

TABLE 1

**LOCAL STREETS AND ROADS PROGRAM
Vehicle Registration Fee Revenues and Expenditures**

AGENCY NAME : **City of Piedmont**
DATE : **12/6/2013**

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	
Vehicle Registration Fee Pass-through Funds FY 12-13					Other VRF Expenditures		Non-VRF Funds FY 12-13		
Starting VRF Balance	VRF Pass-through Revenues and Expenditures			Ending VRF Balance			List the specific types of non-VRF Funding including MB.*		
FY 11-12 Pass-through + Interest Unspent VRF Fund Balance	FY 12-13 VRF Pass-through Fund Revenues	FY 12-13 VRF Pass-through Fund Interest	FY 12-13 VRF Pass-through Fund Expenditures (Should match Table 2: Column M)	Ending VRF Pass-through Fund Balance	Other VRF Expenditures (Should match Table 2: Column M)	Total Other VRF Expenditures	Non-VRF Funding Source	Non-VRF Expenditures (Should match Table 2: Column N)	
\$ 49,408	\$ 45,001	\$ -	\$ -	\$ 94,409		\$ -	Measure B		
VERIFICATION CHECK: Values to the bottom right are automatically drawn from Table 1 and Table 2 (corresponding expenditures fund totals) to ensure accurate reporting. These numbers must match each other.			Total from Table 1:	\$ -	\$ -	\$ -			
			Total from Table 2:	\$ -	\$ -	\$ -			
Column Descriptions									
VRF Unspent Balance: Value must match the local agency's audit report figure for the ending VRF balance reported in FY 11-12.	VRF Pass-through Revenue: Value is the actual VRF revenues for FY 12-13.	VRF Pass-through Interest: Value is the VRF Pass-through Interest earned on unspent funds during FY 12-13.	VRF Expenditures: Value must match the agency audit report figure AND total sum of VRF pass-through expenditures calculated on Table 2: Column L.	Other VRF Expenditures: Value must match the agency audit report figure AND other Measure B expenditures calculated on Table 2: Column M. Do not include Measure B Capital Project Expenses.					
					VERIFICATION CHECK: Values to the bottom right are automatically drawn from Table 1 and Table 2 (Sum of Column N and Column O) to ensure accurate reporting. Table 1's non-VRF expenditures values must match the sum of Table 2's non-VRF expenditures.				
							Total Non-VRF:	\$ -	
							Total Non-VRF Table 1:	\$ -	
							Total Non-VRF Table 2:	\$ -	

NOTES

- 1) The numbers on Table 1 must be consistent with your Audited Financial Statements.
- 2) The expenditures inputted in Table 1 must match expenditures calculated on Table 2.

Additional Information: Use the Box Below to clarify revenues and expenditures.

No Expenditures in FY 12/13

* Non-VRF Funding includes any non-VRF funding sources such as state, federal, or local funding.

**Report Vehicle Registration Fee (VRF) revenues and expenditures for Local Streets and Roads in this section. Inputted Measure B values must match reported Measure B expenditures in the Measure B Local Streets and Road Compliance Reporting Form (completed separately) i.e. Table 2 (Column N).

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TABLE 2

LOCAL STREETS AND ROADS PROGRAM

Vehicle Registration Fee Expenditures and Accomplishments (FY 2012-13)

