

**TABLE 1  
BICYCLE AND PEDESTRIAN PROGRAM  
Measure B Revenues and Expenditures**

AGENCY NAME : **City of Hayward**  
DATE : **2/25/2015**

Column A	Column B	Column C	Column D	Column E
<b>Measure B Direct Local Distribution Program Fund Balance FY 13-14</b>				
<b>Beginning</b>	<b>MB Revenues and Expenditures</b>			<b>Ending</b>
<b>FY 13-14 Beginning of Year MB Fund Balance</b>	<b>FY 13-14 MB Direct Local Distribution Program Revenue</b>	<b>FY 13-14 MB Interest</b>	<b>FY 13-14 MB Direct Local Distribution Program Expenditures</b> <i>(Must match Table 2: Column L)</i>	<b>FY 13-14 End of Year MB Fund Balance</b>
\$ 347,539	\$ 426,108	\$ 1,891	\$ 359,467	\$ <b>416,071</b>
<b>VERIFICATION CHECK:</b> Values to the bottom right are automatically drawn from Table 1 and Table 2 (corresponding expenditures fund totals) to ensure accurate reporting. These numbers must match each other.			<b>Total from Table 1:</b> \$ 359,467	
			<b>Total from Table 2:</b> \$ 359,467	

Column F	Column G	Column H
<b>Other Measure B Funds FY 13-14</b>		
<b>Other MB Expenditures Countywide Discretionary Grant Fund</b> <i>(Must match Table 2: Column M)</i>	<b>Other MB from Local Streets and Roads Direct Local Distribution Program Expenditures</b> <i>(Must match Table 2: Column N)</i>	<b>Total Other MB Expenditures</b>
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Column I	Column J
<b>Non-Measure B Funds FY 13-14</b>	
<b>List the specific types of non-Measure B Funding.*</b>	
<b>Non-MB Funding Source</b>	<b>Non-MB Expenditures</b> <i>(Must match Table 2: Column O + P)</i>
Vehicle Registration Fee Fund**	
<b>Total Non-MB:</b>	\$ -
<b>Total Non-MB Table 1:</b>	\$ -
<b>Total Non-MB Table 2:</b>	\$ -

**Column Descriptions**

**MB Unspent Balance:** Value must match the agency's audited financial statement for the starting MB balance reported in FY 13-14. If there is a variance, explain in the additional information section below.

**MB Direct Local Distribution Program Revenue:** Value is the actual MB revenues for FY 13-14.

**MB Interest:** Value is the MB Interest earned on unspent funds.

**MB Expenditures:** Value must match the agency's audited financial statement AND total sum of MB Direct Local Distribution Program expenditures calculated on Table 2: Column L.

**Other Measure B Discretionary Grant Fund:** This includes Measure B Bicycle/Pedestrian grant expenditures.

**Other Measure B: Local Streets & Roads:** This includes expenditures from Local Streets and Roads Direct Local Distribution Program funds used for Bicycle/Pedestrian projects.

Dollar figures entered into Table 1 must match with Table 2 Column N.

Do not include Measure B Capital Project Expenses.

**Additional Information:** Use the Box Below to clarify revenues and expenditures.

**VERIFICATION CHECK:** Values to the bottom right are automatically drawn from Table 1 and Table 2 (Column O & P) to ensure accurate reporting. These numbers must match each other.

Non-Measure B Funding includes any non-Measure B funding sources such as state, federal, or local funding.

\*\*Report Vehicle Registration Fee (VRF) expenditures for Bike/Pedestrian Programs in this line. Inputted VRF values must match reported VRF expenditures in the VRF Local Streets and Road Compliance Reporting Form (completed separately) i.e. Table 2 (Column L).

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

AGENCY NAME: **City of Hayward**  
DATE: **2/25/2015**

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 <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 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 <i>(Vehicle Registration Fee)</i>	Non-MB Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Total Project Cost <i>(L+M+N+O+P=Q)</i> <i>(auto calculates)</i>	Did the Governing Board Approve this Project? <i>(Drop-down Menu)</i>	Is this Project in a Countywide Bicycle or Pedestrian Plan, if so which one? <i>(Drop-down Menu)</i>	
1	05130	Pedestrian	Construction	Pedestrian Crossing Improvements	Industrial Boulevard Pedestrian/Bicycle Bridge Relocation	Relocation of the City's Pedestrian Bridge as a part of the County's Floodwall Impovement Project	Project will remove commercial and industrial properties from the floodplain in areas on both sides of the channel and residential properties on the north side	Continuing/Ongoing			This project, which is not yet fully constructed, will relocate a pedestrian bridge.	0	\$ 1,989					\$ 1,989	Yes		
2	05154	Pedestrian	Construction	Sidewalks and Ramps	New Sidewalks FY14: Huntwood Ave., D St., and Industrial Blvd.	Installation of new sidewalks along portions of Huntwood Ave., D St., and Industrial Blvd.	Project will provide increased pedestrian safety on these routes, which either pass by nearby schools or are heavily utilized	Closing-Out in FY 14-15	1,285	Linear Feet		1285	\$ 303,333					\$ 303,333	Yes		
3	05175	Bike and Ped	Other	Pedestrian Crossing Improvements	Pedestrian Traffic Signal Improvements	Installation of countdown timers and ADA-compliant push buttons as well as audible traffic signals	Project will provide increased pedestrian safety and greater accommodation for non-vehicular modes of travel	Continuing/Ongoing		Other <i>(describe in Column J)</i>	As noted earlier, monies from this on-going, annual project are utilized to either replace or add countdown timers, ADA-compliant push buttons, and audible traffic signals throughout the City.	0	\$ 12,926					\$ 12,926	Yes		
4	05176	Pedestrian	Project Completion/Closeout	Sidewalks and Ramps	New Sidewalks FY13: Franklin Ave., Harder Rd., and Phillips Way	Installation of new sidewalks along portions of Franklin Ave., Harder Rd., and Phillips Way	Project will provide increased pedestrian safety on these routes, which either pass by nearby schools or are heavily utilized	Closed-Out in FY 13-14				0	\$ 15,018					\$ 15,018	Yes		
5	05260	Bike and Ped	Operations	Staffing	Project Predesign Services	City engineering costs associated with the predesign of bicycle and pedestrian projects, including preliminary survey, design, and cost estimates	Project provides for the ability to fund staff costs that are associated with future bicycle and pedestrian-related projects	Continuing/Ongoing				0	\$ 14,511					\$ 14,511	Yes		
6	05268	Pedestrian	Scoping, Feasibility, Planning	Sidewalks and Ramps	New Sidewalks FY16: Hayward Boulevard	Installation of new sidewalks along portions of Hayward Boulevard	Project will provide increased pedestrian safety on this route, which passes by nearby schools and is heavily utilized	Continuing/Ongoing				0	\$ 11,690					\$ 11,690	Yes		
												<b>TOTALS:</b>	<b>\$ 359,467</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 359,467</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.

