

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

AGENCY CONTACT INFORMATION

Agency Name: **City of Newark**

Date: 2/19/2016

Primary Point of Contact

Name: Myvan Khuu-Seeman

Title: Administrative Analyst

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Agency's Certification of True and Accurate Reporting by Submission

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

Program Compliance Report Structure

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

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

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

GENERAL COMPLIANCE REPORTING

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

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

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

	Adoption Year
Bicycle Master Plan	
Pedestrian Master Plan	
Bicycle and Pedestrian Master Plan	2016

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

The City of Newark is progressing towards completing a final draft of its first Pedestrian and Bicycle Master Plan. An additional one-year extension was obtained for the project through the Alameda County Transportation Commission. The Master Plan will identify potential infrastructure projects, as well as policies and programs, which could be established to improve the biking and walking environment in the City. It is anticipated that the final draft will be available for review by the City's Bicycle and Pedestrian Advisory Committee, and the general public, in early 2016. City Council approval is targeted for mid-2016. The Master Plan will ultimately become part of the Transportation Element of the City's General Plan.

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

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

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

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

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

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

For the pedestrian component of the City's Pedestrian and Bicycle Master Plan, core elements include pedestrian safety, pedestrian accessibility (including persons with disabilities), streetscape design, traffic engineering practices, interagency coordination, project prioritization and implementation, enforcement, encouragement, and educational programs. The bicycle component of the plan will include all elements previously required for Bicycle Transportation Account (BTA) funding under section 891.2 of the Streets and Highways Code. The City is also integrating additional requirements for an Active Transportation Plan for compliance with the Complete Streets Act, AB 1358.

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

GENERAL COMPLIANCE REPORTING

Publicity Requirements

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

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

	Yes/No
Measure B	Yes
Measure BB	Yes

List Publication(s) and Date of Publication

Measure B or BB?

Newark News, Spring 2015	Both

If no article was published, explain below.

N/A

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

	Yes/No
Measure B	Yes
Measure BB	Yes

Website link(s)

Measure B or BB?

http://www.newark.org/departments/public-works/e	Both
http://www.newark.org/departments/public-works/e	

If no website information published, explain below.

N/A

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

	Yes/No
Measure B	No
Measure BB	No

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

Measure B signs were not posted because no Measure B expenditures were used in FY14-15 for the Bicycle and Pedestrian Program. Although Project 1065 (2014 Curb, Gutter, and Sidewalk Program) was anticipated to begin at

If no signage posted, explain below.

Measure BB signs were not posted because no Measure BB expenditures were used in FY14-15.

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

TABLE 1: REVENUE AND EXPENDITURES

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

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

MEASURE B

Beginning of Year Balance	\$ 12,058
Revenue	\$ 129,518
Interest	\$ 186
Expenditures	\$ -
End of Year Fund Balance	\$ 141,762

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

Approximately \$110,000 in project funds was anticipated to be expended at the end of FY14/15 (Project 1095 - 2015 Curb, Gutter, Sidewalk Replacement Program). However, construction did not commence until after the start of the new fiscal year due to minor delays. The funds were spent in the first half of FY15/16.

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

N/A

MEASURE BB

	Amount
Beginning of Year Balance	\$ -
Revenue	\$ 21,056
Interest	\$ -
Expenditures	\$ -
End of Year Fund Balance	\$ 21,056

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

These funds were spent in the first half of FY15/16 as part of the 2015 Curb, Gutter, Sidewalk Replacement Program (Project 1095).

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

N/A

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

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1									\$ -	\$ -	
2									\$ -	\$ -	
3									\$ -	\$ -	
TOTAL									\$ -	\$ -	
Match to Table 1?									TRUE	TRUE	

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

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

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

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

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

BOX 1	
MB Funds Available for FY 15-16 Allocation	
FY 14-15 MB End of Year Fund Balance (From Table 1)	\$ 141,762
FY 14-15 Summary of End of Year Balance	
FY 14-15 Planned Project Balance ¹	\$ -
FY 13-16 Capital Reserve Window Balance ²	\$ 2,997
FY 14-17 Capital Reserve Window Balance ²	\$ 4,270
FY 15-18 Capital Reserve Window Balance ²	\$ 129,853
FY 14-15 Operations Reserve Balance ³	\$ -
FY 14-15 Undesignated Reserve Balance ⁴	\$ -
FY 14/15 Actual vs. Projected Revenue ⁵	\$ 4,642
Sub-total⁶	\$ 141,762
Subtract FY 13-16 Capital Reserve Commitment	\$ (2,997)
Subtract FY 14-17 Capital Reserve Commitment	\$ (4,270)
Subtract FY 15-18 Capital Reserve Commitment	\$ (129,853)
FY 14-15 Uncommitted Rollover Balance	\$ 4,642
FY 15-16 MB Projected Revenue	\$ 131,194
Total FY 15-16 MB Funds Available⁷	\$ 135,836

BOX 2a				
FY 14-15 MB Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent
Planned	\$ -	\$ -	\$ -	-
FY 13-16 Cap	\$ 2,997	\$ -	\$ 2,997	100%
FY 14-17 Cap	\$ 4,270	\$ -	\$ 4,270	100%
FY 15-18 Cap	\$ 102,853	\$ -	\$ 102,853	100%
Operations	\$ -	\$ -	\$ -	-
Undesignated	\$ -	\$ -	\$ -	-

