

**VEHICLE REGISTRATION FEE  
Annual Program Compliance Report  
Reporting Period - Fiscal Year 2024-25**

**AGENCY CONTACT INFORMATION**

**Agency Name:**

**City of Alameda**

**Date:**

**11/17/2025**

**Primary Point of Contact**

**Name:**

**Alan Ta**

**Title:**

**Project Manager I**

**Phone:**

**510-747-7930**

**Email:**

**ata@alamedaca.gov**

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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.

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**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	\$ 633,999	\$ 633,999
Revenue	\$ 321,795	\$ 321,795
Interest	\$ 25,845	\$ 25,845
GASB 31 Adjustment	\$ 3,904	\$ 3,904
Expenditures	\$ 1,105,665	\$ 1,105,665
End of Year Fund Balance	\$ (120,123)	\$ (120,123)



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

Planned expenditures in Fiscal Year 25/26 reduced to account for negative starting fund balance.

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	\$ 321,795	\$ 1,287,179	\$ (120,123)	\$ (1,407,302)

**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.

## GENERAL COMPLIANCE REPORTING

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

**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?>**

Indicate N/A, if not applicable.

*Encumbered value should be less than or equal to the available balance.*

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

**2c. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.**

[illegible]

Local Streets and Roads (LSR) Direct Local Distribution Program  
Reporting Period - Fiscal Year 2024-25

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).

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  
Reporting Fiscal Year 2024-25  
Reporting Period - Fiscal Year 2024-25

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 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 24-25	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 Proximity	VRF DLD Expenditures
1	Construction	Street Resurfacing/Main	Capital	Alan C11000 - PAVEMENT MANAGEMENT	Phase 42. Project to rehabilitate and maintain pavement of various streets in the City of Alameda.	1.5	Lane Miles		2. Proximate (w/in 1-mile)	2. Proximate (w/in .5-mile)	\$ 909,570
2	Construction	Streetscape / Complete	Capital	Brendin C65600 - CENTRAL AVE SAFETY IMPROVEMENTS	1.7 mile road diet, reducing four travel lanes to two with a median turn lane; two-way bike path serving two schools; high visibility crosswalks at intersections; three roundabouts; signal improvements.		Other	FY 24-25, grinding of 0.85 miles of 2-way cycle track, installation of concrete curbs to separate bike path from vehicle travel way, installation of the north side of 2 (out of 3) roundabouts; new bus pad at Encinal School and Page Street.	2. Proximate (w/in 1-mile)	1. Direct (in HIN)	\$ 196,096
3											\$ -
4											\$ -
5											\$ -
6											\$ -
7											\$ -
8											\$ -
9											\$ -
10											\$ -
11											\$ -
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18											\$ -
19											\$ -
20											\$ -
21											\$ -
22											\$ -
23											\$ -
24											\$ -
25											\$ -
			100%	TOTAL							\$ 1,105,665
a. Total Capital			\$ 1,105,665	Match to Table 1?							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.