**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.

Pull Down Menu Options			
Bicycle	Scoping, Feasibility, Planning	Bike Parking	Initiated/Planning in FY 13-14
Bike and Ped	Environmental	Bikeways (non-Class I)	Continuing/Ongoing
Pedestrian	PS&E	Bridges and Tunnels	Closed-Out in FY 13-14
	Right-of-Way	Education and Promotion	Closing-Out in FY 14-15
	Construction	Master Plan	
	Maintenance	Multiuse Paths (Class I)	
	Operations	Pedestrian Crossing Improvements	
	Project Completion/Closeout	Safety Improvements	
	Other	Sidewalks and Ramps	
		Signage and Wayfinding	
		Signals	
		Staffing	
		Streetscape / Complete Streets (describe in Column E)	
		Traffic Calming	
		Other (describe in Column E)	
		Bike Parking Spaces (indicate # of racks or lockers in Column J)	
		Intersections	
		Lane Miles	
		Linear Feet	
		Number of People/Passengers	
		Number of One-way Unduplicated Trips	
		Square Feet	
		Vehicles Purchased	
		Other (describe in Column J)	
		Yes	
		No	
		Bike Plan	
		Ped Plan	
		Both Plans	
		Neither Plan	

**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; 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: 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.  
 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.

Bike Parking Spaces: Number of bike parking spaces created. Indicate Number of racks or lockers installed 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.

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

**Cell: O11**

**Comment:** Report Measure B Bike/Ped Countywide Discretionary Grant Funds here:

**Cell: P11**

**Comment:** Other MB Bike/Ped

If the agency expended Local Streets and Roads Program Direct Local Program Distributions on a Bike/Ped Improvement (jointly funded with MB Bike/Ped Funds) indicate the amount in this column.

Figures indicated here should match LSR Table 2's Direct Local Program Distribution Expenditure for that project(s).

**Cell: T11**

**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

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

AGENCY NAME: **City of Hayward**  
DATE: **2/25/2015**

**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	\$ 416,071
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ 323,690
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ 66,662
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ -
FY 13/14 Undesignated Reserve Balance <sup>3</sup>	\$ -
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 17,429
<b>Sub-total<sup>6</sup></b>	<b>\$ 407,781</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ (66,662)
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 341,119</b>
<b>FY 14-15 MB Projected Revenue</b>	<b>\$ 427,462</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	<b>\$ 768,581</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	\$ 428,134	\$ 104,444	\$ 323,690	76%
MB FY 13-16 Capital Reserve Window	\$ 160,457	\$ 160,457	\$ -	-
MB FY 14-17 Capital Reserve Window	\$ -	\$ 94,566	\$ (94,566)	-
MB Operation Reserve	\$ -	\$ -	\$ -	-
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	\$ 160,457	\$ 160,457	\$ -	\$ -	\$ -
FY 14-17	\$ 161,228	\$ 94,566	\$ 66,662	\$ 66,662	\$ -

**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	\$ 512,104				\$ 512,104	Max. Allocation
MB Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	% Allocated
MB Operational Reserve	\$ 213,731				\$ 213,731	50%
MB Undesignated Reserve	\$ 42,746				\$ 42,746	10%
<b>TOTAL Measure B</b>	<b>\$ 768,581</b>	\$ -	\$ -	\$ -	<b>\$ 768,581</b>	Max. % Allowed

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 768,581
BOX 3: Allocated MB Funds	\$ 768,581
<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	5130	Industrial Boulevard Pedestrian Bicycle Bridge Relocation	Construction	\$ 52,000	\$ 1,989	\$ 50,011	The final construction-related portion of the project will be completed during the early part of FY15
<b>Total</b>				<b>\$ 52,000</b>	<b>\$ 1,989</b>	<b>\$ 50,011</b>	
2	5176	New Sidewalks FY13: Franklin Ave, Harder Rd, and Philips Way	Construction	\$ 129,370	\$ 15,018	\$ 114,352	The additional construction (and subsequent staff time spent inspecting the project) for FY14 were considerably less than what was budgeted due to construction bids that were much less than the engineer's estimate. The remaining monies will be utilized towards the
<b>Total</b>				<b>\$ 129,370</b>	<b>\$ 15,018</b>	<b>\$ 114,352</b>	
3	5175	Pedestrian Traffic Signal Improvement	Other	\$ 15,000	\$ 12,926	\$ 2,074	The remaining balance will be used to fund bicycle and pedestrian-related projects in FY15
<b>Total</b>				<b>\$ 15,000</b>	<b>\$ 12,926</b>	<b>\$ 2,074</b>	
4	5268	New Sidewalks FY 15	Scoping, Feasibility, Planning	\$ 50,000	\$ -	\$ 50,000	Project expenditures associated with Capital Reserve Project Index #2. Project has been re-titled as a FY16 project; therefore, staff time is being dedicated towards the FY15 new sidewalk project
<b>Total</b>				<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	
5	5260	Project Predesign Services	Scoping, Feasibility, Planning	\$ 10,000	\$ 14,511	\$ (4,511)	Measure B savings and/or balances were used to fund the additional expenditures.
<b>Total</b>				<b>\$ 10,000</b>	<b>\$ 14,511</b>	<b>\$ (4,511)</b>	
6	5154	New Sidewalks FY14: Huntwood Ave, D St, and Industrial Blvd	Construction	\$ 171,764	\$ 60,000	\$ 111,764	Project expenditures reported on Capital Reserve Index #1. Project costs were less than anticipated due to 1) construction bids that were much less than the engineer's estimate, and 2) the majority of the work was completed in FY 2013.
<b>Total</b>				<b>\$ 171,764</b>	<b>\$ 60,000</b>	<b>\$ 111,764</b>	
<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>				<b>\$ 428,134</b>	<b>\$ 104,444</b>	<b>\$ 323,690</b>	76% 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	05175	Pedestrian Traffic Signal Improvements	Other	\$ 20,000	Yes	Relocation of bridge to be completed by the first half of FY15
<b>Total</b>				<b>\$ 20,000</b>		
2	05260	Project Predesign Services	Scoping, Feasibility, Planning	\$ 20,000	Yes	This annual, ongoing project allows for engineering costs associated with the predesign of bicycle and pedestrian projects, including preliminary survey, design, and cost estimates
<b>Total</b>				<b>\$ 20,000</b>		
3	05268	New Sidewalks FY16: Hayward Boulevard	Scoping, Feasibility, Planning	\$ 103,694	Yes	Design work on project to continue during FY15
<b>Total</b>				<b>\$ 103,694</b>		
4	05269	New Sidewalks FY15: Laurel Avenue	Scoping, Feasibility, Planning	\$ 118,410	Yes	Design work on project to commence during FY15
<b>Total</b>				<b>\$ 118,410</b>		
5	05271	Pedestrian Master Plan/Update Bicycle Master Plan	Scoping, Feasibility, Planning	\$ 200,000	Yes	Work on both Plans to commence during the first quarter of FY15
<b>Total</b>				<b>\$ 200,000</b>		
6	05130	Industrial Boulevard Pedestrian Bicycle Bridge Relocation	Project Completion/Closeout	\$ 50,000	Yes	Construction to be completed by early FY 2015
<b>Total</b>				<b>\$ 50,000</b>		
<b>TOTAL FY 14-15 PLANNED PROJECTS</b>				<b>\$ 512,104</b>		

