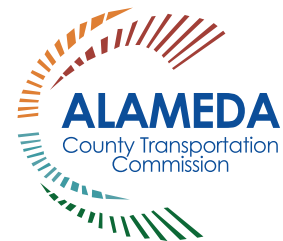




Measure B
Pass-through Fund Program
Compliance Report and Audit Summary
Fiscal Year 2011-2012



DRAFT Executive Summary
March 11, 2013

Alameda County Transportation Commission
1333 Broadway, Suite 220 & 300
Oakland, CA 94612
www.AlamedaCTC.org

Pass-through Fund Program Fiscal Year 2011-2012

March 2013 DRAFT

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The Alameda County Transportation Commission (Alameda CTC) disburses Measure B funds to Alameda County agencies and jurisdictions on a monthly basis. Agencies and jurisdictions rely on Measure B funds for numerous types of projects: bikeways, bicycle parking facilities, and pedestrian crossing improvements; installation of signage, guardrails, and traffic signals and lights; sidewalk and ramp repairs, street resurfacing and maintenance; bus, rail, and ferry services; and individual demand-response trips, shuttle and fixed-route trips, meal delivery and other programs for seniors and people with disabilities.

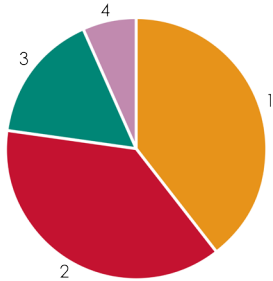
In Spring 2012, Alameda CTC entered into updated Master Programs Funding Agreements (MPFA) with Measure B recipients regarding these funds known as “pass-through funds.” Alameda CTC also allocates countywide funds through Measure B discretionary grants. Each fiscal year, Alameda CTC requires agencies to report their pass-through fund and grant fund expenditures.



As part of the annual audit and financial compliance reporting process, recipients must submit the following program deliverables to Alameda CTC:

- **Road miles:** The number of maintained road miles within the city's jurisdiction, consistent with the miles the jurisdiction reported to state and federal agencies.
- **Population:** The number of people the jurisdiction's transportation program serves in the fiscal year.
- **Newsletter:** Documentation of a published article that highlights the program in either Alameda CTC's newsletter or the agency's newsletter.
- **Website:** Documentation of updated program information on the agency's website including a link to Alameda CTC's website.
- **Signage:** Documentation of the public identification of the program improvements as a benefit of Measure B.
- **Pavement Condition Index:** Documentation of the agency's Pavement Condition Index (PCI) to provide a frame of reference for the condition of their local streets and roads as applicable to the Local Streets and Road Program.
- **Complete Streets Policy:** Confirmation that local jurisdictions have developed or will be adopting a Complete Streets policy by June 30, 2013.
- **Paratransit program requirements:** Local paratransit plans and budgets with local consumer input and governing body approval, and review by the Paratransit Advisory and Planning Committee and Alameda CTC. Agencies must also participate as a member of the Alameda CTC Paratransit Technical Advisory Committee to address planning, coordination, oversight, and reporting requirements, including annual reporting.
- **Timely Use of Funds:** Per the MPFA, local jurisdictions must expend Measure B pass-through funds in an expeditious manner, and no unexpended funds beyond those included in specified reserve categories may be permitted. If Measure B recipients do not meet the timeliness requirements or identify an implementation funding plan for the Measure B dollars, unspent pass-through funds may be subject to rescission.
- **Reserve Policy:** Local jurisdictions must establish and identify reserve funds for specified periods of time.
 - Capital Fund Reserve:** This reserve is for larger Capital Projects, and funds identified must be expended by the end of the third fiscal year following the fiscal year when the reserve was established.
 - Operations Fund Reserve:** This reserve is for operational activities and may not exceed more than 50 percent of anticipated annual Measure B pass-through revenues.
 - Undesignated Fund Reserve:** This reserve is for general transportation needs and may not contain more than 10 percent of annual Measure B pass-through revenues.

Fiscal Year 2011-2012



Alameda CTC Pass-through Program Distribution

Dollar amounts in millions

1 Local Streets and Roads	\$24.0	40%
2 Mass Transit	\$22.8	38%
3 Paratransit	\$9.7	16%
4 Bicycle and Pedestrian	\$4.0	6%
Total Distributions	\$60.5	100%

The Alameda CTC disburses Measure B pass-through funds on a monthly basis to Alameda County agencies and jurisdictions for their transportation programs, based on the 2000 Measure B Expenditure Plan. This report summarizes the total Alameda CTC pass-through fund allocations and agency expenditures for fiscal year 2011-2012 (FY 11-12).

