

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

**AGENCY CONTACT INFORMATION**

**Agency Name:** **City of Berkeley**

**Date:** 12/29/2015 (revised Feb 2016)

**Primary Point of Contact**

**Name:** Nkechi Ndubuisi  
**Title:** Senior Management Analyst  
**Phone:** (510) 981-6317  
**Email:** nndubuisi@cityofberkeley.info

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**Agency's Certification of True and Accurate Reporting by Submission**

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

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**Program Compliance Report Structure**

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

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

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

**GENERAL COMPLIANCE REPORTING**

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

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

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

	Adoption Year
Bicycle Master Plan	2005
Pedestrian Master Plan	2010
Bicycle and Pedestrian Master Plan	

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

The original Berkeley Bicycle Plan was adopted in 1971 and the current Bicycle Plan was last adopted on February 22, 2005. A comprehensive Bicycle Plan Update is currently underway and is expected to be adopted in Fall 2016. Information and updates on the Plan can be found here: <http://www.bikeberkeley.com/>

The first Berkeley Pedestrian Master Plan was adopted by the City Council on June 22, 2010. Our Pedestrian Master Plan update process will initiate in 2016 with the goal of adopting an administrative update alongside the comprehensive Bike Plan Update in Fall 2016.

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

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

[http://www.alamedactc.org/files/managed/Document/11852/ACTIA\\_Ped\\_Toolkit\\_UPDATE\\_FINAL\\_EL\\_web\\_2009.pdf](http://www.alamedactc.org/files/managed/Document/11852/ACTIA_Ped_Toolkit_UPDATE_FINAL_EL_web_2009.pdf)

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

[http://www.dot.ca.gov/hq/LocalPrograms/bta/PDFs/Sec891\\_2.pdf](http://www.dot.ca.gov/hq/LocalPrograms/bta/PDFs/Sec891_2.pdf)

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

The Berkeley Pedestrian Master Plan meets and exceeds the core elements requirements. The Plan can be found here: <http://www.ci.berkeley.ca.us/pedestrian/>

The 2005 Berkeley Bicycle Plan meets the requirements of California Streets and Highways Code Section 891. The current plan can be found here: <http://www.ci.berkeley.ca.us/contentdisplay.aspx?id=6656>

**Publicity Requirements**

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

- 3. Did your agency publish an article highlighting Measure B/BB funded activities?**
- |            |        |
|------------|--------|
| Measure B  | Yes/No |
|            | Yes    |
| Measure BB | Yes    |

List Publication(s) and Date of Publication	Measure B or BB?	If no article was published, explain below.
City of Berkeley Press Release, December 2015	Both	N/A

- 4. Did your agency publish a website information highlighting Measure B/BB funded activities?**
- |            |        |
|------------|--------|
| Measure B  | Yes/No |
|            | Yes    |
| Measure BB | Yes    |

Website link(s)	Measure B or BB?	If no website information published, explain below.
<a href="http://www.ci.berkeley.ca.us/MeasureB-BB-VRF.aspx">http://www.ci.berkeley.ca.us/MeasureB-BB-VRF.aspx</a>		N/A

- 5. Did your agency post signage highlighting Measure B/BB funded activities?**
- |            |        |
|------------|--------|
| Measure B  | Yes/No |
|            | Yes    |
| Measure BB | Yes    |

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.	If no signage posted, explain below.
Bicycle Rack Installation - Alameda CTC stickers	Bicycle Rack Installation - Alameda CTC stickers

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

**TABLE 1: REVENUE AND EXPENDITURES**

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

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

**MEASURE B**

Beginning of Year Balance	\$ 523,848
Revenue	\$ 345,758
Interest	\$ 553
Expenditures	\$ 388,207
End of Year Fund Balance	\$ 481,952

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

N/A

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

N/A

**MEASURE BB**

	Amount
Beginning of Year Balance	\$ -
Revenue	\$ 56,210
Interest	\$ -
Expenditures	\$ -
End of Year Fund Balance	\$ 56,210

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

The first receipt, for the period of April 2015 was received June 29, 2015, which was too late to appropriate and expend in FY 2014-15.

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

N/A

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

**TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS**

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

- Expenditure total must correspond to your Audited Financial Statements.

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Bike/Ped	Scoping, Feasibility, Planning	Streetscape / Complete Streets	Transportation Planning Services - Berkeley Strategic Transportation (BeST) Plan (14TP04)	Planning and analysis to prioritize complete street and multimodal projects.	25%	Other (describe in Column J)	Berkeley Strategic Transportation Plan (BeST Plan) was approximately 25% complete by end of FY 15.	\$ 56,050	\$ -	Yes
2	Bike/Ped	PS&E	Streetscape / Complete Streets	Hearst Complete Streets Project (14ST07)	Restriping/reconfiguration of Hearst Ave. to improve access and safety for bicyclists, pedestrians, and transit riders. Including repaving, new signal at Hearst/LeRoy, new sidewalk to close gap between LeConte and Euclid, and buffered and parking-protected bike lanes, etc.	65%	Other (describe in Column J)	65% PS&E completed as of June 30, 2015.	\$ 71,217	\$ -	Yes
3	Bike/Ped	PS&E	Safety Improvements	Safe Routes to School Projects: Shattuck Avenue (15BP11)	Bulbouts and high-visibility crosswalk markings at uncontrolled pedestrians crossing locations.	65%	Other (describe in Column J)	65% of PS&E completed in FY 14-15.	\$ 33,883	\$ -	Yes
4	Pedestrian	Construction	Pedestrian Crossing	Oxford St/Berkeley Way Pedestrian Crossing Improvement (14TP10)	Shortened the crossing distance by constructing a corner bulbout and increased pedestrian visibility by installing high-visibility crosswalk.	95%	Other (describe in Column J)	Construction nearly complete by end of FY 14-15.	\$ 1,987	\$ -	Yes
5	Bike/Ped	Construction	Safety Improvements	Safe Routes to Transit: Solano/Culsa Intersection (12TP10)	Pedestrian/bus sidewalk bulb, high-visibility crosswalk markings and reconfiguration of turn lane to calm traffic.	100%	Other (describe in Column J)	Construction completed in FY 14-15.	\$ 14,208	\$ -	Yes
6	Bicycle	Operations	Education and Promotion	Bike to Work Day 2015	Preparation for and promotion of Bike to Work Day and staffing of event.	100%	Other (describe in Column J)	Event completed successfully.	\$ 7,000	\$ -	
7				Admin	Printing of City bicycle route maps			10,000 maps printed.	\$ 15,539	\$ -	
8				Staffing	Staff support for design work on Hearst Complete Streets, Shattuck Avenue Safe Routes to School, and Oxford/Berkeley Way Ped Crossing Improvement projects.			As of June 30, 2015: Hearst: 65% PS&E completed; Shattuck Ave Safe Routes: 65% PS&E completed; Oxford/Berkeley Way 95% design completed.	\$ 188,323	\$ -	
<b>TOTAL</b>									\$ 388,207	\$ -	
<b>Match to Table 1?</b>									TRUE	TRUE	