BOX 2b						
CAPITAL RESERVE TRACKING						
REALLOCATION VERIFICATION TOOL						
Window	Original Allocation ¹	Expended FY 14-15	Amount To Allocate ²	Amount Allocated ³	Remaining to Allocate ⁴	All funds available by window allocated?
FY 13-16	\$ 2,997	\$ -	\$ 2,997	\$ 2,997	\$ -	TRUE
FY 14-17	\$ 4,270	\$ -	\$ 4,270	\$ 4,270	\$ -	TRUE
FY 15-18	\$ 129,853	\$ -	\$ 129,853	\$ 129,853	\$ -	TRUE

BOX 3					
FY 15-16 Allocation Summary of Available MB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -	\$ -	\$ -	\$ -	\$ -
FY 16-19 Capital Reserve	\$ 80,000	\$ 55,836	\$ -	\$ -	\$ 135,836
Operations Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL Measure B	\$ 80,000	\$ 55,836	\$ -	\$ -	\$ 135,836

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 65,597	0%	50%	TRUE
\$ 13,119	0%	10%	TRUE

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

BOX 3a	
MB FY 15-16 Allocation Verification	
BOX 1: Available Funds	\$ 135,836
BOX 3: Allocated Funds	\$ 135,836
Remaining Amount	\$ -

All funds available for FY 15-16 Allocated ?
Remaining amount must reflect ZERO to indicate identification of all available Measure B funds. +/- \$1 differences acceptable.

- Box 1 Notes**
1. Auto populated from Box 4's Balance, only shows positive balances.
 2. Last Year's identified Capital Reserve commitment subtract FY 14/15 Expenditures.
 3. Auto populated from Box 8's Operation Balance.
 4. Auto populated from Box 10's Undesignated Balance.
 5. Amount is Actual Distributions/Interest subtract Last Year's provided revenue projections.
 6. Sub-total Balance should match FY 14-15 Ending Balance, noted in the top of Box 1. Box will turn GREEN if true.
 7. Funds available (not previously committed in a Capital Fund Reserve) to allocate to FY 15-16 planned and/or reserves categories (ODD Numbered Boxes).
- Box 2b Notes**
1. Original identified is the amount set in prior year's compliance report.
 2. Unspent fund balance originally committed to the reserves that must be reallocated within the respective reserve windows.
 3. Amount re-identified by recipient in the Capital Reserve Box 6 and 7.
 4. Remaining amount should be zero to indicate identification of all originally identified Capital Reserve Funds. +/- \$1 differences acceptable.

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

BOX 4							
PLANNED PROJECTS (unreserved funds)							
FY 14-15 PLANNED VS ACTUAL EXPENDITURES							
No.	Local ID No.	Project Name	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Provide an explanation for positive or negative fund balances.
1					\$ -	-	

TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -
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BOX 5					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1			\$ -		

TOTAL FY 15-16 PLANNED PROJECTS	\$ -
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SECTION 2: CAPITAL FUND RESERVE

BOX 6 CAPITAL FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES						
No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
1	1095	2015 Curb, Gutter, Sidewalk Replacement	Prior Yr's Plan for FY 13-16 Window	\$ 2,997		
			Actual / Confirm Plan FY 13-16		\$ -	\$ 2,997
			Prior Yr's Plan for FY 14-17 Window	\$ 4,270		
			FY 14-17 Window		\$ -	\$ 4,270
			Prior Yr's Plan for FY 15-18 Window	\$ 102,853		
			FY 15-18 Window		\$ -	\$ 102,853
Total			\$ 110,120	\$ -	\$ 110,120	

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
2	1072	2015 Citywide Handicap Ramp	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			Prior Yr's Plan for FY 15-18 Window			
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
Total			\$ -	\$ -	\$ -	

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
3	1101	2016 Citywide Handicap Ramp	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
Total			\$ -	\$ -	\$ -	

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
4	1118	2016 Curb, Gutter, Sidewalk Replacement	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
Total			\$ -	\$ -	\$ -	

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
5	953	Bicycle and Pedestrian Master Plan	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window			
Total			\$ -	\$ -	\$ -	

BOX 7a CAPITAL FUND RESERVE FY 15-16 through FY 18-19			
FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ 2,997			
\$ 4,270	\$ -		
\$ 102,853	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -
\$ 110,120	\$ -	\$ -	\$ -

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -			
\$ -	\$ -		
\$ 27,000			
\$ 27,000	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -
\$ 27,000	\$ -	\$ -	\$ -

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ -	\$ 27,000	\$ -	\$ -
\$ -	\$ 27,000	\$ -	\$ -

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ 70,000	\$ 28,836	\$ -	\$ -
\$ 70,000	\$ 28,836	\$ -	\$ -

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -			
\$ -	\$ -		
\$ -	\$ -	\$ -	
\$ 10,000	\$ -	\$ -	\$ -
\$ 10,000	\$ -	\$ -	\$ -

**BOX 7b
CAPITAL FUND RESERVE
Fund Adjustments and Project Status**

1) Explain unexpended funds in FY 14-15 and any reallocation.
This project was anticipated to start at the end of FY14/15, however, construction did not commence until after the start of the new fiscal year due to minor delays. Approximately \$110,000 in unspent funds from FY14/15 was expended in the first half of FY15/16.

