

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

City of Albany

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	\$ 69,578	\$ -	\$ 69,578	100%
Local Streets and Roads (Local Transportation)	\$ 559,880	\$ -	\$ 559,880	100%
Paratransit	\$ 31,065	\$ 36,791	\$ (5,726)	-
Totals:	\$ 660,523	\$ 36,791	\$ 623,732	94%

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	\$ -	\$ -	\$ -	-
Local Streets and Roads (Local Transportation)	\$ -	\$ -	\$ -	-
Paratransit	\$ -	\$ -	\$ -	-
Totals:	\$ -	\$ -	\$ -	-

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

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Bicycle and Pedestrian	\$ -	\$ -	\$ -	-
Local Streets and Roads (Local Transportation)	\$ -	\$ -	\$ -	-
Paratransit	\$ -	\$ -	\$ -	-
Totals:	\$ -	\$ -	\$ -	-

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	\$ 23,633	\$ -	\$ 23,633	100%
Local Streets and Roads (Local Transportation)	\$ 180,000	\$ -	\$ 180,000	100%
Paratransit	\$ 15,516	\$ 5,726	\$ 9,790	63%
Totals:	\$ 219,149	\$ 5,726	\$ 213,423	97%

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	\$ -	\$ -	\$ -	-
Totals:	\$ -	\$ -	\$ -	-

This Page Intentionally Left Blank.

This Page Intentionally Left Blank.

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

AGENCY NAME: **City of Albany**
DATE: **12/10/2014**

Index		Project Description						Status	Deliverables				Expenditures FY 13-14					Approvals and Plans		
Index No.	Local Project ID Number	Project Category	Project Phase	Project Type	Project Name	Project Description	Project Benefits	Project Status	Quantity Completed in FY 13-14	Units for Quantity	Description	Estimated Completed Quantity Funded by Measure B	Column L**	Column M**	Column N**	Column O	Column P	Column Q	Column R	Column S
		(Drop-down Menu)	(Drop-down Menu)	(Drop-down Menu)		(Describe project's benefit to the implementation area)	(at the end of FY 13-14)	(Drop-down Menu)	(Drop-down Menu)	(Indicate # of racks or lockers in Column J)	(Other details about unit or quantity)	(Auto calculates)	MB Bike/Ped Direct Local Distribution Program Expenditures	Other MB Bike/Ped Expenditures Discretionary Grant Fund	Other MB Bike/Ped Expenditures From LSR Direct Local Distribution Program	Non-MB Funding Expenditures (Vehicle Registration Fee)	Non-MB Funding Expenditures (Federal & state grants, city/local funds, etc.)	(L+M+N+O+P+Q) (Auto calculates)	(Drop-down Menu)	Is this Project in a Countywide Bicycle or Pedestrian Plan, if so which one? (Drop-down Menu)
1	917	Bicycle	Construction	Bike Parking	Bike Racks Citywide	Install bicycle parking at schools, parks, public buildings, and along the commercial district (San Pablo Avenue and Solano Avenue). In the 2013-14 fiscal year, the City installed 30 bike racks in the commercial district and 5 at Church on the Corner (equal to 30 bicycle parking spaces), and 4 bike racks at the Senior Center (8 bicycle parking spaces).	Provide bike parking to encourage the use of bicycles as mode of transportation within the City. The City of Albany has established a partnership with the Albany Strollers and Rollers and the business owners for the purchase and installation of the bike racks. In this way, the City has been able to install more racks.	Continuing/Ongoing	20	Bike Parking Spaces	8 bicycles and 12 scooters, plus 1 concrete pad to install bicycle racks at the Senior Center.	20	\$ 5,044					\$ 5,044	No	Both Plans
2	P93	Bike and Ped	Construction	Multiuse Paths (Class I)	Buchanan Marin Bikeway Phase III	Design intersection improvements at San Pablo/Marin intersection. Design the extension of the bicycle lanes from Cornell Avenue to San Pablo Avenue. Phase III of the Buchanan Marin Bikeway project started design process in June 2013. Construction is slated for 2015 and 2016. Measure B pass through funds are being used to match two competitive grants for this project: A \$616,100 BTA grant and Measure B grant in the amount of \$536,000. The project is being implemented with the Marin Utility Undergrounding project	When the Buchanan Marin Bikeway Phase III (aka Bay Trail Connector) is complete, the existing gap between the Ohlone Greenway and the Bay Trail will be eliminated, providing a continuous bicycle route and alternative options for work, school, and recreational trips. This in turn improves public health and air quality as it encourages the use of active modes of transportation.	Continuing/Ongoing	1	Other (describe in Column J)	This project is finalizing the PS&E Phase. Call for construction bids are scheduled for the summer of 2015. Construction is scheduled for the fall of 2015 and project completion in the summer of 2016.	1	\$ 2,527				\$ 31,423	\$ 33,951	Yes	Both Plans
3	927	Pedestrian	PS&E	Sidewalks and Ramps	Curb Ramp Citywide	The City has a curb ramp program that is usually implemented when pavement or other infrastructure improvements take place. This program is being funded by a combination of CDBG funds, pass through Measure B Bike and Ped and LSR	The program brings the City of Albany in compliance with Americans with Disabilities Act requirements.	Continuing/Ongoing	7	Other (describe in Column J)	Developemtn of plans	1	\$ 2,617		\$ 70,326		\$ 72,943	Yes	Both Plans	
4	P87	Bike and Ped	PS&E	Safety Improvements	Complete Streets Concept Plan for San Pablo and Buchanan Street	The project consists of developing conceptual plans for San Pablo Avenue that improve pedestrian and bicyclist safety. These include construction of bulb outs, high visibility crosswalks, installation of Rapid Flashing Pedestrian Beacon and traffic signal modifications. For Buchanan Street, the project includes gateway improvements, the Marin/Buchanan merge, and installation of a HAWK signal at Taylor.	The project will improve bicyclist and pedestrian safety along these corridors and will encourage the use of alternative modes of transportation.	Closed-Out in FY 13-14	1	Other (describe in Column J)	Plan	1	\$ 11,107			\$ 46,561	\$ 57,668	Yes	Both Plans	
5	P90	Pedestrian	PS&E	Pedestrian Crossing Improvements	Marin Curtis Safe Routes to School Project at Marin Elementary	The project consists of designing and implementing pedestrian safety improvements on the east side of Marin Elementary School. The improvements include bulbout, high visibility crosswalks at the Marin/Curtis intersection and at the Curtis/Sonoma intersection, and installation of a Rapid Flashing Pedestrian Beacon at Marin and Curtis.	This project will improve pedestrian safety in the proximity of Marin Elementary and it will complement the work done in 2012 by another SR25 project on the west side of the school. Together, the projects expand on our SR25 program and will encourage children to walk to school on a regular basis as families would feel more comfortable walking on the street.	Continuing/Ongoing	1	PS&E		1	\$ 5,611			\$ 41,954	\$ 47,564	Yes	Both Plans	
6	Dept 108	Other	Other (describe in Column E)	N/A	Professional Services: Measure B compliance auditors fee.	The annual audit provides accountability and ensures funds are spent in eligible programs and projects.	Continuing/Ongoing	1	Other (describe in Column J)	Audit	1	\$ 2,061					\$ 2,061			
7																				
												TOTALS:	\$ 28,967	\$ -	\$ 70,326	\$ -	\$ 119,938	\$ 219,231		

