MEASURE B AND MEASURE BB

Annual Program Compliance Report

Reporting Period - Fiscal Year 2023-24

AGENCY CONTACT INFORMATION

Agency Name:	City of San Leandro
Date:	
Primary Point of C	ontact
Name:	Felicia Silva
Title:	Asssitant Finance Director
Phone:	(510) 577-3330
Email:	Fsilva@sanleandro.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 <u>matches</u> <u>exactly</u> to the revenues and expenditures reported herein.

Additionally, for the 2000 Measure B and 2014 Measure BB Direct Local Distribution (DLD) funds, pursuant to the California Public Utilities Code 180001 (e), funds generated by the transportation sales tax are to be used to supplement and not replace existing local revenues used for transportation purposes. By submit this report, the agency confirms that DLD funds are supplementing and not replacing existing local revenues used for transportation purposes.

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

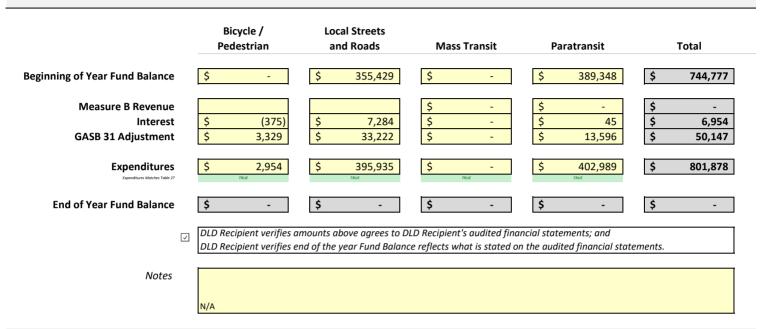
MEASURE B AND MEASURE BB

Annual Program Compliance Report

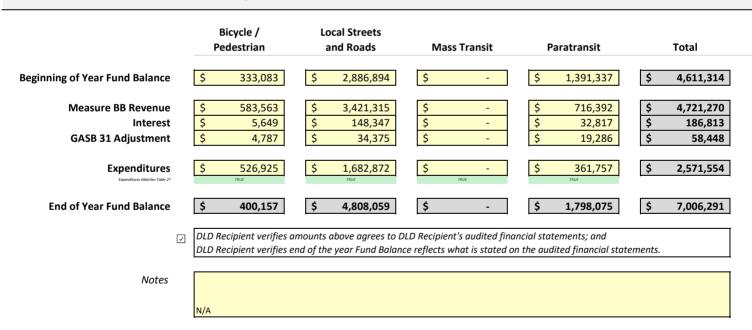
TABLE 1: SUMMARY OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE

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



B. 2014 MEASURE BB Direct Local Distribution Programs

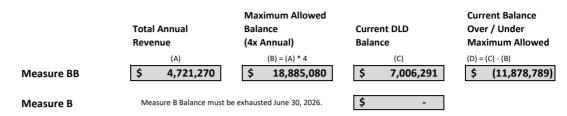


C. TIMELY USE OF FUNDS MONITORING

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, by respective Measure B and Measure BB Program. The Cities of Albany, Emeryville, and Piedmont are excluded from this requirement.

Measure B RECIPIENT must expend all Measure B DLD funds and all interest earned thereon by June 30, 2026.

This autopopulated section provides a tool to monitor a RECIPIENT's compliance to this policy.



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	

Reporting Period - Fiscal Year 2023-24

GENERAL COMPLIANCE REPORTING

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

Bicycle Master Plan Pedestrian Master Plan Bike/Ped Master Plan

Adoption Year					
2018					

1b. If the plans are over five-years past the last adoption year, specify the status of the current update. Indicate N/A, if not applicable.

The next update planned for completion in December 2024 or sooner.

1c. Describe which how your bike/pedestrian master plan is being implemented in the reporting fiscal year i.e. which projects being implemented and transportation benefits/needs addressed.

The projects executed in the reporting fiscal year strived to incorporate all recommendations contained in the current Bike/Ped Master Plan through the installation of improved pedestrian crossings, ADA upgrade, RRFB installations and better signage installations. In addition, the projects improved bicycle access through installation of bike lanes where they currently don't exist.

2. Describe how your reported DLD expenditures specifically addressed safety.

In continuation with City's goal to improve safety for all users, the DLD funded projects installed RRFB at several locations citywide and installed signs at necessary locations. Additionally, the projects provided improved access to bicylists, and strived to eliminate conflicts betwen vehicles and other users.

2a. How much of the end of year fund balance is encumbered into active contracts/projects?

