

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Period - Fiscal Year 2022-23**

AGENCY CONTACT INFORMATION

Agency Name: **City of Emeryville**

Date: 12/4/2023

Primary Point of Contact

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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	\$ 146,145	\$ 689,307	\$ -	\$ -	\$ 835,452
Measure B Revenue		\$ -	\$ -	\$ -	\$ -
Interest	\$ 3,161	\$ 9,573	\$ -	\$ -	\$ 12,734
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 33,894 <small>TRUE</small>	\$ 485,655 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 519,549
End of Year Fund Balance	\$ 115,412	\$ 213,225	\$ -	\$ -	\$ 328,637

*DLD Recipient verifies amounts above agrees to DLD Recipient's audited financial statements; and
DLD Recipient verifies end of the year Fund Balance reflects what is stated on the audited financial statements.*

Notes

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 93,065	\$ 1,099,526	\$ -	\$ 67,364	\$ 1,259,955
Measure BB Revenue		\$ 1,002,673	\$ -	\$ 82,283	\$ 1,171,113
Interest	\$ 2,701	\$ 27,888	\$ -	\$ 1,425	\$ 32,014
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 44,117 <small>TRUE</small>	\$ 559,048 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 66,264 <small>TRUE</small>	\$ 669,429
End of Year Fund Balance	\$ 137,806	\$ 1,571,039	\$ -	\$ 84,808	\$ 1,793,653

*DLD Recipient verifies amounts above agrees to DLD Recipient's audited financial statements; and
DLD Recipient verifies end of the year Fund Balance reflects what is stated on the audited financial statements.*

Notes

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.

This autopopulated 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 BB	\$ 1,171,113	\$ 4,684,452	\$ 1,793,653	\$ (2,890,799)
Measure B	Measure B Balance must be exhausted June 30, 2026.		\$ 328,637	

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.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23**

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

1a. If the plans are over five-years past the last adoption year, specify the status of the current update.

Indicate N/A, if not applicable.

N/A

1b. Describe which how your bike/pedestrian master plan is being implemented in the reporting fiscal year i.e. which projects being implemented and transportation benefits/needs addressed.

This year's street rehabilitation project improved existing and created new bike facilities in accordance with the City of Emeryville Active Transportation Plan (ATP). Class IV bike lanes were constructed and protected intersections were installed. Traffic signal improvements completed this year that improve bicycle detection, provide passive detection of pedestrians and create shorter cycle lengths are also in accordance with the ATP.

2. Describe how your reported DLD expenditures specifically addressed safety.

Enhanced striping in crosswalks and in bike lanes improves the visibility of bikes and pedestrians. Buffered bike lanes and protected intersection improvements provide physical separation from vehicles which improves safety.

2a. How much of the end of year fund balance is encumbered into active contracts/projects?

Encumbered value should be less than or equal to the end of year balance.

		\$ Encumbered
MB Balance	\$ 115,412	\$ 18,235
MBB Balance	\$ 137,806	\$ 42,176
Total	\$ 253,218	\$ 60,411

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

It is necessary to accrue several years' funding to support project scope and budget of cost effective magnitude.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23**

GENERAL COMPLIANCE REPORTING

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
Shellmound Class IV Bike Lanes	Buffered bike lanes on Shellmound between 65th and 63rd Streets.	\$ 200,000	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	Yes	Yes	Yes	
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

5. Describe how the current DLD investments promoted safety and/or local vision zero efforts.

More reliable camera detection encourages safe user operations and enhances active transportation efficiency and desirability for users.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23**

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 22-23	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network	Measure B DLD Expenditures	Measure BB DLD Expenditures
1	Bike/Ped	Other	Other	Administrative	Compliance Audit	Funding Source Compliance Audit	1	Other		2. Proximate (w/in 1-mile)		\$ 1,078	\$ -
2	Bike/Ped	Other	Other	Administrative	Compliance Audit	Funding Source Compliance Audit	2	Other		2. Proximate (w/in 1-mile)		\$ -	\$ 1,078
3	Bike/Ped	Operations	Signals	Capital	Traffic Signal Mods, Passive detection	Passive Detection/ Bike Detection	24	Intersections		2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ 32,816	\$ -
4	Bike/Ped	Operations	Signals	Capital	Traffic Signal Mods, Passive detection	Passive Detection/ Bike Detection	24	Intersections		2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ -	\$ 38,039
5	Bicycle	Other	Other	Administrative	Bike To Work Day	Promotion of City Bike Infrastructure	1	Other	Annual Promotional Event	2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ -	\$ 5,000
Total Percentage of Capital vs Administrative Costs													
											91%		
a. Total Capital											\$ 70,855		
b. Total Administrative											\$ 7,156		
											TOTAL	\$ 33,894	\$ 44,117
											Match to Table 1?	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.

