Technical Training – Annual Expenditure Report

Local Streets and Roads Funding Program

August 28-29, 2018

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Local Streets and Roads Program Manager

Technical Training Objectives

- Background
- Before Reporting
- Annual Project Expenditure Reporting Deadline
- Reporting Criteria
- User Registration/Login
- System Navigation
- Troubleshooting and User Error
- Webinar Q&A – Time Permitting
- Additional Resources

Local Streets and Roads Funding Program – Annual Reporting Requirements

Cities and Counties are required to annually submit to the Commission the following information:

A proposed project list which contains the following for each project:	A project expenditure report which contains the following for in-progress and complete projects:
Proposed Project Description	Project Description and Location
Proposed Location	Project Estimated/Completion Date
Proposed Schedule for Completion	RMRA Funds Expended on the Project
Estimated Useful Life of the Improvement	Estimated Useful Life of the Improvement

Per Streets and Highways Code Sections 2030-2037 &
Current Local Streets and Roads Funding Program Reporting Guidelines.

Local Streets and Roads Program Cycle 1 (Fiscal Year 2017-18)

- The Commission adopted 537 eligible cities and counties for FY 2017-18 program funding eligibility for Road Maintenance and Rehabilitation Account (RMRA) Local Streets and Roads Program Funding.
- FY 2017-18 was the first (partial) year that cities and counties received these new funds on a monthly basis.
  - Total amount received as of August 22, 2018 = $ 386,448,136.32
- First cycle Proposed Project Lists consisted of 4,096 Proposed Projects as submitted by cities and counties.
- Expenditure Reporting Feature Rollout – **August 30, 2018**
- Cycle 1 (FY 2017-18) **Annual Project Expenditure Report** is **due** to the Commission by **October 1, 2018**.

Before Reporting

- ✓ Review the Reporting Criteria Details (Slides 7-16)
- ✓ Read through Section B of the Online Reporting Tool Instructions for additional detail.
- ✓ Collect all Relevant Project Related Data and Details For:
  - ✓ Any Project Component that utilized RMRA Local Streets and Roads Program Funding
  - ✓ Any Project that appeared on the 2017-18 Proposed Project List submitted for funding eligibility.
- ✓ Look up the Estimated RMRA "New SB1" funding amount for Fiscal Year 2017-18
- ✓ Verify the total RMRA FY 2017-18 Apportionment Received
  - ✓ Total from January – June
  - ✓ Combined Total of July and August
  - ✓ The System will auto populate the combined total for the FY

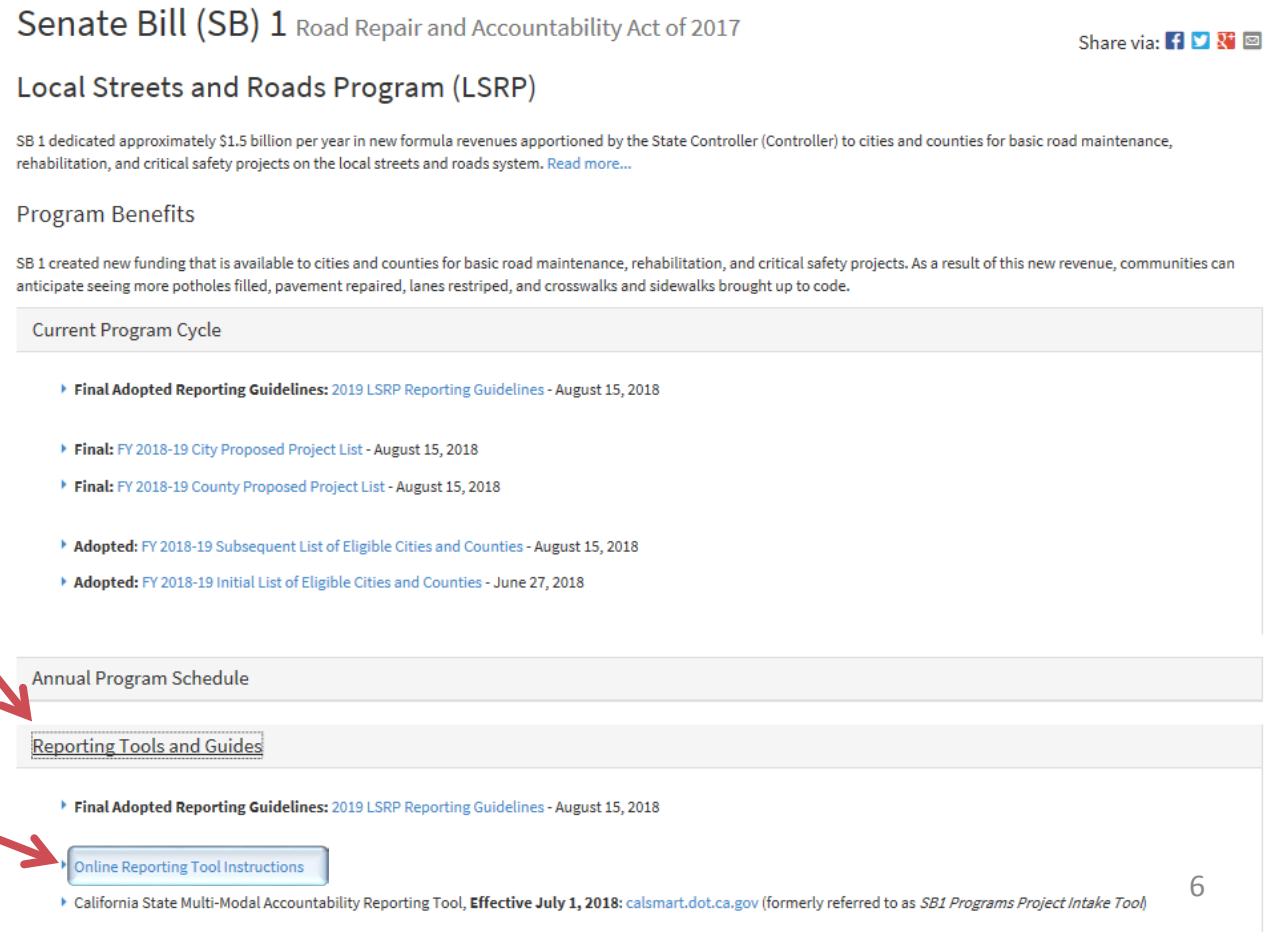
Before Reporting – Online Reporting Tool Instructions

A standalone reference document was created to provide greater detail regarding the Annual Program Reporting Criteria.

- The "**Online Reporting Tool Instructions**" can be found on the Local Streets and Roads Funding Program website under the "Reporting Tools and Guides" Section:
  - http://catc.ca.gov/programs/sb1/lsrp/

The project expenditure reporting tool was developed using the proposed project list submittals that the Commission received for Fiscal Year 2017-18 Program Funding Eligibility. For each year a city or county is deemed eligible and receives monthly Program funding apportionments, those cities and counties are required to provide an Annual Project Expenditure Report. The proposed project lists submitted and reviewed by the Commission each year will be the basis for the report.

Section B, Page 6



Reporting Criteria – Definitions

FY 2017-18 RMRA Local Streets and Roads Apportionments Received	FY 2017-18 RMRA Local Streets and Roads Expenditures Reported
To be reported based on what each jurisdiction received between January 2018 and August 2018	Reportable Activity Period is State Fiscal Year (July 1 – June 30)
The program revenues were collected by the State from November 2017 to June 2018	Expenditure Activity: “Goods received, services rendered and invoiced, or work performed within the State fiscal year that incurred costs that are to be paid with RMRA Local Streets and Roads Program funds.”

Reporting Criteria – General Information

- RMRA Fiscal Year Estimated Apportionment.
    - Find the 2017-18 Estimated RMRA "SB1 New" Amount on the California Local Government Finance Almanac website.
- Total RMRA Apportionment Received for Fiscal Year. Visit the State Controller's Office Website for Apportionment Received Information:
    - County Totals – You will note the amount received from January to June & the amount from July to August, the system will automate your total.
    - City Totals – You will note the amount received from January to June & the amount from July to August, the system will automate your total.

To find the exact Fiscal Year Apportionment Amount Received please go to the State Controller's Apportionments site: https://www.sco.ca.gov/ard_local_apportionments.html and scroll down to the Road Maintenance and Rehabilitation Account link for either Cities or Counties.

How to Identify the Reportable Apportionment Amounts:

Counties Fiscal Year 2017-18

State Controller's Office
Road Maintenance and Rehabilitation Account - Counties
Fiscal Year 2017-18 Year to Date Payments
as of 8/22/18

County	September	October	November	December	January	February	March	April	May	June	July	August	Total
ALAMEDA	0.00	0.00	0.00	0.00	171,639.59	465,844.47	691,882.55	757,625.16	720,167.05	995,264.91	881,267.12	1,267,811.91	5,951,482.76
ALPINE	0.00	0.00	0.00	0.00	3,253.10	8,822.90	13,111.94	14,352.86	13,663.94	18,918.64	16,802.72	24,151.73	113,077.83
AMADOR	0.00	0.00	0.00	0.00	15,859.21	43,004.66	63,921.59	70,046.30	66,503.15	91,943.34	81,576.83	117,147.63	550,002.71
BUTTE	0.00	0.00	0.00	0.00	56,051.33	152,121.25	226,029.51	247,570.88	235,553.81	325,797.14	289,150.59	415,262.61	1,947,527.12
CALAVERAS	0.00	0.00	0.00	0.00	24,095.35	65,378.96	97,151.81	106,241.58	101,090.74	139,853.82	124,137.44	178,323.75	836,273.45
COLUSA	0.00	0.00	0.00	0.00	18,866.23	51,214.84	76,054.83	83,335.57	79,242.38	109,611.43	97,318.72	140,080.72	655,724.72
CONTRA COSTA	0.00	0.00	0.00	0.00	143,402.54	388,416.33	577,369.37	632,219.20	600,581.53	830,388.01	737,008.82	1,060,976.27	4,970,361.07
DEL NORTE	0.00	0.00	0.00	0.00	9,746.29	26,418.26	39,255.46	42,987.48	40,939.88	56,606.43	50,242.28	72,325.34	338,520.42
EL DORADO	0.00	0.00	0.00	0.00	50,889.96	138,047.46	205,336.91	224,763.83	213,815.66	295,722.38	262,487.61	377,448.10	1,768,709.93
FRESNO	0.00	0.00	0.00	0.00	173,488.20	470,374.76	698,982.54	766,474.39	730,177.73	1,010,727.21	896,091.73	1,289,486.06	6,035,802.62
GLENN	0.00	0.00	0.00	0.00	22,945.04	62,309.24	92,595.66	101,458.52	96,546.20	133,462.19	118,562.24	170,435.15	798,314.24
HUMBOLDT	0.00	0.00	0.00	0.00	44,558.01	120,815.64	179,473.36	196,430.20	186,703.63	257,932.85	228,708.95	328,608.91	1,543,231.55
IMPERIAL	0.00	0.00	0.00	0.00	78,669.28	213,243.23	316,833.83	347,652.85	330,949.19	457,730.14	407,111.18	585,684.34	2,737,874.04
INYO	0.00	0.00	0.00	0.00	27,694.17	75,059.93	111,502.39	122,151.65	116,168.13	160,817.12	142,763.04	205,153.37	961,299.80
KERN	0.00	0.00	0.00	0.00	162,084.16	439,426.60	652,889.85	715,759.92	681,579.88	944,209.87	839,122.76	1,206,955.59	5,641,828.63
KINGS	0.00	0.00	0.00	0.00	34,149.07	92,552.02	137,435.21	150,698.52	143,422.69	198,596.75	174,382.70	250,797.29	1,182,034.25
LAKE	0.00	0.00	0.00	0.00	23,937.40	64,969.34	96,583.26	105,763.23	100,649.41	139,138.55	123,294.21	176,955.86	831,291.26
LASSEN	0.00	0.00	0.00	0.00	23,292.83	63,160.38	93,811.59	102,822.54	97,693.04	134,976.59	119,756.29	172,142.13	807,455.39
LOS ANGELES	0.00	0.00	0.00	0.00	1,040,239.31	2,821,220.21	4,190,297.23	4,586,233.43	4,363,713.81	6,032,201.58	5,347,462.73	7,677,467.87	36,058,826.17
MADERA	0.00	0.00	0.00	0.00	49,477.44	134,165.45	199,429.78	218,588.94	208,157.47	288,004.52	255,543.25	367,609.75	1,720,976.60
MARIN	0.00	0.00	0.00	0.00	38,889.75	105,578.31	156,888.94	171,659.55	162,885.12	225,182.45	199,503.48	286,751.77	1,347,339.37
MARIPOSA	0.00	0.00	0.00	0.00	15,410.43	41,801.19	62,114.71	68,009.23	64,680.26	89,471.78	79,369.04	114,078.83	534,935.47
MENDOCINO	0.00	0.00	0.00	0.00	35,819.78	97,165.19	144,403.76	158,039.87	150,332.19	208,059.78	184,615.70	265,176.65	1,243,612.92
MERCED	0.00	0.00	0.00	0.00	65,443.39	177,516.90	263,936.13	289,301.43	275,645.82	382,964.40	339,861.01	489,355.37	2,284,024.45
MODOC	0.00	0.00	0.00	0.00	22,836.39	61,379.78	91,214.05	99,914.94	95,054.58	131,519.28	116,752.04	167,874.08	786,345.14
MONO	0.00	0.00	0.00	0.00	16,756.55	45,464.34	67,544.87	73,962.58	70,353.52	97,384.50	86,475.01	124,284.17	582,225.54
MONTEREY	0.00	0.00	0.00	0.00	73,995.61	200,682.98	298,347.18	326,557.85	310,409.10	429,594.69	381,296.65	548,077.54	2,568,961.60
NAPA	0.00	0.00	0.00	0.00	27,412.35	74,402.54	110,608.97	121,110.85	115,035.53	159,007.45	140,982.49	202,918.23	951,478.41
NEVADA	0.00	0.00	0.00	0.00	27,981.29	75,969.07	112,771.45	123,321.92	117,140.73	162,204.78	143,819.19	206,796.73	970,005.16
ORANGE	0.00	0.00	0.00	0.00	353,920.39	960,942.34	1,430,589.34	1,568,024.10	1,491,914.94	2,064,994.36	1,834,450.63	2,637,449.35	12,342,285.45
PLACER	0.00	0.00	0.00	0.00	74,131.15	201,362.78	299,338.73	328,067.35	311,953.52	432,021.91	383,806.16	552,143.42	2,582,915.02
PLUMAS	0.00	0.00	0.00	0.00	18,549.99	50,318.34	74,793.42	81,851.03	77,850.70	108,001.96	95,923.58	137,938.65	645,124.64
RIVERSIDE	0.00	0.00	0.00	0.00	289,777.43	786,294.69	1,168,911.55	1,281,552.54	1,221,027.98	1,689,263.21	1,500,783.14	2,156,695.39	10,094,305.93
SACRAMENTO	0.00	0.00	0.00	0.00	210,901.95	571,622.16	849,423.84	930,420.27	885,605.30	1,224,136.77	1,086,101.94	1,561,634.86	7,319,847.09
SAN BENITO	0.00	0.00	0.00	0.00	17,593.88	47,728.83	70,969.93	77,821.89	74,114.67	102,578.14	90,826.50	130,609.03	612,242.87
SAN BERNARDINO	0.00	0.00	0.00	0.00	278,582.83	755,371.66	1,122,314.24	1,232,051.54	1,173,303.60	1,623,670.63	1,441,262.95	2,071,274.92	9,697,832.37
SAN DIEGO	0.00	0.00	0.00	0.00	400,258.50	1,085,271.75	1,612,407.55	1,765,301.03	1,679,554.19	2,322,912.16	2,062,031.94	2,960,158.90	13,887,896.02
SAN FRANCISCO	0.00	0.00	0.00	0.00	80,771.96	219,025.12	325,479.47	356,158.49	338,001.44	466,772.34	412,765.15	593,124.56	2,792,098.23
SAN JOAQUIN	0.00	0.00	0.00	0.00	116,083.43	315,027.26	468,337.91	513,910.95	489,295.23	677,319.85	600,972.72	864,644.73	4,045,592.08
SAN LUIS OBISPO	0.00	0.00	0.00	0.00	65,999.64	179,100.93	266,110.89	291,324.63	276,924.56	382,910.31	339,891.00	488,447.95	2,290,709.91
SAN MATEO	0.00	0.00	0.00	0.00	98,341.57	266,310.04	394,976.15	431,929.18	411,077.94	569,673.43	507,214.01	731,828.56	3,411,350.88
SANTA BARBARA	0.00	0.00	0.00	0.00	66,555.00	180,410.98	268,108.72	293,864.17	279,397.90	386,533.12	342,837.07	492,884.03	2,310,590.99
SANTA CLARA	0.00	0.00	0.00	0.00	216,462.23	587,252.02	872,665.97	954,621.49	907,720.67	1,254,969.15	1,111,823.29	1,600,357.28	7,505,892.10
SANTA CRUZ	0.00	0.00	0.00	0.00	44,496.46	120,743.91	179,458.84	196,336.87	186,243.89	257,152.13	228,552.38	328,438.46	1,540,522.94
SHASTA	0.00	0.00	0.00	0.00	51,577.84	139,903.07	207,981.37	227,873.82	216,736.49	299,703.48	265,930.91	381,631.58	1,791,338.56
SIERRA	0.00	0.00	0.00	0.00	9,042.41	24,521.94	36,440.81	39,881.79	37,929.56	52,447.40	46,584.59	66,969.97	313,818.47
SISKIYOU	0.00	0.00	0.00	0.00	37,153.55	100,722.43	149,626.12	163,773.70	155,769.14	215,476.65	191,295.64	274,698.98	1,288,516.21
SOLANO	0.00	0.00	0.00	0.00	63,147.59	171,300.00	254,779.17	279,356.56	266,020.13	368,420.61	326,929.20	470,539.99	2,200,493.25
SONOMA	0.00	0.00	0.00	0.00	93,645.70	254,135.82	377,895.82	413,822.56	393,177.17	543,321.10	480,708.58	690,858.06	3,247,564.81
STANISLAUS	0.00	0.00	0.00	0.00	92,812.00	251,695.47	374,128.54	410,421.81	390,717.03	541,116.25	480,263.77	690,424.45	3,231,579.32
SUTTER	0.00	0.00	0.00	0.00	28,534.73	77,415.41	114,962.27	125,932.88	119,962.24	166,116.77	147,612.59	212,344.28	992,881.17
TEHAMA	0.00	0.00	0.00	0.00	32,301.50	87,532.35	130,128.96	142,522.25	135,566.04	187,355.85	166,280.08	239,207.23	1,120,894.26
TRINITY	0.00	0.00	0.00	0.00	17,246.10	46,765.94	69,468.94	76,046.77	72,309.83	99,962.15	88,795.18	127,525.85	598,120.76
TULARE	0.00	0.00	0.00	0.00	112,559.68	305,205.36	453,311.00	496,923.28	472,795.55	654,701.37	574,782.89	826,486.59	3,896,736.72
TUOLUMNE	0.00	0.00	0.00	0.00	22,559.96	61,193.05	90,901.32	99,548.28	94,628.46	131,127.05	116,385.70	167,154.52	783,496.34
VENTURA	0.00	0.00	0.00	0.00	109,013.43	295,751.77	439,364.62	480,762.32	457,249.05	632,409.22	561,279.26	806,279.73	3,782,109.40
YOLO	0.00	0.00	0.00	0.00	39,983.20	108,566.21	161,375.35	176,807.28	168,184.02	232,548.45	206,444.59	296,872.13	1,390,781.23
YUBA	0.00	0.00	0.00	0.00	22,635.77	61,438.61	91,222.67	99,905.46	95,215.63	131,673.79	116,936.05	168,161.52	787,189.50
TOTAL	0.00	0.00	0.00	0.00	5,563,309.64	15,089,456.47	22,422,552.24	24,561,066.53	23,369,103.04	32,326,582.19	28,675,187.31	41,216,810.72	193,224,068.14