The data within this report is based on the information included in the compliance and audit reports that the agencies/jurisdictions submitted. The individual reports and audits are available for review online at http://www.alamedactc.org/app_pages/view/4135.

Measure B Pass-through Fund Distributions

In FY 11-12, Alameda CTC provided approximately \$60.5 million in total Measure B pass-through funding for four transportation programs:

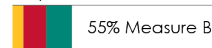
- 1) Local Streets and Roads (\$24.0 million)
- 2) Mass Transit Services (\$22.8 million)
- 3) Special Transportation Services (paratransit) for Seniors and People with Disabilities (\$9.7 million)
- 4) Bicycle and Pedestrian Safety (\$4.0 million)

The agencies reported the receipt of \$60.5 million in pass-through fund revenues, and leveraged these revenues for overall total project costs reported as \$312.4 million.

Measure B Contribution to Total Program Expenditures

Dollar amounts in millions

Bicycle and Pedestrian



Paratransit



Local Streets and Roads



Mass Transit

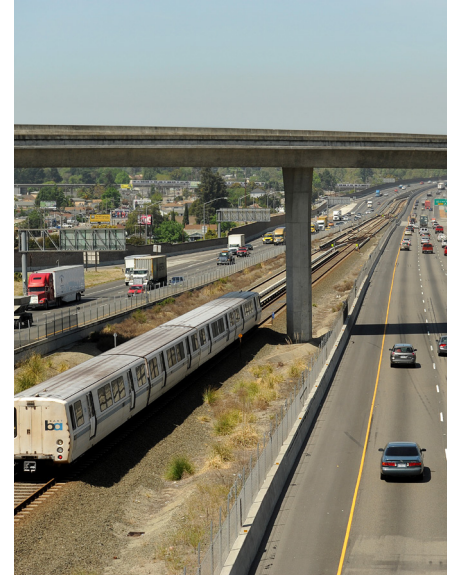


Reported Measure B Expenditures

Each fiscal year, local agencies and jurisdictions utilize past Measure B pass-through fund reserves and their annual pass-through program revenue to implement their projects and programs. In FY 11-12, the total reported \$70.2 million of Measure B pass-through expenditures included using \$54.3 million in FY 10-11 reserves. As a result, the unspent balance at the end of FY 11-12 was reported as \$44.9 million and represents a decline in reserve balances from the previous year.

The overall total expenditure in FY 11-12, as well as the decline in reserve balances indicates that agencies and jurisdictions are expending reserve Measure B funds more than the previous fiscal years and reducing the balance.

See the chart below for more information on Measure B pass-through fund reserves, annual pass-through revenue distribution, and expenditures in FY 11-12. The profiles for the local agencies and jurisdictions that appear later in the report provides more detail on their Measure B reserves and expenditures, per program.

