

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

REGULAR MEETING

TELECONFERENCE MEETING NOTICE and AGENDA

LOCATIONS LISTED BELOW

10:30 A.M.

Thursday, June 23, 2022

Zoom Call Information

<https://us02web.zoom.us/j/88431767592?pwd=MjYxdDM2d1NaSFhwN1A5V0MwK1grUT09>

Meeting ID: 884 3176 7592

Passcode: 353507

One tap mobile

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+12532158782,,88431767592#,,,,*353507# US (Tacoma)

Pursuant to AB 361, members of the California Enterprise Development Authority and staff will participate in this meeting via a teleconference. To reduce the spread of COVID-19, members of the public are asked to participate and comment directly by logging into the Livestream

<https://us02web.zoom.us/j/88431767592?pwd=MjYxdDM2d1NaSFhwN1A5V0MwK1grUT09>

Call to Order and Roll Call

Statement of Disclosure

Action Items

1. Consent Agenda
 - a. Approve Minutes from the Regular Meeting on June 16, 2022.
2. Approve FY 2022-2023 CEDA Work Program.
3. Approve FY 2022-2023 CEDA Budget.
4. Approve the California Enterprise Development Authority's 2022-2023 Budget.
5. Approve \$550,000 to the California Association for Local Economic Development as a Contribution to Economic Development.
6. Approve \$100,000 to the California Academy for Economic Development as a Contribution to Economic Development.

Public Comment

Chair Report

PACE Report

Other Business

Adjournment

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

ZOOM CALL

CEDA BOARD OF DIRECTORS

Thursday, June 16, 2022

Zoom Call Location

<https://us02web.zoom.us/j/84338430867?pwd=TDQ5U1k2S24vamlsZ1FBN2lFUnowZz09>

Meeting ID: 843 3843 0867

Call to Order

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

Roll Call

Members Present:

Christine Bibler
Bob Burris
Christine Damko
Gurbax Sahota
Larry Vaupel

CALED Management/

Staff Present:

Michelle Stephens

Public:

Steve Fields, Progress Foundation
Swati Kapadia, Progress Foundation
Jessica Shaham, Kutak Rock
Jacob Roth, Dividend Finance
Jeff Winkel, First Republic Bank

Statement of Disclosure

Action Items

1. Approve Consent Agenda
 - a. Approve Minutes from the Regular Business Meeting on June 9, 2022.

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

The motion passed with the following roll call vote:

Christine Bibler	abstain
Bob Burris	yes
Christine Damko	yes
Gurbax Sahota	yes
Larry Vaupel	yes

2. Approve Resolution 22-34 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 and Refinancing the Cost of the Acquisition,

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY

Construction, Installation, Rehabilitation, Equipping, and/or Furnishing of Certain Facilities for the Benefit of Progress Foundation 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. Jeff Winkel, First Republic Bank, spoke about the great partnership with Progress Foundation and how the bank was happy to help them with the important work they do. Executive Director, Steve Fields told the Board about the history of Progress Foundation and the work they do in the community. Gurbax let the group know that CEDA was happy to be part of the project.

Motion: Board Member Christina Bibler made the motion to approve Resolution 22-34. Board Member Christine Damko seconded the motion on the floor.

The motion passed with the following roll call vote:

Christine Bibler	yes
Bob Burris	yes
Christine Damko	yes
Gurbax Sahota	yes
Larry Vaupel	yes

Public Comment

None

Chair Report:

Board Chair Gurbax Sahota let the Board know that the CEDA Business meeting was scheduled for June 23rd and noted that recent legislative work has kept her busy and as a result, the Board Treasurer, Josh Metz, would receive the Budget at the same time as the rest of the board. Normally staff would work with the Treasurer ahead of time. She asked if the board was comfortable with that or if they wanted to push the Business Meeting to June 30th. The board was okay with keeping the June 23rd schedule.

PACE Report

Jacob Roth let the board know a ~\$4 million C-PACE project in Marin was expected to close at the end of July.

Other Business

None

Adjournment

Motion: Gurbax Sahota made the motion to adjourn the meeting. Christina Bibler seconded the motion on the floor. Gurbax Sahota adjourned the meeting at 10:44 am after the roll call vote.

The motion passed with the following roll call vote:

Christine Bibler	yes
Bob Burris	yes
Christine Damko	yes
Gurbax Sahota	yes
Larry Vaupel	yes

CEDA 2022-2023 WORK PROGRAM

Maintaining CEDA as a compliant JPA

1. Complete state reporting requirement, including notices to Secretary of State and State Controller
2. Update website per state and federal compliance requirements (e.g. posting agendas, minutes, transactions, etc.)
3. Monitor FPPC filings (Form 700 for in/out of office and annual posts)
4. Complete annual audit (including completing required support documentation, calculations, and checks)
5. Admin support (e.g. as noted below, plus prepare, circulate, & post agenda public notice; reply to public questions; etc.)
6. Follow record retention and destruction policy & all necessary documents are received and filed (e.g. Meeting Minutes, AMAs, Resolutions, etc.)
7. Complete IDB and housing projects annual compliance duties
8. Send annual ADTR reminders if needed

Support tax-exempt bond issuances and creation of PACE districts and issuances

1. Provide admin support for board & meetings (e.g. schedule meetings, take minutes, prepare & present staff reports, etc.)
2. Provide admin support for issuances and PACE districts/projects (e.g. sign, notarize, & mail documents; maintain files, etc.)
3. Invoicing for application, issuance, and annual fees
4. Provide admin support for outstanding PACE Residential program
5. Follow up on bond transaction leads
6. Participate in bond issuance financial team meetings and calls
7. Stay involved in legislation or potential structural changes at the state-level which may impact CEDA's programs
8. Communicate, solicit, and coordinate with local jurisdictions regarding bond issuances & membership in CEDA

