

**VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Fiscal Year 2020-2021**

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date: 12/23/2021

Primary Point of Contact

Name: Susan Hsieh

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 2020-2021**

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	\$ 1,122,480	\$ 1,122,480
Revenue	\$ 484,708	\$ 484,708
Interest	\$ 8,901	\$ 8,901
Expenditures	\$ 28,700	\$ 28,700
<small>Expenditures Matches Table 2?</small>	<small>TRUE</small>	
End of Year Fund Balance	\$ 1,587,389	\$ 1,587,389
Notes		

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2020-21**

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 programmed over \$27.8 million for street sealing, overlay and rehabilitation for FY 19-20 and 20-21 in an effort to improve the average pavement condition index, and the construction of these projects were delayed due to the pandemic. In addition, San Leandro programmed about over \$21.3 million for FY 20-21-22 and 22-23 for additional street sealing, overlay and rehabilitation projects.

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.*

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 2020-21	repair and maintain streets; construction started in Spring 2021	\$ 400,000	Underway
Annual Street Sealing 2021-22	repair and maintain streets; construction started in Spring 2021	\$ 1,000,000	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).

	Yes/No?	website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	No	Could not find ACTC email that acknowledged receipt of the newsletter article
Website	Yes	Yes	
Signage	Yes	Yes	

Local Streets and Roads Direct Local Distribution Program

Reporting Period - Fiscal Year 2020-21

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 20-21	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	Project Closeout	Street Resurfacing/Main	Capital	Street Overlay/Rehab 17-18, 143-38-392	Repair and maintain streets	10.73	Lane Miles		\$ 397	
2	Streets/Rds	Construction	Street Resurfacing/Main	Capital	Street Sealing 2019-20, 143-38-412	Repair and maintain streets	4150	Square Feet	curb ramp	\$ 21,077	
3	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Street Sealing 2020-21, 143-38-418	Repair and maintain streets	0	Lane Miles		\$ 7,226	
4										\$ -	
5										\$ -	
6										\$ -	
7										\$ -	
8										\$ -	
9										\$ -	
10										\$ -	
11										\$ -	
12										\$ -	
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21										\$ -	
22										\$ -	
23										\$ -	
24										\$ -	
25										\$ -	
Percentage of Capital vs Administrative Costs				100%						TOTAL	\$ 28,700
a. Total Capital				\$ 28,700						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.