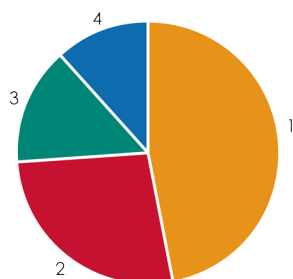


Agency/ Jurisdiction:	10-11 MB Balance	11-12 MB Revenue	MB Interest	11-12 MB Expended	Ending MB Balance
AC Transit	\$0	\$23,037,792	\$0	\$23,037,792	\$0
BART	\$0	\$1,601,788	\$0	\$1,601,788	\$0
LAVTA	\$0	\$881,069	\$0	\$881,069	\$0
WETA	\$1,825,246	\$838,520	\$1,755	\$163,057	\$2,502,463
ACPWA	\$10,779,347	\$2,743,493	\$13,806	\$9,589,326	\$3,947,320
ACE	\$2,424,620	\$2,279,054	\$8,182	\$2,062,326	\$2,649,530
City of Alameda	\$3,538,906	\$1,845,358	\$45,144	\$1,474,175	\$3,955,233
City of Albany	\$19,556	\$435,185	\$198	\$430,085	\$24,854
City of Berkeley	\$2,918,127	\$2,977,087	\$597	\$3,518,472	\$2,377,339
City of Dublin	\$1,165,478	\$468,408	\$10,893	\$432,967	\$1,211,812
City of Emeryville	\$648,885	\$273,856	\$5,861	\$509,575	\$419,026
City of Fremont	\$5,591,881	\$3,204,262	\$55,672	\$4,050,832	\$4,800,983
City of Hayward	\$1,871,931	\$2,949,527	-\$3,580	\$2,906,795	\$1,911,083
City of Livermore	\$1,863,819	\$1,061,500	\$11,040	\$1,225,232	\$1,711,127
City of Newark	\$986,693	\$657,559	\$3,915	\$1,089,932	\$558,234
City of Oakland	\$10,910,118	\$10,869,752	\$27,859	\$11,089,463	\$10,718,266
City of Piedmont	\$678,570	\$388,466	\$0	\$648,877	\$418,159
City of Pleasanton	\$2,128,314	\$942,044	\$19,444	\$731,747	\$2,358,055
City of San Leandro	\$3,072,379	\$1,658,414	\$18,084	\$1,689,571	\$3,059,306
City of Union City	\$3,847,657	\$1,443,046	\$41,074	\$3,059,658	\$2,272,119
Total	\$54,271,527	\$60,556,178	\$259,943	\$70,192,739	\$44,894,910

Notes:

1. The table above reflects total Measure B expenditures reported by agencies/jurisdictions.
2. Revenue and expenditure figures throughout this report may vary due to number rounding.
3. The Ending MB Balance includes interest on Measure B funds and reflects fund transfers.

Other Measure B Expenditures of \$14.8 Million



Total Measure B Funds Expended

Dollar amounts in millions

1 Local Streets and Roads	\$39.9	47%
2 Mass Transit	\$22.9	27%
3 Bicycle and Pedestrian	\$12.2	14%
4 Paratransit	\$9.9	12%
Total Distributions	\$84.9	100%

As part of the Annual Program Compliance Reporting process, agencies report their total Measure B pass-through expenditures in addition to project/program financing using "Other" Measure B funds, including Measure B discretionary grant awards.

In FY 11-12, agencies reported \$70.2 million of Measure B pass-through fund expenditures as well as \$14.8 million of "Other Measure B" expenditures for a total of \$84.9 million in total Measure B expenditures. Jurisdictions spent 47 percent of total Measure B funds on local streets and roads projects, 27 percent on mass transit, 14 percent on bicycle and pedestrian projects, and 12 percent on paratransit.

Of the reported \$70.2 million of Measure B pass-through fund expenditures, local jurisdictions used their previous year's reserve balance (\$54.2 million) and their allocated FY 11-12 Measure B pass-through funds (\$60.5 million).

For the \$14.8 million in other Measure B expenditures, in FY 11-12 Alameda CTC reimbursed approximately \$3.0 million in grant funds. The approximately \$3.0 million funded four grant programs: Bicycle and Pedestrian Countywide Discretionary Fund Grant Program (\$1.0 million), Express Bus Service Grant Program (\$1.0 million), Express Bus Service Grant Program (\$1.0 million), Paratransit Gap Grant Program (\$800,000), and Transit Oriented Development Grant Program (\$242,000). Measure B grant fund recipients receive payment after submitting a request for reimbursement for costs already incurred. Recipients reported their grant fund expenditures on an accrual basis, according to invoices submitted during FY 11-12.

The remaining \$11.8 million in Other Measure B expenditures are financed through Capital Project Measure B allocations as defined in the 2000 Measure B Expenditure Plan.

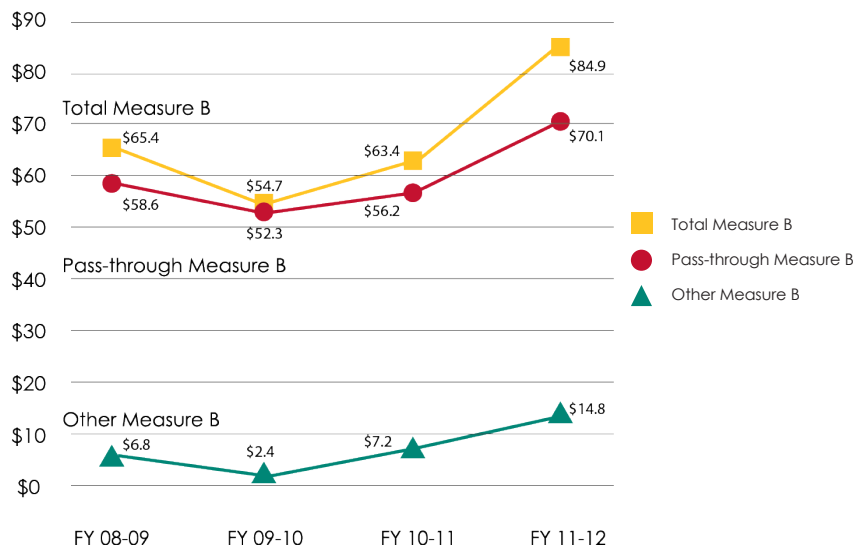
Economic Upswing Increases Measure B Sales Tax Revenues and Expenditures