2) Describe changes to the reserve for this project.
Moved funds to FY 15/16

3) Describe project status as of June 30, 2015.
Due to minor delays, the project started at the beginning of FY15/16 instead of at the end of FY14/15.

1) Explain unexpended funds in FY 14-15 and any reallocation.
N/A

2) Describe changes to the reserve for this project.
N/A

3) Describe project status as of June 30, 2015.
N/A

1) Describe project status as of June 30, 2015.
N/A

1) Describe project status as of June 30, 2015.
N/A

1) Describe project status as of June 30, 2015.
In FY14-15, City Council approved an additional \$10,000 to include additional scope of work by the City's consultant for Newark's Bicycle and Pedestrian Master Plan. As a result, the final plan will be compliant with new State of California Active Transportation Program (ATP) Guidelines. City Council approval of the final Master Plan is targeted for mid-2016.

TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL	Planned	Actual	Unspent	Unspent %
	\$ 110,120	\$ -	\$ 110,120	100%

Summary of Capital Fund Reserve - Funds Used and Identified from FY 14-15 through FY 18-19							
Window	FY 14-15		FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 13-16	\$ -		\$ 2,997				\$ 2,997
FY 14-17	\$ -		\$ 4,270	\$ -			\$ 4,270
FY 15-18	\$ -		\$ 129,853	\$ -	\$ -		\$ 129,853
FY 16-19			\$ 80,000	\$ 55,836	\$ -	\$ -	\$ 135,836
Total	\$ -		\$ 217,120	\$ 55,836	\$ -	\$ -	\$ 272,956

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

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

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

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

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

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions

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

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

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

BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	

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

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

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

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

BOX 1	
MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance ¹	\$ 21,056
FY 15-16 MBB Projected Revenue ²	\$ 107,128
Total FY 15-16 MBB Funds Available³	\$ 128,184

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

BOX 2					
FY 15-16 Allocation Summary of Available MBB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -	\$ -	\$ -	\$ -	\$ -
FY 16-19 Capital Reserve	\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184
Operations Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL Measure BB	\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 53,564	0%	50%	TRUE
\$ 10,713	0%	10%	TRUE

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

BOX 2a		
MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 128,184	All funds available for FY 15-16 Allocated?
BOX 2: Allocated Funds	\$ 128,184	
Remaining Amount	\$ -	

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

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

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

SECTION 2: CAPITAL FUND RESERVE

BOX 4							
CAPITAL FUND RESERVE							
FY 15-16 through FY 18-19							
No.	Local ID No.	Project Name	Reserve Window	FY 15-16	FY 16-17	FY 17-18	FY 18-19
1	1095	2015 Curb, Gutter, Sidewalk	FY 16-19 Window	\$ 24,000	\$ -	\$ -	\$ -
2	1118	2016 Curb, Gutter, Sidewalk	FY 16-19 Window	\$ -	\$ 104,184	\$ -	\$ -

BOX 4a	
CAPITAL FUND RESERVE	
Project Status	
1) Describe project status as of June 30, 2015.	
As of June 30, 2015, this project had been awarded by the City Council but construction was not yet underway.	
1) Describe project status as of June 30, 2015.	
N/A	

Summary of Capital Fund Reserve - FY 14-15 through FY 18-19					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 16-19 Window	\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184

SECTION 3: OPERATIONS FUND RESERVE

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

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

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

SECTION 4: UNDESIGNATED FUND RESERVE

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

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

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

AUTOPOPULATED TRACKING SUMMARY Bicycle/Pedestrian Program

1. Capital Fund Reserves

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

MEASURE B Capital Fund Reserve Summary											
Reserve Window	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 13-16	\$ 226,667	\$ (83,670)	\$ (140,000)	\$ -	\$ 2,997				\$ 226,667	\$ (223,670)	\$ 2,997
FY 14-17	\$ 124,407		\$ (120,137)	\$ -	\$ 4,270	\$ -			\$ 124,407	\$ (120,137)	\$ 4,270
FY 15-18	\$ 129,853			\$ -	\$ 129,853	\$ -	\$ -		\$ 129,853	\$ -	\$ 129,853
FY 16-19	\$ 135,836				\$ 80,000	\$ 55,836	\$ -	\$ -	\$ 135,836	\$ -	\$ 135,836

MEASURE BB Capital Fund Reserve Summary											
Reserve	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 16-19	\$ 128,184				\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184	\$ -	\$ 128,184

2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -				\$ -
FY 13-16 Capital Reserve	\$ 2,997				\$ 2,997
FY 14-17 Capital Reserve	\$ 4,270	\$ -			\$ 4,270
FY 15-18 Capital Reserve	\$ 129,853	\$ -	\$ -		\$ 129,853
FY 16-19 Capital Reserve	\$ 80,000	\$ 55,836	\$ -	\$ -	\$ 135,836
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
TOTAL Measure B	\$ 217,120	\$ 55,836	\$ -	\$ -	\$ 272,956

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -				\$ -
FY 16-19 Capital Reserve	\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
TOTAL Measure BB	\$ 24,000	\$ 104,184	\$ -	\$ -	\$ 128,184

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

GENERAL COMPLIANCE REPORTING

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

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

PCI =

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

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

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

Indicate N/A, if not applicable.

