

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Fiscal Year 2015-2016**

AGENCY CONTACT INFORMATION

Agency Name:

City of Albany

Date:

6/30/2017

Primary Point of Contact

Name:

Aleida Andrino-Chavez, AICP

Title:

Transportation Planner

Phone:

510-528-5759

Email:

achavez@albanyca.org

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 Measure B and BB 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**

**MEASURE B AND MEASURE BB
Annual Program Compliance Report Fiscal Year 2015-2016**

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.

A. 2000 MEASURE B Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
Beginning of Year Fund Balance	\$ 55,759	\$ 319,135	\$ -	\$ 4,207	\$ 379,101	
Revenue	\$ 55,812	\$ 397,578	\$ -	\$ 32,254.00	\$ 485,644	
Interest	\$ 304	\$ 2,109	\$ -	\$ -	\$ 2,414	
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 17,898 <small>TRUE</small>	\$ 548,117 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 26,026.00 <small>TRUE</small>	\$ 592,041	
End of Year Fund Balance	\$ 93,977	\$ 170,706	\$ -	\$ 10,435	\$ 275,118	

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
Beginning of Year Fund Balance	\$ 8,953	\$ 72,191	\$ -	\$ 7,163	\$ 88,307	
Revenue	\$ 45,576	\$ 374,198	\$ -	\$ 33,220	\$ 452,994	
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 2,500 <small>TRUE</small>	\$ 159,200 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 28,722 <small>TRUE</small>	\$ 190,422	
End of Year Fund Balance	\$ 52,029	\$ 287,189	\$ -	\$ 11,660	\$ 350,878	

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2015-16**

GENERAL COMPLIANCE REPORTING

1. Indicate the adoption year of the most current Bicycle/ Pedestrian Master Plans, as applicable.

	Adoption Year
Bicycle Master Plan	
Pedestrian Master Plan	
Bike/Ped Master Plan	2012

If the plans are over five-years past the last adoption year, specify when your agency's will perform its next update.

Indicate N/A, if not applicable.

The Plan was amended in 2014 and the City will initiate a study of options for two of the projects recommended in the 2012 ATP, Kains and Adams. This will trigger another amendment in 2017. In addition, in 2017, the City is implementing all the striping and signage projects on different corridors and the closing of the bike network along the segment of Marin Avenue between San Pablo Avenue and Cornell Avenue. Once these projects are complete, the City will update the Bicycle and Pedestrian Plan (ATP) in 2018.

2. Were total expenditures on capital improvements GREATER THAN expenditures exclusively related to general program administration (outreach, staffing, administrative support), as reported on Table 2. If not, explain how capital investments will increase in the future.

The Public Works Department, which is responsible for the implementation of capital projects in the City had a major staff turnover between 2014 and 2016, which made it very difficult to complete projects as scheduled. The City is restructuring the Department again and slowly starting to implement the projects that are behind schedule such as the ATP Striping and Signage. The Bid package for this project has been prepared and is expected to go out in January 2017.

3. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	Yes	
Website	Yes	Yes	Yes	
Signage	Yes	No	Yes	City needs new signage with Measure BB included

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2015-16**

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
- Expenditure total must correspond to your Audited Financial Statements, and Table 1 values.

