



CONTRA COSTA  
transportation  
authority

COMMISSIONERS

January 6, 2023

Chris Kelley,  
Chair

**TO: Contra Costa County Finance Officers**

Federal Glover,  
Vice Chair

**CC: Planning Directors/Transportation Managers, GMP Checklist Preparers**

Newell Arnerich

**FR: John Hoang, Director of Planning** JCH

Teresa Gerring

**RE: Local Jurisdiction Reporting of Measure J Local Street Maintenance and Improvement (LSM) Funds for Fiscal Year (FY) 2021-22**

Loella Haskew

David Hudson

Aaron Meadows

Sue Noack

Lamar Thorpe

Each year, the Authority prepares a report on how local jurisdictions use their Measure J LSM funds, which are allocated annually subject to compliance with the Growth Management Program (GMP). Attached are forms for reporting your use of LSM (18%) and additional LSM (2.09% - with the exception of East County jurisdictions) funds during the fiscal year which ended June 30, 2022. Irrespective of when your jurisdiction received its LSM funds, the report's objective is to report how these funds were expended during FY 2021-22.

Timothy Haile,  
Executive Director

- Please complete and submit a cash flow summary using the LSM Annual Reporting Form (Word).
- Please complete and submit an LSM Audit Reporting Form (Excel), which should include a detailed description of each expenditure in excess of \$10,000. A set of instructions are attached and sample project expenditure entries are included in the Excel worksheet. All documents are available for download [here](#).

Completed forms are due by February 28, 2023.

If you have any questions, please contact Matt Kelly at 925-256-4730 or by email at [mkelly@ccta.net](mailto:mkelly@ccta.net).

File: 07.07.28

Attachments

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