



California Community Choice Financing Authority

**California Community Choice Financing Authority (CCCFA)
Board of Directors Meeting
Thursday, January 23, 2025
1:00 P.M.**

Via Teleconference at the Following Locations:

- Central Coast Community Energy – 70 Garden Court, Suite 300, Main Conference Room, Monterey, CA 93940
- Clean Power Alliance – 801 S. Grand Ave., Ste. 400, Los Angeles, CA 90017
- Marin Clean Energy - 1125 Tamalpais Ave, San Rafael, CA 94901
- Pioneer Community Energy - 2510 Warren Dr., Suite B, Rocklin, CA 95677
- 601 Murray Circle, Sausalito, CA 94965

Members of the public who wish to observe the meeting may do so at one of the locations listed above or telephonically via the following teleconference call-in number and meeting ID:

For Viewing Access Join the Zoom Meeting:

<https://us02web.zoom.us/j/87343304744>

**Dial-in: (669) 900-6833
Webinar PIN: 873 4330 4744**

In compliance with the Brown Act, Directors may participate at one of the meeting locations listed above. In either case, please: 1) post this Agenda at a publicly accessible location at the participation location no later than 72 hours before the beginning of the meeting, and 2) have a speaker phone available for members of the public who wish to attend at your location.

Agenda

1. Call to Order & Roll Call
2. Agenda Update and/or Changes

Agenda Page 2

3. Public Comment
This item is reserved for persons wishing to address the Board of Directors on any CCCFA-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. As with all public comment, members of the public who wish to address the Board are customarily limited to three minutes per speaker.
4. Consent Calendar (Discussion/Action)
 - A. Consider approval of 12/5/24 regular meeting minutes
 - B. Consider approval of travel expenses and event passes for Chair Bardacke and Garth Salisbury to attend the Bond Buyer Deal of the Year Awards in December
5. General Manager Research Ad Hoc Committee Report: Receive a report and provide direction to the ad hoc committee regarding the evaluation of the general manager position recruitment.
(Discussion/Action)
6. Treasurer/Controller Working Group Project List: Receive an update on the Treasurer/Controller Working Group's current and planned projects (Discussion/Action)
7. Board Member Announcements (Discussion)
8. Adjourn

Next CCCFA Board meeting is scheduled for Thursday, February 27, 2025 at 1:00 pm

DISABLED ACCOMMODATION: If you are a person with a disability which requires an accommodation, or an alternative format, please contact the Clerk of the Board at (510) 906-0491, 72 hours prior to the scheduled meeting to ensure reasonable accommodations are provided.

Materials related to an item on this agenda submitted to the Board of Directors, or a majority of the Board, after distribution of the agenda are available for public inspection at the Clerk's Office, Ava Community Energy (formally East Bay Community Energy), 1999 Harrison St. Ste 2300, Oakland CA, 94612, during normal business hours.



California Community Choice Financing Authority

Draft Minutes

**California Community Choice Financing Authority (CCCFA)
Board of Directors Meeting
Thursday, December 5, 2024
1:00 P.M.**

Via Teleconference at the Following Locations:

- Central Coast Community Energy – 70 Garden Court, Suite 300, Main Conference Room, Monterey, CA 93940
- Ava Community Energy – 1999 Harrison Street, Suite 2300, Oakland, CA 94612
- Clean Power Alliance – 801 S. Grand Ave., Ste. 400, Los Angeles, CA 90017
- Silicon Valley Clean Energy – 333 W. El Camino Real, Suite 330, Sunnyvale, CA 94087
- Marin Clean Energy - 2300 Clayton Rd 11th Floor Suite 1150, Concord, CA 94520

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<https://us02web.zoom.us/j/87343304744>

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Agenda

1. Call to Order & Roll Call

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Present

Robert Shaw – Central Coast Community Energy (CCCE)
Monica Padilla – Silicon Valley Clean Energy (SVCE)
Maira Strauss – Marin Clean Energy (MCE)
Howard Chang – Ava Community Energy (Ava)
Ted Bardacke (Chair) – Clean Power Alliance (CPA)

Staff and Others:

Adrian Bankhead – Board Clerk
David Ruderman – General Counsel
Garth Salisbury – Treasurer/Controller
David McNeil – CFO and Treasurer, Clean Power Alliance
Eric Washington – CEO, San Diego Community Power

Please note that Maira Strauss served as the alternate for Vicken Kasarjian (Marin Clean Energy).