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

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

There are FOUR sections on this worksheet. Note the Dashboard Summary Box 1-3 are auto populated for reference/evaluation purposes, based on information inputted in Box 4-11.  
 1. Complete the EVEN Boxes first (starting with Box 4) with the fiscal year's expenditures, and then proceed to the ODD Boxes.  
 2. In the EVEN Numbered Boxes, enter the FY 14-15 Actual Expenditures that occurred.  
 3. In the ODD Numbered Boxes, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

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

BOX 1		BOX 2a				BOX 3																																																																																																																																				
MB Funds Available for FY 15-16 Allocation		FY 14-15 MB Planned vs. Actual Expenditures				FY 15-16 Allocation Summary of Available MB Funds																																																																																																																																				
FY 14-15 MB End of Year Fund Balance (from Table 2)		Planned	Actual	Unspent	% Unspent	Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL	Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.7																																																																																																																											
FY 14-15 Summary of End of Year Balance		Planned	Actual	Unspent	% Unspent	Planned Projects	\$ 136,849	\$ -	\$ -	\$ -	\$ 136,849	385,300	0%	100%	TRUE																																																																																																																											
FY 14-15 Planned Project Balance	\$ 158,088	FY 13-16 Cap	\$ 105,717	\$ 70,258	\$ 34,459	FY 16-19 Capital Reserve	\$ 236,660	\$ 148,640	\$ -	\$ -	\$ 385,300	175,714	0%	50%	TRUE																																																																																																																											
FY 13-16 Capital Reserve Window Balance	\$ 144,899	FY 14-17 Cap	\$ -	\$ 147,796	\$ (147,796)	Operations Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	100%	TRUE																																																																																																																										
FY 14-17 Capital Reserve Window Balance	\$ 32,269	FY 15-18 Cap	\$ -	\$ 43,188	\$ (43,188)	Undesignated Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	100%	TRUE																																																																																																																										
FY 15-18 Capital Reserve Window Balance	\$ 99,061	Operations	\$ -	\$ -	\$ -	TOTAL Measure B	\$ 373,509	\$ 148,640	\$ -	\$ -	\$ 522,149																																																																																																																															
FY 14-15 Operations Reserve Balance	\$ -	Undesignated	\$ -	\$ -	\$ -	<table border="1"> <thead> <tr> <th colspan="2">BOX 3a</th> </tr> <tr> <th colspan="2">MB FY 15-16 Allocation Verification</th> </tr> <tr> <td>Box 1: Available Funds</td> <td>\$ 522,150</td> </tr> <tr> <td>Box 2: Allocated Funds</td> <td>\$ 522,149</td> </tr> <tr> <td>Remaining Amount</td> <td>\$ 1</td> </tr> <tr> <td></td> <td>TRUE</td> </tr> </thead></table>										BOX 3a		MB FY 15-16 Allocation Verification		Box 1: Available Funds	\$ 522,150	Box 2: Allocated Funds	\$ 522,149	Remaining Amount	\$ 1		TRUE																																																																																																															
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Subtotal FY 14-17 Capital Reserve Commitment	\$ (12,209)	<table border="1"> <thead> <tr> <th colspan="2">BOX 5</th> </tr> <tr> <th colspan="2">FY 15-16 PLANNED PROJECTS (unreserved funds)</th> </tr> <tr> <th>Index No.</th> <th>Local Project No.</th> <th>Project Name</th> <th>Planned Expenditures FY 15-16</th> <th>Governing Board Approved?</th> <th>Describe Project Status as of June 30, 2015.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>N/A</td> <td>Personnel - Bicycle/Pedestrian Planning</td> <td>\$ 71,025</td> <td>Yes</td> <td>Ongoing staffing in support of bicycle and pedestrian planning activities.</td> </tr> <tr> <td>2</td> <td>N/A</td> <td>Personnel - Bicycle/Pedestrian</td> <td>\$ 65,824</td> <td>Yes</td> <td>Ongoing staffing in support of bicycle and pedestrian planning and projects.</td> </tr> <tr> <td>3</td> <td></td> <td></td> <td>\$ -</td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> <td>\$ -</td> <td></td> <td></td> </tr> <tr> <td>5</td> <td></td> <td></td> <td>\$ -</td> <td></td> <td></td> </tr> <tr> <td>6</td> <td></td> <td></td> <td>\$ -</td> <td></td> <td></td> </tr> <tr> <td colspan="3"><b>TOTAL FY 15-16 PLANNED PROJECTS</b></td> <td><b>\$ 136,849</b></td> <td></td> <td></td> </tr> </tbody> </table>														BOX 5		FY 15-16 PLANNED PROJECTS (unreserved funds)		Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.	1	N/A	Personnel - Bicycle/Pedestrian Planning	\$ 71,025	Yes	Ongoing staffing in support of bicycle and pedestrian planning activities.	2	N/A	Personnel - Bicycle/Pedestrian	\$ 65,824	Yes	Ongoing staffing in support of bicycle and pedestrian planning and projects.	3			\$ -			4			\$ -			5			\$ -			6			\$ -			<b>TOTAL FY 15-16 PLANNED PROJECTS</b>			<b>\$ 136,849</b>																																																																									
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BOX 6		BOX 7a				BOX 7b						
CAPITAL FUND RESERVE		FY 15-16 THROUGH FY 18-19				CAPITAL FUND RESERVE						
No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	FY 15-16	FY 16-17	FY 17-18	FY 18-19	1) Explain unspent funds in FY 14-15 and any reallocation.
1	14TP04	Transportation Planning Services	Prior FY Plan for FY 13-16 Window Actual / Confirm Plan for FY 13-16	\$ 103,717	\$ 56,050	\$ 47,667	46%	\$ 47,665	\$ -	\$ -	\$ -	1) Explain unspent funds in FY 14-15 and any reallocation. Project was behind schedule due to project management staff turnover as of the end of FY 2015, but caught up in July 2015.
2	14S707	Hearst Complete Streets Project	FY 13-16 Window Prior FY Plan for FY 14-17 Window Actual / Confirm Plan for FY 14-17	\$ -	\$ 101,403	\$ (101,403)	100%	\$ 180,068	\$ -	\$ -	\$ -	2) Describe changes to the reserve for this project. The project budget was increased to \$62,536 thru FY16-17. \$22,521 above the original projected budget. FY15-16 unspent funding will be carried over to FY16-17, as construction will continue over the summer.
3	15SP11	Safe Routes to School Projects (Caltrans Cycle 10, ATP Cycle 1)	FY 13-16 Window FY 14-17 Window Prior FY Plan for FY 15-18 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 43,188	\$ (43,188)	100%	\$ -	\$ -	\$ -	\$ -	3) Describe project status as of June 30, 2015. Berkeley Strategic Transportation Plan (BST Plan) was approximately 25% complete as of June 30, 2015.
4	14TP10	Oxford St/Berkeley Way Pedestrian Crossing Improvement	FY 13-16 Window FY 14-17 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 19,526	\$ (19,526)	100%	\$ -	\$ -	\$ -	\$ -	1) Explain unspent funds in FY 14-15 and any reallocation. N/A
5	12TP10	Safe Routes to Transit: Solano/Cuba Intersection	FY 13-16 Window FY 14-17 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 14,208	\$ (14,208)	100%	\$ -	\$ -	\$ -	\$ -	2) Describe changes to the reserve for this project. The project budget was increased to \$62,536 thru FY16-17. \$22,521 above the original projected budget. FY15-16 unspent funding will be carried over to FY16-17, as construction will continue over the summer.
6	14S706	Shattuck Reconfiguration	FY 13-16 Window FY 14-17 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 22,510	\$ (22,510)	100%	\$ -	\$ -	\$ -	\$ -	3) Describe project status as of June 30, 2015. 65% PS&E completed as of June 30, 2015 on Shattuck Ave Safe Routes to School project.
7	14TP09	BART Plaza and Transit Area Improvements	FY 13-16 Window FY 14-17 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 4,357	\$ (4,357)	100%	\$ 97,234	\$ 21,382	\$ -	\$ -	1) Describe project status as of June 30, 2015. Project 100% complete.
<b>TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL</b>		<b>\$ 103,717</b>	<b>\$ 256,885</b>	<b>\$ (153,168)</b>	<b>-</b>							2) Describe project status as of June 30, 2015. 35% PS&E. Project delayed due to delays in adjacent and closely coordinated BART Plaza project. MITC has reallocated construction funds to FY16-17 and project is currently on schedule for that allocation. No additional MB Bike & Ped funding is anticipated.

