

**MEASURE B AND MEASURE BB  
Annual Program Compliance Report  
Reporting Fiscal Year 2016-2017**

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Emeryville**

Date: **12/12/2017**

**Primary Point of Contact**

**Name:** Susan Hsieh

**Title:** Finance Director

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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 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 2016-2017**

**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. 2000 MEASURE B Direct Local Distribution Programs**

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
<b>Beginning of Year Fund Balance</b>	\$ 170,176	\$ 759,488	\$ -	\$ 32,573	\$ 962,237	
<b>Revenue</b>	\$ 35,936	\$ 283,712	\$ -	\$ 30,515	\$ 350,163	
<b>Interest</b>	\$ 1,411	\$ 5,657	\$ -	\$ 316	\$ 7,384	
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 143 <small>TRUE</small>	\$ 283,279 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 11,395 <small>TRUE</small>	\$ 294,817	
<b>End of Year Fund Balance</b>	\$ 207,380	\$ 765,578	\$ -	\$ 52,009	\$ 1,024,967	

**B. 2014 MEASURE BB Direct Local Distribution Programs**

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total	Notes
<b>Beginning of Year Fund Balance</b>	\$ 26,559	\$ 286,928	\$ -	\$ 6,565	\$ 320,052	
<b>Revenue</b>	\$ 29,122	\$ 264,991	\$ -	\$ 31,188	\$ 325,301	
<b>Interest</b>	\$ 364	\$ 2,719	\$ -	\$ 56	\$ 3,139	
<b>Expenditures</b> <small>Expenditures Matches Table 2?</small>	\$ 4,591 <small>TRUE</small>	\$ 259,672 <small>TRUE</small>	\$ - <small>#REF!</small>	\$ 32,330 <small>TRUE</small>	\$ 296,593	
<b>End of Year Fund Balance</b>	\$ 51,454	\$ 294,966	\$ -	\$ 5,479	\$ 351,899	

**Bicycle and Pedestrian Direct Local Distribution Program  
Reporting Period - Fiscal Year 2016-17**

**GENERAL COMPLIANCE REPORTING**

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

	<b>Adoption Year</b>
Bicycle Master Plan	N/A
Pedestrian Master Plan	N/A
Bike/Ped Master Plan	2017

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.

N/A
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2. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status
2018 Street Rehabilitation	Converts Class II bike lanes to Class IV bikeway	\$ 75,000.00	Planned
Horton Street Class IV Bike facility	Converts Class II bike lanes to Class IV bikeway	\$ 25,000.00	Planned
2018 Street Rehabilitation	Crosswalk and bike lane repaving and restriping	\$ 100,000.00	Planned
Bike Boulevard signage	Improving Bike Boulevard signage	\$ 10,000.00	Underway

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.
<b>Article</b>	Yes	Yes	Yes	N/A
<b>Website</b>	Yes	Yes	Yes	N/A
<b>Signage</b>	Yes	Yes	Yes	N/A



**Local Streets and Roads (LSR) Direct Local Distribution Program  
Reporting Period - Fiscal Year 2016-17**

**GENERAL COMPLIANCE REPORTING**

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

PCI =

*Use PCI from the most recent 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.*

N/A

**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.

**3. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.**

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status
2018 Street Rehabilitation	Perform street rehabilitation on selected streets	1,000,000	Planned

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

Article	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	N/A
Website	Yes	Yes	Yes	N/A
Signage	Yes	Yes	Yes	N/A