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 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.

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

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.

(Total Measure B Dollars Spent X Total Quantity) / Total Project Cost = 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.

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year
TABLE 3

BICYCLE AND PEDESTRIAN PROGRAM
Measure B Planned Projects and Fund Reserves

AGENCY NAME: **City of Albany**
DATE: **12/10/2014**

General Directions

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

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

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

DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES

BOX 1	
Total Measure B Available in FY 14-15	
FY 13-14 MB Ending Direct Local Distribution Balance	\$ 66,472
FY 13-14 Balances	
Planned Project Balance ¹	\$ 40,611
FY 13-16 Capital Reserve Window Balance ²	\$ -
FY 14-17 Capital Reserve Window Balance ²	\$ -
FY 13/14 Operational Reserve Balance ³	\$ 23,633
FY 13/14 Undesignated Reserve Balance ⁴	\$ -
FY 13/14 Actual vs. Projected Revenue ⁵	\$ 2,228
Sub-total⁶	\$ 66,472
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
FY 14-15 Uncommitted Rollover Funds	\$ 66,472
FY 14-15 MB Projected Revenue	\$ 53,728
Total FY 14-15 Measure B Funds Available⁷	\$ 120,200

- 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	\$ 69,578	\$ 28,967	\$ 40,611	58%
MB FY 13-16 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 23,633	\$ -	\$ 23,633	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 ¹	Expended FY 13-14	Amount To Allocate ²	Amount Allocated ³	Remaining to Allocate ⁴
FY 13-16	\$ -	\$ -	\$ -	\$ -	\$ -
FY 14-17	\$ -	\$ -	\$ -	\$ -	\$ -

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	\$ 87,889				\$ 87,889
MB Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
MB Operational Reserve	\$ 26,999				\$ 26,999
MB Undesignated Reserve	\$ 5,312				\$ 5,312
TOTAL Measure B	\$ 120,200	\$ -	\$ -	\$ -	\$ 120,200

