

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

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date: 12/14/2018

Primary Point of Contact

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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.

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**

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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 | \$ 571,850 | \$ 571,850 |
| Revenue | \$ 425,568 | \$ 425,568 |
| Interest | \$ 556 | \$ 556 |
| Expenditures | \$ 222,279 | \$ 222,279 |
| <small>Expenditures Matches Table 2?</small> | <small>TRUE</small> | |
| End of Year Fund Balance | \$ 775,695 | \$ 775,695 |

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.

City staff is aggressively using funds generated from the 2015 City residents' approved local sales tax, the Measures B and BB, and other grant funds to improve City's streets PCI.

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

VRF Balance

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 a fund balance because we are still transitioning from our old practice of spending the funding within 5 years to carrying no more than 40% forward. The City has several large projects in design and construction that will expend the balance within the timeframe for compliance.

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 |
|----------------------------|--|------------|----------------|
| Street Overlay/Rehab 17-18 | Street resurfacing/maintenance of existing roadway | \$ 950,000 | 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).

| Article | Yes/No? | Copy of Article, website, signage Attached? | If applicable, briefly explain why the publicity requirement wasn't completed. |
|---------|---------|---|---|
| Article | Yes | Yes | See attached |
| Website | Yes | Yes | https://www.sanleandro.org/depts/transit/project/currp/roi2010.asp |
| Signage | No | No | Project is yet to go to construction |

**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/Mair | Capital | Annual Street Sealing 2015-16 (SL Acc 143-38-376) | Maintain existing roadway | 0 | Lane Miles | | \$ 14,584 |
| 2 | Streets/Rds | Construction | Streetscape / Complete | Capital | Marina Blvd/I-880 HOV Project (SL Acc 143-38-386) | Maintain existing roadway | 0 | Other | | \$ 207,695 |
| 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 | | | | \$ 222,279 | | | | | | |
| b. Total Administrative | | | | \$ - | | | | | | |
| | | | | | | | | | TOTAL | \$ 222,279 |
| | | | | | | | | | 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.