

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

AGENCY CONTACT INFORMATION

Agency Name:

City of Newark

Date:

12/23/2025

Primary Point of Contact

Name:

Nirav Patel

Title:

Managment Analyst I

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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**

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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	\$ 698,389	\$ 698,389
Revenue	\$ 215,130	\$ 215,130
Interest	\$ 31,530	\$ 31,530
GASB 31 Adjustment	\$ 1,103	\$ 1,103
Expenditures	\$ -	\$ -
<small>Expenditures Matches Table 2?</small>	TRUE	
End of Year Fund Balance	\$ 946,152	\$ 946,152



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	\$ 215,130	\$ 860,520	\$ 946,152	\$ 85,632

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.

1) There is an excess balance beyond the maximum allowed due to vacancies in the City of Newark's Public Works department during the fiscal year which led to the reduction in new LSR projects during the fiscal year.

2) Expenditures planned during FY26 and FY27 which are likely to draw down from VRF related funds include:

- a) Annual traffic calming measures - up to \$100,000 per year
- b) Annual street asphalt concrete overlay program - up to \$4,000,000 per year
- b) Active Transportation Plan - up to \$195,000

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 = 71

<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 - MTC Report

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.

N/A

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	\$ 946,152	\$ -
Total	\$ 946,152	\$ -

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

The City is currently evaluating the best use of the current VRF fund balance. Funds will likely be expended to local streets and roads improvements as part of an annual pavement maintenance project or as matching funding for discretionary funds being sought for local streets and roads 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
Traffic Calming Measures - CIPA10003.FY2025	Installation of speed humps and road narrowing	\$ 80,000	Planned

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	
Article	Yes
Website	Yes
Signage	Yes

Copy of article,
website, signage
attached?

Yes
Yes
Yes

If applicable, briefly explain why the publicity
requirement wasn't completed.

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 <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											\$ -
			#DIV/0!					TOTAL			\$ -
								Match to Table 1?			TRUE

- a. Total Capital
- 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