

PROGRAM COMPLIANCE REPORT COVER SHEET
Reports are due December 31, 2008

Agency Name:	City of Alameda (with ferries)
Date Submitted:	November 13, 2008

Report Checklist (Check all that apply)

- Annual Program Compliance Report - Mass Transit Funds
- Annual Program Compliance Report - Local Streets and Roads Funds
- Annual Program Compliance Report - Bicycle and Pedestrian Safety Funds
- Annual Program Compliance Report - Paratransit Funds
- Table 1 – Summary of Program Expenditure Accomplishments Excel workbook

List any additional attachments included in the report (Check all that apply)

- Attachment A: Mass Transit Attachments
- Attachment B: Local Streets and Roads Attachments
- Attachment C: Bicycle and Pedestrian Attachments
- Attachment D: Paratransit Attachments
- Other Attachments: List Additional Attachments as needed

Note: *Instructions for filling out and submitting this report are included on page 2. Please review instructions carefully to insure reports are submitted as required.*

An authorized representative of the reporting agency must sign below, affirming that the statements in the report package are true and complete to the best of their knowledge. The hard copy submittal must have the original signatures; whereas the electronic version should include the name and title of signator.

Signature: _____

Print Name/Title of Agency Manager: Debra Kurita, Alameda City Manager

Date:

Signature: _____

Print Name/Title of Agency Finance Manager: Ann Marie Gallant, Chief Financial Officer

Date:

End-of-Year Program Compliance Submittal Requirements

Measure B fund recipients are required to submit to the Alameda County Transportation Improvement Authority (ACTIA) one electronic and one hard copy version of two reports for end-of-year compliance: the **End-of-Year Program Compliance Report** and the **Compliance Audit Report**.

End-of-Year Program Compliance Report

The End-of-Year Program Compliance Report includes two parts that are both available for download on the ACTIA Web site at www.actia2022.com:

1. A PDF Compliance Report form
2. Table 1 - Summary of Program Expenditure Accomplishments Excel workbook

Electronic submission: After completing the PDF Compliance Report form, submit one copy of the report electronically, as noted below by clicking on the 'Submit by E-mail' button on the top right hand corner of the first page of the PDF Compliance Report form. Depending on the version of Adobe Acrobat you use, you may need to e-mail Table 1 - Summary of Program Expenditure Accomplishments Excel worksheet separately. *Do not include attachments with the electronic version.*

Hard copy submission: The End-of-Year Program Compliance Report cover sheet must have the signatures of the City Manager and the City Finance Manager, or the appropriate equivalent for other agencies. All other attachments, such as photos, articles, newsletters, signage, etc., must be included with the hard copy. Clearly label additional attachments according to the convention provided on the Compliance report form cover sheet. Ensure the attachments are easily readable when reproduced in black and white, and insert them at the back of the report. One hard copy of the **End-of-Year Program Compliance Report** and the **Table 1 Excel workbook** with wet signatures and attachments must be postmarked by **December 31, 2008** and mailed as noted below.

Compliance Audit Report

Electronic submission: Submit one copy of the **Compliance Audit Report** electronically. Submit the report by attaching the file to an e-mail and send as noted below.

Hard copy submission: One hard copy of the **Compliance Audit Report**, signed by an independent auditor, must be postmarked no later than **December 27, 2008** and mailed as noted below.

Mail Complete Reports to:

ACTIA
Attn: End-of-Year Program Compliance
1333 Broadway, Suite 300
Oakland, CA 94612

E-mail Reports to:

grants@actia20.com

ACTIA must receive all electronic files by their respective due dates as noted above. If you submit a draft copy in error or encounter a problem submitting the report, notify Tess Lengyel either by e-mail or phone at (510) 267-6111. All mailed documents must be postmarked on or before their respective due dates noted above.

Mass Transit Programs Report Summary

Mass Transit Program
 Agency Contact Name:
 Phone Number:
 Fax:
 E-mail:

1. **ACTIA Mass Transit Program Funds** received/expended (accrual basis). These numbers should be the same as those reported in your compliance audit.

06/07 UNSPENT BALANCE	07/08 REVENUES	INTEREST/ OTHER INCOME	EXPENDED	07/08 ENDING BALANCE
\$ <input type="text" value="1,420,031"/>	\$ <input type="text" value="869,761"/>	\$ <input type="text" value="83,595"/>	\$ <input type="text" value="853,701"/>	\$ <input type="text" value="1,519,686"/>

If applicable, explain why expenditures in Reporting Year 2007/2008 were less than the amount the Agency received and what the Agency intends to do with the additional funds. *(maximum 200 words)*

Revenues expended were 98% of revenues received. See discussion of future plans below.

