

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

### City of Berkeley

#### FY 13-14 Planned Projects

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

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

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

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

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

#### FY 13-14 Operations Fund Reserve

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

#### FY 13-14 Undesignated Fund Reserve

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

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

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

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

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

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

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

TABLE 3

BICYCLE AND PEDESTRIAN PROGRAM  
Measure B Planned Projects and Fund Reserves

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

General Directions

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

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

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

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

DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES

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

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

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

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

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

Box 2a Notes:

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

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

Total amount must equal Box 1.

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

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

SECTION 1: Measure B Planned Projects (unreserved funds)

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

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



TABLE 3

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

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

**General Directions**

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

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

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

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

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

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

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

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

67% unspent

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

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

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

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

TABLE 3

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

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

**General Directions**

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

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

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

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

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

**Directions**

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

To establish a new annual reserve, complete Box 9.

| BOX 8<br>MEASURE B OPERATION FUND RESERVE<br>FY 13-14 PLANNED VS ACTUAL EXPENDITURES |                             |                              |                         |  |
|--|-----------------------------|------------------------------|-------------------------|--|
|  | Planned Op Reserve FY 13-14 | Actual Expenditures FY 13-14 | Unspent Amount FY 13-14 | Describe reason for fund balance & any funds reallocated to projects in Box 4.   |
| FY 13-14 Operation Fund Reserve  | \$ 81,500                   | \$ 4,362                     | \$ 77,138               | Used Operational Reserve on previously unidentified costs in Box #4 as follows:<br>Index #4 - \$834<br>Index #5 - \$50<br>Index #6 - \$1,442<br>Index #7 - \$2036<br>Total = \$4,362<br>Did not require the use of the remaining balance in FY 13-14 |
| <b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>   | <b>\$ 81,500</b>            | <b>\$ 4,362</b>              | <b>\$ 77,138</b>        | 95% Unspent Percentage   |

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

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

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

**Directions**

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

To establish a new annual reserve, complete Box 11.

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

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

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

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

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

**Original Start Amount \$ 269,792**

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

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

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

**Original Start Amount \$ 180,065**

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

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

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

**Original Start Amount \$ 142,249**

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

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

| <b>ALL WINDOW SUMMARY</b> |          |           |                                 |          |          |          |          |                 |                  |                   |
|---------------------------|----------|-----------|---------------------------------|----------|----------|----------|----------|-----------------|------------------|-------------------|
| Reserve Window            | FY 12/13 | FY 13/14  | FY 14/15                        | FY 15/16 | FY 16/17 | FY 18/19 | FY 19/20 | Original Amount | Expended To Date | Remaining Balance |
| FY 13-16                  | -\$3,478 | -\$54,635 | \$215,157                       |          |          |          |          | \$ 269,792      | \$ (58,113)      | \$ 211,679        |
| FY 14-17                  |          | \$0       | \$180,065                       |          |          |          |          | \$ 180,065      | \$ -             | \$ 180,065        |
| FY 15-18                  |          |           | \$142,249                       |          |          |          |          | \$ 142,249      | \$ -             | \$ 142,249        |
| FY 16-19                  |          |           | Future Potential Reserve Window |          |          |          |          | TBD             | TBD              | TBD               |