Max. Allocation	% Allocated	Max. % Allowed
\$ 26,864	50%	50%
\$ 5,373	10%	10%

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 120,200
BOX 3: Allocated MB Funds	\$ 120,200
Remaining Amount	\$ 0

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	P87	Albany Complete Streets: San Pablo Ave, and Buchanan Street Corridors	Phases Project Completion/Closeout	\$ 9,328	\$ 11,107	\$ (1,779)	The design contract was amended due to a more extensive public process. Therefore, the proportion of Measure B matching funds increased.
			Total	\$ 9,328	\$ 11,107	\$ (1,779)	
2	P93	Buchanan Marin Bikeway Phase III	Phases PS&E	\$ 20,000	\$ 2,527	\$ 17,473	This project is being implemented in coordination with a utility undergrounding project. Measure B pass through funds are being used for grant matching. Currently, we are at the 65% level of design and according to the updated schedule, The City will
			Total	\$ 20,000	\$ 2,527	\$ 17,473	
3	G84	Safe Routes to School Program Coordinator and Educational Program	Phases Other	\$ 6,750	\$ -	\$ 6,750	Last year, it was proposed to use Measure B pass through funds for the SRTS program. However, due to the need to provide matching funds for the bike and ped infrastructure grants, it was determined to keep the Measure B funds in the CIP.
			Total	\$ 6,750	\$ -	\$ 6,750	
4	P90	Marin Curtis Safe Routes to School Pedestrian Improvements	Phases PS&E Construction	\$ 20,000 \$ 13,500	\$ 5,611 \$ -	\$ 14,389 \$ 13,500	Last year, the project schedule showed construction of this project in the fall of 2014. Public process delays due to design changes have delayed the project and it is now scheduled to be implemented in the summer of 2015. The PS&E is already complete and Council will
			Total	\$ 33,500	\$ 5,611	\$ 27,889	
5	927	Curb Ramp Construction	Phases Construction		\$ 2,617	\$ (2,617)	Measure B-Bike and Ped funds were used to supplement Measure B Local Streets and Roads funds used for curb ramp construction as part of the pavement rehabilitation program of 2014. This expense was not anticipated in last year's report.
			Total	\$ -	\$ 2,617	\$ (2,617)	
6	108	Professional fee	Phases Other		\$ 2,061	\$ (2,061)	Auditors Fee. The Finance Director decided to use Measure B Bike and ped pass through funds to pay for this year's audit.
			Total	\$ -	\$ 2,061	\$ (2,061)	
7	917	Bike Rack program	Phases Construction		\$ 5,044	\$ (5,044)	The Bike Parking program is ongoing and last year, it was included in the Operational Reserve category. Since there is still balance in the Planned category, it is being included here.
			Total	\$ -	\$ 5,044	\$ (5,044)	
8			Phases Operations		\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	

TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES	\$ 69,578	\$ 28,967	\$ 40,611	58%	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	P93	Buchanan Marin Bikeway Phase III	Phases PS&E	\$ 10,000	Yes	The City anticipates using \$10,000 of Measure B funds to finish the PS&E for this project. The match for construction will be spent in FY15-16.
			Total	\$ 10,000		
2	P90	Marin Curtis Safe Routes to School Pedestrian Improvements	Phases PS&E Construction	\$ 2,400 \$ 25,489	Yes	Project is in design phase. At the end of the 13/14 fiscal year, it was at 65% PS&E. The City Council will approve the construction plans and authorize the City Manager to call for construction bids in January 2015.
			Total	\$ 27,889		
3	S64	ATP Striping and Signage	Phases Construction	\$ 50,000	Yes	The project includes implementation of Wayfinding signage along the upcoming bicycle striping projects to be implemented in the summer/fall of 2015. Since it is not expected that all the striping bike projects be implemented with the 2015 pavement rehabilitation project, only \$50,000 have been allocated to the wayfinding signage for the 2015 fiscal year.
			Total	\$ 50,000		
4			Phases			
			Total	\$ -		
5			Phases			
			Total	\$ -		
6			Phases			
			Total	\$ -		
7			Phases			
			Total	\$ -		
8			Phases			
			Total	\$ -		

TOTAL FY 14-15 PLANNED PROJECTS	\$ 87,889
--	------------------

This Page Intentionally Left Blank.

