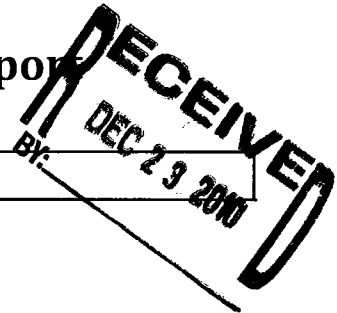


End-of-Year Program Compliance Report Reports due December 31, 2010



Agency Name:

Date Submitted:

Provide signatures below from authorized representatives.

Authorized representatives of the reporting agency, for example the city manager and the city finance manager or appropriate equivalent, 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; on the electronic version, include the name and title of the signatories.


Signature:



Name and Title of Agency Manager:

Date:

Signature:



Name and Title of Agency Finance Manager:

Date:

Choose the type(s) of report you are submitting (*check all that apply; you must submit the Table 1 Excel workbook attachment*).

- Annual Program Compliance Report – Bicycle and Pedestrian Safety Funds
- Annual Program Compliance Report – Local Streets and Roads Funds
- Annual Program Compliance Report – Mass Transit Funds
- Annual Program Compliance Report – Paratransit Funds
- Table 1: Program Summary of Expenditures/Accomplishments (Excel workbook) – **REQUIRED**

List any additional attachments in the hard copy report submittal (*check all that apply*).

- Attachment A: Bicycle and Pedestrian Attachments
- Attachment B: Local Streets and Roads Attachments
- Attachment C: Mass Transit Attachments
- Attachment D: Paratransit Attachments
- Other Attachments (*clearly label additional attachments as needed*)

Bicycle and Pedestrian Program Report Summary

1. Did your agency receive Measure B Bicycle and Pedestrian Safety Funds in the reporting period of July 1, 2009 through June 30, 2010?

- Yes (Complete this section and continue on.)
 No (Do not complete this section and continue on.)

Bike/Ped Program Agency Contact Name: Laurie Kozisek, Assoc. Civil Engineer

Phone Number: (510) 749-5840

Fax: (510) 749-5867

E-mail: LKozisek@ci.alameda.ca.us

2. During fiscal year 2009–2010 (FY 09/10), what amount of Measure B (MB) Bicycle and Pedestrian Safety Funds did your agency receive and expend (on an accrual basis)?
 Fill in the boxes below. These numbers should be the same as those your agency reports in its compliance audit.

08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance
\$241,580.00	\$162,286.00	\$3,130.00	\$172,600.38	\$234,396.00

3. If your agency's ending MB balance was greater than zero, why do you have this reserve and how do you plan to spend these dollars? Why did revenues exceed expenditures? For instance, if you are saving a percentage of funding for certain purposes, what percentage are you saving and what types of projects or programs will those dollars fund? In the future, how do you plan to use reserve Measure B funds? (max. 500 characters)

We save up yearly for an annual sidewalk repair contract. Since this is generally bid in late summer, we show our highest balance at the end of the fiscal year in June. The contract for the current fiscal year (awarded Sept 2010) is for \$337,472, which was 94% of available funds at the time the project was advertised for bid.

4. If applicable, why were the reported expenditures in FY 09/10 more than the amount of Measure B funds the agency received in FY 09/10? For instance, if your agency faced a funding shortage, how did you use reserve Measure B funds from a previous fiscal year(s)? (max. 500 characters)

As stated above, the intent was to go out to bid with a sidewalk repair package that would spend closed to 100% of accumulate funds, but the bid came in much lower than the engineer's estimates, due to the highly competitive bidding atmosphere.

5. Did your agency publish articles that highlight Bike/Ped projects and programs funded by Measure B in an agency or ACTIA newsletter?

- Yes
 No

If yes, include a copy of the newsletter(s) in Attachment A and list the publication(s) and date(s) below.

Publication(s) and Date(s):

6. Did your agency include a description of the Bike/Ped projects and programs funded by Measure B on its website?

- Yes
 No

If yes, include a printout of the website in Attachment A and provide the URL below that contains updated and accurate project information.

Website Address:

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

7. Did your agency use signage that indicates use of Measure B funds for its Bike/Ped projects and programs?

- Yes
 No

If yes, include photos of the signage in Attachment A and describe the signage below.

Signage Description (*max. 255 characters*):

Portable magnetic Measure B signs were generally displayed on the side of one of the construction vehicles.

8. What type of Bike/Ped projects and programs did Measure B fund?

To answer this question, complete the Table 1 **Bike-Ped Safety** tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B Bicycle and Pedestrian Safety Funds in FY 09/10. Include any photographs in Attachment A.