https://www.sco.ca.gov/Files-ARD-Payments/rmra_counties_ytd_1718.pdf

Cities Fiscal Year 2017-18

State Controller's Office
Road Maintenance and Rehabilitation Account - Cities
Fiscal Year 2017-18 Year-to-Date Payments
As of 08/22/18

City	September	October	November	December	January	February	March	April	May	June	July	August	Total
ADELANTO	0.00	0.00	0.00	0.00	0.00	21,468.22	23,297.03	25,541.63	24,288.33	33,598.15	29,803.13	42,838.08	200,824.57
AGOURA HILLS	0.00	0.00	0.00	0.00	3,544.77	9,614.54	14,286.96	15,663.47	14,894.88	20,604.15	18,276.84	26,270.56	123,156.17
ALAMEDA	0.00	0.00	0.00	0.00	13,480.17	36,562.50	54,330.95	59,565.58	56,642.77	78,354.19	69,503.82	99,902.61	468,342.59
ALBANY	0.00	0.00	0.00	0.00	3,202.40	8,685.93	12,907.07	14,150.63	13,456.27	18,614.12	16,511.59	23,733.24	111,261.25
ALHAMBRA	0.00	0.00	0.00	0.00	14,659.74	39,761.85	59,085.11	64,777.80	61,599.22	85,210.48	75,585.67	108,644.46	509,324.33
ALISO VIEJO	0.00	0.00	0.00	0.00	8,485.32	23,014.87	34,199.51	37,494.54	35,654.73	49,321.34	43,750.33	62,885.35	294,805.99
ALTURAS	0.00	0.00	0.00	0.00	0.00	1,769.97	1,921.65	2,106.79	2,003.42	2,771.34	2,458.30	3,533.49	16,564.96
AMADOR	0.00	0.00	0.00	0.00	32.55	88.29	131.19	143.83	136.77	189.20	167.83	241.23	1,130.89
AMERICAN CANYON	0.00	0.00	0.00	0.00	3,469.21	9,409.60	13,982.43	15,329.60	14,577.39	20,164.97	17,887.27	25,710.60	120,531.07
ANAHEIM	0.00	0.00	0.00	0.00	60,470.20	164,014.32	243,721.16	267,203.01	254,091.66	351,486.10	311,784.58	448,149.33	2,100,920.36
ANDERSON	0.00	0.00	0.00	0.00	1,762.43	4,780.28	7,103.37	7,787.76	7,405.63	10,244.24	9,087.12	13,061.53	61,232.36
ANGELS	0.00	0.00	0.00	0.00	677.99	1,838.92	2,732.59	2,995.87	2,848.86	3,940.84	3,495.71	5,024.63	23,555.41
ANTIOCH	0.00	0.00	0.00	0.00	19,267.20	52,258.74	77,655.16	85,137.02	80,959.45	111,991.55	99,341.74	142,790.68	669,401.54
APPLE VALLEY	0.00	0.00	0.00	0.00	12,598.62	34,171.44	50,777.90	55,670.21	52,938.54	73,230.11	64,958.53	93,369.34	437,714.69
ARCADIA	0.00	0.00	0.00	0.00	9,678.35	26,245.33	38,999.90	42,757.43	40,659.37	56,244.29	49,891.31	71,712.19	336,186.17
ARCATA	0.00	0.00	0.00	0.00	3,098.85	8,405.06	12,489.70	13,693.05	13,021.15	18,012.21	15,977.67	22,965.80	107,663.49
ARROYO GRANDE	0.00	0.00	0.00	0.00	2,991.25	8,113.21	12,056.02	13,217.59	12,569.01	17,386.77	15,422.88	22,168.36	103,925.09
ARTESIA	0.00	0.00	0.00	0.00	2,836.08	7,692.36	11,430.65	12,531.96	11,917.04	16,484.89	14,622.86	21,018.44	98,534.28
ARVIN	0.00	0.00	0.00	0.00	3,568.21	9,678.12	14,381.44	15,767.05	14,993.38	20,740.41	18,397.71	26,444.29	123,970.61
ATASCADERO	0.00	0.00	0.00	0.00	5,211.41	14,134.99	21,004.23	23,027.93	21,897.98	30,291.57	26,870.03	38,622.14	181,060.28
ATHERTON	0.00	0.00	0.00	0.00	1,205.54	3,269.80	4,859.84	5,326.66	5,065.59	7,007.25	6,215.78	8,934.34	41,884.80
ATWATER	0.00	0.00	0.00	0.00	5,128.09	13,909.01	20,668.44	22,659.78	21,547.89	29,807.30	26,440.46	38,004.89	178,165.66
AUBURN	0.00	0.00	0.00	0.00	0.00	8,825.47	9,581.74	10,504.91	9,989.45	13,818.44	12,257.61	17,618.70	82,596.32
AVALON	0.00	0.00	0.00	0.00	628.74	1,705.35	2,534.10	2,778.26	2,641.93	3,654.59	3,241.80	4,659.66	21,844.43
AVENAL	0.00	0.00	0.00	0.00	2,614.98	7,092.65	10,539.50	11,554.95	10,987.97	15,199.70	13,482.84	19,379.82	90,852.41
AZUSA	0.00	0.00	0.00	0.00	8,392.56	22,763.27	33,825.65	37,084.66	35,264.96	48,782.17	43,272.06	62,197.90	291,583.23
BAKERSFIELD	0.00	0.00	0.00	0.00	64,680.82	175,434.84	260,691.76	285,808.68	271,784.38	375,960.51	333,494.53	479,354.52	2,247,210.04
BALDWIN PARK	0.00	0.00	0.00	0.00	12,739.61	34,563.86	51,366.17	56,293.23	53,530.99	74,049.65	65,685.50	94,414.26	442,613.27
BANNING	0.00	0.00	0.00	0.00	5,239.74	14,211.84	21,118.43	23,153.13	22,017.03	30,456.26	27,016.12	38,832.13	182,044.68
BARSTOW	0.00	0.00	0.00	0.00	4,089.52	11,092.08	16,482.54	18,070.59	17,183.89	23,770.55	21,085.59	30,307.76	142,082.52
BEAUMONT	0.00	0.00	0.00	0.00	7,788.27	21,124.26	31,390.11	34,414.46	32,725.78	45,269.72	40,156.35	57,719.48	270,588.43
BELL	0.00	0.00	0.00	0.00	6,140.35	16,654.58	24,748.29	27,132.72	25,801.35	35,691.11	31,659.68	45,506.63	213,334.71
BELL GARDENS	0.00	0.00	0.00	0.00	7,222.44	19,589.54	29,109.56	31,914.18	30,348.19	41,980.78	37,238.91	53,526.04	250,929.64
BELLFLOWER	0.00	0.00	0.00	0.00	12,928.51	35,066.20	52,107.49	57,127.90	54,324.70	75,147.60	66,659.43	95,814.16	449,175.99
BELMONT	0.00	0.00	0.00	0.00	4,653.84	12,622.68	18,756.98	20,564.17	19,555.11	27,050.66	23,995.20	34,489.95	161,688.59
BELVEDERE	0.00	0.00	0.00	0.00	366.32	993.57	1,476.41	1,618.66	1,539.24	2,129.23	1,888.73	2,714.80	12,726.96
BENICIA	0.00	0.00	0.00	0.00	4,670.87	12,668.88	18,825.64	20,639.44	19,626.68	27,149.68	24,083.03	34,616.19	162,280.41
BERKELEY	0.00	0.00	0.00	0.00	20,447.27	55,459.46	82,411.37	90,351.47	85,918.03	118,850.78	105,426.19	151,536.28	710,400.85
BEVERLY HILLS	0.00	0.00	0.00	0.00	5,843.18	15,848.57	23,550.57	25,819.60	24,552.66	33,963.81	30,127.48	43,304.29	203,010.16
BIG BEAR LAKE	0.00	0.00	0.00	0.00	851.20	2,308.71	3,430.69	3,761.23	3,576.67	4,947.62	4,388.77	6,308.28	29,573.17
BIGGS	0.00	0.00	0.00	0.00	321.29	871.43	1,294.92	1,419.68	1,350.02	1,867.49	1,656.55	2,381.07	11,162.45
BISHOP	0.00	0.00	0.00	0.00	666.86	1,808.73	2,687.73	2,946.68	2,802.09	3,876.14	3,438.32	4,942.13	23,168.68
BLUE LAKE	0.00	0.00	0.00	0.00	218.41	592.39	880.27	965.09	917.73	1,269.50	1,126.11	1,618.63	7,588.13
BLYTHE	0.00	0.00	0.00	0.00	3,510.87	9,522.59	14,150.33	15,513.67	14,752.43	20,407.11	18,102.06	26,019.32	121,978.38
BRADBURY	0.00	0.00	0.00	0.00	186.70	506.39	752.48	824.98	784.50	1,085.20	962.63	1,383.65	6,486.53
BRAWLEY	0.00	0.00	0.00	0.00	4,541.51	12,318.02	18,304.27	20,067.84	19,083.13	26,397.78	23,416.06	33,657.51	157,786.12
BREA	0.00	0.00	0.00	0.00	7,456.87	20,225.38	30,054.41	32,950.06	31,333.24	43,343.41	38,447.63	55,263.41	259,074.41
BRENTWOOD	0.00	0.00	0.00	0.00	10,297.17	27,929.18	41,502.05	45,500.66	43,267.99	59,852.81	53,092.23	76,313.10	357,755.19
BRISBANE	0.00	0.00	0.00	0.00	796.38	2,160.05	3,209.77	3,519.03	3,346.35	4,629.02	4,106.16	5,902.06	27,668.82
BUELLTON	0.00	0.00	0.00	0.00	865.03	2,346.22	3,486.43	3,822.34	3,634.78	5,028.01	4,460.08	6,410.78	30,053.67
BUENA PARK	0.00	0.00	0.00	0.00	14,147.37	38,372.14	57,020.03	62,513.76	59,446.28	82,232.29	72,943.88	104,847.24	491,522.99
BURBANK	0.00	0.00	0.00	0.00	17,714.23	48,046.60	71,396.04	78,274.85	74,433.99	102,964.86	91,334.64	131,281.53	615,446.74
BURLINGAME	0.00	0.00	0.00	0.00	5,084.58	13,790.99	20,493.06	22,467.51	21,365.06	29,554.38	26,216.11	37,682.21	176,853.90
CALABASAS	0.00	0.00	0.00	0.00	0.00	15,162.79	16,451.28	18,036.31	17,151.29	23,725.45	21,045.59	30,250.26	141,812.97
CALEXICO	0.00	0.00	0.00	0.00	6,901.49	18,719.02	27,815.99	30,495.99	28,999.58	40,115.25	35,584.10	51,147.46	239,778.88
CALIFORNIA CITY	0.00	0.00	0.00	0.00	2,402.98	6,517.65	9,685.06	10,618.19	10,097.16	13,967.45	12,389.78	17,808.68	83,486.95

https://www.sco.ca.gov/Files-ARD-Payments/rmra_cities_ytd_1718.pdf

Sample Project Data

17/18 Estimate	January - June	July - August	17/18 Total	Total FY Expenditure
$ 357,416.53	$ 228,929.56	$ 129,733.86	$ 358,663.42	$ 358,663.42

Proposed Project Number	Title	Description/Locations	Estimated/ Total Cost	RMRA FY Exp.	Shcedule	Status
PP001	2017/18 Annual Rehab	Rehab Roads on ...	$ 756,852.00	$ 250,663.42	Start 5/2/3028 Comp 6/28/2018	Completed
PP002	2017/18 Annual Rehab					
PP003	Sidewalk Rehab	Design for rehab and updates	$ 200,000.00	$ 108,000.00	Start 6/25/2018 Est. Comp 8/3/2018	In-Progress

Using the 2017-18 Proposed Project List, Apportionment Data, Project Status, and Expenditure Information each Jurisdiction can begin collecting the baseline information needed for the expenditure report.