BOX 7		BOX 8				BOX 9						
CAPITAL FUND RESERVE		FY 15-16 THROUGH FY 18-19				FY 15-16 OPERATIONS FUND RESERVE						
No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	FY 15-16	FY 16-17	FY 17-18	FY 18-19	1) Explain unspent funds in FY 14-15 and any reallocation.
1	14TP04	Transportation Planning Services	Prior FY Plan for FY 13-16 Window Actual / Confirm Plan for FY 13-16	\$ 103,717	\$ 56,050	\$ 47,667	46%	\$ 47,665	\$ -	\$ -	\$ -	1) Explain unspent funds in FY 14-15 and any reallocation. Project was behind schedule due to project management staff turnover as of the end of FY 2015, but caught up in July 2015.
2	14S707	Hearst Complete Streets Project	FY 13-16 Window Prior FY Plan for FY 14-17 Window Actual / Confirm Plan for FY 14-17	\$ -	\$ 101,403	\$ (101,403)	100%	\$ 180,068	\$ -	\$ -	\$ -	2) Describe changes to the reserve for this project. The project budget was increased to \$62,536 thru FY16-17. \$22,521 above the original projected budget. FY15-16 unspent funding will be carried over to FY16-17, as construction will continue over the summer.
3	15SP11	Safe Routes to School Projects (Caltrans Cycle 10, ATP Cycle 1)	FY 13-16 Window FY 14-17 Window Prior FY Plan for FY 15-18 Window FY 15-18 Window FY 16-19 Window	\$ -	\$ 43,188	\$ (43,188)	100					

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

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

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

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

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

BOX 1	
MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance <sup>1</sup>	\$ 56,210
FY 15-16 MBB Projected Revenue <sup>2</sup>	\$ 286,962
<b>Total FY 15-16 MBB Funds Available<sup>3</sup></b>	<b>\$ 343,172</b>

Box 1 Notes

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

BOX 2					
FY 15-16 Allocation Summary of Available MBB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 134,781				\$ 134,781
FY 16-19 Capital Reserve	\$ -	\$ 208,391	\$ -	\$ -	\$ 208,391
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
<b>TOTAL Measure BB</b>	<b>\$ 134,781</b>	<b>\$ 208,391</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 343,172</b>

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 143,481	0%	50%	TRUE
\$ 28,696	0%	10%	TRUE

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

BOX 2a		
MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 343,172	All funds available for FY 15-16 Allocated?
BOX 2: Allocated Funds	\$ 343,172	
<b>Remaining Amount</b>	<b>\$ (0)</b>	

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

**SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)**

BOX 3					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	14TP04	Transportation Planning Services	\$ 73,330	Yes	Berkeley Strategic Transportation Plan (BeST Plan) was approximately 25% complete.
2	14TP08	Complete Streets Implementation Plan	\$ 61,451	Yes	Berkeley Strategic Transportation Plan (BeST Plan) was approximately 25% complete.

<b>TOTAL FY 15-16 PLANNED PROJECTS</b>	<b>\$ 134,781</b>
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**SECTION 2: CAPITAL FUND RESERVE**

BOX 4							
CAPITAL FUND RESERVE							
FY 15-16 through FY 18-19							
No.	Local ID No.	Project Name	Reserve Window	FY 15-16	FY 16-17	FY 17-18	FY 18-19
1	14ST07	Hearst Complete Streets Project	FY 16-19 Window	\$ -	\$ 66,783	\$ -	\$ -
2	14BP06	Bicycle Plan Update	FY 16-19 Window	\$ -	\$ 80,000	\$ -	\$ -
3		Complete Streets Design Guidelines	FY 16-19 Window	\$ -	\$ 61,608	\$ -	\$ -

BOX 4a	
CAPITAL FUND RESERVE	
Project Status	
1) Describe project status as of June 30, 2015.	65% PS&E completed as of June 30, 2015.
1) Describe project status as of June 30, 2015.	Approximately 25% complete.
1) Describe project status as of June 30, 2015.	Not yet started as of June 30, 2015.

Summary of Capital Fund Reserve - FY 14-15 through FY 18-19					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 16-19 Window	\$ -	\$ 208,391	\$ -	\$ -	\$ 208,391

**SECTION 3: OPERATIONS FUND RESERVE**

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

Directions

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

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

**SECTION 4: UNDESIGNATED FUND RESERVE**

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

Directions

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

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

## AUTOPOPULATED TRACKING SUMMARY Bicycle/Pedestrian Program

### 1. Capital Fund Reserves

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

MEASURE B Capital Fund Reserve Summary												
Reserve Window	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 13-16	\$ 273,270	\$ (3,478)	\$ (54,635)	\$ (70,258)	\$ 144,899				\$ 273,270	\$ (128,371)	\$ 144,899	
FY 14-17	\$ 180,065		\$ -	\$ (147,796)	\$ 32,269	\$ -			\$ 180,065	\$ (147,796)	\$ 32,269	
FY 15-18	\$ 142,249			\$ (43,188)	\$ 99,061	\$ -	\$ -		\$ 142,249	\$ (43,188)	\$ 99,061	
FY 16-19	\$ 385,300				\$ 236,660	\$ 148,640	\$ -	\$ -	\$ 385,300	\$ -	\$ 385,300	

MEASURE BB Capital Fund Reserve Summary												
Reserve	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 16-19	\$ 208,391				\$ -	\$ 208,391	\$ -	\$ -	\$ 208,391	\$ -	\$ 208,391	

