

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

**AGENCY CONTACT INFORMATION**

**Agency Name:**

**City of Dublin**

**Date:**

**12/2/2025**

**Primary Point of Contact**

**Name:**

**Pratyush Bhatia**

**Title:**

**Transportation and Operations Manager**

**Phone:**

**925-833-6630**

**Email:**

**pratyush.bhatia@dublin.ca.gov**

---

**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**  
**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	\$ 488,305	\$ 488,305
Revenue	\$ 345,704	\$ 345,704
Interest	\$ 12,978	\$ 12,978
GASB 31 Adjustment	\$ -	\$ -
Expenditures	\$ 603,419	\$ 603,419
End of Year Fund Balance	\$ 243,568	\$ 243,568

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	\$ 345,704	\$ 1,382,816	\$ 243,568	\$ (1,139,248)

**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.

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

GENERAL COMPLIANCE REPORTING

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

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

PCI = 78

<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>?

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.

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	\$ 243,568	\$ 243,568
Total	\$ 243,568	\$ 243,568

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

The City of Dublin is using the Measure F funding with a CIP program. Any such programs tend to have balances in funds as an agency works towards expending the money on a planned project. This is exactly the case with the City of Dublin balances. The City will be able to meet the Timely Use of Funds Policy for these funds.

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
City's traffic signals and streetlight maintenance	Improve traffic flow for automobile traffic and enhance safety	\$ 243,568	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).

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	Signals	Capital	Citywide Signal Communication Systems Upgrade	Improves traffic signal operations	96	Signals	Fiber Optic upgrade and traffic operat	3. None (Not near EPC)	1. Direct (in HIN)	\$ 35,040
2	Construction	Sidewalks and Ramps	Capital	Citywide Bicycle & Pedestrian	This project scope includes safe routes to school intersection and crosswalk improvements at the intersections of AVB and Burton, Central and Aspen and Grafton and Antone Way.	3	Intersections	The project scope includes installation of Rectangular Rapid Flashing beacons at four locations, curb extensions, ramp upgrades, dual	3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ 355,828
3	Construction	Signals	Capital	Traffic Signal Re-Lamping	Re-lamped 58 signalized intersections	58	Signals	Traffic signal green LED's	3. None (Not near EPC)	1. Direct (in HIN)	\$ 20,400
4	Construction	Signals	Capital	Traffic Signal and Streetlight Maintenance	Improves traffic signal operations	96	Signals	Maintains traffic signal infrastructure	3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ 192,151
5											\$ -
TOTAL											\$ 603,419
Match to Table 1?											TRUE
a. Total Capital			100%								
			\$ 603,419								
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.