

## Vehicle Registration Fee Expenditures Across All Programs FY 13-14 Report Card

### City of Emeryville

#### FY 13-14 Planned Projects

Program	Planned Expenditures FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Local Road Improvement/Repair Program	\$ 40,480	\$ 2,340	\$ 38,140	94%
<b>Totals:</b>	<b>\$ 40,480</b>	<b>\$ 2,340</b>	<b>\$ 38,140</b>	<b>94%</b>

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

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Local Road Improvement/Repair Program	\$ -	\$ -	-	-
<b>Totals:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>

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

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Local Road Improvement/Repair Program	\$ -	\$ -	-	-
<b>Totals:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>

#### FY 13-14 Operations Fund Reserve

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Local Road Improvement/Repair Program	\$ -	\$ -	-	-
<b>Totals:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>

#### FY 13-14 Undesignated Fund Reserve

Program	Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Unspent Percentage
Local Road Improvement/Repair Program	\$ -	\$ -	-	-
<b>Totals:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>

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**TABLE 1**

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

AGENCY NAME : **City of Emeryville**  
DATE : **2/19/2015**

Column A	Column B	Column C	Column D	Column E	Column F	Column J	Column K	Column L
<b>Vehicle Registration Fee Direct Local Distributions Fund Balance FY 13-14</b>					<b>Other VRF Expenditures</b>		<b>Non-VRF Funds FY 13-14</b>	
<b>Beginning</b>	<b>VRF Revenues and Expenditures</b>			<b>Ending</b>			<b>List the specific types of non-VRF Funding including MB.*</b>	
<b>FY 13-14 Beginning of Year VRF Fund Balance</b>	<b>FY 13-14 VRF Direct Local Distribution Program Revenue</b>	<b>FY 13-14 VRF Interest</b>	<b>FY 13-14 VRF Direct Local Distribution Program Expenditures</b> <i>(Must match Table 2: Column L)</i>	<b>FY 13-14 End of Year VRF Fund Balance</b>	<b>Other VRF Expenditures</b> <i>(Must match Table 2: Column M)</i>	<b>Total Other VRF Expenditures</b>	<b>Non-VRF Funding Source</b>	<b>Non-VRF Expenditures</b> <i>(Must match Table 2: Column N + O)</i>
\$ -	\$ 44,597	\$ -	\$ 2,340	\$ 42,257	\$ -	\$ -	Measure B Funds**	\$ 11,159
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 number must match each other.			<b>Total from Table 1:</b>	\$ 2,340		\$ -		
			<b>Total from Table 2:</b>	\$ 2,340		\$ -		
					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.		<b>Total Non-VRF:</b>	\$ 11,159
							<b>Total Non-VRF Table 1:</b>	\$ 11,159
							<b>Total Non-VRF Table 2:</b>	\$ 11,159

**Column Descriptions**

<b>VRF Unspent Balance:</b> Value must match the local agency's audited financial statement for the starting VRF balance reported in FY 13-14. If there is a variance, explain in the additional information section below.	<b>VRF Direct Local Distribution Program Revenue:</b> Value is the actual VRF revenues for FY 13-14.	<b>VRF Interest:</b> Value is the VRF Interest earned on unspent funds.	<b>VRF Expenditures:</b> Value must match the agency audit report figure AND total sum of VRF Direct Local Distribution Program expenditures calculated on Table 2: Column L.	<b>Other VRF Expenditures:</b> This includes VRF grant funds. Figure must match reported VRF expenditures calculated on Table 2: Column M.
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**Additional Information:** Use the Box Below to clarify revenues and expenditures.

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

\*\*Report Measure B expenditures for Local Streets and Roads in this section. Inputted MB values must match reported MB expenditures in the MB Local Streets and Road Compliance Reporting Form *(completed separately)* i.e. Table 2 (Column L).

