

**VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Fiscal Year 2019-2020**

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date:

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**

VEHICLE REGISTRATION FEE
Annual Program Compliance Report Fiscal Year 2019-2020

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	\$ 1,110,362	\$ 1,110,362
Revenue	\$ 483,729	\$ 483,729
Interest	\$ 34,701	\$ 34,701
Expenditures	\$ 506,312	\$ 506,312
<small>Expenditures Matches Table 2?</small>	TRUE	
End of Year Fund Balance	\$ 1,122,480	\$ 1,122,480

Notes

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2019-20**

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 programmed over \$27.8M for street sealing, overlay and rehabilitation for gthe next two years (FY 19-20 and 20-21) in an effort to improve 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="\$ 1,122,480"/>	<input type="text" value="\$ 753,800"/>

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

There is usually a small fund balance because of unused contingency. The fund balance is larger than desired because work didn't proceed as quickly as planned. Work was delayed due to staff shortages, an office closure, and change to remote work environment. The office closure and the change to a remote work environment were due to COVID-19.

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
Annual Street Sealing 2019-20	repair and maintain streets; construction started in Fall 2020	\$ 400,000	Underway
Annual Street Sealing 2020-21	repair and maintain streets; design is ongoing.	\$ 400,000	Planned
Street Overlay / Rehab 17-18	Repave streets. Construction ongoing as of 6/30/2020	\$ 753,800	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	Yes	
Website Yes	Yes	
Signage Yes	Yes	

**Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2019-20**

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 19-20	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	Street Overlay/Rehab 17-18 - 143-38-392	Repair and maintain streets	10.73	Lane Miles		\$ 106,312	
2	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Sealing 2018-19 - 143-38-402	Repair and maintain streets	19	Lane Miles		\$ 400,000	
3										\$ -	
4										\$ -	
5										\$ -	
6										\$ -	
7										\$ -	
8										\$ -	
9										\$ -	
10										\$ -	
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21										\$ -	
22										\$ -	
23										\$ -	
24										\$ -	
25										\$ -	
Percentage of Capital vs Administrative Costs				100%						TOTAL	\$ 506,312
a. Total Capital				\$ 506,312						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.