

**CALIFORNIA INDUSTRIAL DEVELOPMENT FINANCING ADVISORY
COMMISSION**

Meeting Date: March 15, 2016

***Request to Approve an Interagency Agreement with the California Pollution Control
Financing Authority (CPCFA) for the Reimbursement from CIDFAC to CPCFA for the Costs
of Administering CIDFAC***

Prepared by: *Patricia Crowson*

Summary. Staff requests Board approval to enter into an Interagency Agreement (“Agreement” or “IA”) CIDFAC01-15 between the California Industrial Development Financing Advisory Commission (“CIDFAC” or “Commission”) and the California Pollution Control Financing Authority (“CPCFA” or “Authority”) to reimburse CPCFA for the administrative costs of administering the CIDFAC Program. The term of the Agreement will be from April 1, 2016 through December 31, 2016 for an amount not to exceed \$47,000.00.

Background. CIDFAC currently has an Executive Director and no other staff to provide analysis and support for the Program. CPCFA has been providing analytical, management, and administrative support for all of CIDFAC’s Program needs without a mechanism to be reimbursed for all necessary and reasonable costs.

CPCFA agrees to provide the following support functions, analytical functions, duties and responsibilities to carry out the services of CIDFAC, including but not limited to:

- Management and analysis of all applications for review of and allocation for industrial development bonds.
- Policy and program planning in support of the Commission, and
- Administrative tasks necessary for the prudent management of the Commission.

The Deputy Executive Director of CPCFA shall serve as the Acting Deputy Executive Director for CIDFAC or Acting Executive Director of CIDFAC as necessary, performing functions, duties and responsibilities in the absence of the Executive Director.

CIDFAC agrees to reimburse CPCFA on a quarterly basis for the reasonable direct and indirect expenditures incurred by CPCFA in support of the services provided under this Agreement, including salaries, benefits, and administrative expenses, plus the pro rata share of overhead, including CPCFA’s expenditures for administrative, legal, rent, central plant and security as provided under separate interagency agreements.

Staff Recommendation. Staff recommends approval of the attached Resolution to authorize the Executive Director or Commission Chairperson to execute the IA CIDFAC01-15 in the amount of \$47,000.00 for the term of April 1, 2016 through December 31, 2016.

**RESOLUTION OF THE
CALIFORNIA INDUSTRIAL DEVELOPMENT FINANCING ADVISORY
COMMISSION (CIDFAC) FOR THE EXECUTIVE DIRECTOR TO ENTER
INTO AN INTERAGENCY AGREEMENT WITH THE CALIFORNIA
POLLUTION CONTROL FINANCING AUTHORITY (CPCFA) FOR THE
REIMBURSEMENT FROM CIDFAC TO CPCFA FOR THE COSTS OF
ADMINISTERING CIDFAC**

March 15, 2016

WHEREAS, the California Industrial Development Financing Authority Commission (“Commission”) was created pursuant to the California Industrial Development Financing Authority Act (“Act”) commencing with Section 91500 of the Government Code; and

WHEREAS, Section 91553 of the Government Code provides that “The Chairperson of the Commission shall on its behalf appoint an Executive Director who shall serve at the pleasure of the Commission and shall receive an annual salary which shall be established by the Chairperson of the Commission. The Commission may delegate to the Executive Director the authority to enter into contracts on behalf of the Commission.”

NOW THEREFORE BE IT RESOLVED, that the Executive Director of the Commission is hereby authorized to execute Interagency Agreement CIDFAC01-15 with the California Pollution Control Financing Authority for an amount not to exceed \$47,000.00 and for a term not to extend beyond December 31, 2016.