N/A

Publicity Requirements

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

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

	Yes/No
Measure B	Yes
Measure BB	Yes

List Publication(s) and Date of Publication

Measure B or BB?

If no article was published, explain below.

Newark News, Spring 2015	Both

N/A

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

	Yes/No
Measure B	Yes
Measure BB	Yes

Website link(s)

Measure B or BB?

If no website information published, explain below.

http://www.newark.org/departments/public-works/	Both

N/A

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

	Yes/No
Measure B	Yes
Measure BB	No

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

Project 1063: 2014 Street Maintenance Program
Project 1065: 2014 Curb, Gutter, Sidewalk Replacement

If no signage posted, explain below.

Measure BB signs were not posted because no Measure BB expenditures were used in FY14-15.

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

TABLE 1: REVENUE AND EXPENDITURES

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

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

MEASURE B

Beginning of Year Balance	\$ 399,960
Revenue	\$ 460,866
Interest	\$ 629
Expenditures	\$ 447,243
	\$ -
End of Year Fund Balance	\$ 414,212

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

Expenditures for FY14-15 were slightly less than revenues received (\$13,623). This is due to actual project costs being lower than planned costs.

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

MEASURE BB

	Amount
Beginning of Year Balance	\$ -
Revenue	\$ 82,405
Interest	\$ -
Expenditures	\$ -
End of Year Fund Balance	\$ 82,405

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

These funds were spent in the first half of FY15/16 as part of the 2015 Curb, Gutter, Sidewalk Replacement Program (Project 1095) and 2015 Street Maintenance Program (Project 1093).

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

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

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Streets/Rds	Construction	Street Resurfacing/Maintenance	Project 1063: 2014 Street Maintenance Program	Overlay various streets with asphalt concrete. Restoring worn out pavement to full serviceability and improving traffic safety by replacing pavement surface and traffic striping.	523,135	Square Feet	AC Overlay	\$ 285,000	\$ -	Yes
2	Other	Construction	Sidewalks and Ramps	Project 1065: Curb, Gutter, and Sidewalk Replacement Program	Remove and replace damaged sidewalks, curbs, and gutters throughout the City to prevent tripping hazards. Improved pedestrian and bicycle safety.	5,692	Linear Feet	Sidewalk, Curb & Gutter	\$ 162,243	\$ -	
TOTAL									\$ 447,243	\$ -	
Match to Table 1?									TRUE	TRUE	

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

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

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

	Meets minimum 15% threshold?
-	TRUE

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

No Measure BB funds were expended as of June 30, 2015, however, \$43,000 in Measure BB funds were allocated to Project 1095, the 2015 Curb, Gutter, and Sidewalk Replacement Program. Construction on the project began in early FY15-16. Additionally, \$151,000 in Measure BB funds were allocated to Project 1093, the 2015 Street Maintenance Program. Construction on the project began in early FY15-16.

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

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

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

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

BOX 1	
MB Funds Available for FY 15-16 Allocation	
FY 14-15 MB End of Year Fund Balance (From Table 1)	\$ 414,212
FY 14-15 Summary of End of Year Balance	
FY 14-15 Planned Project Balance ¹	\$ -
FY 13-16 Capital Reserve Window Balance ²	\$ -
FY 14-17 Capital Reserve Window Balance ²	\$ -
FY 15-18 Capital Reserve Window Balance ²	\$ 381,437
FY 14-15 Operations Reserve Balance ³	\$ -
FY 14-15 Undesignated Reserve Balance ⁴	\$ 1,980
FY 14/15 Actual vs. Projected Revenue ⁵	\$ 30,795
Sub-total⁶	\$ 414,212
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
Subtract FY 15-18 Capital Reserve Commitment	\$ (381,437)
FY 14-15 Uncommitted Rollover Balance	\$ 32,775
FY 15-16 MB Projected Revenue	\$ 468,029
Total FY 15-16 MB Funds Available⁷	\$ 500,804

Box 1 Notes

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

BOX 2a					
FY 14-15 MB Planned vs. Actual Expenditures					
	Planned	Actual	Unspent	% Unspent	
Planned	\$ -	\$ -	\$ -	-	
FY 13-16 Cap	\$ 42,779	\$ 42,779	\$ -	-	
FY 14-17 Cap	\$ 338,944	\$ 338,944	\$ -	-	
FY 15-18 Cap	\$ 166,000	\$ 65,520	\$ 100,480	61%	
Operations	\$ -	\$ -	\$ -	-	
Undesignated	\$ 1,980	\$ -	\$ 1,980	100%	

BOX 2b						
CAPITAL RESERVE TRACKING						
REALLOCATION VERIFICATION TOOL						
Window	Original Allocation ¹	Expended FY 14-15	Amount To Allocate ²	Amount Allocated ³	Remaining to Allocate ⁴	All funds available by window allocated?
FY 13-16	\$ 42,779	\$ 42,779	\$ -	\$ -	\$ -	TRUE
FY 14-17	\$ 338,944	\$ 338,944	\$ -	\$ -	\$ -	TRUE
FY 15-18	\$ 446,957	\$ 65,520	\$ 381,437	\$ 381,437	\$ -	TRUE

Box 2b 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 re-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. +/- \$1 differences acceptable.

