

**VEHICLE REGISTRATION FEE  
Annual Program Compliance Report  
Reporting Period - Fiscal Year 2023-24**

**AGENCY CONTACT INFORMATION**

**Agency Name:** City of Pleasanton

**Date:** 12/27/2024

**Primary Point of Contact**

**Name:** Raquel Zegarra

**Title:** Junior Accountant

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**Email:** Rzegarra@cityofpleasantonca.gov

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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 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  
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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
<b>Beginning of Year Fund Balance</b>	\$ 446,515	\$ 446,515
<b>Revenue</b>	\$ 356,097	\$ 356,097
<b>Interest</b>	\$ 8,868	\$ 8,868
<b>GASB 31 Adjustment</b>	\$ (6,479)	\$ (6,479)
<b>Expenditures</b>	\$ -	\$ -
<small>Expenditures Matches Table 2?</small>	<small>TRUE</small>	
<b>End of Year Fund Balance</b>	\$ 805,000	\$ 805,000

*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*

The project with the allocated funding, CIP 23503 Annual Streets Resurfacing and Reconstruction was deferred due t

**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.

	<b>Total Annual Revenue</b> (A)	<b>Maximum Allowed Balance (4x Annual)</b> (B) = (A) * 4	<b>Current DLD Balance</b> (C)	<b>Current Balance Over / Under Maximum Allowed</b> (D) = (C) - (B)
VRF Program	<b>\$ 356,097</b>	<b>\$ 1,424,386</b>	<b>\$ 805,000</b>	<b>\$ (619,386)</b>

**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.**

N/A

**Local Streets and Roads (LSR) Direct Local Distribution Program  
Reporting Period - Fiscal Year 2023-24**

**GENERAL COMPLIANCE REPORTING**

**1a. What is agency's 2023 Pavement Condition Index (PCI)?**

PCI =

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

<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>?

The City of Pleasanton received PCI data directly from the 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	\$ 805,000	\$ 799,822
<b>Total</b>	\$ 805,000	\$ 799,822

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

The programmed project 2023 Annual Street Resurfacing and Reconstruction project (CIP 23503) was deferred due to high bids, the funding was transferred by Council action to the current year's project, 2024 Annual Street Resurfacing and Reconstruction project (CIP 24503) at award of the construction contract.

**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
Annual Street Resurfacing and Reconstruction (CIP 24503)	Asphalt overlay of local streets	\$ 799,822	Underway

**3. Confirm all expenditures were governing body approved (Yes/No).**

**Local Streets and Roads (LSR) Direct Local Distribution Program  
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**GENERAL COMPLIANCE REPORTING**

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	No	No	Expenditures delayed due to high bids for necessary base repairs. Project deferred to next fiscal year.