

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

**AGENCY CONTACT INFORMATION**

**Agency Name:** City of Albany, CA

**Date:** 12/24/2025

**Primary Point of Contact**

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**Title:** Program Manager

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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	\$ 451,892	\$ 451,892
Revenue	\$ 83,777	\$ 83,777
Interest	\$ 29,466	\$ 29,466
GASB 31 Adjustment	\$ -	\$ -
Expenditures	\$ 14,540	\$ 14,540
<small>Expenditures Matches Table 2?</small>	TRUE	
End of Year Fund Balance	\$ 550,595	\$ 550,595



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	\$ 83,777	\$ 335,108	\$ 550,595	\$ 215,487

**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 2024-25

GENERAL COMPLIANCE REPORTING

1a. What is agency's 2024 Pavement Condition Index (PCI)?

PCI = 59

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.

Albany adopted a new five-year Capital Improvement Project (CIP) Plan in July 2025. Adhara Systems (Adhara) completed the PTAP 24 analysis on 32.22 centerline miles (62.57 lane miles) of Albany roadway, updating Albany's roadway inventory and providing updated budget scenarios for PCI improvement over the next five years. These scenarios were incorporated into the CIP Plan for the Annual Street Rehabilitation Program (CIP No. 21000), which has a combined budget across all funding sources of \$8.92 million for FY25-29, including \$4.32M in Measure B/BB funds and \$165,000 in VRF funds. Phase II of the Marin Pavement & Curb Ramp Rehabilitation project (CIP No. 23004) projects to spend an additional \$2.21 million of DLD funds, including \$420,000 in VRF funds, with a total project budget of \$7.75 million across all funding sources, on a targeted project on Marin Avenue, a main arterial in Albany. This project is currently underway at the time of this reporting. The project consists of pavement rehabilitation on Marin Avenue from Key Route Boulevard to the City of Albany east limit (near Tulare Avenue). The project also includes rehabilitation and upgrades to associated curb ramps, traffic striping, and signage, improved pedestrian crossings, and intersection streetlighting improvements. The City also continues to do periodic patch paving and pothole repair.

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	\$ 550,595	\$ 550,595
Total	\$ 550,595	\$ 550,595

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

Albany adopted a new five-year Capital Improvement Project (CIP) Plan in July 2025 and expects to spend significant fund balance over the next 3-5 fiscal years. Phase II of the Marin Pavement & Curb Ramp Rehabilitation project was projected to be a large expenditure and funds were essentially saved for construction of the project.

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 Rehabilitation Program (CIP No. 21000)	Pavement rehabilitation and repair, including major projects with ADA and Active Transportation Plan street features, and minor rehabilitation projects.  The DLD amount listed at the right covers the currently expected use of funds over FY25-FY29.	\$ 165,000	Underway
Marin Pavement & Curb Ramp Rehabilitation Project - Phase 2 (CIP No. 23004)	The Marin Avenue Pavement & Curb Ramp Rehabilitation Project consists of pavement rehabilitation, curb ramp improvements, stormwater drainage rehabilitation and improvements, traffic signal renewal, and pedestrian/bicycle safety improvements. Total project budget is \$7.75 million and the project is currently in construction.	\$ 420,000	Underway

Local Streets and Roads (LSR) Direct Local Distribution Program  
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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	No	No	No active construction utilizing VRF funds during this period.
Website	Yes	Yes	
Signage	No	No	No active construction utilizing VRF funds during this period.

Local Streets and Roads Direct Local Distribution Program

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	Maintenance	Street Resurfacing/Main	Capital	Annual Street Rehabilitation Program (CIP No. 21000)	Pavement rehabilitation and repair, including major projects with ADA and Active Transportation Plan street features, and minor rehabilitation projects.	N/A	Other	Red curb & other striping	2. Proximate (w/in 1-mile)	2. Proximate (w/in .5-mile)	\$ 11,540
2	Planning/Scoping	Street Resurfacing/Main	Capital	MTC P-TAP Round 26	Technical assistance for pavement inventory and capital planning.	0	# of Plans developed	In progress, pending MTC's consultant	2. Proximate (w/in 1-mile)	2. Proximate (w/in .5-mile)	\$ 3,000
			100%								\$ 14,540
a. Total Capital			\$ 14,540	TOTAL							
b. Total Administrative			\$ -	Match to Table 1?							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.

N/A