

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

REGULAR MEETING

TELECONFERENCE MEETING NOTICE and AGENDA

LOCATIONS LISTED BELOW

10:30 A.M.

Thursday, January 30, 2025

Zoom Call Information

<https://us02web.zoom.us/j/83090950409?pwd=0m-8petUUMOnlGjf9Cv-ucfTFWNKIK.1>

Meeting ID: 830 9095 0409

Passcode: 866446

One tap mobile

+16699006833,,83090950409#,,,,*866446# US (San Jose)

+13462487799,,83090950409#,,,,*866446# US (Houston)

Call to Order and Roll Call

Statement of Disclosure

Action Items

1. Consent Agenda

a. Approve Minutes from December 12, 2024.

b. Approve Resolution No. 25-1 of the California Enterprise Development Authority Approving Associate Membership by the City of Lake Elsinore in the California Enterprise Development Authority and the Execution of an Associate Membership Agreement Relating to the Associate Membership of the City in the Authority.

2. Resolution No. 25-2 of the California Enterprise Development Authority Amending Resolution No. 24-18 with Respect to the Issuance of Tax-Exempt and/or Taxable Revenue Bonds in One or More Series to Finance, Refinance and/or Reimburse the Cost of Acquisition, Construction, Improvement, Renovation, Furnishing and Equipping of Facilities for the Benefit of the National Test Pilot School Inc., Providing the Terms and Conditions for the Sale and Issuance of Said Bonds and Other Matters Relating Thereto and Approving and Authorizing Other Actions in Connection Therewith.

3. Approve James Marta & Associates Proposal for CEDA Annual Audit for 2025 and 2026.

Public Comment

Chair Report

Other Business

Adjournment

Members of CEDA and members of the public may access this meeting at the following locations:

California Association for Local
Economic Development
(Contact Michelle Stephens)
2150 River Plaza Dr., Suite 275
Sacramento, CA 95833

City of Vista
(Contact Larry Vaupel)
200 Civic Center
Vista, CA 92084

Opportunity Stanislaus
(Contact Dave White)
1625 I Street
Modesto, CA 95354

Rural County Representatives of
California (Contact Robert Burris)
1215 K Street, Suite 1650
Sacramento, CA 95814

City of West Sacramento
(Contact Aaron Laurel or
Sandra Barcenas)
1110 West Capitol Avenue, 3rd Floor
West Sacramento, CA 95691

City of Long Beach
(Contact Eric Romero)
411 W. Ocean Blvd
Long Beach, CA 90802

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

City of Ontario
(Contact Jennifer Hiramoto)
303 E. B Street
Ontario, CA 91764

Josh Metz
(Contact Josh Metz)
5753 Desoto Dr.
Santa Rosa, Ca 95409

This agenda can be obtained at <https://ceda.caed.org>. The California Enterprise Development Authority complies with the Americans with Disabilities Act (ADA) by ensuring that the facilities are accessible to persons with disabilities and by providing this notice and information in alternative formats when requested. If you need further assistance, you may contact us before the meeting at (916) 448-8252, ext. 12.

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

MINUTES
REGULAR MEETING
TELECONFERENCE MEETING
CEDA BOARD OF DIRECTORS

10:30 A.M.
Thursday, December 12, 2024
Zoom Call Information

<https://us02web.zoom.us/j/83090950409?pwd=0m-8petUUMOnlGjf9Cv-ucfTFWNKIK.1>

Meeting ID: 830 9095 0409
Passcode: 866446

Call to Order

Gurbax Sahota, Chair of the California Enterprise Development Authority, called the meeting to order at 10:30.

Roll Call

Members Present:
Robert Burris (10:31)
Jennifer Hiramoto
Gurbax Sahota
Larry Vaupel
Dave White (10:31)

CALED Management/Staff Present:

Ian Gill
Michelle Stephens

Public:

David Mnatsakanyan, Kutak Rock
Jessica Shaham, Kutak Rock

Statement of Disclosure

None

Action Items

1. Consent Agenda
 - a. Approve Minutes from November 14, 2024.
 - b. Approve Resolution No. 24-24 of the California Enterprise Development Authority Approving Associate Membership by the City of West Sacramento in the California Enterprise Development Authority and the Execution of an Associate Membership Agreement Relating to the Associate Membership of the City in the Authority.

Motion: Board Member Larry Vaupel made the motion to approve the Consent Agenda. Board Member Jennifer Hiramoto seconded the motion on the floor.

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

2. Approve Resolution 24-25 of the California Enterprise Development Authority Making Determinations with Respect to the Issuance of Revenue Bonds to Finance Solid Waste Facilities for the Benefit of EDCO Refuse Services, Inc., and/or a Related or Successor Entity, and Authorizing Related Actions.

Discussion: Michelle Stephens gave the staff report. Discussion ensued.

Motion: *Board Member Dave White made the motion to approve Resolution 24-25. Board Member Robert Burris seconded the motion on the floor.*

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

3. Approve Resolution 24-26 of the California Enterprise Development Authority Authorizing the Issuance of Taxable and/or Tax Exempt Revenue Bonds in One or More Series in a Principal Amount Not to Exceed \$37,000,000 to Finance or Refinance the Acquisition, Construction, Improvement, Equipping and Furnishing of Healthcare Facilities for the Benefit of Benevolence Industries Incorporated, Providing the Terms and Conditions for the Sale and Issuance of Said Bonds and Other Matters Relating Thereto and Authorizing the Execution of Certain Documents Herein Specified.

Discussion: Michelle Stephens gave the staff report. Jessica Shaham provided additional information. Discussion ensued.

Motion: *Board Member Larry Vaupel made the motion to approve Resolution 24-26. Board Member Dave White seconded the motion on the floor.*

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

4. Approve Resolution 24-27 of the California Enterprise Development Authority Authorizing and Approving a Loan Agreement Pursuant to Which the California Enterprise Development Authority Will Make One or More Loans for the Purpose of Financing, Refinancing and/or Reimbursing the Cost of the Acquisition, Construction, Improvement, Furnishing, and Equipping of Certain Healthcare Facilities for the Benefit of Centro de Salud de la Comunidad de San Ysidro, Inc., and/or a Related or Successor Entity, Providing the Terms and Conditions for Such Loan Agreement and Other Matters Relating Thereto Herein Specified.

Discussion: Michelle Stephens gave the staff report. Discussion ensued.

Motion: *Board Member Jennifer Hiramoto made the motion to approve Resolution 24-27. Board Member Larry Vaupel seconded the motion on the floor.*

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

5. Approve Resolution No. 24-28 of the California Enterprise Development Authority Confirming Participation by the City of West Sacramento in the Bonds Assisting New Development Program.

Discussion: Michelle Stephens gave the staff report. Discussion ensued.

Motion: Board Member Larry Vaupel made the motion to approve Resolution 24-28. Board Member Dave White seconded the motion on the floor.

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

Public Comment

None

Chair Report

Chair Sahota noted that the Industrial Asset Management Council is having their spring event in Sacramento, and that CEDA will be advertising the BAND program in their magazine. Michelle Stephens mentioned that there would be no further CEDA meetings this year, which Jessica Shaham confirmed.

Other Business

None

Adjournment

Jennifer Hiramoto made the motion to adjourn the meeting. Robert Burris seconded the motion on the floor. Chair Gurbax Sahota adjourned the meeting at 10:44 am after the roll call vote.

