

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Fiscal Year 2018-2019**

AGENCY CONTACT INFORMATION

Agency Name: **City of Hayward**

Date: 12/23/2019

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.

Additionally, for the 2000 Measure B and 2014 Measure BB Direct Local Distribution (DLD) funds, pursuant to the California Public Utilities Code 180001 (e), funds generated by the transportation sales tax are to be used to supplement and not replace existing local revenues used for transportation purposes. By submit this report, the agency confirms that DLD funds are supplementing and not replacing existing local revenues used for transportation purposes.

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 2018-2019**

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
Beginning of Year Fund Balance	\$ 1,135,727	\$ 931,331	\$ -	\$ 1,449,781	\$ 3,516,839
Revenue	\$ 569,859	\$ 2,786,069	\$ -	\$ 1,030,905	\$ 4,386,833
Interest	\$ 30,895	\$ 49,715	\$ -	\$ 38,460	\$ 119,070
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 275,987 <small>TRUE</small>	\$ 709,215 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 1,052,632 <small>TRUE</small>	\$ 2,037,834
End of Year Fund Balance	\$ 1,460,494	\$ 3,057,900	\$ -	\$ 1,466,514	\$ 5,984,908

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 825,978	\$ 491,531	\$ -	\$ 1,945,296	\$ 3,262,805
Revenue	\$ 464,123	\$ 2,495,736	\$ -	\$ 861,176	\$ 3,821,035
Interest	\$ 25,637	\$ 44,156	\$ -	\$ 59,144	\$ 128,937
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 41,663 <small>TRUE</small>	\$ 224,278 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 265,941
End of Year Fund Balance	\$ 1,274,075	\$ 2,807,145	\$ -	\$ 2,865,616	\$ 6,946,836

Notes

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2018-19**

GENERAL COMPLIANCE REPORTING

1. Indicate the adoption year of the most current Bicycle/Pedestrian Master Plans, as applicable.

	Adoption Year
Bicycle Master Plan	2007
Pedestrian Master Plan	N/A
Bike/Ped Master Plan	N/A

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.

A combined Bicycle/Pedestrian Masterplan Update is underway. It is scheduled to be adopted by Council in early 2020.

2a. How much of the program fund balance is encumbered into active contracts/projects?

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

		\$ Encumbered
MB Balance	\$ 1,460,494	\$ 250,000
MBB Balance	\$ 1,274,075	\$ 272,881
Total	\$ 2,734,569	\$ 522,881

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

The fund balance will be applied to sidewalk-related projects in FY 2020, which total approximately \$775,000 (\$400,000 from Measure B and \$375,000 from Measure BB).

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
New Sidewalks FY20 (Measure B)	Continuation of program to construct new sidewalks on critical pedestrian pathways, specifically those associated with schools and other heavy pedestrian use areas. This project constructs new curb, gutter, and sidewalk.	\$ 400,000	Planned
New Sidewalks - Measure BB - FY20	Continuation of program to construct new sidewalks on critical pedestrian pathways, specifically those associated with schools and other heavy pedestrian use areas. This project constructs new curb, gutter, and sidewalk.	\$ 375,000	Planned
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	

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	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.
Website	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.
Signage	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2018-19**

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 18-19	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	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Administrative	New Sidewalks - Measure BB - FY18 - Muir St., Calhoun St.	Continuation of program to construct new sidewalks on critical pedestrian pathways, specifically those associated with schools and other heavy pedestrian use areas. This project constructs new curb, gutter, and sidewalk. This project is on Muir St., Calhoun St., Tampa Ave., and Depot Rd.				\$ -	\$ 32,405
2	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Administrative	New Sidewalks FY19	Continuation of program to construct new sidewalks on critical pedestrian pathways, specifically those associated with schools and other heavy pedestrian use areas. This project constructs new curb, gutter, and sidewalk.				\$ -	\$ 2,570
3	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Administrative	Project Predesign Services	City engineering costs associated with predesign of road and street projects, including preliminary survey, design and cost estimates. Also includes engineering costs associated with overall administration of all capital projects.				\$ -	\$ 6,688
4	Bike/Ped	PS&E	Sidewalks and Ramps	Administrative	New Sidewalks FY17 - Walpert Street	Project to improve pedestrian and bicycle facilities throughout the City. Improvements will include such items as lighted crosswalks, new or upgraded bike paths, and construction of sidewalks on critical pedestrian routes.				\$ 14,613	\$ -
5	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Administrative	Project Predesign Services	City engineering costs associated with predesign of road and street projects, including preliminary survey, design and cost estimates. Also includes engineering costs associated with overall administration of all capital projects.				\$ 16,268	\$ -
6	Bike/Ped	Planning/Scoping	Master Plan	Administrative	Pedestrian Master Plan/Update Bicycle Master Plan	This project will allow for the development of a Pedestrian Master Plan and an update to the existing Bicycle Master Plan.				\$ 216,790	\$ -
7	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Administrative	New Sidewalks FY18 - Muir and Calhoun	Project to improve pedestrian and bicycle facilities throughout the City. Improvements will include such items as lighted crosswalks, new or upgraded bike paths, and construction of sidewalks on critical pedestrian routes.				\$ 422	\$ -
8	Bike/Ped	Planning/Scoping	Other	Administrative	Transit Connector and Feasibility Study - Industrial and Cannery	This project will assess the feasibility of implementing a transit connector service in the City of Hayward's Cannery employment areas.				\$ 25,657	\$ -
9	Bike/Ped	Other	Other	Administrative	FY18 Audit Fees					\$ 2,237	\$ -
10										\$ -	\$ -
11										\$ -	\$ -
12										\$ -	\$ -
13										\$ -	\$ -
14										\$ -	\$ -
15										\$ -	\$ -
16										\$ -	\$ -
17										\$ -	\$ -

18										\$ -	\$ -	
19										\$ -	\$ -	
20										\$ -	\$ -	
21										\$ -	\$ -	
22										\$ -	\$ -	
23										\$ -	\$ -	
24										\$ -	\$ -	
25										\$ -	\$ -	
Total Percentage of Capital vs Administrative Costs										0%		
a. Total Capital										\$ -		
b. Total Administrative										\$ 317,650		
										TOTAL	\$ 275,987	\$ 41,663
										Match to Table 1?	TRUE	TRUE

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.

