

**VEHICLE REGISTRATION FEE  
Annual Program Compliance Report  
Reporting Fiscal Year 2014-2015**

**AGENCY CONTACT INFORMATION**

Agency Name: **City of Berkeley**

Date: 12/29/2015 (revised Feb2016)

**Primary Point of Contact**

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Title: Senior Management 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**
- \* **Vehicle Registration Fee (VRF) Tracking Summary** *(auto populated from Table 3)*

**VEHICLE REGISTRATION FEE**  
**Annual Program Compliance Report**  
**Reporting Fiscal Year 2014-2015**

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\* **FY 14-15 Expenditure Summary** *(auto populated from Table 3)*

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 = 59

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

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

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

Indicate N/A, if not applicable.

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

Publicity Requirements

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

2. Did your agency publish an article highlighting VRF funded activities?

Yes/No

Yes

List Publication(s) and Date of Publication

City of Berkeley Press Release, December 2015

If no article was published, explain below.

N/A

3. Did your agency publish an website information highlighting VRF funded activities?

Yes/No

Yes

Website link(s)

<http://www.ci.berkeley.ca.us/MeasureB-BB-VRF.aspx>

If no website information published, explain below.

N/A

4. Did your agency post signage highlighting VRF funded activities?

Yes/No

Yes

Estimated # of VRF Signs Posted

40

Project(s) associated with signage.

Sidewalk Program - High Pedestrian Areas

If no signage posted, explain below.

N/A

**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 VRF 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.

**Vehicle Registration Fee**

|                                  |              |                                    |   |
|----------------------------------|--------------|------------------------------------|---|
| <b>Beginning of Year Balance</b> | \$ 1,115,599 |                                    | <p>If expenditures are less than the revenue received during the fiscal year, explain why revenues exceed expenditures.<br/>If not applicable, indicate N/A.</p> <p>N/A</p> |
| <b>Revenue</b>                   | \$ 511,302   |                                    |   |
| <b>Interest</b>                  | \$ 1,136     |                                    |   |
| <b>Expenditures</b>              | \$ 568,129   | Expenses = Table 2?<br><b>TRUE</b> | <p>Additional information on revenues, interest, expenditures, restatements, etc. (optional)</p> <p>N/A</p>   |
|                                  | \$ -         |                                    |   |
| <b>End of Year Fund Balance</b>  | \$ 1,059,908 |                                    |   |

**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 VRF 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<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/Benefits  | Quantity Completed in FY 14-15 | Units for Quantity<br><i>(Drop-down Menu)</i> | Additional description on units or accomplishments   | VRF DLD Expenditures | Governing Board Approved? |
|-----|---|--|---|---|---|--------------------------------|---|--|----------------------|---------------------------|
| 1   | Streets/Rds                                 | Scoping, Feasibility, Planning           | Streetscape / Complete Streets          | Complete Streets Implementation Plan (14TP08) | Planning to prioritize complete street projects in order to implement the City's Complete Streets Policy. Outcome was Council approval of 5 highest priority capital project bundles in July 2015.  | 25%                            | Other<br><i>(describe in Column J)</i>        | Berkeley Strategic Transportation Plan (BeST Plan) was approximately 25% complete by end of FY 15. | \$ 48,469            | Yes                       |
| 2   | Ped only                                    | Maintenance                              | Sidewalks and Ramps                     | Sidewalk Program - High Ped Areas (14SW06)    | Repair damaged sidewalk, make driveways ADA compliant, and repair sidewalk buckling caused by planting strips in high pedestrian volume areas.  | 8191                           | Square Feet                                   |  | \$ 119,298           | Yes                       |
| 3   | Ped only                                    | Maintenance                              | Sidewalks and Ramps                     | Sidewalk Program - High Ped Areas (14SW06)    | Repair damaged curb and gutter along sidewalks in high pedestrian volume areas.   | 224                            | Linear Feet                                   | Additional 224 linear feet of curb & gutter installed.   | See Row 2 above      | Yes                       |
| 4   | Streets/Rds                                 | Scoping, Feasibility, Planning           | Streetscape / Complete Streets          | Shattuck Reconfiguration (14ST06)             | Reconfigure Shattuck Avenue between Allston and University to reduce auto/pedestrian collisions, enhance bike/ped access, and improve transit operations. Includes repaving, signal upgrades, bulbouts, transit amenities, etc.   | 100%                           | Other<br><i>(describe in Column J)</i>        | Scoping completed as of June 30, 2015.   | \$ 18,962            | Yes                       |
| 5   | Streets/Rds                                 | PS&E                                     | Streetscape / Complete Streets          | Shattuck Reconfiguration (14ST06)             | Reconfigure Shattuck Avenue between Allston and University to reduce auto/pedestrian collisions, enhance bike/ped access, and improve transit operations. Includes repaving, signal upgrades, bulbouts, transit amenities, etc.   | 35%                            | Other<br><i>(describe in Column J)</i>        | 35% PS&E completed as of June 30, 2015.  | \$ 6,205             | Yes                       |
| 6   | Streets/Rds                                 |  | Streetscape / Complete Streets          | Hearst Complete Streets (14ST07)              | Restriping/reconfiguration of Hearst Ave. to improve access and safety for bicyclists, pedestrians, and transit riders. Including repaving, new signal at Hearst/LeRoy, new sidewalk to close gap between LeConte and Euclid, and buffered and parking-protected bike lanes, etc. | 65%                            | Other<br><i>(describe in Column J)</i>        | 65% PS&E completed as of June 30, 2015.  | \$ 7,477             | Yes                       |