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23**

GENERAL COMPLIANCE REPORTING

1a. What is agency's 2022 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>?

N/A

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	\$ 213,225	\$ 1,123
MBB Balance	\$ 1,571,039	\$ 395,286
Total	\$ 1,784,264	\$ 396,408

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

It is necessary to accrue several years' funding to support project scope and budget of cost effective magnitude.

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
Sustainable Streetscapes Project	Annual project to maintain paving and enhance bike-ped facilities	\$ 784,264	Underway

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23**

GENERAL COMPLIANCE REPORTING

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	Yes	Yes	Yes	
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

Local Streets and Roads Direct Local Distribution Program

Reporting Period - Fiscal Year 2022-23

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 22-23	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network	Measure B DLD Expenditures	Measure BB DLD Expenditures
1	Streets/Rds	Other	Other	Administrative	Annual Compliance Audit	Funding Source Compliance	1			2. Proximate (w/in 1-mile)		\$ 1,078	\$ -
2	Streets/Rds	Other	Other	Administrative	Annual Compliance Audit	Funding Source Compliance	2			2. Proximate (w/in 1-mile)		\$ -	\$ 1,078
3	Streets/Rds	PS&E	Bike Paths and Lanes	Capital	Adeline Paving and Protected Intersections	Enhanced bike ped safety	4	Intersections		2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ 6,215	\$ -
4	Streets/Rds	Construction	Street Resurfacing/Main	Capital	Annual Street Rehab Project	Bike facilities/ Pavement rehab	3.2	Lane Miles		2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ 478,362	\$ 341,240
5	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Annual Street Rehab Project	Bike facilities/ Pavement rehab	3.2	Lane Miles		2. Proximate (w/in 1-mile)	2. Proximate (w/in 1-mile)	\$ -	\$ 216,730
TOTAL											\$ 485,655	\$ 559,048	
Match to Table 1?											TRUE	TRUE	

Percentage of Capital vs Administrative Costs		100%
a. Total Capital		\$ 1,042,547
b. Total Administrative		\$ 2,156

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.

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?	\$ 122,450
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	21.9%
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 2022-23**

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	\$ -	\$ -
MBB Balance	\$ 84,808	\$ 8,484
Total	\$ 84,808	\$ 8,484

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

Reduced ridership for 8 to Go and fewer senior trips post Covid

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 Service for 94608	\$ 50,000	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).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	No	Yes	Yes	MB sunset
Website	No	Yes	Yes	MB sunset
Signage	No	No	Yes	MB sunset

Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2022-23

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>	Project Name	Project Description/Benefits	Quantity Completed in FY 22-23	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	Measure B DLD Expenditures	Measure BB DLD Expenditures	Other Fund Expenditures	Total Cost
1	Other	Operations	Program Administration	Finance - Audit Fees	Fees to prepare audited financial statements	100%			1. Direct (in EPC)	\$ -	\$ 1,078	\$ -	\$ 1,078
2	Senior and Disabled Services	Operations	Group Trips	Accessible Group Trips Program	Provide ADA-accessible transportation for group trips throughout the Bay Area for Seniors and People with Disabilities		Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ -	\$ 1,460	\$ -	\$ 1,460
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)		Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ -	\$ 2,469	\$ -	\$ 2,469
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 taxi fares, up to \$80 per quarter (\$320/year)		Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ -	\$ -	\$ -	\$ -
5	Meals on Wheels	Operations	Meal Delivery	Meals on Wheels Reimbursement	Reimburse mileage costs at Federal reimbursement rate to volunteers who deliver meals		Other		1. Direct (in EPC)	\$ -	\$ 59	\$ -	\$ 59
6	Senior and Disabled Services	Operations	Scholarship/Subsidized Fare	Subsidized East Bay Paratransit 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)		Other		1. Direct (in EPC)	\$ -	\$ 412	\$ -	\$ 412
7	Senior and Disabled Services	Operations	City-based Door-to-Door	8 to Go Shuttle Service	Provide seniors and people with disabilities rides 9-4, M-F throughout the 94608 zip code area		Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ -	\$ 60,786	\$ 50,000	\$ 110,786
TOTAL										\$ -	\$ 66,264	\$ 50,000	\$ 116,264
Match to Table 1?										TRUE	TRUE		