### 2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 136,849				\$ 136,849
FY 13-16 Capital Reserve	\$ 144,899				\$ 144,899
FY 14-17 Capital Reserve	\$ 32,269	\$ -			\$ 32,269
FY 15-18 Capital Reserve	\$ 99,061	\$ -	\$ -		\$ 99,061
FY 16-19 Capital Reserve	\$ 236,660	\$ 148,640	\$ -	\$ -	\$ 385,300
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
<b>TOTAL Measure B</b>	<b>\$ 649,738</b>	<b>\$ 148,640</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 798,378</b>

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 134,781				\$ 134,781
FY 16-19 Capital Reserve	\$ -	\$ 208,391	\$ -	\$ -	\$ 208,391
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
<b>TOTAL Measure BB</b>	<b>\$ 134,781</b>	<b>\$ 208,391</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 343,172</b>



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

**GENERAL COMPLIANCE REPORTING**

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

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

PCI =

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

[http://mtc.ca.gov/news/street\\_fight/pci.htm](http://mtc.ca.gov/news/street_fight/pci.htm)

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

Indicate N/A, if not applicable.

In FY 14-15, with the passage of Berkeley's Measure M – Streets and Storm Water Bond in November 2012, the overall pavement rehabilitation program budget was increased. Planned construction projects included 2 overlay/reconstruction packages, 1 rubberized cape seal project and 1 slurry seal project. Bids for the surface seal projects were 40% over estimated costs. The surface seal project is being re-packaged and will be re-bid in FY 15/16.

**Publicity Requirements**

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

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

	Yes/No
Measure B	Yes
Measure BB	No

**List Publication(s) and Date of Publication**

Measure B or BB?

Press Release - June 3, 2015	Measure B
Street Paving Project Mailer - April 2015	Measure B
Capital Improvement Program Budget - May 2015	Both

**If no article was published, explain below.**

No Measure BB funding was allocated for a construction project in FY 14/15 due to late receipt of revenue.

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

	Yes/No
Measure B	Yes
Measure BB	No

**Website link(s)**

Measure B or BB?

<a href="http://www.cityofberkeley.info/Public_Works/Sidewalks-">http://www.cityofberkeley.info/Public_Works/Sidewalks-</a>	Both
<a href="http://cityofberkeley.info/uploadedFiles/Manager/Budge">http://cityofberkeley.info/uploadedFiles/Manager/Budge</a>	Both

**If no website information published, explain below.**

No Measure BB funding was allocated for a construction project in FY 14/15 due to late receipt of revenue.

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

	Yes/No
Measure B	Yes
Measure BB	No

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

**Project(s) associated with signage.**

Street Rehabilitation FY 2015

**If no signage posted, explain below.**

No Measure BB funding was allocated for a construction project in FY 14/15 due to late receipt of revenue.

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

**TABLE 1: REVENUE AND EXPENDITURES**

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

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

**MEASURE B**

Beginning of Year Balance	\$ 1,881,862
Revenue	\$ 2,775,644
Interest	\$ 1,198
Expenditures	\$ 3,369,472
	\$ -
End of Year Fund Balance	\$ 1,289,232

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

N/A

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

**MEASURE BB**

	Amount
Beginning of Year Balance	\$ -
Revenue	\$ 520,084
Interest	\$ -
Expenditures	\$ -
End of Year Fund Balance	\$ 520,084

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

The first receipt, for the period of April 2015 was received June 29, 2015, which was too late to appropriate and expend in FY 2014-15. Revenue for the months of May and June 2015 were received in FY 2015-16.

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

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

**TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS**

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Streets/Rds	Construction	Other (describe in Column J)	Roadway Thermoplastic Markings (13TM01)	Maintains roadway striping and pavement markings	68,806 2,933	Other (describe in Column J)	Roadway Stripings in Linear Feet & Roadway Legends/Symbols in Each	\$ 284,326	\$ -	Yes
2	Ped only	Maintenance	Traffic Calming	Traffic Calming Backlog (14TM06)	Provides neighborhood traffic calming	New Rectangular Rapid Flashing Beacons system and Road Diet Project	Other (describe in Column J)	Installed new Rectangular Rapid Flashing Beacons system on Sacramento @ Bancroft Way. The Alameda Road Diet Project included changing the pavement markings, remove one traffic lane in each direction, add new bike lanes, installation of dual left turn lanes.	\$ 98,353	\$ -	Yes
3	Ped only	Maintenance	Traffic Calming	15 MPH Speed Signs at Schools (14TM07)	Provides traffic calming near schools	Implemented at 11 schools	Other (describe in Column J)	Approx. 264 signs	\$ 29,003	\$ -	Yes
4	Streets/Rds	Scoping, Feasibility, Planning	Signals	Traffic Signals Improvement (15TP06)	Traffic signal improvements	Detail design completed for 2 signal improvements, conceptual design completed for 1 signal improvement	Other (describe in Column J)	3 signals	\$ 22,417	\$ -	Yes
5	Other	Other	Streetscape / Complete Streets	Complete Streets Implementation 14TP08	Planning to prioritize complete street projects in order to implement the Complete Streets Policy	25%	Other (describe in Column J)	Berkeley Strategic Transportation Plan (BeST Plan) was approximately 25% complete by end of FY 15.	\$ 45,449	\$ -	Yes
6	Streets/Rds	PS&E	Street Resurfacing/Maintenance	Potter/Bay/Bolivar Paving (14ST04)	Pavement rehabilitation	100%	Other (describe in Column J)	Final PS&E delivered by design consultant. Project advertised for bid.	\$ 79,703	\$ -	Yes
7	Streets/Rds	Construction	Street Resurfacing/Maintenance	Street Rehabilitation FY 2015 (15ST01)	Pavement rehabilitation including ADA ramp work	0	Square Feet	ADA ramp work in progress in FY14-15, paving operation not yet started.	\$ 331,143	\$ -	Yes
8	Streets/Rds	Construction	Street Resurfacing/Maintenance	Street Rehabilitation FY 2014 (14ST01)	Overlay of various streets (3.16 centerline miles, 2.71 completed in FY14-15)	456,088	Square Feet		\$ 724,000	\$ -	Yes
9	Streets/Rds	Maintenance	Staffing	Engineering	Salaries and Fringe - Sidewalk Inspector & Supervising Civil Engineer				\$ 48,566	\$ -	Yes
10	Streets/Rds	Maintenance	Street Resurfacing/Maintenance		Office and field supplies, telephones, equipment, training, and other general engineering administrative costs				\$ 20,597	\$ -	Yes
11	Other	Other	Staffing	Administration	Administrative & financial support				\$ 27,479	\$ -	Yes
12	Other	Other	Other (describe in Column J)	Administration	Supplies, equipment, and other general administrative costs.				\$ 2,471	\$ -	Yes
13	Other	Other	Staffing	Operations Administration	Administrative support services				\$ 5,769	\$ -	Yes
14	Other	Other	Operations	Operations Administration	Supplies, equipment, training, and other general administrative costs.				\$ 413	\$ -	Yes
15	Other	Other	Staffing	Environmental Compliance	Environmental compliance support				\$ 3,783	\$ -	Yes
16	Other	Other	Other (describe in Column J)	Environmental Compliance	Environmental compliance				\$ 4,223	\$ -	Yes
17	Streets/Rds	Maintenance	Staffing	Facilities Maintenance Electrical	Street Light Maintenance - Servicing and replacement of street lights.				\$ 15,550	\$ -	Yes

