

## Measure B Expenditures Across All Programs FY 13-14 Report Card

### City of Berkeley

#### FY 13-14 Planned Projects

Program	Planned Expenditures FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ 171,457	\$ 175,819	\$ (4,362)	-
Local Streets and Roads (Local Transportation)	\$ 2,304,939	\$ 1,858,297	\$ 446,642	19%
Paratransit	\$ 237,269	\$ 241,311	\$ (4,042)	-
<b>Totals:</b>	<b>\$ 2,713,665</b>	<b>\$ 2,275,427</b>	<b>\$ 438,238</b>	<b>16%</b>

#### FY 13-14 Capital Fund Reserve (FY 13-16 Capital Reserve Window)

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ 166,284	\$ 54,635	\$ 111,649	67%
Local Streets and Roads (Local Transportation)	\$ 50,000	\$ -	\$ 50,000	100%
Paratransit	\$ -	\$ -	\$ -	-
<b>Totals:</b>	<b>\$ 216,284</b>	<b>\$ 54,635</b>	<b>\$ 161,649</b>	<b>75%</b>

#### FY 13-14 Capital Fund Reserve (FY 14-17 Capital Reserve Window)

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ -	\$ -	\$ -	-
Local Streets and Roads (Local Transportation)	\$ 724,000	\$ -	\$ 724,000	100%
Paratransit	\$ -	\$ -	\$ -	-
<b>Totals:</b>	<b>\$ 724,000</b>	<b>\$ -</b>	<b>\$ 724,000</b>	<b>100%</b>

#### FY 13-14 Operations Fund Reserve

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ 81,500	\$ 4,362	\$ 77,138	95%
Local Streets and Roads (Local Transportation)	\$ 170,090	\$ -	\$ 170,090	100%
Paratransit	\$ 126,089	\$ 4,022	\$ 122,067	97%
<b>Totals:</b>	<b>\$ 377,679</b>	<b>\$ 8,384</b>	<b>\$ 369,295</b>	<b>98%</b>

#### FY 13-14 Undesignated Fund Reserve

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ 39,000	\$ -	\$ 39,000	100%
Local Streets and Roads (Local Transportation)	\$ -	\$ -	\$ -	-
Paratransit	\$ 25,218	\$ -	\$ 25,218	100%
<b>Totals:</b>	<b>\$ 64,218</b>	<b>\$ -</b>	<b>\$ 64,218</b>	<b>100%</b>

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**TABLE 2**  
**BICYCLE AND PEDESTRIAN PROGRAM**  
**Measure B Expenditures and Accomplishments (FY 2013-14)**

AGENCY NAME: **City of Berkeley**  
DATE: **12/18/2014**

Project Description							Status	Deliverables					Expenditures FY 13-14					Approvals and Plans		
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N**	Column O	Column P	Column Q	Column R	Column S	
Index No.	Local Project ID Number	Project Category	Project Phase	Project Type	Project Name	Project Description	Project Benefits (describe project's benefit to the implementation area)	Project Status (at the end of FY 13-14)	Quantity Completed in FY 13-14	Units for Quantity (Drop-down Menu)	Description (other details about unit or quantity)	Estimated Completed Quantity Funded by Measure B (auto calculates)	MB Bike/Ped Direct Local Distribution Program Expenditures	Other MB Bike/Ped Expenditures Countywide Discretionary Grant Fund	Other MB Bike/Ped Expenditures From LSR Direct Local Distribution Program	Non-MB Funding Expenditures (Vehicle Registration Fee)	Non-MB Funding Expenditures (federal & state grants, city/local funds, etc.)	Total Project Cost (L+M+N+O+P=Q) (auto calculates)	Did the Governing Board Approve this Project? (Drop-down Menu)	Is this Project in a Countywide Bicycle or Pedestrian Plan, if so which one? (Drop-down Menu)
2	14TP04	Bike and Ped	Scoping, Feasibility, Planning	Streetscape / Complete Streets (describe in Column E)	Two-way Bancroft Study	Feasibility study of Southside Plan proposed conversion of one-way to two-way streets on Bancroft and Durant.	Traffic Modeling and Recommendations to improve pedestrian crossings, improved bicycle connectivity, reduced vehicle speeds.	Initiated/Planning in FY 13-14		Other (describe in Column J)		0	\$ 31,906					\$ 31,906	Yes	Both Plans
3	N/A	Bicycle	Other	Education and Promotion	Bike To Work Day Sponsorship	Funding promotional activities for Bike to Work Day.	Promotes bicycling as a means of transportation within Berkeley.	Closed-Out in FY 13-14				0	\$ 7,000					\$ 7,000	Yes	Bike Plan
4	12TP10	Bike and Ped	Construction	Safety Improvements	Safe Routes to Transit: 1. Solano/Colusa 2. Shattuck/Vine	Widen sidewalk, install bulb-outs, bicycle parking, new lane markings.	Improves pedestrian safety and expands supply and quality of bicycle parking near bus stops.	Closed-Out in FY 13-14	26	Bike Parking Spaces	Also new lighting, new traffic signal, new bulb-outs, widened sidewalks, improved crosswalks, new bike legends.		\$ 4,750					\$ 4,750	Yes	Both Plans
5	14TP04	Bike and Ped	Operations	Other (describe in Column E)	Bike/Ped Program Support - Computer Equipment for Exclusive Use of Dedicated Bike/Ped Staff	Three new computers workstations for exclusive use of Bike/Ped staff.	Enable dedicated Bike/Ped staff to conduct their work, including mapping, GIS, graphic design, bicycle parking site design and more.	Closed-Out in FY 13-14	3	Other (describe in Column J)	3 Computer Work Stations for Bicycle/Pedestrian staff (Two Dell Precision T3610s, one Dell T3600)	3	\$ 5,432					\$ 5,432	Yes	Neither Plan
6	14TP10	Bike and Ped	Environmental	Pedestrian Crossing Improvements	Oxford/Berkeley Way Curb Extension	CEQA Categorical Exemption filing fee for capital project to install pedestrian curb extension.	Completes Environmental phase, enables CON phase to reduce pedestrian crossing distance, increase visibility, improve ADA path of travel.	Closed-Out in FY 13-14	1		Alameda County Fee for Filing CEQA Categorical Exemption	1	\$ 50					\$ 50	Yes	Ped Plan
7	N/A	Bike and Ped	Scoping, Feasibility, Planning	Other (describe in Column E)	Staff Development/ Complete Streets Training	Complete Streets Training at Assn. of Pedestrian and Bicycle Professionals Prof. Dev. Seminar	Provides Public Works staff with national training in Complete Streets policies and implementation best practices.	Closed-Out in FY 13-14	1	Other (describe in Column J)	Travel Conference Registration, Meals & Lodging	1	\$ 1,442					\$ 1,442	Yes	Both Plans
8	N/A	Bike and Ped	Scoping, Feasibility, Planning	Staffing	Administration	Administrative services for bike/ped programs.	Administrative support for Bicycle/Pedestrian program.	Continuing/Ongoing		Other (describe in Column J)	Salary & benefits for administration personnel serving Bike & Ped programs.	0	\$ 64,096					\$ 64,096	Yes	Neither Plan
9	N/A	Bike and Ped	Scoping, Feasibility, Planning	Staffing	Planning Staff	Salary & Benefits for Associate Planner and Principal Transportation Planner.	Project management, policy development, grant management for Pedestrian Plan and Bicycle Plan Implementation.	Continuing/Ongoing		Other (describe in Column J)	Bicycle/Pedestrian Associate Planner and Principal Transportation Planner salary/benefits.	0	\$ 98,013					\$ 98,013	Yes	Both Plans
10	10BP11	Bike and Ped	Construction	Safety Improvements	Safe Routes to Schools, Cycle 8	Capital Projects personnel expenditure for Safe Routes to Schools Projects at 4 Elementary Schools	Improve bicycle and pedestrian safety and access to K-12 schools.	Closed-Out in FY 13-14		Other (describe in Column J)	Safety improvements around 4 elementary schools, incl. 11 bulbouts, 2 refuge islands, 4 flashing beacons; 3700 sq ft sidewalk widening; 10 curb ramps.	0	\$ 15,729			\$ 65,258	\$ 670,987	Yes	Ped Plan	
11	N/A	Bike and Ped	Construction	Multiuse Paths (Class I)	I-80 Bicycle/Pedestrian Bridge Touchdown Plaza	Fabrication & installation of bronze plaque for Bike/Ped Bridge	Provides permanent design history at bike/ped scale for facility users.	Closed-Out in FY 13-14	1	Other (describe in Column J)	36"X 24 bronze plaque	0.500014734	\$ 2,036			\$ 2,036	\$ 4,072	Yes	Bike Plan	
12																	\$ -			
<b>TOTALS:</b>												\$ 230,454	\$ -	\$ -	\$ -	\$ 657,294	\$ 887,748			

Note: Definitions for each drop-down menu appear as Comments (scroll over the column title or in the Review mode, choose "Show All Comments"). The document is set up to print Comments at the end.