Reporting Criteria – Completed Projects *(Only)*

- Component.
  - The applicable "Component" must be selected, cities and counties may select from Construction, Pre-Construction, or Procurement/Operational Needs.
- Project Award Date (if applicable).
- Project Start Date (Cannot be after June 30, 2018).
- Project Completion Date (Cannot be after June 30, 2018).
  - Enter the month and year that the project was completed/operational.
- Additional Project Elements.
  - Additional Elements Description (optional)
- RMRA Funds Expended.
  - Based on the project component activity performed within the FY in which costs were incurred.
- Estimated Overall Project Cost.
- Enter a minimum and maximum estimated useful life value in years.
- Project Details Update – Cities/Counties must update the following project detail information to ensure accuracy:
  - Project Title
  - Project Description
  - US Congressional District
  - Project Location
  - Legislative Districts

Reporting Criteria – Completed Projects *(Only)* Construction Component

- Construction:

Construction-Annual Maintenance Components	
Total Miles Paving Rehab/Repair (All paving activities: Pothole, crack seal, slurry seal, etc.)	Miles
Total # of ADA Curb Ramps	# of
Sidewalks and Crosswalks Repaired	Miles
Bicycle Lane Rehab/Repair	Miles
Landscape Maintenance	Miles
Drainage Systems Repair (Storm Drain and Culvert)	# of
Bridge Structure Rehab	# of
Safety Improvements Repair/Rehab to Existing (Paving, Striping, Signage, Lighting, Signals)	Miles
Roundabout Repair	# of
Railroad Grade Separation Repair	# of
Existing Transit Repair	# of
Right of Way Acquisition	Y/N

Construction-New Improvement Components	
Total Miles Paving New and Widened	Miles
Total # of New ADA Curb Ramps	# of
Sidewalks and Crosswalks New Installations	Miles
New Install/Class Improve to Bicycle Lanes	Miles
Landscape (New)	Miles
New Drainage Systems (Storm Drain and Culvert)	# of
New Bridge Structure or Major Reconstruction	# of
New Safety Installations (Paving, Striping, Signage, Lighting, Signals)	Miles
New Roundabout Installment	# of
New Railroad Grade Separation Crossing	# of
New Transit Investment Installation	# of
Right of Way Acquisition	Y/N

Reporting Criteria – Completed Projects *(Only)* Pre-Construction Component

- Pre-Construction:

Pre-Construction (Did the project component include any of the following)	
If the pre-construction activity reported is for more than one project, please provide the number of potential projects.	# of Projects
Was the pre-construction activity for a project that will utilize RMRA funding in its construction delivery?	Yes/No
Preliminary Design	Yes/No
Environmental	Yes/No
Right of Way	Yes/No
Cost Estimating	Yes/No
Scope Development and Document Prep	Yes/No
Maintenance Program Plan Development	Yes/No
Needs Assessment	Yes/No
Feasibility Study	Yes/No
Was the pre-construction component activity above for the rehab/repair of existing pavement or structure?	Yes/No
Was the pre-construction component activity above for a new improvement or installation?	Yes/No
Was the pre-construction activity for a project consisting of both rehab/repair of existing pavement or structure and for a new improvement or installation?	Yes/No
Project Timeline Advanced By?	Years

Reporting Criteria – Completed Projects *(Only)* Procurement/Operational Needs Component

- Procurement/Operational Needs:

Procurement and Operational Need (Select all that apply)		
Staffing	Y/N	# of
Systems/Databases	Y/N	# of
Materials	Y/N	# of
Equipment Purchased	Y/N	# of
Equipment Maintenance Performed/Service Rendered	Y/N	# of
Did any of the items procured result in the use on or delivery of a project that did not otherwise utilize RMRA funding?	Y/N	# of
If Yes, please provide a brief summary of the outcomes the procurement of those items led to?	(i.e. Procured 10 Light Signals to replace existing installations)	
Other (Please Explain)	Y/N	# of

Reporting Criteria – In-Progress Projects *(Only)*

- Component.
  - The applicable "Component" must be selected, cities and counties may select from Construction, Pre-Construction, or Procurement/Operational Needs.
- Project Award Date (if applicable).
- Project Start Date (Cannot be after June 30, 2018).
- Estimated Project Completion Date (Any Date After June 30, 2018).
  - Enter the month and year that the project is estimated to be completed/operational.
- Additional Project Elements.
  - Additional Elements Description (optional)
- RMRA Funds Expended.
  - Based on the project component activity performed within the FY in which costs were incurred.
- Estimated Overall Project Cost.
- Enter a minimum and maximum estimated useful life value in years.
- Project Details Update – Cities/Counties must update the following project detail information to ensure accuracy:
  - Project Title
  - Project Description
  - US Congressional District
  - Project Location
  - Legislative Districts

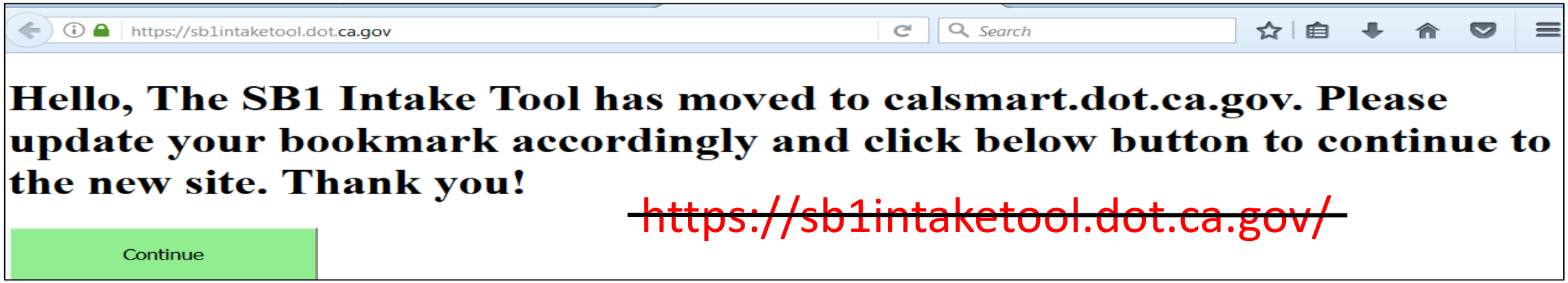
Reporting Criteria – All Other Projects Originally Listed

- Status
  - **Carried Over & Forecasted**
- Component
  - The applicable "Component" must be selected, cities and counties may select from Construction, Pre-Construction, or Procurement/Operational Needs.
- Est. Project Start & Completion Date
- Additional Project Elements.
  - Additional Elements Description (optional)
- Project Details Update – Cities/Counties must update the following project detail information to ensure accuracy:
  - Project Title
  - Project Description
  - Project Location
  - Legislative Districts

- Status
  - **No Longer RMRA Funded**
- Additional Information
  - Brief Description (i.e. using other source funding for project, or not feasible at this time may consider RMRA funding in the future, etc.)

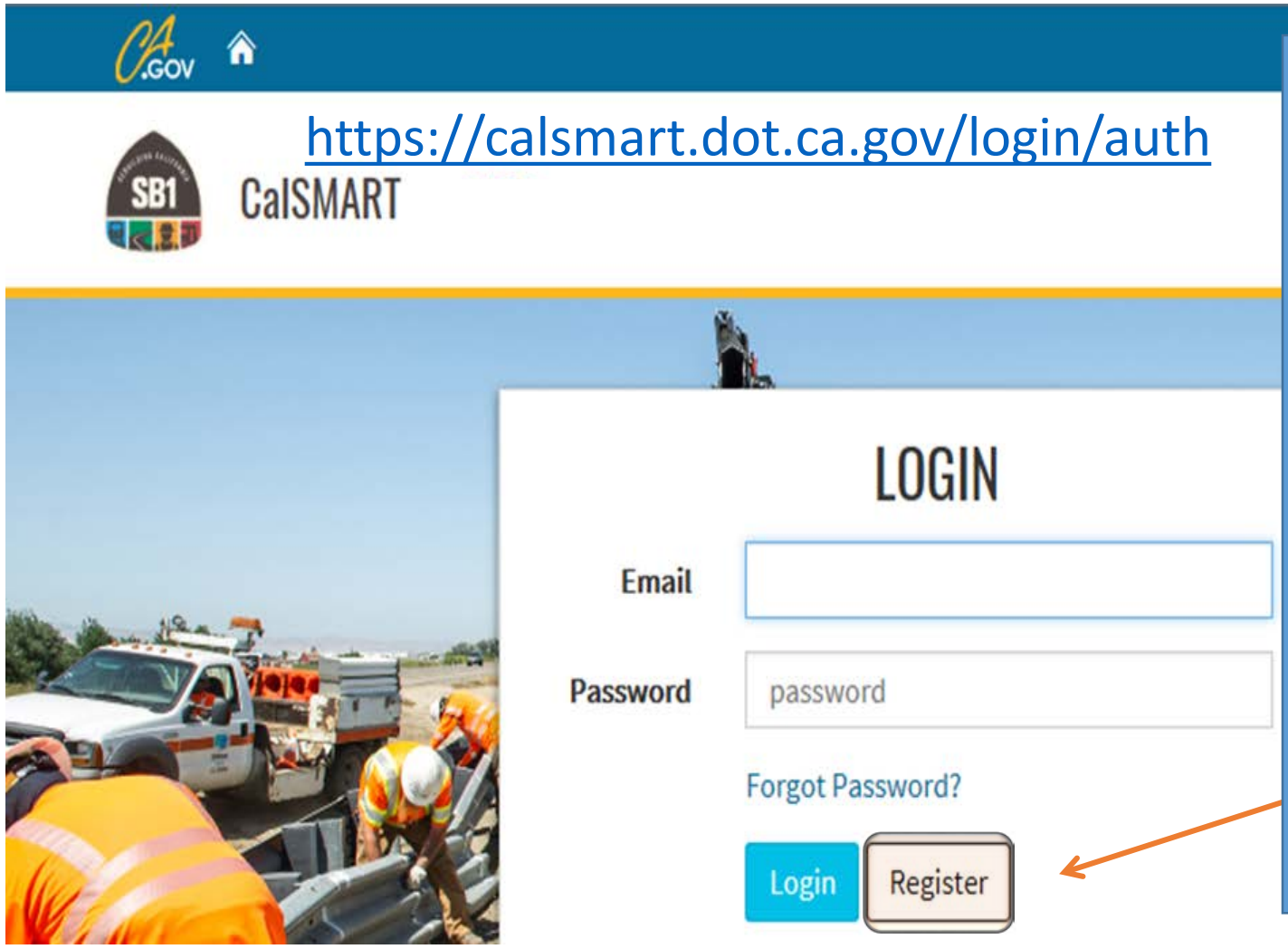
Access to CalSMART

Formerly referred to as the SB1 Intake Tool, CalSMART will now be the online reporting portal for the Local Streets and Roads Funding Program.



If already a registered user, there is no need to register again in the new system URL (https://calsmart.dot.ca.gov/login/auth).

Register New Users



If you have not yet registered for CalSMART *(formerly SB1 Program Project Intake Tool)* online system, please ensure this is done immediately.

If you are unsure if you have registered for the online tool, you can check by clicking the "Register" tab.

Register New Users

https://calsmart.dot.ca.gov/login/auth

Please fill out the form to register for an account.
All fields are required

First Name

Last Name

Email

Phone Number

Job Title

Agency (type to filter list)

Password

Confirm Password

Passwords must be between 8 and 64 characters long and contain at least one uppercase letter, one lowercase letter, one number, and one symbol (!@#$%^&)

Submit

Make sure the email entered is the email address for the actual user of the account.
The Email is the “Username” for login.

Select the “Agency” you are representing.
*If a consultant and representing multiple agencies, only one email address can be registered in the system and cannot be given access to multiple agencies. Consultants are encouraged to have an email address associated with each agency they are representing.

Passwords must be between 8 and 64 characters long and contain at least one uppercase letter, one lowercase letter, one number, and one symbol (!@#$%^&)

Registration Verification – Before you can login

From: CalSMART Notification [mailto:no-reply@dot.ca.gov]
Sent: Monday, August 20, 2018 8:57 AM
To: Account Email Entered @ Registration
Subject: Account Request Received

Prior to being granted access to the system each registrant will receive an email to verify their account request. In order for the Administrator to receive your registration request and approve you in the system you must click the "here" link in the email. *DO NOT ATTEMPT TO LOGIN AFTER CLICKING THE LINK

Hi "Registrant's First Name"

You (or someone claiming to be you) have completed the first step in creating an SB 1 Programs Project Intake Tool account with this email address.

If you made the request, please click here to continue the registration process.

Please note, **DO NOT** attempt to login until you have received an "Account Approved" email from us. Attempting to login before you receive this email could lock your account. If you have any questions as to the status of your account approval please email CTC@catc.ca.gov

Account Approved Email– Now Login

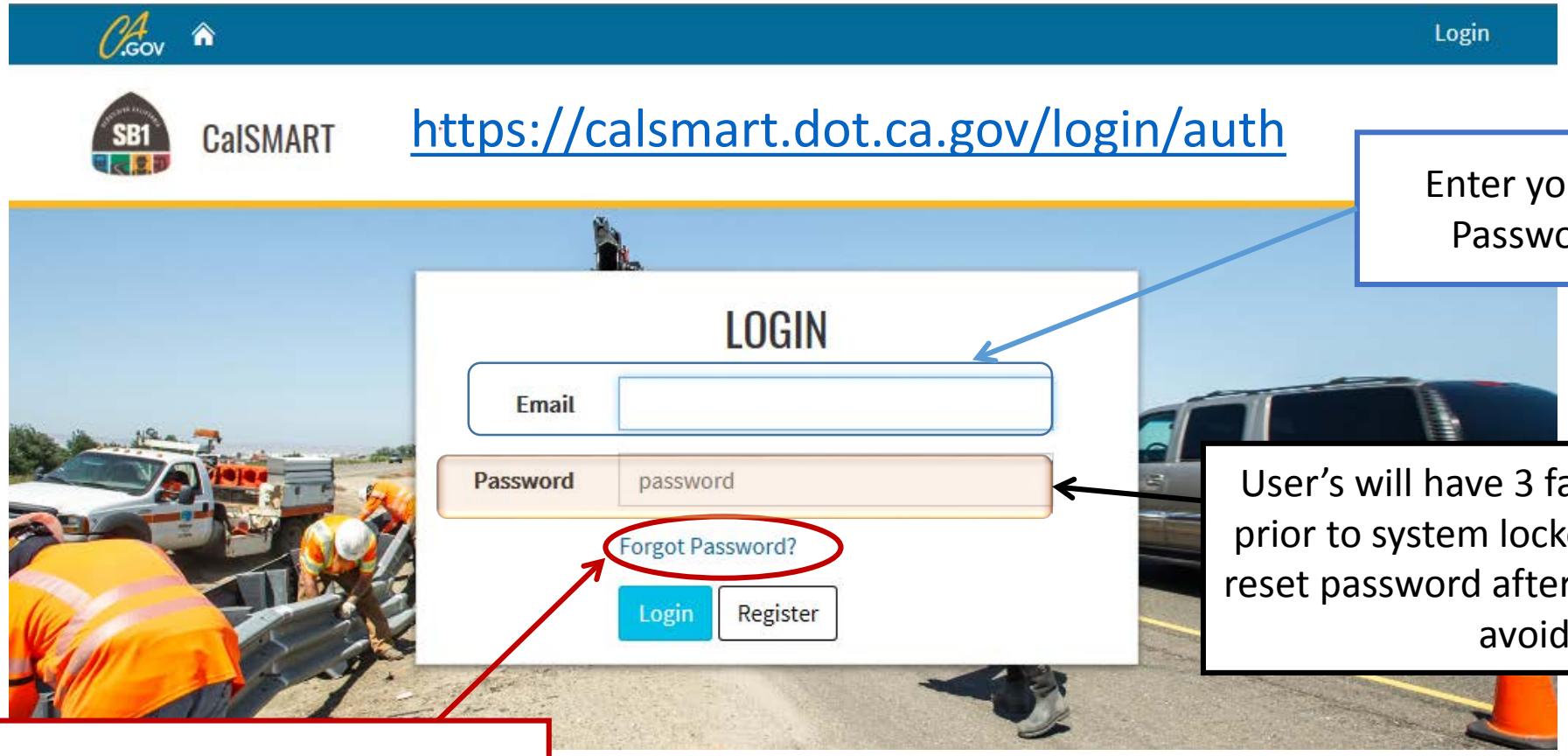
Once the “Administrator” has approved your account you will receive the following email. You will now have “Login” access to the system.

From: CalSMART Notification [mailto:no-reply@dot.ca.gov]
Sent: Monday, August 20, 2018 8:59 AM
To: Changizi, Elika@CATC <Elika.Changizi@catc.ca.gov>
Subject: Account Approved

Hi Elika,

Your SB1 Programs Project Intake Tool account has been approved. Click here to login.