|                          |             |                                |                                  |   |  |     |                              |   |            |      |
|--------------------------|-------------|--------------------------------|----------------------------------|---|--|-----|------------------------------|---|------------|------|
| 7                        | Ped only    | PS&E                           | Other (describe in Column J)     | BART Plaza and Transit Area Improvements (14TP09)               | Renovate existing street-level plaza at Downtown Berkeley BART station to update the space aesthetically, improve bus rider access and bus operations, improve wayfinding, and improve functionality for special events. | 65% | Other (describe in Column J) | Pedestrian plaza and ADA ramps. 65% PS&E completed as of June 30, 2015.   | \$ 9,527   | Yes  |
| 8                        | Bike only   | Scoping, Feasibility, Planning | Bikeways and Multiuse Paths      | Bicycle Plan Update (14BP06)                                    | Comprehensive update of Berkeley Bicycle Plan, including scoping, planning and feasibility of local streets and roads improvements such as bike routes, lanes, and bike boulevards.                                      | 25% | Other (describe in Column J) | Plan is approximately 25% complete; Open House #1, public survey, and other existing conditions public outreach completed; local streets and roads existing conditions inventory completed; Bicycle Plan Working Paper 1 completed. | \$ 89,384  | Yes  |
| 9                        | Ped only    | Construction                   | Pedestrian Crossing Improvements | Oxford St/Berkeley Way Pedestrian Crossing Improvement (14TP10) | Shortened the crossing distance by constructing a corner bulbout and increased pedestrian visibility by installing high-visibility crosswalk.  | 95% | Other (describe in Column J) | Construction nearly complete by end of FY 14-15   | \$ 126,222 | Yes  |
| 10                       | Streets/Rds | Maintenance                    | Street Resurfacing/Maintenance   | Streets Preventive Maintenance                                  | Street Maintenance - Maintenance of roads and sidewalks including patching and pothole repair.   |     | Other (describe in Column J) |   | \$ 73,730  | Yes  |
| 11                       | Streets/Rds | Operations                     | Signals                          | Traffic Signal and Hardware                                     | Customized traffic signal with three signals and hardware at Sacramento/Hopkins intersection.  | 1   | Intersections                |   | \$ 2,911   | Yes  |
| 12                       | Streets/Rds | Other                          | Other (describe in Column J)     | Administration  | Supplies, equipment, and printing services.  |     |                              |   | \$ 1,410   | Yes  |
| 13                       | Streets/Rds | Other                          | Staffing                         | Transportation Planning   | Salaries and Fringe  |     |                              |   | \$ 64,531  | Yes  |
| <b>TOTAL</b>             |             |                                |                                  |   |  |     |                              |   | \$ 568,129 |      |
| <b>Match to Table 1?</b> |             |                                |                                  |   |  |     |                              |   |            | TRUE |

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

**TABLE 3: VRF 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.

**Vehicle Registration Fee 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   |                     |
|---|---------------------|
| VRF Funds Available for FY 15-16 Allocation           |                     |
| FY 14-15 VRF End of Year Fund Balance (From Table 1)  | \$ 1,059,908        |
| <b>FY 14-15 Summary of End of Year Balance</b>        |                     |
| FY 14-15 Planned Project Balance <sup>1</sup>         | \$ 92,417           |
| FY 13-16 Capital Reserve Window Balance <sup>2</sup>  | \$ 112,051          |
| FY 14-17 Capital Reserve Window Balance <sup>2</sup>  | \$ 529,865          |
| FY 15-18 Capital Reserve Window Balance <sup>2</sup>  | \$ 151,395          |
| FY 14-15 Operations Reserve Balance <sup>3</sup>      | \$ 89,708           |
| FY 14-15 Undesignated Reserve Balance <sup>4</sup>    | \$ 46,575           |
| FY 14/15 Actual vs. Projected Revenue <sup>5</sup>    | \$ 37,897           |
| <b>Sub-total<sup>6</sup></b>                          | <b>\$ 1,059,908</b> |
| Subtract FY 13-16 Capital Reserve Commitment          | \$ (112,051)        |
| Subtract FY 14-17 Capital Reserve Commitment          | \$ (529,865)        |
| Subtract FY 15-18 Capital Reserve Commitment          | \$ (151,395)        |
| <b>FY 14-15 Uncommitted Rollover Balance</b>          | <b>\$ 266,597</b>   |
| <b>FY 15-16 VRF Projected Revenue</b>                 | <b>\$ 474,541</b>   |
| <b>Total FY 15-16 VRF Funds Available<sup>7</sup></b> | <b>\$ 741,138</b>   |