**Additional Information:** Use the Box Below to clarify expenses or to provide additional information.

\* Column K: (Total Measure B Dollars Spent X Total Quantity) / Total Project Cost = Total Measure B-Funded Quantity  
\*\* Columns L-N: The dollar figures inputted must be consistent with your agency's Audited Financial Statements.

TABLE 3

BICYCLE AND PEDESTRIAN PROGRAM  
Measure B Planned Projects and Fund Reserves

AGENCY NAME: **City of Berkeley**  
DATE: **12/18/2014**

General Directions

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.

1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.

2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES

BOX 1	
Total Measure B Available in FY 14-15	
FY 13-14 MB Ending Direct Local Distribution Balance	\$ 523,848
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ -
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ 215,157
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ 180,065
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ 77,138
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$ 39,000
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 12,487
<b>Sub-total<sup>6</sup></b>	<b>\$ 523,847</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ (215,157)
Subtract FY 14-17 Capital Reserve Commitment	\$ (180,065)
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 128,625</b>
<b>FY 14-15 MB Projected Revenue</b>	<b>\$ 333,677</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	<b>\$ 462,302</b>

- Box 1 Notes:**
1. Auto populated from Box 4's Balance, only shows positive balances.
  2. Last Year's Identified Capital Reserve Total subtract FY 13/14 Expenditures
  3. Auto populated from Box 8's Operation Balance.
  4. Auto populated from Box 10's Undesignated Balance.
  5. Amount is Actual Distributions subtract Last Year's provided Revenue Projections.
  6. Sub-total Balance should match FY 13-14 MB Ending Balance, noted in the top of Box 1.
  7. Funds Available to Allocate to planned and reserve (ODD Numbered Boxes) project/categories. This amount should equal the total in Box 3.

BOX 2				
Total Measure B FY 13-14 Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
MB Planned Projects	\$ 171,457	\$ 175,819	\$ (4,362)	-
MB FY 13-16 Capital Reserve Window	\$ 166,284	\$ 54,635	\$ 111,649	67%
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 81,500	\$ 4,362	\$ 77,138	95%
MB Undesignated Reserve	\$ 39,000	\$ -	\$ 39,000	100%

Unspent MB Capital Fund Reserve Dollars must be explained and reallocated within the respective Windows.

BOX 2a					
CAPITAL RESERVE TRACKING REALLOCATION VERIFICATION TOOL					
Window	Original Allocation <sup>1</sup>	Expended FY 13-14	Amount To Allocate <sup>2</sup>	Amount Allocated <sup>3</sup>	Remaining to Allocate <sup>4</sup>
FY 13-16	\$ 269,792	\$ 54,635	\$ 215,157	\$ 215,157	\$ (0)
FY 14-17	\$ 180,065	\$ -	\$ 180,065	\$ 180,065	\$ -

Box 2a Notes:

1. Original identified is the amount set in prior year's compliance report.
2. Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.
3. Amount identified by Recipient in the Capital Reserve Box 6 and 7.
4. Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds.
5. Alameda CTC may request additional information to determine recipient's compliance with the Timely Use of Funds Policies.

BOX 3						
Total Measure B FY 14-15 Available Fund Allocation Summary						
Category	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL	
MB Planned Projects	\$ 285,053				\$ 285,053	Max. Allocation
MB Capital Reserve	\$ -	\$ 66,500	\$ -	\$ 75,749	\$ 142,249	% Allocated
MB Operational Reserve	\$ 25,000				\$ 25,000	7%
MB Undesignated Reserve	\$ 10,000				\$ 10,000	3%
<b>TOTAL Measure B</b>	<b>\$ 320,053</b>	<b>\$ 66,500</b>	<b>\$ -</b>	<b>\$ 75,749</b>	<b>\$ 462,302</b>	Max. % Allowed

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 462,302
BOX 3: Allocated MB Funds	\$ 462,302
<b>Remaining Amount</b>	<b>\$ 0</b>

Remaining Amount should reflect ZERO to indicate identification of all available Measure B funds.

SECTION 1: Measure B Planned Projects (unreserved funds)

BOX 4							
MEASURE B PLANNED PROJECTS (unreserved funds) FY 13-14 PLANNED VS ACTUAL EXPENDITURES							
Index No.	Local Project No.	Project Name	Phase	TRACKING FY 13-14 (Prior Year's) PLAN			Provide an explanation for positive or negative balance & fund reallocation. Indicate N/A if no balance or reallocation.
				Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	
1	N/A	Bike/Pedestrian Program Planning (Personnel)	Phases Scoping, Feasibility, Planning	\$ 89,343	\$ 98,013	\$ (8,670)	More hours project billed for bicycle parking activities to support TFEA bike parking grant. Additional expenditures in FY 13/14 supported by unused funds from Index #3 in the amount of \$8,670.
			<b>Total</b>	<b>\$ 89,343</b>	<b>\$ 98,013</b>	<b>\$ (8,670)</b>	
2	N/A	Bike/Pedestrian Program Administration (Personnel)	Phases Scoping, Feasibility, Planning	\$ 63,129	\$ 64,096	\$ (967)	Increased activity on Abandoned Bicycle program. Additional expenditures in FY 13/14 supported by unused funds from Index #3 in the amount of \$967.
			<b>Total</b>	<b>\$ 63,129</b>	<b>\$ 64,096</b>	<b>\$ (967)</b>	
3	12TP20	Safe Route to Transit	Phases Construction	\$ 18,985	\$ 4,750	\$ 14,235	Project completed under budget. Remaining funds used to support costs in Index #1 and #2 above.
			<b>Total</b>	<b>\$ 18,985</b>	<b>\$ 4,750</b>	<b>\$ 14,235</b>	
4	14TP04	New Computer Equipment for Exclusive Use of Dedicated Bike/Ped Staff	Phases Operations		\$ 5,432	\$ (5,432)	Additional expenditure in FY 13/14. Used unspent funds from Index #3 (\$4,598) and Operational Reserve (\$834).
			<b>Total</b>		<b>\$ 5,432</b>	<b>\$ (5,432)</b>	
5	14TP10	Oxford/Berkeley Way Curb Extension	Phases Environmental		\$ 50	\$ (50)	Additional expenditure in FY 13/14. Used Operational Reserve (\$50) to support costs.
			<b>Total</b>		<b>\$ 50</b>	<b>\$ (50)</b>	
6	N/A	Staff Development/ Complete Streets Training	Phases Other		\$ 1,442	\$ (1,442)	Additional expenditure in FY 13/14. Used Operational Reserve (\$1,442) to support costs.
			<b>Total</b>		<b>\$ 1,442</b>	<b>\$ (1,442)</b>	
7	N/A	I-80 Bicycle/Pedestrian Bridge Touchdown Plaza	Phases Construction		\$ 2,036	\$ (2,036)	Additional expenditure in FY 13/14. Used Operational Reserve (\$2,036) to support costs.
			<b>Total</b>		<b>\$ 2,036</b>	<b>\$ (2,036)</b>	
<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>				<b>\$ 171,457</b>	<b>\$ 175,819</b>	<b>\$ (4,362)</b>	- Unspent

BOX 5						
FY 14-15 MEASURE B PLANNED PROJECTS (unreserved funds)						
Index No.	Local Project No.	Project Name	Phase	Planned Projects FY 14-15	Governing Body Approved? (Yes or No)	Describe the Project's Status as of June 30, 2014.
1	N/A	Personnel - Bicycle & Pedestrian Planning	Phases Scoping, Feasibility, Planning	\$ 98,053	Yes	Associate Planner (Bike/Ped), Principal Planner (Transportation Planning), Bicycle Program Intern are employed and billing to MB.
			<b>Total</b>	<b>\$ 98,053</b>		
2	N/A	Personnel - Bicycle & Pedestrian Administrative Services	Phases Operations	\$ 65,000	Yes	Office Specialist and Associate Analyst to support Bicycle Pedestrian projects and programs are employed and billing to MB.
			<b>Total</b>	<b>\$ 65,000</b>		
3	N/A	Bicycle & Pedestrian Staff Training	Phases Project Completion/Closeout	\$ 10,000	Yes	Staff are registering and planning to register for relevant trainings and conferences.
			<b>Total</b>	<b>\$ 10,000</b>		
4	N/A	Bike/Ped Education and Promotion Events (inc. Sunday Streets, Bike To Work Day)	Phases	\$ 12,000	Yes	Sponsorship support for two annual events that promote bicycling and walking in Berkeley, as directed by our Council-approved bike and ped plans: 1) Bike to Work Day, an annual event that promotes bicycling for transportation purposes, specifically work trips and 2) Sunday Streets, an "open streets" event that promotes biking and walking in our commercial Downtown area.
			<b>Total</b>	<b>\$ 12,000</b>		
5	N/A	9th Street Bike Boulevard Design	Phases	\$ 100,000	Yes	9th Street pathway will connect the 9th Street Bicycle Boulevard in West Berkeley to the Doyle Street Greenway in Emeryville via the former Union Pacific RR ROW. PS&E preparation of construction drawings in order to make project ready for Measure BB construction funds.
			<b>Total</b>	<b>\$ 100,000</b>		
6	N/A		Phases		Yes	
			<b>Total</b>	<b>\$ -</b>		
7	N/A		Phases			
			<b>Total</b>	<b>\$ -</b>		
<b>TOTAL FY 14-15 PLANNED PROJECTS</b>				<b>\$ 285,053</b>		



TABLE 3

**BICYCLE AND PEDESTRIAN PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: **City of Berkeley**  
 DATE: **12/18/2014**

**General Directions**

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.