TABLE 3

BICYCLE AND PEDESTRIAN PROGRAM  
Measure B Planned Projects and Fund Reserves

AGENCY NAME: City of Hayward  
DATE: 2/25/2015

General Directions

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- 1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
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Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11

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	Unspent Amount FY 13-14	
1	5154	New Sidewalks FY14: Huntwood Ave, D St, and Industrial Blvd	Original Plan: FY 13-16	Construction	\$ 160,457			
			Actual / Confirm Original Plan	Construction		\$ 160,457	\$ -	
			Actual / Confirm Original Plan	Construction		\$ 82,876	\$ (82,876)	
			New FY 15-18 Window	Construction		\$ -	\$ -	
			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>			\$ 160,457	\$ 243,333	\$ (82,876)
			<b>YEARLY TOTALS</b>				FY 13-16 Window \$ 160,457 FY 14-17 Window \$ 82,876 FY 15-18 Window \$ - Total \$ 243,333	

BOX 7 CAPITAL FUND RESERVE FY 14-15 THROUGH FY 17-18				
FY 14-15	FY 15-16	FY 16-17	FY 17-18	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	

BOX 7a CAPITAL FUND RESERVE BY RESERVE WINDOW & PHASE <i>(auto-populated)</i>				
FY 13-16 Total	FY 14-17 Total	FY 15-18 Total	All Windows Total By Phase	
\$ 160,457	\$ -	\$ -	\$ 160,457	\$ 243,333
\$ -	\$ 82,876	\$ -	\$ 82,876	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -

BOX 7b CAPITAL FUND RESERVE Fund Adjustments and Project Status	
<b>1) Explain unspent FY 13/14 funds and describe its reallocation.</b>	
Project has fully expended the unspent balance	
<b>2) Describe any changes to Reserve Windows i.e. fund reallocation and justification.</b>	
The project used FY 14-17 reserve funds in the amount of \$142,876 to support project costs.	
<b>3) Describe Project Status as of June 30, 2014.</b>	
Project has entered into the closeout phase	

Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	
2	5268	New Sidewalks FY15: Hayward Blvd	FY 13-14 Window	Construction	\$ -	\$ -		
			Original Plan: FY 14-17	Construction		\$ -		
			FY 14-17 Window	Construction	\$ 11,690	\$ (11,690)		
			New FY 15-18 Window	Construction		\$ -		
			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>			\$ -	\$ 11,690	\$ (11,690)
			<b>YEARLY TOTALS</b>				FY 13-16 Window \$ - FY 14-17 Window \$ 11,690 FY 15-18 Window \$ - Total \$ 11,690	

FY 14-15	FY 15-16	FY 16-17	FY 17-18	
\$ -	\$ -	\$ -	\$ -	
\$ 161,228	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	

FY 13-16 Total	FY 14-17 Total	FY 15-18 Total	All Windows Total By Phase	
\$ -	\$ 161,228	\$ -	\$ 161,228	\$ 11,690
\$ -	\$ 11,690	\$ -	\$ 11,690	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -

<b>1) Explain unspent FY 13/14 funds and describe its reallocation.</b>	
The majority of the funds for this project (\$142,876) were utilized to cover the overage from the FY14 new sidewalk project (Index #1 above). The remaining amount of \$66,662 will be re-allocated towards the FY15 new sidewalk project (Capital Reserve Index #3).	
<b>2) Describe any changes to Reserve Windows i.e. fund reallocation and justification.</b>	
As noted above, the reserve FY13-16 reserve window decreased by \$142,876.	
<b>3) Describe Project Status as of June 30, 2014.</b>	
This project, which was originally scheduled for FY15, will instead be constructed during FY16.	

Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14		
3	5269	New Sidewalks FY15: Laurel Avenue	FY 13-16 Window	Construction	\$ -	\$ -			
			FY 14-17 Window	Construction		\$ -			
			New FY 15-18 Window	Construction		\$ -			
			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>				FY 13-16 Window \$ - FY 14-17 Window \$ - FY 15-18 Window \$ - Total \$ -		

FY 14-15	FY 15-16	FY 16-17	FY 17-18	
\$ -	\$ -	\$ -	\$ -	
\$ 66,662	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	

FY 13-16 Total	FY 14-17 Total	FY 15-18 Total	All Windows Total By Phase	
\$ -	\$ 66,662	\$ -	\$ 66,662	\$ 66,662
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -

<b>1) Were FY 13-16 Reserve Window reallocated to this effort, if so from what project and in what amount?</b>	
No	
<b>2) Were FY 14-17 Reserve Window Funds reallocated to this effort, if so from what project and in what amount?</b>	
Yes. \$66,662 from Index #2 was reallocated to this project.	
<b>3) Describe Project Status as of June 30, 2014.</b>	
Design work on project to commence during FY15	

Total FY 13-14 Planned vs. Actual Expenses CAPITAL FUND RESERVE	Planned	Actual	Unspent
	\$ 160,457	\$ 255,023	\$ (94,566)

unspent

FY 13-16 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16		Window One
\$ 160,457	\$ -	\$ -		\$ 160,457

FY 14-17 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16	FY 16-17	Window Two
\$ 94,566	\$ 66,662	\$ -	\$ -	\$ 161,228

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



**TABLE 3  
BICYCLE AND PEDESTRIAN PROGRAM  
Measure B Planned Projects and Fund Reserves**

AGENCY NAME: City of Hayward  
DATE: 2/25/2015

**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	\$ -	\$ -	\$ -	
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 213,731
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 213,731</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>	Unspent Percentage

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 42,746
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	<b>\$ 42,746</b>

**City of Hayward**  
**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>
---	--

**Original Start Amount \$ 160,457**

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ 160,457	\$ -	\$ -	\$ 160,457
Adjustment	N/A	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ 160,457</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,457</b>

<b>FY 13-16 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 160,457</b>
Spent in FY 12/13	\$ -
Spent in FY 13/14	\$ (160,457)
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
<b>Remaining</b>	<b>\$ -</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 \$ 161,228**

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ 161,228	\$ -	\$ -	\$ 161,228
Adjustment	\$ 94,566	\$ (94,566)	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ 94,566</b>	<b>\$ 66,662</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 161,228</b>