The motion passed with the following roll call vote:

| | |
|-------------------|-----|
| Robert Burris | Yes |
| Jennifer Hiramoto | Yes |
| Gurbax Sahota | Yes |
| Larry Vaupel | Yes |
| Dave White | Yes |

RESOLUTION NO. 25-01

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

RESOLUTION APPROVING ASSOCIATE MEMBERSHIP BY THE CITY OF LAKE ELSINORE IN THE CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY AND THE EXECUTION OF AN ASSOCIATE MEMBERSHIP AGREEMENT RELATING TO THE ASSOCIATE MEMBERSHIP OF THE CITY IN THE AUTHORITY

WHEREAS, pursuant to the provisions of the Joint Exercise of Powers Act, comprising Articles 1, 2, 3 and 4 of Chapter 5 of Division 7 of Title 1 (commencing with Section 6500) of the Government Code of the State of California, the cities of Eureka, Lancaster and Selma entered into a joint exercise of powers agreement (the “Agreement”) pursuant to which the California Enterprise Development Authority (the “Authority”) was organized; and

WHEREAS, pursuant to Section 2.10 of the Agreement, a local agency may be admitted as an associate member of the Authority upon approval of the Board of Directors of the Authority and the adoption by the legislative body of the local agency of a resolution approving an Associate Membership Agreement; and

WHEREAS, the City of Lake Elsinore (the “City”) wishes to join the Authority and has passed the requisite resolution approving the City becoming an associate member of the Authority and has approved an Associate Membership Agreement; and

WHEREAS, the Board of Directors desires to admit the City into the Authority as an associate member;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the California Enterprise Development Authority, as follows:

Section 1. The City is hereby admitted as a new associate member of the Authority.

Section 2. The Chair or the Vice Chair of the Board of Directors is hereby authorized to execute the Associate Membership Agreement with the City. All actions heretofore taken by the officers, or their respective designees, employees and agents of the Authority in connection with the Authority’s entry into the Associate Membership Agreement with the City are hereby ratified and confirmed.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this ____ day of _____, 2025.

CALIFORNIA ENTERPRISE
DEVELOPMENT AUTHORITY

By _____
Gurbax Sahota, Chair

Attest:

By _____
Michelle Stephens, Assistant Secretary

I, the undersigned, the duly appointed and qualified Assistant Secretary of the California Enterprise Development Authority, do hereby certify that the foregoing resolution was duly adopted by the Board of Directors of said Authority at a duly called meeting of the Board of Directors of said Authority held in accordance with law on _____, 2025.

Michelle Stephens, Assistant Secretary

Staff Report

| | |
|--------------------------------------|--|
| Action Requested | Approve Resolution 25-02 of the California Enterprise Development Authority Amending Resolution No. 24-18 with Respect to the Issuance of Tax-Exempt And/or Taxable Revenue Bonds in One or More Series to Finance, Refinance And/or Reimburse the Cost of Acquisition, Construction, Improvement, Renovation, Furnishing and Equipping of Facilities for the Benefit of the National Test Pilot School Inc, Providing the Terms and Conditions for the Sale and Issuance of Said Bonds and Other Matters Relating Thereto and Approving and Authorizing Other Actions in Connection Therewith. |
| Borrower(s) | National Test Pilot School |
| Borrower Description | <p>National Test Pilot School (“NTPS”) is a nonprofit civilian institution of higher education located in Mojave, California. Established in 1981, NTPS is the only civilian test pilot school in the United States. It offers master’s degrees and is certified by the European Aviation Safety Agency (EASA). NTPS’ student body is comprised of military, governmental, and civilian students from the United States and abroad.</p> <p>This resolution amends the previously approved 24-18, increasing the aggregate principal amount from \$16,235,000 to \$20,000,000.</p> <p>The aggregate principal amount not to exceed \$20,000,000 will be used to finance the costs of refinancing an existing loan that originally purchased buildings and aircraft, buy out lease agreements for facilities currently leased from a third-party, and establish a debt service reserve fund. The project site is located at the Mojave Air and Space Port, and encompasses 6 adjacent buildings.</p> |
| Public Benefits | The tax-exempt financing will allow NTPS to continue offering their unique educational curriculum, as well as retain the 40 full-time employees that currently work at the school. NTPS’ faculty, staff, students, and alumni are actively contributing to improved research, techniques, safety protocols, training, and practices that improve flight safety and aircraft operation for pilots, passengers, test crews, and manufacturers throughout the world. |
| Eligibility and Policy Review | <p>CEDA staff has reviewed the project. The proposed financing is eligible pursuant to state and federal law and addresses the objectives contained in CEDA’s Bond Issuance Policies and Procedures:</p> <ul style="list-style-type: none"> ■ The Borrower is capable of meeting the obligations incurred under the financing documents; ■ The Payments to be made are adequate to pay the expenses of CEDA in connection with the financing and to pay debt service; and ■ Proposed financing is appropriate for the project. |
| Recommendation | Staff recommends approval of Resolution 25-02 of the California Enterprise Development Authority Amending Resolution No. 24-18 with Respect to the Issuance of Tax-Exempt And/or Taxable Revenue Bonds in One or More Series to Finance, Refinance And/or Reimburse the Cost of Acquisition, Construction, Improvement, Renovation, Furnishing and Equipping of Facilities for the Benefit of the National Test Pilot School Inc, Providing the Terms and Conditions for the Sale and Issuance of Said Bonds and Other Matters Relating Thereto and Approving and Authorizing Other Actions in Connection Therewith. |

RESOLUTION NO. 25-02

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

RESOLUTION OF THE CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY AMENDING RESOLUTION NO. 24-18 WITH RESPECT TO THE ISSUANCE OF TAX-EXEMPT AND/OR TAXABLE REVENUE BONDS IN ONE OR MORE SERIES TO FINANCE, REFINANCE AND/OR REIMBURSE THE COST OF ACQUISITION, CONSTRUCTION, IMPROVEMENT, RENOVATION, FURNISHING AND EQUIPPING OF FACILITIES FOR THE BENEFIT OF THE NATIONAL TEST PILOT SCHOOL INC, PROVIDING THE TERMS AND CONDITIONS FOR THE SALE AND ISSUANCE OF SAID BONDS AND OTHER MATTERS RELATING THERETO AND APPROVING AND AUTHORIZING OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, pursuant to Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California, (commencing with Section 6500) (the “Act”), the Cities of Selma, Lancaster and Eureka, have entered into a Joint Powers Agreement, dated as of June 1, 2006 (the “Agreement”) pursuant to which the California Enterprise Development Authority (the “Authority”) was organized;

WHEREAS, the Authority is authorized by the Agreement and the Act to issue bonds, notes or other evidences of indebtedness, or certificates of participation in leases or other agreements, or enter into financing agreements to, among other things, finance or refinance facilities owned and/or leased and operated by organizations described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”);

WHEREAS, National Test Pilot School (the “Borrower”), a California nonprofit public benefit corporation and an organization described in Section 501(c)(3) of the Code, has submitted an application to the Authority requesting the Authority to make one or more tax-exempt loans in the principal amount not to exceed \$16,235,000 to the Borrower for the purpose of financing, refinancing and/or reimbursing the Borrower for the costs of (i) the acquisition, construction, improvement, rehabilitation, renovation, equipping and furnishing the Borrower’s facilities located at 1030 Flight Line, Mojave, California 93501 and generally identified as Building 72, Hangar 161, Bunker 98, Bunker 99, Building 200 and Building 201, all of which buildings are located at the Mojave Air and Space Port in Mojave, California (together, the “Property”) and (ii) the cost of aircraft, machinery and equipment located at the Property; (iii) the funding of a reserve fund for the Bonds, if required; (iv) paying interest on the Bonds; and (v) paying costs of issuance in connection with the issuance of the Bonds and the financing (collectively, the “Project”);

WHEREAS, on September 26, 2024, the Authority adopted Resolution 24-18 (the “Initial Resolution”) approving the issuance of its Revenue Bonds (National Test Pilot School Inc Project) Series 2024 (the “Bonds”) for the Project in a principal amount not to exceed \$16,235,000 and approving and authorizing other actions in connection with the Project; and

WHEREAS, the Borrower has notified the Authority that the aggregate financing for the Project may exceed \$16,235,000 and has requested the Authority to amend the Initial Resolution to increase the principal amount of the Bonds to be issued for the Project to an amount not to exceed \$20,000,000.

NOW, THEREFORE, the Board of Directors of the Authority does resolve as follows:

Section 1. The Initial Resolution is hereby amended in part by increasing the principal amount of the Bonds to be issued for the Project in the Initial Resolution from \$16,235,000 to \$20,000,000.

Section 2. Except as modified by this Resolution, the Initial Resolution remains in full force and effect.

