

**MEASURE B AND MEASURE BB  
Annual Program Compliance Report  
Reporting Fiscal Year 2017-2018**

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Alameda**

Date: 11/29/2018

**Primary Point of Contact**

Name: Scott Wikstrom

Title: City Engineer

Phone: 510-747-7937

Email: swikstrom@alamedaca.gov

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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.

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**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 2017-2018**

**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
<b>Beginning of Year Fund Balance</b>	\$ 212,283	\$ 3,321,906	\$ -	\$ 240,706	\$ 3,774,895
<b>Revenue</b>	\$ 262,045	\$ 2,099,021	\$ -	\$ 193,366	\$ 2,554,432
<b>Interest</b>	\$ 1,561	\$ 22,430	\$ -	\$ 1,073	\$ 25,064
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 131,503 <small>TRUE</small>	\$ 3,722,632 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 138,076 <small>TRUE</small>	\$ 3,992,211
<b>End of Year Fund Balance</b>	\$ 344,386	\$ 1,720,725	\$ -	\$ 297,069	\$ 2,362,180

Notes

**B. 2014 MEASURE BB Direct Local Distribution Programs**

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
<b>Beginning of Year Fund Balance</b>	\$ 193,482	\$ 1,248,522	\$ -	\$ 267,078	\$ 1,709,082
<b>Revenue</b>	\$ 212,596	\$ 1,962,760	\$ -	\$ 197,860	\$ 2,373,216
<b>Interest</b>	\$ 1,463	\$ 9,736	\$ -	\$ 1,238	\$ 12,437
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 92,773 <small>TRUE</small>	\$ 2,098,933 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 260,403 <small>TRUE</small>	\$ 2,452,109
<b>End of Year Fund Balance</b>	\$ 314,768	\$ 1,122,085	\$ -	\$ 205,773	\$ 1,642,626

Notes

**Bicycle and Pedestrian Direct Local Distribution Program  
Reporting Period - Fiscal Year 2017-18**

**GENERAL COMPLIANCE REPORTING**

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

	<b>Adoption Year</b>
Bicycle Master Plan	2010
Pedestrian Master Plan	2009
Bike/Ped Master Plan	n/a

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 City is developing the scope of work now (November 2018) and will begin the updates of both the Bicycle Master Plan and the Pedestrian Master Plan in early 2019, creating a combined "Active Transportation Plan." We expect the process to take about 1.5 years.

2a. How much of the program balance is encumbered into active contracts and projects?

		\$ Encumbered
MB Balance	\$ 344,386	\$ 90,000
MBB Balance	\$ 314,768	\$ -
<b>Total</b>	\$ 659,154	\$ 90,000

2b. Explain why the program has a fund balance, and how the agency plans to expend the balances down.

Indicate N/A, if not applicable.

The primary use of the unexpended funds will be for updating the master plans. This effort has been delayed due to grant-funded project priorities demanding most of limited staff hours, but is now gearing up.

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

Project Title	Brief Project Description	DLD Amount	Project Status
Bike and Ped Master Plan Updates	Update both plans, as a new ATP	\$ 200,000	Planned
Consultant support	Engineering and planning expertise for grant applications, peer review, plan review, project development support, etc	\$ 75,000	Underway
Sidewalk Repair	Repair of sidewalks for ADA compliance and trip hazard removal.	\$ 400,000	Underway
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	

3. Confirm all expenditures were governing body approved (Yes/No).

Yes

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.
<b>Article</b>	Yes	No	Yes	No news-worthy info to share about funded projects.
<b>Website</b>	Yes	Yes	Yes	
<b>Signage</b>	No	No	No	No construction projects - just design work. We will put up signs this FY.