Each year, the state of the economy directly affects the amount of transportation sales tax revenue generated in Alameda County. Since the economic downturn in 2007, the annual net sales tax revenue has steadily increased from \$90.2 million in FY 09/10, \$100.7 million in FY 10-11, to \$107.5 million in FY 11-12. The progressive growth in sales tax revenue has resulted in an increase in the amount recipients receive in their pass-through program distribution.

Subsequently, in FY 11-12, agencies and jurisdictions expended more in Measure B funding than they did in the previous fiscal years. The chart below details the total Measure B funds expended over the last three fiscal years.

Measure B Expenditure Comparison

Dollar amounts in millions



Note: "Other Measure B" includes Measure B grants, paratransit cash-flow stabilization funds, and paratransit minimum service level funds.



Expenditures by Transportation Mode

Top Transportation Modes: Bus, Local Streets, and Services for People with Disabilities

In FY 11-12, total Measure B expenditures of \$84.9 million supported the following transportation modes within each program:



- **Bicycle and pedestrian:** Local agencies reported 62 percent of bicycle and pedestrian expenditures on pedestrian projects, 33 percent on projects that benefit bicyclists and pedestrians, and the remaining 5 percent on bicycle projects.
- **Local streets and roads:** Local agencies reported about 72 percent of local streets and roads funds directly supported streets and roads projects. About 27 percent funded bicycle and pedestrian projects. About 1 percent funded other projects including paratransit services and mass transit (scoping and bus-stop facility maintenance), general staffing and administration, training, and traffic management.
- **Mass transit:** The majority of mass transit funds (90 percent) supported bus operations. Measure B also funded rail service (9 percent) and ferry transportation (1 percent).
- **Paratransit:** The jurisdictions reported expenditures of approximately 61 percent of paratransit funds on services for people with disabilities, 39 percent on services for seniors and people with disabilities, and less than 1 percent on other.

Measure B Expenditures by Transportation Mode

	Bike and Pedestrian Fund	Local Streets and Roads Fund	Mass Transit Fund	Paratransit Fund	Total Expenditures
Bicycle	\$580,674	\$0	\$0	\$0	\$580,674
Bicycle and Pedestrian	\$7,586,654	\$10,811,326	\$0	\$0	\$18,397,980
Pedestrian Crossing Improvements	\$4,000,975	\$0	\$0	\$0	\$4,000,975
Local Streets and Roads	\$0	\$28,935,651	\$0	\$0	\$28,935,651
Bus	\$0	\$81,171	\$20,704,756	\$0	\$20,785,927
Ferry	\$0	\$0	\$167,135	\$0	\$167,135
Rail	\$0	\$0	\$2,062,326	\$0	\$2,062,326
Disabled Services	\$0	\$0	\$0	\$6,052,392	\$6,052,392
Meals on Wheels	\$0	\$0	\$0	\$7,000	\$7,000
Seniors and Disabled Services	\$0	\$8,045	\$0	\$3,821,697	\$3,829,742
Senior Services	\$0	\$0	\$0	\$1,634	\$1,634
Other	\$0	\$119,902	\$0	\$3,075	\$122,977
Total	\$12,168,303	\$39,956,095	\$22,934,216	\$9,885,798	\$84,944,412

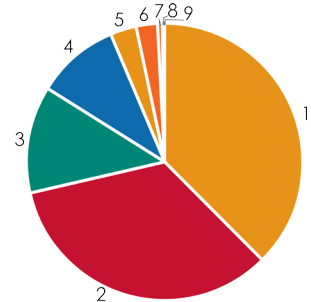
Note: Measure B expenditures by mode include both pass-through and grant funds.