Section 3. All actions heretofore taken by the officers, or their respective designees, employees and agents of the Authority in connection with the financing of the Project are hereby ratified and confirmed. The officers and their designees, employees and agents of the Authority are hereby authorized to take any and all actions in connection with the financing of the Project and as may be necessary and consistent with the purposes of this Resolution.

Section 4. This Resolution shall take effect from and after its adoption.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the California Enterprise Development Authority this 30th day of January, 2025.

CALIFORNIA ENTERPRISE
DEVELOPMENT AUTHORITY

By _____
Gurbax Sahota, Chair

Attest:

By _____
Michelle Stephens, Assistant Secretary

I, the undersigned, the duly appointed and qualified Assistant Secretary of the California Enterprise Development Authority, do hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of said Authority at a duly called meeting of the Board of Directors of said Authority held in accordance with law on January 30, 2025.

By _____
Michelle Stephens, Assistant Secretary

Staff Report

| | |
|-------------------------|---|
| Action Requested | Approve James Marta & Company LLP Proposal for CEDA Annual Audit for 2025 and 2026. |
| Staff Discussion | Based on past outreach that netted limited results, staff discussed extending the existing audit contract with Board Treasurer, Dave White. He agreed with the recommendation based on his organization's audit experiences of late. Staff recommends extending the contract with James Marta & Company LLP. |
| Recommendation | Staff recommends approval of the James Marta & Company LLP Proposal for CEDA Annual Audit for 2025 and 2026. |



James Marta & Company LLP

Certified Public Accountants

Accounting, Auditing, Consulting and Tax

**California Enterprise Development Authority
Proposal for Annual Auditor Services**

June 30, 2025 and 2026

Michelle Stephens

Program Director

California Enterprise Development Authority

2150 River Plaza Drive, Suite 275, Sacramento, CA 95833

James Marta & Company LLP

Contact: Jesse Deol, CPA

Email: JDeol@JPMCPA.com

701 Howe Avenue, Suite E3

Sacramento, CA 95825

(916) 993-9494

Fax (916) 993-9489

www.JPMCPA.com



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James Marta & Company LLP

Certified Public Accountants

Accounting, Auditing, Consulting, and Tax

December 2, 2024

Michelle Stephens

Program Director

California Enterprise Development Authority

2150 River Plaza Drive, Suite 275, Sacramento, CA 95833

RE: Proposal for Independent Financial Audit Services

We are pleased to present our proposal to the California Enterprise Development Authority (CEDA) to conduct an annual financial audit for the fiscal years ending June 30, 2025 and 2026.

James Marta & Company LLP is a Certified Public Accountant that has specialized in auditing Joint Powers Authorities, Special Districts, and Local Government Agencies since 1988. We are licensed, qualified, trained and experienced in conducting financial audits of JPAs with complex fund structures, federal grants, PERS contributions and GASB requirements. Here's how James Marta & Company makes a difference:

- **Partner Engagement:** You'll gain partner-level insight at every step of the project – all year round.
 - **JPA Specialists:** We apply deep experience providing audit, consulting and accounting services to JPAs that provide risk management, self-insurance, workers compensation and more.
 - **No Surprises:** You stay up to speed with updates and a project portal that shows real-time status.
 - **We Value your Time:** We've honed our approach to minimize disruptions while meeting deadlines.
 - **We Help You Apply Your Audit to Improve:** Your audit can help you better understand operational risks and improve controls. We help you apply your audit for continual improvement.
 - **Ongoing Support:** We're your year-round resource for independent perspectives and practical advice on closings, financial statements, and compliance.
- If we are selected for this engagement, we will commit the resources necessary for the successful and timely completion of the work. We have a long record of on-time delivery. We will do that for you as well.
 - If we are selected for this engagement, we will commit the resources necessary for the successful and timely completion of the work. This proposal is valid for sixty (60) days from December 2, 2024.
- Please contact me or James Marta (JMarta@JPMCPA.com) if we can provide additional information.

Sincerely,

Jesse Deol, CPA, Partner

James Marta & Company LLP

JDeol@JPMCPA.com | (916) 999-9124



1. ORGANIZATION

CONTACT

Jesse Deol, CPA, Partner

JDeol@JPMCPA.com

(916) 999-9624

STRUCTURE AND SIZE

James Marta & Company LLP is a Partnership. We have two partners and a team of 23 Staff, Seniors and Supervisors. All members of our staff perform governmental audits.

LOCATION OF OFFICE WHERE WORK WILL BE PERFORMED

Footprint: James Marta & Company is a regional firm that serves clients in California, Oregon, Washington, Alaska, Utah, and Vermont.

Address: 701 Howe Avenue, Suite E3, Sacramento, CA 95825

Telephone: 916-993-9494

LICENSED TO PRACTICE IN CALIFORNIA

James Marta & Company LLP is licensed as a Certified Public Accountant in the State of California. We have maintained our certification since 1988.

We will assign a California-Licensed CPA as the auditor in charge.

| LICENSING DETAILS FOR: 7657 | |
|--|--|
| NAME: JAMES MARTA & COMPANY, LLP | ADDRESS: 701 HOWE AVENUE, SUITE E3 SACRAMENTO CA 95825 SACRAMENTO COUNTY MAP |
| LICENSE TYPE: CPA - PARTNERSHIPS | |
| LICENSE STATUS: CLEAR | |
| ISSUANCE DATE: SEPTEMBER 5, 2014 | |
| EXPIRATION DATE: SEPTEMBER 30, 2024 | |
| CURRENT DATE / TIME: OCTOBER 21, 2022 3:47:40 PM | |

KEY DIFFERENTIATORS

James Marta & Company LLP is a regional partnership serving clients in California, Oregon, Washington, Utah, Alaska, and Vermont. We are uniquely qualified to help you conduct your audit. Here's why:

Our Partners Are Your Partners: At James Marta & Company, the term Partner is more than a title. We're here to help you work through your toughest challenges. Have a question? Our Partners routinely pick up the phone. Need help beyond your audit? We provide insight on strategy, performance, Board training and more — year-round.



Ongoing Support: As your year-round resource, we provide an independent perspective and practical advice on closings, financial statements, and compliance standards. We not only meet statutory requirements, we also produce practical recommendations tailored to your needs. We don't just identify issues; we're here as a resource to answer your audit and accounting-related questions throughout the year. These services include:

- Evaluate and provide consulting for closing entries;
- Guide in the preparation of Annual Financial Statements;
- Advise and assist in implementing new GASB pronouncements;
- Assist with new federal or state compliance standards;
- Year-round availability for consultation; and
- Advise and assist on a variety of Accounting issues.

We Communicate Throughout the Project: We start by developing a great working relationship. Then, we communicate at every step through conversations and status reports. We also provide a portal that shows real-time progress on every request. At the end of the project there should be no surprises.

We Value Your Time: We've honed our approach to minimize disruptions and meet your deadlines. We start with a plan, define risks, set expectations, and publish due dates. Then we apply field-proven methods and state-of-the-art tools to ensure an effective effort.

- We create checklists that show requests and streamline processes.
- Our secure portal lets you drag and drop hundreds of documents at once. It shows real-time status of every request so you know what's complete, what's due, and what's next.
- We keep you informed with regular communication at every step.
- Where possible we use existing schedules and analyses to eliminate duplicate effort.

QUALIFICATIONS

Following is a summary of our qualifications:

- Over 30 years' experience providing audit, accounting and controller/CFO services to Joint Powers Authorities, Special Districts, Municipal Agencies, and State Government.
- Accreditation Manager for California Association of Joint Powers Authorities (CAJPA)
- Board Member Fiscal Oversight, Risk Financing – CSDA/CAJPA
- Experience with debt financing, refinancing, and arbitrage calculations.
- Specialized training in audits of JPAs, Special Districts, and Governmental Entities.
- Extensive experience and training in conducting single audits of federally funded programs in accordance with Uniform Guidance (formerly OMB Circular A-133).
- Experience preparing Comprehensive Annual Financial Reports according to GFOA standards.
- Experience preparing, reviewing and submitting the Financial Transactions Report required by the State Controller's Office.
- Member and presenter for California Special Districts Association at conferences and webinars.

