

**MEASURE B AND MEASURE BB
Annual Program Compliance Report
Reporting Fiscal Year 2014-2015**

AGENCY CONTACT INFORMATION

Agency Name: **City of Albany**

Date: 11/19/2015 (revised Feb 2016)

Primary Point of Contact

Name: Aleida Andrino-Chavez

Title: Transportation Planner

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Agency's Certification of True and Accurate Reporting by Submission

By submitting this Compliance Report to the Alameda County Transportation Commission, the submitting agency certifies the compliance information reported is true and complete to the best of their knowledge, and the dollar figures in the agency's Audited Financial Statement matches exactly to the revenues and expenditures reported herein.

Program Compliance Report Structure

This Reporting Form is broken into the following sections for the Measure B and BB Direct Local Distribution Programs applicable to the recipient agency.

- * **Cover - Agency Contact**
- * **General Compliance Reporting**
- * **Table 1 - Revenue and Expenditures**
- * **Table 2 - Detailed Summary of Expenditures and Accomplishments**
- * **Table 3 - Annual Implementation Plan and Fund Reserves**
- * **Measure B/BB Tracking Summary** *(auto populated from Table 3)*
- * **FY 14-15 Expenditure Summary** *(auto populated from Table 3)*

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**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

GENERAL COMPLIANCE REPORTING

Complete the questions below to confirm/document completion of the Master Programs Funding Agreements Reporting Requirements.

- 1. Verify Bicycle/Pedestrian Master Plan Adoption.** Per Section 7 of the Master Programs Fund Agreement Bicycle/Pedestrian Safety Program Implementation Guidelines, Alameda CTC requires local jurisdictions to have current individual or combined Bicycle and Pedestrian Master Plans (updated every five years) or demonstrate these plans will be adopted by December 31, 2015.

Specify the adoption year of the most current Bicycle and Pedestrian Master Plans, as applicable.

| | Adoption Year |
|------------------------------------|---------------|
| Bicycle Master Plan | |
| Pedestrian Master Plan | |
| Bicycle and Pedestrian Master Plan | 4/16/2012 |

Describe the your agency's plan to ensure a Bicycle and/or Pedestrian Master Plans will be adopted by the December 31, 2015 deadline, or updated. Indicate N/A, if not applicable.

N/A

- 2. Bicycle and Pedestrian Master Plans Core Elements.**

Required core elements for pedestrian plans are described in the Toolkit for Improving Walkability linked below.

http://www.alamedactc.org/files/managed/Document/11852/ACTIA_Ped_Toolkit_UPDATE_FINAL_EL_web_2009.pdf

Alameda CTC is currently developing guidelines that outline required core elements for bicycle plans. Until these guidelines are developed, bicycle plans should demonstrate that they contain the core elements from the California Streets and Highways Code Section 891.2 linked below.

http://www.dot.ca.gov/hq/LocalPrograms/bta/PDFs/Sec891_2.pdf

Which core elements are included in your agency's Bicycle and Pedestrian Master Plan(s)? A link or separate attachments to your Master Plan(s) core elements may be provided in response to this question.

Pedestrian accessibility, Pedestrian and Bicycle safety, pedestrian and bicycle friendly policies and design standards, community outreach, Complete Streets Policy, crosswalk location guidelines, maximum parking requirements, educational programs. The ATP includes all of the elements included in Section 891.2 of the California Streets and Highways Code. Link to the Albany ATP is: <http://www.albanyca.org/index.aspx?page=799>

The Appendix section describes where each element is discussed in the ATP.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

GENERAL COMPLIANCE REPORTING

Publicity Requirements

Complete the questions below. Attach a copy of the article, example photos of posted signage, and website printouts.

3. Did your agency publish an article highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | No |

List Publication(s) and Date of Publication

Measure B or BB?

| | |
|-----------|-----------|
| 24-Jul-14 | Measure B |
| | |
| | |

If no article was published, explain below.

For Measure BB, no project was highlighted because the City has not funded any projects with these new funds. Next year, the City CIP includes projects to be funded with Measure BB funds

4. Did your agency publish an website information highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | No |

Website link(s)

Measure B or BB?

| | |
|---|-----------|
| http://www.albanyca.org/index.aspx?page=424 | Both |
| http://www.albanyca.org/index.aspx?page=1285 | Measure B |
| http://www.albanyca.org/index.aspx?page=1286 | Measure B |

If no website information published, explain below.

There have not been Measure BB related projects in the 14-15 fiscal year.

5. Did your agency post signage highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | No |
| Measure BB | No |

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

If no signage posted, explain below.

in the last fiscal year, there were no bicycle and pedestrian construction projects in the City. The bike and ped projects were in the design stage.

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 1: REVENUE AND EXPENDITURES

Complete the questions below based on the Measure B and BB Audited Financial Statements.

- All values must correspond to your Audited Financial Statements.
- Expenditures must match the total expenditures calculated on Table 2 and 3 for the fiscal year.

MEASURE B

| | |
|---------------------------|-----------|
| Beginning of Year Balance | \$ 66,472 |
| Revenue | \$ 55,070 |
| Interest | \$ 130 |
| Expenditures | \$ 65,913 |
| End of Year Fund Balance | \$ 55,759 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

N/A

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

N/A

MEASURE BB

| | Amount |
|---------------------------|----------|
| Beginning of Year Balance | \$ - |
| Revenue | \$ 8,953 |
| Interest | \$ - |
| Expenditures | \$ - |
| End of Year Fund Balance | \$ 8,953 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

Funds not received until FY 15/16.

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

N/A

Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.
- Expenditure total must correspond to your Audited Financial Statements.
- Expenditures must match the total expenditures reported on Table 1 and 3 for the fiscal year.

| No. | 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/Benefits | Quantity Completed in FY 14-15 | Units for Quantity <i>(Drop-down Menu)</i> | Additional description on units or accomplishments | Measure B DLD Expenditures | 0 | Governing Board Approved? |
|--------------------------|---|--|--|---|--|--------------------------------|---|---|----------------------------|------|---------------------------|
| 1 | Bike/Ped | Other | Other <i>(describe in project description column)</i> | Membership dues | Annual membership to Alameda CTC | 1 | Other <i>(describe in Column J)</i> | N/A | \$ 4,533 | \$ - | Yes |
| 2 | Bicycle | Construction | Bike Parking | Bike Rack Program Citywide | This program provides about \$5,000 per year for the purchase of bike racks at city-owned or Albany Unified School District owned facilities. In addition, funds from this program are used to purchase bike racks for the Business District in partnership with the Albany Strollers and Rollers and the business owners. | 34 | Bike Parking Spaces | This includes parking for 20 bicycles and 14 skateboards | \$ 6,231 | \$ - | Yes |
| 3 | Bicycle | PS&E | Bikeways (non-Class I) | P-93 Buchanan Marin Bikeway Phase III | This project will extend the bike lanes on Marin Avenue from Cornell to San Pablo Avenue, with intersection modifications that will allow for a seamless network of bike facilities. These facilities will provide opportunities for local and regional connections for cyclists as they will connect two BART stations at El Cerrito Plaza and North Berkeley BART station with local facilities and with the Bay Trail. | 1 | # of Plans developed | Plans, Specifications, and Estimates (PS&E) | \$ 10,197 | \$ - | Yes |
| 4 | Pedestrian | PS&E | Traffic Calming | P-99 Washington Avenue Traffic Calming | Development of plans for Traffic Calming features on the 700 and 800 blocks of Washington Avenue | 1 | Other <i>(describe in Column J)</i> | PS&E | \$ 6,310 | \$ - | Yes |
| 5 | Bike/Ped | Other | Other <i>(describe in project description column)</i> | P-14 Miscellaneous Transportation Projects | This project includes miscellaneous projects: Installation of Speed Humps, Bicycle Striping and signage and maintenance of crosswalks citywide. | Varied | Other <i>(describe in Column J)</i> | Several projects: Expenses for the striping of four crosswalks, making copies of plans for revision, etc. Signage, bike lane and bike boulevard striping and signage. | \$ 35,911 | \$ - | Yes |
| 6 | Pedestrian | PS&E | Traffic Calming | P-90 Marin - Curtis Safe Routes to School | This project consist of developing plans, specifications and Estimates for the implementation of pedestrian safety improvements on the east side of Marin Elementary School at the intersection of Marin Avenue and Curtis Street and at Curtis and Sonoma Streets. the improvements are: Sidewalk curb extensions, high visibility crosswalks, installation of a set of Rapid Flashing Pedestrian Beacons at Marin and Curtis. At Sonoma and Curtis: installation of high visibility crosswalks, a raised crosswalk and curb ramps and installation of a speed hump on Sonoma Avenue. In addition, the project includes up to 10 percent of construction costs to be used for educational purposes. Measure B funds are used to cover the grant match component for both PS&E and the educational component of the project. | 1 | Other <i>(describe in Column J)</i> | Set of construction plans, specifications and engineer estimates | \$ 1,669 | \$ - | Yes |
| 7 | Bike/Ped | Operations | Other <i>(describe in project description column)</i> | This amount of measure B funds covers a portion of the Measure B Audit Fee. | Every year, the City has to go through a financial auditing of Pass Through Measure B, VRF and Measure BB funds in order to comply with Contract Agreement requirements in order to ensure the proper use of these pass through funds. | 1 | Other <i>(describe in Column J)</i> | financial Audit | \$ 1,063 | \$ - | Yes |
| TOTAL | | | | | | | | | \$ 65,913 | \$ - | |
| Match to Table 1? | | | | | | | | | TRUE | TRUE | |

