. Construction expected to begin early in FY18.	\$ 61,248.00	\$ -	Yes
8	Bike/Ped	Other	Other <i>(describe in project description column)</i>	Administrative	Audit Fees for FY16 MB/MBB/VRF Reports	Audit Fees			Audit Fees	\$ 4,101.00	\$ -	Yes
9										\$ -	\$ -	
Total Percentage of Capital vs Administrative Costs												
										TOTAL		
										Match to Table 1?		
										\$ 122,843.00	\$ 97,419.00	
										TRUE	TRUE	
										41%		
a. Total Capital										\$ 90,925		
b. Total Administrative										\$ 129,337		

Is the total percentage of Capital vs Program Administration (outreach, staffing, administrative support) Costs GREATER THAN 50%? If not, explain how capital investments will increase in the future.

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2016-17**

GENERAL COMPLIANCE REPORTING

1. What is agency's current Pavement Condition Index (PCI)?

PCI =

Use PCI from the most recent MTC's VitalSigns linked here:

<http://www.vitalsigns.mtc.ca.gov/street-pavement-condition>

If your PCI falls below a score of 60 (fair condition), specify what actions are being implemented to increase the PCI.

Indicate N/A, if not applicable.

N/A

2. Were any DLD LSR funded improvements this year provided exemptions from the locally adopted complete street's policy? If so, which projects and why?

No.

3. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status
05207 Pavement Rehab FY17 MBB	Rehabilitation of various city streets.	\$2,043,391	Underway
05209 Pavement Rehab FY17 MB	Rehabilitation of various city streets.	\$2,294,415	Underway
05212 Pavment Rehab FY18 MB	Rehabilitation of various city streets.	\$483,774	Underway

4. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	No	No		Article submitted, but not in time for publishing in FY17.
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

Local Streets and Roads Direct Local Distribution Program

Reporting Period - Fiscal Year 2016-17

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
 - Expenditure total must correspond to your Audited Financial Statements and Table 1 values

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 16-17	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	1	Streets/Rds	Operations	Staffing	05208 Project Predesign	City engineering costs associated with the predesign of streets and roads projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future streets and roads-related projects.	N/A	Other	City engineering costs associated with the predesign of streets and roads projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future streets and roads-related projects.		\$ 50,122	Yes
2	Streets/Rds	Construction	Street Resurfacing/Main	Capital	05206 Pavement Rehabilitation MBB FY16	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.	4.83	Lane Miles		\$ -	\$ 1,827,331	Yes
3	Streets/Rds	Construction	Street Resurfacing/Main	Capital	05207 Pavement Rehabilitation MBB FY17	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.			Project was in the planning, design and contract award stage in FY17. Funds have been encumbered for the contract and work began in September FY17. Project was in the planning, design and contract award stage in FY17. Funds have been encumbered in FY18 for the construction contract and work began in September FY18. FY18 funds have been combined with FY17 in one pavement rehabilitation project. FY17 and FY18 funds are encumbered and will be spent in FY18.	\$ -	\$ 106,421	Yes
4	Streets/Rds	Scoping, Feasibility, Pla	Street Resurfacing/Main	Capital	05279 Mission Blvd Phase 2 and 3 Final Design and Co	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.			Project was in the planning and design stage in FY17..	\$ -	\$ 122,495	Yes
5	Streets/Rds	Construction	Street Resurfacing/Main	Capital	05200 Pavement Reconstruction FY16	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.	2.43	Lane Miles		\$ 919,209	\$ -	Yes
6	Streets/Rds	Construction	Street Resurfacing/Main	Capital	05200 Pavement Rehabilitation MB FY16	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.	2.42	Lane Miles		\$ 914,578	\$ -	Yes
7	Streets/Rds	Scoping, Feasibility, Pla	Street Resurfacing/Main	Capital	05209 Pavement Rehabilitation MB FY17	Reconstruction or major repair to severely deteriorated streets. The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards.			Project was in the planning, design and contract award stage in FY17. Funds have been encumbered in FY18 for the construction contract and work began in September FY18. FY18 funds have been combined with FY17 in one pavement rehabilitation project. FY17 and FY18 funds are encumbered and will be spent in FY18.	\$ 30,585	\$ -	Yes
9	Streets/Rds	Scoping, Feasibility, Pla	Staffing	Administrative	05199 Project Predesign	City engineering costs associated with the predesign of streets and roads projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future streets and roads-related projects.	N/A	Other (describe	City engineering costs associated with the predesign of streets and roads projects, including preliminary survey, design, and cost estimates. Project provides for the ability to fund staff costs that are associated with future streets and roads-related projects.	\$ 46,891	\$ -	Yes