18	Streets/Rds	Maintenance	Staffing	Facilities Maintenance Electrical	Traffic Signal Maintenance - Servicing and replacement of traffic signals.				\$ 317,138	\$ -	Yes
19	Streets/Rds	Maintenance	Staffing	Transportation	Traffic Maintenance - Maintenance of traffic striping/markings, signage, and curb painting.				\$ 541,348	\$ -	Yes
20	Streets/Rds	Maintenance	Staffing	Streets	Street Maintenance - Maintenance of roads and sidewalks including patching and pothole repair.				\$ 576,400	\$ -	Yes
21	Streets/Rds	Maintenance	Street Resurfacing/Maintenance	Maintenance	Field supplies for maintenance.				\$ 120,593	\$ -	Yes
22	Other	Other	Staffing	Information Technology	Customer Service 311				\$ 26,841	\$ -	Yes
23	Streets/Rds	Maintenance	Other (describe in Column J)	Transportation	Administration - administrative and financial support				\$ 43,908	\$ -	Yes
24											
25									\$ -	\$ -	
<b>TOTAL</b>									\$ 3,369,472	\$ -	
<b>Match to Table 1?</b>									TRUE	TRUE	

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

How much of Measure BB LSR funds were expended on bike/pedestrian improvements?		<b>Meets minimum 15% threshold?</b>
Percent of Measure BB LSR funds expenditures on bike/pedestrian improvements:	-	TRUE

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

No Expenditures in FY 14/15.

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

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

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

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

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

BOX 1	
MB Funds Available for FY 15-16 Allocation	
FY 14-15 MB End of Year Fund Balance (From Table 1)	\$ 1,289,232
<b>FY 14-15 Summary of End of Year Balance</b>	
FY 14-15 Planned Project Balance <sup>1</sup>	\$ 529,859
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ 63,508
FY 14-17 Capital Reserve Window Balance <sup>3</sup>	\$ -
FY 15-18 Capital Reserve Window Balance <sup>4</sup>	\$ -
FY 14-15 Operations Reserve Balance <sup>5</sup>	\$ 400,941
FY 14-15 Undesignated Reserve Balance <sup>6</sup>	\$ 275,213
FY 14/15 Actual vs. Projected Revenue <sup>7</sup>	\$ 19,710
<b>Sub-total<sup>6</sup></b>	<b>\$ 1,289,231</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ (63,508)
Subtract FY 14-17 Capital Reserve Commitment	\$ -
Subtract FY 15-18 Capital Reserve Commitment	\$ -
<b>FY 14-15 Uncommitted Rollover Balance</b>	<b>\$ 1,225,723</b>
<b>FY 15-16 MB Projected Revenue</b>	<b>\$ 2,846,059</b>
<b>Total FY 15-16 MB Funds Available<sup>7</sup></b>	<b>\$ 4,071,782</b>

BOX 2a				
FY 14-15 MB Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
Planned	\$ 2,798,739	\$ 2,268,880	\$ 529,859	19%
FY 13-16 Cap	\$ 440,100	\$ 376,592	\$ 63,508	14%
FY 14-17 Cap	\$ 724,000	\$ 724,000	\$ -	-
FY 15-18 Cap	\$ -	\$ -	\$ -	-
Operations	\$ 400,941	\$ -	\$ 400,941	100%
Undesignated	\$ 275,213	\$ -	\$ 275,213	100%

BOX 2b						
CAPITAL RESERVE TRACKING						
REALLOCATION VERIFICATION TOOL						
Window	Original Allocation <sup>1</sup>	Expended FY 14-15	Amount To Allocate <sup>2</sup>	Amount Allocated <sup>3</sup>	Remaining to Allocate <sup>4</sup>	All funds available by window allocated?
FY 13-16	\$ 440,100	\$ 376,592	\$ 63,508	\$ 63,508	\$ -	TRUE
FY 14-17	\$ 724,000	\$ 724,000	\$ -	\$ -	\$ -	TRUE
FY 15-18	\$ -	\$ -	\$ -	\$ -	\$ -	TRUE

BOX 3					
FY 15-16 Allocation Summary of Available MB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 3,230,228				\$ 3,230,228
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 556,948				\$ 556,948
Undesignated Reserve	\$ 284,606				\$ 284,606
<b>TOTAL Measure B</b>	<b>\$ 4,071,782</b>	\$ -	\$ -	\$ -	<b>\$ 4,071,782</b>

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 1,423,030	20%	50%	TRUE
\$ 284,606	10%	10%	TRUE

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

BOX 3a	
MB FY 15-16 Allocation Verification	
BOX 1: Available Funds	\$ 4,071,782
BOX 3: Allocated Funds	\$ 4,071,782
<b>Remaining Amount</b>	<b>\$ 0</b>

All funds available for FY 15-16 Allocated ?

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

- Box 1 Notes**

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

**Box 2b Notes**

  1. Original identified is the amount set in prior year's compliance report.
  2. Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.
  3. Amount re-identified by recipient in the Capital Reserve Box 6 and 7.
  4. Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds. +/- \$1 differences acceptable.

**SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)**

BOX 4							
PLANNED PROJECTS (unreserved funds)							
FY 14-15 PLANNED VS ACTUAL EXPENDITURES							
No.	Local ID No.	Project Name	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Provide an explanation for positive or negative fund balances.
1	14ST04	Potter/Bay/Bolivar Paving	\$ 349,296	\$ 79,703	\$ 269,593	77%	Construction contract was being processed as of 6/30/15. Remainder to be expended in FY15-16
2	15ST01	Street Rehabilitation FY 2015	\$ 333,900	\$ -	\$ 333,900	100%	Project was still under construction as of 6/30/15. Funds were expended in FY15-16 (August 2015).
3	13TM01	Roadway Thermoplastic Marking	\$ 346,469	\$ 287,128	\$ 59,341	17%	Scheduling issues, holding retainer amount, project is still in progress.
4	14TM06	Traffic Calming Backlog	\$ 98,438	\$ 98,353	\$ 85	0%	Upgrading of one of the traffic circle is on hold because EBMUD will install a new water mainline at the location of the circle in Job completed under budget
5	14TM07	15 MPH Speed Signs at Schools	\$ 40,464	\$ 29,360	\$ 11,104	27%	
6	13TP01	Traffic Calming Program	\$ 46,115	\$ -	\$ 46,115	100%	Budgeted amount insufficient to complete a traffic calming project in FY14-FY15. \$46,115 carried over to FY 15-16.
7	N/A	Customer Call Center	\$ 26,812	\$ 26,841	\$ (29)	-	
8	N/A	Administrative and Operations Personnel	\$ 1,537,513	\$ 1,525,763	\$ 11,750	1%	
9	N/A	Operations	\$ 19,732	\$ 19,732	\$ -	-	Operations full amount spent was \$125,229. The difference of \$105,497 is reported in Box 8. Includes goods and equipment
10	N/A	Various Projects as identified on table 2.		\$ 202,000	\$ (202,000)	-	