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Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year  
**TABLE 2**  
**LOCAL STREETS AND ROADS PROGRAM**  
**Vehicle Registration Fee Expenditures and Accomplishments (FY 2013-14)**

AGENCY NAME: **City of Emeryville**  
 DATE: **2/19/2015**

Project Description								Status	Deliverables			Expenditures FY 13-14					Approvals	
Index	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I	Column J	Column K*	Column L**	Column M**	Column N	Column O	Column P	Column Q	
Index No.	Local Project ID Number	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 13-14)</i> <i>(Drop-down Menu)</i>	Quantity Completed in FY 13-14	Units for Quantity <i>(Drop-down Menu)</i>	Description <i>(other details about unit or quantity)</i>	Estimated Completed Quantity Funded by VRF <i>(auto calculates)</i>	VRF LSR Direct Local Distribution Program Expenditures	Other VRF LSR Expenditures <i>(Grants)</i>	Non-VRF Funding Expenditures <i>(Measure B)</i>	Non-VRF Funding Expenditures <i>(federal &amp; state grants, city/local funds, etc.)</i>	Total Project Cost <i>(L+M+N+O=P)</i> <i>(auto calculates)</i>	Did the Governing Board Approve this Project? <i>(Drop-down Menu)</i>
1	ON-AAVRF	Streets and Roads	Other	Other (describe in Column E)	2014 Annual Compliance Audit-VRF	2013-2014 Annual Audit Costs	Necessary to Maintain Compliance	Closed Out in FY 13-14	100	Other (describe in Column J)	percent	100	\$ 2,340			\$ 2,340	Yes	
2	ON-SMM	Streets and Roads	Maintenance	Street Resurfacing and Maintenance	Ongoing City Crew Street Maintenance Materials	Street paint and cracksealing materials	Maintaining PCI	Continuing or Ongoing	100	Other (describe in Column J)	percent	0		\$ 10,388	\$ 10,388	Yes		
3	ON-AALSR	Other	Other	Other (describe in Column E)	Annual Compliance Audit	Annual Compliance Audit	Necessary for Compliance	Continuing or Ongoing	100	Other (describe in Column J)	percent	0		\$ 771	\$ 771	Yes		
<b>TOTALS:</b>												\$ 2,340	\$ -	\$ 11,159	\$ -	\$ 13,499		

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

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

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

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

**Cell: C11**

**Comment:** Project Category:

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

**Cell: D11**

**Comment:** Project Phase:

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

**Cell: E11**

**Comment:** Project Type:

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

**Cell: I11**

**Comment:** Project Status:

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

**Cell: J11**

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

**Cell: K11**

**Comment:** Units for Quantity:

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

Bike Parking Spaces: Number of bike parking spaces created. Indicate Number of racks or lockers installed in Column J.

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

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

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

**Cell: M11**

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

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

**Cell: S11**

**Comment:** Governing Board Approval

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

TABLE 3

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

AGENCY NAME: **City of Emeryville**  
DATE: **2/19/2015**

General Directions

There are FOUR Sections on this worksheet to be completed by the local agency. Complete the EVEN Boxes first, and then the ODD Boxes.  
1. In the EVEN Numbered Boxes, enter the FY 13-14 Actual Expenditures that occurred.  
2. In the ODD Numbered Boxes, allocate the Total VRF FY 14-15 Funds Available (Box 1, Total in ORANGE) to planned and reserve projects/categories.  
*Note Box 1-3 are auto populated for reference based on information inputted in Box 4-11*

DASHBOARD SUMMARY - AUTO CALCULATED REFERENCE TABLES

BOX 1	
Total Vehicle Registration Fee Available in FY 14-15	
FY 13-14 VRF Ending Direct Local Program Distribution	\$ 42,257
<b>FY 13-14 Balances</b>	
Planned Project Balance <sup>1</sup>	\$ 38,140
FY 13-16 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 14-17 Capital Reserve Window Balance <sup>2</sup>	\$ -
FY 13/14 Operational Reserve Balance <sup>3</sup>	\$ -
FY 13/14 Undesignated Reserve Balance <sup>4</sup>	\$ -
FY 13/14 Actual vs. Projected Revenue <sup>5</sup>	\$ 4,117
<b>Sub-total<sup>6</sup></b>	<b>\$ 42,257</b>
Subtract FY 13-16 Capital Reserve Commitment	\$ -
Subtract FY 14-17 Capital Reserve Commitment	\$ -
<b>FY 14-15 Uncommitted Rollover Funds</b>	<b>\$ 42,257</b>
<b>FY 14-15 VRF Projected Revenue</b>	<b>\$ 42,114</b>
<b>Total FY 14-15 VRF Funds Available<sup>7</sup></b>	<b>\$ 84,371</b>