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 3a: MEASURE B ANNUAL IMPLEMENTATION PLAN AND FUND RESERVES

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-3 are auto populated for reference/evaluation purposes; based on information inputted in Box 4-11.

1. Complete the EVEN Boxes first (starting with Box 4) with the fiscal year's expenditures, and then proceed to the ODD Boxes.
2. In the EVEN Numbered Boxes, enter the FY 14-15 Actual Expenditures that occurred.
3. In the ODD Numbered Boxes, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

MEASURE B DASHBOARD SUMMARY - Boxes 1-3 are Auto populated Reference Tables based on reported information from Box 4-11. Do not modify or input information in Boxes 1-3.

| BOX 1 | |
|--|-------------------|
| MB Funds Available for FY 15-16 Allocation | |
| FY 14-15 MB End of Year Fund Balance (From Table 1) | \$ 55,759 |
| FY 14-15 Summary of End of Year Balance | |
| FY 14-15 Planned Project Balance ¹ | \$ 21,977 |
| FY 13-16 Capital Reserve Window Balance ² | \$ - |
| FY 14-17 Capital Reserve Window Balance ² | \$ - |
| FY 15-18 Capital Reserve Window Balance ² | \$ - |
| FY 14-15 Operations Reserve Balance ³ | \$ 26,999 |
| FY 14-15 Undesignated Reserve Balance ⁴ | \$ 5,312 |
| FY 14/15 Actual vs. Projected Revenue ⁵ | \$ 1,472 |
| Sub-total⁶ | \$ 55,759 |
| Subtract FY 13-16 Capital Reserve Commitment | \$ - |
| Subtract FY 14-17 Capital Reserve Commitment | \$ - |
| Subtract FY 15-18 Capital Reserve Commitment | \$ - |
| FY 14-15 Uncommitted Rollover Balance | \$ 55,759 |
| FY 15-16 MB Projected Revenue | \$ 55,258 |
| Total FY 15-16 MB Funds Available⁷ | \$ 111,017 |

| BOX 2a | | | | | |
|---|-----------|-----------|-----------|-----------|--|
| FY 14-15 MB Planned vs. Actual Expenditures | | | | | |
| | Planned | Actual | Unspent | % Unspent | |
| Planned | \$ 87,889 | \$ 65,912 | \$ 21,977 | 25% | |
| FY 13-16 Cap | \$ - | \$ - | \$ - | - | |
| FY 14-17 Cap | \$ - | \$ - | \$ - | - | |
| FY 15-18 Cap | \$ - | \$ - | \$ - | - | |
| Operations | \$ 26,999 | \$ - | \$ 26,999 | 100% | |
| Undesignated | \$ 5,312 | \$ - | \$ 5,312 | 100% | |

| BOX 3 | | | | | |
|---|-------------------|-------------|-------------|-------------|-------------------|
| FY 15-16 Allocation Summary of Available MB Funds | | | | | |
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 77,862 | | | | \$ 77,862 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 27,629 | | | | \$ 27,629 |
| Undesignated Reserve | \$ 5,526 | | | | \$ 5,526 |
| TOTAL Measure B | \$ 111,017 | \$ - | \$ - | \$ - | \$ 111,017 |

| Max. Allocation | Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-----------|----------------|------------------------|
| \$ 27,629 | 50% | 50% | TRUE |
| \$ 5,526 | 10% | 10% | TRUE |

Total amount must equal Box 1. See Box 3a.

| BOX 2b | | | | | | |
|---|----------------------------------|-------------------|---------------------------------|-------------------------------|------------------------------------|--|
| CAPITAL RESERVE TRACKING REALLOCATION VERIFICATION TOOL | | | | | | |
| Window | Original Allocation ¹ | Expended FY 14-15 | Amount To Allocate ² | Amount Allocated ³ | Remaining to Allocate ⁴ | All funds available by window allocated? |
| FY 13-16 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |
| FY 14-17 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |
| FY 15-18 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |

| BOX 3a | | |
|-------------------------------------|-------------|--|
| MB FY 15-16 Allocation Verification | | |
| BOX 1: Available Funds | \$ 111,017 | All funds available for FY 15-16 Allocated ? |
| BOX 3: Allocated Funds | \$ 111,017 | |
| Remaining Amount | \$ 0 | TRUE |

Remaining amount must reflect ZERO to indicate identification of all available Measure B funds. +/- \$1 differences acceptable.

- Box 1 Notes**
1. Auto populated from Box 4's Balance, only shows positive balances.
 2. Last Year's identified Capital Reserve commitment subtract FY 14/15 Expenditures.
 3. Auto populated from Box 8's Operation Balance.
 4. Auto populated from Box 10's Undesignated Balance.
 5. Amount is Actual Distributions/Interest subtract Last Year's provided revenue projections.
 6. Sub-total Balance should match FY 14-15 Ending Balance, noted in the top of Box 1. Box will turn GREEN if true.
 7. Funds available (not previously committed in a Capital Fund Reserve) to allocate to FY 15-16 planned and/or reserves categories (ODD Numbered Boxes).
- Box 2b 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 re-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. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

| BOX 4 | | | | | | |
|---|--------------|---|-------------------------------|------------------------------|-----------------|-----------------|
| PLANNED PROJECTS (unreserved funds) | | | | | | |
| FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | | | |
| No. | Local ID No. | Project Name | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent |
| 1 | P93 | Buchanan Marin Bikeway Phase III | \$ 10,000 | \$ 10,197 | \$ (197) | - |
| 2 | P90 | Marin Curtis Safe Routes to School Pedestrian Improvements | \$ 27,889 | \$ 1,669 | \$ 26,220 | 94% |
| 3 | S64 | ATP Striping and Signage | \$ 50,000 | \$ 4,979 | \$ 45,021 | 90% |
| 4 | P14 | Miscellaneous Transportation Projects: including traffic calming design and installation, signage, striping, etc. | | \$ 30,931 | \$ (30,931) | - |
| 5 | P99 | Washington Avenue Traffic Calming | | \$ 6,310 | \$ (6,310) | - |
| 6 | Dept 108 | Measure B, VRF Audit Fee | | \$ 1,063 | \$ (1,063) | - |
| 7 | Dept 410 | Alameda County Member Agency Fee | | \$ 4,533 | \$ (4,533) | - |
| 8 | Dept 917 | Bike Parking | | \$ 6,231 | \$ (6,231) | - |

