

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

AGENCY CONTACT INFORMATION

Agency Name: City of Union City

Date: 12/23/2025

Primary Point of Contact

Name: Trieu Tran

Title: Engineer III

Phone: 510-675-5301

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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**

VEHICLE REGISTRATION FEE
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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	\$ 1,608,693	\$ 1,608,693
Revenue	\$ 307,546	\$ 307,546
Interest	\$ -	\$ -
GASB 31 Adjustment	\$ -	\$ -
Expenditures	\$ 1,038,604	\$ 1,038,604
End of Year Fund Balance	\$ 877,635	\$ 877,635

Expenditures Matches Table 2?

TRUE

☐

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. 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	\$ 307,546	\$ 1,230,182	\$ 877,635	\$ (352,548)

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.

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N/A

		\$ Encumbered
VRF Balance	\$ 877,635	\$ -
Total	\$ 877,635	\$ -

N/A

[illegible]

Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2024-24

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 Period - Fiscal Year 2024-24

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 <small>(Drop-down Menu)</small>	Project Type <small>(Drop-down Menu)</small>	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 24-25	Units for Quantity <small>(Drop-down Menu)</small>	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	Street Paving Maintenance	Routine maintenance	1	Other	Routine maintenance citywide	3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ 124,133
2	Construction	Streetscape / Complete	Capital	Union City Bike Lanes Project	Added buffered bike lanes, lighting, pedestrian multi-use path, drainage, and landscaping	9.6	Lane Miles		3. None (Not near EPC)	1. Direct (in HIN)	\$ 843,463
3	Maintenance	Signals	Capital	Traffic Signal Maintenance Program	Routine traffic signal maintenance	1	Other		3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ 63,243
4	Other	Streetscape / Complete	Capital	Complete Streets Report		1	Other		3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ 7,765
6											\$ -
7											\$ -
8											\$ -
9											\$ -
10											\$ -
11											\$ -
12											\$ -
13											\$ -
14											\$ -
15											\$ -
16											\$ -
17											\$ -
18											\$ -
19											\$ -
20											\$ -
21											\$ -
22											\$ -
23											\$ -
24											\$ -
25											\$ -
TOTAL											\$ 1,038,604
Match to Table 1?											TRUE
			100%								
a. Total Capital			\$ 1,038,604								
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.