

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

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Pleasanton**

Date: 10/5/2018

**Primary Point of Contact**

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Title: Senior Accountant

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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>	\$ 38,559	\$ 1,386,074	\$ -	\$ -	\$ 1,424,633
<b>Revenue</b>	\$ 248,891	\$ 861,419	\$ -	\$ 115,336	\$ 1,225,646
<b>Interest</b>	\$ 495	\$ 7,618	\$ -	\$ -	\$ 8,113
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 60,181 <small>TRUE</small>	\$ 2,013,491 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 115,336 <small>TRUE</small>	\$ 2,189,008
<b>End of Year Fund Balance</b>	\$ 227,764	\$ 241,620	\$ -	\$ -	\$ 469,383

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>	\$ 366,884	\$ 1,087,978	\$ -	\$ 305,694	\$ 1,760,556
<b>Revenue</b>	\$ 201,925	\$ 768,661	\$ -	\$ 192,056	\$ 1,162,642
<b>Interest</b>	\$ 2,819	\$ 7,303	\$ -	\$ 2,291	\$ 12,413
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 7,491 <small>TRUE</small>	\$ 1,434,233 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 213,767 <small>TRUE</small>	\$ 1,655,491
<b>End of Year Fund Balance</b>	\$ 564,137	\$ 429,709	\$ -	\$ 286,274	\$ 1,280,120

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	2017

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	\$ 227,764	\$ 227,765
MBB Balance	\$ 564,137	\$ 564,138
<b>Total</b>	\$ 791,901	\$ 791,903

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 has began a project to design bike and ped improvements along West Las Positas Blvd. This project will consist of buffered and protected bike lanes, intersection, and sidewalk improvements. The encumbered money is expected to be used for construction of the improvements on the corridor.

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
West Las Positas Corridor Plan	Bike and ped improvements along a 3.4 mile stretch of roadway	\$ 791,903	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	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	Bicycle	Other	Bike Parking	Capital	Bike storage lockers at City Hall	Four bike storage lockers at City Hall	4	Bike Parking Spaces		\$ 4,310	\$ -			
2	Bike/Ped	PS&E	Bikeways (non-Class I)	Capital	Foothill Road Bicycle Corridor Plan	Feasibility study to provide 35% plans for bike and safety improvements. Improve safety along the Foothill Road corridor	1	Other	Provide a corridor plan for bike and ped improvements along Foothill Road. Improvements for both city and future developers to fund.	\$ 12,234	\$ -			
3	Pedestrian	Other	Pedestrian Crossing	Capital	In-roadway school signs	In-roadway signs used in ped crossings near schools within the city.	3	Signs		\$ 798	\$ -			
4	Bike/Ped	PS&E	Safety Improvements	Capital	I-580 freeway overcrossing bike & ped Improvements	Design plans for bike and ped improvements over three I-580 overcrossings. This will improve connectivity and safety between Pleasanton and Dublin.	1	Other	Provide striping and concrete design plans to improve safety at the overcrossings.	\$ 42,840	\$ 6,921			
5	Bike/Ped	Planning/Scoping	Bridges and Tunnels	Capital	Arroyo Mocho Pedestrian and Bicycle Bridge	Feasibility study for a pedestrian and bicycle bridge over the Arroyo Mocho Canal.	1	Other	Feasibility study	\$ -	\$ 570			
6										\$ -	\$ -			
7										\$ -	\$ -			
8										\$ -	\$ -			
9										\$ -	\$ -			
10										\$ -	\$ -			
11										\$ -	\$ -			
12										\$ -	\$ -			
13										\$ -	\$ -			
14										\$ -	\$ -			
15										\$ -	\$ -			
16										\$ -	\$ -			
17										\$ -	\$ -			
18										\$ -	\$ -			
19										\$ -	\$ -			
20										\$ -	\$ -			
21										\$ -	\$ -			
22										\$ -	\$ -			
23										\$ -	\$ -			
24										\$ -	\$ -			
25										\$ -	\$ -			
<b>Total Percentage of Capital vs Administrative Costs</b>				100%								<b>TOTAL</b>	\$ 60,181	\$ 7,491
a. Total Capital				\$ 67,672								<b>Match to Table 1?</b>	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.

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	\$ 241,620	\$ 241,620
MBB Balance	\$ 429,709	\$ 429,709
<b>Total</b>	\$ 671,329	\$ 671,329