BOX 3					
FY 15-16 Allocation Summary of Available MB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -	\$ -	\$ -	\$ -	\$ -
FY 16-19 Capital Reserve	\$ 341,563	\$ 157,261	\$ -	\$ -	\$ 498,824
Operations Reserve	\$ -	\$ -	\$ -	\$ -	\$ 234,015
Undesignated Reserve	\$ 1,980	\$ -	\$ -	\$ -	\$ 1,980
TOTAL Measure B	\$ 343,543	\$ 157,261	\$ -	\$ -	\$ 500,804

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 498,824	0%	50%	TRUE
\$ 46,803	0%	10%	TRUE

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

BOX 3a		
MB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 500,804	All funds available for FY 15-16 Allocated?
BOX 3: Allocated Funds	\$ 500,804	
Remaining Amount	\$ -	TRUE

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

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

BOX 4							
PLANNED PROJECTS (unreserved funds)							
FY 14-15 PLANNED VS ACTUAL EXPENDITURES							
No.	Local ID No.	Project Name	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Provide an explanation for positive or negative fund balances.
1					\$ -	-	
TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES			\$ -	\$ -	\$ -	-	

BOX 5					
FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1			\$ -		
TOTAL FY 15-16 PLANNED PROJECTS			\$ -		

SECTION 2: CAPITAL FUND RESERVE

BOX 6						
CAPITAL FUND RESERVE						
FY 14-15 PLANNED VS ACTUAL EXPENDITURES						
No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
1	1063	2014 Street Maintenance Program	Prior Yr's Plan for FY 13-16 Window	\$ 42,779		
			Actual / Confirm Plan FY 13-16		\$ 42,779	\$ -
			Prior Yr's Plan for FY 14-17 Window	\$ 257,167		
			FY 14-17 Window		\$ 242,221	\$ 14,946
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window		\$ -	\$ -
Total				\$ 299,946	\$ 285,000	\$ 14,946
2	1093	2015 Street Maintenance Program	FY 13-16 Window		\$ -	\$ -
			Prior Yr's Plan for FY 14-17 Window	\$ 81,777		
			Actual / Confirm FY 14-17 Window		\$ -	\$ 81,777
			Prior Yr's Plan for FY 15-18 Window			
			Actual / Confirm FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window		\$ -	\$ -
Total				\$ 81,777	\$ -	\$ 81,777
3	1095	2015 Curb, Gutter, Sidewalk Replacement	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			Prior Yr's Plan for FY 15-18 Window	\$ 166,000		
			Actual / Confirm FY 15-18 Window		\$ -	\$ 166,000
			FY 16-19 Window		\$ -	\$ -
			Total			
4	1116	2016 Street Maintenance Program	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			Prior Yr's Plan for FY 15-18 Window			
			Actual / Confirm FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window		\$ -	\$ -
			Total			

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

BOX 7b		
CAPITAL FUND RESERVE		
Fund Adjustments and Project Status		
1) Explain unexpended funds in FY 14-15 and any reallocation.		
Although \$299,946 in planned expenditures were anticipated, actual expenses totaled \$285,000 for FY14-15. The remaining \$14,946 in project funds was reallocated to Project 1065, 2014 Curb, Gutter, Sidewalk Program.		
2) Describe changes to the reserve for this project.		
Reserve fund balances moved to other projects within the respective Capital Reserve Window below.		
3) Describe project status as of June 30, 2015.		
This project was completed as of June 30, 2015.		
1) Explain unexpended funds in FY 14-15 and any reallocation.		
This project was anticipated to begin at the end of FY14-15 and extend into FY15-16, however, due to minor delays, the project actually began in early FY15-16. The \$81,777 allocated for FY14-15 was reallocated to Project 1065, 2014 Curb, Gutter, Sidewalk Program		
2) Describe changes to the reserve for this project.		
\$81,777 in Reserve Window FY15-18 funds was allocated to this project, to replace the \$81,777 in Reserve Window FY14-17 funds that were reallocated to Project 1065, 2014 Curb, Gutter, Sidewalk Program.		
3) Describe project status as of June 30, 2015.		
Due to minor delays, the project started at the beginning of FY15-16 instead of at the end of FY14-15.		
1) Explain unexpended funds in FY 14-15 and any reallocation.		
The \$166,000 in unspent balance for FY14-15 was reallocated to various projects (\$65,520 to Project 1065 for actual expenditures incurred in FY14-15, \$81,437 to Project 1116 for expenditure in FY15-16, and the remainder to Project 1093, for expenditure in FY15-16).		
2) Describe changes to the reserve for this project.		
In place of the \$166,000 reallocated to the various projects specified above, \$43,000 was allocated to this project for expenditure in FY15-16 from Reserve Window FY16-19.		
3) Describe project status as of June 30, 2015.		
Due to minor delays, the project started at the beginning of FY15-16 instead of at the end of FY14-15.		
1) Explain unexpended funds in FY 14-15 and any reallocation.		
N/A		
2) Describe changes to the reserve for this project.		
For FY15-16, a total of \$250,000 in funds is allocated to this project, which is anticipated to begin at the end of FY15-16 (\$81,437 from Reserve Window FY15-18 for unspent funds from Project 1095 and \$168,563 from Reserve Window FY16-19). An additional \$130,000 is allocated for FY16-17 to complete the project.		
3) Describe project status as of June 30, 2015.		
N/A		