Total Measure B Expenditures by Project Phase

The 21 agencies reported expenditures of just over 37 percent of Measure B funds on operations (\$31.9 million of the \$84.9 million in total expenditures). These dollars helped agencies to maintain services, despite cutbacks from other funding sources.

Other top expenditures by phase include:

- Construction (\$29.0 million)
- Project Completion / Closeout (\$10.4 million)
- Maintenance (\$8.4 million)



Total Measure B Expenditures by Phase

Dollar amounts in millions

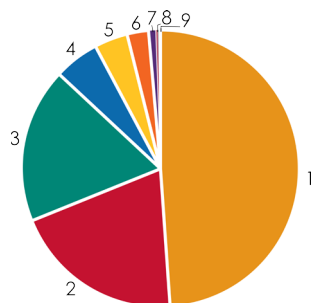
1 Operations	\$31.9	38%
2 Construction	\$29.0	34%
3 Project Completion/Closeout	\$10.4	12%
4 Maintenance	\$8.4	10%
5 Scoping, Feasibility & Planning	\$2.5	3%
6 PS&E	\$2.1	2%
7 Other	\$0.4	-
8 Right-of-Way	\$0.1	-
9 Environmental	-	-
Total Expenditures	\$84.9	100%

Local Streets and Roads Expenditures by Project Phase

The agencies reported a total expenditure of \$39.9 million on projects to maintain and improve local streets and roads. The majority of the expenses were tied to construction projects (49%). Construction projects include street resurfacing and maintenance, street reconstruction and overlay, drainage improvements, turn lanes, curb ramps, and striping. Additionally, approximately \$7.9 million was spent on maintenance activities that help provide residents with safer road conditions and to improve the agencies' pavement condition index.

Other top local streets and roads expenditures by phase include:

- Project Completion / Closeout (\$7.2 million)
- Scoping, Feasibility and Planning (\$2.2 million)
- PS&E (\$1.5 million)

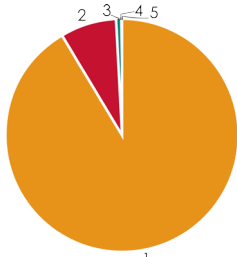


Local Streets & Roads Expenditures by Phase

Dollar amounts in millions

1 Construction	\$19.6	49%
2 Maintenance	\$7.9	20%
3 Project Completion/Closeout	\$7.2	18%
4 Scoping, Feasibility & Planning	\$2.2	6%
5 PS&E	\$1.5	4%
6 Operations	\$1.0	3%
7 Other	\$0.3	-
8 Right-of-Way	\$0.1	-
9 Environmental	-	-
Total Expenditures	\$39.9	100%

Expenditures by Project Phase

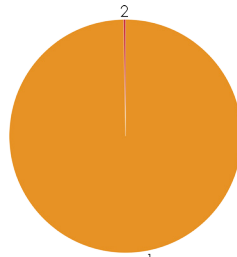


Mass Transit Expenditures by Phase*

1 Operations	\$21.0	92%
2 Project Completion/Closeout	\$1.8	8%
3 Maintenance	\$0.1	-
4 Construction	-	-
5 Scoping, Feasibility & Planning	-	-
Total Expenditures	\$22.9	100%

Mass Transit Expenditures by Project Phase

Transit agencies spent the majority of Measure B funds on operations (\$21.0 million of the \$22.9 million total mass transit expenditures). Other expenditures include ferry service expenses for the San Francisco Bay Area Water Emergency Transportation Authority (WETA), general administrative services, and transit facilities rehabilitation/repair.

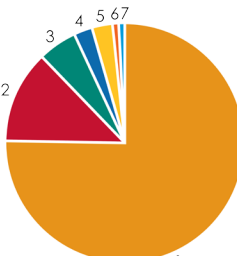


Paratransit Expenditures by Phase*

1 Operations	\$9.9	99%
2 Project Completion/Closeout	-	-
Total Expenditures	\$9.9	100%

Paratransit Expenditures by Project Phase

Agencies spent 99 percent of the \$9.9 million in Measure B paratransit funds on operations. The other expenditures in the amount of \$3,000 included program outreach and general personnel costs to close-out projects.



