

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

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date: 12/20/2019

Primary Point of Contact

Name: David Baum

Title: Finance Director

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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**

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

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	\$ 775,695	\$ 775,695
Revenue	\$ 486,195	\$ 486,195
Interest	\$ 31,407	\$ 31,407
Expenditures	\$ 182,935	\$ 182,935
<small>Expenditures Matches Table 2?</small>	<small>TRUE</small>	
End of Year Fund Balance	\$ 1,110,362	\$ 1,110,362

Notes

**Vehicle Registration Fee (VRF) 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.

San Leandro has programed \$27.8M for street sealing, overlay, and rehabilitation for the next two years (fiscal year 19-20 and 20-21) in an effort to increase the average pavement condition index.

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.

	\$ Encumbered	
VRF Balance	<input type="text" value="\$ 1,110,362"/>	<input type="text" value="\$ 753,845"/>

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

The City has a fund balance because construction has taken longer than originally scheduled and funds encumbered for construction haven't been spent as quickly as originally anticipated. The City has also found that the time required for design of street projects has increased significantly due to complete street evaluations and longer design times have delayed use of VRF funds for construction. However, the City anticipates spending sufficient funds in 19-20 to meet the 40% carry forward goal.

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 sealing 18-19	repair and maintain streets	\$ 200,000	Underway
Street overlay and rehabilitation 18-19	repair and maintain streets	\$ 250,000	Underway
Street overlay and rehabilitation 17-18	repair and maintain streets	\$ 553,845	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).

Yes/No?	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	
Website	Yes	
Signage	Yes	

**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	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Annual Street Sealing 2017-18	Repair and maintain streets	13.8	Lane Miles		\$ 156,615	
2	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Overlay / Rehab 2017-18	Repair and maintain streets	13.1	Lane Miles		\$ 26,320	
3										\$ -	
4										\$ -	
5										\$ -	
6										\$ -	
7										\$ -	
8										\$ -	
9										\$ -	
10										\$ -	
11										\$ -	
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22										\$ -	
23										\$ -	
24										\$ -	
25										\$ -	
Percentage of Capital vs Administrative Costs				100%						TOTAL	\$ 182,935
a. Total Capital				\$ 182,935						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.