Encumbered value should be less than or equal to the end of year balance.

		_	ŞE	ncumbered
MB Balance	\$ -		\$	-
MBB Balance	\$ 400,157		\$	96,191
Total	\$ 400,157	\$	\$	96,191

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

Funding was encumbered to projects that are underway. The City experienced staff turnover and the training and transition of the newly hired engineers affected the efficient and timely delivery of projects.

Bicycle and Pedestrian Direct Local Distribution Program

Reporting Period - Fiscal Year 2023-24

GENERAL COMPLIANCE REPORTING

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 Sidewalk Program 2023-24	Construcut ADA compliant sidewalk and curb	\$ 767,1	50 Underway

Yes

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

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

Copy of article,

website, signage

	Measure B	Measure BB	website, signage attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
Article	No	No	No	Staff turnover impacted our ability to establish and communication with our ACTC counterpart®
Website	Yes	Yes	Yes	https://www.sanleandro.org/276/Capital-Improvement-
Signage	Yes	Yes	Yes	

5. Describe how the current DLD investments promoted safety and/or local vision zero efforts.

The projects funded with DLD funds consistently incorporated Complete Street features to ensure access to all modes of transportation. In addition, these projects strive to improve and enhance safety to all users.

Bicycle and Pedestrian Direct Local Distribution Program

Reporting Period - Fiscal Year 2023-24 TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB 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 (Drop-down Menu)	Project Type (Drop-down Menu)	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 23-24	Units for Quantity (Drop-down Menu)	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network Proximity	Measure B DLD Expenditures	Measu DLD Ex	ıre BB xpenditures
1	Project Closeout	Master Plan	Administrative	Bike and Ped Master Plan Update 153-36-351	Update to Current Plan from 2018	90%	Other	Looking for opportunities to improve bike and ped facilities throughout the City to implement as part of other Capital projects or as standalone projects	1. Direct (in EPC)	3. None (Not near HIN)		\$	76,229
2	Construction	Sidewalks and Ramps	Capital	Annual Sidewalk Program 20-21 153-36-420	Construct ADA compliant sidewalk Citywide	50%	Linear Feet	Working thru the list of sidewalk repairs identified citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$	82,923
3	Other	Education and Promotion	Administrative	Bike and Ped Support Program FY24 153-36-507	Minor pedestrian and bicycle education and promotion - citywide	33%	Other	Outreach events to improve Bike and Ped safety	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$	5,940
4	Construction	Sidewalks and Ramps	Capital	Sidewalk Program (Bike & Ped) 2021-22 153-36-510	Construct ADA compliant sidewalk Citywide	100%	Linear Feet	Working thru the list of sidewalk repairs identified citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$	99,481
5	Construction	Sidewalks and Ramps	Capital	Sidewalk Program (Bike & Ped) 2022-23	Construct ADA compliant sidewalk Citywide	100%	Linear Feet	Working thru the list of sidewalk repairs identified citywide	1. Direct (in EPC)	3. None (Not near HIN)	\$ -	\$	262,352
6	Other	Education and Promotion	Administrative	Bike and Ped Support Program 2021-22 156-36-505	Minor pedestrian and bicycle education and promotion - citywide	100%	Other	Outreach events to improve Bike and Ped safety	1. Direct (in EPC)	3. None (Not near HIN)	\$ 2,954		
	1	1	84%			1	1	TOTAL		1	\$ 2,954	Ś	526,925
		. Total Capital . Total Administrative	\$ 444,756 \$ 85,123					Match to Table 1?			TRUE		TRUE

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

Reporting Period - Fiscal Year 2023-24

GENERAL COMPLIANCE REPORTING

1a.	What is agency's 2023 Pavement Condition Index (PCI)?	? PCI	=	56	
	Use same PCI reported to MTC for their Pavement Condition Rpt.	https://mtc.ca.gov/operations/programs-projects/streets-roads-arte	erials/pavement-co	ondition-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-conditionindex?

Γ	N/A

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.

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Indicate N/A, if not applicable.

To improve the average pavement condition index (PCI), City of San Leandro is in the process of hiring 3 additional engineers to help with the workload, in addition to involving the services of pavement design consultants. San Leandro has incorporated new innovative technologies, such as Cold-Inplacerecycled Asphalt Concrete treatment and rubberized cape seal to extend the funds to as many streets as possible. Additionally, staff has started an informational series to members of the City Council to educate them about the City's Pavement Management Program, the funding requirements and how a bond measure will help improve the City's PCI.

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.