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year
TABLE 3
BICYCLE AND PEDESTRIAN PROGRAM
Measure B Planned Projects and Fund Reserves

AGENCY NAME: City of Albany
 DATE: 12/10/2014

General Directions

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

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

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

SECTION 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			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		\$ -	\$ -			
			Total Project Cost				\$ -	\$ -	
			YEARLY TOTALS						
			Tracking						
							FY 13-16 Window	\$ -	
				FY 14-17 Window	\$ -				
				FY 15-18 Window	\$ -				
				Total	\$ -				

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

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
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

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

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

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

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

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	\$ 23,633	\$ -	\$ 23,633	There were no expenditures of fund P14: Miscellaneous Transportation in FY 13/14. For FY 14/15 there are two locations that qualify for traffic calming and the City will be using the available balance to implement speed humps at two locations in Albany. this will likely use the FY14/15 Operation Fund Reserve.
TOTAL FY 13-14 OPERATION FUND RESERVE	\$ 23,633	\$ -	\$ 23,633	100% Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 26,999
TOTAL FY 14-15 OPERATION FUND RESERVE	\$ 26,999

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	\$ -	\$ -	\$ -	

BOX 11 FY 14-15 MEASURE B UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ 5,312

This Page Intentionally Left Blank.

City of Albany

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.

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

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	\$ -	\$ -	\$ -	\$ -
Revised Plan	\$ -	\$ -	\$ -	\$ -	\$ -

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
Remaining	\$ -

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

Original Start Amount \$ -

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

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

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

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
Remaining	\$ -

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

This Page Intentionally Left Blank.

This Page Intentionally Left Blank.

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

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

Project Description							Status	Deliverables				Expenditures FY 13-14						Approvals			
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N**	Column O**	Column P***	Column Q***	Column R	Column S		
Index No.	Local Project ID Number	Project Category	Project Phase	Project Type	Project Name	Project Description	Project Benefits <i>(describe project's benefit to the implementation area)</i>	Project Status <i>(at the end of FY 13-14)</i>	Quantity Completed in FY 13-14	Units for Quantity <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by Measure B <i>(auto calculates)</i>	MB LSR Direct Local Distribution Program Expenditures	Other MB Expenditures from Bike/Ped Direct Local Distribution Program and/or grants	Other MB Expenditures from Mass Transit Direct Local Distribution Program and/or grants	Other MB Expenditures from Paratransit Direct Local Distribution Program and/or grants	Non-MB Funding Expenditures Vehicle Registration Fee	Non-MB Funding Expenditures <i>(federal & 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	N/A	Streets and Roads	Other	Other (describe in Column E)	Alameda County membership and gas/oil for maintenance vehicles	Membership fees		Continuing or Ongoing		1 Other (describe in Column J)	Alameda CTC Membership for one year	1	\$ 9,066						\$ 9,066	Yes	
2	Dept 410	Streets and Roads	Maintenance	Operations	Operations	Gas and Oil for maintenance vehicle	N/A	Continuing or Ongoing		1 Other (describe in Column J)	Operations	1	\$ 58						\$ 58	No	
3	Dept 921	Streets and Roads	Construction	Street Resurfacing and Maintenance	2014 Pavement Rehabilitation	This category includes project management	Provides project oversight and ensures contractor is working up to standards.	Closed Out in FY 13-14		1 Other (describe in Column J)	Project management	1	\$ 7,774						\$ 7,774	Yes	
4	Dept 925	Streets and Roads	PS&E	Street Resurfacing and Maintenance	2014 Pavement Rehabilitation	This category includes Project Design	This is part of the overall Pavement rehab program and provide for improved and safer ride for bicyclists and motorists.	Closed Out in FY 13-14		1 Other (describe in Column J)	Plans, Specifications and Estimates	1	\$ 70,326	\$ 2,617					\$ 72,943	Yes	
5	S20	Streets and Roads	Construction	Street Resurfacing and Maintenance	2014 Pavement Rehabilitation	Every year or every two years, the City performs Pavement rehabilitation project according to MTC Street Saver database	Smooth surface helps provide a safer environment for drivers and bicyclists and reduce emissions due to tire friction.	Closed Out in FY 13-14	146,200	Other (describe in Column J)	Pavement milling, 2800 SF of Pavement Repair, 485 pot hole repairs, striping including bike lane and sharrows.	146,200	\$ 615,483						\$ 615,483	Yes	
6																			\$ -		
TOTALS:												\$ 702,706	\$ 2,617	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 705,323	

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

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

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

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

Pull Down Menu Options			
Bike only	Scoping, Feasibility, Planning	Bike Parking	Planning in FY 13-14
Ped only	Environmental	Bikeways and Multiuse Paths	Initiated in FY 13-14
Bike/Ped	PS&E	Bridges and Tunnels	Continuing or Ongoing
Mass Transit	Right-of-Way	Education and Promotion	Closed Out in FY 13-14
Paratransit	Construction	Equipment and New Vehicles	
Streets and Roads	Maintenance	Operations	
Other	Operations	Pedestrian Crossing Improvements	
	Project Completion/Closeout	Sidewalks and Ramps	
	Other	Signage	
		Signals	
		Staffing	
		Street Resurfacing and Maintenance	
		Streetscape / Complete Streets (describe in Column E)	
		Traffic Calming	
		Welfare to Work Operations	
		Other (describe in Column E)	
		Bike Parking Spaces	
		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

Cell: C11**Comment:** Project Category:

Bicycle: Bicycle project.
 Bike/Pedestrian: Bicycle and pedestrian project.
 Pedestrian: Pedestrian project.

