

FIRST PUBLIC H₂ AGENDA

**Board of Directors Special Meeting
May 15, 2025, 2:00 p.m.**

**City of Lancaster, Council Chambers
44933 Fern Avenue, Lancaster CA 93534**

**Alternate Location:
City of Industry, Council Chambers
15651 Mayor Dave Way, City of Industry, CA 91744**

Members of the public can observe the livestream of the meeting via Zoom by clicking:

<https://cityoflanasterca-gov.zoom.us/j/88251725175>
1(669) 900-9128
Webinar ID: 882 5172 5175

All documents available for public review are on file with the First Public Hydrogen Authority (FPH₂) Secretary located at the City of Lancaster, City Clerk's Office, 44933 Fern Avenue, Lancaster, CA 93534.

Members of the public can provide public comments in writing or orally in person as follows:

Written Comments: If you are unable to participate in person and you wish to make a comment, you may submit written comments by 9:00am on the day of the meeting via email to: Secretary@FPH2.org All written comments will be posted online and become part of the meeting record. Public comments received in writing will not be read aloud at the meeting.

Oral Comments: Members of the public can address the Board in person on items on the agenda at the time the item is being addressed or during Public Comments for topics that are not listed on the agenda. Speakers are limited to three (3) minutes each. In conformance with the Brown Act, no Board action can occur on items presented during Public Comment.

To address the Board regarding an item on the agenda, please fill out a speaker card and submit it to the Board Secretary before the Board Chair announces the item. If you desire to speak during Public Comment, please fill out a speaker card and submit it to the Board Secretary. When you are called to speak, please come forward to the podium and state your name.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

ACTION ITEMS

Prior to action of the FPH₂ Board, any member of the public will have the opportunity to address the FPH₂ on any item listed on the agenda.

Consent Calendar

Item 1: Approve Minutes of April 17, 2025, Regular Meeting

RECOMMENDATION

Approve the Minutes of April 17, 2025, Regular Board Meeting.

Item 2: Receive and File Treasurer’s Report for Period Ended March 31, 2025

RECOMMENDATION:

Receive and File Treasurer’s Report for period ended March 31, 2025.

Item 3: Consider Adoption of a Resolution Revising the First Public Hydrogen Authority Regular Board Meeting Schedule and Rescinding Resolution No. 2025-001

RECOMMENDATION

Adopt a resolution revising the First Public Hydrogen Authority regular Board meeting schedule and rescinding Resolution No. 2025-001.

Item 4: Consider Adoption of Resolutions Approving Initial Salary Schedule, Position Control Listing and Employee Benefits Package

RECOMMENDATION

Adopt Resolutions approving initial Salary Schedule, Position Control Listing and Employee Benefits Package and authorize the Chief Executive Officer, or his designee, to execute agreements with Keenan and Associates that implement the Employee Benefits Package, subject to General Counsel Approval.

New Business

Item 5: Review and Provide Input into Draft Fiscal Year 2025/26 First Public Hydrogen Authority Budget

RECOMMENDATION

Review and provide input into the Draft Fiscal Year 2025/26 First Public Hydrogen Authority Budget and direct staff to return with the Proposed Fiscal Year 2025/26 Budget on June 18, 2025, for adoption.

Item 6: Chief Executive Officer and General Counsel Updates

General Counsel:

- Discussion of pending RFP and prohibition on communications with potential proposers
- Legal update

RECOMMENDATION

Receive updates from the Chief Executive Officer and General Counsel

PUBLIC COMMENT

Members of the public may address the Board of Directors on any item that is within the jurisdiction of First Public Hydrogen Authority (FPH₂); however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Under the provisions of the Brown Act, the FPH₂ Board is prohibited from taking action on non-agendized matters. However, Board Members may respond briefly or refer the communication to staff. The FPH₂ Board may also request the Secretary to calendar an item related to your communication at a future Board meeting.

BOARD MEMBER QUESTIONS/COMMENTS BOARD

REQUESTS FOR FUTURE AGENDA ITEMS

NEXT MEETING: Regular Board Meeting June 18, 2025, subject to Board approval.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (“ADA”), please contact Secretary@FPH2.org prior to the meeting for assistance.

**First Public Hydrogen Authority
Board of Directors Regular Meeting Minutes
April 17, 2025, 3:00 p.m.
City of Lancaster, Council Chambers
44933 Fern Avenue, Lancaster CA 93534
Alternate Location:
City of Industry, Expo Center, Avalon Room
16200 Temple Avenue, City of Industry, CA 91744**

CALL TO ORDER: The regular meeting of the First Public Hydrogen Authority (FPH2) was called to order by Chair Parris at 3:20 p.m.

ROLL CALL: Board Members: Hertzberg, Peacock, Brouwer, Vice Chair Ruggles, Chair Parris. Board Member Vasquez arrived at 3:50 pm.

FLAG SALUTE: Chair Parris led the flag salute.

PUBLIC COMMENT: None

Item 1: Appointment of First Public Hydrogen Authority Board Member Ernesto Medrano

RECOMMENDATION

Appoint FPH2 Board Member Ernesto Medrano.

Motion by Board Member Peacock, second by Board Member Hertzberg, to approve the appointment of Ernesto Medrano to the FPH2 Board of Directors.

Motion approved unanimously.

OATH OF OFFICE

Allison Burns, General Counsel, administered the Oath of Office to incoming Board Member Ernesto Medrano.