<b>FY 14-17 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 161,228</b>
Spent in FY 13/14	\$ (94,566)
Spent in FY 14/15	TBD
Spent in FY 15/16	TBD
Spent in FY 16/17	TBD
<b>Remaining</b>	<b>\$ 66,662</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	-\$160,457	\$0					\$ 160,457	\$ (160,457)
FY 14-17			-\$94,566	\$66,662					\$ 161,228	\$ (94,566)	\$ 66,662
FY 15-18				\$0					\$ -	\$ -	\$ -
FY 16-19				Future Potential Reserve Window					TBD	TBD	TBD

**TABLE 1  
LOCAL STREETS AND ROADS PROGRAM  
Measure B Revenues and Expenditures**

AGENCY NAME: **City of Hayward**  
DATE: **2/25/2015**

Column A	Column B	Column C	Column D	Column E
<b>Measure B Direct Local Distribution Program Fund Balance FY 13-14</b>				
<b>Beginning</b>	<b>MB Revenues and Expenditures</b>			<b>Ending</b>
<b>FY 13-14 Beginning of Year MB Fund Balance</b>	<b>FY 13-14 MB Direct Local Distribution Program Revenue</b>	<b>FY 13-14 MB Interest</b>	<b>FY 13-14 MB Direct Local Distribution Program Expenditures</b> <i>(Must match Table 2: Column L)</i>	<b>FY 13-14 End of Year MB Fund Balance</b>
\$ 859,737	\$ 2,114,913	\$ 1,184	\$ 2,284,464	\$ 691,370
<b>VERIFICATION CHECK:</b> Values to the bottom right are automatically drawn from Table 1 and Table 2 (corresponding expenditures fund totals) to ensure accurate reporting. These numbers must match each other.		<b>Total from Table 1:</b>	\$ 2,284,464	/
		<b>Total from Table 2:</b>	\$ 2,284,464	

Column F	Column G	Column H	Column I
<b>Other MB from Bike/Ped Direct Local Distribution Program Expenditures and/or Grants</b> <i>(Must match Table 2: Column M)</i>	<b>Other MB from Mass Transit Direct Local Distribution Program Expenditures and/or Grants</b> <i>(Must match Table 2: Column N)</i>	<b>Other MB from Paratransit Direct Local Distribution Program Expenditures and/or Grants</b> <i>(Must match Table 2: Column O)</i>	<b>Total Other MB Expenditures</b>
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

Column J	Column K
<b>Non-Measure B Funds FY 13-14</b>	
<b>List the specific types of non-Measure B Funding including VRF.*</b>	
<b>Non-MB Funding Source</b>	<b>Non-MB Expenditures</b> <i>(Must match Table 2: Column P+Q)</i>
Vehicle Registration Fee Fund**	
<b>Total Non-MB:</b>	\$ -
<b>Total Non-MB Table 1:</b>	\$ -
<b>Total Non-MB Table 2:</b>	\$ -

**Column Descriptions**

**MB Unspent Balance:** Value must match the agency's audited financial statement for the starting MB balance reported in FY 13-14. If there is a variance, explain in the additional information section below.

**MB Direct Local Distribution Program Revenue:** Value is the actual MB revenues for FY 13-14.

**MB Interest:** Value is the MB Interest earned on unspent funds.

**MB Expenditures:** Value must match the agency audit report figure AND total sum of MB Direct Local Distribution Program expenditures calculated on Table 2: Column L.

**Other Direct Local Distribution Program Expenditures from Bike/Ped, Mass Transit and Paratransit Programs and/or grants:**  
This includes expenditures from these three programs that shared/used LSR funds to implement a jointly funded project(s) i.e. LSR + Bike/Ped Direct Local Program Distribution Funds. Dollar figures entered into Table 1 Column F-H must match with Table 2 Column M-O. Do not include Measure B Capital Project Expenses.

**VERIFICATION CHECK:** Values to the bottom right are automatically drawn from Table 1 and Table 2 (Sum of Column P and Column Q) to ensure accurate reporting. Table 1's non-Measure B expenditures values must match the sum of Table 2's non-Measure B expenditures.

**Additional Information:** Use the Box Below to clarify revenues and expenditures.

\* Non-Measure B Funding includes any non-Measure B funding sources such as state, federal, or local funding.

\*\*Report Vehicle Registration Fee (VRF) expenditures for Local Streets and Roads in this section. Inputted VRF values must match reported VRF expenditures in the VRF Local Streets and Road Compliance Reporting Form (completed separately) i.e. Table 2 (Column L).



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

AGENCY NAME: **City of Hayward**  
DATE: **2/25/2015**

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>
1	05144	Streets and Roads	Construction	Street Resurfacing and Maintenance	Pavement Reconstruction FY 2014	Reconstruction or major repair to severely deteriorated streets	The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards	Closed Out in FY 13-14	211,448	Square Feet		211448	\$ 851,327						\$ 851,327	Yes
2	05147	Streets and Roads	Construction	Street Resurfacing and Maintenance	Pavement Rehabilitation FY 2014	Structural repair of streets, including repair of deteriorating pavement	The rehabilitation of the streets will bring them up to acceptable pavement standards	Closed Out in FY 13-14	430,221	Square Feet		430221	\$ 1,247,700						\$ 1,247,700	Yes
3	05166	Streets and Roads	Other	Traffic Calming	Speed Monitoring Devices	Several solar-powered speed monitoring devices were placed at high-priority locations throughout the City	The speed monitoring devices will remind motorists of their speed and will assist with pedestrian safety near highly traveled streets	Continuing or Ongoing	2	Other <i>(describe in Column J)</i>	Radar signs	2	\$ 12,143						\$ 12,143	Yes
4	05199	Streets and Roads	Operations	Staffing	Project Predesign Services	City engineering costs associated with the predesign of streets and roads projects, including preliminary survey, design, and cost estimates	Project provides for the ability to fund staff costs that are associated with future streets and roads-related projects	Continuing or Ongoing				0	\$ 33,977						\$ 33,977	Yes
5	05251	Streets and Roads	Scoping, Feasibility, Planning	Street Resurfacing and Maintenance	Pavement Reconstruction FY 2015	Reconstruction or major repair to severely deteriorated streets	The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards	Planning in FY 13-14				0	\$ 70,295						\$ 70,295	Yes
6	05172	Streets and Roads	Project Completion/Closeout	Street Resurfacing and Maintenance	Pavement Reconstruction FY 2013	Reconstruction or major repair to severely deteriorated streets	The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards	Closed Out in FY 13-14	585,000	Square Feet		585000	\$ 908						\$ 908	Yes
7	05174	Streets and Roads	Project Completion/Closeout	Street Resurfacing and Maintenance	Pavement Rehabilitation FY 2013	Structural repair of streets, including repair of deteriorating pavement	The rehabilitation of the streets will bring them up to acceptable pavement standards	Closed Out in FY 13-14	780,000	Square Feet		780000	\$ 56,007						\$ 56,007	Yes
8	05250	Streets and Roads	Scoping, Feasibility, Planning	Street Resurfacing and Maintenance	Pavement Reconstruction FY 2013	Reconstruction or major repair to severely deteriorated streets	The reconstruction of severely deteriorated streets will bring them up to acceptable pavement standards	Planning in FY 13-14				0	\$ 12,107						\$ 12,107	Yes
<b>TOTALS:</b>												\$ 2,284,464	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,284,464	

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 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.