1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14			
6		Safe Routes to Schools Projects (CalTrans Cycle 10, ATP Cycle 1)	FY 13-16 Window	Construction		\$ -			
			FY 14-17 Window			\$ -			
			New FY 15-18 Window						
			New Phase - Using FY 13-16 Funds			\$ -			
			New Phase - Using FY 14-17 Funds			\$ -			
			New Phase - Using FY 15-18 Funds			\$ -			
			<b>Total Project Cost</b>				\$ -	\$ -	
			<b>YEARLY TOTALS</b>		Tracking	FY 13-16 Window		\$ -	
						FY 14-17 Window		\$ -	
						FY 15-18 Window		\$ -	
		<b>Total</b>		\$ -					

FY 14-15	FY 15-16	FY 16-17	FY 17-18
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ 66,500	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ 75,749
\$ -	\$ 66,500	\$ -	\$ 75,749
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ 66,500	\$ -	\$ 75,749
\$ -	\$ 66,500	\$ -	\$ 75,749

FY 13-16 Total	FY 14-17 Total	FY 15-18 Total
\$ -	\$ -	\$ -
\$ -	\$ -	\$ 66,500
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ 75,749
\$ -	\$ -	\$ 142,249

All Windows Total By Phase
\$ 66,500
\$ 75,749
\$ 142,249

Total FY 13-14 Planned vs. Actual Expenses	Planned	Actual	Unspent
CAPITAL FUND RESERVE	\$ 166,284	\$ 54,635	\$ 111,649

67% unspent

FY 13-16 Window: Total Funds Used & Identified			
FY 13-14	FY 14-15	FY 15-16	Window One
\$ 54,635	\$ 103,717	\$ 111,440	\$ 269,792

FY 14-17 Window: Total Funds Used & Identified			
FY 13-14	FY 14-15	FY 15-16	FY 16-17
\$ -	\$ -	\$ 180,065	\$ -

FY 15-18 Window: Total Funds Used & Identified			
FY 14-15	FY 15-16	FY 16-17	FY 17-18
\$ -	\$ 66,500	\$ -	\$ 75,749

<b>1) Were FY 13-16 Reserve Window reallocated to this effort, if so from what project and in what amount?</b>
Not applicable.
<b>2) Were FY 14-17 Reserve Window Funds reallocated to this effort, if so from what project and in what amount?</b>
No. New project using new available FY 15-18 funds.
<b>3) Describe Project Status as of June 30, 2014.</b>
Not applicable.

TABLE 3

**BICYCLE AND PEDESTRIAN PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME : City of Berkeley  
 DATE : 12/18/2014

**General Directions**

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1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

**SECTION 3: Measure B Operation Fund Reserve**

The Operation Fund Reserve may be established to address operational fluctuations. Maximum 50% of annual revenue.

**Directions**

For previously identified Operation Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 9.

BOX 8 MEASURE B OPERATION FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Op Reserve FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Operation Fund Reserve	\$ 81,500	\$ 4,362	\$ 77,138	Used Operational Reserve on previously unidentified costs in Box #4 as follows: Index #4 - \$834 Index #5 - \$50 Index #6 - \$1,442 Index #7 - \$2,036 Total = \$4,362 Did not require the use of the remaining balance in FY 13-14.
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ 81,500</b>	<b>\$ 4,362</b>	<b>\$ 77,138</b>	95% Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 25,000
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 25,000</b>

**SECTION 4: Measure B Undesignated Fund Reserve**

The Undesignated Fund Reserve may be established to address transportation needs. Maximum 10% of annual revenue.

**Directions**

For previously identified, Undesignated Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 11.

BOX 10 MEASURE B UNDESIGNATED FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Undesignated FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Undesignated Fund Reserve	\$ 39,000	\$ -	\$ 39,000	No Undesignated Fund Reserves were used.
<b>TOTAL FY 13-14 UNDESIGNATED FUND RESERVE</b>	<b>\$ 39,000</b>	<b>\$ -</b>	<b>\$ 39,000</b>	100% Unspent Percentage

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 10,000
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	<b>\$ 10,000</b>

**City of Berkeley**  
**MEASURE B CAPITAL FUND RESERVE EXPENDITURE TRACKING SUMMARY**  
**Bicycle/Pedestrian Program**

This Form is automatically populated from Table 3. This is an informational summary of established Capital Fund Reserve Windows, adjustments, and expenditure timelines.

<b>FY 13-16 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2016</b> <i>(End of FY 15/16)</i>
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**Original Start Amount \$ 269,792**

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ 166,284	\$ 103,508	\$ -	\$ 269,792
Adjustment	N/A	\$ (111,649)	\$ 209	\$ 111,440	\$ 0
<b>Revised Plan</b>	<b>\$ 3,478</b>	<b>\$ 54,635</b>	<b>\$ 103,717</b>	<b>\$ 111,440</b>	<b>\$ 269,792</b>

<b>FY 13-16 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 269,792</b>
Spent in FY 12/13	\$ (3,478)
Spent in FY 13/14	\$ (54,635)
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
<b>Remaining</b>	<b>\$ 211,679</b>

<b>FY 14-17 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2017</b> <i>(End of FY 16/17)</i>
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**Original Start Amount \$ 180,065**

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ 180,065	\$ -	\$ -	\$ 180,065
Adjustment	\$ -	\$ (180,065)	\$ 180,065	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,065</b>	<b>\$ -</b>	<b>\$ 180,065</b>

<b>FY 14-17 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 180,065</b>
Spent in FY 13/14	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
<b>Remaining</b>	<b>\$ 180,065</b>

<b>FY 15-18 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2018</b> <i>(End of FY 17/18)</i>
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**Original Start Amount \$ 142,249**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Total
Identified Plan	\$ -	\$ 66,500	\$ -	\$ 75,749	\$ 142,249

<b>FY 15-18 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 142,249</b>
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
Spent in FY 17/18	TBD
<b>Remaining</b>	<b>\$ 142,249</b>

<b>ALL WINDOW SUMMARY</b>											
Reserve Window		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
	FY 13-16		-\$3,478	-\$54,635	\$215,157					\$ 269,792	\$ (58,113)
FY 14-17			\$0	\$180,065					\$ 180,065	\$ -	\$ 180,065
FY 15-18				\$142,249					\$ 142,249	\$ -	\$ 142,249
FY 16-19				Future Potential Reserve Window					TBD	TBD	TBD