**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.

Due to project timing in prior years to City started with a large beginning fund balance to spend down in FY 2017/18. The City funded significant resurfacing projects with Measure B and BB funds in FY 2017/18 and plans to apply the funds balances to next year's Annual Resurfacing 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
Annual Street Resurfacing	Resurfacing of various local streets	\$ 1,250,000	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	Streets/Rds	Construction	Street Resurfacing/Maint	Capital	Annual Street Resurfacing and Preventative Maintenance	Resurfacing of 2,035,000 sft of pavement	2,035,000	Square Feet		\$ 1,213,491	\$ 1,007,764		
2	Streets/Rds	Construction	Street Resurfacing/Maint	Capital	Annual Street Resurfacing and Preventative Maintenance	Resurfacing of 1,350,000 sft of pavement	1,350,000	Square Feet		\$ 800,000	\$ 400,000		
3	Streets/Rds	Construction	Signals	Capital	Annual Street Resurfacing and Preventative Maintenance	Traffic Signal Repair	1	Signals		\$ -	\$ 6,419		
4	Streets/Rds	Construction	Pedestrian Crossing Imp	Capital	2018 Curb and Gutter Removal/Replacement, CIP 175	Replace curb and gutter and ADA ramp	2,700	Linear Feet	2,700 lf of curb and gutter, 32 ADA ramps	\$ -	\$ 20,050		
5										\$ -	\$ -		
6										\$ -	\$ -		
7										\$ -	\$ -		
8										\$ -	\$ -		
9										\$ -	\$ -		
10										\$ -	\$ -		
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21										\$ -	\$ -		
22										\$ -	\$ -		
23										\$ -	\$ -		
24										\$ -	\$ -		
25										\$ -	\$ -		
<b>Percentage of Capital vs Administrative Costs</b>				100%							<b>TOTAL</b>	\$ 2,013,491	\$ 1,434,233
a. Total Capital				\$ 3,447,724							<b>Match to Table 1?</b>	TRUE	TRUE
b. Total Administrative				\$ -									

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?	\$ 334,360
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	23.3%
<b>Meets minimum 15% threshold?</b>	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	\$ -	\$ -
MBB Balance	\$ 286,274	\$ 90,241
<b>Total</b>	\$ 286,274	\$ 90,241

**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 Pleasanton has a fund balance as a result of projects that had a later start date than initially anticipated and were delayed once they began. Additionally, a capital purchase was delayed because the vehicle was out of stock at the time of purchase. The following projects are in progress and we anticipate completing them by the end of FY 2018/19: Mobility Forward - Nelson Nygaard to develop an assessment of Paratransit services for the Tri Valley. Deployment of two new transportation software applications is in progress with training scheduled in November. The applications, Drivermate and Call Notifications, will automate the daily operations in the Paratransit program.

**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
Mobility Forward - Paratransit Services Assessment	Assessment of Paratransit services in the Tri-Valley	\$ 13,000	Underway
Mobility Forward - Paratransit Services Assessment/Addendum for	Addendum to original Mobility Forward Study. RFP to be issued in FY 2018/19.	\$ 19,000	Planned
Drivermate and Call Notifications Software	Complete software implementation	\$ 42,181	Underway
Bus and Driver Equipment for Drivermate Program Implementation	Purchase of tablets and bus equipment to support new Paratransit applications	\$ 35,060	Underway
Accessible Van Purchase	Purchase a new accessible van	\$ 60,000	Planned
		\$ -	
		\$ -	
		\$ -	

**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	

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	City-based Door-to-Door	Pleasanton Paratransit Services (PPS) Door-to-Door Program	Pleasanton Paratransit Service offers door-to-door service within the City of Pleasanton in addition to unincorporated areas of Alameda County adjacent to Pleasanton and Sunol. Limited service is available to pre-approved medical office destinations in the surrounding areas (Livermore, Dublin and San Ramon). There are no limitations or priorities regarding trip purpose. The goal of providing this service is to reduce isolation, increase socialization and encourage independent living, thereby, minimizing the need for institutionalization and enhancing the quality of life for residents who are no longer able or willing to drive.	7555	Number of One-Way Unduplicated Trips		\$ 115,336	\$ 65,666	\$ -	\$ 181,002
2	Senior and Disabled Services	Operations	Program Administration	Transportation Technology Implementation	Deployment of transportation software applications. Drivermate and Call Notifications. The Drivermate applications will improve the work experience for drivers and the customer experience for riders. These enhancements will give real-time communication with the dispatch office, automate and simplify data entry via a tablet interface, and have interactive GPS capability with route guidance using mapping technology. The automatic notification application will have features that will automatically remind all scheduled riders of their upcoming rides via the clients preferred option of email, phone calls or text. Extensive training for dispatcher, dispatch assistant and support personnel on paratransit applications from software vendor.				\$ -	\$ 67,408	\$ -	\$ 67,408
3	Senior and Disabled Services	Operations	Capital Purchase	Accessible Bus Purchase	Purchased 2018 Ford, 7 passenger, 1 wheelchair accessible bus	1	Vehicles Purchased		\$ -	\$ 70,176	\$ -	\$ 70,176
4	Senior and Disabled Services	Operations	Group Trips	Daytrippers Group Trip Program	This program offers affordable excursions for seniors to go on day trips to interesting local destinations.	428	Number of One-Way Unduplicated Trips		\$ -	\$ 5,256		\$ 5,256
5	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	Fee Assistance Program	This is a scholarship program offering fee assistance to low income individuals. This subsidy program allows riders to receive a discount on their paratransit tickets or group trips. There are three levels of discounts available (50%, 75% or 100%) and are based on customer annual income levels.	250	Other	A total of 196 Paratransit tickets were sold at a discounted rate to low income riders. Seven clients took 54 one way trips on our group trip program.	\$ -	\$ 5,260		\$ 5,260
<b>TOTAL</b>									\$ 115,336	\$ 213,767	\$ -	\$ 329,103
<b>Match to Table 1?</b>									TRUE	TRUE		