



ALAMEDA COUNTY TRANSPORTATION COMMISSION

Measure B, Measure BB, and Vehicle Registration Fee
Direct Local Distributions
Program Compliance Workshop
Reporting Fiscal Year 2021-22



A presentation to the Direct Local Distribution Recipients
Alameda CTC Staff
October 13, 2022

Today's Agenda

1. Welcome and Introductions
2. Overview of Measure B/Measure BB/Vehicle Registration Fee
3. Audited Financial Statements Requirements
4. Compliance Reporting Requirements
5. Walk-through Compliance Reporting Forms
6. Questions and Answers



A Brief History

2000 Measure B (MB)

- In 2000, Measure B reauthorized with 81.5% voter approval rate
- Sunset on March 30, 2022



2010 Vehicle Registration Fee (VRF)

- In 2010, voters approved the Vehicle Registration Fee
- Authorized collection of an annual \$10 per vehicle registration fee starting in May, 2011

2014 Measure BB (MBB)

- In 2014, voters approved Measure BB to augment and extend the existing sales tax measure
- Collections started in April 2015
- Full penny of revenue collections from April 1, 2022 to 2045



DLD Program Overview

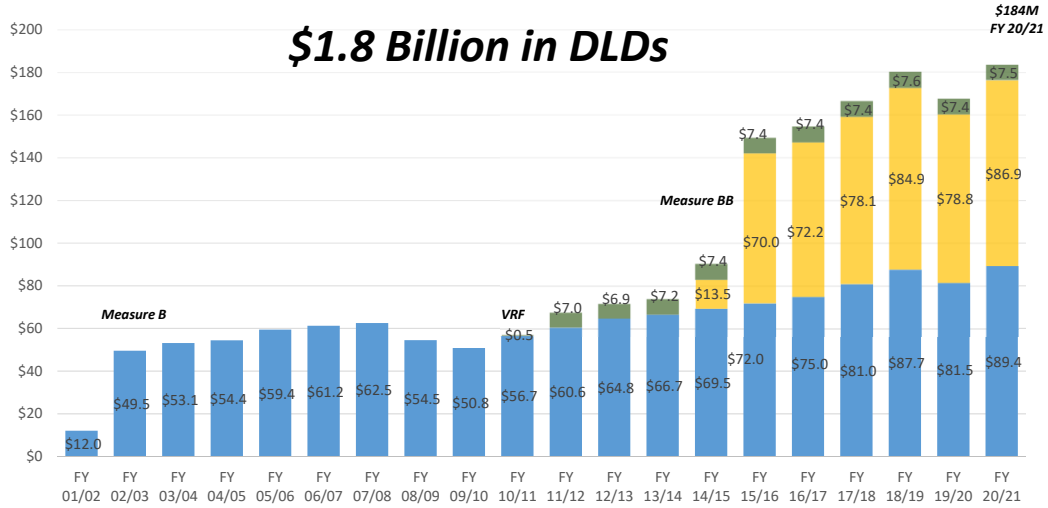
\$320 M Generated Through Voter-Approved Measures



- **Over 50% of net revenues** generated from the Measure B, Measure BB and Vehicle Registration Fee (VRF) Programs are returned to source as "**Direct Local Distributions**" (DLDs)
- Twenty recipients (cities, transit agencies and the County)
- DLD Programs
 - Bicycle/Pedestrian
 - Local Streets and Roads (local transportation)
 - Transit
 - Special Transportation for Seniors and People with Disabilities (Paratransit)