**TABLE 2**  
**LOCAL STREETS AND ROADS PROGRAM**  
**Measure B Expenditures and Accomplishments (FY 2013-14)**

AGENCY NAME : **City of Berkeley**  
DATE: **12/19/2014**

Project Description								Status	Deliverables				Expenditures FY 13-14						Approvals	
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N**	Column O**	Column P***	Column Q***	Column R	Column S	
Index No.	Local Project ID Number	Project Category	Project Phase	Project Type	Project Name	Project Description	Project Benefits <i>(describe project's benefit to the implementation area)</i>	Project Status <i>(at the end of FY 13-14)</i>	Quantity Completed in FY 13-14	Units for Quantity <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by Measure B <i>(auto calculates)</i>	MB LSR Direct Local Distribution Program Expenditures	Other MB Expenditures from Bike/Ped Direct Local Distribution Program and/or grants	Other MB Expenditures from Mass Transit Direct Local Distribution Program and/or grants	Other MB Expenditures from Paratransit Direct Local Distribution Program and/or grants	Non-MB Funding Expenditures Vehicle Registration Fee	Non-MB Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Total Project Cost <i>(L+M+N+O+P+Q=R)</i> <i>(auto calculates)</i>	Did the Governing Board Approve this Project? <i>(Drop-down Menu)</i>
1	14TM06	Ped only	Maintenance	Traffic Calming	Traffic Calming Backlog	Traffic calming	Provides neighborhood traffic calming	Continuing or Ongoing	21,235	Linear Feet	also installed 1 traffic circle	21235	\$ 61,387				\$ -	\$ -	\$ 61,387	Yes
2	14TM07	Ped only	Maintenance	Traffic Calming	15 MPH Speed Signs at Schools	Traffic calming	Provides traffic calming near schools	Continuing or Ongoing	219	Other <i>(describe in Column J)</i>	Signs installed	219	\$ 8,136				\$ -	\$ -	\$ 8,136	Yes
3	13TM01	Streets and Roads	Construction	Other (describe in Column E)	Roadway Thermoplastic Markings	Striping and pavement markings	Maintains roadway striping/pavement markings	Continuing or Ongoing	137,000	Square Feet		124845.9328	\$ 78,531				\$ -	\$ 7,645	\$ 86,176	Yes
4	09TP09	Bike/Ped	Project Completion/Closeout	Bikeways and Multiuse Paths	Russell/Acton Traffic Calming	Reduce cut-through traffic, install bulbout and drainage system	Provides neighborhood traffic calming	Closed Out in FY 13-14	0	Square Feet		0	\$ 22,892				\$ 80,286	\$ 103,178	Yes	
5	13TP01	Bike/Ped	Maintenance	Traffic Calming	Traffic Calming	Traffic calming		Continuing or Ongoing	26	Other <i>(describe in Column J)</i>	3 speed feedback signs and 23 traffic control signs	1.725119073	\$ 3,885				\$ 54,669	\$ 58,555	Yes	
6	13ST01	Streets and Roads	Construction	Street Resurfacing and Maintenance	Street Rehabilitation FY 2013	Reconstruction and overlay of various streets (3.06 centerline miles, 1.29 completed in FY13-14)	Street reconstruction/overlay including drainage improvements, valley gutters, curb ramps, and thermoplastic striping and markings.	Continuing or Ongoing	359,654	Square Feet		0	\$ -				\$ 1,390,848	\$ 1,390,848	Yes	
7	14ST01	Streets and Roads	Construction	Street Resurfacing and Maintenance	Street Rehabilitation FY 2014	Overlay of various streets (3.16 centerline miles, 0.45 completed in FY13-14)	Street overlay including drainage improvements, curb ramps, and thermoplastic striping and markings.	Continuing or Ongoing	55,760	Square Feet		0	\$ -				\$ 128,710	\$ 128,710	Yes	
8	14ST04	Streets and Roads	PS&E	Street Resurfacing and Maintenance	Potter/Bay/Bolivar Paving	Pavement rehabilitation	Street improvement project	Initiated in FY 13-14	0	Square Feet		0	\$ 704				\$ 2,528	\$ 3,231	Yes	
9	15ST01	Streets and Roads	Scoping, Feasibility, Planning	Street Resurfacing and Maintenance	Street Rehabilitation FY 2015	Planning, testing & survey for future project	Preliminary design for street improvement project	Initiated in FY 13-14	0	Square Feet		0	\$ -				\$ 590	\$ 590	Yes	
10	N/A	Streets and Roads	Scoping, Feasibility, Planning	Street Resurfacing and Maintenance	Street Capital Program	Planning and budget for street capital program	Planning, budget, pavement management system database maintenance	Continuing or Ongoing				0	\$ -				\$ 54,071	\$ 54,071	Yes	
11	N/A	Streets and Roads	Maintenance	Staffing	Engineering	Salaries and Fringe - Sidewalk Inspector & Supervising Civil Engineer	Engineering Street Program Management & Construction Management	Continuing or Ongoing				0	\$ 57,489					\$ 57,489	Yes	
12	N/A	Streets and Roads	Maintenance	Street Resurfacing and Maintenance	Engineering	Office and field supplies, telephones, equipment, training, and other general engineering administrative costs	Office and field supplies, and other administrative cost support					0	\$ 15,967					\$ 15,967	Yes	
13	N/A	Streets and Roads	Maintenance	Street Resurfacing and Maintenance	Streets & Sanitation	Street Maintenance	Field supplies					0	\$ 19,479					\$ 19,479	Yes	
14	N/A	Streets and Roads	Maintenance	Staffing	Streets & Sanitation	Street Maintenance	Maintenance of roads and sidewalks including patching and pothole repair.					0	\$ 445,657					\$ 445,657	Yes	
15	N/A	Streets and Roads	Maintenance	Staffing	Transportation	Traffic Maintenance	Maintenance of traffic striping/markings, signage, and curb painting.					0	\$ 657,406					\$ 657,406	Yes	
16	N/A	Streets and Roads	Maintenance	Other (describe in Column E)	Transportation	Administration	Administrative and financial support services					0	\$ 43,904					\$ 43,904	Yes	
17	N/A	Streets and Roads	Maintenance	Staffing	Facilities Maintenance Electrical	Traffic Signal Maintenance	Servicing and replacement of traffic signals.					0	\$ 334,502					\$ 334,502	Yes	
18	N/A	Streets and Roads	Maintenance	Staffing	Facilities Maintenance Electrical	Street Light Maintenance	Servicing and replacement of street lights.					0	\$ 26,246					\$ 26,246	Yes	
19	N/A	Other	Other	Staffing	Operations Administration	Administrative Support	Administrative support services					0	\$ 8,473					\$ 8,473	Yes	

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year

Project Description							Status	Deliverables				Expenditures FY 13-14						Approvals		
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N**	Column O**	Column P***	Column Q***	Column R	Column S	
Index No.	Local Project ID Number	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description	Project Benefits <i>(describe project's benefit to the implementation area)</i>	Project Status <i>(at the end of FY 13-14)</i> <i>(Drop-down Menu)</i>	Quantity Completed in FY 13-14	Units for Quantity <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by Measure B <i>(auto calculates)</i>	MB LSR Direct Local Distribution Program Expenditures	Other MB Expenditures from Bike/Ped Direct Local Distribution Program and/or grants	Other MB Expenditures from Mass Transit Direct Local Distribution Program and/or grants	Other MB Expenditures from Paratransit Direct Local Distribution Program and/or grants	Non-MB Funding Expenditures Vehicle Registration Fee	Non-MB Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Total Project Cost <i>(L+M+N+O+P+Q=R)</i> <i>(auto calculates)</i>	Did the Governing Board Approve this Project? <i>(Drop-down Menu)</i>
20	N/A	Other	Other	Operations	Operations Administration	Supplies, equipment, training, and other general administrative costs.	Administrative support services					0	\$ 7,884						\$ 7,884	Yes
21	N/A	Other	Other	Staffing	Administration	Admin & Financial Support	Administrative and financial support services					0	\$ 20,968						\$ 20,968	Yes
22	N/A	Other	Other	Other (describe in Column E)	Administration	Supplies, equipment, and other general administrative costs.	Administrative and financial support services.					0	\$ 18,170						\$ 18,170	Yes
23	N/A	Other	Other	Staffing	Information Technology	Customer Service 311						0	\$ 26,618						\$ 26,618	Yes
<b>TOTALS:</b>												\$ 1,858,297	\$ -	\$ -	\$ -	\$ -	\$ 1,719,347	\$ 3,577,644		

Note: Definitions for each drop-down menu appear as Comments (scroll over the column title or in the Review mode, choose "Show All Comments"). The document is set up to print Comments at the end.

\* Column K: (Total Measure Dollars Spent X Total Quantity) / Total Project Cost = Total MB-Funded Quantity

\*\* Columns L-O: The dollar figures inputted must be consistent with your agency's Audited Financial Statements.

**Additional Information:** Use the Box Below to clarify expenses or to provide additional information.

13ST01 - All Measure B funds expended in FY12-13. Project closed out in August 2014 with payment of retention from non-Measure B funds.  
 14ST01 - Measure B funds expended in September 2014 due to late invoice from contractor.  
 14ST04 - FY14-15 Measure B funds allocated for construction contract planned in Spring/Summer 2014.  
 15ST01 - No Measure B funds allocated in FY13-14. FY14-15 Measure B funds allocated for construction contract planned in Spring/Summer 2014.

Pull Down Menu Options					
Bike only	Scoping, Feasibility, Planning	Bike Parking	Planning in FY 13-14	Bike Parking Spaces	Yes
Ped only	Environmental	Bikeways and Multiuse Paths	Initiated in FY 13-14	Intersections	No
Bike/Ped	PS&E	Bridges and Tunnels	Continuing or Ongoing	Lane Miles	
Mass Transit	Right-of-Way	Education and Promotion	Closed Out in FY 13-14	Linear Feet	
Paratransit	Construction	Equipment and New Vehicles		Number of People/Passengers	
Streets and Roads	Maintenance	Operations		Number of One-Way Unduplicated Trips	
Other	Operations	Pedestrian Crossing Improvements		Square Feet	
	Project Completion/Closeout	Sidewalks and Ramps		Vehicles Purchased	
	Other	Signage		Other (describe in Column J)	
		Signals			
		Staffing			
		Street Resurfacing and Maintenance			
		Streetscape / Complete Streets (describe in Column E)			
		Traffic Calming			
		Welfare to Work Operations			
		Other (describe in Column E)			

**Cell: C11**

**Comment:** Project Category:  
 Bicycle: Bicycle project.  
 Bike/Pedestrian: Bicycle and pedestrian project.  
 Pedestrian: Pedestrian project.