2. Agenda Update and/or Changes
No updates or changes were made to the agenda.
3. Public Comment
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Chair Bardacke opened the public comment period. There were no comments.
4. Consent Calendar (Discussion/Action)
 - A. Consider approval of 11/14/24 regular meeting minutes

Action: It was M/S/C (Chang/Padilla) to approve the Consent Calendar. The motion carried 5/0/0/0/0 (yes/no/abstain/recuse/not present):

Approval of Consent Calendar Vote:

CCCE – Yes

SVCE – Yes

MCE – Yes

CPA – Yes

Ava – Yes

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5. Consider Approval of Resolution No. 2024-14: Resolution of the Board of Directors of the California Community Choice Financing Authority Establishing an Ad Hoc Advisory Committee to Research and Investigate Options on Engagement of a General Manager and/or One or More Assistant General Managers (Discussion/Action)

Action: It was M/S/C (Chang/Bardacke) to approve Resolution No. 2024-14. The motion carried 5/0/0/0/0 (yes/no/abstain/recuse/not present):

Approval of Resolution No. 2024-14 Vote:

CCCE – Yes

SVCE – Yes

MCE – Yes

CPA – Yes

Ava – Yes

Chair Bardacke left the meeting at 1:30pm and handed the gavel to Vice-Chair Shaw.

6. FY 2025 Budget review/approval

Garth Salisbury introduced the item and answered questions.

Director Kasarjian requested that board members receive a copy of the Officers and Directors insurance with their coverage amounts.

Action: It was M/S/C (Padilla/Chang) to approve the FY 2025 Budget with the modification to increase the Contingency to 10% of the proposed operating expenses. The motion carried 4/0/0/0/1 (yes/no/abstain/recuse/not present):

Approval of FY 2025 Budget Vote:

CCCE – Yes

SVCE – Yes

MCE – Yes

CPA – Not Present

Ava – Yes

7. Consider approval of purchasing policy for Treasurer/Controller

Action: It was M/S/C (Padilla/Chang) to approve the resolution with the modification to include an after-the-fact report out of what was spent under the \$30,000 limit set by the

Agenda Page 4

**Treasurer/Controller. The motion carried 4/0/0/0/1
(yes/no/abstain/recuse/not present):**

Approval of Purchasing Policy for Treasurer/Controller Vote:

CCCE – Yes

SVCE – Yes

MCE – Yes

CPA – Not Present

Ava – Yes

8. Treasurer/Controller Working Group Project List: The Board will receive an update on the Treasurer/Controller Working Group's current and planned projects (Discussion/Action)

There were no comments about the Treasurer/Controller Working Group Project List.

9. Board Member Announcements (Discussion)

- **Director Kasarjian** requested a discussion in January of the process of how CCCFA completes its financial audit.
- **Chair Bardacke** asked the **Treasurer/Controller** to attend the Bond Buyer Deal of the Year award. The CPA prepay was the largest deal that CCCFA has done and was awarded the Green Bond of the Year.

10. Adjourned at 2:00pm

Next CCCFA Board meeting is scheduled for January 23, 2025 at 1:00 pm

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California Community Choice Financing Authority

Staff Report – Item 4B

Item 4B: Board of Directors to consider approval of reimbursement for travel expenses

From: Garth Salisbury, Treasurer/Controller

Date: January 23, 2025

Attachments: Expense Reports for Chair Bardacke and Garth Salisbury, Treasurer/Controller and Invoice for Event Tickets

RECOMMENDATION

Approve the reimbursement of expenses incurred by Chair Bardacke and Garth Salisbury for travel to New York to accept the *Bond Buyer “Deal of the Year Award”* for CCCFA \$1,524,180,000 Series 2024B Green Bonds on December 3rd, 2024

BACKGROUND

Under CCCFA’s JPA Agreement and Bylaws, travel expenses incurred by the Board or officers of CCCFA and charged back to CCCFA must be approved by the Board of Directors. Chair Bardacke and Treasurer/Controller Salisbury attended the event in New York with Chair Bardacke accepting the award. CCCFA’s Bond Counsel, CCA Counsel and Financial Advisor also attended the event and paid their own expenses. The expenses included two tickets to the event at a cost of \$2,400. Expenses for travel to/from the event in NY, hotels and the event tickets totaled \$7,616.48:

Chair Bardacke Expenses:	\$2,421.21
Treasurer/Controller Salisbury Expenses:	\$2,795.27
Event Tickets: (2@ \$2,200)	<u>\$2,400.00</u>
Total	\$7,616.48

FISCAL IMPACT

The total cost of the trip and the tickets for the event was \$7,616.48 and will be charged to the 2024 Budget under CCA Staff Reimbursement.