**Bicycle and Pedestrian Direct Local Distribution Program  
Reporting Period - Fiscal Year 2017-18**

**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 17-18	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		
1	Bike/Ped	PS&E	Streetscape / Complete Streets	Administrative	91347 Otis/Pacific Resurfacing	Repair and resurfacing Otis Dr and Pacific Ave - includes upgrading ADA ramps and sidewalk, and replacing striping (including bike lanes/blvds)	n/a		PS&E not completed yet	\$ 17,730	\$ -		
2	Bike/Ped	PS&E	Multiuse Paths (Class I)	Capital	91402 Cross Alameda Trail (Main St to Constitution Way)	Finalize soil remediation plan, right-of-way and PS&E.	n/a			\$ 25,000	\$ -		
3	Bike/Ped	Right-of-Way	Multiuse Paths (Class I)	Capital	9161102 Clement Ave Extension/Tilden Way segment	Right-of-way support for purchase of UPRR property needed to construct complete streets project.	n/a			\$ 5,236	\$ -		
4	Bike/Ped	Maintenance	Bike Parking	Capital	4226287 Electronic Bike Locker Maintenance	Annual fees for e-locker maintenance plus permit fee for new locker installation	44	Bike Parking Spaces		\$ 4,903	\$ -		
5	Bike/Ped	Operations	Staffing	Capital	4226287 and 9161102 Bike/Ped Program Management	City staff and consultants to manage and support the Bike/Ped Program, including for grant preparation and capital project development and implementation; Also supplies and materials.	n/a			\$ 78,634	\$ 92,773		
<b>Total Percentage of Capital vs Administrative Costs</b>				92%							<b>TOTAL</b>	\$ 131,503	\$ 92,773
a. Total Capital				\$ 206,546							<b>Match to Table 1?</b>	TRUE	TRUE
b. Total Administrative				\$ 17,730									

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.

N/A

**Local Streets and Roads (LSR) Direct Local Distribution Program  
Reporting Period - Fiscal Year 2017-18**

**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

**2a. How much of the balance identified here is encumbered into active contracts and projects?**

		\$ Encumbered
MB Balance	\$ 1,720,725	\$ 3,530,590
MBB Balance	\$ 1,122,085	\$ 1,582,165
<b>Total</b>	\$ 2,842,810	\$ 5,112,755

**2b. Explain why the program has a fund balance, and how the agency plans to expend the balances down.**

Indicate N/A, if not applicable.

The amount above is actual construction contract encumbrances. The remaining funds are budgeted for in-house labor and for construction contracts on design work that has not gone out to bid. Encumbrances exceed cash on hand as of June 30, 2018, but revenues are expected to be received before the bulk of the work is completed. If not available, gas tax will be borrowed, then returned when B/BB revenues are received.

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

Project Title	Brief Project Description	DLD Amount	Project Status
Resurfacing 2018 Ph 37	Resurfacing of 10+ lane miles of street, associated concrete work, striping, drainage in FY 18/19. It is in project closeout as of Dec	\$ 3,500,000	Underway
Mecartney/Island Intersection	Signalization and ped improvements, now in design	\$ 300,000	Underway
Various safety and traffic calming projects	Central Ave, Otis Drive, Clement Avenue Safety Improvements, now in design	\$ 257,000	Underway
Misc Traffic Engineering	Signs, pavement markings, curb painting, signals, traffic calming, and operations for FY 17/18 and FY 18/19	\$ 500,000	Underway
Climate Plan	Transportation planning associated with the Climate Plan Update	\$ 168,000	Underway
		\$ -	
		\$ -	
		\$ -	

**3. Confirm all expenditures were governing body approved (Yes/No).**

**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.
<b>Article</b>	Yes	Yes	Yes	
<b>Website</b>	Yes	Yes	Yes	
<b>Signage</b>	Yes	Yes	Yes	