		_	ŞE	ncumbered
MB Balance	\$ -		\$	738,062
MBB Balance	\$ 4,808,059		\$	327,906
Total	\$ 4,808,059		\$	1,065,968

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

Substantal funds have been encumbered to projects that are currently underway. In addition, City experienced staff turnovers, which has impacted efficient delivery of projects. But City has recently hired new engineers, which will improvee the efficient of project delivery shortly.

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
	Repair and Maintenance - Construction of curb ramps is complete	\$ 5,733,210	Underway
e e e e e e e e e e e e e e e e e e e	Repair and Maintenance - Construction of curb ramps is complete	\$ 4,287,250	Underway
Annual Street Overlay/Rehab 19-21 - Phase 2	Repair and Maintenance	\$ 5,906,534	Underway

Local Streets and Roads (LSR) Direct Local Distribution Program

Reporting Period - Fiscal Year 2023-24

GENERAL COMPLIANCE REPORTING			
3. Confirm all expenditures were governing body approved (Yes/Net	o). Yes		

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

Сору	of	article,
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	Measure B	Measure BB	website, signage attached?	If applicable, briefly explain why the publicity requirement wasn't completed.
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Article	No	No	No	Staff turnover impacted our ability to establish and communication with our ACTC counterpart
Website	Yes	Yes	Yes	https://www.sanleandro.org/276/Capital-Improvement- Program-CIP
Signage	Yes	Yes	Yes	

Local Streets and Roads Direct Local Distribution Program

Reporting Period - Fiscal Year 2023-24 TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

No.	Project Phase (Drop-down Menu)	Project Type (Drop-down Menu)	Primarily Capital or Administrative Expenditure?	Project Name	Project Description/Benefits	Quantity Completed in FY 23-24	Units for Quantity (Drop-down Menu)	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network Proximity	Measure DLD Expe	B enditures	Measu DLD Ex	
1	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2012-13; 141-36-006	Repair and maintain streets	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	12,8
2 (Construction	Pedestrian Improvements	Capital	Washington/Chapman RR Crossing Imp. 141-38-387	Improve safety of pedestrians	1	Other	Railroad pedestrian crossing improvements	1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	279,5
3 1	Project Closeout	Street Resurfacing/Maintenance	Capital	Street Overlay/Rehab 17-18; 141-38-392	Repair and maintain streets	0	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	11,7
4	Project Closeout	Pedestrian Improvements	Capital	East 14th/Joaquin Signal Improvements; 141-38-396	Improve safety of pedestrians	1	Intersections		3. None (Not near EPC)	3. None (Not near HIN)	\$	-	\$	22,3
5 (Construction	Street Resurfacing/Maintenance	Capital	Washington Avenue Reconstruction; 141-38-411	Repair and maintain streets	0.6	Lane Miles		3. None (Not near EPC)	3. None (Not near HIN)	\$	-	\$	135,83
6 (Construction	Street Resurfacing/Maintenance	Capital	Street Overlay/Rehab 19-20; 141-38-413	Repair and maintain streets	1.5	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	119,1
7 (Construction	Street Resurfacing/Maintenance	Capital	Street Overlay/Rehab 20-21; 141-38-419	Repair and maintain streets	1.81	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	187,10
8 (Construction	Sidewalks and Ramps	Capital	Sidewalk Program (Local St)n2022-23; 141-38-511	Improve safety of pedestrians	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	6,32
9 (Construction	Street Resurfacing/Maintenance	Capital	Street Sealing 2021-22; 141-38-525	Repair and maintain streets	11,200	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	802,24
10	°S&E	Street Resurfacing/Maintenance	Capital	Street Sealing 2022-23; 141-38-526	Repair and maintain streets	1	# of Plans developed		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	67,88
11	PS&E	Street Resurfacing/Maintenance	Capital	Street Sealing FY24; 141-38-527	Repair and maintain streets	1	# of Plans developed		1. Direct (in EPC)	3. None (Not near HIN)	\$	-	\$	37,83
12 F	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program 2012-13; 144-36-006	Repair and maintain streets	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	9,805	\$	-
13 F	Project Closeout	Sidewalks and Ramps	Capital	Annual Sidewalk Program - S&R 144-38-006	Repair and maintain streets	0	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	2,800	\$	-
14 0	Operations	Program Operations	Administrative	Administrative Charges (8000); 144-38-100	Track financial data	1	Other	Unit = year of data			\$	56,652	\$	-
15	PS&E	Street Resurfacing/Maintenance	Capital	Underground E14th/N of 150th; 144-38-349	Repair and maintain streets	1	Intersections		1. Direct (in EPC)	3. None (Not near HIN)	\$	17,939		-
16	PS&E	Other	Capital	Lake Chabot Road Stabilization Design - 144-38-395	Road embankment repair/public safety	1	Other	Unit = site	2. Proximate (w/in 1-mile)	3. None (Not near HIN)	\$	11,333	\$	-
17	Project Closeout	Pedestrian Improvements	Capital	East 14th/Joaquin Signal Improvements; 144-38-396	Improve safety of pedestrians	1	Intersections		1. Direct (in EPC)	3. None (Not near HIN)	\$	1,140	\$	-
18	Project Closeout	Street Resurfacing/Maintenance	Capital	Street Sealing 2020-21; 144-38-418	Repair and maintain streets	28.4	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$	79,591	· ·	-
19	Construction	Pedestrian Improvements	Capital	Sidwalik Program (local St) 2021-22; 144-38-510	Improve safety of pedestrians	1058	Square Feet		1. Direct (in EPC)	3. None (Not near HIN)	\$	19,200		-
20	Construction	Street Resurfacing/Maintenance	Capital	Street Overlay/Rehab 2021-22; 144-38-520	Repair and maintain streets	32	Lane Miles		1. Direct (in EPC)	3. None (Not near HIN)	\$	197,475	\$	-