Promote CEDA and its financing opportunities

1. Market new and re-financing opportunities to CEDA partners and project contacts
2. Promote CEDA's programs, completed issuances, and other news announcements
3. Maintain relationships with key issuance partners
4. Initiate the creation of a pooled financing program for Enhanced Infrastructure Financing District and Community Facility District bonds. Share program details and products with the CEDA Board for input and consideration.
5. Determine next steps in affordable housing financing
6. Market CEDA through CDFA & other channels as appropriate

**California Enterprise Development Authority (CEDA)
 Estimated Profit & Loss Budget vs. Actual (July 2021 through
 06.14.22) and Proposed Budget 2022–2023**

	Jul '21 - Jun '22		Jul '22 - Jun '23
	Estimated Actual (as of 06.14.22)	Budget	Proposed Budget
Ordinary Income/Expense			
Income			
Non Operating Revenue			
Interest	1,065.00	350.00	350.00
Operating Revenue			
Fee Revenues			
PACE Program Management Fees (1)	75,000.00	75,000.00	75,000.00
PACE Assessment Fees			
Total PACE Assessment Fees	11,904.00	8,000.00	8,000.00
Issuance Fees			
Issuance Fee-PACE	12,600.00	2,000.00	2,000.00
Issuance Fee-IDB	0.00	0.00	0.00
Issuance Fee-Nonprofit	625,357.00	0.00	0.00
Issuance Fees - Other	0.00	300,000.00	300,000.00
Total Issuance Fees	637,957.00	302,000.00	302,000.00
Annual Fee	195,500.00	150,000.00	170,000.00
Application Fees	74,000.00	25,000.00	25,000.00
Total Fee Revenues	994,361.00	560,000.00	580,000.00
Total Income	995,426.00	560,350.00	580,350.00
Expense			
Operating Expenses			
Contribution to Econ Dev			
CALED Mission Support (2)	550,000.00	100,000.00	150,000.00
Scholarship	0.00	5,000.00	10,000.00
Contribution to Econ Dev - Other (3)	100,000.00	75,000.00	75,000.00
Total Contribution to Econ Dev	650,000.00	180,000.00	235,000.00
Direct Expenses			
Bank Fees	1,137.00	400.00	400.00
Meal & Entertainment	0.00	1,200.00	1,200.00
Office Expense	3,995.00	6,000.00	6,000.00
Computers/Maintenance	6,958.00	5,000.00	1,500.00
Staff Training/Professional Dev	0.00	3,000.00	5,000.00
Accounting	5,020.00	3,000.00	6,000.00
Audit	10,200.00	9,700.00	10,500.00
Contract Services	1,000.00	1,000.00	50,000.00
Printing/Marketing	2,784.00	5,000.00	5,000.00
Travel	0.00	5,000.00	5,000.00
Professional/Legal Fees	5,000.00	10,000.00	10,000.00
Insurance	2,557.00	3,500.00	3,500.00
Total Direct Expenses	38,651.00	52,800.00	104,100.00
Management Fees	300,000.00	300,000.00	300,000.00
Total Operating Expenses	988,651.00	532,800.00	639,100.00
Total Expense	988,651.00	532,800.00	639,100.00
Net Ordinary Income	6,775.00	27,550.00	-58,750.00
Net Income	6,775.00	27,550.00	-58,750.00
CEDA Reserve Contribution	0.00		

- (1) Dividend contract is evergreen, with an 18 month notice clause for cancellation.
- (2) Contribute \$550,000 to CALED to further its mission.
- (3) Contribute \$100,000 to the Academy to further its mission and provide additional liquidity to help with potential cash flow issues caused by EDA Outsmart grant.

Staff Report

Action Requested	Approve contributions to support economic development: a. Approve \$550,000 to the California Association for Local Economic Development as a Contribution to Economic Development. b. Approve \$100,000 to the California Academy for Economic Development as a Contribution to Economic Development.
Staff Discussion	<p>CEDA was created with the intent to give back to economic development. As such, the CEDA Board of Directors has the authority to contribute funds deemed as surplus to organizations for economic development purposes.</p> <p>In light of the COVID-19 global pandemic, this contribution to the California Association for Local Economic Development (CALED) will further its mission as CALED supports economic development and practitioners working on the transactional side of economic development.</p> <p>The California Academy for Economic Development (the Academy) is devoted to economic development training, education, and research. Some components of the Academy’s mission are to educate economic development professionals and officials, conduct supportive research, and provide new business information and resources to local economic development professionals. This contribution will further its mission and provide additional liquidity to help with potential cash flow issues caused by EDA Outsmart grant.</p> <p>We believe contributing to CALED and the Academy and CALED will allow the organizations to provide much needed support and training to California’s economic developers.</p>
Eligibility and Policy Review	CEDA staff has reviewed the bylaws and Joint Powers Agreement. The request is part of Article VI; Section 6.4, which permits moneys held by the Authority and deemed surplus may be allocated as directed by the Board for economic development purposes.
Recommendation	Staff recommends approving contributions to support economic development: a. Approve \$550,000 to the California Association for Local Economic Development as a Contribution to Economic Development. b. Approve \$100,000 to the California Academy for Economic Development as a Contribution to Economic Development.