AGENCY NAME : **City of Piedmont**
 DATE: **12/6/2013**

Project Description							Status	Deliverables			Expenditures FY 12-13					Approvals			
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N***	Column O	Column P	Column Q	Column R	
Index No.	Local Project ID Number <i>(Drop-down Menu)</i>	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	Project Benefits <i>(describe project's benefit to the implementation area)</i>	Project Status <i>(at the end of FY 12-13)</i> <i>(Drop-down Menu)</i>	Quantity Completed in FY 12-13	Units for Quantity <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by VRF FY 12-13 <i>(auto calculates)</i>	VRF Pass-through LSR Expenditures	Other VRF LSR Expenditures	Non-VRF Funding Expenditures Measure B	Non-VRF Funding Expenditures (federal & state grants, city/local funds, etc.)	Total Project Cost in FY 12-13 <i>(L+M+N+O=P)</i> <i>(auto calculates)</i>	Enter the Contract amount if \$50K or more of this Project was for an Individual Contract	Did the Governing Board Approve this Project? <i>(Drop-down Menu)</i>
1											#DIV/0!					\$ -			
2											#DIV/0!					\$ -			
3											#DIV/0!					\$ -			
4											#DIV/0!					\$ -			
5											#DIV/0!					\$ -			
6											#DIV/0!					\$ -			
7											#DIV/0!					\$ -			
8											#DIV/0!					\$ -			
9											#DIV/0!					\$ -			
10											#DIV/0!					\$ -			
11											#DIV/0!					\$ -			
12											#DIV/0!					\$ -			
13											#DIV/0!					\$ -			
14											#DIV/0!					\$ -			
15											#DIV/0!					\$ -			
16											#DIV/0!					\$ -			
17											#DIV/0!					\$ -			
18											#DIV/0!					\$ -			
19											#DIV/0!					\$ -			
20											#DIV/0!					\$ -			
21											#DIV/0!					\$ -			
22											#DIV/0!					\$ -			
23											#DIV/0!					\$ -			
24											#DIV/0!					\$ -			
25											#DIV/0!					\$ -			
TOTALS:												\$ -	\$ -	\$ -	\$ -	\$ -			

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

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

No Expenditures in FY 12-13.

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

Pull Down Menu Options

Bike/Ped	Scoping, Feasibility, Planning	Bike Parking	Planning in FY 12-13	Bike Parking Spaces	Yes
Mass Transit	Environmental	Bikeways and Multiuse Paths	Initiated in FY 12-13	Intersections	No
Paratransit	PS&E	Bridges and Tunnels	Continuing or Ongoing	Lane Miles	
Streets and Roads	Right-of-Way	Education and Promotion	Closed Out in FY 12-13	Linear Feet	
Other	Construction	Equipment and New Vehicles		Number of People/Passengers	
	Maintenance	Operations		Number of One-Way Unduplicated Trips	
	Operations	Pedestrian Crossing Improvements		Square Feet	
	Project Completion/Closeout	Sidewalks and Ramps		Vehicles Purchased	
	Other	Signage		Other (describe in Column J)	
		Signals			
		Staffing			
		Street Resurfacing and Maintenance			
		Traffic Calming			
		Welfare to Work Operations			
		Other (describe in Column E)			

Cell: C11

Comment: Project Category:

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

Cell: D11

Comment: Project Phase:

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

Cell: E11

Comment: Project Type:

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

Cell: I11

Comment: Project Status:

- Choose project status on June 30, 2013:
- Planning in FY 12/13,
- Initiated in FY 12/13,
- Continuing or Ongoing, or
- Closed Out in FY 12/13.

Cell: J11

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

Cell: K11

Comment: Units for Quantity:

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

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

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

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

Cell: M11

Comment: Completed Quantity funded by MB FY 12-13: This column auto-calculates based on the following.

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

TABLE 3
LOCAL STREETS AND ROADS PROGRAM
Vehicle Registration Fee Planned Projects and Fund Reserves

AGENCY NAME: **City of Piedmont**
 DATE: **12/6/13**

Directions
 There are FOUR Sections on this worksheet to be completed by the local agency.
 1) In the EVEN Numbered Boxes, enter the FY 12-13 Planned and Reserve Activities, and the Actual Expenditures that occurred in FY 12-13.
 2) In the ODD Numbered Boxes, allocate the Total FY 13-14 Vehicle Registration Fee Funds Available (Box 1, Total in Green) to these four sections designated for FY 13-14.

AUTO CALCULATED REFERENCE TABLES

Auto Box 1 - Provides a Summary of Vehicle Registration Fee Funds Available in FY 13-14. The total in the GREEN box is the amount to be allocated to the FY 13-14 through FY 16-17 Planned Projects and Fund Reserves (ODD numbered boxes).
 Auto Box 2 - Provides a tracking summary comparison of Vehicle Registration Fee FY 12-13 Planned Expenditures and Actual Expenditures.
 Auto Box 3 - Total Vehicle Registration Fee Summary for FY 13-14 through FY 16-17 using the available Vehicle Registration Fee funds available (GREEN box).