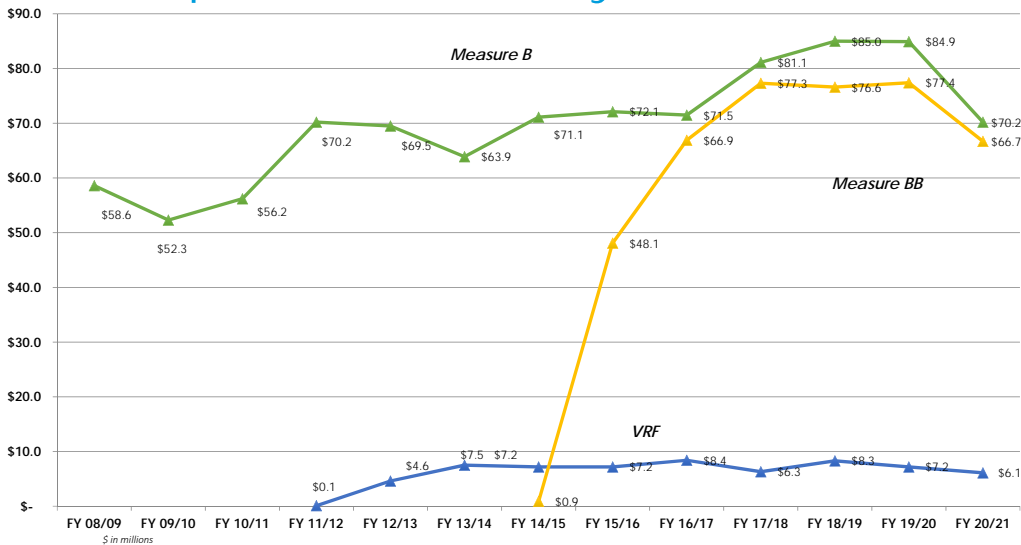
Measure B/BB/VRF DLD Historical Revenue



DLD Program Compliance Workshop

DLD Expenditure History

**\$143.0M Total
FY 20-21 Expenditures**



DLD Program Compliance Workshop

FY20/21 DLD Performance & Investments

MEASURE B/BB FUNDED IMPROVEMENTS

\$136.9 million in MB & MBB expenditures

Total Transit Trips	25 million trips
Total ADA mandated trips	222,250 trips
Total Meal Delivery <i>(transportation Only)</i>	190,700 meals
Total Street Rehabilitation	174 lane miles
Total Bike Lane and Sidewalks	17 lane miles
Total Bike/Ped Masterplans	3 plans approved 2 update underway

VRF FUNDED IMPROVEMENTS

\$6.1 million in VRF expenditures

Total Street Rehabilitation	115 lane miles
Total Signal Improvements	99 signals improved (ITS, signal maintenance)

NOTES

¹Quantity completed are as reported by the jurisdictions, and represent a rounded value.
²Not all improvement types or activities are shown.



City of Albany – Lower Solano Curb Ramp Improvements



City of Pleasanton – West Las Positas Bike/Pedestrian Project



DLD Fund Balance as of June 30, 2021

Jurisdiction:	Total MB/BB/VRF Balance
AC Transit	\$14,615,016
BART	\$0
LAVTA	\$0
WETA	\$3,651,004
ACE	\$2,740,980
Alameda County	\$5,808,745
City of Alameda	\$8,016,935
City of Albany	\$4,197,624
City of Berkeley	\$17,302,762
City of Dublin	\$1,872,816
City of Emeryville	\$1,383,277
City of Fremont	\$4,937,856
City of Hayward	\$20,225,711
City of Livermore	\$6,554,948
City of Newark	\$3,716,010
City of Oakland	\$31,045,000
City of Piedmont	\$853,420
City of Pleasanton	\$4,851,952
City of San Leandro	\$7,914,631
City of Union City	\$7,074,960
Total	\$146,763,648



Program Compliance Purpose

1. Audit of DLD receipts and expenses
2. Adherence to Master Agreement and TEP Requirements
3. Monitor DLD eligible use and performance
4. Compliance with Timely Use of Funds Policy



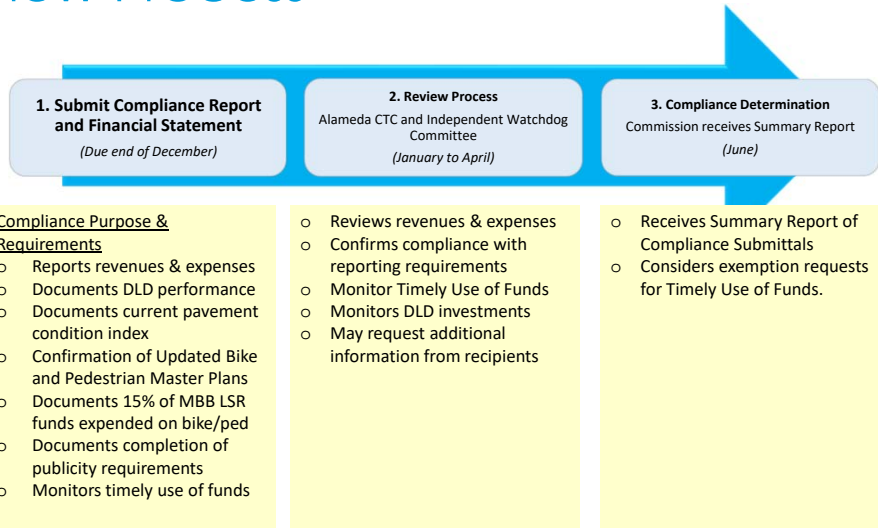
How Do We Monitor DLD Compliance?