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

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

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

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Cell: J11**

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

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

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

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

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

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

**Cell: M11**

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

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

**Cell: U11**

**Comment:** Governing Board Approval

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

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

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

**General Directions**

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

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

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

**DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES**

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

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

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

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

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

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

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

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

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

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

| BOX 4   |                   |   |                                       |                                       |                              |                         |  |
|---|-------------------|---|---------------------------------------|---------------------------------------|------------------------------|-------------------------|--|
| MEASURE B PLANNED PROJECTS (unreserved funds) |                   |   |                                       |                                       |                              |                         |  |
| FY 13-14 PLANNED VS ACTUAL EXPENDITURES       |                   |   |                                       |                                       |                              |                         |  |
| Index No.                                     | Local Project No. | Project Name                            | Phase                                 | TRACKING FY 13-14 (Prior Year's) PLAN |                              |                         | Provide an explanation for positive or negative balance & fund reallocation. Indicate N/A if no balance or reallocation. |
|   |                   |   |                                       | Planned FY 13-14                      | Actual Expenditures FY 13-14 | Unspent Amount FY 13-14 |  |
| 1   | 09TP09            | Russel Acton Traffic Calming            | Phases Project Completion/Closeout    | \$ 22,892                             | \$ 22,892                    | \$ -                    |  |
|   |                   |   | <b>Total</b>                          | \$ 22,892                             | \$ 22,892                    | \$ -                    |  |
| 2   | N/A               | Customer Call Center                    | Phases Other                          | \$ 26,614                             | \$ 26,618                    | \$ (4)                  |  |
|   |                   |   | <b>Total</b>                          | \$ 26,614                             | \$ 26,618                    | \$ (4)                  |  |
| 3   | N/A               | Administrative and Operations Personnel | Phases Other                          | \$ 1,694,108                          | \$ 1,533,076                 | \$ 161,032              | 10%  |
|   |                   |   | <b>Total</b>                          | \$ 1,694,108                          | \$ 1,533,076                 | \$ 161,032              |  |
| 4   | N/A               | Operations                              | Phases Operations                     | \$ 127,264                            | \$ 105,403                   | \$ 21,861               | 17%  |
|   |                   |   | <b>Total</b>                          | \$ 127,264                            | \$ 105,403                   | \$ 21,861               |  |
| 5   | 13TM01            | Roadway Thermoplastic Marking           | Phases Construction                   | \$ 175,000                            | \$ 78,531                    | \$ 96,469               | 55%  |
|   |                   |   | <b>Total</b>                          | \$ 175,000                            | \$ 78,531                    | \$ 96,469               |  |
| 6   | 14TM06            | Traffic Calming Backlog                 | Phases Project Completion/Closeout    | \$ 135,000                            | \$ 61,387                    | \$ 73,613               | 55%  |
|   |                   |   | <b>Total</b>                          | \$ 135,000                            | \$ 61,387                    | \$ 73,613               |  |
| 7   | 13PT01            | Traffic Calming Backlog                 | Phases Scoping, Feasibility, Planning | \$ 75,000                             | \$ 3,885                     | \$ 71,115               | 95%  |
|   |                   |   | <b>Total</b>                          | \$ 75,000                             | \$ 3,885                     | \$ 71,115               |  |
| 8   | 14SW02            | Responsive Sidewalks FY 14              | Phases Construction                   | \$ 461                                | \$ 461                       | \$ -                    |  |
|   |                   |   | <b>Total</b>                          | \$ 461                                | \$ 461                       | \$ -                    |  |
| 9   | 14TM07            | 15 MPH Spdd Signs at Schools            | Phases Scoping, Feasibility, Planning | \$ 31,033                             | \$ -                         | \$ 31,033               | 83%  |
|   |                   |   | Operations                            | \$ 17,567                             | \$ 8,136                     | \$ 9,431                |  |
| 10  | 11BP13            | West Street Bike Boulevard              | Phases Construction                   | \$ -                                  | \$ 17,204                    | \$ (17,204)             |  |
|   |                   |   | <b>Total</b>                          | \$ -                                  | \$ 17,204                    | \$ (17,204)             |  |
| 11  | 14ST04            | Potter/Bay/Bolivar Paving               | Phases Scoping, Feasibility, Planning | \$ 704                                | \$ -                         | \$ (704)                |  |
|   |                   |   | <b>Total</b>                          | \$ 704                                | \$ -                         | \$ (704)                |  |
| 12  |                   |   | Phases                                | \$ -                                  | \$ -                         | \$ -                    |  |
|   |                   |   | <b>Total</b>                          | \$ -                                  | \$ -                         | \$ -                    |  |

|  |              |              |            |     |         |
|--|--------------|--------------|------------|-----|---------|
| <b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b> | \$ 2,304,939 | \$ 1,858,297 | \$ 446,642 | 19% | 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  | 14ST04            | Potter/Bay/Bolivar Paving               | Phases PS&E         | \$ 93,219                 | Yes                                  | Design consultant authorized to proceed.  |
|  |                   |   | Construction        | \$ 256,077                |                                      |   |
| 2  | 15ST01            | Street Rehabilitation FY 2015           | Phases Construction | \$ 333,900                | Yes                                  | In planning stage.  |
|  |                   |   | <b>Total</b>        | \$ 333,900                |                                      |   |
| 3  | 13TM01            | Roadway Thermoplastic Marking           | Phases Construction | \$ 346,469                | Yes                                  | Work in progress, @ 75% task completed before June 2014.  |
|  |                   |   | <b>Total</b>        | \$ 346,469                |                                      |   |
| 4  | 14TM06            | Traffic Calming Backlog                 | Phases              | \$ 98,438                 | Yes                                  | Alameda Road Diet is completed 100% before June 2014. The reconstruction of Traffic Circle on Santa Fe/Cornell/Page is completed 95% before December 2014. The reconstruction of traffic circle on Woolsey/Eton is on hold until the start/completion of EB/MD pipeline replacement project. However, the design work is completed 75%. |
|  |                   |   | <b>Total</b>        | \$ 98,438                 |                                      |   |
| 5  | 14TM07            | 15 MPH Speed Signs at Schools           | Phases              | \$ 40,464                 | Yes                                  | Work orders issued for implementation during school summer break.   |
|  |                   |   | <b>Total</b>        | \$ 40,464                 |                                      |   |
| 6  | 13TP01            | Traffic Calming Program                 | Phases              | \$ 46,115                 | Yes                                  | All task completed 100%. Before July 2014.  |
|  |                   |   | <b>Total</b>        | \$ 46,115                 |                                      |   |
| 7  | N/A               | Customer Call Center                    | Phases              | \$ 26,812                 | Yes                                  | 25% of 1 Customer Service Specialist III position in the call center. The Call Center responds to telephone and online questions, complaints and service calls for street and sidewalk repairs, traffic signal and street light maintenance and traffic maintenance.  |
|  |                   |   | <b>Total</b>        | \$ 26,812                 |                                      |   |
| 8  | N/A               | Administrative and Operations Personnel | Phases              | \$ 1,537,513              | Yes                                  | Partial salaries and benefits for Traffic Maintenance, Admin & Fiscal Services, Engineering Inspectors, Environmental Compliance, Traffic, Street & Sidewalk Maintenance staff.   |
|  |                   |   | <b>Total</b>        | \$ 1,537,513              |                                      |   |
| 9  | N/A               | Operations                              | Phases              | \$ 19,732                 | Yes                                  | Office and field supplies, conference and training and for staffing areas indicated above.  |
|  |                   |   | <b>Total</b>        | \$ 19,732                 |                                      |   |
| 10   |                   |   | Phases              | \$ -                      |                                      |   |
|  |                   |   | <b>Total</b>        | \$ -                      |                                      |   |
| 11   |                   |   | Phases              | \$ -                      |                                      |   |
|  |                   |   | <b>Total</b>        | \$ -                      |                                      |   |
| 12   |                   |   | Phases              | \$ -                      |                                      |   |
|  |                   |   | <b>Total</b>        | \$ -                      |                                      |   |

