

**VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Fiscal Year 2017-2018**

AGENCY CONTACT INFORMATION

Agency Name:

City of Newark

Date:

12/28/2018

Primary Point of Contact

Name:

Myvan Khuu-Seeman

Title:

Administrative Analyst

Phone:

(510) 578-4290

Email:

myvan.khuu-seeman@newark.org

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 Vehicle Registration Fee 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**

VEHICLE REGISTRATION FEE
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 VRF Audited Financial Statements, for the applicable DLD programs for your agency. Values must match financial statements and total reported expenditures on Table 2.

A.VRF Direct Local Distribution Programs

	Local Streets and Roads	Total
Beginning of Year Fund Balance	\$ 203,027	\$ 203,027
Revenue	\$ 211,094	\$ 211,094
Interest	\$ 2,268	\$ 2,268
Expenditures	\$ 154,913	\$ 154,913
<small>Expenditures Matches Table 2?</small>	<small>TRUE</small>	
End of Year Fund Balance	\$ 261,476	\$ 261,476

Notes

**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
VRF Balance	\$ <input type="text" value="261,476"/>	\$ <input type="text" value="130,000"/>

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 Newark has approved its Biennial Budget and Capital Improvement Plan for Fiscal Years 2018-2020. The Biennial Budget includes an increased budget for the Street Maintenance Program for both fiscal years 2018-2019 and 2019-2020, which will utilize additional VRF funds. Newark will continue to monitor remaining VRF fund balances and adjust project scope accordingly.

Additionally, the timing of these projects (which typically begin at the end of one fiscal year and are completed early in the following fiscal year) may provide the appearance that funding is not being maximized during a particular fiscal year. Funds are generally fully expended during the construction season of the concluding fiscal year, but the majority of the construction activity and therefore the expenditure of funding typically occurs in the early part of the new fiscal year.

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
CIP Project #1179: 2018 Street Maintenance Program	Overlay various streets with asphalt concrete. Restored worn out pavement to full serviceability and improved traffic safety by replacing pavement surface and traffic striping.	\$ 130,000	Underway
CIP Project #1227 and #1228: 2019 Street Maintenance Program	Overlay various streets with asphalt concrete. Restored worn out pavement to full serviceability and improved traffic safety by replacing pavement surface and traffic striping.	\$ 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).

	Yes/No?	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	
Website	Yes	Yes	
Signage	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 VRF 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	VRF DLD Expenditures
1	Streets/Rds	Project Closeout	Street Resurfacing/Maintenance	Capital	CIP Project #1141: 2017 Street Maintenance Program	Overlay various streets with asphalt concrete. Restored worn out pavement to full serviceability and improved traffic safety by replacing pavement surface and traffic striping.	1.54	Lane Miles	Asphalt Concrete Overlay improvements, including crosswalk, school crossing, and asphalt work, which enhances pedestrian and bicycle safety.	\$ 91,666
2	Bike/Ped	Maintenance/Operations	Sidewalks and Ramps	Capital	CIP Project #1181: 2018 Curb, Gutter, and Sidewalk Replacement Program	Removed and replaced damaged sidewalks, curbs, and gutters throughout the City.	2,740 2,535	Linear Feet	2,740 linear feet of sidewalk improvements; 2,535 linear feet of curb and gutter improvements	\$ 63,248
3										\$ -
4										\$ -
5										\$ -
6										\$ -
7										\$ -
8										\$ -
9										\$ -
10										\$ -
11										\$ -
12										\$ -
13										\$ -
14										\$ -
15										\$ -
16										\$ -
17										\$ -
18										\$ -
19										\$ -
20										\$ -
21										\$ -
22										\$ -
23										\$ -
24										\$ -
25										\$ -
Percentage of Capital vs Administrative Costs										
					100%					
a. Total Capital					\$ 154,913					
b. Total Administrative					\$ -					
									TOTAL	\$ 154,913
									Match to Table 1?	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