**Cell: D11**

**Comment:** Project Phase:  
 Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, feasibility studies, and planning.  
 Environmental: Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).  
 Right-of-Way: Preparing documentation needed to secure or dispose of property rights for project.  
 Plans, Specifications and Engineering (PS&E): Development of the preliminary engineering and engineering estimates.  
 Construction: Construction of a new capital project,  
 Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastructure.  
 Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment; intelligent transportation systems; or corridor system management.  
 Project Completion/Closeout: Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project.  
 Other: Use if none of the above apply, and define the project phase by selecting Project Type (Column C) and describe the phase under Project Description (Column E).

**Cell: E11**

**Comment:** Project Type:  
 Bike Parking: Bike racks and lockers, bike shelters, attended bike parking facilities, and bike parking infrastructure.  
 Bikeways (non-Class I): Bike lanes (Class II), bike boulevards, side paths, bike routes (Class III), at-grade bike crossings. Includes bikeway maintenance.  
 Bridges and Tunnels: Bicycle-pedestrian crossings above or below grade.  
 Education and Promotion: Marketing, education, information, outreach, promotional campaigns, and programs.  
 Master Plan: Bicycle and/or pedestrian master plan development.  
 Multiuse Paths (Class I): Pathways (Class I) for bicyclists, pedestrians, and other non-motorized modes. Includes maintenance of multiuse paths.  
 Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment; intelligent transportation systems; corridor system management or program management.  
 Pedestrian Crossing Improvements: At-grade pedestrian crossing improvements such as crosswalks, roadway/geometric changes, or reconfiguration specifically benefiting pedestrians.  
 Safety Improvements: Infrastructure improvements for bicyclists and pedestrians not covered by other project types on the list.  
 Sidewalks and Ramps: New sidewalks, sidewalk maintenance, curb ramps, stairs/ramps for pedestrian and Americans with Disabilities Act access.  
 Signage: Warning, regulatory, way finding, or informational signage. Includes signage maintenance.  
 Signals: New traffic signals or crossing signals for pedestrians and/or bicyclist, signal upgrades, countdown signals, audible signals, and video detection.  
 Staffing: Salary and benefits for staff to support projects, programs, or services.  
 Streetscape / Complete Streets: Improvements that are part of a complete streets or streetscaping improvement project. Describe project in the Project Description and specific accomplished improvements in the deliverables section.  
 Traffic Calming: Infrastructure primarily aimed at slowing down motor vehicle traffic.  
 Other: Use if none of the Project Types apply or for projects that consist of multiple types of improvements. Describe the type under Project Description (Column E).

**Cell: I11**

**Comment:** Project Status:  
 Choose project status on June 30, 2014:  
 - Planning in FY 13-14,  
 - Initiated in FY 13-14,  
 - Continuing or Ongoing, or  
 - Closed Out in FY 13-14.

**Cell: J11**

**Comment:** Quantity Complete includes itemizations such as square feet, lane miles, linear feet, etc.

**Cell: K11**

**Comment:** Units for Quantity:  
 Select from the drop-down menu and add any details about the unit or quantity in Column J.

Lane Miles: Measurement to describe length of roadway, street improvements, and bicycle facilities.

Linear Feet: Measurement to describe sidewalk and pedestrian facilities improvement lengths.

Square Feet: Measurement to describe building, floor plan specifications, landscaping, etc.

**Cell: M11**

**Comment:** Completed Quantity funded by Measure B: This column auto-calculates based on the following.

$(\text{Total Measure Dollars Spent} \times \text{Total Quantity}) / \text{Total Project Cost} = \text{Total MB-Funded Quantity}$

**Cell: U11**

**Comment:** Governing Board Approval

All Measure B funded projects must have governing board approval i.e. approval as part of a Capital Improvement Program, Budgetary document, grant/resolution, bike/pedestrian plan, etc.

**TABLE 3**  
**LOCAL STREETS AND ROADS PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: **City of Berkeley**  
DATE: **12/19/2014**

**General Directions**

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.

- In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
- In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

**DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES**

BOX 1	
Total Measure B Available in FY 14-15	
FY 13-14 MB Ending Direct Local Distribution Balance	\$ 1,881,862
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ 446,642
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ 440,100
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ 724,000
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ 170,090
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$ -
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 101,029
<b>Sub-total<sup>6</sup></b>	<b>\$ 1,881,861</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ (440,100)
Subtract FY 14-17 Capital Reserve Commitment	\$ (724,000)
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 717,761</b>
<b>FY 14-15 MB Projected Revenue</b>	<b>\$ 2,757,132</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	<b>\$ 3,474,893</b>

- Box 1 Notes:**
- Auto populated from Box 4's Balance, only shows positive balances.
  - Last Year's Identified Capital Reserve Total subtract FY 13/14 Expenditures
  - Auto populated from Box 8's Operation Balance.
  - Auto populated from Box 10's Undesignated Balance.
  - Amount is Actual Distributions subtract Last Year's provided Revenue Projections.
  - Sub-total Balance should match FY 13-14 MB Ending Balance, noted in the top of Box 1.
  - Funds Available to Allocate to planned and reserve (ODD Numbered Boxes) project/categories. This amount should equal the total in Box 3.

BOX 2				
Total Measure B FY 13-14 Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
MB Planned Projects	\$ 2,304,939	\$ 1,858,297	\$ 446,642	19%
MB FY 13-16 Capital Reserve Window	\$ 50,000	\$ -	\$ 50,000	100%
MB FY 14-17 Capital Reserve Window	\$ 724,000	\$ -	\$ 724,000	100%
MB Operation Reserve	\$ 170,090	\$ -	\$ 170,090	100%
MB Undesignated Reserve	\$ -	\$ -	\$ -	-

Unspent MB Capital Fund Reserve Dollars must be explained and reallocated within the respective Windows.

BOX 2a					
CAPITAL RESERVE TRACKING					
REALLOCATION VERIFICATION TOOL					
Window	Original Allocation <sup>1</sup>	Expended FY 13-14	Amount To Allocate <sup>2</sup>	Amount Allocated <sup>3</sup>	Remaining to Allocate <sup>4</sup>
FY 13-16	\$ 440,100	\$ -	\$ 440,100	\$ 440,100	\$ -
FY 14-17	\$ 724,000	\$ -	\$ 724,000	\$ 724,000	\$ -

- Box 2a Notes:**
- Original identified is the amount set in prior year's compliance report.
  - Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.
  - Amount identified by Recipient in the Capital Reserve Box 6 and 7.
  - Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds.
  - Alameda CTC may request additional information to determine recipient's compliance with the Timely Use of Funds Policies.

BOX 3						
Total Measure B FY 14-15 Available Fund Allocation Summary						
Category	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL	
MB Planned Projects	\$ 2,798,739				\$ 2,798,739	Max. Allocation
MB Capital Reserve	\$ -				\$ -	% Allocated
MB Operational Reserve	\$ 400,941				\$ 400,941	Max. % Allowed
MB Undesignated Reserve	\$ 275,213				\$ 275,213	
<b>TOTAL Measure B</b>	<b>\$ 3,474,893</b>				<b>\$ 3,474,893</b>	Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 3,474,893
BOX 3: Allocated MB Funds	\$ 3,474,893
<b>Remaining Amount</b>	<b>\$ 0</b>

Remaining Amount should reflect ZERO to indicate identification of all available Measure B funds.