Bicycle and Pedestrian Expenditures by Phase*

1 Construction	\$9.2	75%
2 Project Completion/Closeout	\$1.5	12%
3 PS&E	\$0.6	5%
4 Maintenance	\$0.3	3%
5 Scoping, Feasibility & Planning	\$0.3	3%
6 Other	\$0.1	1%
7 Operations	\$0.1	1%
Total Expenditures	\$12.2	100%

Bicycle and Pedestrian Safety Expenditures by Project Phase

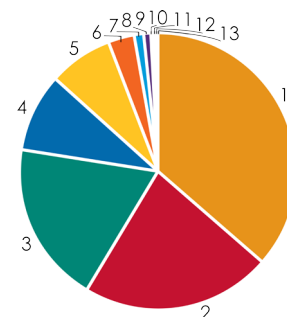
Agencies reported total expenditures of \$12.2 million on bicycle and pedestrian projects. The majority of these expenditures funded construction of capital projects such as lanes and pathways for bicyclists and pedestrians, sidewalk and ramp installation and repair, and bicycle facilities. Many of the improvements from Measure B funding made intersections and walkways safer and more accessible for pedestrians and bicyclists.

* Dollar amounts in millions

Measure B Expenditures by Project Type

Local Streets and Roads Expenditures by Project Type

By project type, the agencies reported expenditures of approximately \$14.6 million on street resurfacing and maintenance. About \$8.9 million financed sidewalk and curb ramp improvements, and \$7.6 million funded other expenditures, including a wide variety of improvements such as scoping studies for traffic signals replacement and roadway maintenance, equipment and field supplies for street projects, guardrails, and training.



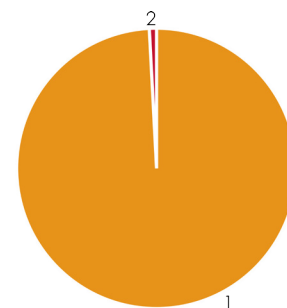
Local Streets & Roads Expenditures by Type

Dollar amounts in millions

1 Street Maintenance	\$14.6	37%
2 Sidewalks and Ramps	\$8.9	22%
3 Other	\$7.6	19%
4 Staffing	\$3.6	9%
5 Bikeways & Multiuse Paths	\$3.1	7%
6 Bridges and Tunnels	\$1.2	3%
7 Signals	\$0.4	1%
8 Operations	\$0.3	1%
9 Pedestrian Crossings	\$0.1	–
10 Traffic Calming	–	–
11 Signage	–	–
12 Bike Parking	–	–
13 Education and Promotion	–	–
Total Expenditures	\$39.7	100%

Mass Transit Expenditures by Project Type

By project type, transit agencies reported spending the 99% of Measure B funds on operations (\$22.7 million). The remaining 1 percent, approximately \$188,000 funded other expenditures that supported ferry services provided by the San Francisco Bay Area Water Emergency Transportation Authority and transit station rehabilitation/repairs, and equipment and new vehicle purchases.

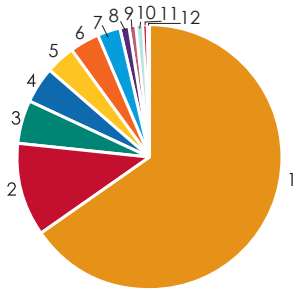


Mass Transit Expenditures by Type

Dollar amounts in millions

1 Operations	\$22.7	99%
2 Other	\$0.2	1%
Total Expenditures	\$22.9	100%

Expenditures by Project Type



Paratransit Expenditures by Type

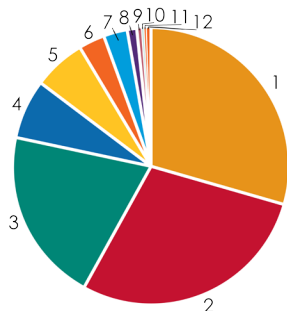
Dollar amounts in millions

1	ADA Mandated Services	\$6.5	65%
2	City-Based Door to Door	\$1.1	11%
3	Shuttle or Fixed Route Trips	\$0.5	5%
4	Management/Overhead/Staffing	\$0.5	4%
5	Same Day/Taxi Program	\$0.3	4%
6	Customer Service/Outreach	\$0.3	4%
7	Other	\$0.2	3%
8	Group Trips	\$0.1	1%
9	Volunteer Drivers Program	\$0.1	1%
10	Meal Delivery	\$0.1	1%
11	Mobility Mgmt/Travel Training	\$0.1	1%
12	Scholarship/Subsidized Fare	-	-
Total Expenditures		\$9.9	100%

Paratransit Expenditures by Project Type

By project type, agencies reported the majority of their paratransit Measure B expenditures as Americans with Disabilities Act (ADA)-mandated service, which includes approximately \$6.5 million in AC Transit and BART operations of ADA-mandated paratransit services provided by the East Bay Paratransit Consortium. Other paratransit expenditures by type include \$1.1 million for City-based Door to Door operations and \$500,000 for shuttle or fixed route trip service.

