

**VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Fiscal Year 2018-2019**

AGENCY CONTACT INFORMATION

Agency Name: **City of Pleasanton**

Date: 12/26/2019

Primary Point of Contact

Name: Christine Chen

Title: Junior 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.

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 | \$ 274,728 | \$ 274,728 |
| Revenue | \$ 367,822 | \$ 367,822 |
| Interest | \$ 16,137 | \$ 16,137 |
| Expenditures | \$ - | \$ - |
| <small>Expenditures Matches Table 2?</small> | <small>TRUE</small> | |
| End of Year Fund Balance | \$ 658,687 | \$ 658,687 |

Notes

No Measure F funds expended during the reporting fiscal year.

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2018-19**

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.

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

Encumbered value should be less than or equal to the available balance.

VRF Balance \$ \$ Encumbered

2b. Why is there a fund balance? *Indicate N/A, if not applicable.*

The FY 18/19 funding is encumbered in our FY2019/20 - FY2022/23 Capital Improvement Program adopted June 4, 2019 for CIP 20503 (\$350,000) and ACTC Annual dues (\$38,500). Additional VRF balance that became available after closeout of CIP 18503 that did not utilize the full project contingency will be encumbered in upcoming Mid-Term CIP update toward additional Annual Street Resurfacing and Construction capital improvement 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 |
|---------------|--|------------|----------------|
| 20503 | Annual Street Resurfacing and Reconstruction | \$ 350,000 | Underway |
| 21503 | Annual Street Resurfacing and Reconstruction | \$ 350,000 | 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 | City Managers Newsletter - Electronic distribution. Also included funding information when pushed information out on social media. |
| Website | Yes | Yes | |
| Signage | Yes | No | No projects included Measure F funds this year. Last year paving projects had it on project signage. |

**Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2018-19**

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 18-19 | Units for Quantity <i>(Drop-down Menu)</i> | Additional description on units or expanded detail on expenditures, performance, accomplishments | VRF DLD Expenditures | |
|---|---|--|---|--|--------------|------------------------------|--------------------------------|---|--|----------------------|------|
| 1 | | | | | | | | | | \$ - | |
| 2 | | | | | | | | | | \$ - | |
| 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 | | | | #DIV/0! | | | | | | TOTAL | \$ - |
| a. Total Capital | | | | \$ - | | | | | | Match to Table 1? | 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.