Login



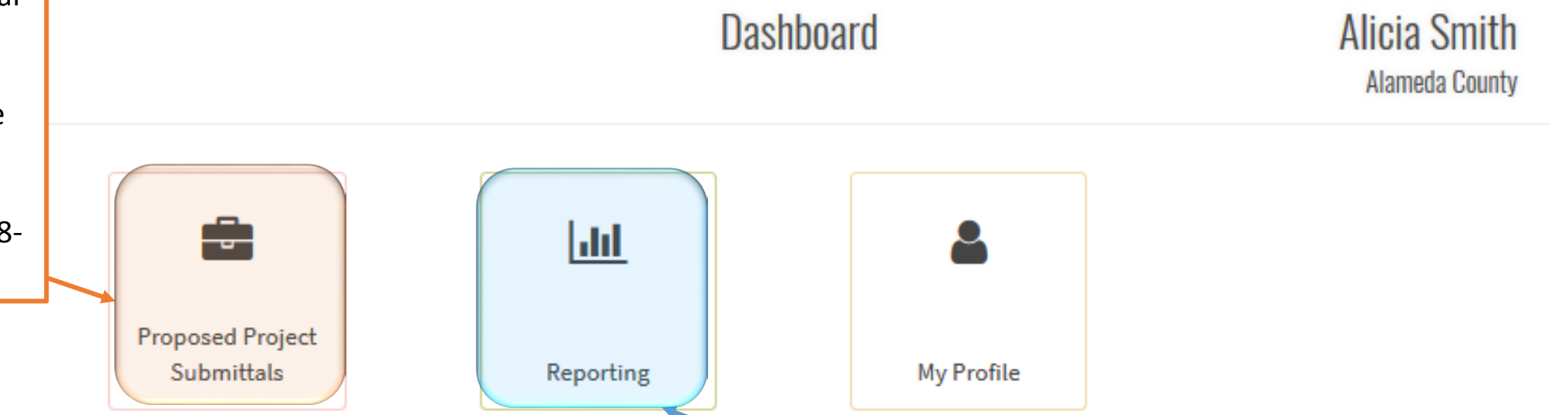
Enter your Username Email and Password and select “Login”.

User’s will have 3 failed password attempts prior to system lockout. We recommend you reset password after second failed attempt to avoid a lockout.

If you do not remember your Password, select “Forgot Password?”

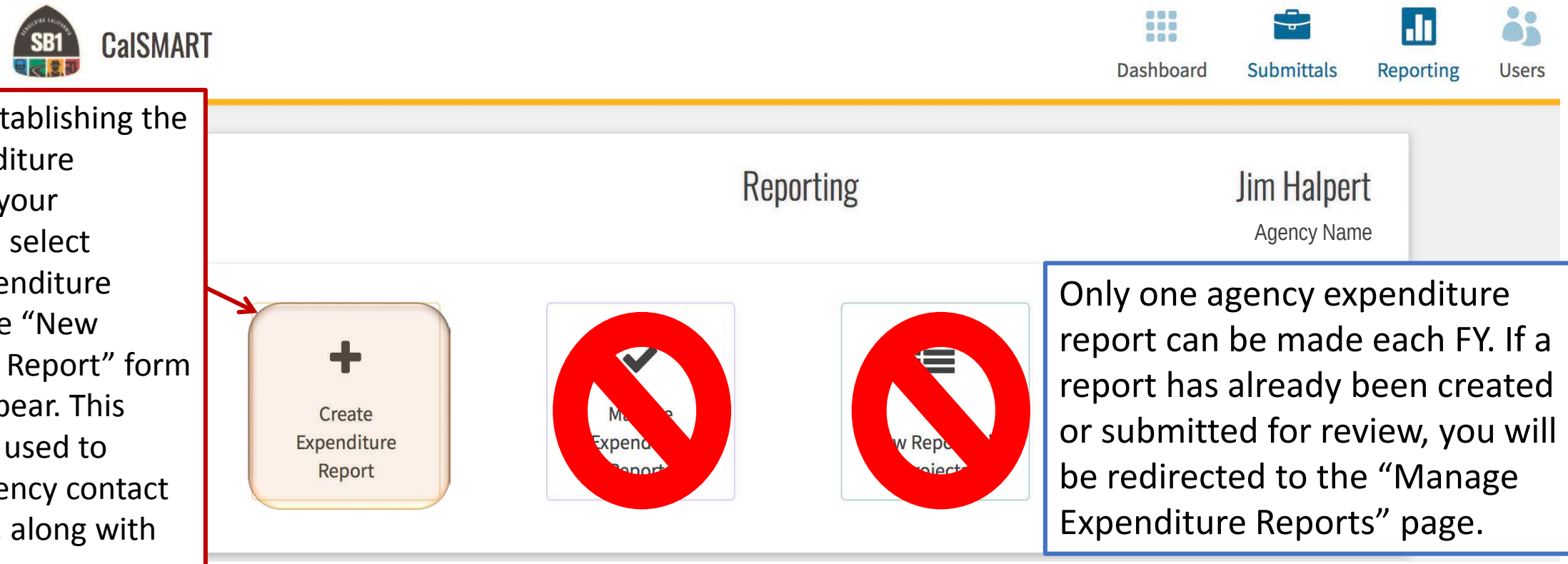
System Navigation – Getting Started

To view your submittal packages from FY 17/18 and FY 18/19 select this tab. Please note that submittals for FY 17/18 are identified as LSR-2018-####.



To begin the Expenditure Report for your City/County, please select “Reporting”.

Getting Started



If you are establishing the first "Expenditure Report" for your City/County, select "Create Expenditure Report". The "New Expenditure Report" form will then appear. This form will be used to establish agency contact information, along with FY RMRA Apportionments Received.

Only one agency expenditure report can be made each FY. If a report has already been created or submitted for review, you will be redirected to the "Manage Expenditure Reports" page.

Create New Expenditure Report

NEW EXPENDITURE REPORT

Fields marked with * are required

Program	Agency Name	LoCode
Local Streets and Roads Program	Your Agency	5260

Submittal Title	Reporting Period
LSR-2018-5260	FY 17/18

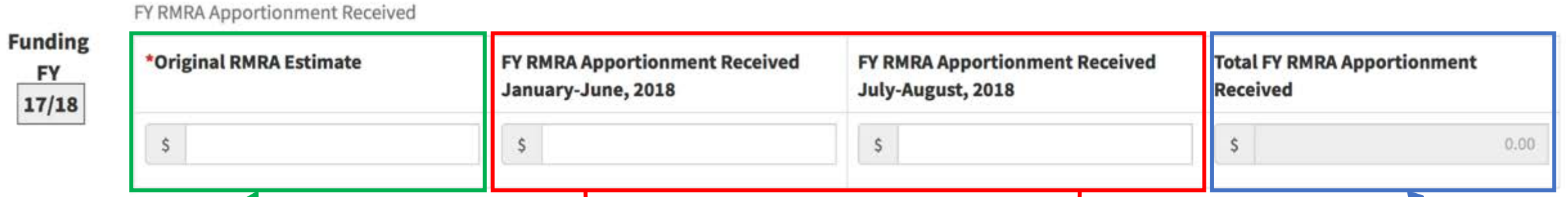
*Agency Address	*City	State	*Zip Code
123 Scranton Avenue			

*Agency Contact	*Agency Contact Title
Jim Halpert	Assistant to the Regional Manager

*Agency Contact Phone	*Agency Contact Email Address
(123) 456-7890	Jim.Halpert@gmail.com

Ensure all the required fields marked with an asterisk are updated and accurate for your jurisdiction.

Create New Expenditure Report – Cont.

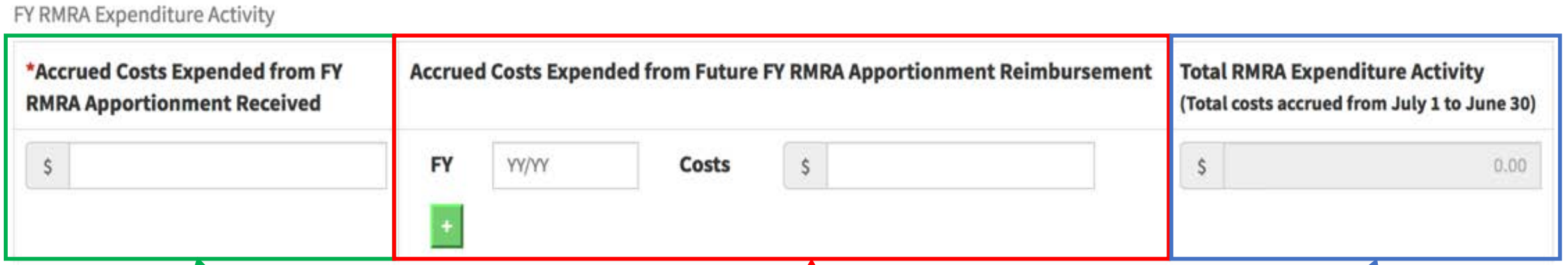


Original 2017-18 Est:
http://www.californiacityfinance.com/#TRANSPORTATION

Enter the required apportionment totals based on the identified timeframes.

This field will be automatically calculated based on the amounts entered into the "FY RMRA Apportionments Received".

Create New Expenditure Report – Cont.



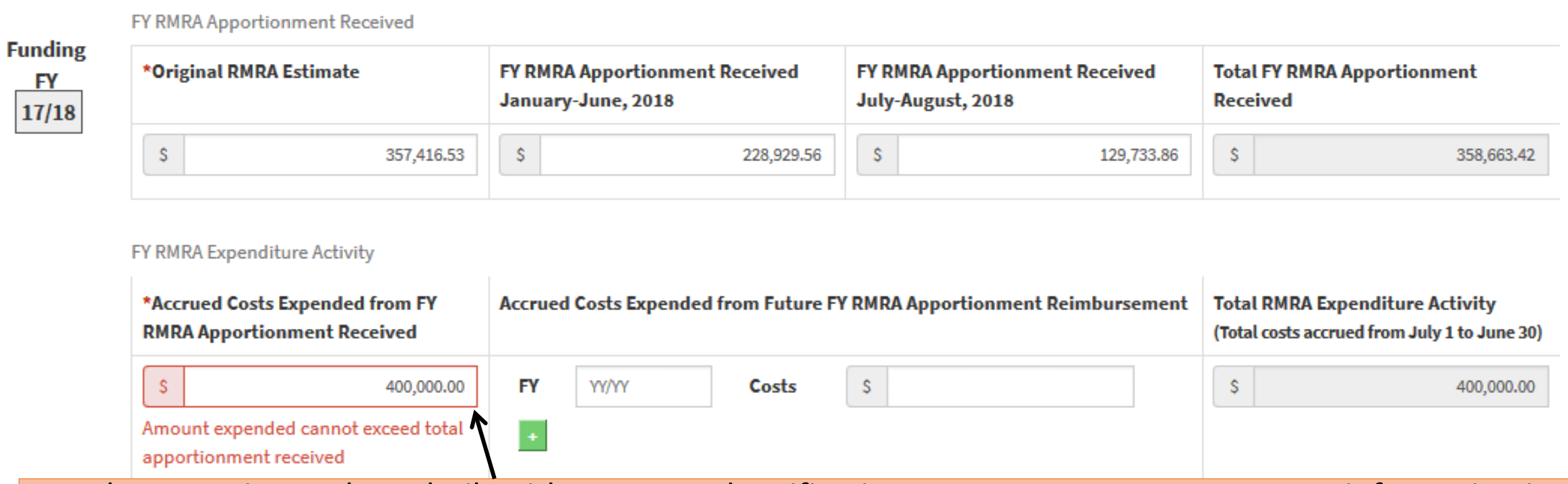
RMRA Local Streets and Roads Funding Expended based on the costs incurred through the activity performed within the Fiscal Year.

Enter the required apportionment totals based on the identified timeframes.

*If none, leave blank.

This field will be automatically calculated based on the amounts entered into the "FY RMRA Expenditure Activity" fields.

Automated Error Notices

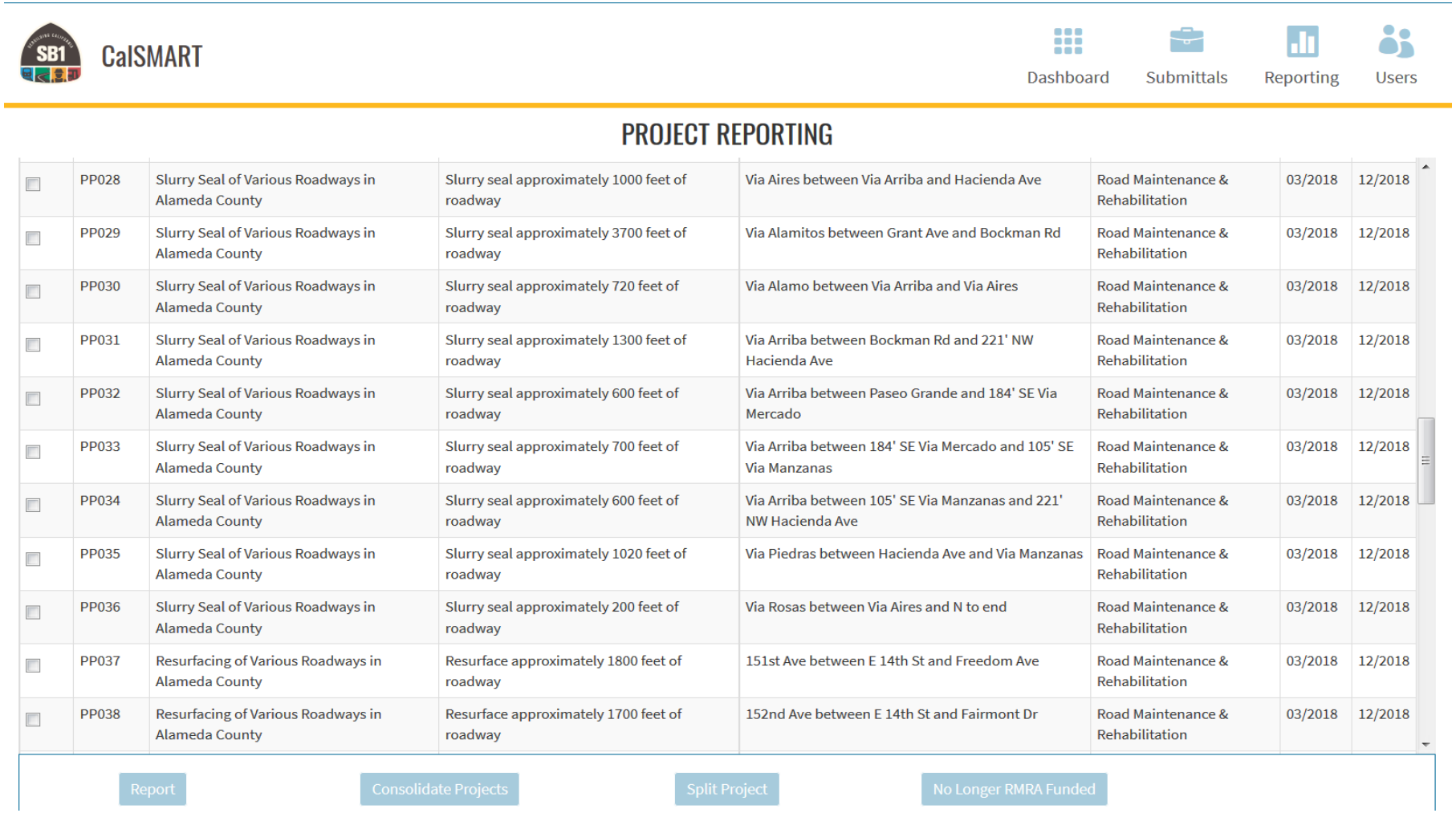


The reporting tool was built with automated verification measures to ensure accurate information is entered into the system to in an effort to reduce user error. If a date outside of the allowable reporting period or dollar figure that does not equal the “New Expenditure Report” form intake data, error notices will generate and block you from submitting.

Create New Expenditure Report – Cont.

Once you have completed all required fields and you have ensured all amounts have correctly populated, select "Save and Continue". The user will then be directed to the "Project Reporting" page.