Cell: D11**Comment:** Project Phase:

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

Cell: E11**Comment:** Project Type:

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

Cell: I11**Comment:** Project Status:

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

Cell: J11

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

Cell: K11**Comment:** Units for Quantity:

Select from the drop-down menu and add any details about the unit or quantity in Column J.

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

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

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

Cell: M11

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

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

Cell: U11

Comment: Governing Board Approval

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

TABLE 3

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

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

General Directions

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

- 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	\$ 51,965
FY 13-14 Balances	
Planned Project Balance ¹	\$ -
FY 13-16 Capital Reserve Window Balance ²	\$ -
FY 14-17 Capital Reserve Window Balance ²	\$ -
FY 13/14 Operational Reserve Balance ³	\$ 37,174
FY 13/14 Undesignated Reserve Balance ⁴	\$ -
FY 13/14 Actual vs. Projected Revenue ⁵	\$ 14,791
Sub-total⁶	\$ 51,965
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
FY 14-15 Uncommitted Rollover Funds	\$ 51,965
FY 14-15 MB Projected Revenue	\$ 383,369
Total FY 14-15 Measure B Funds Available⁷	\$ 435,334

- 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	\$ 559,880	\$ 702,706	\$ (142,826)	-
MB FY 13-16 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 180,000	\$ (142,826)	\$ 37,174	21%
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 ¹	Expended FY 13-14	Amount To Allocate ²	Amount Allocated ³	Remaining to Allocate ⁴
FY 13-16	\$ -	\$ -	\$ -	\$ -	\$ -
FY 14-17	\$ -	\$ -	\$ -	\$ -	\$ -

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	\$ 385,334				\$ 385,334	Max. Allocation
MB Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	% Allocated
MB Operational Reserve	\$ 50,000				\$ 50,000	13%
MB Undesignated Reserve	\$ -				\$ -	0%
TOTAL Measure B	\$ 435,334	\$ -	\$ -	\$ -	\$ 435,334	Max. % Allowed

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 435,334
BOX 3: Allocated MB Funds	\$ 435,334
Remaining Amount	\$ 0

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	Albany Pavement Rehabilitation Project	Phases PS&E	\$ 146,717	\$ 70,326	\$ 76,391	The 2014 Pavement program included more roadway segments that needed to be rehabilitated due to their poor conditions. In addition, some of the corridors are designated bicycle facilities and striping will be implemented in 2015.
			Construction	\$ 254,655	\$ 515,482	\$ (260,827)	
Total				\$ 401,372	\$ 585,808	\$ (184,436)	
2	P42	Albany Sidewalk Program	Phases Maintenance	\$ 50,000	\$ -	\$ 50,000	The City will start its sidewalk program in Fiscal Year 14-15 and will spend this year's sidewalk allocation and the following year's along several locations that need sidewalk repairs and construction.
				\$ -	\$ -	\$ -	
Total				\$ 50,000	\$ -	\$ 50,000	
3	S42	Buchanan Bikeway Phase I and II Signal Adjustments and pavement potholing	Phases Construction	\$ 100,000	\$ 100,000	\$ -	This project was bundled up with the Pavement Rehabilitation Program of 2014.
				\$ -	\$ -	\$ -	
Total				\$ 100,000	\$ 100,000	\$ -	
4	N/A	Alameda County Transportation Commission Membership	Phases Other	\$ 8,508	\$ 9,066	\$ (558)	Membership fee increased
				\$ -	\$ -	\$ -	
Total				\$ 8,508	\$ 9,066	\$ (558)	
5	Dept 921	Street Pavement project management	Phases Construction	\$ -	\$ 7,774	\$ (7,774)	Pavement rehabilitation project management that was not included in the initial estimate of the 2014 pavement program.
				\$ -	\$ -	\$ -	
Total				\$ -	\$ 7,774	\$ (7,774)	
6	Dept 410	Street maintenance operations	Phases Operations	\$ -	\$ 58	\$ (58)	Gas and oil for maintenance vehicle.
				\$ -	\$ -	\$ -	
Total				\$ -	\$ 58	\$ (58)	
7			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
Total				\$ -	\$ -	\$ -	

TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES	\$ 559,880	\$ 702,706	\$ (142,826)	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	P42	Albany Sidewalk Program	Phases Construction	\$ 120,000	No	City Council will consider adoption of the new sidewalk program in March 2015. These funds are allocated to repair and build new sidewalk around parks, public buildings and schools in the City.
				\$ -		
Total				\$ 120,000		
2	S20	Pavement Rehabilitation Citywide	Phases PS&E	\$ 75,000	No	This project is part of the Pavement Rehabilitation program prepared through the MTC P-TAC. The City Council approves each pavement project and authorizes City Manager to issue a Call for Construction bids the year the pavement rehabilitation takes place.
			Construction	\$ 190,334		
Total				\$ 265,334		
3			Phases			
Total				\$ -		
4			Phases			
Total				\$ -		
5			Phases			
Total				\$ -		
6			Phases			
Total				\$ -		
7			Phases			
Total				\$ -		

TOTAL FY 14-15 PLANNED PROJECTS	\$ 385,334
--	-------------------

This Page Intentionally Left Blank.

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

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

General Directions

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

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

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

SECTION 2: Measure B Capital Fund Reserve

BOX 6 CAPITAL FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES									
Index No.	Local Project No.	Project Name	Original and Revised Reserve Windows	Phases	Planned FY 13-14	Actual Expenditures FY 13-14			
1			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			\$ -			
			Total Project Cost					\$ -	\$ -
			YEARLY TOTALS						
			Total					\$ -	\$ -

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

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
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

BOX 7b CAPITAL FUND RESERVE Fund Adjustments and Project Status	
1) Were FY 13-16 Reserve Window reallocated to this effort, if so from what project and in what amount?	
2) Were FY 14-17 Reserve Window Funds reallocated to this effort, if so from what project and in what amount?	
3) Describe Project Status as of June 30, 2014.	

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

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

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

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 used 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	\$ 180,000	\$ (142,826)	\$ 37,174	2014 Pavement Rehabilitation project had some cost savings as it was split between 2014 and 2015.
TOTAL FY 13-14 OPERATION FUND RESERVE	\$ 180,000	\$ (142,826)	\$ 37,174	21% Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ 50,000
TOTAL FY 14-15 OPERATION FUND RESERVE	\$ 50,000

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 used 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	\$ -	\$ -	\$ -	
TOTAL FY 13-14 UNDESIGNATED FUND RESERVE	\$ -	\$ -	\$ -	Unspent Percentage

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

This Page Intentionally Left Blank.

City of Albany

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 <i>(End of FY 15/16)</i>
---	--

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	\$ -	\$ -	\$ -	\$ -
Revised Plan	\$ -	\$ -	\$ -	\$ -	\$ -

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
Remaining	\$ -

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

Original Start Amount \$ -

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

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

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

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
Remaining	\$ -

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

This Page Intentionally Left Blank.

This Page Intentionally Left Blank.