8	Other	Other	Other (describe in Column J)	Audit Fees for FY16 MB/MBB/VRF report	Fees incurred for auditing of MBB funds in FY16	N/A	Other (describe Audit Fees for FY16 MB/MBB/VRF Report	\$ -	\$ 1,954		
								TOTAL	\$ 1,911,263	\$ 2,108,323	
								Match to Table 1?	TRUE	TRUE	

Percentage of Capital vs Administrative Costs	99%
a. Total Capital	\$ 3,920,619
b. Total Administrative	\$ 46,891

If your agency did not expend greater than 50% of total costs on Capital Investments, explain how capital investments will increase in the future over Program Administration (outreach, staffing, administrative support). Indicate N/A if not applicable.

A minimum of 15% of Measure BB LSR funds are required to be expended on bike/pedestrian Improvements.

In this fiscal year, how much of Measure BB LSR funds were expended on bike/pedestrian improvements?
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:

\$ 326,790	Meets minimum 15% threshold?
15%	TRUE

If your agency did not meet the 15% minimum expenditure requirement this fiscal year, explain why in the box below

N/A.

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2016-17**

GENERAL COMPLIANCE REPORTING

1. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status

2. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	Yes	
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2016-17

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
- Expenditure total must correspond to your Audited Financial Statements and Table 1 values.

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 16-17	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Senior and Disabled Services	Operations	Same Day/Taxi Program	Central County Same Day Taxi Program	Taxi Service: on demand transportation for eligible clients to meet Activities of Daily Living (ADL's) needs	10,627	Number of One-Way Unduplicated Trips		\$ -	\$ 196,486	Yes
2	Senior and Disabled Services	Operations	Group Trips	The HOP Group Trip Service	Groups of 4 or more: transportation for groups of eligible clients to meet ADL needs	2,921	Number of One-Way Unduplicated Trips		\$ 63,178	\$ -	Yes
3	Meals on Wheels	Operations	Meal Delivery	SOS Meals on Wheels	Meals to homebound seniors	48,048	Other (describe in Column J)		\$ 75,000	\$ -	Yes
4	Senior and Disabled Services	Operations	Volunteer Driver Program	VIP Rides - Life Eldercare	Trained volunteers provide door-through-door transportation to eligible clients to meet ADL needs	308	Number of One-Way Unduplicated Trips		\$ 75,000	\$ -	Yes
5	Senior Services	Operations	City-based Door-to-Door	Alzheimer's Services of the East Bay	Transportation to Hayward based adult day program	1,600	Number of One-Way Unduplicated Trips		\$ 81,239	\$ -	Yes
6	Senior and Disabled Services	Operations	Mobility Management/Travel Training	Community Resources for Independent Living (CRIL): Hayward Up and Go	Mobility management training for seniors and people with disabilities	2,040	Number of One-Way Unduplicated Trips		\$ 74,895	\$ -	Yes
7	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	The HOP Scholarship Program	Scholarships to eligible clients who meet HUD defined extremely low-income criteria	24	Number of People/Passengers		\$ -	\$ -	Yes
8	Senior and Disabled Services	Operations	Program Administration	Management Overhead	Program administrative services				\$ 432,402	\$ -	Yes
9	Senior and Disabled Services	Operations	Customer Service and Outreach	Marketing	Marketing				\$ 12,165	\$ 5,223	Yes
10									\$ -	\$ -	
TOTAL									\$ 813,879	\$ 201,709	
Match to Table 1?									TRUE	TRUE	