

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

AGENCY CONTACT INFORMATION

Agency Name: **City of San Leandro**

Date: 12/21/2023

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	\$ -	\$ 1,305,389	\$ -	\$ -	\$ 1,305,389
Measure B Revenue		\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ (79,445)	\$ -	\$ -	\$ (79,445)
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ - <small>TRUE</small>	\$ 870,515 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 870,515
End of Year Fund Balance	\$ -	\$ 355,429	\$ -	\$ -	\$ 355,429

*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. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 105,122	\$ 3,601,640	\$ -	\$ -	\$ 3,706,762
Measure BB Revenue	\$ 609,478	\$ 3,646,108	\$ -	\$ -	\$ 4,255,586
Interest	\$ (2,699)	\$ (32,470)	\$ -	\$ -	\$ (35,169)
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 378,818 <small>TRUE</small>	\$ 4,328,384 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 4,707,202
End of Year Fund Balance	\$ 333,083	\$ 2,886,894	\$ -	\$ -	\$ 3,219,977

*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

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	\$ 4,255,586	\$ 17,022,344	\$ 3,219,977	\$ (13,802,367)
Measure B	Measure B Balance must be exhausted June 30, 2026.		\$ 355,429	

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.**

The current balance is well below the maximum allowed. The current balance has been allocated to upcoming projects and is expected to be spent in the next fiscal year.

**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.

Bicycle Master Plan
Pedestrian Master Plan
Bike/Ped Master Plan

Adoption Year

2018

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.

The next update planned for completion in December 2024 or sooner.

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.

The projects executed in the reporting fiscal year strived to incorporate all recommendations contained in the current Bike/Ped Master Plan through the installation of improved pedestrian crossings, ADA upgrade, RRFB installations and better signage installations. In addition, the projects improved bicycle access through installation of bike lanes where they current don't exist.

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

In continuation with City's goal to improve safety of all users, the DLD funded projects installed RRFB at several locations citywide and installed signs at necessary locations. Additionally, the projects provided improved access to bicylists, and strived to eliminate conflicts between vehilces and other users.

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	\$ -	\$ 19,200
MBB Balance	\$ 333,083	\$ 536,379
Total	\$ 333,083	\$ 555,579

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

Funding was encumbered to projects that are underway. The City experienced staff turnover and the training and transition of the newly hired engineers affected the efficient delivery of projects.

**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
Annual Sidewalk Program 2021-22	Construct ADA compliant sidewalk and curb ramps	\$ 555,279	Underway
Annual Sidewalk Program 2023-24	Construct ADA compliant sidewalk and curb ramps	\$ 767,150	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	No	Could not locate article to attach because of staff turnover. https://www.sanleandro.org/276/Capital-Improvement-Program-CIP
Website	Yes	Yes	Yes	
Signage	Yes	Yes	Yes	

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

The projects funded with DLD funds consistently incorporated Complete Street features to ensure access to all modes of transportation. In addition, these projects strive to improve and enhance safety to all 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	Equity Priority Community Proximity	High Injury Network	Measure B DLD Expenditures	Measure BB DLD Expenditures	
1	Pedestrian	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2012-13 - 153-36-006	Construct ADA compliant sidewalk Citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 51,832	
2	Pedestrian	Project Closeout	Streetscape / Complete Streets	Capital	Pedestrian Crossing Improvements 2016-17 - 153-35-355	Installation of RRFB and Signs	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 8,190	
3	Pedestrian	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program 20-21 - 153-36-420	Construct ADA compliant sidewalk Citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 193,402	
4	Bicycle	Project Closeout	Streetscape / Complete Streets	Capital	Crosstown Connectors Study Project - 153-36-455	Perform a study to install 2-way cycle tracks	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 4,352	
5	Bike/Ped	Other	Education and Promotion	Capital	Bike and Ped Support Program 2021-22 - 153-36-455	Minor pedestrian and bicycle education and promotion - citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 1,998	
6	Bike/Ped	Other	Education and Promotion	Capital	Bike and Ped Support Program 2022-23 - 153-36-506	Minor pedestrian and bicycle education and promotion - citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 5,000	
7	Bike/Ped	Construction	Sidewalks and Ramps	Capital	Sidewalk Program (Bike & Ped) 2021-22 - 153-36-510	Construct ADA compliant sidewalk Citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 5,726	
8	Bike/Ped	Construction	Sidewalks and Ramps	Capital	Sidewalk Program (Bike & Ped) 2022-23 - 153-36-511	Construct ADA compliant sidewalk Citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 108,318	
Total Percentage of Capital vs Administrative Costs				100%						\$ -	\$ 378,818
a. Total Capital				\$ 378,818						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 2022-23**

GENERAL COMPLIANCE REPORTING

1a. What is agency's 2022 Pavement Condition Index (PCI)?

PCI = 55

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.

To improve the average pavement condition index (PCI), City of San Leandro has recently hired 3 additional engineers to help with the workload. San Leandro has incorporated new innovative technologies, such as Cold-Inplace-recycled Asphalt Concrete treatment, to extend the funds to as many streets as possible. In addition, City has embarked on a massive \$46 Million street improvements, which will be constructed between Spring 2023 and Spring 2024.