| | | | | |
|--|------------------|------------------|------------------|------------|
| TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES | \$ 87,889 | \$ 65,912 | \$ 21,977 | 25% |
|--|------------------|------------------|------------------|------------|

| BOX 5 | | | | | |
|--|--------------------------------------|---------------------------------|-------------------------------|---------------------------|---|
| FY 15-16 PLANNED PROJECTS (unreserved funds) | | | | | |
| Index No. | Local Project No. | Project Name | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015. |
| 1 | 24004 (formerly, Project Number P93) | Buchanan Bikeway Phase III | \$ 73,855 | No | The Project is in the final comment period for PS&E. Council will approve the Plans and will authorize issuance of Construction Bids in February 2016. Construction will start in April 2016. |
| 2 | N/A | FY 15/16 Program Administration | \$ 4,007 | Yes | Ongoing; audit member fees, misc admin expenditures |
| 3 | | | \$ - | | |
| 4 | | | \$ - | | |
| 5 | | | \$ - | | |
| 6 | | | \$ - | | |
| 7 | | | \$ - | | |
| 8 | | | \$ - | | |

| | |
|--|------------------|
| TOTAL FY 15-16 PLANNED PROJECTS | \$ 77,862 |
|--|------------------|

SECTION 2: CAPITAL FUND RESERVE

| BOX 6 CAPITAL FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | | | |
|--|--------------|--------------|-----------------|-------------------------------|------------------------------|-----------------|
| No. | Local ID No. | Project Name | Reserve Window | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance |
| 1 | | | FY 13-16 Window | | \$ - | \$ - |
| | | | FY 14-17 Window | | \$ - | \$ - |
| | | | FY 15-18 Window | | \$ - | \$ - |
| | | | FY 16-19 Window | | \$ - | \$ - |
| | | | Total | \$ - | \$ - | \$ - |
| Total | \$ - | \$ - | \$ - | | | |

| BOX 7a CAPITAL FUND RESERVE FY 15-16 through FY 18-19 | | | |
|---|----------|----------|----------|
| FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| \$ - | \$ - | | |
| \$ - | \$ - | | |
| \$ - | \$ - | \$ - | |
| \$ - | \$ - | \$ - | \$ - |
| \$ - | \$ - | \$ - | \$ - |
| \$ - | \$ - | \$ - | \$ - |

| BOX 7b CAPITAL FUND RESERVE Fund Adjustments and Project Status |
|---|
| 1) Describe project status as of June 30, 2015. |

| TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL | Planned | Actual | Unspent | Unspent % |
|--|---------|--------|---------|-----------|
| | \$ - | \$ - | \$ - | - |

| Summary of Capital Fund Reserve - Funds Used and Identified from FY 14-15 through FY 18-19 | | | | | | |
|--|----------|----------|----------|----------|----------|-------|
| Window | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Total |
| FY 13-16 | \$ - | \$ - | | | | \$ - |
| FY 14-17 | \$ - | \$ - | \$ - | | | \$ - |
| FY 15-18 | \$ - | \$ - | \$ - | \$ - | | \$ - |
| FY 16-19 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

For previously identified Operations Fund Reserve, 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 9.

| BOX 8 FY 14-15 OPERATIONS FUND RESERVE PLANNED VS ACTUAL EXPENDITURES | | | | |
|---|------------------------------|-----------------|-----------------|---|
| Planned Operations FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ 26,999 | \$ - | \$ 26,999 | 100% | Not required in FY 14/15. |

| BOX 9 FY 15-16 OPERATIONS FUND RESERVE | |
|---|-----------|
| FY 15-16 Operations Fund Reserve | \$ 27,629 |

SECTION 4: UNDESIGNATED FUND RESERVE

The Undesignated Fund Reserve may be established to address undefined 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 11.

| BOX 10 UNDESIGNATED FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | |
|--|------------------------------|-----------------|-----------------|---|
| Planned Undesignated FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ 5,312 | \$ - | \$ 5,312 | 100% | Not required in FY 14/15. |

| BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE | |
|--|----------|
| FY 15-16 Undesignated Fund Reserve | \$ 5,526 |

**Bicycle and Pedestrian Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 3b: MEASURE BB ANNUAL IMPLEMENTATION PLAN AND FUND RESERVES

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-2 are auto populated for reference/evaluation purposes; based on information inputted in Box 3-6.

1. Starting with Box 4, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

MEASURE BB DASHBOARD SUMMARY - Boxes 1-3 are Auto populated Reference Tables based on reported information from Box 4-11. Do not modify or input information in Boxes 1-3.

| BOX 1 MBB Funds Available for FY 15-16 Allocation | |
|---|------------------|
| FY 14-15 MBB End of Year Fund Balance ¹ | \$ 8,953 |
| FY 15-16 MBB Projected Revenue ² | \$ 45,121 |
| Total FY 15-16 MBB Funds Available³ | \$ 54,074 |

Box 1 Notes
 1. Auto populated from Table 1 End of Year Fund Balance
 2. Projected FY 15-16 Measure BB Revenue as of 5/21/15.
 3. Funds available to allocate to FY 15-16 planned and/or reserves categories.

| BOX 2 FY 15-16 Allocation Summary of Available MBB Funds | | | | | |
|---|-----------------|------------------|-------------|-------------|------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ - | \$ - | \$ - | \$ - | \$ - |
| FY 16-19 Capital Reserve | \$ - | \$ 45,121 | \$ - | \$ - | \$ 45,121 |
| Operations Reserve | \$ 8,953 | \$ - | \$ - | \$ - | \$ 8,953 |
| Undesignated Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL Measure BB | \$ 8,953 | \$ 45,121 | \$ - | \$ - | \$ 54,074 |

| Max. Allocation | % Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-------------|----------------|------------------------|
| \$ 22,561 | 20% | 50% | TRUE |
| \$ 4,512 | 0% | 10% | TRUE |

Total amount must equal Box 1. See Box 3a.

| BOX 2a MBB FY 15-16 Allocation Verification | | |
|--|---------------|--|
| BOX 1: Available Funds | \$ 54,074 | All funds available for FY 15-16 Allocated ? |
| BOX 2: Allocated Funds | \$ 54,074 | |
| Remaining Amount | \$ (0) | |

Remaining amount must reflect ZERO to indicate identification of all available Measure BB funds. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

| BOX 3 FY 15-16 PLANNED PROJECTS (unreserved funds) | | | | | |
|---|-------------------|--------------|-------------------------------|---------------------------|--|
| Index No. | Local Project No. | Project Name | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015. |
| 1 | | | \$ - | | |
| TOTAL FY 15-16 PLANNED PROJECTS | | | \$ - | | |