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
5	1065	2014 Curb, Gutter, Sidewalk Replacement Program	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ 96,723	\$ (96,723)
			FY 15-18 Window		\$ 65,520	\$ (65,520)
			FY 16-19 Window			
Total				\$ -	\$ 162,243	\$ (162,243)

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

1) Describe project status as of June 30, 2015.
This project was completed as of June 30, 2015. \$14,946 and \$81,777 in unspent funds from Projects 1063 and 1093, respectively, were reallocated to this project (Reserve Window FY14-17). Additionally, \$65,520 in unspent funds from Reserve Window FY15-18, Project 1095, was reallocated to this project.

No.	Local ID No.	Project Name	Reserve Window	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Balance
6	1118	2016 Curb, Gutter, Sidewalk Replacement Program	FY 13-16 Window		\$ -	\$ -
			FY 14-17 Window		\$ -	\$ -
			FY 15-18 Window		\$ -	\$ -
			FY 16-19 Window		\$ -	\$ -
Total				\$ -	\$ -	\$ -

FY 15-16	FY 16-17	FY 17-18	FY 18-19
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ 130,000	\$ 27,261	\$ -	\$ -
\$ 130,000	\$ 27,261	\$ -	\$ -

1) Describe project status as of June 30, 2015.
N/A

TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL	Planned	Actual	Unspent	Unspent %
	\$ 547,723	\$ 447,243	\$ 100,480	18%

Summary of Capital Fund Reserve - Funds Used and Identified from FY 14-15 through FY 18-19						
Window	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 13-16	\$ 42,779	\$ -	\$ -	\$ -	\$ -	\$ 42,779
FY 14-17	\$ 338,944	\$ -	\$ -	\$ -	\$ -	\$ 338,944
FY 15-18	\$ 65,520	\$ 381,437	\$ -	\$ -	\$ -	\$ 446,957
FY 16-19		\$ 341,563	\$ 157,261	\$ -	\$ -	\$ 498,824
Total	\$ 447,243	\$ 723,000	\$ 157,261	\$ -	\$ -	\$ 1,327,504

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

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

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

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

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

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions

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

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

BOX 10 UNDESIGNATED FUND RESERVE FY 14-15 PLANNED VS ACTUAL EXPENDITURES				
Planned Undesignated FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 1,980		\$ 1,980	100%	Reserve not required or used in FY 14-15.

BOX 11 FY 15-16 UNDESIGNATED FUND RESERVE	
FY 15-16 Undesignated Fund Reserve	\$ 1,980

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

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

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

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

BOX 1	
MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance ¹	\$ 82,405
FY 15-16 MBB Projected Revenue ²	\$ 420,341
Total FY 15-16 MBB Funds Available³	\$ 502,746

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

BOX 2					
FY 15-16 Allocation Summary of Available MBB Funds					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -	\$ -	\$ -	\$ -	\$ -
FY 16-19 Capital Reserve	\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746
Operations Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL Measure BB	\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746

Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
\$ 210,171	0%	50%	TRUE
\$ 42,034	0%	10%	TRUE

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

BOX 2a		
MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 502,746	All funds available for FY 15-16 Allocated ?
BOX 2: Allocated Funds	\$ 502,746	
Remaining Amount	\$ -	TRUE

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

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

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

TOTAL FY 15-16 PLANNED PROJECTS	\$ -
--	-------------

SECTION 2: CAPITAL FUND RESERVE

BOX 4							
CAPITAL FUND RESERVE							
FY 15-16 through FY 18-19							
No.	Local ID No.	Project Name	Reserve Window	FY 15-16	FY 16-17	FY 17-18	FY 18-19
1	1093	2015 Street Maintenance Program	FY 16-19 Window	\$ 151,000	\$ -	\$ -	\$ -
2	1095	2015 Curb, Gutter, Sidewalk Replacement Program	FY 16-19 Window	\$ 43,000	\$ -	\$ -	\$ -
3	1116	2016 Street Maintenance Program	FY 16-19 Window	\$ -	\$ 308,746	\$ -	\$ -

BOX 4a	
CAPITAL FUND RESERVE	
Project Status	
1) Describe project status as of June 30, 2015.	
The project started at the beginning of FY15-16 (had not begun as of June 30, 2015).	
1) Describe project status as of June 30, 2015.	
The project started at the beginning of FY15-16 (had not begun as of June 30, 2015).	
1) Describe project status as of June 30, 2015.	
N/A	

