

VEHICLE REGISTRATION FEE
Annual Program Compliance Report
Reporting Period - Fiscal Year 2022-23

AGENCY CONTACT INFORMATION

Agency Name: **City of Livermore**

Date: **12/29/2023**

Primary Point of Contact

Name: **Joel Waxdeck**

Title: **Acting City Engineer**

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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.

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**

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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	\$ 1,138,770	\$ 1,138,770
Revenue	\$ 398,824	\$ 398,824
Interest	\$ 20,278	\$ 20,278
GASB 31 Adjustment	\$ (27,585)	\$ (27,585)
Expenditures	\$ 96,223	\$ 96,223
<small>Expenditures Matches Table 2?</small>	TRUE	
End of Year Fund Balance	\$ 1,434,064	\$ 1,434,064



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

N/A

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	Maximum Allowed Balance (4x Annual)	Current DLD Balance	Current Balance Over / Under Maximum Allowed
	(A)	(B) = (A) * 4	(C)	(D) = (C) - (B)
VRF Program	\$ 398,824	\$ 1,595,296	\$ 1,434,064	\$ (161,232)

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.

N/A

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)?

Use same PCI reported to MTC for their Pavement Condition Rpt.

PCI =

<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
VRF Balance	\$ 1,434,064	\$ 1,434,064
Total	\$ 1,434,064	\$ 1,434,064

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

To allow the city to complete large, multi-year 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
Downtown Sidewalk and Miscellaneous ADA Improvements, Project No. 2019-59	Enhance pedestrian accessibility and mobility on 2,850 feet of First Street between Maple Street and O Street.	\$ 1,050,000	Underway
Crosswalk Safety Improvements, Project No. 2022-06	Install crosswalk safety improvements at various locations in the City.	\$ 576,000	Underway

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

Yes

Local Streets and Roads (LSR) Direct Local Distribution Program
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GENERAL COMPLIANCE REPORTING

4. Confirm the completion of the publicity requirements in the table below (Yes/No).

VRF		Copy of article, website, signage attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	
Website	Yes	Yes	
Signage	Yes	Yes	

Local Streets and Roads Direct Local Distribution Program
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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 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	VRF DLD Expenditures
1	Bike/Ped	PS&E	Sidewalks and Ramps	Capital	Downtown Sidewalk & Misc. ADA Improvements, Project No. 2019-59	Enhance pedestrian accessibility and mobility on		Other	Design is 65% complete.	3. None (Not near EPC)	1. Direct (in HIN)	\$ 20,231
2	Bike/Ped	PS&E	Pedestrian Improvements	Capital	Crosswalk Safety Improvements, Project No. 2022-06	Install crosswalk safety improvements at various locations in the City.		Other	Project design completed.	3. None (Not near EPC)	1. Direct (in HIN)	\$ 74,462
3	Other	Other	Other	Administrative	Independent Audit	Independent audit report.			Eide Bailly LLP	3. None (Not near EPC)	3. None (Not near HIN)	\$ 1,530
Percentage of Capital vs Administrative Costs				98%	TOTAL							\$ 96,223
a. Total Capital				\$ 94,693	Match to Table 1?							
b. Total Administrative				\$ 1,530								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