SECTION 2: CAPITAL FUND RESERVE

| BOX 4 CAPITAL FUND RESERVE FY 15-16 through FY 18-19 | | | | | | | |
|--|--------------|-------------------------------------|-----------------|----------|-----------|----------|----------|
| No. | Local ID No. | Project Name | Reserve Window | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 1 | 24001 | Complete Streets San Pablo/Buchanan | FY 16-19 Window | \$ - | \$ 45,121 | \$ - | \$ - |

| BOX 4a CAPITAL FUND RESERVE Project Status |
|--|
| 1) Describe project status as of June 30, 2015. The City obtained a State ATP Grant to develop construction plans for the San Pablo Ave./Buchanan St Complete Street Plan. The City is waiting for Caltrans Executed Program Supplement for this project in order to issue the RFP for Design services. Measure BB funds will be used to cover the required match for the grant. It is anticipated that a design contract be executed by 3/2016. |

| Summary of Capital Fund Reserve - FY 14-15 through FY 18-19 | | | | |
|---|-----------|----------|----------|-----------|
| FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Total |
| \$ - | \$ 45,121 | \$ - | \$ - | \$ 45,121 |

SECTION 3: OPERATIONS FUND RESERVE

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

Directions
To establish a new annual undesignated reserve, complete Box 9.

| BOX 5 FY 15-16 OPERATIONS FUND RESERVE | |
|---|----------|
| FY 15-16 Operations Fund Reserve | \$ 8,953 |

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions
To establish a new annual undesignated reserve, complete Box 11.

| BOX 6 FY 15-16 UNDESIGNATED FUND RESERVE | |
|---|------|
| FY 15-16 Undesignated Fund Reserve | \$ - |

AUTOPOPULATED TRACKING SUMMARY
Bicycle/Pedestrian Program

1. Capital Fund Reserves

This summary is automatically populated from Table 3 to capture the status of the Capital Fund Reserve Windows, expenditures, and balances.

| MEASURE B Capital Fund Reserve Summary | | | | | | | | | | | |
|---|-----------------------------|----------|----------|----------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve Window | Original Reserve Commitment | 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 | \$ - | \$ - | \$ - | \$ - | \$ - | | | | \$ - | \$ - | \$ - |
| FY 14-17 | \$ - | | \$ - | \$ - | \$ - | \$ - | | | \$ - | \$ - | \$ - |
| FY 15-18 | \$ - | | | \$ - | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - |
| FY 16-19 | \$ - | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| MEASURE BB Capital Fund Reserve Summary | | | | | | | | | | | |
|--|-----------------------------|----------|----------|----------|----------|-----------|----------|----------|-----------------|------------------|-------------------|
| Reserve | Original Reserve Commitment | 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 16-19 | \$ 45,121 | | | | \$ - | \$ 45,121 | \$ - | \$ - | \$ 45,121 | \$ - | \$ 45,121 |

2. Overall Implementation Plan

Provides a summary of Measure B and BB allocations - comprised of End-of Year Fund balances + Projected Annual Revenue.

| Total Measure B Implementation Plan Summary | | | | | |
|--|-------------------|-------------|-------------|-------------|-------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 77,862 | | | | \$ 77,862 |
| FY 13-16 Capital Reserve | \$ - | | | | \$ - |
| FY 14-17 Capital Reserve | \$ - | \$ - | | | \$ - |
| FY 15-18 Capital Reserve | \$ - | \$ - | \$ - | | \$ - |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 27,629 | | | | \$ 27,629 |
| Undesignated Reserve | \$ 5,526 | | | | \$ 5,526 |
| TOTAL Measure B | \$ 111,017 | \$ - | \$ - | \$ - | \$ 111,017 |

| Total Measure BB Implementation Plan Summary | | | | | |
|---|-----------------|------------------|-------------|-------------|------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ - | | | | \$ - |
| FY 16-19 Capital Reserve | \$ - | \$ 45,121 | \$ - | \$ - | \$ 45,121 |
| Operations Reserve | \$ 8,953 | | | | \$ 8,953 |
| Undesignated Reserve | \$ - | | | | \$ - |
| TOTAL Measure BB | \$ 8,953 | \$ 45,121 | \$ - | \$ - | \$ 54,074 |

**Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

GENERAL COMPLIANCE REPORTING

Complete the questions below to confirm/document completion of the Master Programs Funding Agreements Reporting Requirements.

1. What is your agency's Pavement Condition Index?

PCI =

Use 2013 Data from MTC's Street Fight Report ->

http://mtc.ca.gov/news/street_fight/pci.htm

If your PCI falls below a score of 60 (fair condition), specify what actions are being implemented to increase the PCI.

Indicate N/A, if not applicable.

The City has adopted a Capital Improvement Program that includes a Pavement Rehabilitation Program citywide to address the segments of roadway that have the worst conditions according to their Pavement Condition Index included in the latest Pavement Management Program.

Publicity Requirements

Complete the questions below. Attach a copy of the article, example photos of posted signage, and website printouts.

2. Did your agency publish an article highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | No |

List Publication(s) and Date of Publication

Measure B or BB?

| | |
|---------------------------|-----------|
| City Newsletter-July 2014 | Measure B |
| | |
| | |

If no article was published, explain below.

The City has not highlighted Measure BB yet as no projects have been funded with those funds.

3. Did your agency publish an website information highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | Yes |

Website link(s)

Measure B or BB?

| | |
|---|------|
| http://www.albanyca.org/index.aspx?page=1263 | Both |
| | |
| | |

If no website information published, explain below.

N/A

4. Did your agency post signage highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | No |

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

2014 Pavement Program City wide

If no signage posted, explain below.

N/A

**Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 1: REVENUE AND EXPENDITURES

Complete the questions below based on the Measure B and BB Audited Financial Statements.

- All values must correspond to your Audited Financial Statements.
- Expenditures must match the total expenditures calculated on Table 2 and 3 for the fiscal year.

MEASURE B

| | |
|----------------------------------|------------|
| Beginning of Year Balance | \$ 51,965 |
| Revenue | \$ 385,280 |
| Interest | \$ 12 |
| Expenditures | \$ 118,123 |
| | \$ - |
| End of Year Fund Balance | \$ 319,134 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

The City could not spent its allocated Measure B funds for pavement rehabilitation within FY 13-14 time frame because it did not received any construction bids as response to its call for construction bids in May 2014.

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

N/A

MEASURE BB

| | |
|----------------------------------|---------------|
| | Amount |
| Beginning of Year Balance | \$ - |
| Revenue | \$ 72,192 |
| Interest | |
| Expenditures | \$ - |
| End of Year Fund Balance | \$ 72,192 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

The City issued a Request for Construction bids in May 2015 and did not get a bid. It may be because the request for bids came out too late or because the project was too small. The City has consolidated several pavement projects that resulted in a larger project...cont'd below.

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

and requested another construction bid later in August, 2015. This time, the City got two bids and the pavement project is currently going on.

Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.

- Expenditure total must correspond to your Audited Financial Statements.
- Expenditures must match the total expenditures reported on Table 1 and 3 for the fiscal year.

| No. | 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/Benefits | Quantity Completed in FY 14-15 | Units for Quantity <i>(Drop-down Menu)</i> | Additional description on units or accomplishments | Measure B DLD Expenditures | Measure BB DLD Expenditures | Governing Board Approved? |
|--------------------------|---|--|--|---|--|--------------------------------|---|--|----------------------------|-----------------------------|---------------------------|
| 1 | Streets/Rds | Construction | Street Resurfacing/Maintenance | 2014 Pavement Rehabilitation Project | Rehabilitation of pavement citywide based on the City Pavement Rehabilitation Program. | 288,000 | Square Feet | | \$ 112,340 | \$ - | Yes |
| 2 | Other | Other | Other (describe in project description column) | Membership dues | Annual membership to Alameda CTC | 1 | Other (describe in Column J) | N/A | \$ 4,533 | \$ - | Yes |
| 3 | Other | Operations | Other (describe in project description column) | This amount of measure B funds covers a portion of the Measure B Audit Fee. | Every year, the City has to go through a financial auditing of Pass Through Measure B, VRF and Measure BB funds in order to comply with Contract Agreement requirements in order to ensure the proper use of these pass through funds. | 1 | Other (describe in Column J) | financial Audit | \$ 1,250 | \$ - | Yes |
| TOTAL | | | | | | | | | \$ 118,123 | \$ - | |
| Match to Table 1? | | | | | | | | | TRUE | TRUE | |

A minimum of 15% of Measure BB LSR funds are required to be expended on bike/pedestrian Improvements.