No.	Project Category <i>(Drop-down Menu)</i>	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 15-16	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Bike/Ped	PS&E	Bikeways (non-Class I)	Capital	Buchanan Bikeway Phase III	PS&E for the extension of the bicycle lanes on Marin Avenue from Cornell to San Pablo Avenue and installation of sidewalk extensions at intersections with high visibility crosswalks.	100%	Other (describe in Column J)	Set of Plans, Specifications, and Estimates	\$ 1,555	\$ -	Yes
2	Bike/Ped	Operations	Traffic Calming	Capital	Traffic Calming Citywide	This category includes different components of the Traffic Calming program for the City of Albany, from developing conceptual plans to paying for implementation of crosswalk striping, speed humps, signals, etc.		Other (describe in Column J)	The City developed three conceptual plans for traffic calming and installed signage and Class III bicycle facility striping on Washington Avenue from San Pablo Ave. to the Berkeley City Limit.	\$ 9,955		Yes
3	Bike/Ped	Other	Other (describe in project description column)	Administrative	Measure B, BB, and VRF Accountant auditing fee	Every year, the City uses a portion of the Measure B revenues to partially pay for the Accounting Auditing Fee of the Measure B, BB, and VRF funds. This is an eligible expense for these funds under current agreement.	100%	Other (describe in Column J)	Auditing report	\$ 1,910	\$ 2,500	Yes
4	Bike/Ped	Other	Other (describe in project description column)	Administrative	Alameda CTC member agency fee	The City of Albany uses Measure B Bike and Ped funds to partially pay for the membership fee to the Alameda County Transportation Commission. The other half comes from Measure B Local Streets and Roads funds.	N/A	Other (describe in Column J)	Membership for FT 16-17	\$ 4,464	\$ -	Yes
5	Bike/Ped	Other	Education and Promotion	Administrative	Safe Routes to School-educational program	purchase of snacks, materials and supplies for the educational program of the City Safe Routes to School Program	N/A	Other (describe in Column J)	Snacks, materials and supplies for the monthly Walk and Roll to school events	\$ 14		Yes
TOTAL										\$ 17,898	\$ 2,500	
Match to Table 1?										TRUE	TRUE	

**Local Streets and Roads (LSR) Direct Local Distribution Program
Reporting Period - Fiscal Year 2015-16**

GENERAL COMPLIANCE REPORTING

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

PCI =

Use PCI for 2015 from MTC's VitalSigns linked here:

<http://www.vitalsigns.mtc.ca.gov/street-pavement-condition>

If your PCI falls below a score of 60 (fair condition), specify what actions are being implemented to increase the PCI.

Indicate N/A, if not applicable.

The City has a Pavement Program that prioritizes street segment rehabilitation based on the existing PCI. Therefore, each year, a set of street segments is chosen to get their pavement rehabilitated.

2. Were any DLD LSR funded improvements this year provided exemptions from the locally adopted complete street's policy? If so, which projects and why?

No. In addition, some of the street segments rehabilitated included bicycle routes identified in the ATP. Currently, the City is implementing the completion of the corridors as bike facilities.

3. Were total expenditures on capital improvements GREATER THAN expenditures exclusively related to general program administration (outreach, staffing, administrative support), as reported on Table 2. If not, explain how capital investments will increase in the future.

Yes, construction costs were greater than administrative costs.

4. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	Yes	Yes	Yes	
Website	Yes	Yes	Yes	
Signage	Yes	No	Yes	City needs signage with Measure BB

Local Streets and Roads Direct Local Distribution Program

Reporting Period - Fiscal Year 2015-16

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
 - Expenditure total must correspond to your Audited Financial Statements and Table 1 values

No.	Project Category <i>(Drop-down Menu)</i>	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 15-16	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Bike/Ped	Other	Other (describe in project description column)	Administrative	Measure B, BB, and VRF Accountant auditing fee	Every year, the City uses a portion of the Measure B revenues to partially pay for the Accounting Auditing Fee of the Measure B, BB, and VRF funds. This is an eligible expense for these funds under current agreement.	100%	Other (describe in Column J)	Set of Plans, Specifications, and Estimates	\$ 3,063		Yes
2	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Street Pavement Rehabilitation	The City has a Pavement Program that prioritizes street segment rehabilitation based on the existing PCI. Therefore, each year, a set of street segments is chosen to get their pavement rehabilitated. In recent years, a factor in street segment rehabilitation priority is the installation of the striping and signage for cyclist projects included in the ATP. The City is currently in the process of completing its ATP projects in the next fiscal year.	15,200	Linear Feet		\$ 540,590	\$ 150,000	Yes
3	Bike/Ped	Other	Other (describe in project description column)	Administrative	Alameda CTC member agency fee	The City of Albany uses Measure B Bike and Ped funds to partially pay for the membership fee to the Alameda County Transportation Commission. The other half comes from Measure B Local Streets and Roads funds. Being a member of the Alameda CTC enables the City to participate in decision making process involving transportation funding and project development.	N/A	Other (describe in Column J)	Membership for FT 16-17	\$ 4,464	\$ -	Yes