Clean Power Alliance of Southern California
Employee Expense Reimbursement Claim Form

Supervisor's Name: Rob Shaw						Title: Board Vice Chair, CCCFA				
Employee's Name: Ted Bardacke						Title: Board Chair, CCCFA				
Purpose of Expense Claimed: Bond Buyer Award Ceremony										
To:										
DATE	FROM	TO	FROM	TO	NO. OF MILES	AMOUNT \$/Mile \$0.670	ACCOUNTING STAFF TO COMPLETE			PURPOSE
							DEPT. NO.	PROJ. NO.	GL NO.	
TOTAL AMOUNT - SCHEDULE A						\$0.00				
SCHEDULE B - MISCELLANEOUS EXPENSES										
DATE	EXPLANATION OF EXPENSE	AMOUNT	ACCOUNTING STAFF TO COMPLETE			PURPOSE				
			DEPT. NO.	PROJ. NO.	GL NO.					
11.20.24	United Airlines	\$982.95				RT Flight LAX-EWR-LAX				
12.2.24	1st Day Meal Per Diem	\$59.25				Meals				
12.2.24	United Airlines	\$8.00				Wifi on plane				
12.2.24	Hotel Mulberry	\$830.92				Hotel (2 nights)				
12.3.24	Yellow Cab	\$29.83				Home-LAX				
12.2.24	Taxi	\$123.53				EWR to Hotel				
12.3.24	Full Day Meal Per Diem	\$74.00				Meals				
12.3.24	Uber	\$21.99				GS-Hotel				
12.3.24	Uber	\$57.13				Hotel-Dinner				
12.4.24	Uber	\$41.76				Dinner-Hotel				
12.4.24	Last Day Meal Per Diem	\$59.25				Meals				
12.4.24	Uber	\$87.93				Hotel-EWR				
12.4.24	United Airlines	\$8.00				Wifi on plane				
12.4.24	LA City Cab	\$36.67				LAX to Home				
TOTAL AMOUNT - SCHEDULE B						\$2,421.21				

TOTAL AMOUNT CLAIMED \$2,421.21

Clean Power Alliance of Southern California
Employee Expense Reimbursement Claim Form

Supervisor's Name: Ted Bardacke						Title: Board Chair, CCCFA				
Employee's Name: Garth Salisbury						Title: Treasurer/Controller, CCCFA				
Purpose of Expense Claimed: Attendance at Bond Buyer Award Ceremony										
To: Travel to/from SFO										
DATE	FROM	TO	FROM	TO	NO. OF MILES	AMOUNT \$/Mile \$0.670	ACCOUNTING STAFF TO COMPLETE			PURPOSE
							DEPT. NO.	PROJ. NO.	GL NO.	
2-Dec	Mill Valley	SFO			38	\$ 25.46				Travel to/From SFO
4-Dec	SFO	Mill Valley			38	\$ 25.46				
TOTAL AMOUNT - SCHEDULE A						\$50.92				
SCHEDULE B - MISCELLANEOUS EXPENSES										
DATE	EXPLANATION OF EXPENSE	AMOUNT	ACCOUNTING STAFF TO COMPLETE			PURPOSE				
			DEPT. NO.	PROJ. NO.	GL NO.					
11.20.24	American Airlines	\$1,314.95				Flight (SFO-JFK-SFO)				
12.2.24	45 Times Square Hotel	\$1,055.36				Hotel (2 nights)				
12.2.24	Parking at SFO	\$93.00				SFO Parking				
12.2.24	Uber	\$97.96				JFK to Hotel				
12.3.24	Cab to Event	\$40.00				Cab to Award Venue				
12.4.24	Elvis Car Service	\$120.00				Car to JFK				
12.3.24	Per Diem (one day)	\$74.00								
TOTAL AMOUNT - SCHEDULE B						\$2,795.27				

TOTAL AMOUNT CLAIMED \$2,846.19

Subject:

FW: Your trip confirmation (SFO - JFK)



Issued: November 21, 2023

Your trip confirmation and receipt

You can check in via the American app 24 hours before your flight and get your mobile boarding pass.