N/A

a. Total Capital b. Total Administrative \$

N/A

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.

56,652

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?

Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:

Meets minimum 15% threshold?

526,924 31.3% TRUE

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

Reporting Period - Fiscal Year 2023-24

GENERAL COMPLIANCE REPORTING

1a. How much of the balance identified here is encumbered into active contracts and projects?

Encumbered value should be less than or equal to the available balance.

		\$ Encumbered							
MB Balance	\$ -	\$	107,039						
MBB Balance	\$ 1,798,075	\$	599,493						
Total	\$ 1,798,075	\$	706,532						

1b. Why is there a fund balance? Indicate N/A, if not applicable.

The program experiencedd staff changes, including retirements and medical leaves), which impacted ability to spend down personnel funds. Similiarly, due to staffing shortages and priority to sustain services that meet the immediate needs of program users, some projects were put on hold.

1c. 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		
Fleet Replacement	Replacement of two older shuttles	\$ 334,137	Planned		
Service	Provide seniors and people with disabilities day trips to local parks, outdoor areas, and community venues (e.g., farmers markets).	·	Planned		

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

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

Copy of Article,

Yes

Yes

Yes

website, signage Measure B **Measure BB** Attached? Article Yes Yes Website Yes Yes Yes Yes Signage

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

Yes

Paratransit Direct Local Distribution Program Reporting Period - Fiscal Year 2023-24

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB 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 (Drop-down Menu)	Project Type (Drop-down Menu)	Project Name	Project Description/Benefits	Quantity Completed in FY 23-24	Units for Quantity (Drop-down Menu)	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	Measure B DLD Expenditu		Measure BB DLD Expenditures	Other Fund Expenditures	Tota	l Cost
1	Operations	Shuttle or Fixed-route Trips	FLEX RIDES Shuttle - fixed route	Fixed-route shuttle program offering transportation for residents who are seniors and people with disabilities. The service consists of two interconnecting loops that travel on a fixed route to locations where riders can take care of basic life needs. The FLEX Shuttles operates Mondays, Tuesdays, and Thursdays from 8:30 am to 5:30 pm.	7,381	Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ 252,97	4.24	\$ 313,117.39	\$ -	\$	566,091.63
2	Operations	Same Day/Taxi Program	FLEX RIDES On Demand - concierge TNC ride-hailing dispatch	Contracted with GoGo Technologies to provide this service. On Demand Services are available 24 hours/day, 7 days/week.	5,569	Number of One-Way Unduplicated Trips		1. Direct (in EPC)	\$ 49,28	3.04	\$ 37,841.48	\$ -	\$	87,124.52
3	Operations	Program Administration	Program Staffing	Senior Services Supervisor (35%), Administrative Assistant assigned to Paratransit Programs (100%)	NA	Other		1. Direct (in EPC)	\$ 100,13	7.89	\$ 8,100.60	\$ -	\$	108,238.49
4	Operations	Customer Service and Outreach	Marketing and Outreach, Travel Training	Marketing materials, printed translation and oral interpretation, program supplies	NA	Other		1. Direct (in EPC)	\$ 59	13.37	\$ 2,697.25	\$ -	\$	3,290.62
							TOTAL Match to Table 1?		\$ 402 TRUE	,989	\$ 361,757 TRUE	\$-	\$	764,745