How much of Measure BB LSR funds were expended on bike/pedestrian improvements?

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

| | |
|------|-------------------------------------|
| \$ - | Meets minimum 15% threshold? |
| - | TRUE |

If your agency did not meet the 15% minimum expenditure requirement, explain why in the box below

There were no FY 14/15 expenditures of Measure BB funds. The City will incorporate Measure BB funds into future capital improvement programs.

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

For previously identified Operations Fund Reserve, 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 9.

| BOX 8 FY 14-15 OPERATIONS FUND RESERVE PLANNED VS ACTUAL EXPENDITURES | | | | |
|---|------------------------------|-----------------|-----------------|---|
| Planned Operations FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ 50,000 | | \$ 50,000 | 100% | Not required for use in FY 14/15. |

| BOX 9 FY 15-16 OPERATIONS FUND RESERVE | |
|---|------|
| FY 15-16 Operations Fund Reserve | \$ - |

SECTION 4: UNDESIGNATED FUND RESERVE

The Undesignated Fund Reserve may be established to address undefined 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 11.

| BOX 10 UNDESIGNATED FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | |
|--|------------------------------|-----------------|-----------------|---|
| Planned Undesignated FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ - | \$ - | \$ - | - | |

| BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE | |
|--|----------|
| FY 15-16 Undesignated Fund Reserve | \$ 5,783 |

**Local Streets and Roads Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 3b: MEASURE BB ANNUAL IMPLEMENTATION PLAN AND FUND RESERVES

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-2 are auto populated for reference/evaluation purposes; based on information inputted in Box 3-6.

1. Starting with Box 4, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

MEASURE BB DASHBOARD SUMMARY - Boxes 1-3 are Auto populated Reference Tables based on reported information from Box 4-11. Do not modify or input information in Boxes 1-3.

| BOX 1 MBB Funds Available for FY 15-16 Allocation | |
|---|-------------------|
| FY 14-15 MBB End of Year Fund Balance ¹ | \$ 72,192 |
| FY 15-16 MBB Projected Revenue ² | \$ 369,145 |
| Total FY 15-16 MBB Funds Available³ | \$ 441,337 |

Box 1 Notes
 1. Auto populated from Table 1 End of Year Fund Balance
 2. Projected FY 15-16 Measure BB Revenue as of 5/21/15.
 3. Funds available to allocate to FY 15-16 planned and/or reserves categories.

| BOX 2 FY 15-16 Allocation Summary of Available MBB Funds | | | | | |
|---|-------------------|-------------|-------------|-------------|-------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 441,337 | | | | \$ 441,337 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ - | | | | \$ - |
| Undesignated Reserve | \$ - | | | | \$ - |
| TOTAL Measure BB | \$ 441,337 | \$ - | \$ - | \$ - | \$ 441,337 |

| Max. Allocation | % Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-------------|----------------|------------------------|
| \$ 184,573 | 0% | 50% | TRUE |
| \$ 36,915 | 0% | 10% | TRUE |

Total amount must equal Box 1. See Box 3a.

| BOX 2a MBB FY 15-16 Allocation Verification | | |
|--|---------------|--|
| BOX 1: Available Funds | \$ 441,337 | All funds available for FY 15-16 Allocated ? |
| BOX 2: Allocated Funds | \$ 441,337 | |
| Remaining Amount | \$ (0) | |

Remaining amount must reflect ZERO to indicate identification of all available Measure BB funds. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

| BOX 3 FY 15-16 PLANNED PROJECTS (unreserved funds) | | | | | |
|---|-------------------|------------------------------|-------------------------------|---------------------------|--|
| Index No. | Local Project No. | Project Name | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015. |
| 1 | 21000 | Annual Street Rehabilitation | \$ 150,000 | Yes | City entered into construction contract in the Fall of 2015. Project will start in the Winter of 2015. |
| 2 | 24008 | North Albany Traffic Calming | \$ 291,337 | Yes | Plans are being developed and project implementation will start in February, 2016. |

| | |
|--|-------------------|
| TOTAL FY 15-16 PLANNED PROJECTS | \$ 441,337 |
|--|-------------------|

SECTION 2: CAPITAL FUND RESERVE

| BOX 4 CAPITAL FUND RESERVE FY 15-16 through FY 18-19 | | | | | | | |
|--|--------------|--------------|-----------------|----------|----------|----------|----------|
| No. | Local ID No. | Project Name | Reserve Window | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 1 | | | FY 16-19 Window | \$ - | \$ - | \$ - | \$ - |

| BOX 4a CAPITAL FUND RESERVE Project Status |
|--|
| 1) Describe project status as of June 30, 2015. |
| |

| Summary of Capital Fund Reserve - FY 14-15 through FY 18-19 | | | | | |
|---|----------|----------|----------|-------|--|
| FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Total | |
| \$ - | \$ - | \$ - | \$ - | \$ - | |

SECTION 3: OPERATIONS FUND RESERVE

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

Directions
To establish a new annual undesignated reserve, complete Box 9.

| BOX 5 FY 15-16 OPERATIONS FUND RESERVE | |
|---|------|
| FY 15-16 Operations Fund Reserve | \$ - |

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions
To establish a new annual undesignated reserve, complete Box 11.

| BOX 6 FY 15-16 UNDESIGNATED FUND RESERVE | |
|---|------|
| FY 15-16 Undesignated Fund Reserve | \$ - |

AUTOPOPULATED TRACKING SUMMARY

Local Streets and Roads Program

1. Capital Fund Reserves

This summary is automatically populated from Table 3 to capture the status of the Capital Fund Reserve Windows, expenditures, and balances.

| MEASURE B Capital Fund Reserve Summary | | | | | | | | | | | |
|--|-----------------------------|----------------|----------------|----------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve Window | Original Reserve Commitment | 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 | \$ 3,141,338 | \$ (1,898,630) | \$ (1,242,708) | \$ - | \$ - | | | | \$ 3,141,338 | \$ (3,141,338) | \$ - |
| FY 14-17 | \$ 464,064 | | \$ (464,064) | \$ - | \$ - | \$ - | | | \$ 464,064 | \$ (464,064) | \$ - |
| FY 15-18 | \$ - | | | \$ - | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - |
| FY 16-19 | \$ - | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| MEASURE BB Capital Fund Reserve Summary | | | | | | | | | | | |
|---|-----------------------------|----------|----------|----------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve | Original Reserve Commitment | 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 16-19 | \$ - | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

2. Overall Implementation Plan

Provides a summary of Measure B and BB allocations - comprised of End-of Year Fund balances + Projected Annual Revenue.

| Total Measure B Implementation Plan Summary | | | | | |
|---|-------------------|-------------|-------------|-------------|-------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 705,579 | | | | \$ 705,579 |
| FY 13-16 Capital Reserve | \$ - | | | | \$ - |
| FY 14-17 Capital Reserve | \$ - | \$ - | | | \$ - |
| FY 15-18 Capital Reserve | \$ - | \$ - | \$ - | | \$ - |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ - | | | | \$ - |
| Undesignated Reserve | \$ 5,783 | | | | \$ 5,783 |
| TOTAL Measure B | \$ 711,362 | \$ - | \$ - | \$ - | \$ 711,362 |

| Total Measure BB Implementation Plan Summary | | | | | |
|--|-------------------|-------------|-------------|-------------|-------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 441,337 | | | | \$ 441,337 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ - | | | | \$ - |
| Undesignated Reserve | \$ - | | | | \$ - |
| TOTAL Measure BB | \$ 441,337 | \$ - | \$ - | \$ - | \$ 441,337 |

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

GENERAL COMPLIANCE REPORTING

Publicity Requirements

Complete the questions below. Attach a copy of the article, example photos of posted signage, and website printouts.