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)			

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>
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.  
  

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

**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 Hayward**  
 DATE: **2/25/2015**

**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	\$	691,370
<b>FY 13-14 Balances</b>		
Planned Project Balance <sup>1</sup>	\$	212,062
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$	-
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$	400,647
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$	360
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$	-
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$	78,301
<b>Sub-total<sup>6</sup></b>	\$	<b>691,370</b>
Subtract FY 13-16 Capital Reserve Commitment	\$	-
Subtract FY 14-17 Capital Reserve Commitment	\$	(400,647)
<b>FY 14-15 Uncommitted Rollover Funds</b>	\$	<b>290,723</b>
<b>FY 14-15 MB Projected Revenue</b>	\$	<b>2,121,638</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	\$	<b>2,412,361</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 1.

BOX 2							
Total Measure B FY 13-14 Planned vs. Actual Expenditures							
MB Planned Projects	\$	1,963,310	\$	1,751,248	\$	212,062	11%
MB FY 13-16 Capital Reserve Window	\$	533,215	\$	533,215	\$	-	-
MB FY 14-17 Capital Reserve Window	\$	-	\$	-	\$	-	-
MB Operation Reserve	\$	360	\$	-	\$	360	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	\$ 533,215	\$ 533,215	\$ -	\$ -	\$ -
FY 14-17	\$ 400,647	\$ -	\$ 400,647	\$ 400,647	\$ -

- 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	\$ 1,730,153				\$ 1,730,153	Max. Allocation
MB Capital Reserve	\$ -				\$ -	Allocated
MB Operational Reserve	\$ 682,208				\$ 682,208	%
MB Undesignated Reserve	\$ -				\$ -	Max. %
<b>TOTAL Measure B</b>	<b>\$ 2,412,361</b>				<b>\$ 2,412,361</b>	Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 2,412,361
BOX 3: Allocated MB Funds	\$ 2,412,361
<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	5166	Speed Monitoring Devices	Other	\$ 36,000	\$ 12,143	\$ 23,857	Remaining balance will be utilized towards additional projects during FY15
			<b>Total</b>	\$ 36,000	\$ 12,143	\$ 23,857	
2	5144	Pavement Reconstruction FY 2014	Construction	\$ 325,723	\$ 318,111	\$ 7,612	Remaining balance will be utilized towards additional projects during FY15
			<b>Total</b>	\$ 325,723	\$ 318,111	\$ 7,612	
3	5147	Pavement Rehabilitation FY 2014	Construction	\$ 1,251,587	\$ 1,247,700	\$ 3,887	Achieved a slight cost savings during construction phase of project.
			<b>Total</b>	\$ 1,251,587	\$ 1,247,700	\$ 3,887	
4	5250	Pavement Rehabilitation FY 2015	Scoping, Feasibility, Planning	\$ 150,000	\$ 12,107	\$ 137,893	Project has been merged with Project 5251.
			<b>Total</b>	\$ 150,000	\$ 12,107	\$ 137,893	
5	5251	Pavement Rehabilitation FY 2015	Scoping, Feasibility, Planning	\$ 200,000	\$ 70,295	\$ 129,705	Design costs were lower than expected.
			<b>Total</b>	\$ 200,000	\$ 70,295	\$ 129,705	
6	05199	Project Pre-design Services	Operations	\$ -	\$ 33,977	\$ (33,977)	Oversight - project was approved by Council in FY14 but was not added to the expenditure list.
			<b>Total</b>	\$ -	\$ 33,977	\$ (33,977)	
7	05172	Pavement Reconstruction FY 2013	Project Completion/Closeout	\$ -	\$ 908	\$ (908)	Project was closed out in FY14.
			<b>Total</b>	\$ -	\$ 908	\$ (908)	
8	05174	Pavement Rehabilitation FY 2013	Project Completion/Closeout	\$ -	\$ 56,007	\$ (56,007)	Project was closed out in FY14.
			<b>Total</b>	\$ -	\$ 56,007	\$ (56,007)	
<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>				\$ 1,963,310	\$ 1,751,248	\$ 212,062	11% 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	05166	Speed Monitoring Devices	Other	\$ 54,000	Yes	Ongoing project to install several solar-powered speed monitoring devices at high-priority locations throughout the City.	
			<b>Total</b>	\$ 54,000			
2	05199	Project Pre-design Services	Scoping, Feasibility, Planning	\$ 30,000	Yes	This annual, ongoing project allows for engineering costs associated with the pre-design of streets and roads projects, including preliminary survey, design, and cost estimates	
			<b>Total</b>	\$ 30,000			
3	05251	Pavement Reconstruction FY15	Construction	\$ 1,646,153	Yes	Construction to commence during first quarter of FY15	
			<b>Total</b>	\$ 1,646,153			
4							
			<b>Total</b>	\$ -			
5							
			<b>Total</b>	\$ -			
6							
			<b>Total</b>	\$ -			
7							
			<b>Total</b>	\$ -			
8							
			<b>Total</b>	\$ -			
<b>TOTAL FY 14-15 PLANNED PROJECTS</b>				\$ 1,730,153			

**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	Unspent Amount FY 13-14
1	5144	Pavement Reconstruction FY 14 Alonda Ct, Cottonwood, O'Neil, and Mitchell Place	Original Plan: FY 13-16	Construction	\$ 533,215	\$ -	\$ -
			Actual / Confirm Original Plan	Construction	\$ 533,215	\$ -	\$ -
			FY 14-17 Window	Construction	\$ -	\$ -	\$ -
			New FY 15-18 Window	Construction	\$ -	\$ -	\$ -
			New Phase - Using FY 13-16 Funds		\$ -	\$ -	\$ -
			New Phase - Using FY 14-17 Funds		\$ -	\$ -	\$ -
<b>Total Project Cost</b>					\$ 533,215	\$ 533,215	\$ -
<b>YEARLY TOTALS</b>					FY 13-16 Window	\$ 533,215	\$ -
					FY 14-17 Window	\$ -	\$ -
					FY 15-18 Window	\$ -	\$ -
					<b>Total</b>	\$ 533,215	\$ -

