

**VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Period - Fiscal Year 2021-22**

AGENCY CONTACT INFORMATION

Agency Name: **CITY OF HAYWARD**

Date: **OCTOBER 14 2022**

Primary Point of Contact

Name: **MANNY GREWAL**

Title: **MANAGEMENT ANALYST**

Phone: **510-583-4733**

Email: MANNY.GREWAL@HAYWARD-CA.GOV

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**

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. VRF Direct Local Distribution Programs

	Local Streets and Roads	Total
Beginning of Year Fund Balance	\$ 958,458	\$ 958,458
Revenue	\$ 847,136	\$ 847,136
Interest	\$ (14,090)	\$ (14,090)
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 942,238 <small>TRUE</small>	\$ 942,238
End of Year Fund Balance	\$ 849,266	\$ 849,266

Notes

B. 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. The Cities of Albany, Emeryville, and Piedmont are excluded from this requirement.

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)
VRF Program	\$ 847,136	\$ 3,388,545	\$ 877,446	\$ (2,511,099)

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.**

**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 Rpt.

<https://mtc.ca.gov/operations/programs-projects/streets-roads-arterials/pavement-condition-index>

1b. What is the basis for your PCI number if not from MTC Report - <https://mtc.ca.gov/operations/programs-projects/streets-roads-arterials/pavement-condition-index>?

Used MTC's report.

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.

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	\$ 849,266	\$ 192,620
MBB Balance		\$ -
Total	\$ 849,266	\$ 192,620

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

Funds are programmed for future projects.

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
FY22 Pavement Rehab	This is an annual street maintenance project to dig out failed pavement areas, replace with full depth asphalt concrete, and place slurry seal over the entire asphalt pavement.	\$ 825,000	Underway
FY23 Pavement Rehab	This is an annual street maintenance project to dig out failed pavement areas, replace with full	\$ 1,025,000	Planned
Mission Boulevard Bikeway	This project proposes to implement bicycle facilities on Mission Blvd from Industrial to	\$ 223,000	Underway
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	

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

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

GENERAL COMPLIANCE REPORTING

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.
Article	Yes	Yes	Yes	Articles are accessible via the website
Website	Yes	Yes	Yes	Articles are accessible via the website
Signage	Yes	Yes	Yes	

**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 VRF 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 21-22	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	VRF DLD Expenditures
1	Streets/Rds	Project Closeout	Street Resurfacing/Maint	Capital	FY20 Pavement Rehabilitation	This is an annual street maintenance project to dig out failed pavement areas, replace with full depth asphalt concrete, and place slurry seal over the entire asphalt pavement.	43	Lane Miles	This expense includes the construction contract, professional engineering support, and in-house staff labor. The quantity reported is the completed amount across all funds throughout the project duration.	1. Direct (in EPC)	\$ 56,446
2	Streets/Rds	Project Closeout	Street Resurfacing/Maint	Capital	FY21 Pavement Rehabilitation	This is an annual street maintenance project to dig out failed pavement areas, replace with full depth asphalt concrete, and place slurry seal over the entire asphalt pavement.	30	Lane Miles	This expense includes the construction contract and professional engineering support. The quantity reported is the completed amount across all funds throughout the project duration.	1. Direct (in EPC)	\$ 716,901
3	Streets/Rds	Construction	Street Resurfacing/Maint	Capital	FY22 Pavement Rehabilitation	This is an annual street maintenance project to dig out failed pavement areas, replace with full depth asphalt concrete, and place slurry seal over the entire asphalt pavement.			This expense includes professional engineering support and materials lab testing.	1. Direct (in EPC)	\$ 160,581
4	Streets/Rds	Other	Street Resurfacing/Maint	Administrative	FY22 Pavement Rehabilitation	This is an annual street maintenance project to dig out failed pavement areas, replace with full depth asphalt concrete, and place slurry seal over the entire asphalt pavement.			This expense includes advertising costs to notify residents that will be temporarily impacted by construction.	1. Direct (in EPC)	\$ 1,492
5	Bike/Ped	Planning/Scoping	Bike Paths and Lanes	Capital	Mission Blvd Protected Bikeway	This project proposes to implement bicycle facilities on Mission Blvd from Industrial to Harder.			This expense includes traffic study costs.	1. Direct (in EPC)	\$ 6,818
Percentage of Capital vs Administrative Costs				#REF!							\$ 942,238
a. Total Capital				#REF!							
b. Total Administrative				#REF!							
										TOTAL	\$ 942,238
										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.