How We Make Your Audit Easy

- Checklists show every request and help streamline the process.
- Progress screens show real-time status.
- You can easily and securely upload hundreds of documents.
- We minimize the time working in your space.
- Regular project communication keeps you up to date.



- Experience in calculating Net Pension and Other Post Employment Benefits (OPEB) liability in accordance with GASB standards.
- All staff in the firm are trained, experienced and qualified to audit governmental agencies.
- Frequent presenter and trainer at CAJPA conference on subjects including the Board's Role in Finance and Fiscal Accountability. Compliance, Internal Controls, Fraud Prevention and Detection, Accounting, Auditing and Board Governance Responsibility and Accountability.
- Year-round resource to answer questions and assist in applying your audit for continual improvement.

PEER REVIEW

The firm's quality control program is verified through AICPA's independent peer review program. This review verifies that we uphold the professional standards of quality in our policies, procedures and practices. Our most recent peer review resulted in a rating of Pass – the highest rating available. A copy of our 2022 peer review report is included in [Appendix B](#).

EQUAL OPPORTUNITY EMPLOYER

James Marta & Company LLP is an equal opportunity employer and makes employment decisions on the basis of merit. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, color, creed, gender, religion, marital status, registered domestic partner status, age, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. All such discrimination is unlawful.

The Company is committed to compliance with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in Company operations and prohibits unlawful discrimination by any employee of the Company, including supervisors and coworkers.

INSURANCE

James Marta & Company LLP maintains the following insurance coverages at minimum:

- Commercial General Liability: Up to \$2,000,000 per claim and \$4,000,000 aggregate.
- Workers' Compensation: Up to \$1,000,000 per claim.
- Business Auto Coverage: Up to \$2,000,000 per claim.
- Professional Liability insurance: Up to \$1,000,000 per claim and \$2,000,000 aggregate.



SIMILAR ENGAGEMENTS

We apply extensive experience serving a variety of government entities including joint powers authorities and special districts. We also work with nonprofit associations, school districts, community college districts, and county offices of education.

The following list represents organizations for whom we have provided audit and consulting services.

REPRESENTATIVE JPA CLIENTS

- Alaska Municipal League Joint Insurance Assoc.
- Alaska Municipal Pool JIA
- Alpha Fund
- Association of Oregon Counties Insurance Trust
- Bay Area Housing Authority Risk Mgmt. Agency
- Bay Area Schools Insurance Cooperative
- Beverage Distributors of California
- California Assoc. for Park and Recreation Indemnity
- California Housing Worker's Comp. Authority
- California Joint Powers Insurance Authority
- California Sanitation Risk Mgmt. Authority
- California Self Insurance Guarantee Assoc.
- California Transit Systems JPA
- Central Regional Self Insurance Group
- Central Valley Financing Authority
- Central Valley Schools JPA
- Central Valley Schools Risk Management Authority
- City County Insurance Services Trust
- Contra Costa County School Insurance Authority
- Credit Union Health Benefits of America
- Credit Union Self Insurance Group
- CSAC - Excess Insurance Authority
- East Bay Schools Insurance Group
- Golden State Risk Management Authority
- Independent Cities Risk Management Authority
- Local and Regional Gov't Services Authorities
- Municipal Pooling Authority
- Non Profits United
- North Bay Schools Insurance Authority
- North Coast Schools Insurance Group
- North Coast Schools Medical Insurance Group
- North Dakota Workforce Safety & Insurance
- North Valley Schools Insurance Group
- Northern California Cities Self-Insurance Fund
- Northern California Gas Authority
- Oregon Cities Insurance Trust
- Plastics Manufactures Self Insurance Program
- Preferred Auto Dealers Self Insurance Program
- Public Entity Risk Management Authority
- Sacramento Cogeneration Authority
- Sacramento Municipal Utility District Financing Authority
- San Mateo County Schools Insurance Group
- Santa Cruz – San Benito SIG
- Santa Cruz County Schools Health Insurance Gr.
- Schools Excess Liability Fund
- Schools Insurance Authority
- Schools Self Insurance of Contra Costa County
- SIGNAL I
- SIGNAL II
- South Bay Area Schools Insurance Authority
- Special Districts Risk Management Authority
- State of Colorado Risk Management Dept.
- Statewide Educational Wrap Up Program
- Washington Schools Risk Management Pool
- Washington State Risk Manager
- West San Gabriel Liability/Property JPA
- West San Gabriel Workers' Compensation JPA
- Western Independent Banks Self Insurance Program



REFERENCES

We work hard to earn the trust of our clients and strive to develop a partnership to work as a team.

Please call our references to learn how we make a difference for our clients.

| Organization | Contact | Work/Dates |
|--|---|---|
| Northern California Cities Self Insurance Fund (NCCSIF) | Marcus Beverly Program Manager 916-643-2704 marcus.beverly@alliant.com | Accounting and Consulting 2002 – present |
| California Joint Powers Insurance Authority (CJPIA) | Alex Smith Finance Director 562-467-8727 asmith@cjpia.org | Audit 2011 – present |
| Public Entity Risk Management Authority (PERMA) | Beth Lyons Executive Director 760-258-4255 blyons@permarisk.gov | Audit 1999 – present |



2. PERSONNEL QUALIFICATIONS

Your audit team will be comprised of the following individuals:

| Name, Certification, Classification | Experience |
|--|--|
| Jesse Deol, CPA, ARM Lead Partner | Jesse has more than 15 years of experience conducting financial audits, single audits, bond audits, and GASB consulting for county offices of education, school districts, charter schools, special districts, nonprofits, and joint powers authorities. |
| James Marta, CPA, CGMA, ARPM Technical Review Partner | Mr. Marta has more than 30 years of experience with financial audit, single audit, bond audit, and GASB consulting for county offices of education, school districts, charter schools, special districts, nonprofits, and joint powers authorities. |
| Michael Manduca, CPA Audit Manager | Michael has more than 17 years of experience with financial audit, single audit, bond audit, and GASB consulting for county offices of education, school districts, charter schools, special districts, nonprofits, and joint powers authorities. |
| Jhon Munoz, CPA Senior Auditor | Jhon has 4 years of experience in conducting financial audits of school districts, county offices of education charter schools, special districts, nonprofits, and joint powers authorities. |
| Spencer Blanda Staff Auditor | Spencer has 2 years of experience in conducting financial audits of school districts, county offices of education charter schools, special districts, nonprofits, and joint powers authorities. |

We assign two Partners to every engagement – an Engagement Partner and a Technical-Review Partner. These roles are intentionally divided to serve the client’s needs while maintaining professional standards.



- **Engagement Partner:** Jesse Deol, CPA will provide project oversight throughout the engagement; present the final audit report; and answer questions throughout the year.
- **Technical Review Partner:** James Marta, CPA will validate the team's work, providing the independent perspective required for thorough quality control.

Together, these leaders bring more than 60 years of direct experience in conducting financial audits of Special Districts. You'll benefit from their practical knowledge, lessons learned and proficiency. As a mid-sized firm, our Partners work closely on every engagement, maintaining clear communication about project status, issues and concerns, and opportunities for improvement.

All Partners are licensed by the State of California to practice as Certified Public Accountants.

TRAINED AND EXPERIENCED TEAM

Delivering a high-quality audit requires an effective team with appropriate experience. Each of our staff is experienced in auditing Joint Powers Authorities and governmental agencies. We invest in regular professional training to ensure that each team member can carry out his or her responsibilities according to the exacting standards set by our profession. All proposed team members have met their required CPE targets including government specific CPE hours.

RESUMES

Resumes for each member of our proposed audit team are provided in [Appendix A](#).

Each resume includes information on the individual's license, certifications, government auditing experience, CPE, and professional affiliations.

3. AUDIT METHODOLOGY

PROJECT UNDERSTANDING

We understand that CEDA is seeking the services of a Certified Public Accountant to conduct an Independent Financial Audit for the fiscal years ending June 30, 2025 and 2026. These services include:

The Value of Experience

- We've refined our approach to make your audit as easy as possible.
- Our practical knowledge helps us identify and test for risks.
- We know how to avoid pitfalls and challenges.
- We help you apply your audit to strengthen operations.