1. Did your agency publish an article highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | No |

List Publication(s) and Date of Publication

Measure B or BB?

| | |
|---|-----------|
| Fall Activity Guide, August 2014 | Measure B |
| Winter/Spring Activity Guide, December 2015 | Measure B |
| Summer Activity Guide, April 2015 | Measure B |

If no article was published, explain below.

Did not add BB in articles. Will do in the future.

2. Did your agency publish an website information highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | Yes |

Website link(s)

Measure B or BB?

| | |
|--|------|
| www.albanyca.org/index.aspx?page=454 | Both |
| | |
| | |

If no website information published, explain below.

N/A

3. Did your agency post signage highlighting Measure B/BB funded activities?

| | |
|------------|--------|
| | Yes/No |
| Measure B | Yes |
| Measure BB | Yes |

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

Vehicles.

If no signage posted, explain below.

Need to update signage on vehicle

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 1: REVENUE AND EXPENDITURES

Complete the questions below based on the Measure B and BB Audited Financial Statements.

- All values must correspond to your Audited Financial Statements.
- Expenditures must match the total expenditures calculated on Table 2 and 3 for the fiscal year.

MEASURE B

| | |
|---------------------------|-----------|
| Beginning of Year Balance | \$ 10,741 |
| Revenue | \$ 34,336 |
| Interest | \$ 2 |
| Expenditures | \$ 41,330 |
| | \$ - |
| End of Year Fund Balance | \$ 3,749 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

N/A

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

N/A

MEASURE BB

| | |
|---------------------------|---------------|
| | Amount |
| Beginning of Year Balance | \$ - |
| Revenue | \$ 7,163 |
| Interest | \$ - |
| Expenditures | \$ - |
| End of Year Fund Balance | \$ 7,163 |

Expenses = Table 2?

TRUE

If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.

If not applicable, indicate N/A.

Program is ramping up to include additional programming FY15-16

Additional information on revenues, interest, expenditures, restatements, etc. (optional)

N/A

Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

Provide a detailed summary of Measure B and BB Expenditures for the reporting fiscal year.

- Expenditure total must correspond to your Audited Financial Statements.

- Expenditures must match the total expenditures reported on Table 1 and 3 for the fiscal year.

| No. | 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/Benefits | Quantity Completed in FY 14-15 | Units for Quantity <i>(Drop-down Menu)</i> | Additional description on units or accomplishments | Measure B DLD Expenditures | Measure BB DLD Expenditures | Governing Board Approved? |
|-----|---|--|---|-----------------------------|--|--------------------------------|---|--|----------------------------|-----------------------------|---------------------------|
| 1 | Senior and D | Operations | Same Day/Taxi Program | Taxi subsidy program | The taxi subsidy program provides same day, on demand service, available 24 hours per day, seven days per week to Albany residents who are EBP certified or 80 years of age. When taking a taxi ride, participants pay the taxi driver directly. They must get a receipt from the taxi driver in order to get a 70% reimbursement up to \$20.00 which ever is least. Reimbursement requests are turned in at the Senior Center and then forwarded to the City of Albany's Finance Dept. which sends a check by mail. | 361 | Number of One-Way Unduplicated Trips | | \$ 4,786 | \$ - | yes |
| 2 | Senior Servic | Operations | Group Trips | Day trips and walking trips | The group trip program provides free transportation for recreational outings organized by the Senior Center and senior center classes, as well as for the senior center walking group, throughout the greater Bay Area. Group trips enhance quality of life providing opportunities for social interaction, learning, and fitness opportunities. | 3780 | Number of One-Way Unduplicated Trips | | \$ 15,267 | \$ - | yes |
| 3 | Senior Servic | Operations | Group Trips | Shopping trips | Shopping trips are group trips with a door-to-door component which allows for increase accessibility to meet basic needs as participants are picked up from their homes (or the senior center), taken to local grocery stores and then taken home when they are done. | 2390 | Number of One-Way Unduplicated Trips | | \$ 9,640 | \$ - | yes |

| | | | | | | | | | | | |
|--------------------------|--------------|------------|-------------------------------|--------------------------------|--|--|--|--|-----------|------|-----|
| 4 | Senior and D | Operations | Customer Service and Outreach | Albany Paratransit Outreach | Senior Services Coordinator processes taxi receipts, plans and implements group trips, plans, implements and leads walking trips, provides outreach and customer service, responds to commendations and complaints, distributes, collects and sorts program evaluations, tracks trips provided, oversees bus drivers, makes bus driver schedule, oversees maintenance schedule of vehicle and coordinates for needed maintenance and repairs. Attends County TAC meetings and related travel expenses. | | | | \$ 11,554 | \$ - | Yes |
| 5 | Senior and D | Operations | Program Administration | Albany Paratransit supervision | Staff supervision and travel expenses to attend meetings. | | | | \$ 83 | \$ - | Yes |
| TOTAL | | | | | | | | | \$ 41,330 | \$ - | |
| Match to Table 1? | | | | | | | | | TRUE | TRUE | |

**Paratransit Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 3a: MEASURE B ANNUAL IMPLEMENTATION PLAN AND FUND RESERVES

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-3 are auto populated for reference/evaluation purposes; based on information inputted in Box 4-11.

1. Complete the EVEN Boxes first (starting with Box 4) with the fiscal year's expenditures, and then proceed to the ODD Boxes.
2. In the EVEN Numbered Boxes, enter the FY 14-15 Actual Expenditures that occurred.
3. In the ODD Numbered Boxes, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

MEASURE B DASHBOARD SUMMARY - Boxes 1-3 are Auto populated Reference Tables based on reported information from Box 4-11. Do not modify or input information in Boxes 1-3.

| BOX 1 | |
|--|------------------|
| MB Funds Available for FY 15-16 Allocation | |
| FY 14-15 MB End of Year Fund Balance (From Table 1) | \$ 3,749 |
| FY 14-15 Summary of End of Year Balance | |
| FY 14-15 Planned Project Balance ¹ | \$ - |
| FY 13-16 Capital Reserve Window Balance ² | \$ - |
| FY 14-17 Capital Reserve Window Balance ² | \$ - |
| FY 15-18 Capital Reserve Window Balance ² | \$ - |
| FY 14-15 Operations Reserve Balance ³ | \$ 2,970 |
| FY 14-15 Undesignated Reserve Balance ⁴ | \$ - |
| FY 14/15 Actual vs. Projected Revenue ⁵ | \$ 2,028 |
| Sub-total⁶ | \$ 4,998 |
| Subtract FY 13-16 Capital Reserve Commitment | \$ - |
| Subtract FY 14-17 Capital Reserve Commitment | \$ - |
| Subtract FY 15-18 Capital Reserve Commitment | \$ - |
| FY 14-15 Uncommitted Rollover Balance | \$ 4,998 |
| FY 15-16 MB Projected Revenue | \$ 31,716 |
| Total FY 15-16 MB Funds Available⁷ | \$ 36,714 |