2. **Were Articles Published in an Agency or ACTIA Newsletter** highlighting Mass Transit projects and programs funded by Measure B? If 'Yes', include a copy of the newsletter(s) in Attachment A.

Yes No

List date(s) of publication(s):

ACTIA Fall 07 Winter 08 Measure B News, Alameda Journal 10/2/07, Alameda Sun 12/27/07 & 2/7/08.

3. **Web Site Address(es):**

Your Web site should describe Mass Transit projects and programs funded by Measure B, with updated and accurate information, and also a link to www.actia2022.com. Include a printout of the Web site(s) in Attachment A.

<http://www.eastbayferry.com/what/faqs.html>, http://www.ci.alameda.ca.us/news/0710_fleetweek_ferr

4. **Was Signage used in the Mass Transit projects/programs** indicating the use of Measure B funds. Include photos of signage in Attachment A.

Yes No

Describe signage: (maximum 50 words)

There are permanent signs concerning Measure B funding at the ferry terminals. See photos.

5. **Mass Transit Programs / Projects Description**

Describe the projects and/or programs implemented with measure B Mass Transit Funds in fiscal year 2007/2008 by completing the Table 1, 'Mass Transit' tab, in the Excel workbook. Include photographs in Attachment A.

Please continue to Question 6, 'Future Planned Mass Transit Programs/Projects', on the next page.

6. Future Planned Mass Transit Programs/Projects

Describe the planned Mass Transit programs and projects to be implemented with Measure B funds and the projected schedule.
(maximum 550 words)

The Water Emergency Transportation Authority (WETA) transition plan is under development, to be completed by July 1, 2009. The plan will include replacement of many current vessels and improvement of landside facilities. Until the plan is completed, only current levels of maintenance will be funded.

Local Streets and Roads Programs Report Summary

Local Streets and Roads Agency Contact Name:

Phone Number:

Fax:

E-mail:

1. ACTIA Local Streets and Roads Program Funds received/expended (accrual basis). These numbers should be the same as those reported in your compliance audit.

06/07 UNSPENT BALANCE	07/08 REVENUES	INTEREST/ OTHER INCOME	EXPENDED	07/08 ENDING BALANCE
\$ <input type="text" value="2,707,835"/>	\$ <input type="text" value="1,535,132"/>	\$ <input type="text" value="141,042"/>	\$ <input type="text" value="2,386,104"/>	\$ <input type="text" value="1,997,905"/>

If applicable, explain why expenditures in Reporting Year 2007/2008 were less than the amount the Agency received and what the Agency intends to do with the additional funds. (maximum 200 words)

The City of Alameda is making a concerted effort to spend down the balance, by expending more than was received, and will continue to do so next year.

2. **Were Articles Published in an Agency or ACTIA Newsletter** highlighting Local Streets and Roads projects and programs funded by Measure B? If 'Yes', include a copy of the newsletter(s) in Attachment B.

Yes No

List date(s) of publication(s): ACTIA F 07 W 08 and July 08, Alameda Sun 7/19/07, Bike Alamed

3. **Web Site Address(es):**

Your Web site should describe Local Streets and Roads projects and programs funded by Measure B, with updated and accurate information, and a link to www.actia2022.com. Include a printout of the Web site(s) in Attachment B.

<http://www.ci.alameda.ca.us/publicworks/measureB.html>, <http://www.ci.alameda.ca.us/publicworks/>, h

4. **Was Signage used in the Local Streets and Roads projects/programs**

indicating the use of Measure B funds. Include photos of signage in Attachment B.

Yes No

Describe signage: (maximum 50 words)

Portable magnetic Measure B signs were displayed prominently at each construction site, generally on the side of one of the construction vehicles, or on a detour barrier.

5. **Certified Number of Road-miles within City's jurisdiction:**

This figure should be consistent with the number of miles reported to State and Federal Agencies.

140 miles

6. **Jurisdiction Population:**

This figure should reflect population as of January 1, 2008.