These expenditures also include a number of Paratransit Gap Grant projects that provide travel training, transportation services for people with dementia, volunteer drivers and escorts, and on-demand shuttle; as well as for other projects that provide scholarships and other paratransit services.



Bicycle and Pedestrian Expenditures by Type

Dollar amounts in millions

1	Safety Improvements	\$3.6	30%
2	Sidewalks and Ramps	\$3.4	28%
3	Bikeways (non-Class 1)	\$2.4	20%
4	Pedestrian Crossing Improvements	\$0.8	7%
5	Multiuse Paths (Class 1)	\$0.7	6%
6	Other	\$0.4	3%
7	Staffing	\$0.4	3%
8	Education and Promotion	\$0.1	1%
9	Signals	\$0.1	-
10	Bike parking	\$0.1	-
11	Traffic Calming	\$0.1	-
12	Master Plan	\$0.1	-
Total Expenditures		\$12.2	100%

Bicycle and Pedestrian Expenditures by Project Type

By project type, agencies reported the majority of Measure B expenditures on safety improvements (\$3.6 million), sidewalks and ramps projects (\$3.5 million), and bikeways non-Class 1 (\$2.4 million). These projects continue to be among the annual reoccurring expenditures financed through Measure B.

Other top bicycle and pedestrian expenditures by type include approximately \$800,000 on pedestrian crossing improvements, \$700,000 on multiuse paths (Class 1), and \$400,000 on other projects including streetscape improvements, bicycle and pedestrian education programs, and signals.

Staffing Expenditures by Project Type

By project type, approximately 4 percent of the \$84.9 million in total Measure B expenditures was reported to cover salary and benefits for staff to support projects, programs, or services. The agencies/jurisdictions reported expenditures of approximately \$3.9 million on staffing.

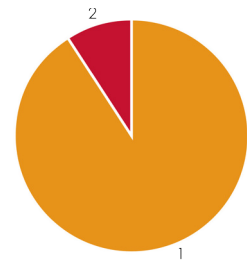
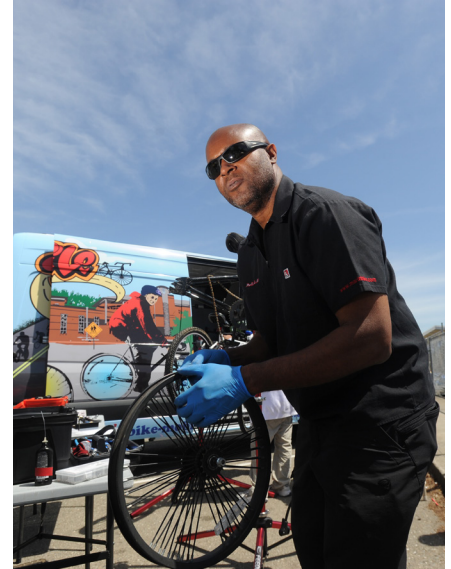
In FY 11-12, agencies reported an increase in staffing expenditures than prior years. The total staffing costs in FY 10-11 was reported as \$1.7 million across the Local Streets and Roads, and Bicycle and Pedestrian Programs. The increase in staffing expenditures corresponds to the economic upswing and the increase of total expenditures on projects and programs across the recipients.

The majority of FY 11-12 staffing expenditures covered staffing for local streets and roads projects, such as:

- Engineering services
- Transportation planning
- Street and traffic resurfacing and maintenance, including electrical services, pavement rehabilitation, pothole patching, construction sanitation, and preventative maintenance
- Information technology services
- Customer service

The remainder funded staffing for bicycle and pedestrian projects, such as:

- Engineering services for bicycle parking
- Administrative services for bicycle and pedestrian programs
- Bicycle/pedestrian planning
- Transportation planning



Measure B Staffing Expenditures

Dollar amounts in millions

1 Local Streets and Roads	\$3.6	91%
2 Bicycle and Pedestrian	\$0.4	9%
Total Expenditures	\$3.9	100%