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

AGENCY NAME: **City of Albany**
DATE: **12/22/2014**

Index		Project Description					Status	Deliverables			Expenditures FY 13-14									
Index No.	Local Project ID Number	Project Category	Project/Program Phase	Project Type	Service/Program/Project Name	Project Description	Project Benefits/Needs This Service Meets	Project Status	Quantity Completed in FY 13-14	Quantity Type Description	Description	Estimated Completed Quantity Funded by Measure B	MB Paratransit Direct Local Distribution Program Expenditures	Other MB Paratransit Expenditures MSL Fund	Other MB Paratransit Expenditures Paratransit Gap Grant Fund	Other MB Paratransit Expenditures Stabilization Fund	Other MB Expenditures from LSR Direct Local Distribution Program	Non-MB Funding Expenditures	Non-MB Fares	Total Project Cost
		(Drop-down Menu)	(Drop-down Menu)	(Drop-down Menu)			(describe project's benefit to the implementation area e.g. medical, grocery, recreation, regional trips, etc.)	(Drop-down Menu)		(Drop-down Menu)	(other details about unit or quantity)	(auto calculates)						(federal & state grants, city/local funds, etc.)	(cash fares, scrip/voucher purchases, fares retained by vendors or paid by third-party sponsors)	(L+M+N+O+P+Q+R-5)
1	N/A	Senior and Disabled Services	Operations	Same Day/Taxi Program	Taxi Subsidy Program	Taxi subsidy programs of 70% up to \$20 which ever is least for Albany residents age 80+ or EBP certified residents age 18+	provides rides for any purpose 24 hours/day & 7 days a week	Continuing or Ongoing	518	Trips (one-way)		518	\$ 4,472							\$ 4,472
2	N/A	Senior and Disabled Services	Operations	Group Trips	Shopping Trips	Using the Albany Senior Center Community Shuttle, provide accessible door-to-door service to nearby grocery stores, malls. Must be age 60+ and Albany residents to be picked up at home.	Basic Needs trips. Shopping trips are provided 2 Monday mornings a month (Hilltop Mall, Thrift Town & Dollar Store) and on Thursday (El Cerrito Plaza and Ranch 99)& Friday (safeway & target)mornings weekly. No trip limit.	Continuing or Ongoing	1,404	Trips (one-way)		1404	\$ 7,006							\$ 7,006
3	N/A	Senior and Disabled Services	Operations	Group Trips	Day trips, walking trips and senior center trips	Using the Albany Senior Center Community Shuttle, provide free accessible transportation for recreational and walking group trips throughout the Bay Area. 6 trip per month usually on Tuesdays and Wednesdays. Eligibility age 50+	Recreational and fitness group trips provides opportunities for social interaction with peers, physical exercises and lifelong learning in a safe and friendly environment.	Continuing or Ongoing	3,446	Trips (one-way)		3446	\$ 17,195							\$ 17,195
4	N/A	Senior and Disabled Services	Operations	Meal Delivery	Meals on Wheels	Meals on Wheels. Use the senior center van to deliver meals	meal delivery 4 days per week to homebound seniors	Closed Out in FY 13-14	380	Meals Delivered		380	\$ 235							\$ 235
5	N/A	Senior and Disabled Services	Operations	Management/Overhead/Staffing	Program Administration	Program Administration	Program Administration	Continuing or Ongoing				0	\$ 3,299							\$ 3,299
6	N/A	Senior and Disabled Services	Operations	Customer Service and Outreach	Program Administration	Program Administration - Outreach	Outreach	Continuing or Ongoing				0	\$ 4,584							\$ 4,584
7																				\$ -
TOTALS:												\$ 36,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,791

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)		

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.

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

Cell: F17

Comment: jnguyen:

Added details in Column D-F

Cell: F18

Comment: jnguyen:

Added details Columns D-F

TABLE 3

PARATRANSIT PROGRAM
Measure B Planned Projects and Fund Reserves

AGENCY NAME: **City of Albany**
DATE: **12/22/2014**

General Directions

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.
1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.
2. In the ODD Numbered Boxes, allocate the Total Measure B FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.

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

DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES

BOX 1	
Total Measure B Available in FY 14-15	
FY 13-14 MB Ending Direct Local Distribution Balance	\$ 10,741
FY 13-14 Balances	
Planned Project Balance ¹	\$ -
FY 13-16 Capital Reserve Window Balance ²	\$ -
FY 14-17 Capital Reserve Window Balance ²	\$ -
FY 13/14 Operational Reserve Balance ³	\$ 9,790
FY 13/14 Undesignated Reserve Balance ⁴	\$ -
FY 13/14 Actual vs. Projected Revenue ⁵	\$ 951
Sub-total⁶	\$ 10,741
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
FY 14-15 Uncommitted Rollover Funds	\$ 10,741
FY 14-15 MB Projected Revenue	\$ 32,310
Total FY 14-15 Measure B Funds Available⁷	\$ 43,050

- 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
	\$ 31,065	\$ 36,791	\$ (5,726)	-
MB FY 13-16 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-
MB Operation Reserve	\$ 15,516	\$ 5,726	\$ 9,790	63%
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 ¹	Expended FY 13-14	Amount To Allocate ²	Amount Allocated ³	Remaining to Allocate ⁴
FY 13-16	\$ -	\$ -	\$ -	\$ -	\$ -
FY 14-17	\$ -	\$ -	\$ -	\$ -	\$ -

- 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	\$ 43,050				\$ 43,050	Max. Allocation
MB Capital Reserve	\$ -				\$ -	% Allocated
MB Operational Reserve	\$ -				\$ -	16,155 0%
MB Undesignated Reserve	\$ -				\$ -	3,231 0%
TOTAL Measure B	\$ 43,050				\$ 43,050	Max. % Allowed

Total amount must equal Box 1.