BOX 7				
CAPITAL FUND RESERVE				
FY 14-15 THROUGH FY 17-18				
FY 14-15	FY 15-16	FY 16-17	FY 17-18	
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -

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		
\$ 533,215	\$ -	\$ -	\$	533,215	
\$ 533,215	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
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\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			
\$ -	\$ -	\$ -	\$	-	
\$ -	\$ -	\$ -			

BOX 7b	
CAPITAL FUND RESERVE	
Fund Adjustments and Project Status	
1) Explain unspent FY 13/14 funds and describe its reallocation.	Project has fully expended the unspent balance
2) Describe any changes to Reserve Windows i.e. fund reallocation and justification.	No changes
3) Describe Project Status as of June 30, 2014.	Project has entered into its close-out phase for FY 2015



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

AGENCY NAME: **City of Hayward**  
 DATE: **2/25/2015**

**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: Boxes 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	Unspent Amount FY 13-14
2	5250	Pavement Reconstruction FY 15	FY 13-16 Window	Construction	\$	\$	-
			Original Plan- FY 14-17	Construction			
			Actual / Confirm Original Plan	Construction	\$	\$	-
			New FY 15-18 Window	Construction			
			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
\$	\$		
\$ 400,647	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$

FY 13-16 Total	FY 14-17 Total	FY 15-18 Total
\$	\$	\$
\$ 400,647	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$

All Windows Total By Phase
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$

**1) Explain unspent FY 13/14 funds and describe its reallocation.**  
 This project was merged with Project 05251. The \$400,647 will be re-allocated towards the FY15 pavement reconstruction project (index #3).

**2) Describe any changes to Reserve Windows i.e. fund reallocation and justification.**  
 This project was merged with Project 05251. The \$400,647 will be re-allocated towards the FY15 pavement reconstruction project (index #3).

**3) Describe Project Status as of June 30, 2014.**  
 As noted above, this project has been combined with Project 05261 and will be deleted from all future Measure B-related reports

Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14
3	05251	Pavement Reconstruction FY15	FY 13-16 Window		\$	\$
			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 14-17 Window	\$	
				FY 15-18 Window	\$	
				<b>Total</b>	\$	

FY 14-15	FY 15-16	FY 16-17	FY 17-18
\$	\$	\$	\$
\$ 400,647	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$
\$	\$	\$	\$

FY 13-16 Total	FY 14-17 Total	FY 15-18 Total
\$	\$	\$
\$	\$ 400,647	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$
\$	\$	\$

All Windows Total By Phase
\$
\$ 400,647
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$

**1) Were FY 13-16 Reserve Window reallocated to this effort, if so from what project and in what amount?**  
 No

**2) Were FY 14-17 Reserve Window Funds reallocated to this effort, if so from what project and in what amount?**  
 Yes, \$400,647 was moved from Index #2 above to this project.

**3) Describe Project Status as of June 30, 2014.**  
 Construction to commence during first quarter of FY15

Total FY 13-14 Planned vs. Actual Expenses	Planned	Actual	Unspent
CAPITAL FUND RESERVE	\$ 533,215	\$ 533,215	\$ -

unspent

FY 13-16 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16		Window One
\$ 533,215	\$	\$		\$ 533,215

FY 14-17 Window: Total Funds Used & Identified				
FY 13-14	FY 14-15	FY 15-16	FY 16-17	Window Two
\$ 400,647	\$	\$	\$	\$

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

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

AGENCY NAME: City of Hayward  
 DATE: 2/25/2015

**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	\$ 360		\$ 360	
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ 360</b>	<b>\$ -</b>	<b>\$ 360</b>	100% Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 682,208
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 682,208</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>	- Unspent Percentage

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

**City of Hayward**  
**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.

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

**Original Start Amount \$ 533,215**

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ 533,215	\$ -	\$ -	\$ 533,215
Adjustment	N/A	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ 533,215</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 533,215</b>

FY 13-16 Window Expenditure Summary	
<b>Original Start</b>	<b>\$ 533,215</b>
Spent in FY 12/13	\$ -
Spent in FY 13/14	\$ (533,215)
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 \$ 400,647**

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ 400,647	\$ -	\$ -	\$ 400,647
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ 400,647</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,647</b>

FY 14-17 Window Expenditure Summary	
<b>Original Start</b>	<b>\$ 400,647</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>\$ 400,647</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	
<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>

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	-\$533,215	\$0					\$ 533,215	\$ (533,215)	\$ -
FY 14-17		\$0	\$400,647					\$ 400,647	\$ -	\$ 400,647
FY 15-18			\$0					\$ -	\$ -	\$ -
FY 16-19				Future Potential Reserve Window				TBD	TBD	TBD

**TABLE 1  
PARATRANSIT PROGRAM  
Measure B Revenues and Expenditures**

AGENCY NAME : **City of Hayward**  
DATE : **2/25/2015**

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K	Column L
<b>Measure B Direct Local Distribution Program Fund Balance FY 13-14</b>					<b>Other Measure B Expenditures</b>					<b>Non-Measure B Funds FY 13-14</b>	
<b>Starting MB Balance</b>	<b>MB Revenues and Expenditures</b>			<b>Ending MB Balance</b>	<b>Other MB Expenditure MSL Fund</b>	<b>Other MB Expenditure Paratransit Gap Grant</b>	<b>Other MB Expenditure Stabilization Fund</b>	<b>Other MB from Local Streets and Roads Direct Local Distribution Program Expenditures</b>	<b>Total Other MB Expenditures</b>	<b>List the specific types of non-Measure B Funding</b>	
<b>FY 13-14 Beginning of Year MB Fund Balance</b>	<b>FY 13-14 MB Direct Local Distribution Program Revenue</b>	<b>FY 13-14 MB Interest</b>	<b>FY 13-14 MB Direct Local Distribution Program Expenditures</b> <i>(Must match Table 2: Column L)</i>	<b>FY 13-14 End of Year MB Fund Balance</b>	<i>(Must match Table 2: Column M)</i>	<i>(Must match Table 2: Column N)</i>	<i>(Must match Table 2: Column O)</i>	<i>(Must match Table 2: Column P)</i>		<b>Non-MB Funding Source</b>	<b>Expenditures</b> <i>(Must Match Table 2: Column Q and R)</i>
\$ 963,681	\$ 751,227	\$ 5,671	\$ 787,767	\$ 932,812	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>VERIFICATION CHECK:</b> Values to the bottom right are automatically drawn from Table 1 and Table 2 <i>(corresponding expenditures fund totals)</i> to ensure accurate reporting. These numbers must match each other.		<b>Total from Table 1:</b>	\$ 787,767								
		<b>Total from Table 2:</b>	\$ 787,767								
<b>VERIFICATION CHECK:</b> Values to the bottom right are automatically drawn from Table 1 and Table 2 (sum of column Q and R) to ensure accurate reporting. Table 1's non-Measure B expenditures values must match the sum of Table 2's non-Measure B expenditures.											
										<b>Total Non-MB:</b>	\$ -
										<b>Total Non-MB Table 1:</b>	\$ -
										<b>Total Non-MB Table 2:</b>	\$ -