**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 2a                                       |            |            |            |           |
|--|------------|------------|------------|-----------|
| FY 14-15 VRF Planned vs. Actual Expenditures |            |            |            |           |
|  | Planned    | Actual     | Unspent    | % Unspent |
| Planned                                      | \$ 235,000 | \$ 142,583 | \$ 92,417  | 39%       |
| FY 13-16 Cap                                 | \$ 417,597 | \$ 425,546 | \$ (7,949) | -         |
| FY 14-17 Cap                                 | \$ 81,803  | \$ -       | \$ 81,803  | 100%      |
| FY 15-18 Cap                                 | \$ -       | \$ -       | \$ -       | -         |
| Operations                                   | \$ 89,708  | \$ -       | \$ 89,708  | 100%      |
| Undesignated                                 | \$ 46,575  | \$ -       | \$ 46,575  | 100%      |

| BOX 2b                         |                                  |                   |                                 |                               |                                    |  |
|--------------------------------|----------------------------------|-------------------|---------------------------------|-------------------------------|------------------------------------|--|
| CAPITAL RESERVE TRACKING       |                                  |                   |                                 |                               |                                    |  |
| REALLOCATION VERIFICATION TOOL |                                  |                   |                                 |                               |                                    |  |
| Window                         | Original Allocation <sup>1</sup> | Expended FY 14-15 | Amount To Allocate <sup>2</sup> | Amount Allocated <sup>3</sup> | Remaining to Allocate <sup>4</sup> | All funds available by window allocated? |
| FY 13-16                       | \$ 537,597                       | \$ 425,546        | \$ 112,051                      | \$ 112,051                    | \$ (0)                             | TRUE                                     |
| FY 14-17                       | \$ 529,865                       | \$ -              | \$ 529,865                      | \$ 529,865                    | \$ -                               | TRUE                                     |
| FY 15-18                       | \$ 151,395                       | \$ -              | \$ 151,395                      | \$ 151,395                    | \$ -                               | TRUE                                     |

**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.

| BOX 3  |                   |                   |             |             |                   |
|--|-------------------|-------------------|-------------|-------------|-------------------|
| FY 15-16 Allocation Summary of Available VRF Funds |                   |                   |             |             |                   |
| Category   | FY 15-16          | FY 16-17          | FY 17-18    | FY 18-19    | TOTAL             |
| Planned Projects                                   | \$ 238,337        |                   |             |             | \$ 238,337        |
| FY 16-19 Capital Reserve                           | \$ 73,285         | \$ 323,847        | \$ -        | \$ -        | \$ 397,132        |
| Operations Reserve                                 | \$ 60,669         |                   |             |             | \$ 60,669         |
| Undesignated Reserve                               | \$ 45,000         |                   |             |             | \$ 45,000         |
| <b>TOTAL VRF</b>                                   | <b>\$ 417,291</b> | <b>\$ 323,847</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 741,138</b> |

| Max. Allocation | % Allocated | Max. % Allowed | Allocation under max.? |
|-----------------|-------------|----------------|------------------------|
| \$ 237,271      | 13%         | 50%            | TRUE                   |
| \$ 47,454       | 9%          | 10%            | TRUE                   |

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

| BOX 3a                               |             |   |
|--------------------------------------|-------------|---|
| VRF FY 15-16 Allocation Verification |             |   |
| BOX 1: Available Funds               | \$ 741,138  | All funds available for FY 15-16 Allocated? |
| BOX 3: Allocated Funds               | \$ 741,138  |   |
| <b>Remaining Amount</b>              | <b>\$ 0</b> | <b>TRUE</b>                                 |