- DLD Recipients must submit
 1. Audited Financial Statements (separate for each fund source)
 2. Program Compliance Reports

The reporting period for this year is Fiscal Year 2021-22.
- Alameda CTC and the Independent Watchdog Committee (IWC) reviews submitted materials to determine annual program compliance
- Reports published publically on the Alameda CTC's website



Compliance Requirements and Review Process



Schedule

Dates	Action
October 2022	Compliance Forms Available
October 13 th	Compliance Workshop
December 30th	Audited Financial Statements Due
December 30th	Compliance Reporting Forms Due
January – April 2023	Staff and IWC reviews Audited Financial Statements and Compliance Reports and may request additional information
June 2023	Commission receives Summary Program Compliance Report and considers any Request for Exemptions



3. Audited Financial Statement Requirements



Audited Financial Statements Requirements

1. Separate Audited Financial Statements for MB, MBB, and VRF

- Do not include funds received for specific capital projects, discretionary grants, or fare revenues

2. Required Explanations for

- Restatement of fund balances
- Lack of interest earnings

3. Transfer of Funds

- Transfers of Funds out of the Measure B/BB/VRF funds are not allowed. All expenditures must appear on the Measure B/BB/VRF Statement of Revenues, Expenditures, and Change in Fund Balances.

4. Independent Audit Opinion that demonstrates

- Compliance with Measure B/BB/VRF requirements.
- Financial Statements are presented fairly, in all material respects, the financial position of MB/MBB/VRF as of June 30, 2022



Audited Financial Statements Sample Format

DLD Receivables
for FY22:

MB/MBB
April 2022
May 2022
June 2022

VRF
May 2022
June 2022

BALANCE SHEET					
As of June 30, 20XX					
Alameda County Transportation Commission					
Measure B Funds					
	Bicycle and Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Totals
ASSETS					
Cash and Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Measure B Direct Local Distribution Program Receivable	-	-	-	-	-
Interest Receivable	-	-	-	-	-
Other Assets: Specify	-	-	-	-	-
Total Assets	\$ -	\$ -	\$ -	\$ -	\$ -
LIABILITIES					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Liabilities	-	-	-	-	-
Total Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCES					
Restricted for Measure B Programs and Projects	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fund Balances	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities & Fund Balances	\$ -	\$ -	\$ -	\$ -	\$ -

Sample format included in the Program Compliance Submittal Guidance Document



Audited Financial Statements Sample Format

Report each
revenue type
separately.

Clearly state the
type of revenue.

Avoid descriptions
such as "Other
Revenues" as this
will result in a
comment.

CITY OF ACME					
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE					
For the Fiscal Year Ended June 30, 20XX					
Alameda County Transportation Commission					
Measure B Funds					
	Bicycle and Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Totals
REVENUES					
Measure B Direct Local Distribution Program Revenue					
Direct Local Distribution Funds Allocation	\$ -	\$ -	\$ -	\$ -	\$ -
Interest (Required)	-	-	-	-	-
GASB31 Adjustments	-	-	-	-	-
Total Program Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES*					
Measure B Direct Local Distribution Expenses					
General Government	-	-	-	-	-
Planning and Engineering	-	-	-	-	-
Construction	-	-	-	-	-
Transportation and Operations	-	-	-	-	-
Total Program Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES OVER (UNDER) EXPENDITURES/ NET CHANGE IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
FUND BALANCES					
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Sample format included in the Program Compliance Submittal Guidance Document



Audited Financial Statements

- **Non-compliance** with requirements will require restated/revised Audited Financial Statements
- Contact Alameda CTC's Finance Department with any questions related to the Audited Financial Statements

Yoana Navarro
Accounting Manager
ynavarro@alamedactc.org
(510) 208-7431



4. Program Compliance Reporting



Program Compliance Requirements

1. Financial Reports on revenues, expenses, changes in fund balance
2. Documents DLD use and performance
 - DLD expenditure eligibilities
 - Pavement Condition Index (PCI)
 - Updated Bike and Pedestrian Master Plans
 - Documents 15% of MBB LSR funds expended on bike/ped
 - General reporting on DLD performance, geolocation of investments, planned DLD usage.
3. Timely Use of Funds
4. Documents completion of publicity requirements
 - Article, website, and signage.