**Column Descriptions**

<b>MB Unspent Balance:</b>	<b>MB Direct Local Distribution Program Revenue:</b>	<b>MB Interest:</b>	<b>MB Expenditures:</b>	<b>Other Measure B: Minimum Service Level Fund</b>	<b>Other Measure B: Paratransit Gap Grant Fund</b>	<b>Other Measure B: Stabilization Fund</b>	<b>Other Measure B: Local Streets &amp; Roads (LSR)</b>
Value must match the local agency's audited financial statement for the starting MB balance reported in FY 13-14. If there is a variance, explain in the additional information section below.	Value is the actual MB revenues on unspent funds for FY 13-14.	Value is the MB Interest earned on unspent funds.	Value must match the agency's audited financial statement AND total sum of MB Direct Local Distribution Program expenditures calculated on Table 2: Column L.	The Minimum Service Level expenditure figured entered into Table 1 must match with Table 2 Column M.	The Paratransit Gap Grant expenditure figured entered into Table 1 must match with Table 2 Column N.	The Stabilization Fund expenditure figured entered into Table 1 must match with Table 2 Column O.	The Measure B LSR includes expenditures from LSR Direct Local Distribution Program funds used for Paratransit activities. The Local Streets and Roads expenditure figured entered into Table 1 must match with Table 2 Column P. Do not include Measure B Capital Project expenses.

**Additional Information:** Use the Box Below to clarify revenues and expenditures.

\* Non-Measure B Funding includes any non-Measure B funding sources such as state, federal, or local funding.

\*\*Report Fare expenditures in this section. Inputted Fare expenditures must match reported Fare expenditures from Table 2 (Column R).





Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year

Index		Project Description						Status	Deliverables				Expenditures FY 13-14								
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 Description <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>	Column L** MB Paratransit Direct Local Distribution Program Expenditures	Column M** Other MB Paratransit Expenditures MSL Fund	Column N** Other MB Paratransit Expenditures Paratransit Gap Grant Fund	Column O** Other MB Paratransit Expenditures Stabilization Fund	Column P** Other MB Expenditures from LSR Direct Local Distribution Program	Column Q Non-MB Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Column R Non-MB Fares <i>(cash fares, scrip/voucher purchases, fares retained by vendors or paid by third-party sponsors)</i>	Column S Total Project Cost <i>(L+M+N+O+P+Q+R=S)</i> <i>(auto calculates)</i>	
5		Senior and Disabled Services	Operations	Other (describe in Column E)	Alzheimer's Services Of the East Bay (ASEB) Transportation	The City contracted with ASEB to transport participants to and from ASEB's adult day program, which served people who have dementia. Familiar drivers were specially trained and participated in care-plan meetings for program participants, serving as liaisons between their homes and the ASEB program.	Local residents who have dementia and participate in the ASEB day program had access to safe and reliable transportation, with familiar drivers. The lift-equipped transportation was coordinated with other services through the adult day program.	Continuing or Ongoing	4,692	Trips (one-way)	Lift/ramp-assisted trips	4692	\$ 75,000							\$ 75,000	
6		Senior and Disabled Services	Operations	Meal Delivery	SOS Meals on Wheels	The City subsidized 90% of the transportation costs for the delivery of nutritious meals to isolated seniors, living in the Paratransit Program's service area, whose health issues prevented them from attending congregate meal sites.	Low-income seniors were provided with 7 nutritious home-delivered meals per week and a vital daily check-in by a familiar driver.	Continuing or Ongoing	34,934	Meals Delivered	SOS Meals on Wheels drivers delivered seven meals each week. Five meals were delivered hot, one meal was a sack lunch for Saturday and one was frozen to be heated on Sunday.	34934	\$ 22,458							\$ 22,458	
8		Senior and Disabled Services	Operations	Mobility Management/Travel Training	Travel Training	The City will contract with Community Resources for Independent Living (CRIL) for Travel Training Services.	Effective travel training offers seniors and people with disabilities increased independence and greater access to community resources.	Continuing or Ongoing	11	Other (describe in Column J)	Number of contacts through travel training.	11	\$ 41,992							\$ 41,992	
9		Senior and Disabled Services	Operations	Central County Taxi Program	Central County Taxi Program	Central County Taxi Program	Central County Taxi Program				Withheld MB by Alameda CTC to implement the CCSTP	0	\$ 240,628							\$ 240,628	
<b>TOTALS:</b>												\$ 787,767	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 787,767

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 Hayward**  
DATE: **2/25/2015**

**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	\$ 932,812
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ 245,733
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ 234,015
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ 350,000
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$ 70,000
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 33,063
<b>Sub-total<sup>6</sup></b>	<b>\$ 932,811</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ (234,015)
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 698,796</b>
<b>FY 14-15 MB Projected Revenue</b>	<b>\$ 753,616</b>
<b>Total FY 14-15 Measure B Funds Available<sup>7</sup></b>	<b>\$ 1,452,412</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				
MB Planned Projects	Planned	Actual	Unspent	% Unspent
MB FY 13-16 Capital Reserve Window	\$ 1,033,500	\$ 787,767	\$ 245,733	24%
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 350,000	\$ -	\$ 350,000	100%
MB Undesignated Reserve	\$ 70,000	\$ -	\$ 70,000	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	\$ -	\$ -	\$ -	\$ -	\$ -
FY 14-17	\$ 234,015	\$ -	\$ 234,015	\$ 234,015	\$ -

**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	\$ 1,273,040				\$ 1,273,040	
MB Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	Max. Allocation
MB Operational Reserve	\$ 109,372				\$ 109,372	\$ 376,808 15%
MB Undesignated Reserve	\$ 70,000				\$ 70,000	\$ 75,362 9%
<b>TOTAL Measure B</b>	<b>\$ 1,452,412</b>				<b>\$ 1,452,412</b>	Max. % Allowed 10%