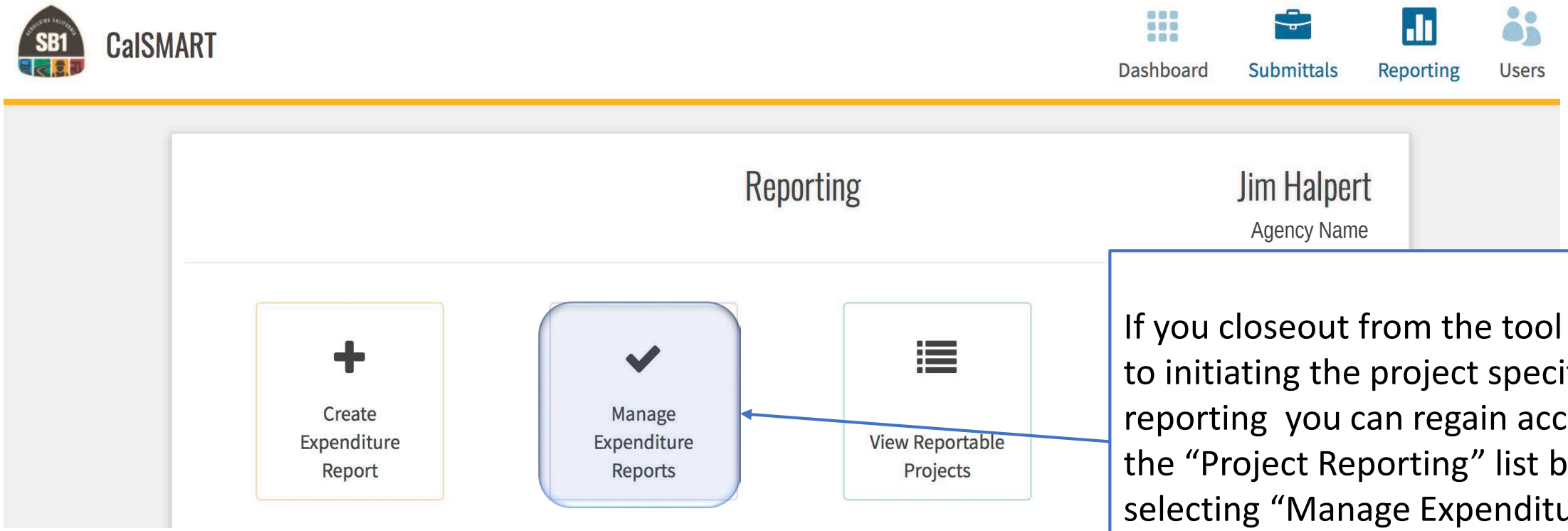
Project Reporting



"Project Reporting" is a project list replica of what was submitted to the Commission for Fiscal Year 2017-18 Program Funding Eligibility.

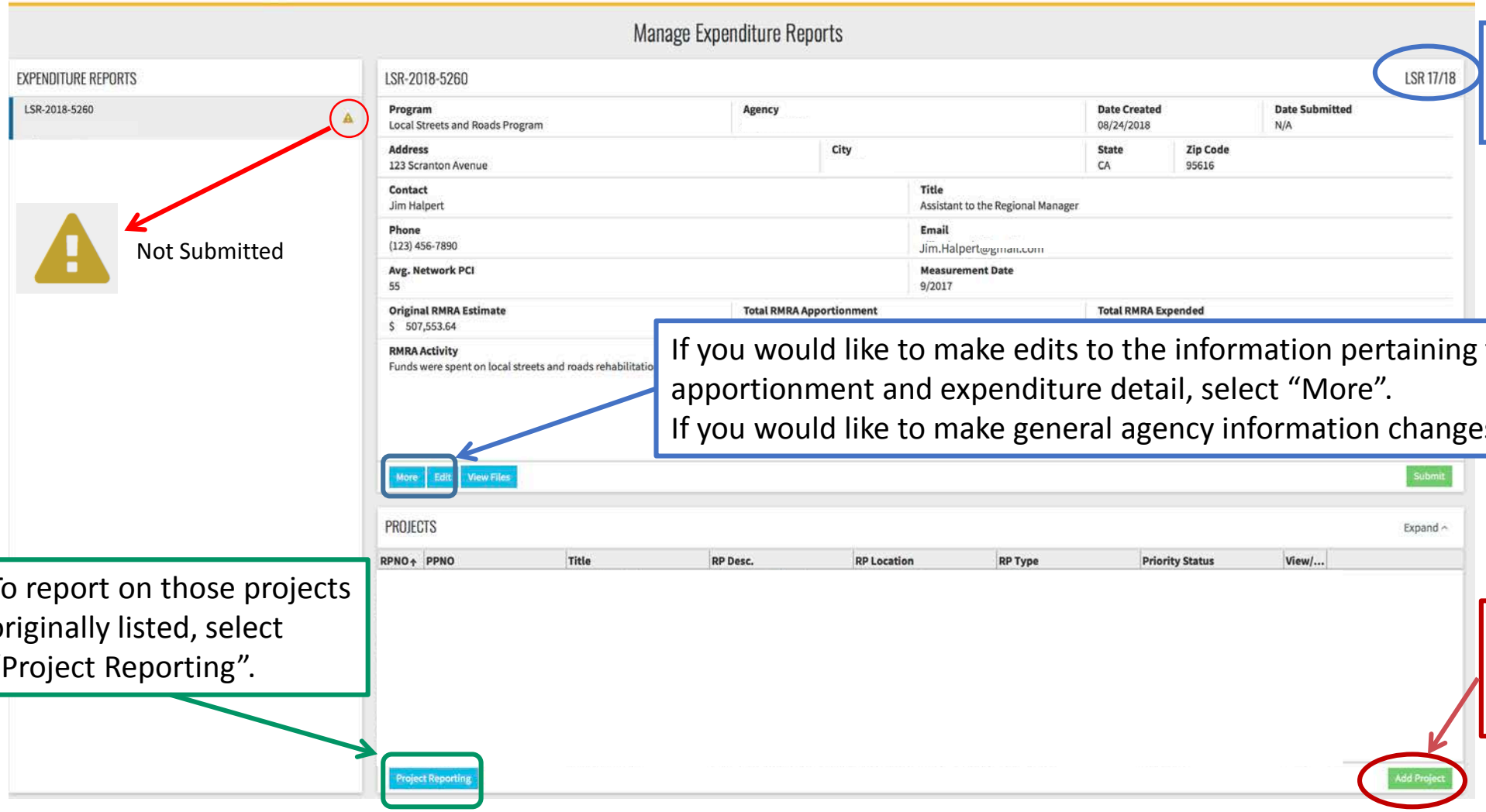
Each Project on your Proposed Project List must be accounted for prior to submitting the report. The system will not allow a user to submit until **all projects** are accounted for and the required information is provided.

Manage Expenditure Reports



If you closeout from the tool prior to initiating the project specific reporting you can regain access to the "Project Reporting" list by selecting "Manage Expenditure Reports".

Manage Expenditure Reports



Not Submitted

The Expenditure Report will Reflect LSR 17/18 in the top right corner.

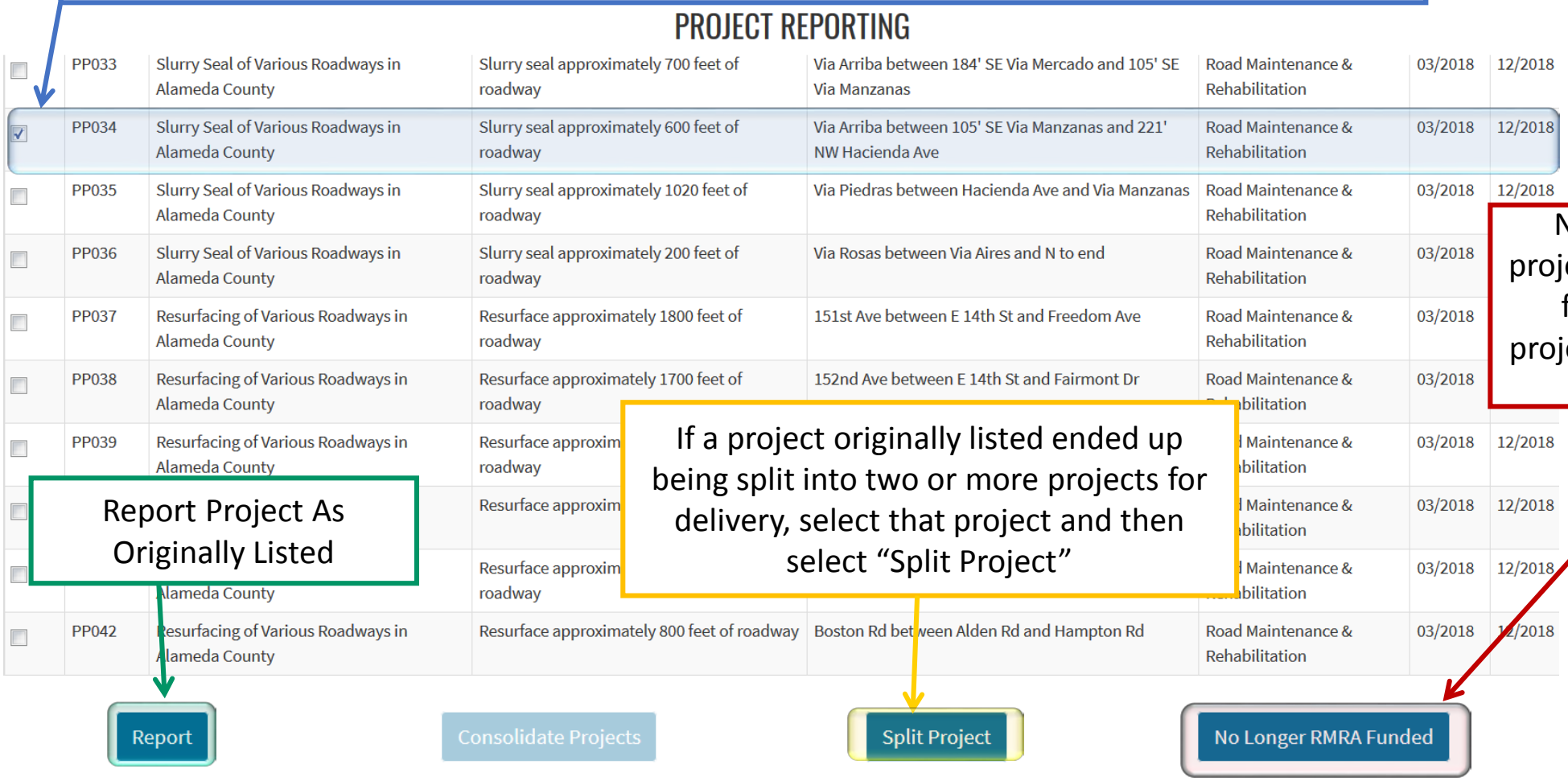
If you would like to make edits to the information pertaining to your agency's annual apportionment and expenditure detail, select "More".
If you would like to make general agency information changes select the "Edit" tab.

To report on those projects originally listed, select "Project Reporting".

Select "Add Project" if you would like to add a new project to report on.

Project Reporting – Actions

The user must select at least one project to initiate a reporting action.
If only one project is selected, the following reporting actions are available. .



Report Project As Originally Listed

If a project originally listed ended up being split into two or more projects for delivery, select that project and then select “Split Project”

No Longer RMRA Funded projects will not be using RMRA funding to complete the project, or the project has been cancelled.

Project Reporting – Actions Cont.

If multiple projects are selected only one reporting action will be accessible.

PROJECT REPORTING

☑	PP031	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 1300 feet of roadway	Via Arriba between Hacienda Ave
☑	PP032	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 600 feet of roadway	Via Arriba between Mercado
☑	PP033	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 700 feet of roadway	Via Arriba between Via Manzanas
☑	PP034	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 600 feet of roadway	Via Arriba between NW Hacienda Ave
☑	PP035	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 1020 feet of roadway	Via Piedras betwee
☑	PP036	Slurry Seal of Various Roadways in Alameda County	Slurry seal approximately 200 feet of roadway	Via Rosas between
☑	PP037	Resurfacing of Various Roadways in Alameda County	Resurface approximately 1800 feet of roadway	151st Ave between
☐	PP038	Resurfacing of Various Roadways in Alameda County	Resurface approximately 1700 feet of roadway	152nd Ave between

Report | Consolidate Projects | Split Project | No Longer RMRA Funded

Jurisdictions will want to consolidate those projects that may have been listed by each segment/location to be performed instead of grouped under one contract or annual maintenance effort by the jurisdiction.

For example, if a jurisdiction reported 40 projects but 30 of the projects listed were to all be performed under one contract; those projects should be consolidated.

All 30 of those projects would only have to be reported on one time, with information entered only once instead of 30 separate entries.

Project Reporting – Actions Cont.

PROJECT REPORTING

Select	ProjectID	Title	Description	Location	Project Type	Pre-Con.	Con.
☐	PP001	Storm Water Drainage	Stormwater Drainage Improvement	Citywide	Other	01/2018	06/2018
☐	PP002	Jackson Blvd., From 2nd St to 4th St	Grind and Overlay - 454' x 33' Two large manholes 4 small services points gutters need rehab (cost does not include gutter rehab)	Jackson Blvd., From 2nd St to 4th St	Road Maintenance & Rehabilitation	01/2018	06/2018
☐	PP003	Jackson Blvd. Ext. from 4th St to 6th St.	Grind and Overlay - 454' x 33' Two large manholes 4 small services points gutters need rehab (cost does not include gutter rehab)	Jackson Blvd. Ext. from 4th St to 6th St.	Road Maintenance & Rehabilitation	01/2018	06/2018
☐	PP004	3rd St from Jackson to C Street	Grind and Overlay - 680' x 25' Grind and Overlay and 10 Handicap upgrades	3rd St from Jackson to C Street	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP005	4th St. from A St. to B Street	Grind and Overlay - 272' x 30' needs handicap ramps at B St. & gutter rehab (Cost estimate does not include gutter rehab)	4th St. from A St. to B Street	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP006	B St. from 2nd to 5th Street	Grind and Overlay - 588' x 18' Roughly half has 3' sidewalks ADA should be 4'. 1-30"x30" stormgrate 2- 30"manholes, 1-monitoring well, 1 water service	B St. from 2nd to 5th Street	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP007	C St. from 3rd St. to 5th Street	Grind and Overlay - 288' x 21' Sidewalks are not handicap capable (width & ramps) (This estimate is only for asphalt overlay of 1.5" x 2"	C St. from 3rd St. to 5th Street	Road Maintenance & Rehabilitation	01/2020	06/2020
☐	PP008	D St. from 5th St to 6th St	Grind and Overlay - 465' x 29' Three large manholes no sidewalks (This estimate is for a 1.5"-2"asphalt overlay	D St. from 5th St to 6th St	Road Maintenance & Rehabilitation	01/2021	06/2021
☐	PP009	G St. from 6th St. to East 3rd Street	Grind and Overlay - 388' x 26' 75% of road only needs overlay / 25% needs repave and regarded 2-30" manholes	G St. from 6th St. to East 3rd Street	Road Maintenance & Rehabilitation	01/2021	06/2021
☐	PP010	H St. from Union to 6th Street	Grind and Overlay - 9,816 sq. ft. total of 5 service boxes in street (1-30" MH, 1-12", 3.8") This estimate is only for an asphalt overlay of 1.5"-2"	H St. from Union to 6th Street	Road Maintenance & Rehabilitation	01/2022	06/2022
☐	PP011	Union St. from C St. to D Street	Grind and Overlay - 1584' x 20' Sidewalks are only 3' not handicap accessible 4-30" manholes, 10-water services	Union St. from C St. to D Street	Road Maintenance & Rehabilitation	01/2022	06/2022
☐	PP012	B St. from 160 to 1st Street	Grind and Overlay - 135' x 30' Grind and overlay with 2 handicap ramps	B St. from 160 to 1st Street	Road Maintenance & Rehabilitation	01/2023	06/2023

Report Consolidate Projects Split Project No Longer RMRA Funded

Only those projects that were in the Proposed Project List submitted for the FY will ever appear on this list.

Please note that “Split” and “Added” projects will not appear on this page.

Those projects will appear with all “Reported Projects” on the “Manage Expenditure Reports” page.

Project Reporting – Split Example

PROJECT REPORTING

Select	ProjectID	Title	Description	Location	Project Type	Pre-Con.	Con.
☐	PP001	Storm Water Drainage	Stormwater Drainage Improvement	Citywide	Other	01/2018	06/2018
☒	PP002	Jackson Blvd., From 2nd St to 4th St	Grind and Overlay - 454' x 33' Two large manholes 4 small services points gutters need rehab (cost does not include gutter rehab)	Jackson Blvd., From 2nd St to 4th St	Road Maintenance & Rehabilitation	01/2018	06/2018
☐	PP003	Jackson Blvd. Ext. from 4th St to 6th St.	Grind and Overlay - 454' x 33' Two large manholes 4 small services points gutters need rehab (cost does not include gutter rehab)	Jackson Blvd. Ext. from 4th St to 6th St.	Road Maintenance & Rehabilitation	01/2018	06/2018
☐	PP004	3rd St from Jackson to C Street	Grind and Overlay - 680' x 25' Grind and Overlay and 10 Handicap upgrades	3rd St from Jackson to C Street	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP005	4th St. from A St. to B Street	Grind and Overlay - 272' x 30' needs handicap ramps at B St. & gutter rehab (Cost estimate does not include gutter reh	4th St. from A St. to B et	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP006	B St. from 2nd to 5th Street	Grind and Overlay - 588' x stormgrate 2- 30"manhole	from 2nd to 5th et	Road Maintenance & Rehabilitation	01/2019	06/2019
☐	PP007	C St. from 3rd St. to 5th Street	Grind and Overlay - 288' x estimate is only for asphalt	from 3rd St. to 5th et	Road Maintenance & Rehabilitation	01/2020	06/2020
☐	PP008	D St. from 5th St to 6th St	Grind and Overlay - 465' x 1.5"-2"asphalt overlay	from 5th St to 6th St	Road Maintenance & Rehabilitation	01/2021	06/2021
☐	PP009	G St. from 6th St. to East 3rd Street	Grind and Overlay - 388' x regarded 2-30" manholes	from 6th St. to East Street	Road Maintenance & Rehabilitation	01/2021	06/2021
☐	PP010	H St. from Union to 6th Street	Grind and Overlay - 9,816 estimate is only for an asphalt overlay of 1.5"-2"	from Union to 6th Street	Road Maintenance & Rehabilitation	01/2022	06/2022
☐	PP011	Union St. from C St. to D Street	Grind and Overlay - 1584' x 20' Sidewalks are only ' not handicap accessible 4-30" manholes, 10-water services	Union St. from C St. to D Street	Road Maintenance & Rehabilitation	01/2022	06/2022
☐	PP012	B St. from 160 to 1st Street	Grind and Overlay - 135' x 30' Grind and overlay with 2 handicap ramps	B St. from 160 to 1st Street	Road Maintenance & Rehabilitation	01/2023	06/2023

Split into how many projects?

