

**MEASURE B AND MEASURE BB  
Annual Program Compliance Report  
Reporting Period - Fiscal Year 2020-21**

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Emeryville**

Date: 12/13/2021

**Primary Point of Contact**

<b>Name:</b>	Christine Daniel
<b>Title:</b>	City 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.

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.

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**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**

**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
<b>Beginning of Year Fund Balance</b>	\$ 72,495	\$ 705,251	\$ -	\$ 62,717	\$ 840,463
<b>Revenue</b>	\$ 43,826	\$ 343,788	\$ -	\$ 34,515	\$ 422,129
<b>Interest</b>	\$ 452	\$ 3,031	\$ -	\$ 519	\$ 4,002
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 935 <small>TRUE</small>	\$ 601,784 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 27,751 <small>TRUE</small>	\$ 630,470
<b>End of Year Fund Balance</b>	\$ 115,838	\$ 450,286	\$ -	\$ 70,000	\$ 636,124

Notes

**B. 2014 MEASURE BB Direct Local Distribution Programs**

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
<b>Beginning of Year Fund Balance</b>	\$ 21,540	\$ 594,730	\$ -	\$ 12,671	\$ 628,941
<b>Revenue</b>	\$ 35,825	\$ 323,910	\$ -	\$ 34,643	\$ 394,378
<b>Interest</b>	\$ 133	\$ 3,144	\$ -	\$ 167	\$ 3,444
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 13,395 <small>TRUE</small>	\$ 321,359 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 6,383 <small>TRUE</small>	\$ 341,137
<b>End of Year Fund Balance</b>	\$ 44,103	\$ 600,425	\$ -	\$ 41,098	\$ 685,626

Notes

**Bicycle and Pedestrian Direct Local Distribution Program**

**Reporting Period - Fiscal Year 2020-21**

**GENERAL COMPLIANCE REPORTING**

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

	Adoption Year
Bicycle Master Plan	2017
Pedestrian Master Plan	2017
Bike/Ped Master Plan	2017

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.*

The Bike-Ped Master pLan was last updated in 2017 and an plan update is scheduled for 2022.

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	\$ 115,838	\$ 115,838
MBB Balance	\$ 44,103	\$ 44,103
<b>Total</b>	\$ 159,941	\$ 159,941

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

In order to develop projects of an effiecent size and scope it is necessary to aggregate multiple years of funding.

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 Rehabilitation	Bike and Pedestrian Facility Enhancements and Maintenance	\$ 159,941	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.
<b>Article</b>	Yes	Yes	Yes	N/A
<b>Website</b>	Yes	Yes	Yes	N/A
<b>Signage</b>	Yes	Yes	Yes	N/A

**Bicycle and Pedestrian Direct Local Distribution Program  
Reporting Period - Fiscal Year 2020-21**

**TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS**

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year. Performance reporting/quantity complete and other fund expenditures should be consistent with reporting data sent to other agencies (regional/state/federal reporting).  
- 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	Measure B DLD Expenditures	Measure BB DLD Expenditures
1	Bike/Ped	Operations	Other	Administrative	Annual Compliance Audit - Measure B BP	Funding Source Requirement	1	Other		\$ 935	\$ -
2	Bike/Ped	Operations	Other	Administrative	EBBC - Bike to Anywhere Sponsorship	Bike Infrastructure Promotion	1	Other		\$ -	\$ 2,500
3	Bike/Ped	Construction	Signals	Capital	Traffic Signal Improvements -Powell/40th	Signal Protected Crossings	2	Signals	Signals @ Arterial Crossings	\$ -	\$ 9,960
4	Bike/Ped	Operations	Other	Administrative	Annual Compliance Audit - Measure BB BP	Funding Source Requirement	1	Other		\$ -	\$ 935
<b>Total Percentage of Capital vs Administrative Costs</b>				<b>70%</b>							
a. Total Capital				\$ 9,960							
b. Total Administrative				\$ 4,370							
<b>TOTAL</b>										\$ 935	\$ 13,395
<b>Match to Table 1?</b>										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.

N/A

**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.

N/A

**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	\$ 450,286	\$ 450,286
MBB Balance	\$ 600,425	\$ 600,425
<b>Total</b>	<b>\$ 1,050,711</b>	<b>\$ 1,050,711</b>

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

In order to develop projects of efficient size and scope it is necessary to aggregate multiple years of funding.

**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 Rehabilitation Project	Street rehabilitation necessary to maintain PCI	\$ 1,050,711	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.
<b>Article</b>	Yes	Yes	Yes	N/A
<b>Website</b>	Yes	Yes	Yes	N/A
<b>Signage</b>	Yes	Yes	Yes	N/A

