

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Period - Fiscal Year 2023-24**

AGENCY CONTACT INFORMATION

Agency Name: **CITY OF UNION CITY**

Date: 12/13/2024

Primary Point of Contact

Name:	TRIEU TRAN
Title:	ENGINEER III
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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.

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

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 936,389	\$ 391,243	\$ -	\$ -	\$ 1,327,632
Measure B Revenue	\$ -	\$ 49,225	\$ -	\$ -	\$ 49,225
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 269,948 <small>TRUE</small>	\$ 105,742 <small>TRUE</small>	\$ - <small>TRUE</small>	\$ - <small>TRUE</small>	\$ 375,690
End of Year Fund Balance	\$ 666,441	\$ 334,726	\$ -	\$ -	\$ 1,001,167

*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

N/A

B. 2014 MEASURE BB Direct Local Distribution Programs

	Bicycle / Pedestrian	Local Streets and Roads	Mass Transit	Paratransit	Total
Beginning of Year Fund Balance	\$ 1,140,087	\$ 4,644,688	\$ -	\$ -	\$ 5,784,775
Measure BB Revenue	\$ 445,217	\$ 1,675,976	\$ 909,385	\$ 538,952	\$ 3,569,530
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
GASB 31 Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures <small>Expenditures Matches Table 2?</small>	\$ 56,457 <small>TRUE</small>	\$ 890,931 <small>TRUE</small>	\$ 909,385 <small>TRUE</small>	\$ 538,952 <small>TRUE</small>	\$ 2,395,725
End of Year Fund Balance	\$ 1,528,847	\$ 5,429,733	\$ -	\$ (0)	\$ 6,958,580

*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

N/A

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.

	Total Annual Revenue (A)	Maximum Allowed Balance (4x Annual) (B) = (A) * 4	Current DLD Balance (C)	Current Balance Over / Under Maximum Allowed (D) = (C) - (B)
Measure BB	\$ 3,569,530	\$ 14,278,121	\$ 6,958,580	\$ (7,319,540)
Measure B	Measure B Balance must be exhausted June 30, 2026.		\$ 1,001,167	

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.**

2) City currently out to construction on Union City Blvd. Bike Lanes Project that will have a large draw down on balance.

**Bicycle and Pedestrian Direct Local Distribution Program
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

2021

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.

N/A

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.

Significant spending of funds continues to go toward Union City Bike Lanes Project and Quarry Lakes Parkway Project. Typical smaller improvements/projects continue to be handled in-house by staff.

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

All projects address safety whether called out explicitly in master plan or is required per code, procedure, or requirements.

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.

		\$ Encumbered
MB Balance	\$ 666,441	\$ -
MBB Balance	\$ 1,528,847	\$ -
Total	\$ 2,195,288	\$ -

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

FY 23-24 is beginning of drawdown of 2 significant projects: Quarry Lakes & Union City Bike Lanes. FY24-25 will see a significant draw down of the fund balance.

**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
Union City Blvd Bike Lanes	Class II Buffered Bike Lanes implementation on Blvd with ped impvmts	\$ 3,000,000	Underway
Quarry Lakes Parkway		\$ 650,000	Underway
Citywide Sidewalk Repair Project	Routine maintenace & repair of city sidewalks	\$ 900,000	Planned

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

Yes

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.
	Yes	Yes		
Website	Yes	Yes	Yes	
Signage	No	No	No	No signage was posted as projects listed were not yet in construction. The Union City Blvd Bike Lanes Project has since started and should have a funding sign posted. We can provide a picture once it is obtained from our contractor. The Citywide Sidewalk Repair Project had over 100 locations, with most fronting residential homes, so there were no appropriate locations to post funding signage. All other projects listed are maintenance/replacement of infrastructure or have not began construction.

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

Funds being used toward maintenance, repairs, and construction of current projects that have focus on ped/bike safety: Quarry Lakes Parkway and Union City Blvd. Bike Lanes

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 <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 23-24	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network Proximity	Measure B DLD Expenditures	Measure BB DLD Expenditures	
1	Planning/Scoping	Streetscape / Complete Streets	Administrative	Professional/Consulting		1	# of Plans developed		3. None (Not near EPC)	3. None (Not near HIN)	\$ 3,263	\$ -	
2	PS&E	Bike Paths and Lanes	Capital	Union City Blvd Bike Lanes Project		1	# of Plans developed		3. None (Not near EPC)	1. Direct (in HIN)	\$ 266,684	\$ -	
3	Other	Other	Capital	Professional/Consulting		1	# of Plans developed		3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 1,362	
4	Other	Other	Administrative	Support to other organizations		1	Other	Bike East Bay Sponsorship	3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 5,000	
5	Planning/Scoping	Sidewalks and Ramps	Capital	BART At-Grade Pedestrian Crossing	Platform connecting to east side of Union City BART	1	# of Plans developed		3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ -	\$ 23,190	
6	PS&E	Streetscape / Complete Streets	Capital	Quarry Lakes Parkway		1	# of Plans developed		3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ -	\$ 5,785	
7	Planning/Scoping	Streetscape / Complete Streets	Capital	Dyer Street SMART Corridor	Federal SS4A Grant Assistance	1	# of Plans developed		3. None (Not near EPC)	1. Direct (in HIN)	\$ -	\$ 6,000	
8	Construction	Streetscape / Complete Streets	Capital	Pioneer Crosswalk Improvements		8	Intersections		3. None (Not near EPC)	2. Proximate (w/in .5-mile)	\$ -	\$ 15,120	
TOTAL											\$ 269,948	\$ 56,457	
Match to Table 1?											TRUE	TRUE	
			97%										
a. Total Capital			\$ 318,141										
b. Total Administrative			\$ 8,263										

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

**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)?

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

PCI = 70

<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>?