Remaining amount must reflect ZERO to indicate identification of all available Vehicle Registration Fee 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                                       | N/A          | Public Works Personnel                     | \$ 85,000                     | \$ 64,528                    | \$ 20,472       | 24%             | Personnel expenditure savings associated with resignation of Principal Planner who is partially funded by VRF revenue. |
| 2                                       | 13ST13       | Street Preventative Maintenance            | \$ 100,000                    | \$ 73,730                    | \$ 26,270       | 26%             | Balance being carried over to FY 16.   |
| 3                                       | N/A          | Traffic Signal Program                     | \$ 50,000                     | \$ 2,911                     | \$ 47,089       | 94%             | Balance being carried over to FY 16.   |
| 4                                       | N/A          | Supplies, Equipment, and Printing Services |                               | \$ 1,414                     | \$ (1,414)      | -               | Unanticipated administrative costs for equipment and supplies.   |

|  |                   |                   |                  |            |
|--|-------------------|-------------------|------------------|------------|
| <b>TOTAL FY 14-15 PLANNED VS ACTUAL EXPENDITURES</b> | <b>\$ 235,000</b> | <b>\$ 142,583</b> | <b>\$ 92,417</b> | <b>39%</b> |
|--|-------------------|-------------------|------------------|------------|

| BOX 5  |                   |                                 |                               |                           |   |
|--|-------------------|---------------------------------|-------------------------------|---------------------------|---|
| FY 15-16 PLANNED PROJECTS (unreserved funds) |                   |                                 |                               |                           |   |
| Index No.                                    | Local Project No. | Project Name                    | Planned Expenditures FY 15-16 | Governing Board Approved? | Describe Project Status as of June 30, 2015.    |
| 1  | N/A               | Public Works Personnel          | \$ 90,087                     | Yes                       | Ongoing staffing to support planning activities |
| 2  | 13ST13            | Street Preventative Maintenance | \$ 100,000                    | Yes                       | Ongoing maintenance                             |
| 3  | N/A               | Traffic Signal Program          | \$ 48,250                     | Yes                       | Carryover from FY 15                            |
| 4  |                   |                                 |                               |                           |   |

|  |                   |
|--|-------------------|
| <b>TOTAL FY 15-16 PLANNED PROJECTS</b> | <b>\$ 238,337</b> |
|--|-------------------|

**SECTION 2: CAPITAL FUND RESERVE**

| BOX 6                                   |              |                                      |                                     |                               |                              |                 |
|---|--------------|--------------------------------------|-------------------------------------|-------------------------------|------------------------------|-----------------|
| CAPITAL FUND RESERVE                    |              |                                      |                                     |                               |                              |                 |
| FY 14-15 PLANNED VS ACTUAL EXPENDITURES |              |                                      |                                     |                               |                              |                 |
| No.                                     | Local ID No. | Project Name                         | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance |
| 1                                       | 14TP08       | Complete Streets Implementation Plan | Prior Yr's Plan for FY 13-16 Window | \$ 45,000                     |                              |                 |
|   |              |                                      | Actual / Confirm Plan FY 13-16      |                               | \$ 48,470                    | \$ (3,470)      |
|   |              |                                      | FY 14-17 Window                     |                               | \$ -                         | \$ -            |
|   |              |                                      | FY 15-18 Window                     |                               | \$ -                         | \$ -            |
|   |              |                                      | FY 16-19 Window                     |                               | \$ -                         | \$ -            |
| <b>Total</b>                            |              |                                      | <b>\$ 45,000</b>                    | <b>\$ 48,470</b>              | <b>\$ (3,470)</b>            |                 |

| BOX 7a                    |          |          |          |  |
|---------------------------|----------|----------|----------|--|
| CAPITAL FUND RESERVE      |          |          |          |  |
| FY 15-16 through FY 18-19 |          |          |          |  |
| FY 15-16                  | FY 16-17 | FY 17-18 | FY 18-19 |  |
| \$ 8,436                  | \$ -     | \$ -     | \$ -     |  |
| \$ -                      | \$ -     | \$ -     | \$ -     |  |
| \$ 8,436                  | \$ -     | \$ -     | \$ -     |  |

| BOX 7b  |   |
|---|---|
| CAPITAL FUND RESERVE  |   |
| Fund Adjustments and Project Status                           |   |
| 1) Explain unexpended funds in FY 14-15 and any reallocation. | Adjusted to include \$18,590 in accrued expenses, as reported by Badawi & Associates, Certified Public Accountants.     |
| 2) Describe changes to the reserve for this project.          | Increased project budget thru FY 15-16 from reallocated funds from delayed projects.                                    |
| 3) Describe project status as of June 30, 2015.               | Scoring of projects completed, project maps developed, green infrastructure costs researched, chapter layout completed. |

|  |  |  |                |               |  |
|--|--|--|----------------|---------------|--|
|  |  |  | <b>Planned</b> | <b>Actual</b> |  |
|--|--|--|----------------|---------------|--|