DLD Performance Measures

DLD Program	Performance Measure	Performance Metric and Standard
Bicycle/Pedestrian	Current Master Plans	Plan(s) no more than 5 years old, based on adoption date.
	Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration
Local Streets and Roads	Capital Project and Program Investment	Investment into capital projects and programs is greater than funding program administration
	Pavement State of Repair	Maintain a city-wide average Pavement Condition Index of 60 (Fair Condition) or above.
	Maintain 15% of Measure BB LSR investments on Bicycle/Pedestrian Improvements	Maintain a 15% minimum Measure BB LSR investment to support bicycling and walking.
Mass Transit	On-time Performance	Agencies are expected to maintain or increase on-time performance annually based on operator's adopted on-time performance target
	Cost Effectiveness <ul style="list-style-type: none"> ▪ Operating Cost per Passenger 	Maintain operating cost per passenger or per revenue vehicle hour/mile
Paratransit	Cost Effectiveness <ul style="list-style-type: none"> ▪ Operating Cost per Passenger 	Maintain cost per trip or per passengers Service types such as ADA mandated paratransit, door-to-door service, taxi programs, accessible van service, shuttle service, group trips



Bicycle/Pedestrian Program Performance Measures

Current Master Plan: Plan(s) no more than five years old, based on adoption date. Jurisdiction must indicate plans to update outdated plans.

Bicycle and/or Pedestrian Master Plan Status (Adoption Year)				
Agency/Jurisdiction:	Bicycle Plan	Pedestrian Plan	Bicycle / Pedestrian Plan	Anticipated Status
Plan Update Underway				
City of Alameda	2010	2009	N/A	Approval in 2022
City of Dublin	N/A	N/A	2014	Approval in 2022
City of Piedmont	N/A	N/A	2014	Approval in 2022
City of Emeryville	2017	2017	N/A	Initiating in 2022
City of Fremont	2018	2016	N/A	Initiating in 2022
No Update Required: Plan current in the last five years				
ACPWA	N/A	N/A	2019	No Update Required.
City of Albany	N/A	N/A	2019	No Update Required.
City of Berkeley	2017	2021	N/A	No Update Required.
City of Hayward	N/A	N/A	2020	No Update Required.
City of Livermore	N/A	N/A	2018	No Update Required.
City of Newark	N/A	N/A	2017	No Update Required.
City of Oakland	2019	2017	N/A	No Update Required.
City of Pleasanton	N/A	N/A	2018	No Update Required.
City of San Leandro	2018	2018	2018	No Update Required.
City of Union City	N/A	N/A	2021	No Update Required.



Local Street and Roads Program Performance Measure

Pavement Condition Index: Maintain a city-wide average Pavement Condition Index of 60 (Fair Condition) or above.

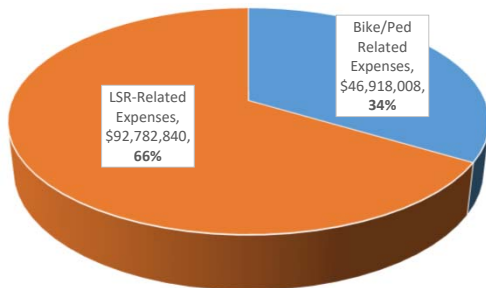
MTC PCI Reports	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Alameda County	71	71	72	71	72
City of Alameda	71	72	71	70	70
City of Albany	59	59	57	57	56
City of Berkeley	59	57	58	57	58
City of Dublin	85	85	85	85	84
City of Emeryville	79	77	75	74	74
City of Fremont	71	72	73	73	73
City of Hayward	70	70	70	70	70
City of Livermore	76	78	78	79	79
City of Newark	76	76	75	75	74
City of Oakland	56	54	54	53	52
City of Piedmont	64	61	62	64	64
City of Pleasanton	78	79	78	79	78
City of San Leandro	56	57	56	57	55
City of Union City	82	81	79	78	77



Local Street and Road Program Performance Measure

15% Measure BB LSR Requirement: Requires 15% of Measure BB Local Streets and Roads (LSR) DLD funds to be spent on improvements benefiting bicyclists and pedestrians.