- Conduct Financial Audits for CEDA in accordance with Generally Accepted Accounting Principles (GAAP). The audit includes risk identification, testing procedures, interim and final reports, project communications, and the auditor’s opinion (see Scope).
- Prepare and forward the Financial Transactions Report (pursuant to Government Code Section 53891) to the State Controller’s Office.
- Conduct all appropriate project communications including planning, entrance conference, project status updates, interim management letter, exit conference, and presentation to CEDA’s Board of Directors.
- Provide year-round consultation regarding the audit report and related financial accounting.

If selected, we will conduct the audit and express an opinion on the fair presentation of the financial statements in accordance with applicable standards and laws including:

- The AICPA Audit Guide, Audits of State and Local Government Units, generally accepted auditing standards;
- The California State Controller’s Minimum Audit Requirements and Reporting Guidelines for California Special Districts; and
- The United States General Accounting Office (GAO) Government Auditing Standards, Office of Management and Budget (OMB), Audits of States, Local Governments and Nonprofit Organizations.

“Jim clearly understands not only JPA accounting considerations and challenges but pool management issues as well. If you really want to know the financial condition of your program, especially claims accounting, I highly recommend James Marta.”

Peggy Kech, North Bay Schools Insurance Authority



AUDIT SCOPE AND SCHEDULE

The following table provides a visual reference for the primary tasks that occur in each audit section.

| AUDIT PLANNING | FIELD WORK AND COMPLETION |
|---|--|
| <ul style="list-style-type: none">• Conduct Entrance Conference and introduce team.• Review prior year’s audit work papers• Obtain an understanding of the entity, its environment, and internal/external factors.• Review/evaluate the design and implementation of internal controls, policies and procedures.• Review transaction cycles.• Assess the risks of material misstatement.• Determine audit plan and extent of substantive procedures. Establish materiality; perform preliminary analytical procedures; plan audit procedures. | <ul style="list-style-type: none">• Test operating effectiveness of controls.• Test transactions from significant transaction cycles and systems.• Review financial statements and enter into system.• Perform substantive testing and analytical procedures.• Evaluate audit evidence.• Evaluate opportunities to improve operations.• Prepare reports and presentations.• Conduct Exit Conference.• If requested: Present report to board/audit committee. |
| <p>DRAFT AND FINAL DELIVERABLES:</p> <ul style="list-style-type: none">• <u>Audit Plan and Schedule</u>• <u>List of Requested Items</u> | <p>DRAFT AND FINAL DELIVERABLES:</p> <ul style="list-style-type: none">• <u>Audit Status Reports</u>• <u>Management Letter (if necessary)</u>• <u>Independent Auditor’s Report and Financial Statements</u>• <u>Report on Internal Control and Compliance</u>• <u>Financial Transactions Report to the State Controller’s Office</u> |



WORK PLAN

Once appointed the auditor of your organization, we will promptly agree on the dates of the interim and year-end fieldwork and the corresponding deliverables and answer questions concerning your industry, your organization’s business activities, operations and accounting, and the preparation of the financial statements. The following are the key phases of our audit process:

| SPECIFIC PROCEDURES | STAFF | SCHEDULE |
|---|----------------------------------|----------|
| PHASE I – AUDIT PLANNING | | |
| Introduction of Staff | | |
| <ul style="list-style-type: none"> Meet with representatives to discuss: <ul style="list-style-type: none"> Approach to the audit Client assistance checklist Timelines | Partner Manager | July |
| Risk Assessment Procedures | | |
| <ul style="list-style-type: none"> Obtain an understanding of the external and internal factors affecting the organization Review and evaluate the design of internal controls including policy and procedure manuals. Review of the significant transaction cycles Assess the risk of material misstatements | Partner Manager Senior | July |
| Audit Planning | | |
| <ul style="list-style-type: none"> Develop the individual plan for the audit (based on the internal control review, risks identified, our understanding of the client and the industry) Establish materiality Perform preliminary analytical procedures Plan audit procedures in response to assessed risks | Partner Manager Senior | July |

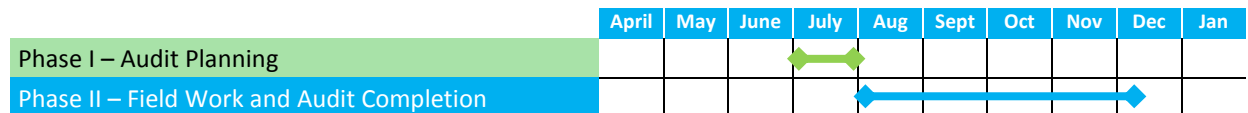
| PHASE II – FIELD WORK AND AUDIT COMPLETION | | |
|---|--|-----------|
| Internal Controls Testing | | |
| <ul style="list-style-type: none"> Test of controls. Tests performed on transactions from significant transaction cycles and systems. | Senior Senior Staff | September |
| Substantive Testing and Analytical Procedures | | |
| <ul style="list-style-type: none"> Obtain financial statements and enter them into financial statement program Perform analytical procedures as necessary Verify account balances for the relevant financial statement Perform substantive testing Evaluation of evidence obtained | Senior Staff Partner Manager Senior Staff | September |
| Operations | | |
| <ul style="list-style-type: none"> Evaluate opportunities for improvements | Partner | September |



| SPECIFIC PROCEDURES | STAFF | SCHEDULE |
|--|---------------------------------------|----------------------------|
| Draft Audit Report <ul style="list-style-type: none"> • Prepare audit report based on audit work and evidence obtained • Prepare all related disclosures | Manager Senior | September |
| Exit Conference <ul style="list-style-type: none"> • Management comments are drafted into a letter and issued to management. • Meet with management/audit committee to discuss results • Review draft audit report | Manager | September |
| Final Audit Report <ul style="list-style-type: none"> • Quality Control Review • Prepare and Issue reports including: <ul style="list-style-type: none"> • Independent Auditor’s Report and Financial Statements • Report on Internal Control and Compliance and Other Matters • Financial Transactions Report to the State Controller’s Office | Partner Manager Senior Staff | October |
| Governing Board Meeting <ul style="list-style-type: none"> • Presentation of report to the board | Partner | November (or as necessary) |

PRELIMINARY SCHEDULE

We have proposed a preliminary schedule that can be accomplished without putting undue burden on your team. Once selected, we will refine this preliminary schedule in collaboration with you.





PROJECT APPROACH

Our audit methodology puts a strong emphasis on planning. This helps us understand your organization, the environment, financial operations, internal controls, and risks. This foundation, together with our industry expertise, helps us focus testing on the areas of highest potential risk. Advance planning results in an effective, cost-efficient and timely audit which will ultimately benefit you. Our approach involves:

- **Risk Assessment.** We identify and assess the risk of material misstatements through interviews with management, analytical procedures, observations, and inspection. Based on our assessment, we will plan and perform procedures that are responsive to risks identified. This will cover the following areas:
 - Financial reporting framework;
 - Business and industry;
 - Accounting policies and practices;
 - Financial performance; and
 - Internal controls.
- **Process of Review.** We review all work performed, management letters, and reports to ensure that all appropriate professional and technical standards are maintained. With this process, we also assess new standards and their potential impact on the audit process and its resulting report.
- **Use of Advanced Audit Tools.** We use state-of-the-art software designed to conduct paperless audits and expedite routine activities. These computer-assisted auditing techniques helps us analyze large amounts of data and more efficiently select risky items.
- **Open Communication.** Throughout the audit, we explain our procedures. We keep you apprised of our work status from the preliminary audit work through the delivery of the report and other required audit communications. An audit status report highlights the following:
 - Summary of the audit report;
 - Financial position and results of operations; and
 - Current issues and significant trends.

When you receive your draft report, there shouldn't be any surprises.

- **We Make the Audit as Easy as Possible:** We make every effort to use schedules and analyses you have prepared for internal purposes to eliminate duplicate effort. Because we're experienced working with Joint Powers Authorities, we have prepared customized forms and procedural checklists to streamline the process. You will receive an advance list of items and tasks, such as:
 - Completion of transaction testing schedules (supplied by the auditor);
 - Questionnaires (provided in electronic form);
 - Account schedules and analyses;
 - Bank statement reconciliations and confirmation letters; and
 - Other information to support notes to the financial statements.