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

|   |
|---|
| 1) Explain unexpended funds in FY 14-15 and any reallocation. |
|---|

| No.          | Local ID No. | Project Name                    | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance    |
|--------------|--------------|---------------------------------|-------------------------------------|-------------------------------|------------------------------|--------------------|
| 2            | 14SW06       | Sidewalk Program High Ped Areas | Prior Yr's Plan for FY 13-16 Window | \$ 97,132                     |                              |                    |
|              |              |                                 | Actual / Confirm Plan FY 13-16      |                               | \$ 119,298                   | \$ (22,166)        |
|              |              |                                 | FY 14-17 Window                     |                               | \$ -                         | \$ -               |
|              |              |                                 | FY 15-18 Window                     |                               | \$ -                         | \$ -               |
|              |              |                                 | FY 16-19 Window                     |                               | \$ -                         | \$ -               |
| <b>Total</b> |              |                                 |                                     | <b>\$ 97,132</b>              | <b>\$ 119,298</b>            | <b>\$ (22,166)</b> |

| No.          | Local ID No. | Project Name             | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance   |
|--------------|--------------|--------------------------|-------------------------------------|-------------------------------|------------------------------|-------------------|
| 3            | 14ST06       | Shattuck Reconfiguration | Prior Yr's Plan for FY 13-16 Window | \$ 145,465                    |                              |                   |
|              |              |                          | Actual / Confirm Plan FY 13-16      |                               | \$ 25,168                    | \$ 120,297        |
|              |              |                          | FY 14-17 Window                     |                               | \$ -                         | \$ -              |
|              |              |                          | Prior Yr's Plan for FY 15-18 Window |                               |                              |                   |
|              |              |                          | Actual / Confirm Plan FY 15-18      |                               | \$ -                         | \$ -              |
| <b>Total</b> |              |                          |                                     | <b>\$ 145,465</b>             | <b>\$ 25,168</b>             | <b>\$ 120,297</b> |

| No.          | Local ID No. | Project Name                    | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance  |
|--------------|--------------|---------------------------------|-------------------------------------|-------------------------------|------------------------------|------------------|
| 4            | 14ST07       | Hearst Complete Streets Project | Prior Yr's Plan for FY 13-16 Window | \$ 50,000                     |                              |                  |
|              |              |                                 | FY 13-16 Window                     |                               | \$ 7,477                     | \$ 42,523        |
|              |              |                                 | Prior Yr's Plan for FY 14-17 Window | \$ 51,803                     |                              |                  |
|              |              |                                 | Actual / Confirm Plan FY 14-17      |                               |                              | \$ 51,803        |
|              |              |                                 | FY 15-18 Window                     |                               | \$ -                         | \$ -             |
| <b>Total</b> |              |                                 |                                     | <b>\$ 101,803</b>             | <b>\$ 7,477</b>              | <b>\$ 94,326</b> |

| No.          | Local ID No. | Project Name                             | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance   |
|--------------|--------------|--|-------------------------------------|-------------------------------|------------------------------|-------------------|
| 5            | 14TP09       | BART Plaza and Transit Area Improvements | FY 13-16 Window                     |                               | \$ 9,527                     | \$ (9,527)        |
|              |              |  | Prior Yr's Plan for FY 14-17 Window |                               |                              |                   |
|              |              |  | Actual / Confirm Plan FY 14-17      |                               |                              | \$ -              |
|              |              |  | Prior Yr's Plan for FY 15-18 Window |                               |                              |                   |
|              |              |  | Actual / Confirm Plan FY 15-18      |                               | \$ -                         | \$ -              |
| <b>Total</b> |              |  |                                     | <b>\$ -</b>                   | <b>\$ 9,527</b>              | <b>\$ (9,527)</b> |

| No.          | Local ID No. | Project Name        | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance    |
|--------------|--------------|---------------------|-------------------------------------|-------------------------------|------------------------------|--------------------|
| 6            | 14BP06       | Bicycle Plan Update | Prior Yr's Plan for FY 13-16 Window | \$ 50,000                     |                              |                    |
|              |              |                     | Actual / Confirm Plan FY 13-16      |                               | \$ 89,384                    | \$ (39,384)        |
|              |              |                     | FY 14-17 Window                     |                               | \$ -                         | \$ -               |
|              |              |                     | FY 15-18 Window                     |                               | \$ -                         | \$ -               |
|              |              |                     | FY 16-19 Window                     |                               | \$ -                         | \$ -               |
| <b>Total</b> |              |                     |                                     | <b>\$ 50,000</b>              | <b>\$ 89,384</b>             | <b>\$ (39,384)</b> |

