

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

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date: 12/22/2022

Primary Point of Contact

Name: Michael Yuen

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.

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.

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
Beginning of Year Fund Balance	\$ 7,017	\$ 2,319,859	\$ -	\$ 548,826	\$ 2,875,702
Revenue	\$ 265,133	\$ 1,444,855	\$ -	\$ 302,364	\$ 2,012,352
Interest	\$ (115)	\$ (43,292)	\$ -	\$ (921)	\$ (44,328)
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 272,035 <small>TRUE</small>	\$ 2,416,033 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 163,901 <small>TRUE</small>	\$ 2,851,969
End of Year Fund Balance	\$ -	\$ 1,305,389	\$ -	\$ 686,368	\$ 1,991,757

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 62,653	\$ 2,215,410	\$ -	\$ 1,173,477	\$ 3,451,540
Revenue	\$ 363,222	\$ 2,177,069	\$ -	\$ 428,230	\$ 2,968,521
Interest	\$ (283)	\$ (2,592)	\$ -	\$ (1,036)	\$ (3,911)
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 320,470 <small>TRUE</small>	\$ 788,247 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 562,928 <small>TRUE</small>	\$ 1,671,645
End of Year Fund Balance	\$ 105,122	\$ 3,601,640	\$ -	\$ 1,037,743	\$ 4,744,505

Notes

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22**

GENERAL COMPLIANCE REPORTING

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

	Adoption Year
Bicycle Master Plan	
Pedestrian Master Plan	
Bike/Ped Master Plan	2018

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.

Plan is less than 5 years old.

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	\$ -	
MBB Balance	\$ 105,122	\$ 105,123
Total	\$ 105,122	\$ 105,123

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

Final progress billing and retention payments have not been fully paid for the Annual Sidewalk Program FY 2019-2020 . Fund balance is also less than 40% of fund allocation.

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 Sidewalk Program FY 2019-2020	Construct ADA compliant sidewalk and curb ramps	\$ 105,123	Underway
		\$ -	
		\$ -	
		\$ -	
		\$ -	

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.
Article	No	No	No	Missed due to staffing changes at the City. Request for articles was not sent to current staff member at the time. Info is located on website at:
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22**

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 21-22	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	Pedestrian	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 153-36-006	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ -	\$ 70,195		
2	Bicycle	Project Closeout	Streetscape / Complete Streets	Capital	Bicycle Network West 153-36-356	Installation of Class II and Class III bikeway improvements		Lane Miles		\$ -	\$ 20,604		
3	Pedestrian	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program (FY2018-19) - 153-36-400	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ -	\$ 1,328		
4	Pedestrian	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program (FY2019-20) - 153-36-414	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ -	\$ 95,783		
5	Pedestrian	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program (FY2020-21) - 153-36-420	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ -	\$ 124,254		
6	Bicycle	Planning/Scoping	Streetscape / Complete Streets	Capital	Crosstown Connectors Study Project 153-36-455	Installation of 2-way cycle tracks	0	Lane Miles		\$ -	\$ 8,307		
7	Pedestrian	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 156-36-006	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ 125,856	\$ -		
8	Bike/Ped	Operations	Other	Capital	Bike & Ped Support Program (FY17-18) - 156-36-006	Minor pedestrian and bicycle enhancements, education and promotion		Other		\$ 662	\$ -		
9	Pedestrian	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program (FY 2017-18) - 156-36-379	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ 1,698	\$ -		
10	Bike/Ped	Project Closeout	Signals	Capital	Davis St at Carpentier St Ped Signal - 156-36-388	Installation of HAWK signal		Signals		\$ 10,340	\$ -		
11	Pedestrian	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program (FY 2018-19) - 156-36-400	Construct ADA compliant sidewalk and ramps		Linear Feet		\$ 115,819	\$ -		
12	Pedestrian	Project Closeout	Streetscape / Complete Streets	Capital	Pedestrian Crossing Improvements (FY 17/18) - 156-36-420	Installation of RRFB and Signs		Signs		\$ 15,160	\$ -		
13	Bike/Ped	Operations	Other	Capital	Bike and Ped Support Program (FY21-22) - 156-36-505	Minor pedestrian and bicycle enhancements, education and promotion		Other		\$ 2,500	\$ -		
Total Percentage of Capital vs Administrative Costs				100%							TOTAL	\$ 272,035	\$ 320,470
a. Total Capital				\$ 592,505							Match to Table 1?	TRUE	TRUE
b. Total Administrative				\$ -									

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 2021-22**

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.