Completing these schedules before starting fieldwork helps produce a smooth engagement and minimize interruptions. This helps keeping your audit costs low and ensures timely completion.



SYSTEMATIC QUALITY CONTROL

James Marta & Company's quality control policies and procedures align with the elements of quality control established by the AICPA's professional standards for Certified Public Accountants. All employees of the firm are trained in our quality control policies and procedures and are responsible for understanding, implementing, and adhering to them. Our Quality Control program aligns with the AICPA's six elements of quality control. These are:

- Leadership (e.g. ethical tone; independence; quality supersedes commercial considerations; documented procedures).
- Ethical requirements (e.g. objectivity and independence; integrity; confidentiality).
- Acceptance and continuance of client relationships and specific engagements (e.g. conflicts of interest).
- Human resources (e.g. adequate personnel; equal opportunity employment; training and CPE; performance evaluation).
- Engagement performance (e.g. planning and supervision; documentation and records retention; separate partners for engagement and technical review).
- Monitoring (Every engagement is reviewed by the in-charge, supervisor, and partner to ensure completeness and accuracy. Annual internal inspection and review of the QC program; updates to reflect new standards; professional development; and independent peer review).

Our procedures are verified through an independent peer review. This AICPA program verifies that we are upholding the professional standards of quality in all respects. Our most recent peer review resulted in a rating of Pass – the highest rating available. Our most recent peer review letter is provided in [Appendix B](#).

LEVEL AND NATURE OF SUPPORT

The Executive Director and/or Accounting Supervisor will ensure that all audit requests are provided in a timely manner. This will be discussed during the entrance conference. He/she will:

- Participate in determining CEDA Staff availability to support field work on the agreed dates.
- Be available for audit inquiries, entrance and exit conferences.
- Oversee CEDA Staff and ensure timely provision of requested documentation as agreed.



SOFTWARE THAT HELPS US PERFORM EFFICIENTLY AND EFFECTIVELY

We leverage two, state-of-the-art systems to help us improve effectiveness in audit efficiency, communication, document management, records retention, and workflow.

SURALINK'S INTUITIVE INTERFACE SIMPLIFIES PROJECT TRACKING

During the audit, you have access to Suralink – software that enables secure document transfer, processing, and a status tracking. You'll have unlimited storage and accessibility to the prior year's documentation for future reference. To increase accountability, notifications are sent to both parties. Requests can be assigned to an individual or a department along with questions and comments. As shown in the example, Suralink's real-time snapshot provides a visual status for all requests. Users can drill down to specific documents and requests for details.



Suralink provides:

- Clear visual status of the review in aggregate as well as individual documents;
- Secure and easy transfer for high volumes of documents;
- Auditors access and review documents within the system and track status as they go;
- Access restriction to support confidentiality;
- Store documents as a reference for future audits and to meet records retention requirements;
- Transparency of status and requests throughout the process;
- Accountability for assignments; and
- Expedites routine actions saving time throughout the project.

PROSYSTEM FX FACILITATES PAPERLESS AUDIT WORKFLOW

ProSystem fx Engagement is a digital file management system that provides versatile workflow management of workpapers, trial balances, and other documents. This paperless system helps us:

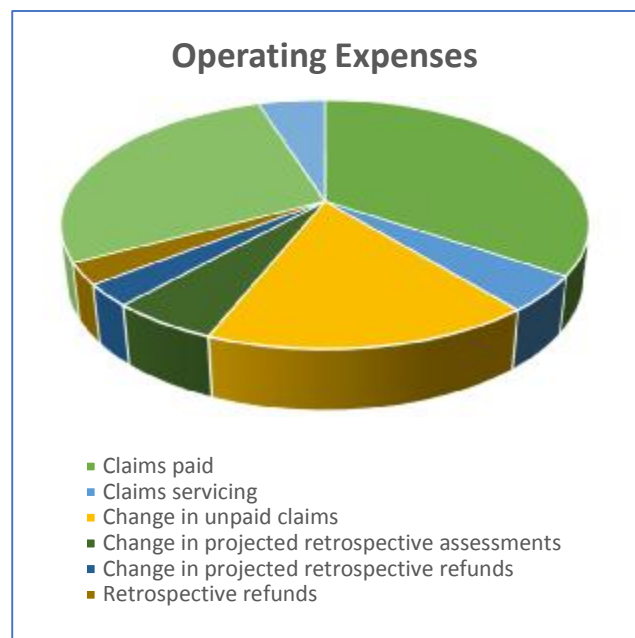
- Streamline every step securely from setup to sign off.
- Automate dissemination of data to ensure accuracy.
- Monitor and control engagements from start to finish.
- Automate trial balance reporting.
- Ensure consistent file integrity with secure document management and storage.
- Manage document and workpapers with digital binders.
- Expedite projects by allowing multiple staff to collaborate from any location with versatile access.



BENEFITS OF OUR PROCESS

Ultimately, an audit should not just check that reported numbers agree to backup documentation. Rather, we aim to help you use the audit to better understand your organization's operations and improve controls. We bring our considerable experience into your process to broaden the support of your business and operations. We help you:

- *Analyze your operations* including relationships between funding, expenditures, and service levels. This provides the information you need to:
 - Ensure that you are receiving the funding which you are entitled to receive;
 - Focus on programs from a management perspective (i.e. programs that encroach on general fund);
 - Diagnose areas that need elevated focus for improved management controls;
 - Identify training needs for personnel;
 - Anticipate growing costs and their potential effect on future budgets; and
 - Recognize opportunities to improve procedures and training.
- *Visualize your position.* Our graphical summary helps us clearly communicate your position and historical trends of your organization.
- *Be better prepared to face common pressures.* We give management practical advice on what role a board should play in overseeing their association. We have helped our clients develop accounting systems that ensure accountability and full utilization of their resources.





4. INDEPENDENCE/CONFLICT OF INTEREST

James Marta & Company LLP is independent of CEDA as defined by generally accepted auditing standards and the U.S. General Accounting Office's Government Auditing Standards.

We know of no professional relationships between James Marta & Company LLP or any of the firm's employees and CEDA that would pose a conflict of interest in performing an audit.

James Marta & Company LLP's quality control program aligns with the AICPA's Quality Control Standards, ethical mandates and code of professional conduct – including those related to professional independence and conflicts of interest addressed by the GAO Standards for Audit of Governmental Organizations Programs Activities and Functions. We have firm policies related to leadership, independence, objectivity, conflict of interest, client relationships, engagement supervision and review, documentation, and more.



5. COST

| Classification | Total Hours | Hourly Rate | Total Amount |
|------------------------------------|-------------|-------------|--------------|
| Partner | 16 | \$ 350 | \$ 5,600 |
| Supervisor | 25 | \$ 260 | \$ 6,500 |
| Senior | 35 | \$ 160 | \$ 5,600 |
| Staff | 40 | \$ 160 | \$ 6,400 |
| Sub-total | 116 | | \$ 24,100 |
| Professional Discount (multi-year) | | | \$ (4,255) |
| Proposed Fees | | | |
| For the Year Ended June 30, 2025 | | | \$ 19,845 |
| For the Year Ended June 30, 2026 | | | \$ 20,835 |

NOTES, EXCLUSIONS AND ADDITIONS

Payment by Credit Card is subject to a 5% processing fee.

The fees quoted are based upon several assumptions about the adequacy of the accounting records, the degree of assistance to be provided by your personnel, and current auditing and accounting standards.

Our fees do not include services such as closing year-end accounts or account reconciliations. If extraordinary matters come to our attention (i.e. significant changes in your operations, material weakness in your internal controls, etc.) that require an extension of our services, we will consult with you concerning additional work to be done by you and/or an adjustment to our fees.

We will submit monthly progress billings during the audit process.

In the event that the GASB, FASB, AICPA, GAO, or the State issues additional standards or audit procedures that require additional work during the audit period, we will discuss these requirements with you. Before proceeding, we will prepare an estimate (if necessary) for performing the additional work.