Measure BB LSR Expenditures on Bike/Pedestrian Improvements



Jurisdiction:	Total LSR Expenditures to Date	Total LSR Expenditures on Bike/Ped to Date	Percentage of LSR Expenditures on Bike/Ped over Total LSR Expend	15% minimum LSR achieved?
ACPWA	\$13,445,954	\$11,814,122	88%	Yes
City of Alameda	\$8,478,385	\$5,852,028	69%	Yes
City of Albany	\$1,093,640	\$449,915	41%	Yes
City of Berkeley	\$9,098,924	\$2,797,469	31%	Yes
City of Dublin	\$2,677,052	\$998,054	37%	Yes
City of Emeryville	\$1,386,659	\$392,930	28%	Yes
City of Fremont	\$14,509,628	\$7,326,138	50%	Yes
City of Hayward	\$7,814,902	\$1,663,399	21%	Yes
City of Livermore	\$3,855,281	\$1,423,650	37%	Yes
City of Newark	\$1,768,169	\$713,356	40%	Yes
City of Oakland	\$60,711,536	\$10,207,289	17%	Yes
City of Piedmont	\$2,114,649	\$408,291	19%	Yes
City of Pleasanton	\$3,909,657	\$754,731	19%	Yes
City of San Leandro	\$6,420,028	\$1,530,679	24%	Yes
City of Union City	\$2,416,382	\$585,958	24%	Yes
Total	\$139,700,848	\$46,918,008	34%	Yes



Transit Program Performance Measures

On-time Performance: Maintain performance annually based on operator's adopted on-time performance target

Jurisdiction:	On-Time Goal	On-Time Performance Actual				Under/Over Goal for FY 20/21
		FY 17/18	FY 18/19	FY 19/20	FY 20/21	
AC Transit	72%	70%	70%	73%	76%	4%
ACE	95%	89%	89%	76%	91%	-4%
BART	91%	92%	92%	89%	95%	4%
LAVTA	85%	85%	85%	88%	92%	7%
Union City Transit	90%	92%	92%	92%	95%	5%
WETA	95%	96%	95%	97%	95%	0%

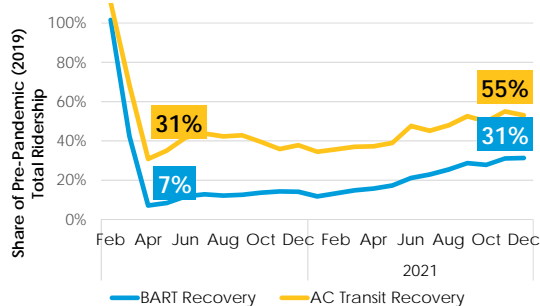
Cost Effectiveness: Maintain operating cost per passenger

Jurisdiction:	FY 18/19		FY 19/20		FY 20/21	
	Total MB/BB Cost	Total Cost	Total MB/BB Cost	Total Cost	Total MB/BB Cost	Total Cost
AC Transit	\$1.19	\$9.43	\$1.40	\$12.11	\$2.96	\$29.45
ACE	\$2.47	\$2.47	\$4.23	\$4.23	\$21.25	\$196.95
BART	\$0.02	\$0.02	\$0.03	\$0.03	\$0.14	\$129.02
LAVTA	\$1.12	\$9.19	\$1.23	\$10.91	\$4.54	\$30.71
Union City Transit	\$3.50	\$15.32	\$4.56	\$18.24	\$8.00	\$38.52



Notes:
 1. Costs per trip includes the total Measure B/BB and other source costs (if provided) divided by number of passenger trips reported by the operator.
 2. Cost per trip varies from agency to agency based on local needs, services provided, program administration, and DLD implementation.
 3. WETA reported no expenditures on service operations.

Transit Ridership Recovering Slowly (2021 Performance Report)



Paratransit Program Performance Measures

Cost Effectiveness of Services: Maintain cost per trip or per passengers
 Service types such as ADA mandated paratransit, city-based door-to-door service, taxi programs, accessible van service, shuttle service, group trips