Summary of Capital Fund Reserve - FY 14-15 through FY 18-19					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
FY 16-19 Window	\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746

SECTION 3: OPERATIONS FUND RESERVE

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

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

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

SECTION 4: UNDESIGNATED FUND RESERVE

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

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

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

AUTOPOPULATED TRACKING SUMMARY

Local Streets and Roads Program

1. Capital Fund Reserves

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

MEASURE B Capital Fund Reserve Summary											
Reserve Window	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 13-16	\$ 797,547	\$ (754,714)	\$ (54)	\$ (42,779)	\$ -				\$ 797,547	\$ (797,547)	\$ -
FY 14-17	\$ 428,406		\$ (89,462)	\$ (338,944)	\$ -	\$ -			\$ 428,406	\$ (428,406)	\$ -
FY 15-18	\$ 446,957			\$ (65,520)	\$ 381,437	\$ -	\$ -		\$ 446,957	\$ (65,520)	\$ 381,437
FY 16-19	\$ 498,824				\$ 341,563	\$ 157,261	\$ -	\$ -	\$ 498,824	\$ -	\$ 498,824

MEASURE BB Capital Fund Reserve Summary											
Reserve	Original Reserve Commitment	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
FY 16-19	\$ 502,746				\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746	\$ -	\$ 502,746

2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -				\$ -
FY 13-16 Capital Reserve	\$ -				\$ -
FY 14-17 Capital Reserve	\$ -	\$ -			\$ -
FY 15-18 Capital Reserve	\$ 381,437	\$ -	\$ -		\$ 381,437
FY 16-19 Capital Reserve	\$ 341,563	\$ 157,261	\$ -	\$ -	\$ 498,824
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ 1,980				\$ 1,980
TOTAL Measure B	\$ 724,980	\$ 157,261	\$ -	\$ -	\$ 882,241

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ -				\$ -
FY 16-19 Capital Reserve	\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746
Operations Reserve	\$ -				\$ -
Undesignated Reserve	\$ -				\$ -
TOTAL Measure BB	\$ 194,000	\$ 308,746	\$ -	\$ -	\$ 502,746

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

GENERAL COMPLIANCE REPORTING

Publicity Requirements

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

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

	Yes/No
Measure B	Yes
Measure BB	Yes

List Publication(s) and Date of Publication

Measure B or BB?

If no article was published, explain below.

City of Newark Recreation Activities Guide	Both

N/A

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

	Yes/No
Measure B	Yes
Measure BB	Yes

Website link(s)

Measure B or BB?

If no website information published, explain below.

http://www.newark.org/departments/recreation-and-cor	Both

N/A

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

	Yes/No
Measure B	Yes
Measure BB	Yes

Estimated # of Measure B Signs Posted

Estimated # of Measure BB Signs Posted

Project(s) associated with signage.

If no signage posted, explain below.

MV Transportation - vehicle signs

N/A

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

TABLE 2: DETAILED SUMMARY OF EXPENDITURES AND ACCOMPLISHMENTS

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

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

No.	Project Category <i>(Drop-down Menu)</i>	Project Phase <i>(Drop-down Menu)</i>	Project Type <i>(Drop-down Menu)</i>	Project Name	Project Description/Benefits	Quantity Completed in FY 14-15	Units for Quantity <i>(Drop-down Menu)</i>	Additional description on units or accomplishments	Measure B DLD Expenditures	Measure BB DLD Expenditures	Governing Board Approved?
1	Senior and Disabled	Operations	City-based Door-to-Door	Newark/Fremont Paratransit	Door to door transportation services for seniors and disabled.	4,377	Number of One-Way Unduplicated Trips		\$ 174,000	\$ -	Yes
2	Meals on Wheels	Operations	Meal Delivery	Meals on Wheels	Daily hot meal delivery service.	13,474	Other (describe in Column J)	Meals delivered	\$ 7,000	\$ -	Yes
TOTAL									\$ 181,000	\$ -	
Match to Table 1?									TRUE	TRUE	

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

TABLE 1: REVENUE AND EXPENDITURES

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

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

MEASURE B

Beginning of Year Balance	\$ 63,183
Revenue	\$ 168,221
Interest	\$ 183
Expenditures	\$ 181,000
	\$ -
End of Year Fund Balance	\$ 50,587

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

N/A

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

N/A

MEASURE BB

	Amount
Beginning of Year Balance	\$ -
Revenue	\$ 19,737
Interest	\$ -
Expenditures	\$ -
End of Year Fund Balance	\$ 19,737

Expenses = Table 2?

TRUE

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

If not applicable, indicate N/A.

Revenues for Newark Paratransit exceeded expenditures due to lower than expected demand for service.

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

N/A

SECTION 3: OPERATIONS FUND RESERVE

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

Directions

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

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

BOX 8 FY 14-15 OPERATIONS FUND RESERVE PLANNED VS ACTUAL EXPENDITURES				
Planned Operations FY 14-15	Actual Expenditures FY 14-15	Unspent Balance	Unspent Percent	Describe reason for fund balance & any funds reallocated and used for Box 4 activities.
\$ 74,702	\$ 29,000	\$ 45,702	61%	\$29,000 reallocated for Box 4 Door to Door Paratransit Services.