Confirmation code: **NSZGRZ**

Monday, December 2, 2024



SFO

San Francisco
10:25 AM

AA 16



JFK

New York Kennedy
7:00 PM

Seat:
Class: **Economy (Y)**
Meals: **Snack**

Wednesday, December 4, 2024



JFK

New York Kennedy
4:59 PM

AA 2305



SFO

San Francisco

Seat:
Class: **Economy (M)**
Meals: **Snack**

Manage your trip

Find the card that earns you more miles

Learn more



Your purchase

Garth Mr Salisbury - AAdvantage® #: G60****

New ticket (0012193061311)	\$1,314.95
[$\$1,195.12$ + Taxes & carrier-imposed fees $\$119.83$]	

Total cost	\$1,314.95
-------------------	-------------------

Your payment

Visa (ending 9135)	\$1,314.95
---------------------	------------

Total paid	\$1,314.95
-------------------	-------------------

Bag information

Checked Bag (Airport)

1st bag No charge

2nd bag No charge

Checked Bag (Online*)

1st bag No charge

2nd bag No charge

Thank you, Garth! Your booking is confirmed.

Itinerary # 72060035635706

[View full itinerary](#)

[Download to your phone](#)



45 Times Square Hotel

2 nights, 1 adult, 1 room

Premium Room

Non Smoking



Check-in

3:00pm

Mon, Dec 2

Check-out

12:00pm

Wed, Dec 4



[125 W 45th St, New York, NY, 10036 United States of America](#)

[Change or cancel booking](#)



Travel confidently with the [Hotels.com](#) app

Manage your plans and make trip updates on the fly - wherever the journey takes you. [Explore the app](#)

Price details

2 nights

\$873.60

\$436.80 per night

Taxes and fees

\$135.86

Resort fee

\$45.90

\$40.00 per night due at property

Total

\$1,055.36

Due at property

\$1,055.36

Required fees/taxes will be collected at the property.

[See information about fees and deposits](#)



You'll earn \$17.47 in OneKeyCash after this trip. Fantastic!

Use your OneKeyCash when booking your next trip to save even more.

[View my rewards activity](#)

Plan more of your trip



Your stay is booked!

[Add more rooms](#)



Save up to 25% on cars

[Rent a car](#)

Important Information

***Additional property fees**

These fees and deposits only apply if they are not included in your selected room rate.

Garth Salisbury

Subject:

FW: SFO Parking Confirmation

From: San Francisco International Airport <noreply.parking@flysfo.com>

Subject: SFO Parking Confirmation

Date: December 1, 2024 at 9:03:10 AM PST

To: gasal@comcast.net



Your Booked Parking Confirmation SFOWD1402015

Hello Garth,

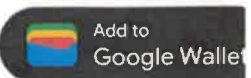
Thank you for booking your parking at San Francisco International Airport. A summary of your booking is below.

Please note: You must use the QR code in this email to enter and exit the Airport Garage. **Do not pull a ticket.** Open the e-mail on your mobile phone, or print a copy, and place the QR code in front of the in-lane scanner to enter/exit the garage. If you have any problems please press the intercom button.

IMPORTANT: Please follow the **Entry and Exit Instructions** provided below.



QR Code



Your Booking

Booking Reference:

SFOWD1402015

Parking Product: Domestic Garage
Parking Location: Domestic Garage
Entry: 9:00 AM on 12/02/2024
Exit: 9:00 PM on 12/04/2024

Payment Details

Booking Made: 12/01/2024 at 9:02:37 AM
Card Number: *****9135
Total: \$ 93.00

Please save your confirmation number for future reference and to make changes.

[Directions](#)

Entry and Exit Instructions:

To enter the Domestic Garage, follow the signs to "Domestic Arrivals", and then "Hourly Parking". As you pass under the International Terminal and approach the plaza, stay to the right and enter through the third gate from the left, marked "Free Available". Scan your QR code at the entry gate. Follow signage for the parking spaces nearest your airline.

To exit the garage, PROCEED TO LEVEL 3 and use exit lanes 2 or 3, marked "Prep Exit". Scan your QR code at the exit gate.

Correct positioning of QR code at scanner for garage entry and exit:

Subject:

FW: Your Monday evening trip with Uber

uber to hotel from JFK

Uber

Total **\$97.96**
December 2, 2024

Thanks for tipping, Garth






Here's your updated Monday evening ride receipt.




Total

\$97.96

[Learn more](#) about the government-mandated pricing rules, taxes, and fees that make trips in NYC more expensive.