**Local Streets and Roads Direct Local Distribution Program  
Reporting Period - Fiscal Year 2017-18**

**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 17-18	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		
1	Ped only	Construction	Signals	Capital	91029 Park St Pedestrian Safety	Installation of Rectangular Rapid Flashing Beacons and Traffic Signal Modifications	4	Intersections		\$ 194	\$ 79		
2	Streets/Rds	PS&E	Street Resurfacing/Maint	Administrative	91347 Otis/Pacific Resurfacing	Repair and resurfacing Otis Dr and Pacific Ave - includes upgrading ADA ramps and sidewalk, and replacing striping (including bike lanes/blvds)	n/a		PS&E not completed yet	\$ (4,462)	\$ -		
3	Bike/Ped	PS&E	Multiuse Paths (Class I)	Capital	91402 Cross Alameda Trail (Main St to Constitution Way)	Finalize soil remediation plan, right-of-way and PS&E.	n/a			\$ 65,000	\$ 209,851		
4	Ped only	Construction	Sidewalks and Ramps	Capital	91601 Sidewalk Repair	Repair of sidewalks for ADA compliance and trip hazard removal.	14,075	Linear Feet		\$ 350,000	\$ 350,000		
5	Streets/Rds	Construction	Street Resurfacing/Maint	Capital	91610 Pavement Management (Ph 36)	Resurfacing various streets, upgrading ADA ramps and sidewalk, replacing striping (including bike lanes/blvds), crack sealing. Also includes year-round pothole patching.	6.44	Lane Miles	Does not include ongoing pothole patching.	\$ 2,587,480	\$ 778,408		
6	Streets/Rds	PS&E	Signals	Capital	91615 Mecartney/Island Intersection	New Traffic signal at Mecartney/Island intersection	n/a		PS&E not completed yet	\$ 3,793	\$ 24,544		
7	Streets/Rds	Construction	Street Resurfacing/Maint	Capital	91810 Pavement Management (Ph 37)	Resurfacing various streets, upgrading ADA ramps and sidewalk, replacing striping (including bike lanes/blvds), crack sealing. Also includes year-round pothole patching.	6+	Lane Miles	Does not include ongoing pothole patching.	\$ 509,410	\$ 509,410		
8	Streets/Rds	Planning/Scoping	Traffic Calming	Administrative	91812 Traffic Signals, Calming, and Systems	Central Ave, Otis Drive, Clement Avenue Safety Improvements, now in design. Analysis of signs, pavement markings, curb painting, signals, traffic calming, and operations for FY 17/18 and FY 18/19	n/a	Other	Engineering analysis and data collection	\$ 75,000	\$ 75,000		
9	Bike/Ped	Planning/Scoping	Traffic Calming	Capital	91815 Central Ave Safety Improvements	Four to three lane conversion with bikeways. Safety improvements for all modes - reduced collisions and increased speed compliance	1	# of Plans developed	Drafting the Caltrans required Project Initiation Document.	\$ 27,058	\$ 42,482		
10	Other	Planning/Scoping	Streetscape / Complete	Capital	Climate Plan	Transportation planning associated with the Climate Plan Update	n/a	Other	Books/manuals, parking, consulting services	\$ 15,899	\$ 15,899		
11	Other	Operations	Staffing	Capital	4227287 Multit-modal Program Management	City staff and consultants to manage and support the Multi-modal Program, including for grant preparation and capital project development and implementation; Also supplies and materials.	n/a			\$ 80,343	\$ 80,343		
12	Bike only	Operations	Education and Promotio	Administrative	4228287 Bicycle Safety Education	Match for ATP grant providing bike education to children, adults & families	1338	Other	People who received bike safety education	\$ 2,518	\$ 2,518		
13	Bike/Ped	Operations	Education and Promotio	Administrative	4227287 & 4228287 Multi-modal Outreach & Education	Support Walk & Roll to School Day and Bike to Work Day, and other Capital project outreach.	2935	Other	Distributed 2935 Walk to School Maps to elementary & middle school children; Published ads on social media for Bike to Work Day, and had five energizer stations around the city.	\$ 5,100	\$ 5,100		
14	Mass Transit	Operations	Operations	Capital	4227287 Island High School Free Student Bus Pass Pilot Program	Provide free bus passes for Island High School students as a pilot program until June 2019 at which time the Alameda CTC will cover it.	365	Other	free 31-day youth bus passes	\$ 5,300	\$ 5,300		
<b>Percentage of Capital vs Administrative Costs</b>				97%							<b>TOTAL</b>	\$ 3,722,632	\$ 2,098,933

a. Total Capital	\$	5,660,792
b. Total Administrative	\$	160,772

Match to Table 1?	TRUE	TRUE
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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.

N/A

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?	\$	1,883,703
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:		89.7%
Meets minimum 15% threshold?		TRUE

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

N/A

**Paratransit Direct Local Distribution Program  
Reporting Period - Fiscal Year 2017-18**

**GENERAL COMPLIANCE REPORTING**

**1a. How much of the balance identified here is encumbered into active contracts and projects?**

		\$ Encumbered
MB Balance	\$ 297,069	\$ -
MBB Balance	\$ 205,773	\$ -
<b>Total</b>	\$ 502,842	\$ -

**1b. Explain why the program has a fund balance, and how the agency plans to expend the balances down.**

*Indicate N/A, if not applicable.*

The City of Alameda plans to spend down the paratransit monies on capital projects since capital projects are one time expenditures.