There are numerous projects that are slated for construction in FY 2020, and the above expenditures are in support of such efforts.

**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 program fund balance is encumbered into active contracts/projects?

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

		\$ Encumbered
MB Balance	\$ 3,057,900	\$ 1,649,126
MBB Balance	\$ 2,807,145	\$ 220,206
Total	\$ 5,865,045	\$ 1,869,332

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

The fund balance will be applied to the construction contract for the FY 2020 pavement rehabilitation projects, which will collectively cost approximately \$4,190,000 (\$2,000,000 from Measure B and \$2,190,000 from Measure BB).

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
Pavement Rehabilitation - Measure BB - FY20	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.	\$ 2,190,000	Planned
Pavement Rehabilitation - Measure B - FY20	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.	\$ 2,000,000	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).

	Measure B	Measure BB	Copy of article, website, signage attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.
Website	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.
Signage	No	No	No	The Analyst responsible for overseeing this task retired early in 2010.

**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 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 18-19	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	Project Closeout	Street Resurfacing/Maintenance	Administrative	Pavement Rehabilitation - Measure BB - FY17	Annual street maintenance program involving reconstruction or major repair of severely deteriorated streets that will bring them up to acceptable pavement standards.	0	Lane Miles		\$ -	\$ 512
2	Streets/Rds	Planning/Scoping	Street Resurfacing/Maintenance	Administrative	Project Predesign Services	City engineering costs associated with predesign of road and street projects, including preliminary survey, design and cost estimates. Also includes engineering costs associated with overall administration of all capital projects.				\$ -	\$ 15,809
3	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Pavement Rehabilitation - Measure BB - FY19	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.	1.4	Lane Miles		\$ -	\$ 198,567
4	Streets/Rds	Planning/Scoping	Traffic Calming	Administrative	Hayward Blvd. Traffic Calming Study	The project will develop three conceptual alternatives for Hayward Boulevard between Campus Drive and Fairway Avenue. The goal of the study is to evaluate a low, medium and ultimate cost concepts to assist in speed reduction, enhance safety and promote multi-modal use. Features could include, roundabouts, bike lanes, medians and other traffic calming features.				\$ -	\$ 5,135
5	Streets/Rds	Project Closeout	Street Resurfacing/Maintenance	Administrative	Pavement Rehabilitation - Measure BB - FY18	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.	1.4			\$ -	\$ 2,219
6	Streets/Rds	Operations	Traffic Calming	Administrative	Speed Monitoring Devices	Several solar-powered speed monitoring devices will be placed at high-priority locations along thoroughfares throughout the City.	4	Other	Audible pedestrian pushbuttons	\$ 39,547	\$ -
7	Streets/Rds	Planning/Scoping	Street Resurfacing/Maintenance	Administrative	Project Predesign Services	City engineering costs associated with predesign of road and street projects, including preliminary survey, design and cost estimates. Also includes engineering costs associated with overall administration of all capital projects.				\$ 8,329	\$ -

8	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Pavement Rehabilitation, Measure B - FY17	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.	5.7	Lane Miles		\$ 372,312	\$ -	
9	Streets/Rds	PS&E	Street Resurfacing/Maintenance	Administrative	Pavement Rehabilitation - Measure B - FY19	Annual street maintenance program involving structural repair, including spot repairs, slurry seal where appropriate, grinding existing asphalt and placing pavement-reinforcing fabric, where necessary, and construction of an asphalt concrete overlay on existing deteriorating pavement.				\$ 286,991	\$ -	
10	Streets/Rds	Other	Other	Administrative	FY18 Audit Fees					\$ 2,036	\$ 2,036	
										\$ -	\$ -	
Percentage of Capital vs Administrative Costs												
										61%		
a. Total Capital										\$ 570,879		
b. Total Administrative										\$ 362,614		
										TOTAL	\$ 709,215	\$ 224,278
										Match to Table 1?	TRUE	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.

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?	\$ 44,682
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	19.9%
Meets minimum 15% threshold?	TRUE

If your agency did not meet the 15% minimum expenditure requirement this fiscal year, explain why.

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2018-19**

GENERAL COMPLIANCE REPORTING

1a. 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
MB Balance	\$ 1,466,514	\$ -
MBB Balance	\$ 2,865,616	\$ -
Total	\$ 4,332,130	\$ -

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

The City is allocating a portion of its Measure BB DLD to capital improvements in accordance with the ACTC Expenditure Plan of 2014.

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
Safe Routes for Seniors Project	Administration, sidewalk improvements, signal and intersection improvements, street and pavement improvements, marking and signing crosswalks, and traffic signals.	\$ 1,900,000	
TNC program	Hayward Operated Paratransit (HOP) will be expanding the highligh successful TNC pilot. The TNC program offers rides through TNC (transporation network company) provders Lyft Concierge and Uber Health.	\$ 255,000	

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.
Article	Yes	No	Yes	
Website	Yes	No	Yes	
Signage	Yes	Yes	No	The individual managing this program retired in 2019.

