
Authority Board **STAFF REPORT**

Meeting Date: May 17, 2023

Subject	Approval of the City of Pleasant Hill Calendar Years (CY) 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist
Summary of Issues	The City of Pleasant Hill has submitted its CY 2020 and 2021 GMP Checklist. An estimated allocation of \$771,491 in 18 percent Local Street Maintenance and Improvement (LSM) funds will be paid out for Fiscal Year (FY) 2021-22 subject to the Authority making a findings of compliance with the Measure J GMP.
Recommendations	Staff seeks approval of the City of Pleasant Hill GMP Compliance Checklist and payment of \$771,491 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Pleasant Hill, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.
Staff Contact	Matt Kelly
Financial Implications	A total of \$21,654,631 is available for LSM funds in FY 2021-22, based on actual sales tax receipts to date.
Options	The Authority has the option to disapprove a checklist, request additional information, such as an audit of a specific checklist question, grant conditional approval, or otherwise apply flexibility to individual circumstances.
Attachments	A. Acknowledgement letter from John Hoang, Authority to Ananthan Kanagasundaram, City of Pleasant Hill, dated April 11, 2023

<p>Changes from Committee</p>	<p>B. City of Pleasant Hill CY 2020 & 2021 GMP Compliance Checklist (abridged – full version available at www.ccta.net)</p> <p>N/A</p>
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Background

The GMP, as amended, requires that every two years the Authority review and allocate funds to cities, towns, and the County, subject to submission of a Statement of Compliance by the local jurisdiction and findings made by the Authority. The biennial Checklist provides a vehicle for measuring local jurisdictions’ fulfillment of the requirements of the Measure J GMP. The compliance Checklist for this reporting period covers CYs 2020 and 2021. Jurisdictions found to be in compliance with the GMP will receive FY 2021-22 LSM funds. The second year’s funding also known as the “off year” (in this case, FY 2022-23) will be allocated automatically on the one-year anniversary of the current year’s allocation, without requiring any further Checklist submittals from local jurisdictions.

Citizens Advisory Committee (CAC) Review

The CAC reviewed and approved the City of Pleasant Hill’s Checklist at their meeting on April 26, 2023.

**CITY OF PLEASANT HILL
BIENNIAL COMPLIANCE CHECKLIST SUMMARY CALENDAR YEARS 2020-21
OVERALL FINDING: COMPLIES**

According to the jurisdiction's Checklist, the following findings have been made:

1. **Action Plans: Complies**
The jurisdiction has implemented the actions and followed procedures as called for in its Action Plan. The jurisdiction has followed procedures outlined in the Authority's *Implementation Guide* and applicable Action Plan.
2. **Transportation Mitigation Program: Complies**
The jurisdiction has implemented a local mitigation program and is participating in a regional mitigation program.
3. **Housing Options and Job Opportunities: Complies**
The jurisdiction has submitted the required report demonstrating reasonable progress in providing housing opportunities for all income levels.
4. **Traffic Impact Studies: Complies**
Where applicable, the jurisdiction has, in accordance with the Authority's *Technical Procedures*, prepared traffic impact studies for projects generating more than 100 net new peak-hour vehicle trips.
5. **Cooperative, Multi-Jurisdictional Planning: Complies**
The jurisdiction regularly participated in Regional Transportation Planning Committee (RTPC) meetings; the jurisdiction's representative to the RTPC regularly reported to the council on RTPC activities; and the jurisdiction made land use and traffic data available for the countywide model.
6. **Five-Year Capital Improvement Program (CIP): Complies**
The jurisdiction adopted a CIP that meets Measure J requirements on July 11, 2022 under Resolution # 59-22.
7. **Transportation Systems Management (TSM) Program: Complies**
The jurisdiction adopted a TSM Resolution or Ordinance that conforms with the Authority's Model TSM Resolution under Ordinance # 97-15 on November 25, 1997.

8. **Adoption of a voter-approved Urban Limit Line (ULL): Complies**
The jurisdiction has continuously complied with the ULL through Resolution # 78-08, adopted on December 15, 2008.
9. **Adoption of the Measure J Growth Management Element (GME): Complies**
The jurisdiction adopted Measure J Model GME on July 1, 2013 under Resolution # 37-13.
10. **Posting of Signs: Complies**
Where applicable, the jurisdiction posted signs for all projects exceeding \$250,000 that were funded in whole or in part with Measure C or J funds.
11. **Maintenance of Effort (MoE): Complies**
The jurisdiction met the MoE requirements of Measure J. The MoE requirement for City of Pleasant Hill is \$1,019,834 per year. Expenditures were \$1,504,896 for FY 2017-18, and \$1,232,340 for FY 2018-19.
12. **Submittal of LSM Reporting Form: Complies**
The jurisdiction submitted LSM Reporting Forms for FY 2017-18 on February 8, 2022 and FY 2018-19 on February 8, 2022.
13. **Other Considerations:**
N/A

Certified By: Timothy M. Flaherty, Mayor **Date:** March 28, 2023

Date Received by Authority: March 31, 2023