ADA Mandated Services

Agency	FY 18/19			FY 19/20			FY 20/21		
	No. of one-way Trips	MB/BB Cost	Total Cost	No. of one-way Trips	MB/BB Cost	Total Cost	No. of one-way Trips	MB/BB Cost	Total Cost
AC Transit	511,357	\$26.07	\$57.86	383,937	\$33.23	\$70.32	137,879	\$95.30	\$136.06
BART	229,740	\$20.45	\$58.07	172,493	\$25.30	\$70.99	61,945	\$77.48	\$136.54
LAVTA	46,108	\$12.19	\$39.44	34,687	\$15.19	\$46.56	14,960	\$40.04	\$75.20
Union City	15,382	\$38.23	\$62.13	14,638	\$38.11	\$65.77	7,462	\$82.89	\$82.89

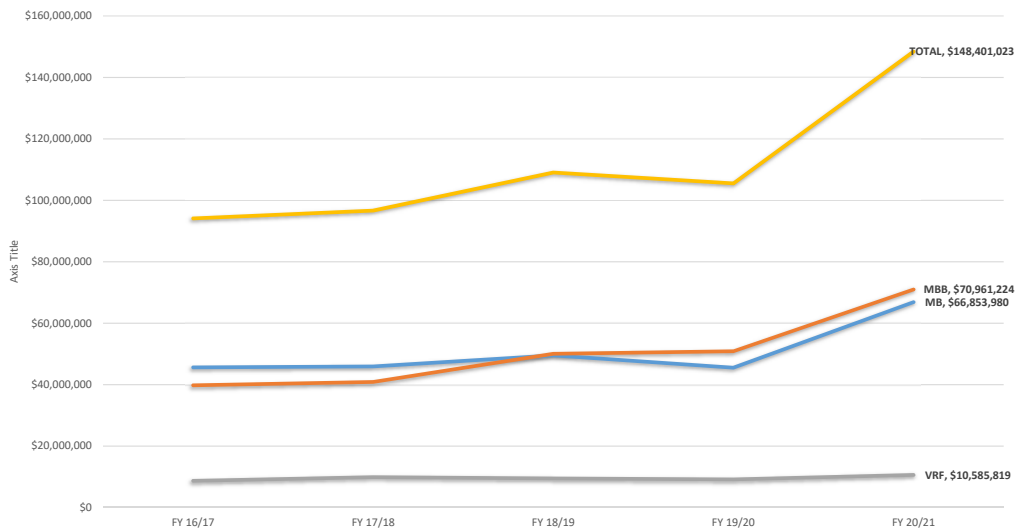
Notes:
 1. ADA Mandated Services for AC Transit/BART are provided through the East Bay Paratransit Consortium (EBPC).

Meals on Wheels Program (for transportation only)

Agency	FY 18/19			FY 19/20			FY 20/21		
	Number of Meals	MB/BB Cost	Total Cost	Number of Meals	MB/BB Cost	Total Cost	Number of Meals	MB/BB Cost	Total Cost
Alameda	-	-	-	3,846	\$6.50	\$6.50	3,846	\$6.50	\$6.50
Emeryville	4,963	\$0.04	\$0.04	11,601	\$0.01	\$0.01	4	\$46.90	\$46.90
Fremont	62,115	\$1.21	\$1.21	65,609	\$1.15	\$1.15	74,435	\$1.03	\$1.03
Hayward	25,000	\$3.25	\$3.25	78,904	\$0.95	\$0.95	112,400	\$0.80	\$0.80
Newark	14,305	\$0.49	\$0.49	17,811	\$0.39	\$0.39	-	-	-



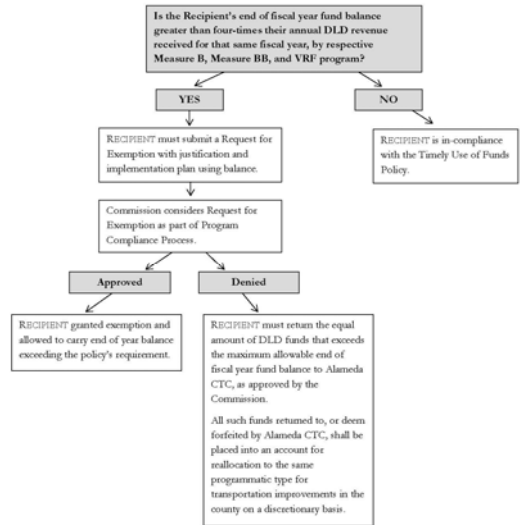
DLD Fund Balance - \$148M



Timely Use of Funds Policies

Policy: RECIPIENT shall expend DLD funds expeditiously pursuant to the following requirements:

- i. RECIPIENT may not hold an end of fiscal year fund balance of greater than four-times their annual DLD revenue received for that same fiscal year, by respective Measure B, Measure BB, and VRF Program. The Cities of Albany, Emeryville, and Piedmont are excluded from this requirement.
- ii. Measure B RECIPIENT must expend all Measure B DLD funds and all interest earned thereon by June 30, 2026.
- iii. RECIPIENT must document the use of end of year program fund balances



5. Compliance Reporting Forms Walk-through



Annual Program Compliance Report

Submittal Instructions and Guidance

- Submittal Instructions, forms and guidance are available on the website: <https://www.alamedactc.org/funding/reporting-and-grant-forms/>
- Compliance Report Format
 - Measure B/BB combined in one workbook
 - VRF is another separate workbook



Fiscal Year 2021-2022
MEASURE B, MEASURE BB, AND VEHICLE REGISTRATION FEE
AUDITED FINANCIAL STATEMENTS AND
PROGRAM COMPLIANCE REPORTING

Reporting Period July 1, 2021 through June 30, 2022

SUBMITTAL GUIDANCE AND REPORTING REQUIREMENTS

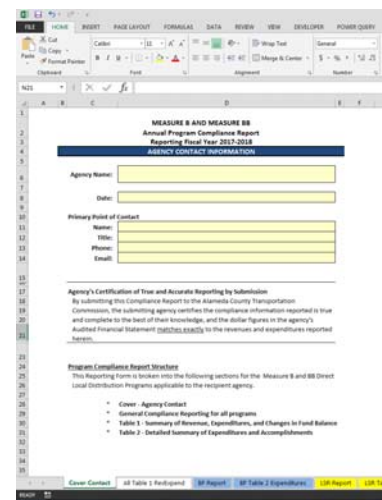
SECTION	
1.1	Reporting Requirements..... 1
	Audited Financial Statements Requirements..... 2
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1.4	DLD Performance Monitoring..... 6
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End of Year Program Compliance Report



Overview of Reporting Forms

- Each DLD program consolidated in shaded group tabs in the excel file
- Report Forms Include:
 1. Cover Sheet
 2. General Compliance Reporting
 3. Table 1 – Summary of Revenues, Expenditures, and Change in Fund Balance
 4. Table 2 – Details Summary of Expenditures



Cover Sheet



**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Period - Fiscal Year 2021-22**

AGENCY CONTACT INFORMATION

Agency Name:

Date:

Primary Point of Contact

Name:

Title:

Phone:

Email:

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 §80001 (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

General Compliance Reporting



**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22**

GENERAL COMPLIANCE REPORTING

1a. What is agency's 2021 Pavement Condition Index (PCI)? PCI =
(Use same PCI reported to MTC for their Pavement Condition Report. <https://www.lsr.com/transportation/programs/contracts/roads-roads-when-to-report-condition-index>)

1b. What is the basis for your PCI number if not from MTC Report? (https://www.lsr.com/transportation/programs/contracts/roads-roads-when-to-report-condition-index)

1c. If your PCI fell below a score of 60 (fair condition), specify what corrective actions are being implemented to increase the PCI?
Additionally, if your agency's PCI has been consistently under 60 in the past three years, explain why.
Indicate N/A, if not applicable.

2a. How much of the program fund balance is encumbered into active contracts/projects?
Encumbered value should be the same or equal to the available balance.

	\$ Encumbered	\$ Available
MB Balance	\$ <input type="text"/>	\$ <input type="text"/>
MBB Balance	\$ <input type="text"/>	\$ <input type="text"/>
Total	\$ <input type="text"/>	\$ <input type="text"/>

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
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

3. Confirm all expenditures were governing body approved (Yes/No).

Table 1 – Revenues / Expenditures

**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
Beginning of Year Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
End of Year Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
End of Year Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Notes



Table 1 – Timely Use of Funds

C. TIMELY USE OF FUNDS MONITORING

Policy: RECIPIENT may not hold an end of fiscal year fund balance of greater than four-times their annual DLD revenue received for that same fiscal year, by respective Measure B and Measure BB Program. The Cities of Albany, Emeryville, and Piedmont are excluded from this requirement. Measure B RECIPIENT must expend all Measure B DLD funds and all interest earned thereon by June 30, 2026. RECIPIENT found to be non-compliant with this requirement (over the allowable maximum balance) must return the equal amount of DLD funds that exceeds the maximum allowable end of fiscal year fund balance to Alameda CTC, as approved by the Commission.