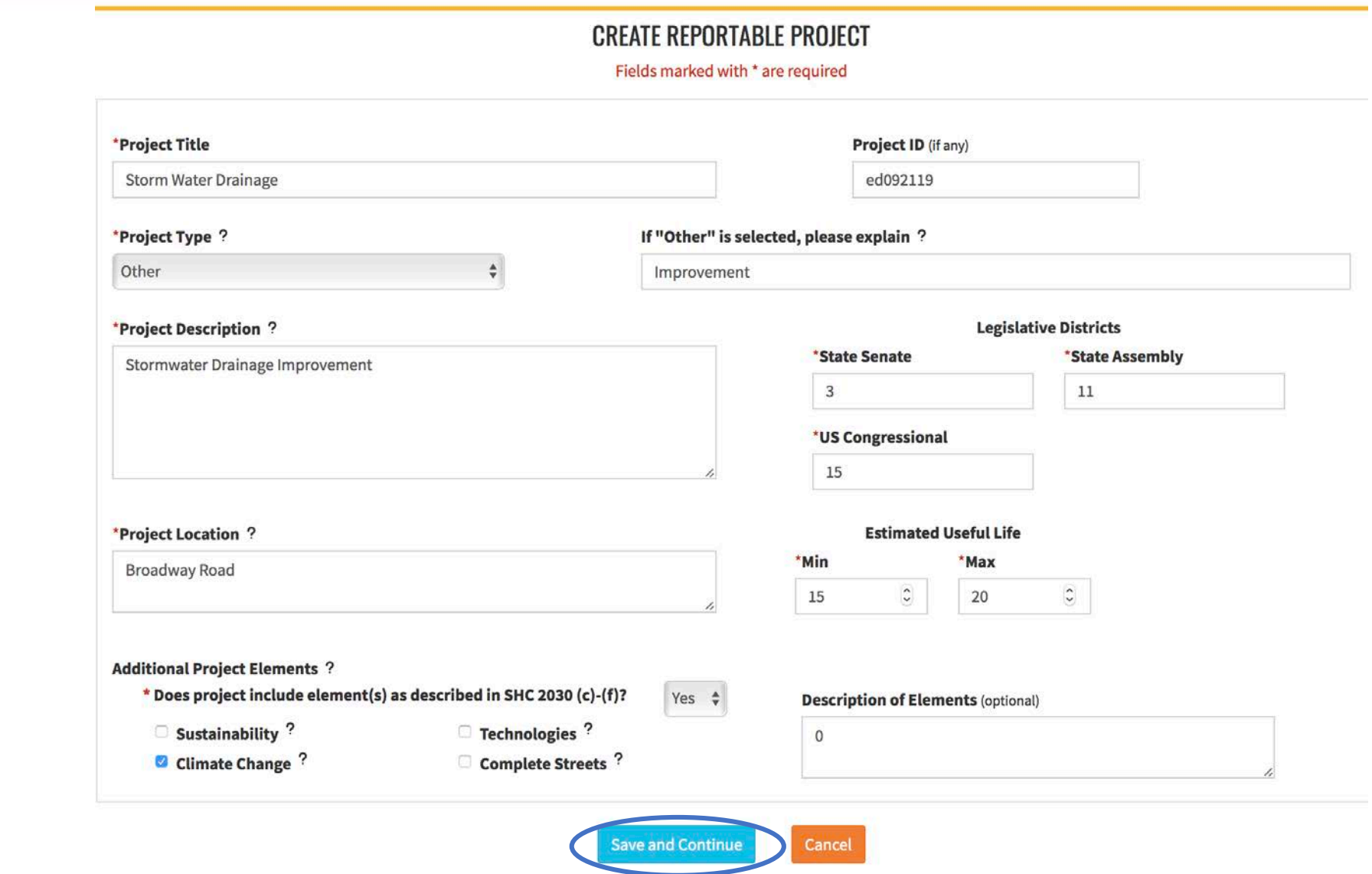
2

OK Cancel

Report | Consolidate Projects | Split Project | No Longer RMRA Funded

If a project is selected to be "Split" a message will appear in the middle of the page asking the user how many projects the original project is to be split into.

Project Reporting – Create Reportable Project



The "Create Reportable Project" form is generated once a project has been selected and a "Reporting Action" has been chosen.

*Users are now required to provide the US Congressional District and answer either "Yes, No, or TBD" for the Additional Project Elements Field. If yes, the user must make a selection from one of the 4 types.

Please update and complete the required fields, then select "Save and Continue".

Project Reporting – Priority Status

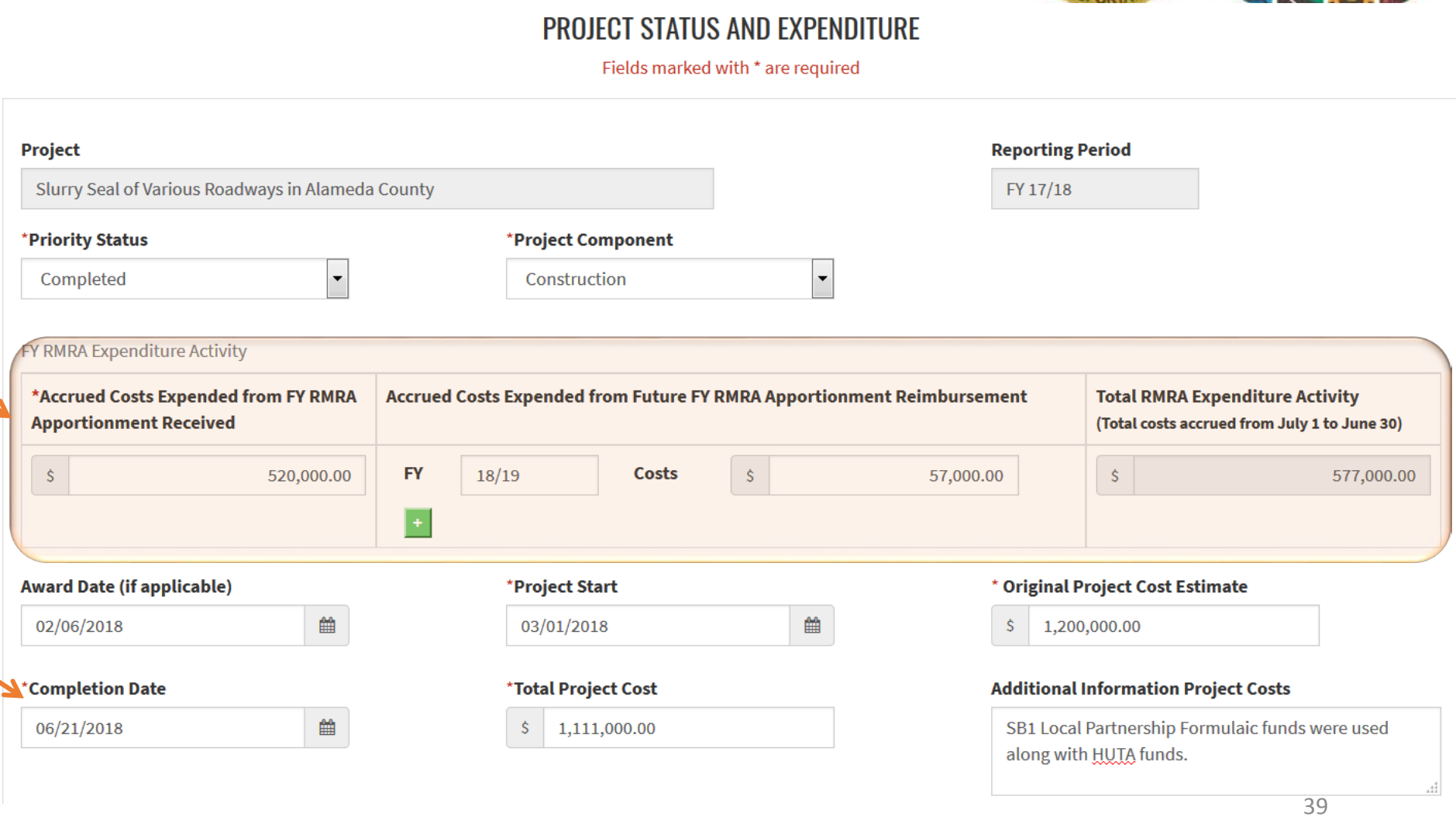
Once you have selected “Save and Continue” on the previous page, you will be directed to the “Project Status and Expenditure” page. Please use the chart below to properly identify each project status.

Project Status	Definition
Carried Over	Projects identified as “Carried Over” are projects which did not begin construction within the State FY as originally intended. Project activity was pushed to the FY 18/19.
In Progress	”In Progress” projects are projects which began in FY 17/18, however, they were not completed until after June 30, 2018.
Completed	”Completed” projects were open to the public in FY 17/18.
Forecasted	”Forecasted” projects are to be completed in future fiscal years.
No Longer RMRA Funded	Projects “No Longer RMRA Funded” will not be using RMRA funding to complete the project, or the project has been cancelled.

Project Reporting – "Completed" Status

If a jurisdiction designated future RMRA Local Streets and Roads Funding Apportionments for reimbursement in order to advance project activity. A jurisdiction would identify those funds as expended.

Completion Date cannot go past June 30, 2018.



PROJECT STATUS AND EXPENDITURE

Fields marked with * are required

Project: Slurry Seal of Various Roadways in Alameda County

Reporting Period: FY 17/18

***Priority Status**: Completed

***Project Component**: Construction

FY RMRA Expenditure Activity

*Accrued Costs Expended from FY RMRA Apportionment Received	Accrued Costs Expended from Future FY RMRA Apportionment Reimbursement	Total RMRA Expenditure Activity (Total costs accrued from July 1 to June 30)
$ 520,000.00	FY 18/19 Costs $ 57,000.00	$ 577,000.00

Award Date (if applicable): 02/06/2018

***Project Start**: 03/01/2018

***Original Project Cost Estimate**: $ 1,200,000.00

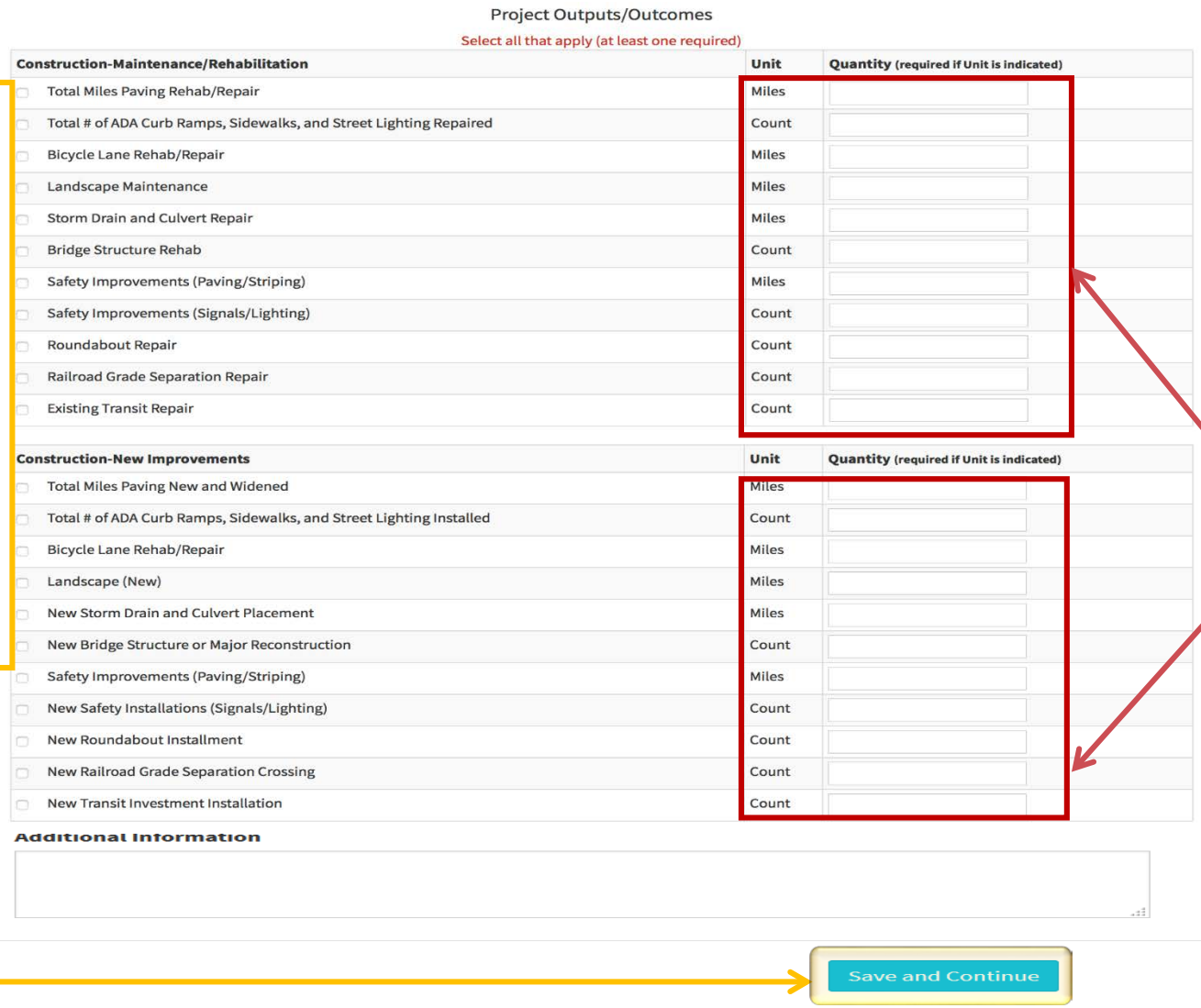
***Completion Date**: 06/21/2018

***Total Project Cost**: $ 1,111,000.00

Additional Information Project Costs: SB1 Local Partnership Formulaic funds were used along with HUTA funds.

Project Component – Construction Outputs/Outcomes (Sample)

Once all project component outputs/outcomes have been selected and entered, select “Save and Continue” The user will be taken back to the “Project Reporting List”.