**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 Measure B and BB Expenditures for the reporting fiscal year. Performance reporting/quantity complete and other fund expenditures should be consistent with reporting data sent to other agencies (regional/state/federal reporting).  
 - 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	Measure B DLD Expenditures	Measure BB DLD Expenditures	
1	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	On-Going Street Rehabilitation Project 20-21	Street Rehab to Maintain/Improve PCI	3.4	Lane Miles		\$ 600,000	\$ -	
2	Streets/Rds	Other	Program Operations	Administrative	Annual Compliance Audit - Measure B LS&R	Funding Source Compliance	1	Other	Lump Sum Audit Cost	\$ 935	\$ -	
3	Streets/Rds	Operations	Program Operations	Administrative	I-80 SMART Corridor Operations	Communications	1	Other	Annual Telecom Cost for SMART	\$ 849	\$ -	
4	Streets/Rds	Maintenance	Street Resurfacing/Maintenance	Capital	Streets & Roads Maintenance - EPW	Operations and Maintenance	1	Other	Annual Costs for Citywide Maint	\$ -	\$ 7,490	
5	Streets/Rds	PS&E	Street Resurfacing/Maintenance	Capital	Professional Services - Streets & Roads	67th/Shellmound signal/pavement	1	Intersections	Signal and Pavement design	\$ -	\$ 29,805	
6	Streets/Rds	Other	Program Operations	Administrative	Annual Compliance Audit - Measure BB LS&R	Funding Source Compliance	1	Other	Lump Sum Audit Cost	\$ -	\$ 935	
7	Streets/Rds	Operations	Pedestrian Improvements	Capital	On-Going Street Rehabilitation Project - Advertising	Pandemic Outreach	26	Intersections	Pandemic Response PPB signage	\$ -	\$ 1,962	
8	Streets/Rds	PS&E	Street Resurfacing/Maintenance	Capital	Professional Services - Streets & Roads	Design & Inspection	3.4	Lane Miles		\$ -	\$ 113,642	
9	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	On-Going Street Rehabilitation Project	FY 20/21	3.4	Lane Miles		\$ -	\$ 167,525	
10										\$ -	\$ -	
<b>Percentage of Capital vs Administrative Costs</b>				100%								
a. Total Capital				\$ 920,424								
b. Total Administrative				\$ 2,719								
										<b>TOTAL</b>	\$ 601,784	\$ 321,359
										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.

N/A

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?

\$ 138,488

Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:

43.1%

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 2020-21**

**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	\$ 70,000	\$ 38,428
MBB Balance	\$ 41,098	\$ 31,572
<b>Total</b>	\$ 111,098	\$ 70,000

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

Due to COVID-19, we were not able to use all of the funds available due to limited programs and services. An extension was given to use the funds within one year beyond the planned expenditures.

**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
8 To Go Shuttle	Paratransit shuttle services for residents of 94608 Zip Code	\$ 20,428	Underway
Group Trips - New Bus Purchase	New Bus Purchase for Group Trips Program	\$ 49,572	Planned
		\$ -	

**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	Yes	Yes	N/A
Website	Yes	Yes	Yes	N/A
Signage	Yes	Yes	Yes	N/A

Paratransit Direct Local Distribution Program  
Reporting Period - Fiscal Year 2020-21

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No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	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	Measure B DLD Expenditures	Measure BB DLD Expenditures	Other Fund Expenditures	Total Cost
1	Other	Other	Other	Finance - Audit Fees	Fees to prepare audited financial statements	100%			\$ 935	\$ 935	\$ -	\$ 1,870
2	Senior and Disabled Services	Operations	Group Trips	Accessible Group Trips Program	Provide ADA-accessible transportation for group trips throughout the Bay Area and State for Seniors and People with Disabilities	0	Number of One-Way Unduplicated Trips		\$ -	\$ -	\$ -	\$ -
3	Senior and Disabled Services	Operations	Same Day/Taxi Program	Taxi Reimbursement	Reimburse seniors over 70 years old in Emeryville for 90% of their taxi fares, up to \$80 per quarter (\$320/year)	2	Number of One-Way Unduplicated Trips		\$ 72	\$ -	\$ -	\$ 72
4	Senior and Disabled Services	Operations	Same Day/Taxi Program	Lyft/Uber Reimbursement	Reimburse seniors over 70 years old in Emeryville for 90% of their TNC fares, up to \$80 per quarter (\$320/year)	83	Number of One-Way Unduplicated Trips		\$ 1,147	\$ -	\$ -	\$ 1,147
5	Senior and Disabled Services	Operations	Meal Delivery	Meals on Wheels Reimbursement	Reimburse mileage costs at Federal reimbursement rate to volunteers who deliver meals	4	Other	Meals Delivered	\$ 188	\$ -	\$ -	\$ 188
6	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	Subsidized EBP Fare	Sell EBP tickets at 10% of cost to EBP certified customers in Emeryville. Customers can purchase a maximum of \$40 worth of tickets per quarter (\$160/year)	500	Other	Value of EBP tickets provided to end user	\$ 500	\$ -	\$ -	\$ 500
7	Senior and Disabled Services	Operations	City-based Door-to-Door	8 To Go Shuttle	Provide seniors and people with disabilities rides 9-5, M-F throughout the 94608 zip code area	1211	Number of One-Way Unduplicated Trips		\$ 24,771	\$ 5,448	\$ 50,000	\$ 80,219
8	Senior and Disabled Services	Operations	City-based Door-to-Door	8 To Go Shuttle	Replace Signage for emergency exit windows in bus	1	Other	Emergency exit decals	\$ 138	\$ -	\$ -	\$ 138
9									\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>									\$ 27,751	\$ 6,383	\$ 50,000	\$ 84,134
Match to Table 1?									TRUE	TRUE		