

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

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Berkeley**

Date: **12.30.2020**

**Primary Point of Contact**

Name: **Sean O'Shea**

Title: **Administrative and Fiscal Services Manager**

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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.

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**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	\$ 1,018,429	\$ 1,018,429
Revenue	\$ 484,973	\$ 484,973
Interest	\$ 12,902	\$ 12,902
Expenditures	\$ 306,390	\$ 306,390
<small>Expenditures Matches Table 2?</small>	TRUE	
End of Year Fund Balance	\$ 1,209,914	\$ 1,209,914

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.

**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="\$ 1,209,914"/>	<input type="text" value="\$ 17,281"/>

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

**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
PWSUST1313 Streets Preventative	Streets preventative maintenance	\$ 100,000	Underway
Mtc			
PWENST2101 Street Rehab FY21	Street rehabilitation program	\$ 155,000	Planned
Sidewalk Program	Sidewalk program expansion	\$ 179,800	Underway
PWTRST1406 Shattuck Recon	A multi-funded, complete streets project	\$ 279,467	Underway
Complete Streets			
Traffic Signals	Traffic signal maintenance & replacement	\$ 25,000	Planned
Transportation Planning & CIP staff	Partial funding of transportation planning and	\$ 137,117	Underway
	CIP staff		
		\$ -	
		\$ -	

**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	No	No	Projects were not yet in construction or were maintenance projects.

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	Other	Operations	Other	Administrative	Outside Auditors (Badawi and Associates)	Independent audit for Measure B/BB/VRF compliance	N/A	Other		\$ 2,500
2	Bike/Ped	Planning/Scoping	Streetscape / Complete	Capital	Active Transportation Program Cycle 5 Grant Application	Writing applications for funding from the State ATP for Martin Luther King Jr. Way Quick Build, Addison Bike Boulevard Extension, and Attachments B & D to Safe Routes to School application	49%	Other	As of June 30, MLK Quick Build application 99% complete, Addison Bike Blvd application 32% complete, Safe routes to School application attachments not started	\$ 14,615
3	Streets/Rds	Maintenance/Operatic	Signals	Capital	I-80 ICM Project Dev	Communication elements of I-80 Integrated Corridor Mobility (ICM) Project	Ongoing Program	Other	A system that better helps manage traffic congestion along San Pablo Corridor during incident events on I-80.	\$ 3,129
4	Bike/Ped	Construction	Sidewalks and Ramps	Capital	FY17-18 Sidewalks Projects	Sidewalk repairs identified though the City 50/50 sidewalk program	100%	Other	Project completed FY19/20 58% of work completed in FY 19/20 42% of work completed in FY 18/19	\$ 164,573
5	Streets/Rds	Other	Sidewalks and Ramps	Administrative	Safety supplies for sidewalk grinding	Smoke Generator, Irritant Smoke, and Vacuum Bull		Other		\$ 5,307
6	Bike/Ped	Other	Staffing	Administrative	Staffing for program administration and support	Staffing for program administration and support				\$ 59,769
7	Streets/Rds	Construction	Staffing	Administrative	Capital Administration & Staffing Support	Staffing for program administration and support				\$ 16,484
8	Streets/Rds	Operations	Staffing	Administrative	Street Maintenance (13ST13)	Street Maintenance (13ST13)	Ongoing Program			\$ 40,013
10										\$ -
11										\$ -
12										\$ -
13										\$ -
14										\$ -
15										\$ -
16										\$ -
17										\$ -
18										\$ -
19										\$ -
20										\$ -
21										\$ -
22										\$ -
23										\$ -
24										\$ -
Percentage of Capital vs Administrative Costs				60%						
a. Total Capital				\$ 182,317						
b. Total Administrative				\$ 124,073						
TOTAL										\$ 306,390
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.