| No.          | Local ID No. | Project Name                                     | Reserve Window                      | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance  |
|--------------|--------------|--|-------------------------------------|-------------------------------|------------------------------|------------------|
| 7            | 15SW06       | Sidewalk Repair Program - High Pedestrian Access | Prior Yr's Plan for FY 13-16 Window | \$ 30,000                     |                              |                  |
|              |              |  | Actual / Confirm Plan FY 13-16      |                               | \$ -                         | \$ 30,000        |
|              |              |  | Prior Yr's Plan for FY 14-17 Window | \$ 30,000                     |                              |                  |
|              |              |  | Actual / Confirm Plan FY 14-17      |                               | \$ -                         | \$ 30,000        |
|              |              |  | Actual / Confirm Plan FY 15-18      |                               | \$ -                         | \$ -             |
| <b>Total</b> |              |  |                                     | <b>\$ 60,000</b>              | <b>\$ -</b>                  | <b>\$ 60,000</b> |

| No.          | Local ID No. | Project Name   | Reserve Window  | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance     |
|--------------|--------------|--|-----------------|-------------------------------|------------------------------|---------------------|
| 8            | 14TP10       | Oxford St/Berkeley Way Pedestrian Crossing Improvement | FY 13-16 Window |                               | \$ 126,222                   | \$ (126,222)        |
|              |              |  | FY 14-17 Window |                               |                              | \$ -                |
|              |              |  | FY 15-18 Window |                               | \$ -                         | \$ -                |
|              |              |  | FY 16-19 Window |                               | \$ -                         | \$ -                |
| <b>Total</b> |              |  |                 | <b>\$ -</b>                   | <b>\$ 126,222</b>            | <b>\$ (126,222)</b> |

| No. | Local ID No. | Project Name | Reserve Window  | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance |
|-----|--------------|--------------|-----------------|-------------------------------|------------------------------|-----------------|
|     |              |              | FY 13-16 Window |                               | \$ -                         | \$ -            |

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

| FY 15-16   | FY 16-17   | FY 17-18 | FY 18-19 |
|------------|------------|----------|----------|
| \$ 100,000 |            |          |          |
| \$ 112,051 |            |          |          |
| \$ 30,000  |            |          |          |
| \$ 50,830  | \$ -       | \$ -     |          |
| \$ 162,881 | \$ 123,847 | \$ -     | \$ -     |

| FY 15-16   | FY 16-17   | FY 17-18 | FY 18-19 |
|------------|------------|----------|----------|
| \$ -       |            |          |          |
| \$ 100,000 |            |          |          |
| \$ 282,940 |            |          |          |
| \$ -       | \$ -       | \$ -     |          |
| \$ -       | \$ 200,000 | \$ -     | \$ -     |
| \$ 282,940 | \$ 200,000 | \$ -     | \$ -     |

| FY 15-16   | FY 16-17   | FY 17-18 | FY 18-19 |
|------------|------------|----------|----------|
| \$ -       |            |          |          |
| \$ 203,953 | \$ 178,062 |          |          |
| \$ -       | \$ 121,395 |          |          |
| \$ -       | \$ -       | \$ -     |          |
| \$ 203,953 | \$ -       | \$ -     | \$ -     |

| FY 15-16  | FY 16-17 | FY 17-18 | FY 18-19 |
|-----------|----------|----------|----------|
| \$ 20,000 |          |          |          |
| \$ -      |          |          |          |
| \$ -      | \$ -     | \$ -     |          |
| \$ -      | \$ -     | \$ -     | \$ -     |
| \$ -      | \$ -     | \$ -     | \$ -     |

| FY 15-16   | FY 16-17 | FY 17-18 | FY 18-19 |
|------------|----------|----------|----------|
| \$ -       |          |          |          |
| \$ 170,000 |          |          |          |
| \$ -       | \$ -     |          |          |
| \$ -       | \$ -     | \$ -     |          |
| \$ -       | \$ -     | \$ -     | \$ -     |
| \$ -       | \$ -     | \$ -     | \$ -     |

| FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
|----------|----------|----------|----------|
| \$ 8,386 | \$ -     |          |          |
| \$ -     | \$ -     | \$ -     |          |
| \$ -     | \$ -     | \$ -     | \$ -     |
| \$ 8,386 | \$ -     | \$ -     | \$ -     |