<b>TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES</b>	<b>\$ 2,798,739</b>	<b>\$ 2,268,880</b>	<b>\$ 529,859</b>	<b>19%</b>
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BOX 5					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	16ST01	Street Rehabilitation FY 2016	\$ 724,000	Yes	In preliminary design
2	13TM01	Roadway Thermoplastic Marking	\$ 309,341	Yes	Scheduling issues, holding retainer amount, project is still in progress.
3	13TP01	Traffic Calming Program	\$ 46,115	Yes	\$25K spent, balance pending amended contract.
4	N/A	Administrative/Operations Personnel & Operations	\$ 1,464,675	Yes	
5	N/A	Transportation Admin Personnel	\$ 43,904	Yes	
6	N/A	Transportation Planning & Project Programming	\$ 38,700	Yes	Consultant contract executed 5/26/15; initial meeting to review
7	15ST01	Street Rehabilitation FY 2015	\$ 333,900	Yes	Under construction.
8	14ST04	Potter/Bay/Bolivar Paving	\$ 269,593	Yes	Construction contract being processed.
9					
10			\$ -		

<b>TOTAL FY 15-16 PLANNED PROJECTS</b>	<b>\$ 3,230,228</b>
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**SECTION 2: CAPITAL FUND RESERVE**

BOX 6						
CAPITAL FUND RESERVE						
FY 14-15 PLANNED VS ACTUAL EXPENDITURES						
No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
1	14TP08	Complete Streets Implementation Plan (Policy Development)	Prior Yr's Plan for FY 13-16 Window	\$ 50,000		
			Actual / Confirm Plan for FY 13-16		\$ 45,449	\$ 4,551
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window		\$ -	\$ -
<b>Total</b>			<b>\$ 50,000</b>	<b>\$ 45,449</b>	<b>\$ 4,551</b>	

BOX 7a			
CAPITAL FUND RESERVE			
FY 15-16 through FY 18-19			
FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ 4,551			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -
\$ 4,551	\$ -	\$ -	\$ -

BOX 7b	
CAPITAL FUND RESERVE	
Fund Adjustments and Project Status	
<b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b>	Project was behind schedule due to project management staff turnover as of the end of FY 2015, but caught up in July 2015.
<b>2) Describe changes to the reserve for this project.</b>	N/A
<b>3) Describe project status as of June 30, 2015.</b>	Scoring of projects completed, project maps developed, green infrastructure costs researched, chapter layout completed.

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
2	14ST01	Street Rehabilitation FY 2014	FY 13-16 Window		\$ -	\$ -
			Prior Yr's Plan for FY 14-17 Window	\$ 724,000		
			Actual / Confirm FY 14-17 Window		\$ 724,000	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
<b>Total</b>				<b>\$ 724,000</b>	<b>\$ 724,000</b>	<b>\$ -</b>

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

<b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b>
N/A
<b>2) Describe changes to the reserve for this project.</b>
N/A
<b>3) Describe project status as of June 30, 2015.</b>
Complete

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
3	15ST01	Street Rehabilitation FY 2015	Prior Yr's Plan for FY 13-16 Window	\$ 390,100		
			Actual / Confirm Plan for FY 13-16		\$ 331,143	\$ 58,957
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
<b>Total</b>				<b>\$ 390,100</b>	<b>\$ 331,143</b>	<b>\$ 58,957</b>

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ 58,957			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -
\$ 58,957	\$ -	\$ -	\$ -

<b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b>
Project was still under construction as of 6/30/15. Remainder was expended in FY15-16 (August 2015).
<b>2) Describe changes to the reserve for this project.</b>
Unexpended balance in FY14-15 carried forward for expenditure in FY15-16.
<b>3) Describe project status as of June 30, 2015.</b>
Project was still under construction as of 6/30/15. Remainder was expended in FY15-16 (August 2015).

TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL	Planned	Actual	Unspent	Unspent %
	\$ 1,164,100	\$ 1,100,592	\$ 63,508	5%

Summary of Capital Fund Reserve - Funds Used and Identified from FY 14-15 through FY 18-19						
Window	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 13-16	\$ 376,592	\$ 63,508				\$ 440,100
FY 14-17	\$ 724,000					\$ 724,000
FY 15-18	\$ -					\$ -
FY 16-19						\$ -
<b>Total</b>	<b>\$ 1,100,592</b>	<b>\$ 63,508</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,164,100</b>

### SECTION 3: OPERATIONS FUND RESERVE

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

Directions

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

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

BOX 8 FY 14-15 OPERATIONS FUND RESERVE PLANNED VS ACTUAL EXPENDITURES				
Planned Operations FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 400,941	\$ -	\$ 400,941	100%	

BOX 9 FY 15-16 OPERATIONS FUND RESERVE	
FY 15-16 Operations Fund Reserve	\$ 556,948

### SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions

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

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

BOX 10 UNDESIGNATED FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES				
Planned Undesignated FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 275,213	\$ -	\$ 275,213	100%	

BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	\$ 284,606

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

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

There are FOUR Sections on this worksheet. Note the Dashboard Summary Box 1-2 are auto populated for reference/evaluation purposes; based on information inputted in Box 3-6.  
1. Starting with Box 4, demonstrate the use of total available funds (Box 1, Total Funds Available in PURPLE) to proposed planned and reserve projects/categories.

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

BOX 1	
MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance <sup>1</sup>	\$ 520,084
FY 15-16 MBB Projected Revenue <sup>2</sup>	\$ 2,678,566
<b>Total FY 15-16 MBB Funds Available<sup>3</sup></b>	<b>\$ 3,198,650</b>

**Box 1 Notes**

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

BOX 2						
FY 15-16 Allocation Summary of Available MBB Funds						
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL	
Planned Projects	\$ 3,055,194				\$ 3,055,194	
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	Max. Allocation
Operations Reserve	\$ -				\$ -	\$ 1,339,283
Undesignated Reserve	\$ 143,456				\$ 143,456	267,857
<b>TOTAL Measure BB</b>	<b>\$ 3,198,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,198,650</b>	

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

BOX 2a		
MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 3,198,650	All funds available for FY 15-16 Allocated?
BOX 2: Allocated Funds	\$ 3,198,650	
<b>Remaining Amount</b>	<b>\$ (0)</b>	<b>TRUE</b>

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

**SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)**

BOX 3					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	16ST01	Street Rehab FY 2016	\$ 1,671,117	Yes	In Preliminary Design
2	16SW02	FY 2016 Responsive Sidewalk	\$ 100,000	Yes	In Preliminary Design
3	14TP04	Berkeley Strategic Transportation (BeST)	\$ 73,330	Yes	Approximately 25% completed.
4	14TP08	Complete Streets Implementation	\$ 61,451	Yes	Approximately 25% completed.
5	16RW01	Retaining Walls	\$ 270,000	Yes	Project being initiated
6	15TP06	Traffic Signal Improvements	\$ 116,800	Yes	Detail design completed for 2 signal improvements, conceptual design completed for 1
7	14ST06	Shattuck Reconfiguration	\$ 230,000	Yes	35% PS&E
8	16TP06	FY16 Traffic Signal Maintenance	\$ 515,800	Yes	Pending advertisement for bidding on project.
9	N/A	Street Maintenance	\$ 16,696	Yes	Work in progress. Other funding will be spent before MBB funding.