| BOX 2a | | | | |
|---|-----------|-----------|------------|-----------|
| FY 14-15 MB Planned vs. Actual Expenditures | | | | |
| | Planned | Actual | Unspent | % Unspent |
| Planned | \$ 31,710 | \$ 41,330 | \$ (9,620) | - |
| FY 13-16 Cap | \$ - | \$ - | \$ - | - |
| FY 14-17 Cap | \$ - | \$ - | \$ - | - |
| FY 15-18 Cap | \$ - | \$ - | \$ - | - |
| Operations | \$ 11,340 | \$ 8,370 | \$ 2,970 | 26% |
| Undesignated | \$ - | \$ - | \$ - | - |

| BOX 2b | | | | | | |
|--|----------------------------------|-------------------|---------------------------------|-------------------------------|------------------------------------|--|
| CAPITAL RESERVE TRACKING REALLOCATION VERIFICATION TOOL | | | | | | |
| Window | Original Allocation ¹ | Expended FY 14-15 | Amount To Allocate ² | Amount Allocated ³ | Remaining to Allocate ⁴ | All funds available by window allocated? |
| FY 13-16 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |
| FY 14-17 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |
| FY 15-18 | \$ - | \$ - | \$ - | \$ - | \$ - | TRUE |

| BOX 3 | | | | | |
|---|------------------|-------------|-------------|-------------|------------------|
| FY 15-16 Allocation Summary of Available MB Funds | | | | | |
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 17,686 | | | | \$ 17,686 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 15,858 | | | | \$ 15,858 |
| Undesignated Reserve | \$ 3,170 | | | | \$ 3,170 |
| TOTAL Measure B | \$ 36,714 | \$ - | \$ - | \$ - | \$ 36,714 |

| Max. Allocation | Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-----------|----------------|------------------------|
| \$ 15,858 | 50% | 50% | TRUE |
| \$ 3,172 | 10% | 10% | TRUE |

Total amount must equal Box 1. See Box 3a.

| BOX 3a | |
|-------------------------------------|-------------|
| MB FY 15-16 Allocation Verification | |
| BOX 1: Available Funds | \$ 36,714 |
| BOX 3: Allocated Funds | \$ 36,714 |
| Remaining Amount | \$ 0 |

All funds available for FY 15-16 Allocated ?

Remaining amount must reflect ZERO to indicate identification of all available Measure B funds. +/- \$1 differences acceptable.

- Box 1 Notes**
1. Auto populated from Box 4's Balance, only shows positive balances.
 2. Last Year's identified Capital Reserve commitment subtract FY 14/15 Expenditures.
 3. Auto populated from Box 8's Operation Balance.
 4. Auto populated from Box 10's Undesignated Balance.
 5. Amount is Actual Distributions/interest subtract Last Year's provided revenue projections.
 6. Sub-total Balance should match FY 14-15 Ending Balance, noted in the top of Box 1. Box will turn GREEN if true.
 7. Funds available (not previously committed in a Capital Fund Reserve) to allocate to FY 15-16 planned and/or reserves categories (ODD Numbered Boxes).
- Box 2b 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 re-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. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

| BOX 4 | | | | | | |
|---|----------------------|-----------------------------|-------------------------------|------------------------------|-----------------|-----------------|
| PLANNED PROJECTS (unreserved funds) | | | | | | |
| FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | | | |
| No. | Local ID No. | Project Name | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent |
| 1 | FY14-15 -01 Taxi | Taxi Subsidy | \$ 4,800 | \$ 4,786 | \$ 14 | 0% |
| 2 | FY 14-15 - 02 Group | Day Trips and Working Trips | \$ 10,272 | \$ 15,267 | \$ (4,995) | - |
| 3 | FY 14-15 - 03 Shop | Shopping Trips | \$ 7,138 | \$ 9,640 | \$ (2,502) | - |
| 4 | FY 14-15 - 04 Vision | Supervision | \$ 2,000 | \$ 83 | \$ 1,917 | 96% |
| 5 | FY 14-15 -05 Info | Outreach | \$ 7,500 | \$ 11,554 | \$ (4,054) | - |
| 6 | | | | | \$ - | - |

| | | | | |
|--|------------------|------------------|-------------------|----------|
| TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES | \$ 31,710 | \$ 41,330 | \$ (9,620) | - |
|--|------------------|------------------|-------------------|----------|

| BOX 5 | | | | | |
|--|-------------------|------------------------|-------------------------------|---------------------------|--|
| FY 15-16 PLANNED PROJECTS (unreserved funds) | | | | | |
| Index No. | Local Project No. | Project Name | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015. |
| 1 | FY15-16 -01 TAXI | TAXI | \$ 500 | Yes | ongoing |
| 2 | FY15-16-02 GROUP | Group Trip Program | \$ 3,800 | Yes | ongoing |
| 3 | FY15-16-03 SHOP | Shopping Trips | \$ 2,000 | Yes | ongoing |
| 4 | FY15-16-04 ADMIN | Program Administration | \$ - | Yes | ongoing |
| 5 | FY15-16-05 INFO | Outreach/Information | \$ - | Yes | ongoing |
| 6 | N/A | FY 15/16 Operations | \$ 11,386 | Yes | ongoing |

| | |
|--|------------------|
| TOTAL FY 15-16 PLANNED PROJECTS | \$ 17,686 |
|--|------------------|

SECTION 2: CAPITAL FUND RESERVE

| BOX 6 CAPITAL FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | | | | BOX 7a CAPITAL FUND RESERVE FY 15-16 through FY 18-19 | | | | BOX 7b CAPITAL FUND RESERVE Fund Adjustments and Project Status | |
|--|--------------|--------------|----------------------------------|-------------------------------|------------------------------|-----------------|---|----------|----------|----------|---|--|
| No. | Local ID No. | Project Name | Reserve Window | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | 1) Describe project status as of June 30, 2015. | |
| 1 | | | FY 13-16 Window | | \$ - | \$ - | \$ - | | | | | |
| | | | FY 14-17 Window | | \$ - | \$ - | \$ - | | | | | |
| | | | Actual / Confirm FY 15-18 Window | | \$ - | \$ - | \$ - | | | | | |
| | | | FY 16-19 Window | | \$ - | \$ - | \$ - | | | | | |
| | | | Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

| Summary of Capital Fund Reserve - Funds Used and Identified from FY 14-15 through FY 18-19 | | | | | | |
|--|----------|----------|----------|----------|----------|-------|
| Window | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Total |
| FY 13-16 | \$ - | \$ - | | | | \$ - |
| FY 14-17 | \$ - | \$ - | \$ - | | | \$ - |
| FY 15-18 | \$ - | \$ - | \$ - | \$ - | | \$ - |
| FY 16-19 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

For previously identified Operations Fund Reserve, 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 9.

| BOX 8 FY 14-15 OPERATIONS FUND RESERVE PLANNED VS ACTUAL EXPENDITURES | | | | |
|---|------------------------------|-----------------|-----------------|---|
| Planned Operations FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ 11,340 | \$ 8,370 | \$ 2,970 | 26% | increased group trips, shopping trips and outreach. Funds reallocated and used for activities in Box 4. |

| BOX 9 FY 15-16 OPERATIONS FUND RESERVE | |
|---|-----------|
| FY 15-16 Operations Fund Reserve | \$ 15,858 |

SECTION 4: UNDESIGNATED FUND RESERVE

The Undesignated Fund Reserve may be established to address undefined 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 withdraw expenses in Box 8 and report use in Box 4.