Alameda CTC uses the data from Table 1 to monitor compliance with the Master Program Fund Agreement requirement for bicycle/pedestrian safety funds: "Once approved by the City Council or Board of Supervisors, a list of high priority bike and pedestrian projects shall be submitted to Alameda CTC prior to construction." If your agency expended funds on any projects (indicated in Table 1) not approved by your governing board in advance, please explain how your agency prioritized the projects with public input. (*max. 500 characters*)

A small amount of Measure B bike ped was used to pay for the Aeolian Bike Project as it was sidewalk/pathway repair.

9. What future Bike/Ped projects and programs does your agency plan to use Measure B funds to implement? Provide a list of planned future projects and/or programs approved by your governing board that your agency plans to implement with Measure B Bicycle and Pedestrian Safety Funds.

As per the Master Program Fund Agreement, all projects and programs that use Measure B Bicycle and Pedestrian Safety Funds must receive governing board approval, and your agency must submit the project list to Alameda CTC prior to implementation. A complete response to the questions below will fulfill this requirement. You may also add projects and programs at other times during the year, via written communication with Alameda CTC.

9A. List future planned Bike/Ped projects and/or programs: Describe the planned projects and/or programs to be funded by Measure B Bicycle and Pedestrian Safety Funds and the projected schedule. *(max. 1,300 characters)*

Our highest priority continues to be repair of existing sidewalks and multi-use pathways to remove tripping hazards and improve accessibility. The City has an ongoing program to expose tree roots, trim them, remove diseased trees, and repair the sidewalks and pathways. 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 plus a portion of the Measure B Streets and Roads fund.

9B. Describe the governing board approval for future planned projects and/or programs. List the date of approval of any resolutions. For document type, as applicable, describe the types of documents adopted by the resolution(s). Examples include a bicycle and/or pedestrian plan, capital improvement plan, prioritized project list, etc. For the time period, as applicable, describe the time period(s) covered by the document(s) adopted by the resolution(s).

Resolution date(s):

Document(s) type(s):

Time period(s):

Local Streets and Roads (LSR) Program Report Summary

1. Did your agency receive Measure B Local Streets and Roads Funds in the reporting period of July 1, 2009 through June 30, 2010?

- Yes (Complete this section and continue on.)
 No (Do not complete this section and continue on.)

LSR Agency Contact Name: Laurie Kozisek, Associate Civil Engineer

Phone Number: (510) 747-5840

Fax: (510) 749-5867

E-mail: LKozisek@ci.alameda.ca.us

2. During fiscal year 2009–2010 (FY 09/10), what amount of Measure B (MB) Local Streets and Roads Funds did your agency receive and expend (on an accrual basis)?

Fill in the boxes below. These numbers should be the same as those your agency reports in its compliance audit.

08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance
\$2,223,182.00	\$1,227,385.00	\$25,652.00	\$565,445.00	\$2,910,774.00

3. If your agency's ending MB balance was greater than zero, why do you have this reserve and how do you plan to spend these dollars? Why did revenues exceed expenditures? For instance, if you are saving a percentage of funding for certain purposes, what percentage are you saving and what types of projects or programs will those dollars fund? In the future, how do you plan to use reserve Measure B funds? (max. 500 characters)

Our construction projects are generally bid in early summer, but the bill are not paid until mid/late summer. We cannot go to bid w/o showing measure B funds in our possession thus we show our highest balance at the end of the fiscal year in June. This year, due to the downturn in economy and loss of engineering and planning staff, some projects have been delayed. For that reason, only 84% of revenues were spent.

4. If applicable, why were the reported expenditures in FY 09/10 more than the amount of Measure B funds the agency received in FY 09/10? For instance, if your agency faced a funding shortage, how did you use reserve Measure B funds from a previous fiscal year(s)? (max. 500 characters)

N/A

5. Did your agency publish articles that highlight LSR projects and programs funded by Measure B in an agency or ACTIA newsletter?

- Yes
 No

If yes, include a copy of the newsletter(s) in Attachment B and list the publication(s) and date(s) below.

Publication(s) and Date(s): ACTIA May 10, Alameda Sun 8/06/09, Park St Business Assoc July and Sept 09.

6. Did your agency include a description of the LSR projects and programs funded by Measure B on its website?

- Yes
 No

If yes, include a printout of the website in Attachment B and provide the URL below that contains updated and accurate project information.

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

7. Did your agency use signage that indicates use of Measure B funds for its Local Streets and Roads projects and programs?