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 1,452,412
BOX 3: Allocated MB Funds	\$ 1,452,412
<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	Hayward Door to Door	Operations	\$ 325,000	\$ 123,652	\$ 201,348	Program saw a reduction in requests as riders transitioned to taxi or East Bay Paratransit for out of area rides.
<b>Total</b>				<b>\$ 325,000</b>	<b>\$ 123,652</b>	<b>\$ 201,348</b>	
2	N/A	Hayward Group Trips	Operations	\$ 165,000	\$ 71,661	\$ 93,339	Program guidelines and policies were strengthened to reduce the number of long distance rides to four per month which saved costs, particularly high staff turnover and shrinkage reduced number of requests.
<b>Total</b>				<b>\$ 165,000</b>	<b>\$ 71,661</b>	<b>\$ 93,339</b>	
3	N/A	ASEB Transportation	Operations	\$ 75,000	\$ 75,000	\$ -	
<b>Total</b>				<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	
4	N/A	SOS Meals on Wheels	Operations	\$ 24,500	\$ 22,458	\$ 2,042	
<b>Total</b>				<b>\$ 24,500</b>	<b>\$ 22,458</b>	<b>\$ 2,042</b>	
5	N/A	Central County Taxi Program	Operations	\$ 240,000	\$ 240,628	\$ (628)	Revenues returned to ACTC as the administrator of the taxi program. Hayward assumed full responsibility of program administration for Central County (Hayward-San Leandro) in August 2014. Costs will increase in FY 14-16
<b>Total</b>				<b>\$ 240,000</b>	<b>\$ 240,628</b>	<b>\$ (628)</b>	
6	N/A	Hayward on the Go Travel Training	Operations	\$ 50,000	\$ 41,992	\$ 8,008	Billing for travel training program during months of May and June delayed. Program actually fully expended.
<b>Total</b>				<b>\$ 50,000</b>	<b>\$ 41,992</b>	<b>\$ 8,008</b>	
7	N/A	Hayward Paratransit Branding and Marketing Campaign	Operations	\$ 4,000	\$ 4,000	\$ -	
<b>Total</b>				<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ -</b>	
8	N/A	Hayward Paratransit	Operations	\$ 150,000	\$ 208,376	\$ (58,376)	Administrative support provided by 1 FT temporary staffing - additional support of 1PT assistant. FY 15 budget allows for 1 FTE and 1 on call assistant to stabilize budget.
<b>Total</b>				<b>\$ 150,000</b>	<b>\$ 208,376</b>	<b>\$ (58,376)</b>	
9							
<b>Total</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>	<b>\$ 1,033,500</b>	<b>\$ 787,767</b>	<b>\$ 245,733</b>	<b>24%</b>	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	Hayward Door to Door	Operations	\$ 271,000	Yes	Door-to-Door program scheduled for service review in anticipation of RFP - modification in order in light of success of CCSDTP.
<b>Total</b>				<b>\$ 271,000</b>		
2	N/A	Hayward Group Trips	Operations	\$ 165,000	Yes	Group trip guidelines and policies strengthened and enforced. Trip parameters re-structured for costs efficiency.
<b>Total</b>				<b>\$ 165,000</b>		
3	N/A	ASEB Transportation	Operations	\$ 75,000	Yes	No change.
<b>Total</b>				<b>\$ 75,000</b>		
4	N/A	SOS Meals on Wheels	Operations	\$ 50,000	Yes	No change.
<b>Total</b>				<b>\$ 50,000</b>		
5	N/A	Central County Taxi Program	Operations	\$ 367,532	Yes	Program review planned third quarter to determine if the program should be modified considering its continued growth and popularity.
<b>Total</b>				<b>\$ 367,532</b>		
6	N/A	Hayward on the Go Travel Training	Operations	\$ 50,000	Yes	No change.
<b>Total</b>				<b>\$ 50,000</b>		
7	N/A	Hayward Paratransit Branding and Marketing Campaign	Operations	\$ 10,008	Yes	Rebranding of Hayward Paratransit Program expected by January 2015. New materials and vehicle identifiers, PSA's and expanded outreach to outlying service areas planned.
<b>Total</b>				<b>\$ 10,008</b>		
8	N/A	Hayward Paratransit	Operations	\$ 234,500	Yes	Program plans to add 1 FTE and 1 PTE assistant for FY 14-15 to support growing program.
<b>Total</b>				<b>\$ 234,500</b>		
9	N/A	Life Eldercare	Operations	\$ 50,000	Yes	Pilot volunteer driver program for consumers with door-through-door needs.
<b>Total</b>				<b>\$ 50,000</b>		

<b>TOTAL FY 14-15 PLANNED PROJECTS</b>	<b>\$ 1,273,040</b>
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**TABLE 3**  
**PARATRANSIT PROGRAM**  
**Measure B Planned Projects and Fund Reserves**

AGENCY NAME: **City of Hayward**  
DATE: **2/25/2015**

**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	\$ 350,000	\$ -	\$ 350,000	This amount will be utilized towards projects listed for FY15
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>100%</b> Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 109,372
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	<b>\$ 109,372</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	\$ 70,000	\$ -	\$ 70,000	This amount will be utilized towards projects listed for FY15
<b>TOTAL FY 13-14 UNDESIGNATED FUND RESERVE</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>100%</b> Unspent Percentage

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 70,000
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	<b>\$ 70,000</b>

**City of Hayward**  
**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 \$ 234,015

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ 234,015	\$ -	\$ -	\$ 234,015
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ 234,015</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 234,015</b>

FY 14-17 Window Expenditure Summary	
Original Start	\$ 234,015
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>\$ 234,015</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	\$234,015					\$ 234,015	\$ -	\$ 234,015
FY 15-18			\$0					\$ -	\$ -	\$ -
FY 16-19			Future Potential Reserve Window					TBD	TBD	TBD

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

### City of Hayward

#### 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	\$ 428,134	\$ 104,444	\$ 323,690	76%
Local Streets and Roads (Local Transportation)	\$ 1,963,310	\$ 1,751,248	\$ 212,062	11%
Paratransit	\$ 1,033,500	\$ 787,767	\$ 245,733	24%
<b>Totals:</b>	<b>\$ 3,424,944</b>	<b>\$ 2,643,459</b>	<b>\$ 781,485</b>	<b>23%</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	\$ 160,457	\$ 160,457	\$ -	-
Local Streets and Roads (Local Transportation)	\$ 533,215	\$ 533,215	\$ -	-
Paratransit	\$ -	\$ -	\$ -	-
<b>Totals:</b>	<b>\$ 693,672</b>	<b>\$ 693,672</b>	<b>\$ -</b>	<b>-</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	\$ -	\$ 94,566	\$ (94,566)	-
Local Streets and Roads (Local Transportation)	\$ -	\$ -	\$ -	-
Paratransit	\$ -	\$ -	\$ -	-
<b>Totals:</b>	<b>\$ -</b>	<b>\$ 94,566</b>	<b>\$ (94,566)</b>	<b>-</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	\$ -	\$ -	\$ -	-
Local Streets and Roads (Local Transportation)	\$ 360	\$ -	\$ 360	100%
Paratransit	\$ 350,000	\$ -	\$ 350,000	100%
<b>Totals:</b>	<b>\$ 350,360</b>	<b>\$ -</b>	<b>\$ 350,360</b>	<b>100%</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	\$ -	\$ -	\$ -	-
Local Streets and Roads (Local Transportation)	\$ -	\$ -	\$ -	-
Paratransit	\$ 70,000	\$ -	\$ 70,000	100%
<b>Totals:</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>100%</b>