To improve the average pavement condition index (PCI), City of San Leandro has hired 3 engineers to help with the workload. In addition, San Leandro is incorporating a couple of new innovative technologies, such as Cold Central-Plant Recycled Asphalt Concrete Pavement and Cold Inplace Recycle Asphalt Concrete Treatment, to extend the funds to as many streets as is possible, to improve the average PCI in San Leandro.

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	\$ 1,305,389	
MBB Balance	\$ 3,601,640	\$ 1,500,000
Total	\$ 4,907,029	\$ 1,500,000

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

There is usually a small fund balance of unused contingencies. The fund balance is larger than is desired because work didn't proceed as quickly as planned due to staff shortage. San Leandro has recently hired 3 new engineers to keep up with the workload. We expect a lot of improvements to the delivery of projects, and timely use of the funds.

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
Annuals Street Overlay/Rehab 2019-21	repair and maintain streets. Construction started Fall 2022	\$ 2,400,000	Underway
Annual Street Paving 21-23	repair and maintain streets. Construction will start Summer 2023	\$ 1,004,950	Underway
Annual Street Sealing 21-23	repair and maintain streets. Design in progress	\$ 5,170,000	Underway
		\$ -	
		\$ -	
		\$ -	
		\$ -	

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.
Article	No	No	No	Missed due to staffing changes at the City. Request for articles was not sent to current staff member at the time. Info is located on website at:
Website	Yes	Yes	Yes	
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 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 21-22	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	Project Closeout	Street Resurfacing/Mair	Capital	Street Overlay/Rehab 17-18 141-38-392	Repair and maintain streets	10.73	Lane Miles		\$ -	\$ 55,076
2	Bike/Ped	Project Closeout	Sidewalks and Ramps	Capital	Sidewalk Program 2018-19 141-38-400	Repair and maintain streets	0	Square Feet		\$ -	\$ 20,000
3	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Sealing 2018-19	Repair and maintain streets		Lane Miles		\$ -	\$ 451,836
4	Streets/Rds	PS&E	Street Resurfacing/Mair	Capital	Washington Ave Reconstrction 141-38-411	Repair and maintain streets	0	Lane Miles		\$ -	\$ 84,180
5	Streets/Rds	PS&E	Street Resurfacing/Mair	Capital	Street Overlay/Rehab 2019-20 141-38-413	Repair and maintain streets	0	Lane Miles		\$ -	\$ 121,525
6	Streets/Rds	PS&E	Street Resurfacing/Mair	Capital	Street Overlay/Rehab 20-21 141-38-419	Repair and maintain streets	0	Lane Miles		\$ -	\$ 55,380
7	Streets/Rds	Planning/Scoping	Street Resurfacing/Mair	Capital	Street Sealing 2021-22 141-38-525	Repair and maintain streets	0	Lane Miles		\$ -	\$ 250
8	Bike/Ped	PS&E	Pedestrian Improvemer	Capital	Annual Sidewalk Program - S&R 144-38-006	Repair and maintain streets	0	Square Feet		\$ 30,945	\$ -
9	Other	Operations	Program Operations	Administrative	Administrative Charges (8000) 144-38-100	Track financial data	1	Other	unit = year of data	\$ 40,570	\$ -
10	Streets/Rds	Project Closeout	Street Resurfacing/Mair	Capital	Street Sealing 17-18 144-38-393	Repair and maintain streets	15.2	Lane Miles		\$ 483	\$ -
11	Streets/Rds	PS&E	Street Resurfacing/Mair	Capital	Lake Chabot Road Stabilization Design 144-38-395	Repair and maintain streets	0	Lane Miles		\$ 106,871	\$ -
12	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Overlay/Rehab 2018-19 144-38-401	Repair and maintain streets		Lane Miles		\$ 15,286	\$ -
13	Bike/Ped	Project Closeout	Pedestrian Improvemer	Capital	Pedestrian Crossing Improvements 2016-17 144-38-41	Improve safety of pedestrians	1	Intersections		\$ 3,611	\$ -
14	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Sealing 2019-20 144-38-412	Repair and maintain streets	18.2	Lane Miles		\$ 1,176,306	\$ -
15	Streets/Rds	Construction	Street Resurfacing/Mair	Capital	Street Sealing 2020-21 144-38-418	Repair and maintain streets	10	Lane Miles		\$ 1,032,912	\$ -
16	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Capital	Sidewalk Program (Local St) 2021-22 144-38-510	Pedestrian Improvements	0	Square Feet		\$ 7,000	\$ -
17	Streets/Rds	Planning/Scoping	Street Resurfacing/Mair	Capital	Street Overlay/Rehab 2021-22 144-38-520	Repair and maintain streets	0	Lane Miles		\$ 50	\$ -
18	Streets/Rds	Planning/Scoping	Street Resurfacing/Mair	Capital	Street Sealing 2021-22 144-38-525	Repair and maintain streets	0	Lane Miles		\$ 2,000	\$ -
Percentage of Capital vs Administrative Costs											
					99%						
a. Total Capital					\$ 3,163,710						
b. Total Administrative					\$ 40,570						
										TOTAL	
										Match to Table 1?	
										\$ 2,416,033	\$ 788,247
										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?	\$ 200,000
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	25.4%
Meets minimum 15% threshold?	TRUE