**SECTION 1: Measure B Planned Projects (unreserved funds)**

BOX 4							
MEASURE B PLANNED PROJECTS (unreserved funds)							
FY 13-14 PLANNED VS ACTUAL EXPENDITURES							
Index No.	Local Project No.	Project Name	Phase	TRACKING FY 13-14 (Prior Year's) PLAN			Provide an explanation for positive or negative balance & fund reallocation. Indicate N/A if no balance or reallocation.
				Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	
1	09TP09	Russel Acton Traffic Calming	Phases Project Completion/Closeout	\$ 22,892	\$ 22,892	\$ -	
			Total	\$ 22,892	\$ 22,892	\$ -	
2	N/A	Customer Call Center	Phases Other	\$ 26,614	\$ 26,618	\$ (4)	
			Total	\$ 26,614	\$ 26,618	\$ (4)	
3	N/A	Administrative and Operations Personnel	Phases Other	\$ 1,694,108	\$ 1,533,076	\$ 161,032	
			Total	\$ 1,694,108	\$ 1,533,076	\$ 161,032	
4	N/A	Operations	Phases Operations	\$ 127,264	\$ 105,403	\$ 21,861	
			Total	\$ 127,264	\$ 105,403	\$ 21,861	
5	13TM01	Roadway Thermoplastic Marking	Phases Construction	\$ 175,000	\$ 78,531	\$ 96,469	
			Total	\$ 175,000	\$ 78,531	\$ 96,469	
6	14TM06	Traffic Calming Backlog	Phases Project Completion/Closeout	\$ 135,000	\$ 61,387	\$ 73,613	
			Total	\$ 135,000	\$ 61,387	\$ 73,613	
7	13PT01	Traffic Calming Backlog	Phases Scoping, Feasibility, Planning	\$ 75,000	\$ 3,885	\$ 71,115	
			Total	\$ 75,000	\$ 3,885	\$ 71,115	
8	14SW02	Responsive Sidewalks FY 14	Phases Construction	\$ 461	\$ 461	\$ -	
			Total	\$ 461	\$ 461	\$ -	
9	14TM07	15 MPH Spdd Signs at Schools	Phases Scoping, Feasibility, Planning	\$ 31,033	\$ -	\$ 31,033	
			Operations	\$ 17,567	\$ 8,136	\$ 9,431	
10	11BP13	West Street Bike Boulevard	Phases Construction	\$ -	\$ 17,204	\$ (17,204)	
			Total	\$ -	\$ 17,204	\$ (17,204)	
11	14ST04	Potter/Bay/Bolivar Paving	Phases Scoping, Feasibility, Planning	\$ 704	\$ -	\$ (704)	
			Total	\$ 704	\$ -	\$ (704)	
12			Phases	\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	

<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>	<b>\$ 2,304,939</b>	<b>\$ 1,858,297</b>	<b>\$ 446,642</b>	<b>19%</b>	<b>Unspent</b>
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BOX 5						
FY 14-15 MEASURE B PLANNED PROJECTS (unreserved funds)						
Index No.	Local Project No.	Project Name	Phase	Planned Projects FY 14-15	Governing Body Approved? (Yes or No)	Describe the Project's Status as of June 30, 2014.
1	14ST04	Potter/Bay/Bolivar Paving	Phases PS&E	\$ 93,219	Yes	Design consultant authorized to proceed.
			Construction	\$ 256,077		
2	15ST01	Street Rehabilitation FY 2015	Phases Construction	\$ 333,900	Yes	In planning stage.
			Total	\$ 333,900		
3	13TM01	Roadway Thermoplastic Marking	Phases Construction	\$ 346,469	Yes	Work in progress, @ 75% task completed before June 2014.
			Total	\$ 346,469		
4	14TM06	Traffic Calming Backlog	Phases	\$ 98,438	Yes	Alameda Road Diet is completed 100% before June 2014. The reconstruction of Traffic Circle on Santa Fe/Corneil/Page is completed 95% before December 2014. The reconstruction of traffic circle on Woolsey/Eton is on hold until the start/completion of EB/MD pipeline replacement project. However, the design work is completed 75%.
			Total	\$ 98,438		
5	14TM07	15 MPH Speed Signs at Schools	Phases	\$ 40,464	Yes	Work orders issued for implementation during school summer break.
			Total	\$ 40,464		
6	13TP01	Traffic Calming Program	Phases	\$ 46,115	Yes	All task completed 100%. Before July 2014.
			Total	\$ 46,115		
7	N/A	Customer Call Center	Phases	\$ 26,812	Yes	25% of 1 Customer Service Specialist III position in the call center. The Call Center responds to telephone and online questions, complaints and service calls for street and sidewalk repairs, traffic signal and street light maintenance and traffic maintenance.
			Total	\$ 26,812		
8	N/A	Administrative and Operations Personnel	Phases	\$ 1,537,513	Yes	Partial salaries and benefits for Traffic Maintenance, Admin & Fiscal Services, Engineering Inspectors, Environmental Compliance, Traffic, Street & Sidewalk Maintenance staff.
			Total	\$ 1,537,513		
9	N/A	Operations	Phases	\$ 19,732	Yes	Office and field supplies, conference and training and for staffing areas indicated above.
			Total	\$ 19,732		
10			Phases	\$ -		
			Total	\$ -		
11			Phases	\$ -		
			Total	\$ -		
12			Phases	\$ -		
			Total	\$ -		

<b>TOTAL FY 14-15 PLANNED PROJECTS</b>	<b>\$ 2,798,739</b>
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**TABLE 3**  
**LOCAL STREETS AND ROADS PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: City of Berkeley  
 DATE: 12/19/2014

**General Directions**

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.

1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note: Box 1-3 are auto populated for reference based on information inputted in Box 4-11

**SECTION 3: Measure B Operation Fund Reserve**

The Operation Fund Reserve may be established to address operational fluctuations. Maximum 50% of annual revenue.

Directions

For previously identified Operation Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 9.

BOX 8 MEASURE B OPERATION FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Op Reserve FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Operation Fund Reserve	\$ 170,090	\$ -	\$ 170,090	Operational funds not used or required in FY 13/14.
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ 170,090</b>	<b>\$ -</b>	<b>\$ 170,090</b>	<b>100%</b> Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 400,941
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 400,941</b>

**SECTION 4: Measure B Undesignated Fund Reserve**

The Undesignated Fund Reserve may be established to address transportation needs. Maximum 10% of annual revenue.

Directions

For previously identified, Undesignated Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 11.

BOX 10 MEASURE B UNDESIGNATED FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Undesignated FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Undesignated Fund Reserve	\$ -	\$ -	\$ -	
<b>TOTAL FY 13-14 UNDESIGNATED FUND RESERVE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b> Unspent Percentage

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 275,213
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	<b>\$ 275,213</b>

**City of Berkeley**  
**MEASURE B CAPITAL FUND RESERVE EXPENDITURE TRACKING SUMMARY**  
**Local Streets and Roads Program**

This Form is automatically populated from Table 3. This is an informational summary of established Capital Fund Reserve Windows, adjustments, and expenditure timelines.

<b>FY 13-16 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2016</b> <i>(End of FY 15/16)</i>
---	--

**Original Start Amount \$ 440,100**

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ 50,000	\$ 390,100	\$ -	\$ 440,100
Adjustment	N/A	\$ (50,000)	\$ 50,000	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440,100</b>	<b>\$ -</b>	<b>\$ 440,100</b>

<b>FY 13-16 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 440,100</b>
Spent in FY 12/13	\$ -
Spent in FY 13/14	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
<b>Remaining</b>	<b>\$ 440,100</b>

<b>FY 14-17 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2017</b> <i>(End of FY 16/17)</i>
---	--

**Original Start Amount \$ 724,000**

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ 724,000	\$ -	\$ -	\$ -	\$ 724,000
Adjustment	\$ (724,000)	\$ 724,000	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ 724,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 724,000</b>

<b>FY 14-17 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 724,000</b>
Spent in FY 13/14	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
<b>Remaining</b>	<b>\$ 724,000</b>

<b>FY 15-18 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2018</b> <i>(End of FY 17/18)</i>
---	--

**Original Start Amount \$ -**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Total
<b>Identified Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>FY 15-18 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ -</b>
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
Spent in FY 17/18	TBD
<b>Remaining</b>	<b>\$ -</b>

<b>ALL WINDOW SUMMARY</b>										
Reserve Window	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 13-16	\$0	\$0	\$440,100					\$ 440,100	\$ -	\$ 440,100
FY 14-17		\$0	\$724,000					\$ 724,000	\$ -	\$ 724,000
FY 15-18			\$0					\$ -	\$ -	\$ -
FY 16-19			Future Potential Reserve Window					TBD	TBD	TBD