75,823 people, per California Dept of Finance estimate

7. **Local Streets and Roads Programs/Projects Description**

Describe the projects and programs implemented with Measure B Local Streets and Roads funds in fiscal year 2007/2008 by completing the Table 1, 'Local Streets and Roads' tab, in the Excel workbook. Include photographs in Attachment B.

Please continue to Question 6, 'Future Planned Local Streets and Roads Programs/Projects', on the next page.

8. **Future Planned Local Streets and Roads Programs/Projects**

Describe the planned Local Streets and Roads programs and projects to be implemented with Measure B funds and the projected schedule.

(maximum 550 words)

The following list of projects are planned for FY 2008-2009. Some are new, and some are additional funding of existing projects. The total exceeds the expected Measure B revenues for next year, because we are trying to spend down our unspent, unprogrammed balance. Measure B money is also used for upcoming grants, which require a local match, which are not known at this time.

Already authorized by Council:

- Bicycle Program (\$50,000)
- Safe Routes to School and Transit Stop Evaluation and Improvements (\$60,000)
- Sidewalk Repair, Annual (\$200,000)
- Park Ave and Encinal Ave Intersection Rehab (\$112,000)
- Pothole Patching Program (\$55,000)
- Survey Monument Upgrade (\$195,000)
- Congestion Management Program (\$60,000)
- On-Call Striping and Signing (\$50,000)
- Poles for Audible Signals (\$102,000)
- Traffic Operations (\$90,000)
- Traffic Signal Controller Replacement (\$50,000)
- Traffic Striping and Sign Maintenance Program (\$130,000)
- Transportation Commission Support (\$60,000)
- Bus Stop Facility Maintenance (\$50,000)
- Transit Support (\$50,000)

Will be discussed by Council next spring:

- Resurfacing (up to \$1,400,000)

Bicycle and Pedestrian Safety Programs Report Summary

Bicycle and Pedestrian Safety
 Program Agency Contact Name:

Phone Number:

Fax:

E-mail:

1. ACTIA Bicycle and Pedestrian Safety Program Funds recieved/expended (accrual basis). These numbers should be the same as those reported in your compliance audit.

06/07 UNSPENT BALANCE	07/08 REVENUES	INTEREST/ OTHER INCOME	EXPENDED	07/08 ENDING BALANCE
\$ <input type="text" value="42,016"/>	\$ <input type="text" value="205,131"/>	\$ <input type="text" value="7,382"/>	\$ <input type="text" value="50"/>	\$ <input type="text" value="254,479"/>

If applicable, explain why expenditures in Reporting Year 2007/2008 were less than the amount the Agency received and what the Agency intends to do with the additional funds. *(maximum 200 words)*

A large contract for sidewalk repair and bus pads (Citywide Sidewalk Repair, Phase 9) was put out to bid just after the end of the fiscal year, and is underway now, with a contract for approximately \$512,000, to be paid out of all available Measure B Bike Ped plus some Old Measure B. Three other projects were started in late FY 07-08, and more bills are expected in FY 08-09. These include the Estuary Crossing Feasibility Study, the Bike Path Modification at Aeolian, and Accessibility (ADA) Upgrades FY 07/08. Though these were initially budgeted using Measure B Bike Ped funds, there is not enough to go around, so these will be paid for out of Measure B Streets and Roads and Old Measure B.

2. **Were Articles Published in an Agency or ACTIA Newsletter** highlighting Bicycle and Pedestrian Safety projects and programs funded by Measure B? If 'Yes', include a copy of the newsletter(s) in Attachment C.

Yes No

List date(s) of publication(s):

July 2008 on-line ACTIA publication

3. **Web Site Address(es):**

Your Web site should describe Bicycle and Pedestrian Safety projects and programs funded by Measure B, with updated and accurate information, and a link to www.actia2022.com. Include a printout of the Web site(s) in Attachment C.

For general Measure B fund websites, see Streets and Roads section.

4. **Was Signage** used in the Bicycle and Pedestrian Safety projects and programs indicating the use of Measure B funds. If 'Yes' include photos of signage in Attachment C.

Yes No

Describe Signage: (maximum 50 words)

Portable magnetic Measure B signs were displayed prominently at each construction site, generally on the side of one of the construction vehicles, or on a detour barrier.

5. **Bicycle and Pedestrian Safety Programs / Projects Description**

Describe the programs and/or projects implemented with Measure B Bicycle and Pedestrian Safety funds in fiscal year 2007/2008 by completing Table 1, 'Bike-Ped Safety' tab, in the Excel workbook. Include photographs in Attachment C.