**Local Streets and Roads Direct Local Distribution Program  
Reporting Period - Fiscal Year 2016-17**

**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 16-17	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	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Street Maintenance and Curb Painting Supplies	Maintains street/stripping infrastructure	100	Other (describe in Column J)	percent	\$ 238,901	\$ 258,805	Yes	
2	Streets/Rds	Other	Other (describe in Column J)	Administrative	Annual Measure B-BB Audit	Funding Source Compliance	100	Other (describe in Column J)	percent	\$ 867	\$ 867	Yes	
3	Streets/Rds	Construction	Street Resurfacing/Maintenance	Capital	Replace Worn Striping	Maintains Street striping	100	Other (describe in Column J)	percent	\$ 10,030	\$ -	Yes	
4	Streets/Rds	Scoping, Feasibility, Planning	Bridges and Tunnels	Capital	Ashby-I-80 Interchange PO:20160116-0	Interchange Improvement	100	Other (describe in Column J)	percent	\$ 30,481	\$ -	Yes	
5	Streets/Rds	Maintenance	Street Resurfacing/Maintenance	Administrative	PTAP Pavement Mngement System Share	Street System Inventory and Mainten	100	Other (describe in Column K)	percent	\$ 3,000	\$ -		
6										\$ -	\$ -		
<b>Percentage of Capital vs Administrative Costs</b>													
										<b>TOTAL</b>			
										<b>Match to Table 1?</b>			
										\$ 283,279	\$ 259,672		
										TRUE		TRUE	

If your agency did not expend greater than 50% of total costs on Capital Investments, explain how capital investments will increase in the future over Program Administration (outreach, staffing, administrative support). Indicate N/A if not applicable.

N/A.

A minimum of 15% of Measure BB LSR funds are required to be expended on bike/pedestrian Improvements.

In this fiscal year, how much of Measure BB LSR funds were expended on bike/pedestrian improvements?

\$ 45,000	Meets minimum 15% threshold?
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Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:

17.3%	TRUE
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If your agency did not meet the 15% minimum expenditure requirement this fiscal year, explain why in the box below

N/A.

**Paratransit Direct Local Distribution Program  
Reporting Period - Fiscal Year 2016-17**

**GENERAL COMPLIANCE REPORTING**

1. Specify any large planned uses of fund balances within this program and their status i.e. planned or underway.

Project Title	Brief Project Description	Anticipated DLD Expenditure	Project Status
8 To Go	Paratransit services for residents of the 94608 Zip Code	Balance should be nearly depleted by the end of FY 1/18	Underway

2. 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	N/A
Website	Yes	Yes	Yes	N/A
Signage	Yes	Yes	Yes	N/A

**Paratransit Direct Local Distribution Program**  
**Reporting Period - Fiscal Year 2016-17**

**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 16-17	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	Group Trips	Accessible Group Trips Program	Provide ADA-accessible transportation for group trips throughout the Bay Area and State for Seniors and People with Disabilities.	5368	Number of One-Way Unduplicated Trips		\$ 6,979	\$ -	
2	Meals on W	Operations	Meal Delivery	Meals on Wheels Delivery Driver Mileage Reimbursement	Reimburse mileage costs at Federal reimbursement rate to volunteers who deliver meals	5386	Other (describe in Column J)	Meals Delivered	\$ 190	\$ -	
3	Senior and D	Operations	Same Day/Taxi Program	Taxi Reimbursement Program	Reimburse seniors over 70 years old in Emeryville for 90% of their taxi fares, up to \$80 per quarter (\$320/year)	143	Number of One-Way Unduplicated Trips		\$ 2,859	\$ -	
4	Senior and D	Operations	Scholarship/Subsidized Fare	East Bay Paratransit Reduced Price Tickets	Sell EBP tickets at 25% of cost to EBP certified customers in Emeryville. Customers can purchase a maximum of \$20 worth of tickets per quarter (\$80/year)	500	Other (describe in Column J)	Value in Dollars Provided	\$ 500	\$ -	
5	Senior and D	Operations	City-based Door-to-Door	8-To-Go City Door-to-Door Shuttle Program	Provide seniors and people with disabilities rides 9-5, M-F throughout the 94608 zip code area	2771	Number of One-Way Unduplicated Trips		\$ -	\$ 31,463	
6	Other	Other	Other	Finance - Audit Fees	Fees to prepare audited financial statements				\$ 867	\$ 867	
7									\$ -	\$ -	
<b>TOTAL</b>									\$ 11,395	\$ 32,330	
<b>Match to Table 1?</b>									TRUE	TRUE	