

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

AGENCY CONTACT INFORMATION

Agency Name: **City of Dublin**

Date: 11/27/2018

Primary Point of Contact

Name: Obaid Khan

Title: Transportation and Operations Manager

Phone: 925-833-6630

Email: obaid.khan@dublin.ca.gov

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 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 |
|---|----------------------------------|-----------------------------------|------------------------------|------------------------------|--------------|
| Beginning of Year Fund Balance | \$ 386,344 | \$ 455,919 | \$ - | \$ - | \$ 842,263 |
| Revenue | \$ 195,681 | \$ 558,327 | \$ - | \$ - | \$ 754,008 |
| Interest | \$ 6,794 | \$ 8,775 | \$ - | \$ - | \$ 15,569 |
| Expenditures <small>Expenditures Matches Table 2?</small> | \$ 22,941 <small>TRUE</small> | \$ 515,460 <small>TRUE</small> | \$ - <small>#REF!</small> | \$ - <small>#REF!</small> | \$ 538,401 |
| End of Year Fund Balance | \$ 565,878 | \$ 507,561 | \$ - | \$ - | \$ 1,073,439 |

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

| | Bicycle / Pedestrian | Local Streets and Roads | Mass Transit | Paratransit | Total |
|---|-----------------------------------|-----------------------------------|------------------------------|------------------------------|------------|
| Beginning of Year Fund Balance | \$ 106,353 | \$ 648,755 | \$ - | \$ - | \$ 755,108 |
| Revenue | \$ 158,756 | \$ 498,207 | \$ - | \$ - | \$ 656,963 |
| Interest | \$ 2,196 | \$ 3,555 | \$ - | \$ - | \$ 5,751 |
| Expenditures <small>Expenditures Matches Table 2?</small> | \$ 135,105 <small>TRUE</small> | \$ 790,000 <small>TRUE</small> | \$ - <small>#REF!</small> | \$ - <small>#REF!</small> | \$ 925,105 |
| End of Year Fund Balance | \$ 132,200 | \$ 360,517 | \$ - | \$ - | \$ 492,717 |

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.

| | Adoption Year |
|------------------------|---------------|
| Bicycle Master Plan | |
| Pedestrian Master Plan | |
| Bike/Ped Master Plan | 2014 |

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.

N/A

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

| | | \$ Encumbered |
|--------------|------------|---------------|
| MB Balance | \$ 565,878 | \$ 560,000 |
| MBB Balance | \$ 132,200 | \$ 130,000 |
| Total | \$ 698,078 | \$ 690,000 |

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 City of Dublin is using the Measure B and BB funding with a CIP program. Any such programs tend to have balances in funds as an agency works towards expending the money on a planned project. This is exactly the case with the City of Dublin balances. The City will be able to meet the Timely Use of Funds Policy for these funds.

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 |
|--|--|------------|----------------|
| Amador Valley Blvd - Wildwood Road and StageCoach Intersection improvements - CIP ST0317 | Bike and Ped improvements | \$ 300,000 | Underway |
| Annual Street Resurfacing - CIP ST01117 | Bike and Ped improvements as part of the street rehab work | \$ 200,000 | Underway |
| Citywide Bicycle and Pedstrian Improvements - CIP ST0517 | Various Bike and Ped improvements | \$ 300,000 | Planned |
| | | \$ - | |
| | | \$ - | |
| | | \$ - | |
| | | \$ - | |

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. |
|---------|-----------|------------|---|--|
| Article | Yes | Yes | Yes | |
| Website | Yes | Yes | Yes | |
| Signage | Yes | Yes | Yes | |

**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 | Construction | Pedestrian Crossing | Capital | Dublin Blvd at Donlon Way pedestrian crossing improvements | Provided an RRFB and other improvements to enhance an uncontrolled crossing | 1 | Intersections | | \$ 22,941 | \$ 135,105 | | |
| Total Percentage of Capital vs Administrative Costs | | | | 100% | | | | | | | TOTAL | \$ 22,941 | \$ 135,105 |
| a. Total Capital | | | | \$ 157,940 | | | | | | | Match to Table 1? | TRUE | TRUE |
| b. Total Administrative | | | | \$ 106 | | | | | | | | | |

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.

Yes.

**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 | \$ 507,561 | \$ 500,000 |
| MBB Balance | \$ 360,517 | \$ 350,000 |
| Total | \$ 868,078 | \$ 850,000 |

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 City of Dublin is continuing to work on various projects to expend Measure B and BB funding. We do not see an issue with us not meeting the Timely Use of Funds Policy for these funds.

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 |
|---|---------------------------|------------|----------------|
| Annual Street Resurfacing - CIP ST0117 | Annual Street Rehab | \$ 480,000 | Planned |
| Citywide Bike and Ped improvements - CIP ST0517 | Bike and Ped improvements | \$ 100,000 | Underway |
| Alamo Creek Trail Repair - ST0219 | Trail repair | \$ 300,000 | Planned |
| | | \$ - | |
| | | \$ - | |
| | | \$ - | |
| | | \$ - | |
| | | \$ - | |

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. |
|----------------|-----------|------------|---|--|
| Article | Yes | Yes | Yes | |
| Website | Yes | Yes | Yes | |
| Signage | 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 | Streets/Rds | Construction | Street Resurfacing/Maint | Capital | Annual Street Resurfacing - CIP ST0117 | Enhance safety and riding surface. This project also improved a Class I facility along the west side of San Ramon Road | | Square Feet | | \$ 465,460 | \$ 790,000 | |
| 2 | Bike/Ped | Construction | Pedestrian Crossing Improvements | | Dublin Blvd at Donlon Way pedestrian improvements | Improves safety for bike and peds at an uncontrolled crossing | 1 | Intersections | | \$ 50,000 | \$ - | |
| Percentage of Capital vs Administrative Costs | | | | | | | | | | | | |
| | | | | | 100% | | | | | | | |
| | | | | a. Total Capital | \$ 1,305,460 | | | | | | | |
| | | | | b. Total Administrative | \$ - | | | | | | | |
| | | | | | | | | | | TOTAL | \$ 515,460 | \$ 790,000 |
| | | | | | | | | | | Match to Table 1? | TRUE | TRUE |

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.

Yes

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? | \$ 177,044 |
| Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements: | 22.4% |
| Meets minimum 15% threshold? | TRUE |

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

N/A



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

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 Dublin confirms that DLD funds are supplementing and not replacing existing local revenues used for transportation purposes.

A handwritten signature in blue ink, appearing to read "Obaid Khan", is written over a horizontal line.

Obaid Khan
Transportation and Operations
Manager

11/29/18