- Yes
 No

If yes, include photos of the signage in Attachment B and describe the signage below.

Signage Description (max. 255 characters):

Portable magnetic Measure B signs were generally displayed on the side of one of the construction vehicles, or on a detour barrier. Notice of Measure B funding was placed on the title page of plans and at the bottom of meeting agendas.

8. What is the certified number of road-miles within the city's jurisdiction? This figure must be consistent with the number of miles reported to state and federal agencies: 142

9. What is your jurisdiction's current population? This figure should reflect the population as of January 1, 2010: 75,409

10. What type of LSR projects and programs did Measure B fund?

To answer this question, complete the Table 1 **Local Streets and Roads** tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B LSR Funds in FY 09/10. Include any photographs in Attachment B.

11. What future LSR projects and programs does your agency plan to use Measure B funds to implement?

Describe the planned projects and/or programs using Measure B LSR Funds and the projected schedule (*max. 1,300 characters*).

The following list of projects are budgeted for FY 2010-2011. Additional Measure B is held in reserve to be used for upcoming grants, which require a local match, and which are not confirmed at this time. Measure B may also be needed to supplement other transportation revenue sources lost due to the current economic downturn. All projects are continuations of last year's projects:

- Bicycle Program (\$55,000)
- Bike & Ped Facility Upgrade(\$ 10,000)
- Traffic Striping, Sign Maintenance Prog.(\$75,000)
- SR25 & Transit Stop Eval. and Imp. (\$60,000)
- Measure B Prog. Admn. (\$12,000)
- Pothole Patching Prog (\$55,000)
- Regional Transp. Coord. Project (\$15,000)
- Annual Traffic Monitoring Analysis (\$15,000)
- Congestion Manag Prog (\$60,000)
- On-Call Striping and Signing (\$50,000)
- TCMP Analysis (\$10,000)
- Traffic Operations (\$100,000)
- Traffic Signal Controller Replacement (\$50,000)
- Transportation Commission Support (\$75,000)
- Bus Stop Facility Maintenance (\$50,000)
- Transit Support (\$55,000)
- Sidewalk Repair Program (\$100,000)

Mass Transit Program Report Summary

- 1. Did your agency receive Measure B Mass Transit Funds in the reporting period of July 1, 2009 through June 30, 2010?**

- Yes (Complete this section and continue on.)
 No (Do not complete this section and continue on.)

Mass Transit Agency Contact Name: Laurie Kozisek, Associate Civil Engineer

Phone Number: (510) 749-5840

Fax: (510) 749-5867

E-mail: LKozisek@ci.alameda.ca.us

- 2. During fiscal year 2009–2010 (FY 09/10), what amount of Measure B (MB) Mass Transit Funds did your agency receive and expend (on an accrual basis)?** Fill in the boxes below. These numbers should be the same as those your agency reports in its compliance audit.

08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance
\$1,397,050.00	\$706,579.00	\$19,081.00	\$619,945.00	\$1,502,765.00

- 3. If your agency's ending MB balance was greater than zero, why do you have this reserve and how do you plan to spend these dollars?** Why did revenues exceed expenditures? For instance, if you are saving a percentage of funding for certain purposes, what percentage are you saving and what types of projects or programs will those dollars fund? In the future, how do you plan to use reserve Measure B funds? *(max. 500 characters)*

The Measure B balance did not result from a City initiated savings program but from higher than expected farebox revenue combined with lower than expected fuel and vessel maintenance costs. In FY 2010/11, \$126,203 of the reserve will be used for operating subsidy and \$33,000 will be used to rehab ferry terminal parking lots. The reserve is expected to be eliminated within the next two years as it is used for operating subsidy and capital projects.

- 4. If applicable, why were the reported expenditures in FY 09/10 more than the amount of Measure B funds the agency received in FY 09/10?** For instance, if your agency faced a funding shortage, how did you use reserve Measure B funds from a previous fiscal year(s)? *(max. 500 characters)*

N/A

5. Did your agency publish articles that highlight Mass Transit projects and programs funded by Measure B in an agency or ACTIA newsletter?

- Yes
 No

If yes, include a copy of the newsletter(s) in Attachment C and list the publication(s) and date(s) below.

Publication(s) and Date(s): ACTIA: July 09 and ACTIA July 10 newsletter

6. Did your agency include a description of the Mass Transit projects and programs funded by Measure B on its website?

- Yes
 No

If yes, include a printout of the website in Attachment C and provide the URL below that contains updated and accurate project information.

