



*Citizens Advisory Committee Meeting*  
**SUMMARY OF DISCUSSION & ACTIONS**

**MEETING DATE:** June 26, 2013

**MEMBERS PRESENT:** Stephen Smith, Robert Barnes, Jeff Altman, Alesia Strauch, Ludwik Bednarz, Yolanda Vega, Michael Dupray, Mark Roberts, David Kurrent, Brian Junginger, Tony Sustak, Linda Mannina, Brian Krcelic and Sally Germain

**STAFF PRESENT:** Martin Engelmann, Deputy Executive Director, Planning and Diane Bodon, Planning Assistant

**SUMMARY PREPARED BY:** Diane Bodon, Planning Assistant

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- A. **CONVENE MEETING:** Chair Smith convened the meeting at 6:30 p.m.
- B. **PUBLIC COMMENT:** No comments from the public.
- C. **APPROVAL OF SUMMARY OF ACTIONS:** CAC Meeting of May 22, 2013.

*ACTION:* Motion to approve the summary of actions was made by Robert Barnes, and seconded by Linda Mannina. Approved: 13-0

- 1.0 **GENERAL BUSINESS**
  - 1.1 **CAC Attendance Log**
  - 1.2 **CCTA Meeting Calendar**
  - 1.3 **CAC Roster**

**2.0 MAJOR DISCUSSION ITEMS**

**2.1 Review of the City of Antioch's Calendar Years (CY) 2010 & 2011 Growth Management Program Compliance Checklist.**

*ACTION:* Motion to recommend approval of the City of Antioch's CYs 2010 & 2011 GMP Checklist was made by Yolanda Vega, and seconded by Ludwik Bednarz. Approved: 14-0

*DISCUSSION:* Mindy Gentry, City of Antioch's Senior Planner and Kevin Scudero, from the City of Antioch's Community Development department, were present to respond to questions. David Kurrent, Chair of the CAC GMP Subcommittee stated that the checklist was complete and recommended approval.

**2.2 Review of the City of Pinole's Calendar Years (CYs) 2010 & 2011 Growth Management Program Compliance Checklist.**

*ACTION:* Motion to recommend approval of the City of Pinole's CYs 2010 & 2011 GMP Checklist was made by David Kurrent and seconded by Ludwik Bednarz. Approved: 14-0

*DISCUSSION:* Winston Rhodes, City of Pinole's Planning Manager, was present to respond to questions. Mr. Kurrent stated that the GMP Subcommittee recommended approval of the City of Pinole's CYs 2010 & 2011 checklist.

*Chair Smith announced that item 2.4, City of San Pablo's checklist submittal, would be moved up to allow local staff from the City of San Pablo to leave early.*

**2.3 Review of the City of San Pablo's Calendar Years (CYs) 2010 & 2011 Growth Management Program Compliance Checklist.**

*ACTION:* Motion to recommend approval of the City of San Pablo's CYs 2010 & 2011 GMP Checklist was made by Ludwik Bednarz and seconded by Robert Barnes. Approved: 14-0

*DISCUSSION:* Adele Ho, City of San Pablo's Public Works Director, was present to respond to questions. Mr. Kurrent stated that the GMP Subcommittee recommended approval of the City of San Pablo's CYs 2010 & 2011 checklist.

**2.4 Review of the City of Oakley's Calendar Years (CYs) 2010 & 2011 Growth Management Program Compliance Checklist.**

*ACTION:* Motion to recommend approval of the City of Oakley's CYs 2010 & 2011 GMP Checklist was made by Michael Dupray and seconded by Robert Barnes. Approved: 14-0

*DISCUSSION:* Mr. Kurrent stated that Oakley staff could not be present for the CAC meeting, however, the GMP Subcommittee recommended approval of the City of Oakley's CYs 2010 & 2011 checklist.

**2.5 Status of Remaining GMP Checklists for CYs 2010 & 2011.**

*ACTION:* Item is for Information Only

*DISCUSSION:* Martin Engelmann, CCTA's Deputy Executive Director, Planning, reported that in order for local jurisdictions to receive FY 2011-12 and FY 2012-13 Measure J 18 percent Local Street Maintenance and Improvement (LSM) Funds, they must submit a Compliance Checklist indicating that all of the requirements of the GMP have been met for the reporting period of CYs 2010 & 2011 by June 20, 2013. He stated that jurisdictions that did not submit their checklists before the due date could be found out of compliance with the Growth Management Program.

He stated that 17 of 20 local jurisdictions have submitted or plan to submit completed checklists before the due date, and three local jurisdictions requested schedule extensions beyond the due date, in accordance with adopted Authority policy. He explained that the provision allows jurisdictions to submit a "Statement of Progress" indicating progress made towards compliance, remaining issues and a schedule for achieving compliance. He reported that Pittsburg, Pleasant Hill, and Martinez have submitted Statements of Progress.

Mr. Engelmann reported that the County was put on a watch position for their off year allocation pending staff's review of the County's Measure C Growth Management Element to determine whether it complied with the Measure J requirements. He said the County worked with Authority staff throughout the year and the County submitted a report on progress toward incorporating the technical amendments into its General Plan. He stated that the report was scheduled to be reviewed and approved by the Authority Board in July.

**3.0 REPORTS**

**3.1 CCTA Committee Reports by CAC Member:**

- Administration & Projects Committee (APC)
- Planning Committee (PC)
- Full Board Meeting (CCTA): Report given by Chair Smith.

**4.0 CAC MEMBER/STAFF COMMENTS:**

- Chair Smith stated that staff requested that the CAC consider changing the meeting start time to 6:00 p.m. to be consistent with the Authority and Planning Committee meeting times. Motion to approve was made by Jeff Altman and seconded by Michael Dupray. Motion passed 14/0.

**5.0 CORRESPONDENCE/NEWS CLIPPINGS: None**

**6.0 FUTURE AGENDA ITEMS: None**

**7.0 ADJOURNMENT:** The meeting was adjourned at 8:12 p.m. The next regular meeting is scheduled for Wednesday, July 24, 2013 at 6:00 p.m. (Please note new meeting time).