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

BOX 2					Total Vehicle Registration Fee FY 13-14 Planned vs. Actual Expenditures				
	Planned	Actual	Unspent	% Unspent		Planned	Actual	Unspent	% Unspent
VRF Planned Projects	\$ 40,480	\$ 2,340	\$ 38,140	94%					
VRF FY 13-16 Capital Reserve Window	\$ -	\$ -	\$ -	-					
VRF FY 14-17 Capital Reserve Window	\$ -	\$ -	\$ -	-					
VRF Operation Reserve	\$ -	\$ -	\$ -	-					
VRF Undesignated Reserve	\$ -	\$ -	\$ -	-					

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

BOX 3							Total Vehicle Registration Fee FY 14-15 Available Fund Allocation Summary		
Category	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL		Max. Allocation	% Allocated	Max. % Allowed
VRF Planned Projects	\$ 84,371				\$ 84,371				
VRF Capital Reserve	\$ -				\$ -				
VRF Operational Reserve	\$ -				\$ -		\$ 21,057	0%	50%
VRF Undesignated Reserve	\$ -				\$ -		\$ 4,211	0%	10%
<b>TOTAL VRF</b>	<b>\$ 84,371</b>				<b>\$ 84,371</b>				

Total amount must equal Box 1.

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

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

BOX 3a	
VRF FY 14/15 Allocation Verification	
BOX 1: Available VRF Funds	\$ 84,371
BOX 3: Allocated VRF Funds	\$ 84,371
<b>Remaining Amount</b>	<b>\$ (0)</b>

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

SECTION 1: VRF Planned Projects (unreserved funds)

BOX 4							
VRF PLANNED PROJECTS (unreserved funds) FY 13-14 PLANNED VS ACTUAL EXPENDITURES							
Index No.	Local Project No.	Project Name	Phase	TRACKING FY 13-14 (Prior Year's) PLAN			Provide an explanation for positive or negative balance & fund reallocation. Indicate N/A if no balance or reallocation.
				Planned FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	
1	EPW 101-14	Hollis Street Rehabilitation Project	Construction	\$ 40,480	\$ -	\$ 40,480	It is necessary to accumulate enough project funds to deliver a project of sufficient magnitude to be cost effective. This project is expected to be ready for construction in FY 14/15
Total				\$ 40,480	\$ -	\$ 40,480	
2	ON-AAVRF	2015 Annual Compliance Audit VRF	Other	\$ -	\$ 2,340	\$ (2,340)	Used funds from the above project funded this expenditure.
Total				\$ -	\$ 2,340	\$ (2,340)	
<b>TOTAL FY 13-14 PLANNED VS ACTUAL EXPENDITURES</b>				<b>\$ 40,480</b>	<b>\$ 2,340</b>	<b>\$ 38,140</b>	94% Unspent

BOX 5						
FY 14-15 VRF PLANNED PROJECTS (unreserved funds)						
Index No.	Local Project No.	Project Name	Phase	Planned Projects FY 14-15	Governing Body Approved? (Yes or No)	Describe the Project's Status as of June 30, 2014.
1	EPW 101-14	Hollis Street Rehabilitation	Construction	\$ 81,371	Yes	Rehabilitation of Hollis Street from Powell to 67th Street
Total				\$ 81,371		
2	ON-AAVRF	2015 Annual Compliance Audit VRF	Other	\$ 3,000	Yes	Annual Compliance Audit
Total				\$ 3,000		
<b>TOTAL FY 14-15 PLANNED PROJECTS</b>				<b>\$ 84,371</b>		