PCI number is based on P-TAP23 report submitted in 2023 that recorded a PCI number 69 for the 2022-23 year. The trend line in that report shows Union City losing about 1-2 points each year based on City's allocation towards pavement maintenance/rehab.

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
MB Balance	\$ 334,726	\$ -
MBB Balance	\$ 5,429,733	\$ -
Total	\$ 5,764,459	\$ -

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

Fund balance built up in anticipation of use by larger projects and will be drawn down on current large projects in FY24-25.

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
2025 Citywide Pavement Maintenance/Rehab Project	Routine repair & maintenance of several City streets	\$ 1,500,000	Planned
Union City Blvd Bike Lanes Project	Implement Class II buffered bike lanes and protected intersections	\$ 1,300,000	Underway
Quarry Lakes Project	New street corridor that will implement Complete streets elements for all ages and abilities	\$ 200,000	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/No).

Yes

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	No	No	No	No signage was posted as projects listed were not yet in construction. The Union City Blvd Bike Lanes Project has since started and should have a funding sign posted. We can provide a picture once it is obtained from our contractor. The Citywide Sidewalk Repair Project had over 100 locations, with most fronting residential homes, so there were no appropriate locations to post funding signage. All other projects listed are maintenance/replacement of infrastructure or have not begun construction.

Local Streets and Roads 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 <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 23-24	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	High Injury Network Proximity	Measure B DLD Expenditures	Measure BB DLD Expenditures
1	PS&E	Streetscape / Complete Streets	Capital	Quarry Lakes Parkway		1	# of Plans developed		3. None (Not near EPC)	3. None (Not near HIN)	\$ 93,471	\$ 157,528
2	Construction	Street Resurfacing/Maintenance	Capital	Annual Citywide Pavement Rehab Project	Annual maintenance of roadway network: slurry seal, cape seal, overlay	1,300,000	Square Feet	Introduction of low cost alternative to overlay, the cape seal product allowed more coverage	3. None (Not near EPC)	3. None (Not near HIN)	\$ 12,271	\$ 602,292
3	Operations	Program Operations	Administrative	Engineer-Design/Proj Mgmt					3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 90,259
4	Operations	Program Operations	Administrative	Clean Water Program Admin					3. None (Not near EPC)	3. None (Not near HIN)	\$ -	\$ 40,852
TOTAL											\$ 105,742	\$ 890,931
Match to Table 1?											TRUE	TRUE
			87%									
a. Total Capital			\$ 865,562									
b. Total Administrative			\$ 131,111									

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

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?

\$ 614,563

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

69.0%

Meets minimum 15% threshold?

TRUE

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

N/A

**Transit Direct Local Distribution Program
Reporting Period - Fiscal Year 2023-24**

GENERAL COMPLIANCE REPORTING

1. What is the agency's average on-time performance goal/target? 90 Percent
2. What is the agency's average on-time performance for the year? 91 Percent

3. If your agency's actual average on-time performance for the year is less than the agency's on-time performance goal/target explain what actions are being taken to improve performance?

N/A

- 4a. 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	\$ -	\$ -	-
MBB Balance	\$ -	\$ -	-
Total	\$ -	\$ -	-

- 4b. Why is there a fund balance? *Indicate N/A, if not applicable.*

N/A

- 4c. 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
N/A		\$ -	

5. Confirm all expenditures were governing body approved (Yes/No). N/A

6. 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	
Website		Yes	Yes	
Signage		Yes	Yes	

Transit 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 <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 23-24	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	Measure B DLD Expenditures	Measure BB DLD Expenditures	Other Fund Expenditures	Total Cost
1	Operations	Operations	Union City Transit	Operations and Maintenance of Transit Services	273213	Number of People/Passengers	Unlinked Passenger Trips	3. None (Not near EPC)	\$ -	\$ 909,385	\$ 5,416,965	\$ 6,326,350
TOTAL									\$ -	\$ 909,385	\$ 5,416,965	\$ 6,326,350
Match to Table 1?									TRUE	TRUE		

**Paratransit Direct Local Distribution Program
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	\$ -	\$ -
MBB Balance	\$ (0)	\$ -
Total	\$ (0)	\$ -

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

N/A

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
N/A		\$ -	

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

N/A

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	Yes	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 <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 23-24	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or expanded detail on expenditures, performance, accomplishments	Equity Priority Community Proximity	Measure B DLD Expenditures	Measure BB DLD Expenditures	Other Fund Expenditures	Total Cost
1	Operations	ADA-mandated Services	Union City Paratransit	Operations and Maintenance of Paratransit Services	16329	Number of People/Passengers	unlinked passenger trips	3. None (Not near EPC)	\$ -	\$ 467,576	\$ 1,198,839	\$ 1,666,415
2	Operations	Same Day/Taxi Program	Ride-On Tri-City!	Operations	5932	Number of People/Passengers	unlinked passenger trips	3. None (Not near EPC)	\$ -	\$ 71,376	\$ -	\$ 71,376
TOTAL									\$ -	\$ 538,952	\$ 1,198,839	\$ 1,737,791
Match to Table 1?									TRUE	TRUE		