To establish a new annual undesignated reserve, complete Box 11.

| BOX 10 UNDESIGNATED FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES | | | | |
|--|------------------------------|-----------------|-----------------|---|
| Planned Undesignated FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance | Unspent Percent | Describe reason for fund balance & any funds reallocated and used for Box 4 activities. |
| \$ - | \$ - | \$ - | - | |

| BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE | |
|--|----------|
| FY 15-16 Undesignated Fund Reserve | \$ 3,170 |

**Transit Direct Local Distribution Program
Reporting Period - Fiscal Year 2014-15**

TABLE 3b: MEASURE BB ANNUAL IMPLEMENTATION PLAN AND FUND RESERVES

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-2 are auto populated for reference/evaluation purposes; based on information inputted in Box 3-6.

1. Starting with Box 4, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

MEASURE BB DASHBOARD SUMMARY - Boxes 1-3 are Auto populated Reference Tables based on reported information from Box 4-11. Do not modify or input information in Boxes 1-3.

| BOX 1 | |
|---|------------------|
| MBB Funds Available for FY 15-16 Allocation | |
| FY 14-15 MBB End of Year Fund Balance ¹ | \$ 7,163 |
| FY 15-16 MBB Projected Revenue ² | \$ 32,664 |
| Total FY 15-16 MBB Funds Available³ | \$ 39,827 |

Box 1 Notes

- Auto populated from Table 1 End of Year Fund Balance
- Projected FY 15-16 Measure BB Revenue as of 5/21/15.
- Funds available to allocate to FY 15-16 planned and/or reserves categories.

| BOX 2 | | | | | |
|--|------------------|-------------|-------------|-------------|------------------|
| FY 15-16 Allocation Summary of Available MBB Funds | | | | | |
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 32,993 | | | | \$ 32,993 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 6,834 | | | | \$ 6,834 |
| Undesignated Reserve | \$ - | | | | \$ - |
| TOTAL Measure BB | \$ 39,827 | \$ - | \$ - | \$ - | \$ 39,827 |

| Max. Allocation | % Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-------------|----------------|------------------------|
| \$ 16,332 | 21% | 50% | TRUE |
| \$ 3,266 | 0% | 10% | TRUE |

Total amount must equal Box 1. See Box 3a.

| BOX 2a | | |
|--------------------------------------|---------------|---|
| MBB FY 15-16 Allocation Verification | | |
| BOX 1: Available Funds | \$ 39,827 | All funds available for FY 15-16 Allocated? |
| BOX 2: Allocated Funds | \$ 39,827 | |
| Remaining Amount | \$ (0) | TRUE |

Remaining amount must reflect ZERO to indicate identification of all available Measure BB funds. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

| BOX 3 | | | | | |
|--|-------------------|---------------------------|-------------------------------|---------------------------|--|
| FY 15-16 PLANNED PROJECTS (unreserved funds) | | | | | |
| Index No. | Local Project No. | Project Name | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015. |
| 1 | FY15-16-01 TAXI | Taxi Subsidy | \$ 5,000 | Yes | ongoing |
| 2 | FY15-16-02 GROUP | Day trips & walking trips | \$ - | Yes | ongoing |
| 3 | FY15-16-03 SHOP | Shopping trips | \$ - | Yes | ongoing |
| 4 | FY15-16-04 ADMIN | Management | \$ 4,500 | Yes | ongoing |
| 5 | FY15-16 INFO | outreach | \$ 23,493 | Yes | ongoing |

| | |
|--|------------------|
| TOTAL FY 15-16 PLANNED PROJECTS | \$ 32,993 |
|--|------------------|

SECTION 2: CAPITAL FUND RESERVE

| BOX 4 | | | | | | | |
|---------------------------|--------------|--------------|-----------------|----------|----------|----------|----------|
| CAPITAL FUND RESERVE | | | | | | | |
| FY 15-16 through FY 18-19 | | | | | | | |
| No. | Local ID No. | Project Name | Reserve Window | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 1 | | | FY 16-19 Window | \$ - | \$ - | \$ - | \$ - |

| BOX 4a | |
|---|--|
| CAPITAL FUND RESERVE | |
| Project Status | |
| 1) Describe project status as of June 30, 2015. | |
| | |

| Summary of Capital Fund Reserve - FY 14-15 through FY 18-19 | | | | | |
|---|----------|----------|----------|----------|-------|
| | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Total |
| FY 16-19 Window | \$ - | \$ - | \$ - | \$ - | \$ - |

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

To establish a new annual undesignated reserve, complete Box 9.

| BOX 5 | |
|----------------------------------|----------|
| FY 15-16 OPERATIONS FUND RESERVE | |
| FY 15-16 Operations Fund Reserve | \$ 6,834 |

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions

To establish a new annual undesignated reserve, complete Box 11.

| BOX 6 | |
|------------------------------------|------|
| FY 15-16 UNDESIGNATED FUND RESERVE | |
| FY 15-16 Undesignated Fund Reserve | \$ - |

AUTOPOPULATED TRACKING SUMMARY

Paratransit Program

1. Capital Fund Reserves

This summary is automatically populated from Table 3 to capture the status of the Capital Fund Reserve Windows, expenditures, and balances.

| MEASURE B Capital Fund Reserve Summary | | | | | | | | | | | |
|--|-----------------------------|----------|----------|----------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve Window | Original Reserve Commitment | 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 | \$ - | \$ - | \$ - | \$ - | \$ - | | | | \$ - | \$ - | \$ - |
| FY 14-17 | \$ - | | \$ - | \$ - | \$ - | \$ - | | | \$ - | \$ - | \$ - |
| FY 15-18 | \$ - | | | \$ - | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - |
| FY 16-19 | \$ - | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| MEASURE BB Capital Fund Reserve Summary | | | | | | | | | | | |
|---|-----------------------------|----------|----------|----------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve | Original Reserve Commitment | 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 16-19 | \$ - | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

2. Overall Implementation Plan

Provides a summary of Measure B and BB allocations - comprised of End-of Year Fund balances + Projected Annual Revenue.

| Total Measure B Implementation Plan Summary | | | | | |
|---|------------------|-------------|-------------|-------------|------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 17,686 | | | | \$ 17,686 |
| FY 13-16 Capital Reserve | \$ - | | | | \$ - |
| FY 14-17 Capital Reserve | \$ - | \$ - | | | \$ - |
| FY 15-18 Capital Reserve | \$ - | \$ - | \$ - | | \$ - |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 15,858 | | | | \$ 15,858 |
| Undesignated Reserve | \$ 3,170 | | | | \$ 3,170 |
| TOTAL Measure B | \$ 36,714 | \$ - | \$ - | \$ - | \$ 36,714 |

| Total Measure BB Implementation Plan Summary | | | | | |
|--|------------------|-------------|-------------|-------------|------------------|
| Category | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | TOTAL |
| Planned Projects | \$ 32,993 | | | | \$ 32,993 |
| FY 16-19 Capital Reserve | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operations Reserve | \$ 6,834 | | | | \$ 6,834 |
| Undesignated Reserve | \$ - | | | | \$ - |
| TOTAL Measure BB | \$ 39,827 | \$ - | \$ - | \$ - | \$ 39,827 |

Measure B Expenditures Across All Programs FY 14-15 Report Card

Measure B

FY 14-15 Planned Projects

| Program | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Amount FY 14-15 | Unspent Percentage |
|-------------------------|----------------------------------|---------------------------------|----------------------------|-----------------------|
| Bicycle and Pedestrian | \$ 87,889 | \$ 65,912 | \$ 21,977 | 25% |
| Local Streets and Roads | \$ 385,334 | \$ 118,123 | \$ 267,211 | 69% |
| Paratransit | \$ 31,710 | \$ 41,330 | \$ (9,620) | - |
| Totals: | \$ 504,933 | \$ 225,365 | \$ 279,568 | 55% |

Is the agency's unspent balance less than 30%? FALSE