BOX 3a	
MB FY 14/15 Allocation Verification	
BOX 1: Available MB Funds	\$ 43,050
BOX 3: Allocated MB Funds	\$ 43,050
Remaining Amount	\$ 0

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	FY 13/14 -01 TAXI	Taxi Subsidy Program	Phases	Operations	\$ 4,915	\$ 4,472	\$ 443	cost per trip decreased. Balance used to fund other projects in Box #4.
			Total		\$ 4,915	\$ 4,472	\$ 443	
2	FY 13/14 -02 DAY TRIP	Day Trips and Walking Trips	Phases	Operations	\$ 11,000	\$ 17,195	\$ (6,195)	provided more trips, used operational reserve to cover additional expenditure
			Total		\$ 11,000	\$ 17,195	\$ (6,195)	
3	FY 13/14 -03 SHOP	Shopping Trips	Phases	Operations	\$ 5,500	\$ 7,006	\$ (1,506)	provided more trips, used operational reserves and shopping trip fees to cover additional expenses
			Total		\$ 5,500	\$ 7,006	\$ (1,506)	
4	FY 13/14 -04 VISION	Supervision	Phases	Operations	\$ 5,450	\$ 3,299	\$ 2,151	decreased supervision due to Manager temporary change in workload. Balance used to fund other projects in Box #4.
			Total		\$ 5,450	\$ 3,299	\$ 2,151	
5	FY 13/14 -05 INFO	Outreach	Phases	Operations	\$ 4,200	\$ 4,584	\$ (384)	provided additional outreach for additional trips. Project funded through remaining balance in Box 4.
			Total		\$ 4,200	\$ 4,584	\$ (384)	
6	FY13/14 - 06 MEAL	Meal Delivery	Phases	Operations	\$ -	\$ 235	\$ (235)	used operational reserves to cover expenditure
			Total		\$ -	\$ 235	\$ (235)	
TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES					\$ 31,065	\$ 36,791	\$ (5,726)	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	FY14-15-01 TAXI	Taxi Subsidy	Phases	Operations	\$ 4,800	Yes	ongoing
			Total		\$ 4,800		
2	FY14-15-02 GROUP TRIPS	Day Trips and Walking Trips	Phases	Operations	\$ 10,272	Yes	ongoing
			Total		\$ 10,272		
3	FY14-15-03 SHOP	Shopping trips	Phases	Operations	\$ 7,138	Yes	ongoing
			Total		\$ 7,138		
4	FY14-15-04 VISION	supervision	Phases	Operations	\$ 2,000	Yes	ongoing
			Total		\$ 2,000		
5	FY14-15-05 INFO	Outreach	Phases	Operations	\$ 7,500	Yes	ongoing
			Total		\$ 7,500		
6	FY14-15-06 OP	Operating reserves	Phases	Operations	\$ 11,340	yes	ongoing
			Total		\$ 11,340		
TOTAL FY 14-15 PLANNED PROJECTS					\$ 43,050		

This Page Intentionally Left Blank.

TABLE 3
PARATRANSIT PROGRAM
Measure B Planned Projects and Fund Reserves

AGENCY NAME: **City of Albany**
DATE: **12/22/2014**

General Directions

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

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

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

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

SECTION 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			Actual / Confirm Original Plan		\$ -	\$ -			
			FY 14-17 Window		\$ -	\$ -			
			New FY 15-18 Window		\$ -	\$ -			
			New Phase - Using FY 13-16 Funds		\$ -	\$ -			
			New Phase - Using FY 14-17 Funds		\$ -	\$ -			
			New Phase - Using FY 15-18 Funds		\$ -	\$ -			
			Total Project Cost				\$ -	\$ -	
			FY 13-16 Window				\$ -	\$ -	
			FY 14-17 Window				\$ -	\$ -	
			FY 15-18 Window				\$ -	\$ -	
Total				\$ -	\$ -				
YEARLY TOTALS									
Tracking									
Total FY 13-14 Planned vs. Actual Expenses				Planned	Actual	Unspent			
CAPITAL FUND RESERVE				\$ -	\$ -	\$ -			

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
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

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

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

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

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

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	\$ 15,516	\$ 5,726	\$ 9,790	Provided more day trips than anticipated and meal delivery. Operation fund reserves were used to cover additional costs in Box 4.
TOTAL FY 13-14 OPERATION FUND RESERVE	\$ 15,516	\$ 5,726	\$ 9,790	63% Unspent Percentage

BOX 9 FY 14-15 MEASURE B OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ -
TOTAL FY 14-15 OPERATION FUND RESERVE	\$ -

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	\$ -	\$ -	\$ -	
TOTAL FY 13-14 UNDESIGNATED FUND RESERVE	\$ -	\$ -	\$ -	Unspent Percentage

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

This Page Intentionally Left Blank.

City of Albany
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	\$ -	\$ -	\$ -	\$ -
Revised Plan	\$ -	\$ -	\$ -	\$ -	\$ -

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
Remaining	\$ -

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

Original Start Amount \$ -

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

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

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
Remaining	\$ -

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

This Page Intentionally Left Blank.