|  |              |
|--|--------------|
| <b>TOTAL FY 14-15 PLANNED PROJECTS</b> | \$ 2,798,739 |
|--|--------------|



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

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

**General Directions**

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

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

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

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

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

Directions

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

To establish a new annual reserve, complete Box 9.

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

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

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

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

Directions

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

To establish a new annual reserve, complete Box 11.

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

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

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

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

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

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

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

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

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

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

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

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

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

**Original Start Amount \$ -**

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

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

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



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

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

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

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

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

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

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

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

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

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year

Cell: C12

**Comment:** Project Category:

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

Meals on Wheels: Delivery of meals.

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

Senior Services: Services primarily created for senior mobility.

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

Cell: D12

**Comment:** Project Phase:

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

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

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

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

Construction: Construction of a new capital project,

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

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

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

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

Cell: E12

**Comment:** Project Type:

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

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

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

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

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

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

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

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

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

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

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

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

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

Cell: I12

**Comment:** Project Status:

Choose project status on June 30, 2014:

- Planning in FY 13-14,

- Initiated in FY 13-14,

- Continuing or Ongoing, or

- Closed Out in FY 13-14.

Cell: J12

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

Cell: K12

**Comment:** Quantity Type Description:

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

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

Meals Delivered: Number of meals delivered to individuals.

Scholarships Provided: Number of scholarship/scrip vouchers distributed.

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

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

Cell: M12

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

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

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

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

**General Directions**

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

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

**Box 1 Notes:**

- 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                                      | \$ 237,269 | \$ 241,311 | \$ (4,042) | -         |
| MB FY 13-16 Capital Reserve Window                       | \$ -       | \$ -       | \$ -       | -         |
| MB FY 14-17 Capital Reserve Window                       | \$ -       | \$ -       | \$ -       | -         |
| MB Operation Reserve                                     | \$ 126,089 | \$ 4,022   | \$ 122,067 | 97%       |
| MB Undesignated Reserve                                  | \$ 25,218  | \$ -       | \$ 25,218  | 100%      |

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

Prepopulated projection  
This amount must equal Box 3.

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

**Box 2a Notes:**

- 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  | \$ 275,000        |          |          |          | \$ 275,000        |
| MB Capital Reserve   | \$ -              | \$ -     | \$ -     | \$ -     | \$ -              |
| MB Operational Reserve                                     | \$ 119,468        |          |          |          | \$ 119,468        |
| MB Undesignated Reserve                                    | \$ 25,000         |          |          |          | \$ 25,000         |
| <b>TOTAL Measure B</b>                                     | <b>\$ 419,468</b> | \$ -     | \$ -     | \$ -     | <b>\$ 419,468</b> |

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

Total amount must equal Box 1.

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

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

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

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

| TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES |            |            |         |
|---|------------|------------|---------|
| \$ 237,269                                    | \$ 241,311 | \$ (4,042) | Unspent |

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

| TOTAL FY 14-15 PLANNED PROJECTS |  |
|---------------------------------|--|
| \$ 275,000                      |  |

**SECTION 2: Measure B Capital Fund Reserve**

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

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

| 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 |
| \$ -   | \$ -     | \$ -     | \$ -     | \$ -         |

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

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

General Directions

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

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

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

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

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

Directions

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

To establish a new annual reserve, complete Box 9.

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

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

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

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

Directions

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

To establish a new annual reserve, complete Box 11.

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

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

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

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

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

Original Start Amount \$ -

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

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

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

Original Start Amount \$ -

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

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

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

Original Start Amount \$ -

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

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

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