This section provides a tool to monitor a RECIPIENT's compliance to this policy.

	Total Annual Revenue (A)	Maximum Allowed Balance (4x Annual) (B) = (A) * 4	Current DLD Balance (C)	Current Balance Over / Under Maximum Allowed (D) = (C) - (B)
Measure B	\$ -	\$ -	\$ -	\$ -
Measure BB	\$ -	\$ -	\$ -	\$ -

Exemption Requests: RECIPIENT must demonstrate that extraordinary circumstances have occurred, and provide a timely expenditure plan that would justify the exemption.

For Exemption consideration, answer the follow:

- 1) Explain and justify why there is a excess balance beyond the maximum allowed.
- 2) Describe an Expenditure Plan, activities, and estimated timeframe to draw down balances.



Table 2 – Detail of Expenditures

Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure 9 and 9B 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 (Drop-down Menu)	Project Phase (Drop-down Menu)	Project Type (Drop-down Menu)	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 21-22	Units for Quantity (Drop-down Menu)	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	Measure 9 DLD Expenditures	Measure 9B DLD Expenditures
1											\$ -	\$ -
2											\$ -	\$ -
3											\$ -	\$ -
4											\$ -	\$ -
5											\$ -	\$ -
6											\$ -	\$ -
7											\$ -	\$ -
8											\$ -	\$ -
9											\$ -	\$ -
10											\$ -	\$ -
11											\$ -	\$ -
12											\$ -	\$ -
13											\$ -	\$ -
14											\$ -	\$ -
15											\$ -	\$ -
16											\$ -	\$ -
17											\$ -	\$ -
18											\$ -	\$ -
19											\$ -	\$ -
20											\$ -	\$ -
21											\$ -	\$ -
22											\$ -	\$ -
23											\$ -	\$ -
24											\$ -	\$ -
25											\$ -	\$ -
TOTAL											\$ -	\$ -
<small>Match to Table 17</small>											TRUE	TRUE

Percentage of Capital vs Administrative Costs

a. Total Capital	\$ -
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 (backtrack, staffing, administrative support). Indicate N/A if not applicable.

A minimum of 15% of Measure 9B LSR funds are required to be expended on bike/pedestrian improvements. In this fiscal year, how much of Measure 9B LSR funds were expended on bike/pedestrian improvements?

Percent of Measure 9B LSR funds expenditures on bike/pedestrian improvements?	\$ -
Meets minimum 15% threshold?	N/A

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



Table 2 – Detail of Expenditures Unit Guide

Unit	Unit Used to Describe
Bicycle Parking Spaces	Number of bike parking spaces <i>(Bike Parking Spaces/ Bicycle Racks Installed – indicate spaces)</i>
Intersection	Number of intersections improved, traffic signals, roundabouts, etc. Use the additional column to provide specific details.
Lane Miles	Length of roadway, street improvements <i>(widening)</i> , and bicycle facilities <i>(bike lane specific)</i>
Linear Feet:	Length of sidewalk and pedestrian facilities
Meals Delivered	Number of meals delivered through a meal delivery program
People/Passengers	Number of people/passengers transported, contacted, or served
Scholarships Provided	Number of trip scholarships provided, ticket purchases
Square Feet	Quantity of rehabilitation/overlay improvements, building/floor plan specifications, landscaping, etc.
One-way Unduplicated Passenger Trips	Number of one-way, unduplicated passenger trips
Other	For any improvements/services that are unable to be qualified using the available, use the additional information columns to specify units/services rendered
Vehicles Purchased	Number of Vehicles Purchased

Capital vs Program/Administrative Investments	
<i>Metric: Investment into capital projects and programs is greater than funding program administration.</i>	
Capital Investment	Capital expenditures are specific costs towards design, row, con and capital support).
Program/Administrative Investment	Administrative expenditures are staffing costs associated with program outreach, administrative support, and other costs not directly tied to a project.



Submission Requirements

Due by December 30, 2022

1. Submit the Audited Financial Statements and the Program Compliance Forms to tdillman@alamedactc.org and jnguyen@alamedactc.org
 1. Electronic Versions only; Hardcopies are not required
2. DO NOT PDF the Compliance Report (MS Excel Tables)
3. Submit other attachments such as articles and website documentation/screenshots in PDF format
4. Submit photos improvements in JPEG/GIFS format



Questions?

For more information contact the following staff:

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