APPENDIX A: RESUMES



JESSE DEOL, CPA, ARM ENGAGEMENT PARTNER

Jesse is a firm Partner with more than 15 years of experience in audit, consulting and accounting for LEAs, Joint Powers Authorities, Special Districts, employee benefit plans, local government agencies, and nonprofits.

TEACHING & INDUSTRY LEADERSHIP

- Single Audit training per the Uniform Guidance (internal and external);
- State Compliance for LEAs (internal and external);
- Associated Student Body for various school districts;
- State Compliance for LEAs on year-end closing and GASB.

PROFESSIONAL AFFILIATIONS

- American Institute of Certified Public Accountants (AICPA)
- California Society of Certified Public Accountants (CSCPA)
- Association of International Certified Professional Accountants

SELECT CLIENTS

Local Education Agencies (LEAs)

Ackerman Elementary School District
Arcata Elementary School District
Benicia Unified School District
Big Lagoon Union School District
Blue Lake Union School District
Brentwood Unified School District
Colusa County Office of Education
Colusa Unified School District
Dixon Unified School District
Esparto Unified School District
Eureka City Unified School District
Eureka Union School District
First 5 Colusa County
Gilroy Unified School District
Griffin Technology Academies
Humboldt County Office of Education
Kirkwood Elementary School District
Maxwell Unified School District
McKinleyville Union School District
Natomas Unified School District
Northern Humboldt UHSD
Peninsula Union School District
Pierce Joint Unified School District
Ripon Unified School District
Rocklin Academy Family of Schools
Sacramento County Office of Education
San Bruno Park School District
Southern Humboldt Union School District
Trinidad Union School District
Thermalito Union School District
Vacaville Unified School District
Visions in Education
Washington Unified School District
Williams Unified School District
Winters Joint Unified School District
Yolo County Office of Education

Nonprofit Organizations

CalACT
California Hotel and Lodging Association
California Special Districts Association
California Transit Association
Charis Youth Center
Gender Health
Sunburst Projects

Nonprofit Organizations (continued)

Paradise Oaks Youth Services
Resident Owned Parks
Sacramento Tree Foundation
State Association of County Retirement Systems
Niles East Mobilehome Estates
Paradise Oaks Youth Services
Resident Owned Parks
State Association of County Retirement Systems
Sunburst Projects
Joint Powers Authorities
Bay Areas Schools Insurance Cooperative
Calif. Housing Worker's Compensation
California Transit Systems JPA
Central Valley Financing Authority
Central San Joaquin Valley RMA
Exclusive Risk Mgmt Authority of CA
Northern California Gas Authority
North Coast Schools Insurance Group
North Coast Schools Medical Insurance
Pooled Liability Assurance Network
Redwood Empire Municipal Insurance Fund
Sacramento Cogeneration Authority
Sacramento Municipal Utility District Financing Authority
Sacramento Power Authority
Shared Agency Risk Pool
Trindel Insurance Fund
Valley Clean Energy
West San Gabriel Workers' Compensation
West San Gabriel Liability/Property JPA

Special Districts

Banning Library District
Livermore Area Recreation and Park District
Mid-Peninsula Water District
No. Calif. Regional Public Safety Training
NorthStar Community Services District
Truckee-Donner Recreation and Park District
Truckee Sanitary District
Southgate Recreation and Park District
Sacramento LAFCO
Solano LAFCO



ROLE & RESPONSIBILITIES

- Audit risk assessment, audit design, planning, control, review and evaluation.
- GAAP Conformance
- Communication with executive team and Board.
- Manages audit team, tasks, progress, and schedule.
- Available for questions.

EDUCATION

- California State University, Sacramento B.S. Accounting

CERTIFICATIONS

- CPA (California, Oregon)
- Associate in Risk Management
- Intermediate Single Audit
- Cybersecurity Fundamentals for Finance and Accounting Professionals
- Not-for-Profit Certificate I

SPECIALIZATION

- Joint powers authorities, special districts, LEA, employee benefit plans, local government and non-profits.
- Single Audits using the Uniform Guidance (formerly OMB Circular A-133).

CPE

197.75 CPE hours in 2023 and 2022 (56 in Government Accounting, Single Audits and Federal Compliance, 125 in Audit and Attestation). Jesse met the *Government Auditing Standard* requirement for CPE.



JAMES P. MARTA, CPA, CGMA, ARPM TECHNICAL REVIEW PARTNER

James has 30 years of experience in audit, consulting and accounting for joint powers authorities, special districts, LEAs and nonprofits. Prior to opening James Marta & Company, he spent one year with Moss Adams and 10 years with Gilbert Accountancy Corp. where he was a Partner.

ROLE & RESPONSIBILITIES

- Audit delivery and services
- Communication regarding planning, fieldwork and reporting.
- Technical resource for questions and services

EDUCATION

- Portland State University, B.S. Accounting and B.S. Finance-Law
- Insurance Institute of America, Associate in Risk Pool Management

CERTIFICATIONS

- CPA, CGMA, ARPM

SPECIALIZATION

- Audit and reviews for government, nonprofit, special districts and Joint Powers Authorities
- Implementation of accounting and internal control recommendations
- Federal and state compliance
- Risk pool financial management
- Troubled pool recovery
- Member agreements
- Board training
- Special calculations

CPE

160 CPE hours in 2023 and 2022 (92 in Government Accounting, Single Audits and Federal Compliance). James met the *Government Auditing Standard* requirement for CPE.

INDUSTRY LEADERSHIP

James is a regular speaker on the topics of risk financing and accounting. He worked with the GASB on standards related to risk pools and addresses industry issues. In addition, he is/was involved in:

- Accreditation Manager for CAJPA
- Member, Governor’s team to improve efficiency of the California DMV and State Assembly
- Board Member Fiscal Oversight, Risk Financing – CSDA / CAJPA
- Single Audit Act – California State Auditors
- Self-Insurance Issues – CAJPA/CSDA
- Fraud Prevention and Detection – CASBO
- Author of the IEA Pool Manager Course
- Taught the IEA ARM Risk Management and Risk Financing courses.

PROFESSIONAL AFFILIATIONS

- American Institute of Certified Public Accountants (AICPA)
- California Society of Certified Public Accountants (CSCPA)
- California Association of Joint Power Authorities (CAJPA)
- California Special Districts Association (CSDA)

SELECT CLIENTS

Executive Leadership

CFO – Washington Schools Risk Mgmt Pool
 Interim CEO – Yolo County Public Agency Risk Management Insurance Authority
 Treasurer – S. San Joaquin Co. Fire Authority

JPA’s and Risk Cooperatives

Bay Area Housing Authority RMG
 Bay Area Schools Insurance Cooperative
 Burlington National Insurance Company
 California Association for Park & Rec Indemnity
 California Association of Joint Powers Insurance Authorities
 California Health Advocates
 California Housing Authority Workers Compensation Agency
 California Joint Powers Insurance Authority
 California Mental Health Services Authority
 CC SOLANO
 Contra Costa County Schools Insurance Group
 Finish Line Self Insurance Group
 Golden State Risk Management Authority
 Municipal Pooling Authority
 North Bay Schools Insurance Authority
 North Valley Schools Insurance Group
 Post Time Self Insurance Group
 Property Casualty Coverage for Education Trust
 Sacramento Cogeneration Authority
 SMUD Financing Authority
 Santa Cruz Co. Schools Health Insurance Group
 Sacramento Power Authority

San Mateo County Schools Insurance Group
 Schools Self Insurance of Contra Costa Co.
 Shasta-Trinity Schools Insurance Group
 SIGNAL 1

South Bay Area Schools Insurance Auth.
 Southern Peninsula Region Insurance Gr.
 Special Districts Association of Oregon
 Trindel Insurance Fund
 YCPARMIA

LEAs

Benicia Unified School District
 Brentwood Unified School District
 Dixon Unified School District
 Gilroy Unified School District
 Natomas Unified School District
 Sacramento County Office of Education
 San Mateo Union High School District
 Vacaville Unified School District
 Winters Joint Unified School District

Nonprofit

California Lawyers Association
 Charis Youth Center
 Health Officers Association of California
 Health Professional Education Foundation
 Mental Health America of California
 NonProfits' United Vehicle Insurance Program
 Non-Profit's United Workers Compensation Gr.
 Yolo Hospice

Special District

South San Joaquin County Fire Authority



MICHAEL MANDUCA, CPA AUDIT MANAGER

Michael has over 17 years of experience in auditing, consulting, and accounting for Joint Powers Authorities, special districts, local government agencies and nonprofits. His primary focus has been on audits – including single audits, full-cycle accounting for nonprofit insurance cooperatives, and attestation work for government agencies.