Project Outputs/Outcomes

Select all that apply (at least one required)

Construction-Maintenance/Rehabilitation	Unit	Quantity (required if Unit is indicated)
Total Miles Paving Rehab/Repair	Miles	
Total # of ADA Curb Ramps, Sidewalks, and Street Lighting Repaired	Count	
Bicycle Lane Rehab/Repair	Miles	
Landscape Maintenance	Miles	
Storm Drain and Culvert Repair	Miles	
Bridge Structure Rehab	Count	
Safety Improvements (Paving/Striping)	Miles	
Safety Improvements (Signals/Lighting)	Count	
Roundabout Repair	Count	
Railroad Grade Separation Repair	Count	
Existing Transit Repair	Count	

Construction-New Improvements	Unit	Quantity (required if Unit is indicated)
Total Miles Paving New and Widened	Miles	
Total # of ADA Curb Ramps, Sidewalks, and Street Lighting Installed	Count	
Bicycle Lane Rehab/Repair	Miles	
Landscape (New)	Miles	
New Storm Drain and Culvert Placement	Miles	
New Bridge Structure or Major Reconstruction	Count	
Safety Improvements (Paving/Striping)	Miles	
New Safety Installations (Signals/Lighting)	Count	
New Roundabout Installment	Count	
New Railroad Grade Separation Crossing	Count	
New Transit Investment Installation	Count	

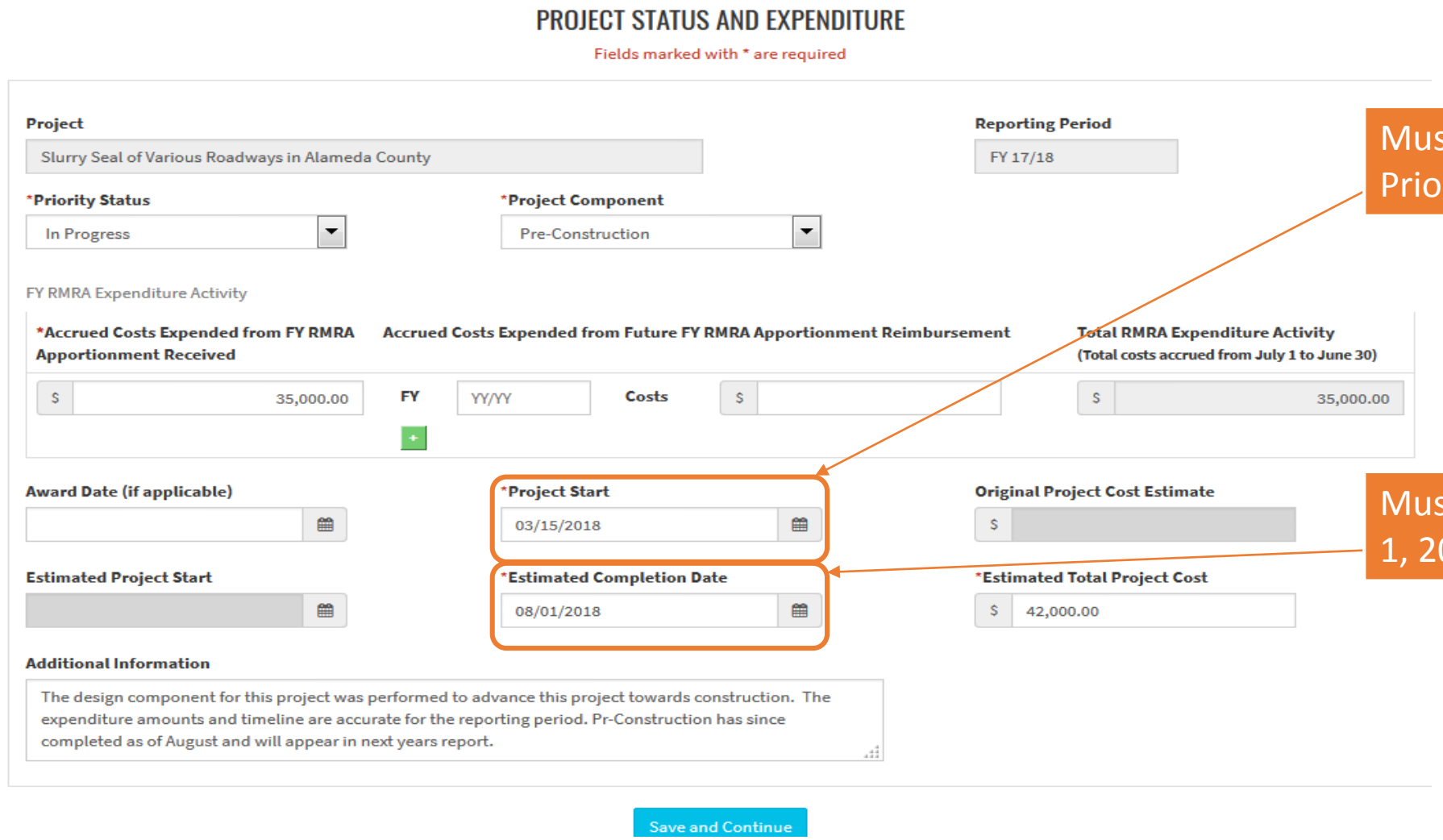
Additional Information

Save and Continue

For each Project Component, there is a corresponding Outputs/Outcomes drop-down at the bottom of each Project Reporting Page.

Please select all that apply to the project, and make sure to fill in the quantity for fields that indicate a unit.

Project Reporting – “In Progress” Status

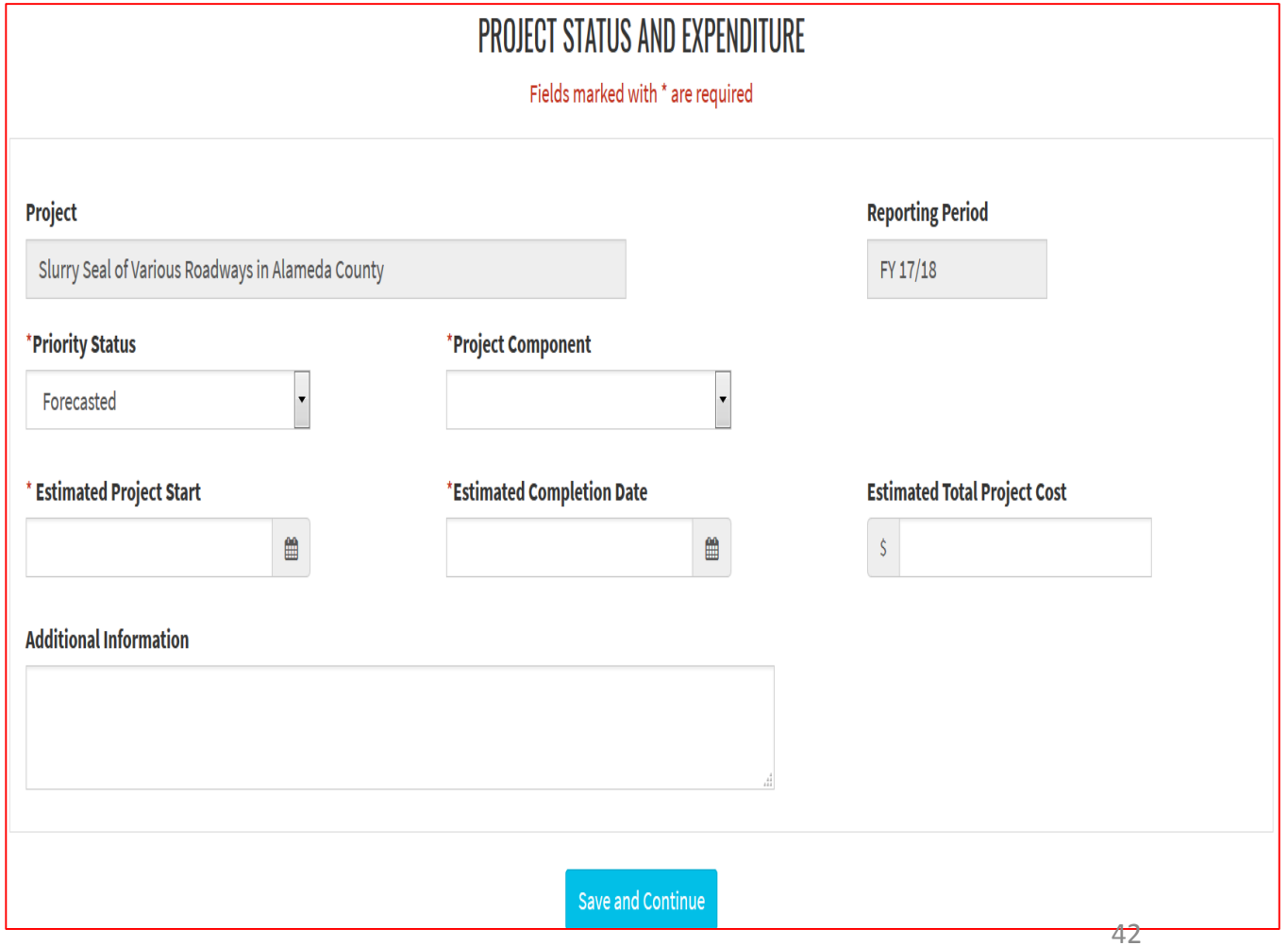


Must be within State FY, Prior to June 30, 2018.

Must be after State FY, July 1, 2018 and after.

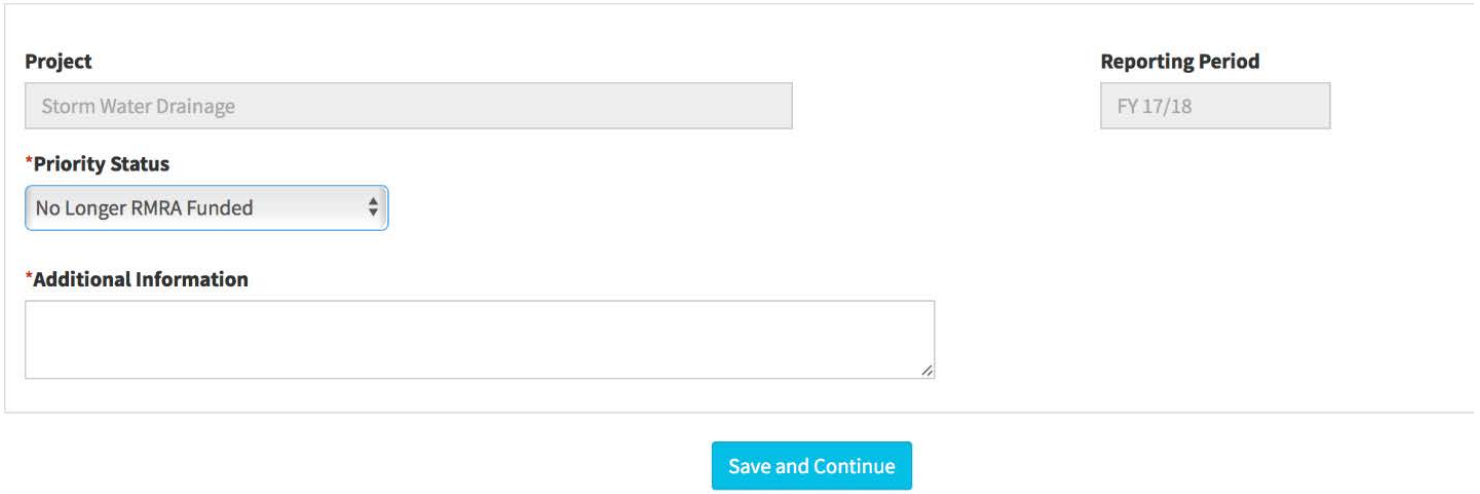
Project Reporting– Status “Carried Over or Forecasted”

- Project Component
  - The applicable “Component” must be selected; Construction, Pre-Construction, or Procurement/Operational Needs.
- Est. Project Start & Completion Date
- Additional Project Information (Optional)
- Project Details Update - Cities/Counties must update the following project detail information to ensure accuracy:
    - Project Title
    - Project Description
    - Project Location
    - Legislative Districts

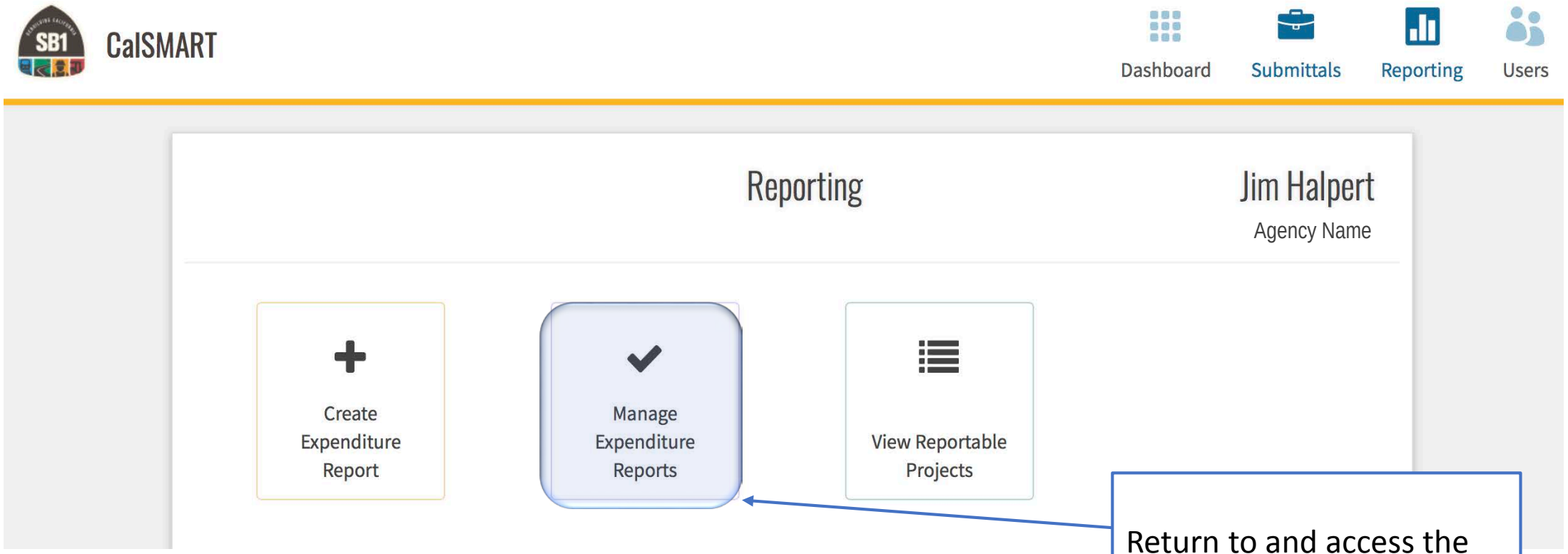


Project Reporting – "No Longer RMRA Funded" Status

- Additional Project Information
  - Brief Description (i.e. using other source funding for project, or not feasible at this time may consider RMRA funding in the future, etc.)

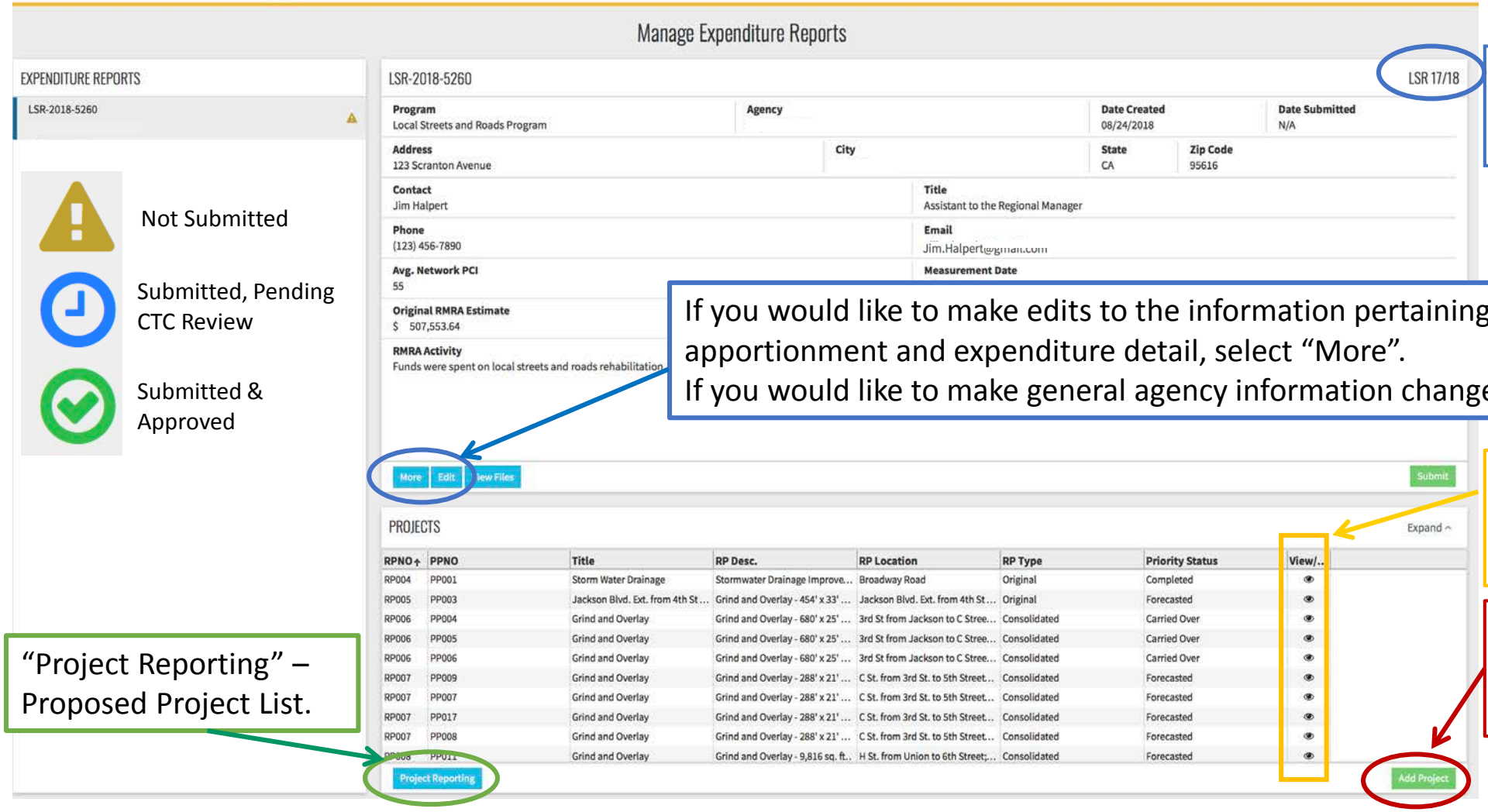


Edit Project Report Detail



Return to and access the Expenditure Report in progress.