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	\$ 355,429	\$ 705,403
MBB Balance	\$ 2,886,894	\$ 2,423,839
Total	\$ 3,242,323	\$ 3,129,242

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

Funding was encumbered to projects that are underway. The City experienced staff turnover and the training and transition of the newly hired engineers affected the efficient delivery of 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
Annual Street Sealing 21-23	Repair and maintenance - Construction started Fall 2023	\$ 5,170,000	Underway
Annual Street Overlay/Rehab 2019-21	Repair and maintenance - Construction started Fall 2022	\$ 2,400,000	Underway
Street Sealing 21-22	Repair and maintenance - Construction started Fall 2023	\$ 805,000	Underway
Street Overlay/Rehab 20-21	Repair and maintenance - Construction started Fall 2023	\$ 577,645	Underway
Wicks-Manor Inter Traffic Signal Improvements	Safety Enhancement	\$ 283,796	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	No	Could not locate article to attach because of staff turnover.
Website	Yes	Yes	Yes	https://www.sanleandro.org/276/Capital-Improvement-Program-CIP
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	Bike/Ped	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2012-13 - 141-36-006	Repair and maintain streets	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 575
2	Bike/Ped	Project Closeout	Pedestrian Improvement	Capital	Pedestrian Crossing Improvements 2016-17 - 141-36-35	Improve safety of pedestrians	1	Intersections		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 1,033
3	Bike/Ped	Project Closeout	Bike Paths and Lanes	Capital	Bicycle Network West - 141-36-356	Installation of Class II and III bikeway improvements	12	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 157
4	Bike/Ped	Planning/Scoping	Streetscape / Complete	Capital	Installation of Class II and III bikeway improvements	Installation of 2-way cycle tracks	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 20,808
5	Other	Operations	Program Operations	Administrative	Installation of 2-way cycle tracks	Track financial data	0	Other	unit = year of data	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 40,570
6	Streets/Rds	Project Closeout	Street Resurfacing/Main	Capital	Street Overlay/Rehab 17-18 - 141-38-392	Repair and maintain streets	10.73	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 298,924
7	Bike/Ped	Construction	Pedestrian Improvement	Capital	East 14th/Joaquin Signal Improvements - 141-38-396	Improve safety of pedestrians	1	Intersections		3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 210,255
8	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Washington Ave Reconstruction - 141-38-411	Repair and maintain streets	0	Lane Miles		3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 66,729
9	Streets/Rds	Construction	Street Resurfacing/Main	Capital	Street Overlay/Reha 2019-20 - 141-38-413	Repair and maintain streets	4.5	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 633,375
10	Streets/Rds	Planning/Scoping	Street Resurfacing/Main	Capital	Street Overlay/Rehab 20-21 - 141-38-419	Repair and maintain streets	0	Lane Miles		3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 1,450
11	Bike/Ped	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program 20-21 - 141-38-420	Repair and maintain streets		Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 50,000
12	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Street Sealing 2022-23 - 141-38-526	Repair and maintain streets	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 30,921
13	Streets/Rds	Construction	Street Resurfacing/Main	Capital	Street Overlay/Rehab 2019-20 - 141-39-402	Repair and maintain streets	4.5	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 60,276
14	Streets/Rds	Construction	Street Resurfacing/Main	Capital	Street Overlay/Rehab 2020-21 - 141-39-403	Repair and maintain streets		Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$ 2,913,311
15	Bike/Ped	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2012-13 - 144-36-006	Repair and maintain streets	9300	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ 1,284	\$ -
16	Bike/Ped	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2020-21 - 144-36-420	Repair and maintain streets		Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ 107,219	\$ -
17	Bike/Ped	Planning/Scoping	Sidewalks and Ramps	Capital	Bike and Ped Support Program 2021-22 - 144-36-50	Improve safety of pedestrians	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ 2,951	\$ -
18	Bike/Ped	PS&E	Sidewalks and Ramps	Capital	Annual Sidewalk Program - S&R - 144-38-006	Repair and maintain streets	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$ 33,188	\$ -
19	Other	PS&E	Other	Capital	Underground E14th/N of 150th - 144-38-349	Utility undergrounding/ public safety	2.4	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ 39,496	\$ -
20	Streets/Rds	Project Closeout	Street Resurfacing/Main	Capital	Street Sealing 2019-20 - 144-38-412	Repair and maintain streets	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ 1,324	\$ -
21	Streets/Rds	Project Closeout	Street Resurfacing/Main	Capital	Street Sealing 2020-21 - 144-38-418	Repair and maintain streets	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ 39,632	\$ -
22	Other	PS&E	Other	Capital	Lake Chabot Road Stabilization Design - 144-38-395	Road embankment repair/public safety	1	Other	unit = site	2. Proximate (w/in 1-mile)	3. None (Not near HIN)	\$ 18,190	\$ -
23	Bike/Ped	Construction	Pedestrian Improvement	Capital	East 14th/Joaquin Signal Improvements - 144-38-396	Improve safety of pedestrians	1	Intersections		1. Direct (in EPC)	3. None (Not near HIN)	\$ 1,363	\$ -
24	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Street Overlay/Rehab 2021-22 - 144-38-520	Improve safety of pedestrians	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ 573,964	\$ -
25	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	Street Sealing 2022-23 - 144-38-526	Repair and maintain streets	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$ 49,509	\$ -
26	Streets/Rds	PS&E	Street Resurfacing/Main	Capital	E 14th/Hesperian/150th Improvements - 144-39-001	Repair and maintain streets	1	Intersections		1. Direct (in EPC)	3. None (Not near HIN)	\$ 566	\$ -
27	Other	Other	Education and Promotion	Capital	Engineering & Transportation Training - 144-39-013	Staff training						\$ 1,829	\$ -

Percentage of Capital vs Administrative Costs		99%
a. Total Capital	\$	5,158,329
b. Total Administrative	\$	40,570

TOTAL		\$	870,515	\$	4,328,384
Match to Table 1?		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?	\$ 730,056
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	16.9%
Meets minimum 15% threshold?	TRUE

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