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

|   |
|---|
| Additional funding reallocated from 15SW06.   |
| <b>2) Describe changes to the reserve for this project.</b><br>N/A                        |
| <b>3) Describe project status as of June 30, 2015.</b><br>Project is complete and closed. |

|   |
|---|
| <b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b><br>Project delayed due to delays in (adjacent and closely coordinated) BART Plaza project. MTC has reallocated construction funds to FY16-17 and project is currently on schedule for that allocation. |
| <b>2) Describe changes to the reserve for this project.</b><br>N/A  |
| <b>3) Describe project status as of June 30, 2015.</b><br>35% PS&E  |

|  |
|--|
| <b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b><br>Funds not needed due to project design falling behind schedule.                                  |
| <b>2) Describe changes to the reserve for this project.</b><br>Project funding carried over to FY 15-16 and additional funding needed for construction over summer 2016. |
| <b>3) Describe project status as of June 30, 2015.</b><br>65% PS&E   |

|   |
|---|
| <b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b><br>Reallocated from other projects that were delayed.        |
| <b>2) Describe changes to the reserve for this project.</b><br>Project budget expended earlier, as project schedule was moved up. |
| <b>3) Describe project status as of June 30, 2015.</b><br>65% PS&E  |

|  |
|--|
| <b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b><br>Adjusted to include \$72,529 in accrued expenses, as reported by Badawi & Associates, Certified Public Accounts. |
| <b>2) Describe changes to the reserve for this project.</b><br>FY 15-16 funding was used to pay for FY 14-15 accrued expenses.   |
| <b>3) Describe project status as of June 30, 2015.</b><br>Berkeley Bicycle Plan Update is approximately 25% complete, with anticipated adoption by Berkeley City Council in late 2016.   |

|   |
|---|
| <b>1) Explain unexpended funds in FY 14-15 and any reallocation.</b><br>Project absorbed as part of 14SW06 Sidewalk Program High-Ped Areas. The Sidewalk program no longer uses "High-Pedestrian Access" as a category. |
| <b>2) Describe changes to the reserve for this project.</b><br>Funding reallocated to 14SW06 Sidewalk Program High-Ped Areas.   |
| <b>3) Describe project status as of June 30, 2015.</b><br>N/A   |

|   |
|---|
| <b>1) Describe project status as of June 30, 2015.</b><br>Project 95% complete as of June 30, 2015. |
|---|

|   |
|---|
| <b>1) Describe project status as of June 30, 2015.</b><br>\$100K encumbered but services not yet performed. Encumbrance rolled over to FY15-16. |
|---|



|   |        |                     |                 |      |      |
|---|--------|---------------------|-----------------|------|------|
| 9 | 15SW01 | Proactive Sidewalks | FY 14-17 Window | \$ - | \$ - |
|   |        |                     | FY 15-18 Window | \$ - | \$ - |
|   |        |                     | FY 16-19 Window |      |      |
|   |        |                     | <b>Total</b>    | \$ - | \$ - |

|            |      |      |      |
|------------|------|------|------|
| \$ 34,586  | \$ - |      |      |
| \$ 65,414  | \$ - | \$ - |      |
| \$ -       | \$ - | \$ - | \$ - |
| \$ 100,000 | \$ - | \$ - | \$ - |

|  |
|--|
|  |
|--|

| No.          | Local ID No. | Project Name        | Reserve Window  | Planned Expenditures FY 14-15 | Actual Expenditures FY 14-15 | Unspent Balance |
|--------------|--------------|---------------------|-----------------|-------------------------------|------------------------------|-----------------|
| 10           | 16SW01       | Proactive Sidewalks | FY 13-16 Window |                               | \$ -                         | \$ -            |
|              |              |                     | FY 14-17 Window |                               | \$ -                         | \$ -            |
|              |              |                     | FY 15-18 Window |                               | \$ -                         | \$ -            |
|              |              |                     | FY 16-19 Window |                               | \$ -                         | \$ -            |
| <b>Total</b> |              |                     | \$ -            | \$ -                          | \$ -                         |                 |

| FY 15-16   | FY 16-17 | FY 17-18 | FY 18-19 |
|------------|----------|----------|----------|
| \$ -       |          |          |          |
| \$ -       | \$ -     |          |          |
| \$ 26,715  | \$ -     | \$ -     |          |
| \$ 73,285  | \$ -     | \$ -     | \$ -     |
| \$ 100,000 | \$ -     | \$ -     | \$ -     |

|   |
|---|
| <b>1) Describe project status as of June 30, 2015.</b>  |
| Scheduled work anticipated to be completed in FY 15-16. |

|  |            |            |           |           |
|--|------------|------------|-----------|-----------|
| <b>TOTAL FY 14-15 CAPITAL RESERVE PLANNED VS. ACTUAL</b> | Planned    | Actual     | Unspent   | Unspent % |
|  | \$ 499,400 | \$ 425,546 | \$ 73,854 | 15%       |

| 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   | \$ 425,546 | \$ 112,051 |            |          |          | \$ 537,597   |
| FY 14-17   | \$ -       | \$ 529,865 | \$ -       |          |          | \$ 529,865   |
| FY 15-18   | \$ -       | \$ 151,395 | \$ -       | \$ -     |          | \$ 151,395   |
| FY 16-19   |            | \$ 73,285  | \$ 323,847 | \$ -     | \$ -     | \$ 397,132   |
| <b>Total</b>   | \$ 425,546 | \$ 866,596 | \$ 323,847 | \$ -     | \$ -     | \$ 1,615,989 |