Trip fare	\$91.24
<hr/>	
Subtotal	\$91.24
Queens Midtown Tunnel 	\$6.94
JFK Airport Surcharge	\$2.50
NY Congestion Fee 	\$2.75
New York State Benefits Surcharge 	\$1.19
Tip	\$5.00
Promotion	-\$20.92
NY State Black Car Fund 	\$2.08
Sales Tax 	\$7.18
<hr/>	

Payments

 Visa ****9135 12/3/24 12:09 AM	\$97.96
--	---------

Affiliated with UBER USA, LLC (B03404)

Dispatched by UBER USA, LLC (B03404)

To submit a complaint to the NYC TLC, please call 311.

[Switch Payment Method](#)

You rode with Toufique

4.95★ Rating

 Has passed a multi-step safety screen

License Plate: T136091C


FHV License Number: 5682788

Driver's TLC License Number: 5973088

When you ride with Uber, your trips are insured in case of a covered accident.

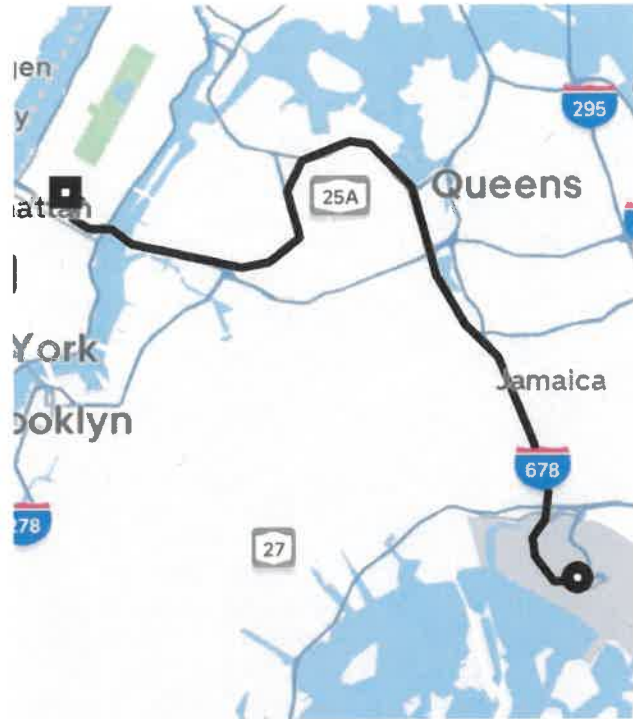
[Learn more >](#)

Black 19.85 miles | 43 min


10:18 PM
Terminal 8, John F. Kennedy
International Airport (JFK),
New York, NY 11430, US

11:01 PM

125 W 45th St, New York, NY
10036-4004, US



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Uber

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[Privacy](#)

Taxi to BB
Awards event in
NYC

Merchant: Curb Mobility
Contact #: 1800 488 8704
email: cs@socurb.com

*CREDIT CARD SALE

*PASSENGER COPY
Merchant ID: 883
ENTRY METHOD:
CHIP CONTACTLESS
AID: A0000000031010
APPL. NAME: VISA CREDIT
ATC: 01F3
TID: ****431
Mode: Issuer

DRIVER 5416683
CAB 3U92
PASSENGERS 1
DATE 12/3/24
START 17:26:05
END 18:02:22
TRIP 1113
STANDR.CITY RATE 1
DISTANCE 1.51 mi
FARE R1 \$28.90
EXTRA \$2.50
SUB TOTAL \$31.40
TIP \$4.60
STATE SURCHARGE \$0.50
IMP. SURCHARGE \$1.00
CGN SRCH. \$2.50
TOTAL \$40.00
VISA 9135
AUTH 01325D
TRN REF #: 115045730
VAL CODE: FJK8

*
Contact TLC Dial 3-1-1

Garth Salisbury

Subject:

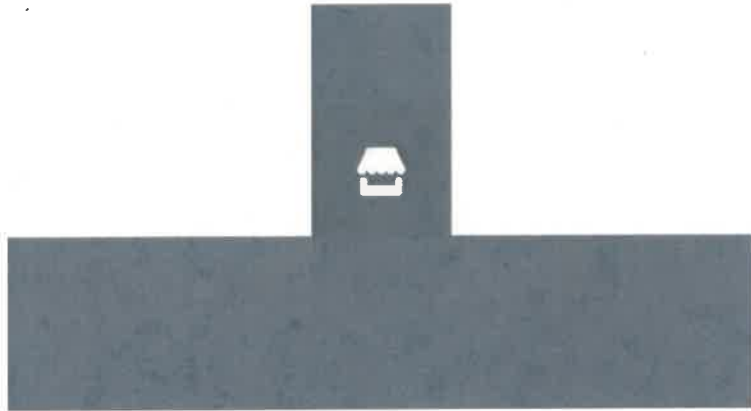
FW: Receipt from Elvisluxury

>

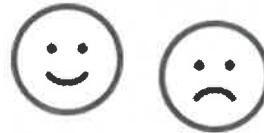
Now when you shop at sellers who use Square, your receipts will be delivered automatically.