Website Address: <http://www.eastbayferry.com/index1.php>, <http://www.eastbayferry.com/what/faqs.html>, http://www.ci.alameda.ca.us/news/0910_fleetweek_ferry.html, <http://www.ci.> +

7. Did your agency use signage that indicates use of Measure B funds for its Mass Transit projects and programs?

- Yes
 No

If yes, include photos of the signage in Attachment C and describe the signage below.

Signage Description (max. 255 characters):

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

8. What type of Mass Transit projects and programs did Measure B fund?

To answer this question, complete the Table 1 **Mass Transit** tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B Mass Transit Funds in FY 09/10. Include any photographs in Attachment C.

9. What future Mass Transit projects and programs does your agency plan to use Measure B funds to implement?

Describe the planned projects and/or programs using Measure B Mass Transit Funds and the projected schedule (max. 550 characters).

Measure B funds will be used for operating subsidy for both Alameda Harbor Bay and Alameda/Oakland ferry services. In FY2010/11, it will also be used to rehabilitate both the Harbor Bay and Alameda Main Street ferry terminal parking lots. In FY 2011/2012 it will be used for the rehabilitation of the M.V. Encinal.

Paratransit Program Report Summary

1. Did your agency receive Measure B Paratransit Funds in the reporting period of July 1, 2009 through June 30, 2010?

- Yes (Complete this section and continue on.)
 No (Do not complete this section and continue on.)

Paratransit Agency Contact Name: Laurie Kozisek, Assoc. Civil Engineer

Phone Number: (510) 749-5840

Fax: (510) 749-5867

E-mail: LKozisek@ci.alameda.ca.us

2. During fiscal year 2009–2010 (FY 09/10), what amount of Measure B (MB) Paratransit Funds did your agency receive and expend (on an accrual basis)? Fill in the boxes below. These numbers should be the same as those your agency reports in its compliance audit.

08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance*
\$145,038.00	\$132,364.00	\$1,513.00	\$150,047.00	\$128,868.00

3. What additional Measure B revenues did your agency receive to support your base paratransit program in FY 09/10? Fill in the boxes below if you received these funds.

Minimum Service Level Funds	Stabilization Funds
\$0.00	\$0.00

4. If your agency's ending MB balance was greater than zero, explain why you have this reserve and how you plan to spend these dollars. In the future, how do you plan to use undesignated reserve Measure B funds? Fill in the boxes below with any operating or capital Measure B reserves.

Operating Reserve <i>(eligible for up to three months of service funds)</i>	Capital Reserve <i>(may be held for up to three years)</i>	Date of Capital Reserve Initiation	Undesignated Funds <i>*(End MB – (operations + capital) = Undesignated)</i>
\$33,091.00	\$0.00	N/A	\$95,776.00

- 4A. Describe the use of the undesignated funds below. (max. 255 characters)

We expects a greater demand for the City's paratransit services as more Baby Boomers reach 65 years of age. The City has a new shuttle service, and is in the process of marketing it which should generate more riders and uses of paratransit.

5. If applicable, why were the reported expenditures in FY 09/10 more than the amount of Measure B funds the agency received in FY 09/10? For instance, if your agency faced a funding shortage, how did you use reserve Measure B funds from a previous fiscal year(s)? (max. 500 characters)

N/A

6. What were your operating expenses in FY 09/10 by category? Fill in the boxes below. Provide additional information if you had contract or miscellaneous expenditures.

Labor, Fringe <i>(for recipient staff)</i>	Admin. Costs <i>(for printing, postage, supplies, etc.)</i>	Contracts <i>(see 6A below)</i>	Transportation <i>(expenses recipients paid, not included in contracts)</i>
	\$6,015.18	\$109,512.95	\$0.00
Taxi Reimbursement	Meal Delivery	EBP Ticket Purchase	Miscellaneous <i>(see 6B)</i>
\$0.00	\$49,000.00	\$0.00	\$0.00
Total Operating Expenses <i>(sum of all eight categories)</i>			
\$164,528.13			

- 6A. List the contracted firms below, and if more than one, list the amount your agency paid to each. (max. 255 characters)

Michael/etc \$8,569.66
 Welcome Group(MRTIP+Premium) \$19,162.70
 Friendly Transportation (MRTIP+Premium) \$18,800

- 6B. Describe any miscellaneous expenditures below; include the amounts for each item. (max. 255 characters)

N/A

7. Of these total expenditures, what amount was allocated for the following? Fill in the boxes below.

Management <i>(oversight, planning, budgeting, etc.)</i>	Customer Service and Outreach Activities	Trip Provision <i>(direct or contracted taxis, vans, shuttles, etc.)</i>
\$34,963.06	\$12,383.93	\$0.00

8. What were your Measure B capital expenditures in FY 09/10? Fill in the box below.

Total Capital Expenditures

8A. Describe capital expenditures, such as purchase of vehicles or durable equipment, below.
(max. 255 characters)

N/A

9. What were your net revenues? The box below autopopulates based on previous entries.

Net Revenues
\$114,386.87

10. Does your agency have service quality data available about reservations and trips? If so, enter the data, which may be from consumer surveys or vendors, in the applicable boxes.