BOX 1	
Total Vehicle Registration Fee Available in FY 13-14	
FY 12-13 VRF Pass-through Balance (From Table 1: Column E)	\$ 94,409
Reported FY 12/13 Balances	
FY 12/13 Planned Project Balance	\$ -
FY 12/13 Capital Reserve Balance	\$ -
FY 13/14-15/16 Capital Reserve (original)	\$ 91,575
FY 12/13 Operational Reserve Balance	\$ -
FY 12/13 Undesignated Reserve Balance	\$ 4,685
FY 12/13 Actual vs. Projected Revenue Variance	\$ (1,851)
Remaining (rollover) VRF Balance	\$ 94,409
subtract FY 13-16 reserve window commitments	\$ 91,575
FY 13-14 Uncommitted rollover amount	\$ 2,834
FY 13-14 VRF Projected Pass-through Revenue	\$ 42,893
Total FY 13-14 VRF Funds Available	\$ 45,727

BOX 2				
Total Vehicle Registration Fee FY 12-13 Planned vs. Actual Expenditures				
	FY 12-13 Reported Planned	FY 12-13 Actual Expenditures	FY 12-13 Unspent Amount	% Unspent
VRF Planned Projects	\$ -	\$ -	\$ -	#DIV/0!
VRF Capital Reserve	\$ -	\$ -	\$ -	#DIV/0!
Committed in FY 13-16 Window				
Committed in FY 13-16 Window				
Any unspent FY 12-13 Vehicle Registration Fee Capital Fund Reserve Amount will require a request to reallocate the funds to other years of the FY 12-13 through FY 15-16 Reserve Window (Blue lines).				
Allocate Amount to FY 13-14 through FY 16-17 Reserve Window (ODD Numbered Boxes). This amount should equal the total in Box 3.				

BOX 3					
Total Vehicle Registration Fee FY 13-14 Funding Allocation Summary					
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
VRF Planned Projects	\$ -	\$ -	\$ -	\$ -	\$ -
VRF Capital Reserve	\$ 39,425	\$ -	\$ -	\$ -	\$ 39,425
VRF Operational Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
VRF Undesignated Reserve	\$ 6,302	\$ -	\$ -	\$ -	\$ 6,302
TOTAL VRF	\$ 45,727	\$ -	\$ -	\$ -	\$ 45,727
					Max. Allocation
					% Sponsor Allocated
					Max. % Allowed
					0%
					50%
					15%
					10%

NOTE:
 Alameda CTC may request additional information to determine recipient's compliance with the Reserve and Timely Use of Fund Policies.

SECTION 1: VRF Planned Projects (unreserved funds)

Box 4							
FY 12-13 VRF PLANNED PROJECTS (unreserved funds)							
Index	Local Project ID Number	Project Name	Phase	TRACKING FY 12-13 (Prior Year's) PLAN			
				Planned FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Reason for positive or negative balance?
1			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
2			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
3			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
4			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
5			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
6			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
7			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
8			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
9			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
10			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
11			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
12			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
13			Phases	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
TOTAL FY 12-13 PLANNED VS ACTUAL EXPENDITURES				\$ -	\$ -	\$ -	#DIV/0! Unspent Percentage

Box 5						
FY 13-14 VRF PLANNED PROJECTS (unreserved funds)						
Index	Local Project ID Number	Project Name	Phase	Planned Projects FY 13-14	Governing Body Approved? (Yes or No)	Describe the Project's Status
			Total	\$ -		
2			Phases			
			Total	\$ -		
3			Phases			
			Total	\$ -		
4			Phases			
			Total	\$ -		
5			Phases			
			Total	\$ -		
6			Phases			
			Total	\$ -		
7			Phases			
			Total	\$ -		
8			Phases			
			Total	\$ -		
9			Phases			
			Total	\$ -		
10			Phases			
			Total	\$ -		
11			Phases			
			Total	\$ -		
12			Phases			
			Total	\$ -		
13			Phases			
			Total	\$ -		
TOTAL FY 13-14 PLANNED PROJECTS				\$ -		

TABLE 3
LOCAL STREETS AND ROADS PROGRAM
Vehicle Registration Fee Planned Projects and Fund Reserves

AGENCY NAME: City of Piedmont
 DATE: 12/6/13

Directions
 There are FOUR Sections on this worksheet to be completed by the local agency.
 1) In the EVEN Numbered Boxes, enter the FY 12-13 Planned and Reserve Activities, and the Actual Expenditures that occurred in FY 12-13.
 2) In the ODD Numbered Boxes, allocate the Total FY 13-14 Vehicle Registration Fee Funds Available (Box 1, Total in Green) to these four sections designated for FY 13-14.