SECTION 2: VRF Capital Fund Reserve

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

BOX 7				
CAPITAL FUND RESERVE FY 14-15 THROUGH FY 17-18				
FY 14-15	FY 15-16	FY 16-17	FY 17-18	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	

BOX 7a				
CAPITAL FUND RESERVE BY RESERVE WINDOW & PHASE (auto-populated)				
FY 13-16 Total	FY 14-17 Total	FY 15-18 Total	All Windows Total By Phase	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	

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

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

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

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

Alameda CTC Programs Annual Compliance Report 2013-2014 Reporting Year  
**TABLE 3**  
**LOCAL STREETS AND ROADS PROGRAM**  
**Vehicle Registration Fee Planned Projects and Fund Reserves**

AGENCY NAME: City of Emeryville  
 DATE: 2/19/2015

**General Directions**

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

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

**SECTION 3: VRF Operation Fund Reserve**

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

Directions

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

To establish a new annual reserve, complete Box 9.

BOX 8 VRF OPERATION FUND RESERVE FY 13-14 PLANNED VS ACTUAL EXPENDITURES				
	Planned Op Reserve FY 13-14	Actual Expenditures FY 13-14	Unspent Amount FY 13-14	Describe reason for fund balance & any funds reallocated to projects in Box 4.
FY 13-14 Operation Fund Reserve	\$ -	\$ -	\$ -	
<b>TOTAL FY 13-14 OPERATION FUND RESERVE</b>	\$ -	\$ -	\$ -	Unspent Percentage

BOX 9 FY 14-15 VRF OPERATION FUND RESERVE	
FY 14-15 Operation Fund Reserve	\$ -
<b>TOTAL FY 14-15 OPERATION FUND RESERVE</b>	\$ -

**SECTION 4: VRF Undesignated Fund Reserve**

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

Directions

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

To establish a new annual reserve, complete Box 11.

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

BOX 11 FY 14-15 VRF UNDESIGNATED FUND RESERVE	
FY 14-15 Undesignated Fund Reserve	\$ -
<b>TOTAL FY 14-15 UNDESIGNATED FUND RESERVE</b>	\$ -



**City of Emeryville**

**VEHICLE REGISTRATION FEE CAPITAL FUND RESERVE EXPENDITURE TRACKING SUMMARY**

**Local Road Improvement and Repair Program**

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

<b>FY 13-16 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2016</b> <i>(End of FY 15/16)</i>
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<b>Original Start Amount</b>	<b>\$ 44,867</b>
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	FY 12-13	FY 13-14	FY 14-15	FY 15-16	Total
Last Year's Plan	N/A	\$ -	\$ -	\$ -	\$ -
Adjustment	N/A	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ 44,867</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>FY 13-16 Window Expenditure Summary</b>	
<b>Original Start</b>	<b>\$ 44,867</b>
Spent in FY 12/13	<b>\$ (44,867)</b>
Spent in FY 13/14	<b>\$ -</b>
Spent in FY 14/15	<b>TBD</b>
Spent in FY 15/16	<b>TBD</b>
<b>Remaining</b>	<b>\$ -</b>

<b>FY 14-17 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2017</b> <i>(End of FY 16/17)</i>
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<b>Original Start Amount</b>	<b>\$ -</b>
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	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Last Year's Plan	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revised Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

<b>FY 15-18 Capital Fund Reserve Window</b>	<b>Window Expires: June 30, 2018</b> <i>(End of FY 17/18)</i>
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<b>Original Start Amount</b>	<b>\$ -</b>
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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Total
<b>Identified Plan</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

ALL WINDOW SUMMARY											
Reserve Window		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 18/19	FY 19/20	Original Amount	Expended To Date	Remaining Balance
	FY 13-16	-\$44,867	\$0	\$0					\$ 44,867	\$ (44,867)	\$ -
	FY 14-17		\$0	\$0					\$ -	\$ -	\$ -
	FY 15-18			\$0					\$ -	\$ -	\$ -
	FY 16-19				Future Potential Reserve Window				TBD	TBD	TBD

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