ACTIA uses the data in Table 1 to monitor compliance with the Master Program Fund Agreement requirement that "Once approved by the City Council or Board of Supervisors, a list of high priority bike and pedestrian projects shall be submitted to ACTIA prior to construction."

If funds were expended on any projects that were not approved by your Governing Board in advance (as indicated in Table 1), please explain how the project was prioritized with public input, and include this explanation in Attachment C.

Please continue to Question 6, 'Future Planned Bicycle and Pedestrian Safety Programs/Projects', on the next page.

6. Future Planned Bicycle and Pedestrian Safety Programs/Projects

Provide a list of planned future programs and/or projects that will be implemented with Measure B Bicycle and Pedestrian Safety funds and that have been approved by your Governing Board. Explain how the planned projects and programs received Governing Board approval by including the resolution date(s), document type(s) approved(e.g. Bike and/or Pedestrian Plan, Capital Improvement Plan, etc.), and the time period of the project list (if any) covered by the resolution(s).

As per the Master Program Fund Agreement, all programs and projects that use Measure B Bicycle and Pedestrian Safety funds must receive governing board approval and the project list must be submitted to ACTIA prior to construction. A complete response to this question will fulfill this requirement. Projects may also be added at other times during the year, via written communication with ACTIA. *(maximum 550 words)*

Our highest priority continues to be repair of existing sidewalks and pathways. The City has an ongoing program to expose tree roots, trim them, remove diseased trees, and repair the sidewalk. Because the program covers neighborhoods in all parts of the city, this will continue to be the most equitable way to distribute all of the Measure B Bike Ped funds and a portion of the Measure B Streets and Roads fund.

Paratransit Programs Report Summary

Paratransit Program
 Agency Contact Name:

Phone Number:

Fax:

E-mail:

- 1. ACTIA Paratransit Program funds** received/expended (accrual basis).
 These numbers should be the same as those reported in your compliance audit.

06/07 UNSPENT BALANCE	07/08 REVENUES	INTEREST/ OTHER INCOME	EXPENDED	07/08 ENDING BALANCE
\$ <input type="text" value="119,058"/>	\$ <input type="text" value="163,018"/>	\$ <input type="text" value="8,271"/>	\$ <input type="text" value="115,324"/>	\$ <input type="text" value="175,023"/>

If applicable, explain why expenditures in Reporting Year 2007/2008 were less than the amount the Agency received and what the Agency intends to do with the additional funds. *(maximum 200 words)*

The City was projecting to receive less sales tax this year, due to the economic downturn, and budgeted to spend all but \$3,000. But instead the City received more than expected, and had fewer expenses than expected. The budget will be adjusted up accordingly next year.

2. **Were Articles Published in an Agency or ACTIA Newsletter** highlighting Paratransit projects and programs funded by Measure B? If 'Yes', include a copy of the newsletter(s) in Attachment D.

Yes No

List date(s) of publication(s):

ACTIA F 07 W 08 Newsletter, Mastick Bee Newsletter (various dates), frequent newspaper ads

3. **Web Site address(es):**

Your Web site should describe Paratransit projects and programs funded by Measure B, with updated and accurate information, and a link to www.actia2022.com. Include a printout of the Web site(s) in Attachment D.

<http://www.ci.alameda.ca.us/services/paratransit.html>, <http://www.alamedaparatransit.com>, <http://www.>

4. **Was Signage used in the Paratransit projects and programs** indicating the use of Measure B funds? If 'Yes', include photos of signage in Attachment D.

Yes No

Describe signage: (maximum 50 words)

Sign posted in the front window or side of the bus near the door, during special outings.

5. **Paratransit Programs/Projects Description**

Describe the program and/or projects implemented with Measure B Paratransit funds in fiscal year 2007/2008 by completing Table 1, 'Paratransit' tab, in the Excel workbook. Include photographs in Attachment D.

Please continue to Question 6, 'Future Planned Paratransit Programs/Projects', on the next page.

6. Future Planned Paratransit Programs/Projects

Describe the planned Paratransit programs and projects to be implemented with Measure B funds and the projected schedule.

(maximum 550 words)

The City will continue to fund subsidies as in the past, for East Bay Paratransit coupons, Medical Return Trip Improvement Program taxi coupons, Taxi vouchers, Excursion buses for seniors and disabled teens, and marketing and outreach.