SECTION 3: VRF Operation Reserve

Box 8 FY 12-13 VRF OPERATION RESERVE							
Index	Local Project ID Number	Project Name	Phase	TRACKING FY 12-13 (Prior Year's) PLAN			Reason for positive or negative balance?
				Planned Op Reserve FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	
1			Phases	\$ -	\$ -	\$ -	
			Total	\$ -	\$ -	\$ -	
2			Phases				
			Total	\$ -	\$ -	\$ -	
3			Phases				
			Total	\$ -	\$ -	\$ -	
4			Phases				
			Total	\$ -	\$ -	\$ -	
5			Phases				
			Total	\$ -	\$ -	\$ -	
6			Phases				
			Total	\$ -	\$ -	\$ -	
7			Phases				
			Total	\$ -	\$ -	\$ -	
8			Phases				
			Total	\$ -	\$ -	\$ -	
9			Phases				
			Total	\$ -	\$ -	\$ -	
10			Phases				
			Total	\$ -	\$ -	\$ -	
TOTAL OPERATION FUND RESERVE				\$ -	\$ -	\$ -	#DIV/0! Unspent Percentage

Box 9 FY 13-14 VRF OPERATION RESERVE						
Index	Local Project ID Number	Project Name	Phase	Planned Projects FY 13-14	Governing Body Approved? (Yes or No)	Describe the Project's Status
1			Phases			
			Total	\$ -		
2			Phases			
			Total	\$ -		
3			Phases			
			Total	\$ -		
4			Phases			
			Total	\$ -		
5			Phases			
			Total	\$ -		
6			Phases			
			Total	\$ -		
7			Phases			
			Total	\$ -		
8			Phases			
			Total	\$ -		
9			Phases			
			Total	\$ -		
10			Phases			
			Total	\$ -		
TOTAL FY 13-14 OPERATIONS FUND RESERVE				\$ -		

SECTION 4: VRF Undesignated Reserve

Box 10 FY 12-13 VRF UNDESIGNATED RESERVE					
Index	Undesignated Funds (Up to 10% of the annual year's revenue)	TRACKING FY 12-13 (Prior Year's) PLAN			Identify projects where undesignated funds were used.
		Planned Undesignated FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	
1		\$ 4,685	\$ -	\$ 4,685	No funds were used for the undesignated reserve.
TOTAL FY 12-13 UNDESIGNATED RESERVE		\$ 4,685	\$ -	\$ 4,685	100% Unspent Percentage

Box 11 FY 13-14 VRF UNDESIGNATED RESERVE			
Index	Undesignated Funds (Up to 10% of the annual year's revenue)	Undesignated FY 13-14	Identify Potential Funding usage.
1		\$ 6,302	Potential project contingencies.
TOTAL FY 13-14 UNDESIGNATED RESERVE		\$ 6,302	

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Vehicle Registration Fee Program Expenditures FY 12-13 Report Card

City of Piedmont

FY 12- 13 Planned Projects

Program	Planned Expenditures FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage
Local Streets and Roads	\$ -	\$ -	\$ -	#DIV/0!
Totals:	\$ -	\$ -	\$ -	#DIV/0!

FY 12- 13 Capital Fund Reserve

Program	Planned FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage
Local Streets and Roads	\$ -	\$ -	\$ -	#DIV/0!
Totals:	\$ -	\$ -	\$ -	#DIV/0!

FY 12- 13 Operations Fund Reserve

Program	Planned FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage
Local Streets and Roads	\$ -	\$ -	\$ -	#DIV/0!
Totals:	\$ -	\$ -	\$ -	#DIV/0!

FY 12- 13 Undesignated Fund Reserve

Program	Planned FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage
Local Streets and Roads	\$ 4,685	\$ -	\$ 4,685	100%
Totals:	\$ 4,685	\$ -	\$ 4,685	100%

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