### 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<br>FY 14-15 OPERATIONS FUND RESERVE<br>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. |
| \$ 89,708   | \$ -                         | \$ 89,708       | 100%            |   |

| BOX 9<br>FY 15-16 OPERATIONS FUND RESERVE |           |
|---|-----------|
| FY 15-16 Operations Fund Reserve          | \$ 60,669 |

### 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<br>UNDESIGNATED FUND RESERVE<br>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. |
| \$ 46,575  | \$ -                         | \$ 46,575       | 100%            |   |

| BOX 11<br>FY 15-16 UNDESIGNATED FUND RESERVE |           |
|--|-----------|
| FY 15-16 Undesignated Fund Reserve           | \$ 45,000 |



**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.*

| <b>VRF Capital Fund Reserve Summary</b> |          |                             |          |              |              |            |            |          |          |                 |                  |                   |            |
|---|----------|-----------------------------|----------|--------------|--------------|------------|------------|----------|----------|-----------------|------------------|-------------------|------------|
| 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 | \$ 819,132                  | \$ -     | \$ (281,535) | \$ (425,546) | \$ 112,051 |            |          |          |                 | \$ 819,132       | \$ (707,081)      | \$ 112,051 |
|   | FY 14-17 | \$ 529,865                  |          | \$ -         | \$ -         | \$ 529,865 | \$ -       |          |          |                 | \$ 529,865       | \$ -              | \$ 529,865 |
|   | FY 15-18 | \$ 151,395                  |          |              | \$ -         | \$ 151,395 | \$ -       | \$ -     |          |                 | \$ 151,395       | \$ -              | \$ 151,395 |
|   | FY 16-19 | \$ 397,132                  |          |              |              | \$ 73,285  | \$ 323,847 | \$ -     | \$ -     |                 | \$ 397,132       | \$ -              | \$ 397,132 |

2. Overall Implementation Plan

*Provides a summary of VRF allocations - comprised of End-of Year Fund balances + Projected Annual Revenue.*

| <b>Total VRF Implementation Plan Summary</b> |                     |                   |             |             |                     |
|--|---------------------|-------------------|-------------|-------------|---------------------|
| Category                                     | FY 15-16            | FY 16-17          | FY 17-18    | FY 18-19    | TOTAL               |
| Planned Projects                             | \$ 238,337          |                   |             |             | \$ 238,337          |
| FY 13-16 Capital Reserve                     | \$ 112,051          |                   |             |             | \$ 112,051          |
| FY 14-17 Capital Reserve                     | \$ 529,865          | \$ -              |             |             | \$ 529,865          |
| FY 15-18 Capital Reserve                     | \$ 151,395          | \$ -              | \$ -        |             | \$ 151,395          |
| FY 16-19 Capital Reserve                     | \$ 73,285           | \$ 323,847        | \$ -        | \$ -        | \$ 397,132          |
| Operations Reserve                           | \$ 60,669           |                   |             |             | \$ 60,669           |
| Undesignated Reserve                         | \$ 45,000           |                   |             |             | \$ 45,000           |
| <b>TOTAL</b>                                 | <b>\$ 1,210,602</b> | <b>\$ 323,847</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,534,449</b> |

## VRF Expenditures Across All Programs FY 14-15 Report Card

| Vehicle Registration Fee  |                                  |                                 |                            |                       |  |
|---------------------------|----------------------------------|---------------------------------|----------------------------|-----------------------|--|
| FY 14-15 Planned Projects |                                  |                                 |                            |                       |  |
| Program                   | Planned Expenditures<br>FY 14-15 | Actual Expenditures<br>FY 14-15 | Unspent Amount<br>FY 14-15 | Unspent<br>Percentage |  |
| Local Streets and Roads   | \$ 235,000                       | \$ 142,583                      | \$ 92,417                  | 39%                   |  |
| <b>Totals:</b>            | <b>\$ 235,000</b>                | <b>\$ 142,583</b>               | <b>\$ 92,417</b>           | <b>39%</b>            |  |

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