**TABLE 2**  
**PARATRANSIT PROGRAM**  
**Measure B Expenditures and Accomplishments (FY 2013-14)**

AGENCY NAME: **City of Berkeley**  
 DATE: **12/18/2014**

Project Description								Status	Deliverables				Expenditures FY 13-14							
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N**	Column O**	Column P**	Column Q	Column R	Column S	
Index No.	Local Project ID Number	Project Category <i>(Drop-down Menu)</i>	Project/Program Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Service/Program/Project Name	Project Description	Project Benefits/Needs This Service Meets <i>(describe project's benefit to the implementation area e.g. medical, grocery, recreation, regional trips, etc.)</i>	Project Status <i>(at the end of FY 13-14)</i> <i>(Drop-down Menu)</i>	Quantity Completed in FY 13-14	Quantity Type <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by Measure B <i>(auto calculates)</i>	MB Paratransit Direct Local Distribution Program Expenditures	Other MB Paratransit Expenditures MSL Fund	Other MB Paratransit Expenditures Paratransit Gap Grant Fund	Other MB Paratransit Expenditures Stabilization Fund	Other MB Expenditures from LSR Direct Local Distribution Program	Non-MB Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Non-MB Fares <i>(cash fares, scrip/voucher purchases, fares retained by vendors or paid by third-party sponsors)</i>	Total Project Cost <i>(L+M+N+O+P+Q+R=S)</i> <i>(auto calculates)</i>
1	N/A	Senior and Disabled Services	Operations	Same Day/Taxi Program	Berkeley Paratransit Services	Taxi Scrip	Medical, grocery, recreation trips that are consumer-choice and offer same-day all-hour access	Continuing or Ongoing	9,050	Trips (one-way)	Trips provided were one-way taxi rides	6042.800946	\$ 124,248					\$ 61,832		\$ 186,080
2	N/A	Senior and Disabled Services	Operations	Other (describe in Column E)	Berkeley Paratransit Services	Wheelchair van vouchers and Medical Trip reimbursement vouchers	Medical, grocery, recreation trips provided by two vendors under contract with the City of Berkeley.	Continuing or Ongoing	592	Trips (one-way)	Trips provided were one-way wheelchair van rides	260.212519	\$ 9,845					\$ 12,553		\$ 22,398
3	N/A	Senior and Disabled Services	Operations	Customer Service and Outreach	Berkeley Paratransit Services	Provides outreach and customer services to senior and disabled Berkeley residents	Provides outreach and customer services to senior and disabled Berkeley residents	Continuing or Ongoing				0	\$ 81,838							\$ 81,838
4	N/A	Senior and Disabled Services	Operations	Management/Overhead/Staffing	Berkeley Paratransit Services	Provides fiscal reporting, payment processing, compliance	Provides fiscal reporting, payment processing, compliance	Continuing or Ongoing				0	\$ 25,380							\$ 25,380
5																				\$ -
6																				\$ -
<b>TOTALS:</b>												<b>\$ 241,311</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 74,385</b>	<b>\$ -</b>	<b>\$ 315,696</b>

Note: Definitions for each drop-down menu appear as Comments (scroll over the column title or in the Review mode, choose "Show All Comments"). The document is set up to print Comments at the end.

\* Column K: (Total Measure Dollars Spent X Total Quantity) / Total Project Cost = Total MB-Funded Quantity  
 \*\* Columns L-R: The dollar figures inputted must be consistent with your agency's Audited Financial Statements.

**Column A Project Category Note:**

Disabled Services: Services primarily created for mobility for people with disabilities.  
 Meals on Wheels: Delivery of meals.  
 Senior & Disabled Services: Transportation services for seniors and people with disabilities.  
 Senior Services: Services primarily created for senior mobility.  
 Other: Use Other if none of the above apply, and define other by selecting Project Type (Column C) and providing Project Description (Column E).

**Column J Note:**

If trip services were provided, describe the type and estimated quantities of the trips which were delivered. This includes passenger trips, same-day trips, taxi-trips, lift-assisted, group trips, etc.

**Additional Information:** Use the Box Below to clarify expenses or to provide additional information.

**Pull Down Menu Options**

Disabled Services	Scoping, Feasibility, Planning	ADA-mandated Services	Planning in FY 13-14	Consumers Trained
Meals on Wheels	Environmental	Capital Expenditure/Purchase	Initiated in FY 13-14	Contacts Made (outreach program only)
Senior and Disabled Services	PS&E	City-based Door-to-Door	Continuing or Ongoing	Meals Delivered
Senior Services	Right-of-Way	Customer Service and Outreach	Closed Out in FY 13-14	Trips (one-way)
Other	Construction	Group Trips		Scholarships Provided
	Maintenance	Management/Overhead/Staffing		Other (describe in Column J)
	Operations	Meal Delivery		
	Project Completion/Closeout	Mobility Management/Travel Training		
	Other	Same Day/Taxi Program		
		Scholarship/Subsidized Fare		
		Shuttle or Fixed-route Trips		
		Volunteer Driver Program		
		Other (describe in Column E)		

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year

Cell: C12

**Comment:** Project Category:

Disabled Services: Services primarily created for mobility for people with disabilities.

Meals on Wheels: Delivery of meals.

Senior & Disabled Services: Transportation services for seniors and people with disabilities.

Senior Services: Services primarily created for senior mobility.

Other: Use Other if none of the above apply, and define other by selecting Project Type (Column C) and providing Project Description (Column E).

Cell: D12

**Comment:** Project Phase:

Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, feasibility studies, and planning.

Environmental: Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).

Right-of-Way: Preparing documentation needed to secure or dispose of property rights for project.

Plans, Specifications and Engineering (PS&E): Development of the preliminary engineering and engineering estimates.

Construction: Construction of a new capital project.

Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastructure.

Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment; intelligent transportation systems; corridor system management or program administration.

Project Completion/Closeout: Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project.

Other: Use if none of the above apply, and define the project phase by selecting Project Type (Column C) and describe the phase under Project Description (Column E).

Cell: E12

**Comment:** Project Type:

ADA-mandated Services: Includes mandated public transportation service for people unable to independently use the fixed route bus service.

Capital Expenditure or Purchase: Expenditure or purchase of equipment, vehicles, or facilities.

City-based Door-to-Door: Pre-scheduled, accessible, door-to-door service provided by the city. Provides similar level of service to mandated ADA services; designed to fill gaps not met by ADA-mandated providers and/or relieve ADA-mandated providers of some trips.

Customer Service and Outreach: Staffing and benefits for customer service as well as costs associated with marketing, education, outreach, and promotional campaigns and programs.

Group Trips: One-way passenger trips considered group trips. Includes vehicle operation and contracts. See Individual Demand-response Trips.

Management/Overhead/Staffing: Staffing and benefits to manage programs, projects, and services.

Meal Delivery: Costs associated with vehicle operation, scheduling, dispatching, vehicle maintenance, and supervision for the purpose of delivering meals, whether provided in-house, through contracts, via taxicab, or by grantees.

Mobility Management/Travel Training: Covers a wide range of activities, such as travel training, trip planning, and brokerage. Does not include provision of trips. This is considered "non-trip provision".

Same Day/Taxi Program: Provides a same day, curb-to-curb service intended for situations when consumers cannot make their trip on a pre-scheduled basis; allows eligible consumers to use taxis at a reduced fare.

Scholarship/Subsidized Fare Program: Program to subsidize any services for customers who are low-income and can demonstrate finance need.

Shuttle or Fixed-route Trips: Shuttle or fixed-route bus service, for example. Includes vehicle operation and contracts.

Volunteer Driver Program: Pre-scheduled, door-through-door services that are generally not accessible; rely on volunteers to drive eligible consumers for critical trip needs, such as medical trips. May also have an escort component.

Other: Use if none of the above apply. Describe the Type under Project Description (Column E).

Cell: I12

**Comment:** Project Status:

Choose project status on June 30, 2014:

- Planning in FY 13-14,

- Initiated in FY 13-14,

- Continuing or Ongoing, or

- Closed Out in FY 13-14.

Cell: J12

**Comment:** Quantity Completed includes itemizations such as the total number of one-way passenger trips, consumers trained, meals delivered, tickets purchased, etc.

Cell: K12

**Comment:** Quantity Type Description:

Consumers Trained: Individuals who received travel trainings related to mobility management/travel training programs.

Contacts Made: Individuals contacted during public outreach events related to mobility management/travel training programs.

Meals Delivered: Number of meals delivered to individuals.

Scholarships Provided: Number of scholarship/scrip vouchers distributed.

Trips: Any type of one-way trip, including taxi, same day service, passenger trips, accessibility trips, etc.

Other: If Trip Type is not applicable to your program, choose Other and provide a description in Column K.

Cell: M12

**Comment:** Completed Quantity funded by Measure B: This column auto-calculates based on the following.

(Total Measure Dollars Spent X Total Quantity) / Total Project Cost = Total MB-Funded Quantity

**TABLE 3**  
**PARATRANSIT PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: **City of Berkeley**  
DATE: **12/18/2014**

**General Directions**  
There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.  
1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.  
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.  
*Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11*

**DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES**

BOX 1	
Total Measure B Available in FY 14-15	
FY 13-14 MB Ending Direct Local Distribution Balance	\$ 156,914
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ -
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ 122,067
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$ 25,218
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 9,629
<b>Sub-total<sup>6</sup></b>	<b>\$ 156,914</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 156,914</b>
<b>FY 14-15 MB Projected Revenue</b>	<b>\$ 262,554</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	<b>\$ 419,468</b>

**Box 1 Notes:**  
1. Auto populated from Box 4's Balance, only shows positive balances.  
2. Last Year's Identified Capital Reserve Total subtract FY 13/14 Expenditures  
3. Auto populated from Box 8's Operation Balance.  
4. Auto populated from Box 10's Undesignated Balance.  
5. Amount is Actual Distributions subtract Last Year's provided Revenue Projections.  
6. Sub-total Balance should match FY 13-14 MB Ending Balance, noted in the top of Box 1.  
7. Funds Available to Allocate to planned and reserve (ODD Numbered Boxes) project/categories. This amount should equal the total in Box 3.

BOX 2				
Total Measure B FY 13-14 Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
MB Planned Projects	\$ 237,269	\$ 241,311	\$ (4,042)	-
MB FY 13-16 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 126,089	\$ 4,022	\$ 122,067	97%
MB Undesignated Reserve	\$ 25,218	\$ -	\$ 25,218	100%

Unspent MB Capital Fund Reserve Dollars must be explained and reallocated within the respective Windows.