Cancelled Trip Reservations <i>(percent)</i>	Passenger No-shows <i>(percent)</i>	On-time Pickups <i>(percent)</i>	Late Pickups <i>(percent)</i>	Missed Trips, Provider No-shows* <i>(percent)</i>	Average Ride Time <i>(minutes)</i>
0					

**Includes very late pickups*

11. Does your agency have service quality data available about ridership?

If so, enter the data in the applicable boxes below.

Number of Registered Riders	Number of Riders Added to Program in FY 09/10	Number of Riders on Wait List	Number of Accidents and Incidents*
0	0	0	0

**Report incidents resulting in any of the following: a fatality other than a suicide, injuries requiring immediate medical attention away from the scene for two or more persons, property damage equal to or exceeding \$7,500, an evacuation due to life safety reasons, or a collision at a grade crossing.*

11A. If any aspect of your responses to questions 10 or 11 needs clarifying, please explain below. (max. 550 characters)

N/A

12. Did your agency publish articles that highlight Paratransit projects and programs funded by Measure B in an agency or ACTIA newsletter?

- Yes
 No

If yes, include a copy of the newsletter(s) in Attachment D and list the publication(s) and date(s) below.

Publication(s) and Date(s): Mastic Bee May (Frequently), Brochures, Alameda telephone directory, Alameda Sun April 2010, Alameda Journal April 2010.

13. Did your agency include a description of the Paratransit projects and programs funded by Measure B on its website?

- Yes
 No

If yes, include a printout of the website in Attachment D and provide on the next page the URL that contains updated and accurate project information.

Website Address: www.AlamedaParatransit.com, www.mastickcenter.com/resources.html

14. Did your agency use signage that indicates use of Measure B funds for its Paratransit projects and programs?

- Yes
 No

If yes, include photos of the signage in Attachment D and describe the signage below.

Signage Description (max. 255 characters):

Sign on bus.

15. What type of Paratransit projects and programs did Measure B fund?

To answer this question, complete the Table 1 Paratransit tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B Paratransit Funds in FY 09/10. Include any photographs in Attachment D.

16. What future Paratransit projects and programs does your agency plan to use Measure B funds to implement?

Describe the planned projects and/or programs using Measure B Paratransit Pass-through Program Funds and the projected schedule. Do not include grant-funded projects, unless your agency uses both pass-through and grant funds for the project (*max. 1,300 characters*).

City of Alameda will continue to provide services similar to last year.

Optional Compliance Reporting Survey

The Alameda CTC is very interested in your opinion on the current compliance process. We are considering consolidating the PDF and Table 1, and would like to know what type of improvements you would like to see as we move to an online, form-based reporting process.

Submit the following survey with your compliance report and attachments to the Alameda CTC by **December 31, 2010**. Put a check in the box to the right of the question that best represents your opinion on the topic. Add any comments and suggestions in the box below each question.

1. How would you rate Alameda CTC's compliance report PDF form for collecting compliance reporting data?

- 5. Outstanding
- 4. Good
- 3. Fair
- 2. Needs Improvement
- 1. Poor

Comments/suggestions:

Boxes to list websites is too tiny.

2. How would you rate the Table 1 attachment for collecting expenditures/accomplishments data?

- 5. Outstanding
- 4. Good
- 3. Fair
- 2. Needs Improvement
- 1. Poor

Comments/suggestions:

Some projects go through different phases - planning then design then construction. The Measure B +

3. How would you rate the instructions within the PDF document and the Table 1 attachment?

- 5. Outstanding
- 4. Good
- 3. Fair
- 2. Needs Improvement
- 1. Poor

Comments/suggestions:

4. How would you rate the audit report requirements?

- 5. Outstanding
- 4. Good
- 3. Fair
- 2. Needs Improvement
- 1. Poor

Comments/suggestions:

5. In your opinion, what works well about the compliance reporting process?

6. In your opinion, what types of improvements to the compliance reporting process would you like to see (including any suggestions for online reporting)?