

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

AGENCY CONTACT INFORMATION

Agency Name: **City of Piedmont**

Date: 12/28/2018

Primary Point of Contact

Name: Chester Nakahara

Title: Public Works Director

Phone: 510-430-3061

Email: cnakahara@ci.piedmont.ca.us

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	\$ 576	\$ 72,605	\$ -	\$ -	\$ 73,181
Revenue	\$ 36,991	\$ 417,206	\$ -	\$ -	\$ 454,197
Interest	\$ 107	\$ 1,225	\$ -	\$ -	\$ 1,332
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 37,517 <small>TRUE</small>	\$ 486,090 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ - <small>#REF!</small>	\$ 523,607
End of Year Fund Balance	\$ 157	\$ 4,946	\$ -	\$ -	\$ 5,103

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 25,641	\$ 212,676	\$ -	\$ -	\$ 238,317
Revenue	\$ 30,011	\$ 390,123	\$ -	\$ -	\$ 420,134
Interest	\$ 452	\$ 5,201	\$ -	\$ -	\$ 5,653
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 54,420 <small>TRUE</small>	\$ 607,314 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ - <small>#REF!</small>	\$ 661,734
End of Year Fund Balance	\$ 1,684	\$ 686	\$ -	\$ -	\$ 2,370

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	\$ 157	\$ 157
MBB Balance	\$ 1,684	\$ 1,684
Total	\$ 1,841	\$ 1,841

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.

Fund balances are nearly zero. The minor amount of carryover is already programmed into 2018/19 projects.

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
2019 Paving Project	mill/fill Magnolia Ave, Craig Ave and Annerly Road	\$ 67,000	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.
Article	No	No	No	Local newspaper did not cover project extensively
Website	Yes	Yes	Yes	http://www.ci.piedmont.ca.us/publicworks/maintenance.shtml
Signage	Yes	Yes	Yes	See attached photos

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	Pedestrian	Planning/Scoping	Safety Improvements	Capital	Intersection Analysis	Review and analyze 5 intersections to address community concerns	7%	Other	Percentage of effort completed to generate an intersection safety analysis report for 5 intersections	\$ 498	\$ -		
2	Bike/Ped	PS&E	Safety Improvements	Capital	2018 Traffic Striping Project	Striping, markings, curb and crosswalk improvements in various areas of the City	3%	# of Plans developed	% of plans developed. Include improvements to 55 crosswalks and 1600 lf of bike lane striping. See VRF also.	\$ 830	\$ -		
3	Pedestrian	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk, Curb, Gutter Replacement	Replacement of damaged curb, gutter and sidewalk	625	Linear Feet	Sidewalk, plus 55 lf curb and gutter	\$ 36,189	\$ -		
4	Bike/Ped	Construction	Pedestrian Crossing	Capital	Linda Ave. Crosswalk Improvements	Bulbouts and street lighting at midblock crosswalk locations along Linda Avenue plus striping	3	Other	LED edge lit crosswalks, plus 4 pedestrian curb ramps and 1,646 LF bike lane striping. Project started in 2016-17. Project now complete. See MBB?LSR and VRF for additional project improvements.	\$ -	\$ 54,420		
5										\$ -	\$ -		
6										\$ -	\$ -		
7										\$ -	\$ -		
8										\$ -	\$ -		
9										\$ -	\$ -		
10										\$ -	\$ -		
11										\$ -	\$ -		
12										\$ -	\$ -		
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18										\$ -	\$ -		
19										\$ -	\$ -		
20										\$ -	\$ -		
21										\$ -	\$ -		
22										\$ -	\$ -		
23										\$ -	\$ -		
24										\$ -	\$ -		
25										\$ -	\$ -		
Total Percentage of Capital vs Administrative Costs				100%							TOTAL	\$ 37,517	\$ 54,420
a. Total Capital				\$ 91,937							Match to Table 1?	TRUE	TRUE
b. Total Administrative				\$ -									

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	\$ 4,946	\$ 4,946
MBB Balance	\$ 686	\$ 686
Total	\$ 5,632	\$ 5,632

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.

Forward balances are nearly zero. The minor amount of carryover is already programmed into 2018/19 projects

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
2019 Paving Project	Mill/fill Magnolia Ave, Craig Ave, Annerly Rd.	\$ 800,000	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.
Article	No	No	No	Local newspaper did not cover project extensively
Website	Yes	Yes	Yes	http://www.ci.piedmont.ca.us/publicworks/maintenance.shtml
Signage	Yes	Yes	Yes	See attached photos

**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	Operations	Other	Administrative	Annual Compliance Reporting Requirements	Generation of annual compliance reports and audit to conform to requirements	1	Other	Compliance reporting requirements completed for FY 2016-17	\$ 10,428	\$ -	
2	Streets/Rds	PS&E	Street Resurfacing/Maintenance	Capital	2017 Pavement Project	Pavement and intersection improvement plans for 2017	40%	# of Plans developed	Plans were started in 2016-17 and completed in 2017-18. Costs include advertising for project	\$ 3,826	\$ -	
3	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	2017 Pavement Project	Pavement and intersection improvements	2	Lane Miles	of pavement improvements. Also, approximately 525 LF of sidewalk plus 461 lf of curb and gutter have been improved. Project is approx. 94% complete.	\$ 77,064	\$ 540,470	
4	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Pavement Management	Software costs for state and federal funding requirements	1	Other	Software costs for Street Saver Program	\$ 1,500	\$ -	
5	Streets/Rds	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk, Curb, Gutter Replacement	Replacement of damaged curb, gutter and sidewalk	1901	Linear Feet	Sidewalk, plus 332 lf curb, 239 lf gutter, 593 sf ac, 11 lf subdrain.	\$ 350,085	\$ 36,861	
6	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Failed Pavement Repair	Removal and replacement of damaged or failed pavement.	553	Square Feet	Asphalt concrete installed. Includes ac berm to manage storm drain runoff and concrete road repair.	\$ 38,867	\$ 2,993	
7	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Linda Ave Crosswalk Improvements	Bulbouts and street lighting at midblock crosswalk locations along Linda Avenue, plus striping	1629	Linear Feet	traffic striping. Plus 2 street lights and 5 traffic signs. See MBB/BP and VRF for additional project improvements. Project started in FY 2016-17.	\$ 4,320	\$ 26,990	
8										\$ -	\$ -	
9										\$ -	\$ -	
10										\$ -	\$ -	
11										\$ -	\$ -	
12										\$ -	\$ -	
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21										\$ -	\$ -	
22										\$ -	\$ -	
23										\$ -	\$ -	
24										\$ -	\$ -	
25										\$ -	\$ -	
Percentage of Capital vs Administrative Costs												
										99%		
a. Total Capital										\$ 1,082,976		
b. Total Administrative										\$ 10,428		
										TOTAL	\$ 486,090	\$ 607,314
										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.

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?	\$ 119,783
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	19.7%
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.

City of Piedmont 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 "Ken Lee", is written over a horizontal line.

Ken Lee, City Accountant
City of Piedmont

01/09/2019

Date