Manage Expenditure Reports – Edit Details Reported/Track Original List



LSR 17/18 is in the top right corner.

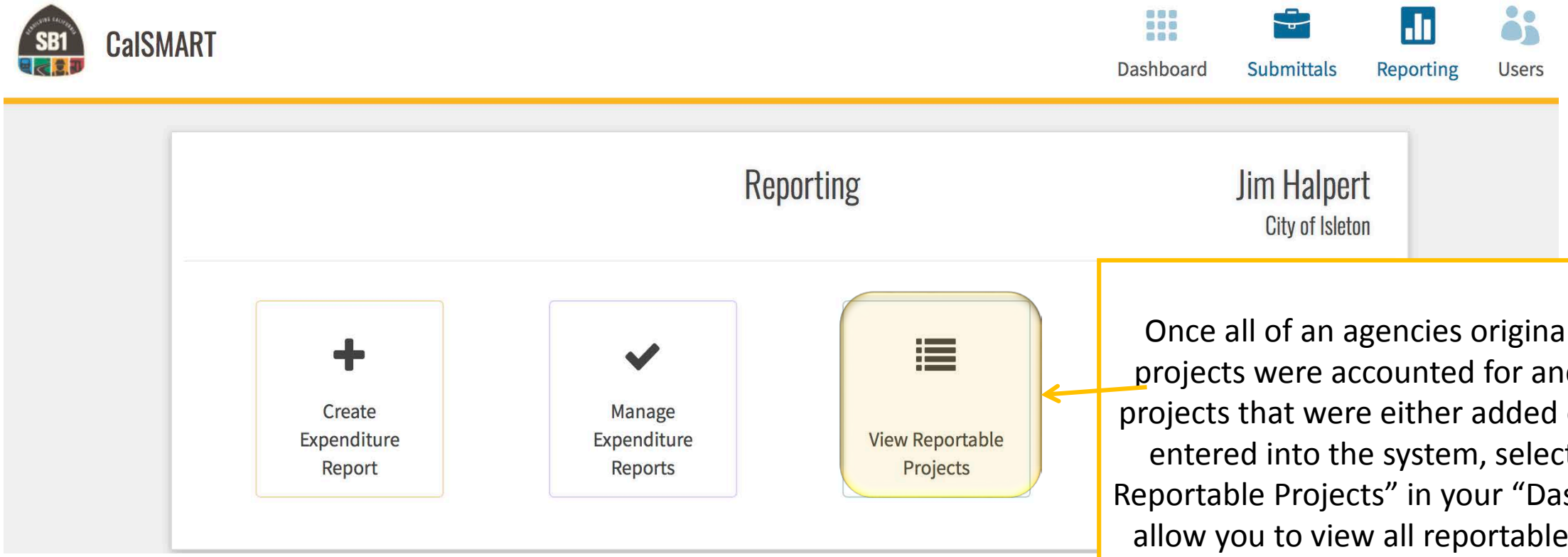
If you would like to make edits to the information pertaining to your agency's annual apportionment and expenditure detail, select "More".
If you would like to make general agency information changes select the "Edit" tab.

Select "View/Edit" to view or make edits to each individual project.

Select "Add Project" if you would like to add a new project to report on.

"Project Reporting" – Proposed Project List.

View Reportable Projects – View Project Detail Prior to Finalizing Submittal



Once all of an agencies original proposed projects were accounted for and any other projects that were either added or split were entered into the system, selecting “View Reportable Projects” in your “Dashboard” will allow you to view all reportable projects to make any edits needed.

View Reportable Projects

To make an edit to a reported project, select the RPNO link corresponding to the project.

Reportable Project List

Filter Projects

Agency

National City

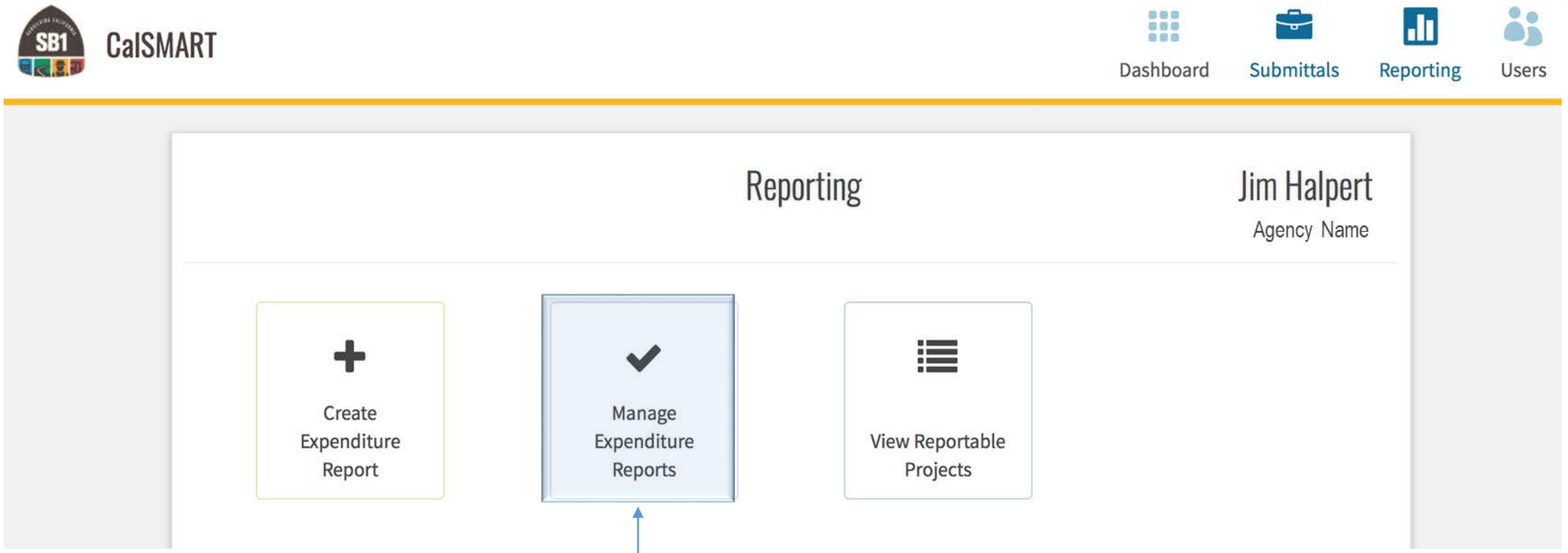
Program

Apply Clear

Agency	Program	Funding FY	Expenditure Report	PPNO	RPNO	Project Title	RP Type	Priority Status
National City	Local Streets and Roads Program	17/18	LSR-2018-5066	PP001	RP001	FY 2018 Safe Routes to School (SRTS) Pedestrian and Bicycle Enhancements - Harbison Avenue and E. 2nd Street Traffic Calming	Original	Completed
National City	Local Streets and Roads Program	17/18	LSR-2018-5066	PP002	RP002	FY 2018 SRTS Pedestrian and Bicycle Enhancements - Lincoln Acres Elementary School Raised Crosswalk	Original	In Progress
National City	Local Streets and Roads Program	17/18	LSR-2018-5066	PP003	RP003	Pre-Construction: FY 2018 SRTS Pedestrian & Bicycle Safety Enhancements	Split	Completed
National City	Local Streets and Roads Program	17/18	LSR-2018-5066	PP003	RP004	Construction: FY 2018 SRTS Pedestrian & Bicycle Enahancements	Split	Carried Over

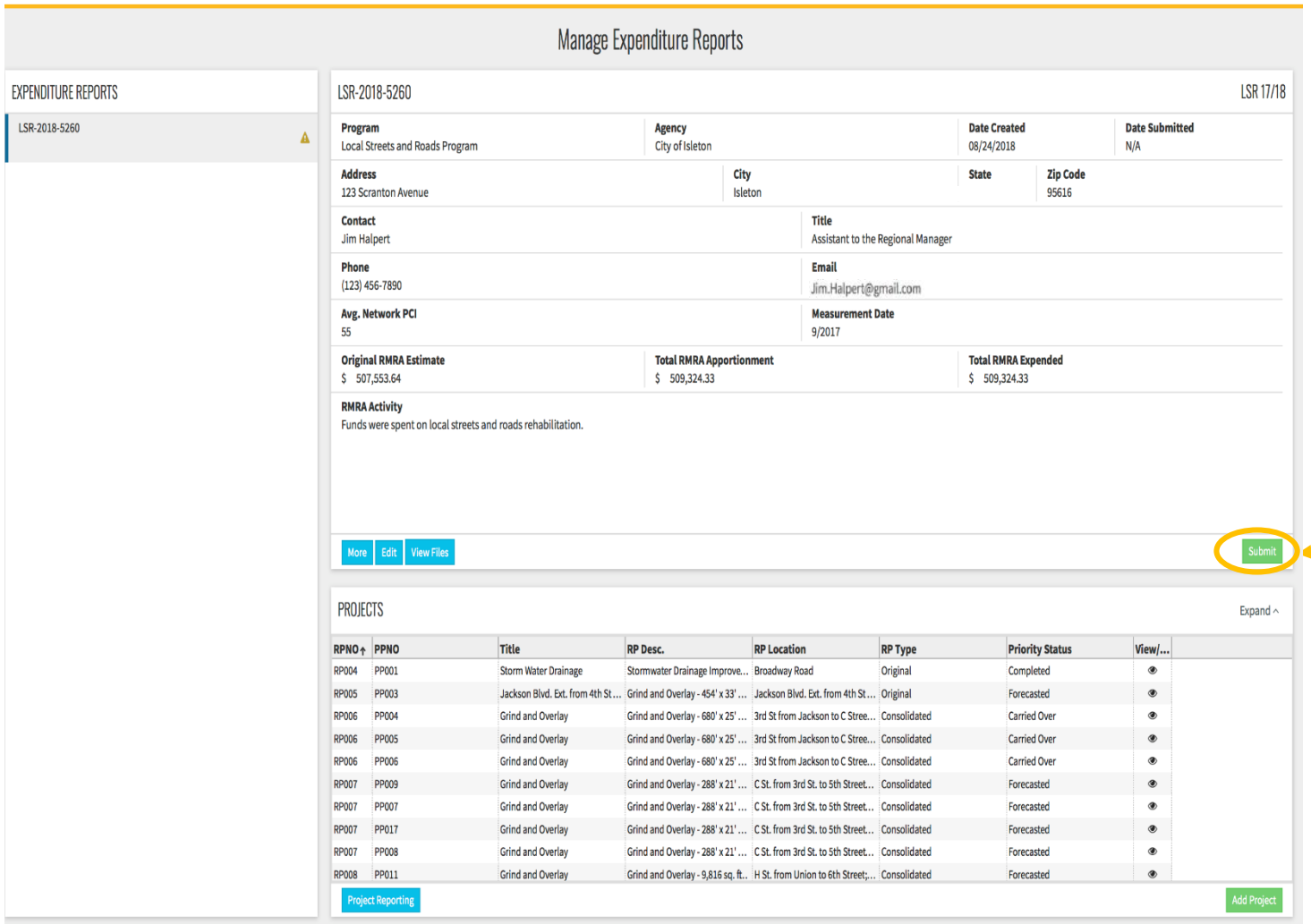
User Note – All original PP00#'s will not appear in this screen if the project was consolidated. To see and edit each project as originally listed you will go to the "Manage Expenditure Reports" tab on your dashboard. Each originally listed PP00# will appear and the correlating Reportable Project Number.

Submit Expenditure Report



To submit the Annual Project Expenditure Report, select the Manage Expenditure Reports tab.

Submit Expenditure Report



Once you feel your FY17/18 Expenditure Report is complete, please select “Submit”.

If there are no errors the submission was successful and the user will receive an automated confirmation email.

Annual Project Expenditure Report – Q & A

Q: “If we didn’t expend any of the Road Maintenance and Rehabilitation Account Local Streets and Roads Program Funds in the Fiscal Year, we don’t need to report, right?”

A: Regardless as to whether or not funds were expended in the fiscal year, per the program guidelines, each jurisdiction is required to provide an expenditure report updating the status and project details of the projects proposed for eligibility in FY 2017-18.

- SHC Section 2032.5(a) It is the intent of the Legislature that the Department of Transportation **and local governments** are held accountable for the efficient investment of public funds to maintain the public highways, streets, and roads, and are accountable to the people through performance goals that are tracked and reported.

2019 Local Streets and Roads Funding Program Reporting Guidelines

http://catc.ca.gov/programs/sb1/lsrp/docs/081518_LSRP_Reporting_Guidelines_Adpoted.pdf

Annual Project Expenditure Report – Q & A

Q: “Why are we doing this report when Caltrans is already asking us to provide a “Progress Report” to them by September 5?”

A: Caltrans does not currently have a role in the Local Streets and Roads Funding Program. The Progress Reports collected by Caltrans are completely separate from the Local Streets and Roads Annual Project Expenditure Report. The “Annual Project Expenditure Report” is a direct requirement of SHC 2034(b) directing the Commission to collect expenditure detail annually from the cities and counties that receive Local Streets and Roads Funding. SHC 2032.5 is the language within statute that indicates the accountability and transparency measure requiring Caltrans and Local Government to track and report their efforts related to the Road Maintenance and Rehabilitation Account funds apportioned or allocated.

Streets and Highways Code (SHC) Sections 2034(b) & 2032.5(a)

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=SHC&division=3.&title=&part=&chapter=2.&article

Annual Project Expenditure Report – Q & A

Q: “Why are we doing this report when we are already reporting our annual expenditures for the Annual Streets and Roads Report to the State Controller’s Office (SCO)?”

A: This specific “Expenditure Report” is a direct requirement of the Streets and Highways Code Section 2034(b) for the Commission to collect annually from the cities and counties.

Streets and Highways Code Section 2034(b)
https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=SHC&division=3.&title=&part=&chapter=2.&article

Annual Project Expenditure Report – Q & A

Q: “What are Cities and Counties to do about their Maintenance Of Effort (MOE) if they are unable to meet it? How will this impact a City or County’s eligibility for RMRA or HUTA funding?

A: MOE compliance determination will be completed during an audit of the MOE; if during the audit, it is determined that an agency is not in compliance, RMRA funds received must be returned to the SCO. Returned funds will be reallocated to other agencies who were in compliance with requirements.

Streets and Highways Code (SHC) Sections 2030 - 2038

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=SHC&division=3.&title=&part=&chapter=2.&article

State Controller' Office - Contacts

Local Government Services Division, Apportionments

- Erika Bosnich – Ebosnich@sco.ca.gov
- Telephone – (916) 323-2892

Division of Audits

- Efren Loste - AUDstreetsroads@sco.ca.gov
- Telephone – (916)324-7226

Additional Resources

- California Transportation Commission:
  - http://catc.ca.gov/
- Local Streets and Roads Program:
  - http://catc.ca.gov/programs/sb1/lsrp/
- Online Reporting Tool:
  - https://calsmart.dot.ca.gov/login/auth
- State Controller's Office:
  - https://www.sco.ca.gov/ard_local_apportionments.html - FY Apportionments
  - https://www.sco.ca.gov/aud_road_maintenance_sb1.html - FAQs Audits

Additional Resources

- California State Association of Counties:
  - http://www.counties.org/
- League of California Cities:
  - https://www.cacities.org/
- California Local Government Finance Almanac:
  - http://www.californiacityfinance.com/

Thank You

More Information

Email: LSR@catc.ca.gov

Alicia.Sequeira@catc.ca.gov

CTC-LSR Program Website:

http://catc.ca.gov/programs/sb1/lsrp/