[Not your receipt?](#)

*Car to JFK
from Hotel*



Elvisluxury



Let Elvisluxury know how your
experience was

\$ **120.00**

Custom Amount	\$95.00
Purchase Subtotal	\$95.00
Nyc (12%)	\$11.40
Tip	\$13.60

Total

\$120.00

Elvisluxury
(347) 617-2349

Visa 9135 (Contactless)
VISA
VISA CARDHOLDER

Dec 4
2024 at
3:12
PM
#P1DE
Auth
code:
08107D

AID: A0000000031010



Receipt Settings

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© 2024 Square [Privacy Policy](#)
1955 Broadway, Suite 600
Oakland, CA 94612

California Community Choice Financing Authority
431 E St
Santa Rosa, CA 95404



Attn: Garth Salisbury

Invoice # 0001-2030907

Goldman Sachs & Co. LLC

*** Please quote invoice number on all payments and remit to the attention of the IB Accounts Receivable Team***

Please wire funds to:
CITIBANK
111 Wall St
NY, NY 10005

Swift Code: CITIUS33
ABA# 021000089
A/C #: 30631962
Attention: IB Accounts Receivable Team

December 30, 2024	Bond Buyer Event Tickets	USD 2,400.00
		Total USD 2,400.00
		Payable upon receipt



California Community Choice Financing Authority

Staff Report – Item 6

Item 6: CCCFA Treasurer/Controller’s Working Group Project List Report

From: Garth Salisbury, Treasurer/Controller
David J. Ruderman, General Counsel

Date: 1/23/2025

1. New Business

- a. To-do's from December Board meeting:
 - i. Financial Audit
 - (1) Prepare presentation for Board regarding audit process
 - (a) Efen to clarify scope of presentation from Director Kasarjian
 - (b) Garth to prepare presentation for February meeting
 - (2) Consider whether to present audit plan to Board and bring auditor to Board for presentation of completed audit (Amrit)
 - (3) Garth to follow-up on contract and potential extension/RFP for current auditor Baker Tilly
 - ii. 2025 Board meeting schedule—Adrian already sent calendar invites, but will also provide written schedule to Directors
- b. Rule 15c2-12 training for members and staff
 - i. Garth to reach out to BLX for training
 - ii. Garth to ask BLX regarding preparation of one page due diligence summary sheet for Board/WG
- c. Update on CCCFA issuances
 - i. CPA 2024H closed 12/20/24

- ii. Valley Clean Energy—likely coming to CCCFA Board at February regular meeting
- d. Add San Diego rep to WG as step in process of becoming founding member—Garth will follow up with Eric Washington
- e. January 23, 2025 regular meeting items
 - i. Minutes, included changes to budget approved by Board
 - ii. GM Research Ad Hoc committee report
 - iii. Travel expense reimbursement

2. Old Business

- a. Support for GM Research Ad Hoc Committee (Kasarjian & Shaw)
 - i. Prepare job description? Ad hoc is doing this.
 - ii. Legal research re hiring/contracting options—David to ask ad hoc
- b. Update of interim debt management policy. (Garth sent around to WG and to PFM to see if they would review it) In process.
- c. MOU clean up with founding members—need to re-sign with 3CE (Adrian-to prepare MOU for 3CE to have it re-signed)
 - i. Garth is considering recommending a \$125/hr blended reimbursement rate. We will need to come to Board and members and update Exhibit A to MOU
- d. New Member On-Boarding Packet (Salisbury)
 - i. Doug Bird has provided draft; Salisbury/Ruderman to review. (sent to WG to review and consider-MCE responded and need others to respond)
- e. Insurance (McNeil)
 - i. Increased retention on D&O to \$500k. D&O for 2025 is around \$105,000. Also secured Crime insurance for \$1,000,000 for under \$3,000- net insurance cost will about \$40,000 under budget in 2025. Crime insurance counts as bond for Treasurer/Controller.
 - ii. Need to send Kasarjian a copy of D&O policy when obtained.
- f. CC Power deal potential (Singh)
- g. Deal congestion issues—Not anticipated to be a problem in 2025

BOARD OPTIONS

Board discretion.

FISCAL IMPACT

N/A

RECOMMENDED MOTION

None. Information only.