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

Project Title	Brief Project Description	DLD Amount	Project Status
Cross Alameda Trail	Provide separated walkway from bikeway, midblock crossing to/from senior living and accessible path of travel adjacent to the Alameda Loop Shuttle, which caters to older adults and people with disabilities	\$ 490,000	Underway
Benches	at bus stops	\$ 90,000	Underway
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	

**4. Confirm all expenditures were governing body approved (Yes/No).**

Yes

**5. 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.
<b>Article</b>	Yes	Yes	Yes	
<b>Website</b>	Yes	Yes	Yes	
<b>Signage</b>	Yes	Yes	Yes	The picture shows the ACTC logo and is the design for our cross-street banner. Unfortunately, we don't have a picture of the banner hung up.



**Paratransit Direct Local Distribution Program**  
Reporting Period - Fiscal Year 2017-18

**TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS**

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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 17-18	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	Other Fund Expenditures	Total Cost
1	Senior and Disabled Services	Operations	Group Trips	Mastick Senior Center Group Trips	Provide group trips	1758	Number of One-Way Unduplicated Trips	Monthly trips= 1,080 trips Nursing Home picnic=314 trips Leisure Club=364	\$ 9,535	\$ 9,535	\$ -	\$ 19,070
2	Senior and Disabled Services	Operations	Same Day/Taxi Program	Premium Taxi Service	Provides eligible Alameda residents a 70 percent discount on taxi rides within Alameda County.	1820	Number of One-Way Unduplicated Trips		\$ 9,435	\$ 9,435	\$ -	\$ 18,870
3	Senior and Disabled Services	Operations	Same Day/Taxi Program	Medical Return Trip Improvement Program (MRTIP)	Provides subsidized taxi trips to EBP-certified residents when they return home from medical appointments, thereby eliminating the uncertainty of coordinating return trips with EBP.	364	Number of One-Way Unduplicated Trips		\$ 18,314	\$ 18,314	\$ -	\$ 36,628
4	Senior and Disabled Services	Operations	Shuttle or Fixed-route Trips	Alameda Paratransit Shuttle	Free service that targets seniors and individuals with disabilities, and is also open to the general public. Acts as a bridge between AC Transit and EBP.	6155	Number of One-Way Unduplicated Trips		\$ 64,334	\$ 64,334	\$ -	\$ 128,667
5	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	AC Transit EasyPass Program for Alameda Point Collaborative	Provides a minimum of one EasyPass per unit (167 units) at Alameda Point Collaborative	41204	Number of One-Way Unduplicated Trips	AC Transit Boardings	\$ 8,820	\$ 8,820	\$ -	\$ 17,640
6	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	Scholarship program for Taxi and MRTIP	Assists low-income individuals with Premium Taxi Service and MRTIP expenses.	4	Number of One-Way Unduplicated Trips		\$ 137	\$ 137	\$ -	\$ 273
7	Senior and Disabled Services	Operations	Program Administration	Program Management	City staff and consultants to support programs development, administration and compliance.	2	Other	2 part-time staff (paratransit coordinator and bus driver)	\$ 21,768	\$ 21,768	\$ -	\$ 43,535
8	Senior and Disabled Services	Operations	Customer Service and Outreach	Customer Service and Outreach	Fixed charges, marketing, advertising and materials/supplies.	11916	Number of People/Passengers	Presentations=254 attendees Materials Distributed= 11,662 schedules	\$ 416	\$ 19,604	\$ -	\$ 20,020
9	Senior and Disabled Services	Construction	Capital Purchase	Capital Purchase of Signs, Schedule Holders and Benches	Signs and schedule holders for the Alameda Loop Shuttle; benches for bus stops	90	Other	10 benches 40 signs 40 schedule holders Cross Alameda Trail final design	\$ 5,319	\$ 108,458	\$ -	\$ 113,777
<b>TOTAL</b>									\$ 138,076	\$ 260,403	\$ -	\$ 398,479
<b>Match to Table 1?</b>									TRUE	TRUE		



## DLD Recipient Self-Certification

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

### Confirmation of Use of Direct Local Distribution Funds

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For the 2000 Measure B and 2014 Measure BB Direct Local Distribution (DLD) funds, pursuant to the California Public Utilities Code 180001 (e), funds generated by the transportation sales tax are to be used to supplement and not replace existing local revenues used for transportation purposes.

The City of Alameda confirms that DLD funds are supplementing and not replacing existing local revenues used for transportation purposes.

A handwritten signature in blue ink, consisting of a large, stylized 'L' and 'G' intertwined.

Liam Garland  
Public Works Director

12/24/18

Date