BOX 9 FY 15-16 OPERATIONS FUND RESERVE	
FY 15-16 Operations Fund Reserve	\$ 90,761

SECTION 4: UNDESIGNATED FUND RESERVE

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

Directions

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

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

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

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

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

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

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

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

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

BOX 1 MBB Funds Available for FY 15-16 Allocation	
FY 14-15 MBB End of Year Fund Balance ¹	\$ 19,737
FY 15-16 MBB Projected Revenue ²	\$ 111,012
Total FY 15-16 MBB Funds Available³	\$ 130,749

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

BOX 2 FY 15-16 Allocation Summary of Available MBB Funds						Max. Allocation	% Allocated	Max. % Allowed	Allocation under max.?
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL				
Planned Projects	\$ 75,243				\$ 75,243				
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -				
Operations Reserve	\$ 55,506				\$ 55,506	\$ 55,506	50%	50%	TRUE
Undesignated Reserve	\$ -				\$ -	\$ 11,101	0%	10%	TRUE
TOTAL Measure BB	\$ 130,749	\$ -	\$ -	\$ -	\$ 130,749	Total amount must equal Box 1. See Box 3a.			

BOX 2a MBB FY 15-16 Allocation Verification		
BOX 1: Available Funds	\$ 130,749	All funds available for FY 15-16 Allocated ?
BOX 2: Allocated Funds	\$ 130,749	
Remaining Amount	\$ -	

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

SECTION 1: ANNUAL PLANNED PROJECTS (UNRESERVED FUNDS)

BOX 3 FY 15-16 PLANNED PROJECTS (unreserved funds)					
Index No.	Local Project No.	Project Name	Planned Expenditures FY 15-16	Governing Board Approved?	Describe Project Status as of June 30, 2015.
1	N/A	FY15/16 Paratransit Program	\$ 75,243	Yes	ongoing
TOTAL FY 15-16 PLANNED PROJECTS			\$ 75,243		

SECTION 2: CAPITAL FUND RESERVE

BOX 4 CAPITAL FUND RESERVE FY 15-16 through FY 18-19								BOX 4a CAPITAL FUND RESERVE Project Status																
No.	Local ID No.	Project Name	Reserve Window	FY 15-16	FY 16-17	FY 17-18	FY 18-19	1) Describe project status as of June 30, 2015.																
1			FY 16-19 Window	\$ -	\$ -	\$ -	\$ -																	
<table border="1"> <thead> <tr> <th colspan="5">Summary of Capital Fund Reserve - FY 14-15 through FY 18-19</th> </tr> <tr> <th>FY 15-16</th> <th>FY 16-17</th> <th>FY 17-18</th> <th>FY 18-19</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td align="right">\$ -</td> <td align="right">\$ -</td> <td align="right">\$ -</td> <td align="right">\$ -</td> <td align="right">\$ -</td> </tr> </tbody> </table>								Summary of Capital Fund Reserve - FY 14-15 through FY 18-19					FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total	\$ -	\$ -	\$ -	\$ -	\$ -		
Summary of Capital Fund Reserve - FY 14-15 through FY 18-19																								
FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total																				
\$ -	\$ -	\$ -	\$ -	\$ -																				

SECTION 3: OPERATIONS FUND RESERVE

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

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

BOX 5 FY 15-16 OPERATIONS FUND RESERVE	
FY 15-16 Operations Fund Reserve	\$ 55,506

SECTION 4: UNDESIGNATED FUND RESERVE

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

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

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

AUTOPOPULATED TRACKING SUMMARY

Paratransit Program

1. Capital Fund Reserves

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

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

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

2. Overall Implementation Plan

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

Total Measure B Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 141,350				\$ 141,350
FY 13-16 Capital Reserve	\$ -				\$ -
FY 14-17 Capital Reserve	\$ -	\$ -			\$ -
FY 15-18 Capital Reserve	\$ -	\$ -	\$ -		\$ -
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 90,761				\$ 90,761
Undesignated Reserve	\$ -				\$ -
TOTAL Measure B	\$ 232,111	\$ -	\$ -	\$ -	\$ 232,111

Total Measure BB Implementation Plan Summary					
Category	FY 15-16	FY 16-17	FY 17-18	FY 18-19	TOTAL
Planned Projects	\$ 75,243				\$ 75,243
FY 16-19 Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Reserve	\$ 55,506				\$ 55,506
Undesignated Reserve	\$ -				\$ -
TOTAL Measure BB	\$ 130,749	\$ -	\$ -	\$ -	\$ 130,749

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

Measure B

FY 14-15 Planned Projects

Program	Planned Expenditures FY 14-15	Actual Expenditures FY 14-15	Unspent Amount FY 14-15	Unspent Percentage
Bicycle and Pedestrian	\$ -	\$ -	\$ -	-
Local Streets and Roads	\$ -	\$ -	\$ -	-
Paratransit	\$ 152,000	\$ 181,000	\$ (29,000)	-
Totals:	\$ 152,000	\$ 181,000	\$ (29,000)	-

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

TRUE