<b>TOTAL FY 15-16 PLANNED PROJECTS</b>	<b>\$ 3,055,194</b>
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**SECTION 2: CAPITAL FUND RESERVE**

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

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

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

**SECTION 3: OPERATIONS FUND RESERVE**

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

**Directions**

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

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

**SECTION 4: UNDESIGNATED FUND RESERVE**

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

**Directions**

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

BOX 6	
FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	\$ 143,456

## AUTOPOPULATED TRACKING SUMMARY

### Local Streets and Roads Program

#### 1. Capital Fund Reserves

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

MEASURE B Capital Fund Reserve Summary												
Reserve Window	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 13-16	\$ 440,100	\$ -	\$ -	\$ (376,592)	\$ 63,508				\$ 440,100	\$ (376,592)	\$ 63,508	
FY 14-17	\$ 724,000		\$ -	\$ (724,000)	\$ -	\$ -			\$ 724,000	\$ (724,000)	\$ -	
FY 15-18	\$ -			\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
FY 16-19	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

MEASURE BB Capital Fund Reserve Summary												
Reserve	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 16-19	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

#### 2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 3,230,228				\$ 3,230,228
FY 13-16 Capital Reserve	\$ 63,508				\$ 63,508
FY 14-17 Capital Reserve	\$ -	\$ -			\$ -
FY 15-18 Capital Reserve	\$ -	\$ -	\$ -		\$ -
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 556,948				\$ 556,948
Undesignated Reserve	\$ 284,606				\$ 284,606
<b>TOTAL Measure B</b>	<b>\$ 4,135,290</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,135,290</b>

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 3,055,194				\$ 3,055,194
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ 143,456				\$ 143,456
<b>TOTAL Measure BB</b>	<b>\$ 3,198,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,198,650</b>



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

**GENERAL COMPLIANCE REPORTING**

**Publicity Requirements**

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

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

	Yes/No
Measure B	Yes
Measure BB	Yes

**List Publication(s) and Date of Publication** Measure B or BB?

Nugget Newsletter - April 2015	Measure B
Nugget Newsletter - April 2015	Measure BB

**If no article was published, explain below.**

N/A

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

	Yes/No
Measure B	
Measure BB	

**Website link(s)** Measure B or BB?

<a href="http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=399">http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=399</a>	Measure B
<a href="http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=399">http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=399</a>	Measure BB

**If no website information published, explain below.**

N/A

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

	Yes/No
Measure B	Yes
Measure BB	Yes

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

**Project(s) associated with signage.**

Berkeley Paratransit Services

**If no signage posted, explain below.**

N/A

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

**TABLE 1: REVENUE AND EXPENDITURES**

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

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

**MEASURE B**

<b>Beginning of Year Balance</b>	\$ 156,914
<b>Revenue</b>	\$ 278,713
<b>Interest</b>	\$ 135
<b>Expenditures</b>	\$ 260,511
	\$ -
<b>End of Year Fund Balance</b>	\$ 175,251

Expenses = Table 2?

TRUE

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

*If not applicable, indicate N/A.*

Expenditures are less than revenue because slightly less taxi scrip was used than anticipated.

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

A correction on a prior year's audit resulted in a \$68 variance in actual expenditure as compared to audited statement. The adjustment is noted on Paratransit Table 2.

**MEASURE BB**

	<b>Amount</b>
<b>Beginning of Year Balance</b>	\$ -
<b>Revenue</b>	\$ 58,141
<b>Interest</b>	\$ -
<b>Expenditures</b>	\$ -
<b>End of Year Fund Balance</b>	\$ 58,141

Expenses = Table 2?

TRUE

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

*If not applicable, indicate N/A.*

The plan for spending Measure BB funds was not scheduled to begin until Fiscal Year 15/16.

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

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

**TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS**

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Senior and D	Operations	Same Day/Taxi Program	Berkeley Paratransit Taxi Program	Up to \$480 in taxi scrip annually to seniors over the age of 80 or those certified as disabled by East Bay Paratransit of ANY income; AND seniors age 70 to 79 whose incomes are not more than 50 percent of the Area Median Income	10250	Number of One-Way Unduplicated Trips	13% more trips provided as compared to FY14. Average cost per trip = \$22.96.	\$ 235,353	\$ -	Yes
2	Senior and D	Operations	Other	Wheelchair Van program	Van vouchers and/or free taxi scrip exclusively to wheelchair users needing wheelchair-accessible van service for rides.	628	Number of One-Way Unduplicated Trips	6% more trips provided as compared to FY14. Average cost per trip = \$34.66.	\$ 21,770	\$ -	Yes
3	Senior and D	Operations	Customer Service and Outreach	Customer services and Outreach for Berkeley Paratransit Services			Other (describe in Column J)	City of Berkeley General Funds provide an additional \$85,422 in support.	\$ 3,085	\$ -	Yes
4	Senior and D	Operations	Program Administration	Program Administration for Berkeley Paratransit Services			Other (describe in Column J)	City of Berkeley General Funds provide an additional \$11,718 in support.	\$ 371	\$ -	Yes
5	Other	Other	Other	Adjustment	Adjustment due to correction on prior year's audit				\$ (68)	\$ -	
<b>TOTAL</b>									\$ 260,511	\$ -	
<b>Match to Table 1?</b>									<b>TRUE</b>	<b>TRUE</b>	

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

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

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

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

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

BOX 1	
MB Funds Available for FY 15-16 Allocation	
FY 14-15 MB End of Year Fund Balance (From Table 1)	\$ 175,251
<b>FY 14-15 Summary of End of Year Balance</b>	
FY 14-15 Planned Project Balance <sup>1</sup>	\$ 14,489
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 15-18 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-15 Operations Reserve Balance <sup>3</sup>	\$ 119,468
FY 14-15 Undesignated Reserve Balance <sup>4</sup>	\$ 25,000
FY 14/15 Actual vs. Projected Revenue <sup>5</sup>	\$ 16,294
<b>Sub-total<sup>6</sup></b>	<b>\$ 175,251</b>
Subtract FY 13-16 Capital Reserve Commitment <sup>7</sup>	\$ -
Subtract FY 14-17 Capital Reserve Commitment <sup>7</sup>	\$ -
Subtract FY 15-18 Capital Reserve Commitment <sup>7</sup>	\$ -
<b>FY 14-15 Uncommitted Rollover Balance</b>	<b>\$ 175,251</b>
<b>FY 15-16 MB Projected Revenue</b>	<b>\$ 265,948</b>
<b>Total FY 15-16 MB Funds Available<sup>7</sup></b>	<b>\$ 441,199</b>