TEACHING & INDUSTRY LEADERSHIP

- Audit risk assessment (internal)
- Federal compliance testing (internal)

SELECT CLIENTS

Local Education Agencies

Benicia Unified School District
Brentwood Unified School District
Colusa County Office of Education
Maria Montessori Charter Academy
Sacramento County Office of Education
Vacaville Unified School District
Washington Unified School District

Joint Powers Agencies

Alaska Municipal League Joint Insurance Assoc.
Bay Area Housing Authority Risk Mgmt Agency
California Assoc for Park and Recreation Indemnity
California Joint Powers Insurance Authority
California Sanitation Risk Management Authority
Central Valley Schools Risk Management Authority
Contra Costa County Schools Insurance Group
CSAC Excess Insurance Authority
East Bay Schools Insurance Group
Local and Regional Gov't Services Authorities
Municipal Pooling Authority
North Bay Schools Insurance Authority
Public Entity Risk Management Authority

Nonprofit Organizations

CHARIS Youth Center
Credit Union Self-Insured Group of California
Crossroads Treatment Centers, Inc.
Elk Grove Benefits Employee Retirement Trust
Health Officers Association of California
Lighthouse Youth Centers, Inc.
Martins' Achievement Place
Mental Health America of California
NonProfits' United Workers' Compensation Group
Preferred Automobile Dealers Self-Ins Program
Shelter, Inc.
Sierra Sacramento Valley Medical Society
Western Independent Bankers Association
Self Insurance Program
Women's Health Specialists
Woodland Youth Services

Special Districts

Auburn Area Recreation and Park District
California Mental Health Services Authority
Mid-Peninsula Water District
Northstar Community Services District
Sacramento Municipal Utility District
Sacramento Transportation Authority
Southgate Recreation and Park District
Truckee Tahoe Airport District

ROLE & RESPONSIBILITIES

- Supports the engagement manager during audit risk assessment, design of the audit, and planning.
- Performs audit fieldwork, testing of internal controls and compliance.
- Prepares financial statements according to GAAP.
- Executes audit activities and tasks, monitors progress, and ensures schedule compliance.
- Supervises staff accountants.
- Available for issues, questions and additional services.

EDUCATION

- California State University, Sacramento, B.S. Business Administration, Concentration in Accounting

SPECIALIZATION

- Audits and single audits
- Full-cycle accounting for nonprofit insurance cooperatives
- Attestation work for government agencies.

CPE

145 CPE hours in 2023 and 2022 (90 in government accounting and audit). Michael met the *Government Auditing Standard* requirement for governmental CPE.



JHON CHRISTIAN G. MUNOZ, CPA SENIOR AUDITOR

Jhon is a senior accountant with five years of experience in Accounting and Audit. Prior to joining James Marta & Company, Jhon worked as an auditor and accountant in the Philippines.

Jhon has supported audit engagements for Joint Powers Authorities (JPAs), LEAs, Special Districts, and Nonprofits. Jhon has direct experience performing audit fieldwork including balance testing, control testing, client communication, and reconciliations.

Jhon is also part of a team providing Accounting services. In this capacity he conducts accounting procedures including preparing financial statements closing and adjusting entries, ACH, managing transactions, accounts payable, and reconciliations.

ROLE & RESPONSIBILITIES

- Performs audit fieldwork, testing of internal controls, cutoff and compliance.
- Prepares financial statements in conformance with GAAP and GFOA.
- Available for questions.

EDUCATION

Bachelor of Science in Accountancy, Sacred Heart College, Philippines

CPA in the Philippines.

SPECIALIZATION

- Joint powers authorities, special districts, LEA, employee benefit plans, local government and non-profits.

CPE

107 CPE hours in 2023 and 2022. (29 in government accounting and audit). Jhon met the *Government Auditing Standard* requirement for CPE.

SELECT CLIENTS

Education Agencies

Maxwell USD
The Rocklin Academy
Maria Montessori Charter Academy
Esparto Unified School District
Sacramento County Office of Education
Eureka City Schools
Visions in Education

Special Districts

Southgate Recreation & Park District
Truckee Tahoe Airport District
Truckee-Donner Recreation & Park District
Truckee Fire Protection District

Joint Powers Agencies

Northern California Cities SIF
Pooled Liability Assurance Network
Shared Agency Risk Pool
Shasta-Trinity Schools Insurance Group
San Mateo County Schools Insurance Group
SMUD
SMUD Financing Authority
Redwood Empire Municipal Insurance Fund
North Coast School Insurance Group
North Coast School Medical

Nonprofits

California Hotel and Lodging Association
California Lawyers Association
Elk Grove Benefits Employee Retirement Trust
Summer House, Inc.
Gender Health Center

For profits

Child Development Inc.
Burlington National Insurance Company

Captive Insurance Company

Burlington National Insurance Company



SPENCER BLANDA STAFF ACCOUNTANT

Spencer brings three years of experience in audit and accounting. He has supported audit engagements for Joint Powers Authorities (JPAs), LEAs, Special Districts, and Nonprofits.

Spencer has direct experience in performing audit fieldwork including balance testing, control testing, client communication, and reconciliations.

SELECT CLIENTS

Education Agencies

Ackerman Elementary School District
Arcata Elementary School District
Benicia School District
Blue Lake Union Elementary School District
Big Lagoon Union Elementary School District
Eureka City Unified School District
Eureka Union School District
Gilroy Unified School District
Kirkwood Elementary School District
Maxwell USD
Pacific Charter Institute
Pierce Joint Unified School District
Peninsula Union School District
Ripon Unified School District
Rocklin Academy
Roseville City School District
San Bruno Park School District
Southern Humboldt JUSD
Trinidad Union School District
Washington Unified School District
Williams Unified School District
Yolo County Office of Education

Joint Powers Agencies

BAHARMA
California Rural Water Risk Mgmt Authority
CJPIA
Contra Costa County Schools Insurance Group
Exclusive Risk Management Auth of California
Finish Line Self Insurance Group
Northern California Cities SIF
Pooled Liability Assurance Network
Post Time Self Insurance Group

Joint Power Agencies continued

Redwood Empire Municipal Insurance Fund
Shared Agency Risk Pool
South Bay Area Schools Insurance Authority
San Mateo County Schools Insurance Group

Special Districts

Livermore Area Recreation and Park District
Mid-Peninsula Water District
Multnomah County Drainage District
North Star CSD
Purissima Hills Water District
Sacramento LAFCO
Southgate Recreation & Park District
Truckee-Donner Recreation and Park District
Truckee Sanitary District
Truckee Tahoe Airport District
Valley Clean Energy Alliance

Nonprofits

CalACT
California Association of Public Retirement Systems
California Hotel and Lodging Association
California Lawyers Association
California Waterfowl Association
Coalition of California Welfare Rights Organization
CHARIS
Child Development, Inc.
Elk Grove Benefits Employee Retirement Trust
Summer House, Inc.
Sunburst Projects

ROLE & RESPONSIBILITIES

- Performs audit fieldwork, testing of internal controls, cutoff and compliance.
- Prepares financial statements in conformance with GAAP and GFOA.
- Available for questions.

EDUCATION

- California State University, Sacramento B.S. Accounting

SPECIALIZATION

- Joint powers authorities, special districts, LEA, employee benefit plans, local government and non-profits.

CPE

120 CPE hours in 2023 and 2022 (64 in government accounting and audit). Spencer met the *Government Auditing Standard* requirement for governmental CPE.



APPENDIX B: PEER REVIEW

The peer review letter is provided in the following pages.