BOX 3					
Total Measure B FY 14-15 Available Fund Allocation Summary					
Category	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL
MB Planned Projects	\$ 275,000				\$ 275,000
MB Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
MB Operational Reserve	\$ 119,468				\$ 119,468
MB Undesignated Reserve	\$ 25,000				\$ 25,000
<b>TOTAL Measure B</b>	<b>\$ 419,468</b>	\$ -	\$ -	\$ -	<b>\$ 419,468</b>

Max. Allocation	% Allocated	Max. % Allowed
\$ 131,277	46%	50%
\$ 26,255	10%	10%

BOX 2a					
CAPITAL RESERVE TRACKING REALLOCATION VERIFICATION TOOL					
Window	Original Allocation <sup>1</sup>	Expended FY 13-14	Amount To Allocate <sup>2</sup>	Amount Allocated <sup>3</sup>	Remaining to Allocate <sup>4</sup>
FY 13-16	\$ -	\$ -	\$ -	\$ -	\$ -
FY 14-17	\$ -	\$ -	\$ -	\$ -	\$ -

**Box 2a Notes:**  
1. Original identified is the amount set in prior year's compliance report.  
2. Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.  
3. Amount identified by Recipient in the Capital Reserve Box 6 and 7.  
4. Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds.  
5. Alameda CTC may request additional information to determine recipient's compliance with the Timely Use of Funds Policies.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 419,468
BOX 3: Allocated MB Funds	\$ 419,468
<b>Remaining Amount</b>	<b>\$ (0)</b>

Remaining Amount should reflect ZERO to indicate identification of all available Measure B funds.

**SECTION 1: Measure B Planned Projects (unreserved funds)**

BOX 4							
MEASURE B PLANNED PROJECTS (unreserved funds) FY 13-14 PLANNED VS ACTUAL EXPENDITURES							
Index No.	Local Project No.	Project Name	Phase	TRACKING FY 13-14 (Prior Year's) PLAN			Provide an explanation for positive or negative balance & fund reallocation. Indicate N/A if no balance or reallocation.
				Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	
1	N/A	Berkeley Paratransit Services	Operations	\$ 237,269	\$ 241,311	\$ (4,042)	Ops Reserve paid for the \$4,042.
				<b>Total</b>	<b>\$ 237,269</b>	<b>\$ 241,311</b>	<b>\$ (4,042)</b>
2							
				<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>	\$ 237,269	\$ 241,311	\$ (4,042)	Unspent
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BOX 5						
FY 14-15 MEASURE B PLANNED PROJECTS (unreserved funds)						
Index No.	Local Project No.	Project Name	Phase	Planned Projects FY 14-15	Governing Body Approved? (Yes or No)	Describe the Project's Status as of June 30, 2014.
1	N/A	Berkeley Paratransit Services	Operations	\$ 275,000	Yes	The project is ongoing paratransit services provided via taxi scrip and wheelchair van services. In FY15, we have increased the benefit to program participants by increasing the amount of scrip and wheelchair van vouchers available to participants.
				<b>Total</b>		<b>\$ 275,000</b>
2						
				<b>Total</b>		<b>\$ -</b>

<b>TOTAL FY 14-15 PLANNED PROJECTS</b>	\$ 275,000
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**SECTION 2: Measure B Capital Fund Reserve**

BOX 6								
CAPITAL FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES								
Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14		
1			Actual / Confirm Original Plan		\$ -	\$ -		
			FY 14-17 Window		\$ -	\$ -		
			New FY 15-18 Window		\$ -	\$ -		
			New Phase - Using FY 13-16 Funds		\$ -	\$ -		
			New Phase - Using FY 14-17 Funds		\$ -	\$ -		
			New Phase - Using FY 15-18 Funds		\$ -	\$ -		
			<b>Total Project Cost</b>		<b>\$ -</b>	<b>\$ -</b>		
			<b>YEARLY TOTALS</b>					

<b>Total FY 13-14 Planned vs. Actual Expenses CAPITAL FUND RESERVE</b>	Planned \$ -	Actual \$ -	Unspent \$ -
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BOX 7			
CAPITAL FUND RESERVE FY 14-15 THROUGH FY 17-18			
FY 14-15	FY 15-16	FY 16-17	FY 17-18
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

unspent

BOX 7a			
CAPITAL FUND RESERVE BY RESERVE WINDOW & PHASE (auto-populated)			
FY 13-16 Total	FY 14-17 Total	FY 15-18 Total	All Windows Total By Phase
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

BOX 7b	
CAPITAL FUND RESERVE Fund Adjustments and Project Status	
1) Explain unspent FY 13/14 funds and describe its reallocation.	
2) Were FY 14-17 Reserve Window Funds reallocated to this effort, if so from what project and in what amount?	
3) Describe Project Status as of June 30, 2014.	

FY 13-16 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16	Window One	
\$ -	\$ -	\$ -	\$ -	

FY 14-17 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16	FY 16-17	Window Two
\$ -	\$ -	\$ -	\$ -	\$ -

FY 15-18 Window: Total Funds Used & Identified				
FY 14-15	FY 15-16	FY 16-17	FY 17-18	Window Three
\$ -	\$ -	\$ -	\$ -	\$ -

**TABLE 3**  
**PARATRANSIT PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: City of Berkeley  
DATE: 12/18/2014

General Directions

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.

1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

**SECTION 3: Measure B Operation Fund Reserve**

The Operation Fund Reserve may be established to address operational fluctuations. Maximum 50% of annual revenue.

Directions

For previously identified Operation Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 9.

BOX 8 MEASURE B OPERATION FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Op Reserve FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Operation Fund Reserve	\$ 126,089	\$ 4,022	\$ 122,067	Used \$4,022 from Operational Reserve to fund additional expenditures in FY 13/14 as noted in Box 4.
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ 126,089</b>	<b>\$ 4,022</b>	<b>\$ 122,067</b>	<b>97%</b> Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 119,468
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 119,468</b>

**SECTION 4: Measure B Undesignated Fund Reserve**

The Undesignated Fund Reserve may be established to address transportation needs. Maximum 10% of annual revenue.

Directions

For previously identified, Undesignated Fund Reserves, funds should be use only after balances in the Planned Projects (Box 4) have been exhausted. Thereafter, if the agency needs to use this reserve, then report expenses in Box 8 and in Box 4.

To establish a new annual reserve, complete Box 11.

BOX 10 MEASURE B UNDESIGNATED FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Undesignated FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Undesignated Fund Reserve	\$ 25,218	\$ -	\$ 25,218	The undesignated reserve was to support implementation of an electronic debit card program. The process has stalled, however, we intend to continue pursuing implementation.
<b>TOTAL FY 13-14 UNDESIGNATED FUND RESERVE</b>	<b>\$ 25,218</b>	<b>\$ -</b>	<b>\$ 25,218</b>	<b>100%</b> Unspent Percentage

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 25,000
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	<b>\$ 25,000</b>

**City of Berkeley**  
**MEASURE B CAPITAL FUND RESERVE EXPENDITURE TRACKING SUMMARY**  
**Paratransit Program**

This Form is automatically populated from Table 3. This is an informational summary of established Capital Fund Reserve Windows, adjustments, and expenditure timelines.

**FY 13-16 Capital Fund Reserve Window** **Window Expires: June 30, 2016**  
*(End of FY 15/16)*

Original Start Amount \$ -

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ -	\$ -	\$ -	\$ -
Adjustment	N/A	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FY 13-16 Window Expenditure Summary	
Original Start	\$ -
Spent in FY 12/13	\$ -
Spent in FY 13/14	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
<b>Remaining</b>	<b>\$ -</b>

**FY 14-17 Capital Fund Reserve Window** **Window Expires: June 30, 2017**  
*(End of FY 16/17)*

Original Start Amount \$ -

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FY 14-17 Window Expenditure Summary	
Original Start	\$ -
Spent in FY 13/14	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
<b>Remaining</b>	<b>\$ -</b>

**FY 15-18 Capital Fund Reserve Window** **Window Expires: June 30, 2018**  
*(End of FY 17/18)*

Original Start Amount \$ -

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Total
Identified Plan	\$ -	\$ -	\$ -	\$ -	\$ -

FY 15-18 Window Expenditure Summary	
Original Start	\$ -
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
Spent in FY 17/18	TBD
<b>Remaining</b>	<b>\$ -</b>

ALL WINDOW SUMMARY										
Reserve Window	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 13-16	\$0	\$0	\$0					\$ -	\$ -	\$ -
FY 14-17		\$0	\$0					\$ -	\$ -	\$ -
FY 15-18			\$0					\$ -	\$ -	\$ -
FY 16-19			Future Potential Reserve Window					TBD	TBD	TBD