BOX 2a				
FY 14-15 MB Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
Planned	\$ 275,000	\$ 260,511	\$ 14,489	5%
FY 13-16 Cap	\$ -	\$ -	\$ -	-
FY 14-17 Cap	\$ -	\$ -	\$ -	-
FY 15-18 Cap	\$ -	\$ -	\$ -	-
Operations	\$ 119,468	\$ -	\$ 119,468	100%
Undesignated	\$ 25,000	\$ -	\$ 25,000	100%

BOX 3					
FY 15-16 Allocation Summary of Available MB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 300,000				\$ 300,000
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 116,199				\$ 116,199
Undesignated Reserve	\$ 25,000				\$ 25,000
<b>TOTAL Measure B</b>	<b>\$ 441,199</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 441,199</b>

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 132,974	44%	50%	TRUE
\$ 26,595	9%	10%	TRUE

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

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

BOX 3a		
MB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 441,199	All funds available for FY 15-16 Allocated?
BOX 3: Allocated Funds	\$ 441,199	
<b>Remaining Amount</b>	<b>\$ -</b>	<b>TRUE</b>

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

**Box 1 Notes**

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

**Box 2b Notes**

1. Original identified is the amount set in prior year's compliance report.
2. Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.
3. Amount re-identified by recipient in the Capital Reserve Box 6 and 7.
4. Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds. +/- \$1 differences acceptable.

**SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)**

BOX 4							
PLANNED PROJECTS (unreserved funds)							
FY 14-15 PLANNED VS ACTUAL EXPENDITURES							
No.	Local ID No.	Project Name	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Provide an explanation for positive or negative fund balances.
1	N7A	Paratransit Services	\$ 275,000	\$ 260,511	\$ 14,489	5%	Taxi scrip and wheelchair van costs were slightly less than anticipated. Revenue was higher than planned.
<b>TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES</b>			<b>\$ 275,000</b>	<b>\$ 260,511</b>	<b>\$ 14,489</b>	<b>5%</b>	

BOX 5					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	1	Berkeley Paratransit Services - Taxi and	\$ 300,000	Yes	Ongoing
<b>TOTAL FY 15-16 PLANNED PROJECTS</b>			<b>\$ 300,000</b>		

**SECTION 2: CAPITAL FUND RESERVE**

**SECTION 3: OPERATIONS FUND RESERVE**

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

**Directions**

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

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

BOX 8				
FY 14-15 OPERATIONS FUND RESERVE				
PLANNED VS ACTUAL EXPENDITURES				
Planned Operations FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 119,468	\$ -	\$ 119,468	100%	Our fund balance was planned for additional taxi and wheelchair van costs that exceeded revenue and assistance. The taxi and wheelchair costs were slightly less than anticipated.

BOX 9	
FY 15-16 OPERATIONS FUND RESERVE	
FY 15-16 Operations Fund Reserve	\$ 116,199

**SECTION 4: UNDESIGNATED FUND RESERVE**

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

**Directions**

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

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

BOX 10				
UNDESIGNATED FUND RESERVE				
FY 14-15 PLANNED VS ACTUAL EXPENDITURES				
Planned Undesignated FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 25,000	\$ -	\$ 25,000	100%	Undesignated reserve was planned for debit card implementation. The project is delayed so that we can participate in a multi-jurisdictional feasibility study to determine if multiple city providers can implement card system.

BOX 11	
FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	\$ 25,000

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

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

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

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

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

BOX 1 MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance <sup>1</sup>	\$ 58,141
FY 15-16 MBB Projected Revenue <sup>2</sup>	\$ 273,894
<b>Total FY 15-16 MBB Funds Available<sup>3</sup></b>	<b>\$ 332,035</b>

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

BOX 2 FY 15-16 Allocation Summary of Available MBB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 169,035				\$ 169,035
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 136,000				\$ 136,000
Undesignated Reserve	\$ 27,000				\$ 27,000
<b>TOTAL Measure BB</b>	<b>\$ 332,035</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 332,035</b>

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 136,947	50%	50%	TRUE
\$ 27,389	10%	10%	TRUE

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

BOX 2a MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 332,035	All funds available for FY 15-16 Allocated ?
BOX 2: Allocated Funds	\$ 332,035	
<b>Remaining Amount</b>	<b>\$ -</b>	

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

**SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)**

BOX 3 FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	1	High Need Medical Program	\$ 60,500	Yes	Planning stage
2	2	Customer Service and Outreach	\$ 52,000	Yes	Planning stage
3	3	Travel Training	\$ 35,000	Yes	Planning stage
4	4	Scholarship	\$ 21,535	Yes	Planning stage

<b>TOTAL FY 15-16 PLANNED PROJECTS</b>	<b>\$ 169,035</b>
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**SECTION 2: CAPITAL FUND RESERVE**

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

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

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

**SECTION 3: OPERATIONS FUND RESERVE**

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

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

BOX 5 FY 15-16 OPERATIONS FUND RESERVE	
FY 15-16 Operations Fund Reserve	\$ 136,000

**SECTION 4: UNDESIGNATED FUND RESERVE**

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

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

BOX 6 FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	\$ 27,000

## AUTOPOPULATED TRACKING SUMMARY Paratransit Program

### 1. Capital Fund Reserves

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

MEASURE B Capital Fund Reserve Summary												
Reserve Window	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 13-16	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -	
FY 14-17	\$ -		\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	
FY 15-18	\$ -			\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
FY 16-19	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

MEASURE BB Capital Fund Reserve Summary												
Reserve	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance	
FY 16-19	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

### 2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 300,000				\$ 300,000
FY 13-16 Capital Reserve	\$ -				\$ -
FY 14-17 Capital Reserve	\$ -	\$ -			\$ -
FY 15-18 Capital Reserve	\$ -	\$ -	\$ -		\$ -
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 116,199				\$ 116,199
Undesignated Reserve	\$ 25,000				\$ 25,000
<b>TOTAL Measure B</b>	<b>\$ 441,199</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 441,199</b>

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 169,035				\$ 169,035
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 136,000				\$ 136,000
Undesignated Reserve	\$ 27,000				\$ 27,000
<b>TOTAL Measure BB</b>	<b>\$ 332,035</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 332,035</b>

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

### Measure B

#### FY 14-15 Planned Projects

Program	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Amount FY 14-15	Unspent Percentage
Bicycle and Pedestrian	\$ 285,053	\$ 126,965	\$ 158,088	55%
Local Streets and Roads	\$ 2,798,739	\$ 2,268,880	\$ 529,859	19%
Paratransit	\$ 275,000	\$ 260,511	\$ 14,489	5%
<b>Totals:</b>	<b>\$ 3,358,792</b>	<b>\$ 2,656,356</b>	<b>\$ 702,436</b>	<b>21%</b>

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

TRUE