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

N/A

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22**

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	\$ 686,368	\$ 372,210
MBB Balance	\$ 1,037,743	\$ 653,359
Total	\$ 1,724,110	\$ 1,025,568

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

The City of San Leandro embarked on the implementation of the FLEX RIDES service expansion plan in 2019. However, the advent of the pandemic in early 2020 had a negative impact on both the timeline for the service expansion as well as on ridership and program membership for the final quarter of the fiscal year. Delivery of new vehicles for service expansion was delayed. New bi-directional service on the two shuttle routes was not implemented until July 2021; two new vehicles were placed in service September 2021. The delay in implementing and subsequently refining the new routes resulted in the schedule for

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
San Leandro FLEX RIDES Shuttle Contract - MV Transportation	Agreement for daily service 4 vehicles (2 new + 2 repurposed) operating two bi-directional loops.	\$ 788,795	Underway
San Leandro FLEX RIDES On Demand concierge ride-hailing service for San Leandro FLEX RIDES Shuttle - Stop Amenities	Agreement to provide 24/7/365 concierge ride-hailing service for subsidized curb to curb Bus shelters/seating at stops	\$ 51,453	Underway
Administrative Assistant II assigned to Paratransit Programs	One FTE	\$ 38,850	Planned
Senior Services Supervisor	.35 FTE	\$ 99,059	Underway

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).

Article	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
			Yes	
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2021-22

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

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- 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>	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	Measure B DLD Expenditures	Measure BB DLD Expenditures	Other Fund Expenditures	Total Cost
1	Senior and Disabled Services	Operations	Shuttle or Fixed-route Trips	FLEX RIDES Shuttle - fixed route	Fixed-route shuttle program offering transportation for residents who are seniors and people with disabilities. The service consists of two interconnecting loops that travel on a fixed route to locations where riders can take care of basic life needs. The FLEX Shuttles operates Monday through Friday 9:00am to 5:00pm.	7,235	Number of One-Way Unduplicated Trips	Number of One-Way Unduplicated Trips	\$ 115,270	\$ 345,895	\$ -	\$ 461,165
2	Senior and Disabled Services	Operations	Same Day/Taxi Program	FLEX RIDES On Demand - concierge TNC ride-hailing dispatch	Contracted with GoGo Technologies to provide this service.	2,514	Number of One-Way Unduplicated Trips	Number of One-Way Unduplicated Trips	\$ 15,137	\$ 19,461	\$ -	\$ 34,598
3	Senior and Disabled Services	Operations	Program Administration	Program staffing	Senior Services Supervisor (35%), Administrative Assistant assigned to Paratransit Programs (100%)	1.35	Other	Full Time Equivalents	\$ 6,025	\$ 161,479	\$ -	\$ 167,503
4	Senior and Disabled Services	Planning/Scoping		Nelson\Nygaard - Implementation of program improvements and monitoring for Shuttle and Rides on Demand	Implement bi-directional shuttle service with new routes, rigorous service monitoring and marketing plan	1	Other	Consulting services to develop and test new shuttle routes/schedules, create program monitoring systems for shuttle and RIDES On Demand services.	\$ 13,246	\$ 17,031	\$ -	\$ 30,276
5	Senior and Disabled Services	Operations		Marketing and Outreach, Travel Training	Marketing materials, printed translation and oral interpretation, program supplies	1	Other	Produce marketing materials, translation of materials, oral interpretation for outreach, program and travel training supplies, Robotalker, Survey Monkey, Canva	\$ 6,594	\$ 8,024	\$ -	\$ 14,618
6	Senior and Disabled Services	Construction		Sign and Schedule Holder Installation	Installing signs and schedule holders at stop locations	27	Other	Number of Signs/Schedule Holders installed	\$ 7,630	\$ 11,039	\$ -	\$ 18,669
TOTAL									\$ 163,901	\$ 562,928	\$ -	\$ 726,830
Match to Table 1?									TRUE	TRUE		