4	Bike/Ped	PS&E	Traffic Calming	Capital	North Albany Traffic Calming	This project includes the design of traffic calming features and sharrow along Brighton Avenue, including three mini-circles, high visibility crosswalks, red curbs, and curb ramps. Speed humps are also installed on side streets. This project will help reduce speeds and increase driver awareness of pedestrians and cyclists presence along this street. Brighton Ave. is the route to the Albany Middle and High Schools and this project will improve safety for students walking and cycling to school, which would encourage greater participation in active modes of transportation.	35%	Other (describe in Column J)	PS&E	\$ -	\$ 9,200	Yes
TOTAL										\$ 548,117	\$ 159,200	
Match to Table 1?										TRUE	TRUE	

A minimum of 15% of Measure BB LSR funds are required to be expended on bike/pedestrian Improvements. Meets minimum
 In this fiscal year, how much of Measure BB LSR funds were expended on bike/pedestrian improvements? \$ 150,000 15% threshold?
 Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements: 94.2% TRUE

If your agency did not meet the 15% minimum expenditure requirement this fiscal year, explain why in the box below

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2015-16**

GENERAL COMPLIANCE REPORTING

1. Confirm the completion of the publicity requirements in the table below (Yes/No).

	Measure B	Measure BB	Copy of Article, website, signage Attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	yes	yes	yes	
Website	yes	yes	yes	www.albanyca.org/index.aspx?page=454
Signage	yes	no		The City needs to get new signage that includes Measure BB

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2015-16**

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
- Expenditure total must correspond to your Audited Financial Statements and Table 1 values.

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 15-16	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Senior and D	Operations	Same Day/Taxi Program	Taxi Subsidy Program	The taxi subsidy program provides same day, on demand service, available 24 hours per day, seven days per week to Albany residents who are EBP certified or 80 years of age. When taking a taxi ride, participants pay the taxi driver directly. They must get a receipt from the taxi driver in order to get a 70% reimbursement up to \$20.00 which ever is least. Reimbursement requests are turned in at the Senior Center and then forwarded to the City of Albany's Finance Dept. which sends a check by mail.	298	Number of One-Way Unduplicated Trips		\$ 191	\$ 3,146	yes
2	Senior and D	Operations	Group Trips	Recreational and Hiking Trips	The group trip program provides free transportation for recreational outings organized by the Senior Center and senior center classes, as well as for the senior center walking group, throughout the greater Bay Area. Group trips enhance quality of life providing opportunities for social interaction, learning, and fitness opportunities.	4374	Number of One-Way Unduplicated Trips		\$ 21,795	\$ -	yes
3	Senior and D	Operations	Customer Service and Outreach	Pick up and go! Shopping Trips	Shopping trips are group trips with a door-to-door component which allows for increase accessibility to meet basic needs as participants are picked up from their homes (or the senior center), taken to local grocery stores and then taken home when they are done.	806			\$ 4,008	\$ -	yes

4	Senior and D Operations	Customer Service and Outreach	Albany Paratransit Outreach	Senior Services Supervisor processes taxi receipts, plans and implements group trips, plans, implements and leads walking trips, provides outreach and customer service, responds to commendations and complaints, distributes, collects and sorts program evaluations, tracks trips provided, oversees bus drivers, makes bus driver schedule, oversees maintenance schedule of vehicle and coordinates for needed maintenance and repairs. Attends County TAC meetings and related travel expenses.				\$ -	\$ 25,576	yes
5	Senior and D Operations	Program Administration	Albany Paratransit Management	Staff & program supervision, report completion and travel expenses to attend meetings.				\$ 32	\$ -	yes
6								\$ -	\$ -	
TOTAL								\$ 26,026	\$ 28,722	
Match to Table 1?								TRUE	TRUE	