Consent Calendar

Item 2: Approve Minutes from January 13, 2025, Special Meeting

RECOMMENDATION

Approve the Minutes of January 13, 2025, Special Meeting.

Item 3: Receive and File Treasurer's Report for Period Ended February 28, 2025

RECOMMENDATION

Receive and file Treasurer's Report.

Item 4: Consider Approval of Assignment of Professional Services Agreements from the City of Lancaster to First Public Hydrogen Authority

RECOMMENDATION

Approve the assignment of the following professional services agreements from the City of Lancaster to the First Public Hydrogen Authority (FPH2), transferring all rights, obligations, and responsibilities associated with these agreements:

1. ENSO Advisory Services – Providing advisory services for the H2 Twin Cities Mentor/Mentee Program for an amount not to exceed \$96,000, term through July 2025
2. FTI Consulting – Providing hydrogen-related communications and design support for an amount not to exceed \$109,000, term through July 2025

Authorize the Chief Executive Officer, or his designee, to finalize in form approved by General Counsel and execute the Assignment Agreements and any necessary documents to finalize the transfer, ensuring continuity of services under FPH2's administration.

Item 5: Consider Approval of Professional Services Agreement with Frydman Counsel

RECOMMENDATION

Approve a Professional Services Agreement with the agreement, substantially as to form, with Frydman Council for an amount not to exceed \$250,000 and authorize the Chief Executive Officer, or designee, subject to General Counsel approval.

No requests to speak on the Consent Calendar were received.

Motion by Board Member Hertzberg, second by Board Member Brouwer, to approve the Consent Calendar.

Motion approved unanimously.

New Business

Item 6: Consider Adoption of a Resolution Approving the Form of and Authorizing the Execution of the Sixth Amended Joint Powers Agreement and Authorizing Participation in the Special District Risk Management Authority (SDRMA) Property/Liability Program.

RECOMMENDATION

Adopt a resolution approving the form of and authorizing the execution of the Sixth Amended Joint Powers Agreement and Authorizing Participation in the Special District Risk Management Authority (SDRMA) Property/Liability Program and authorize the Chief Executive Officer to execute all documents related to participating in the Property/Liability program, subject to General Counsel approval.

Motion by Vice Chair Ruggles, second by Board Member Hertzberg, to approve the recommended action.

Motion approved unanimously.

Item 7: Discussion and consideration of a revised FPH2 Board of Directors regular meeting schedule.

RECOMMENDATION

Discuss the Board of Directors regular meeting schedule, consider a revised schedule and provide direction as deemed appropriate.

Motion by Board Member Hertzberg, second by Board Member Medrano, to direct staff to return with a resolution revising the Board of Directors meeting schedule.

Motion approved unanimously.

Item 8: Consider Acceptance of a Proposed Revolving Line of Credit Term Sheet from River City Bank for an Amount up to \$10MM for a term of three (3) Years

RECOMMENDATION

Accept the Proposed Revolving Line of Credit Term Sheet from River City Bank, for an Amount up to \$10MM and a Term of three (3) years and authorize the Chief Executive Officer to sign the Acknowledgement and Acceptance.

Motion by Board Member Brouwer, second by Board Member Hertzberg, to approve the recommended action.

Motion approved unanimously.

Item 9: Consider Adoption of a Resolution Approving and Authorizing the Rowland Water District to Enter into the Joint Exercise of Powers Agreement for the First Public Hydrogen Authority (FPH2)

RECOMMENDATION

Adopt a resolution approving and authorizing the Rowland Water District to Enter into the Joint Exercise of Powers Agreement for the First Public Hydrogen Authority and authorizing the Chief Executive Officer to execute all necessary documents to finalize the membership.

Motion by Vice Chair Ruggles, second by Board Member Peacock, to approve the recommended action.

Motion approved unanimously.

Item 10: Chief Executive Officer/General Counsel Update

RECOMMENDATION

Receive updates from the Chief Executive Officer and General Counsel

CEO Jason Caudle updated the Board of Directors noting staff effort to bridge the gap between supply and demand of hydrogen and now entering into the operational phase by purchasing and contracting for hydrogen, giving an overview of the RFP process and the joint marketing effort with ARCHES for marketing (H2 Market Starter).

PUBLIC COMMENT

None

BOARD MEMBER QUESTIONS/COMMENTS

The Board expressed their gratitude to all in attendance and commented on the many benefits of hydrogen to the trucking industry.

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

None

Chair Parris adjourned the meeting at 4:28 pm.

NEXT MEETING: Regular Board Meeting May 15, 2025

Susan Caputo, MMC
Board Secretary
Approved:

DRAFT



STAFF REPORT

5/15/25
JC

Date: May 15, 2025

To: Chair Parris and Authority Members

From: Barbara Boswell, Treasurer

Item 2: **Receive and File Treasurer’s Report for Period Ended March 31, 2025**

Recommendation:

Receive and file Treasurer’s Report for Period Ended March 31, 2025

Fiscal Impact:

There is no fiscal impact by this action.

Background:

This Treasurer’s Report provides the Board with the following financial information for the period ended March 31, 2025:

- Statement of Financial Position (Unaudited and preliminary) – Reports assets, liabilities, and financial position of First Public Hydrogen Authority (FPH2) as of March 31, 2025.
- Statement of Revenues, Expenses and Changes in Net Position (Unaudited and preliminary) as of March 31, 2025.
- Budget to Actuals Comparison Schedule (Unaudited and preliminary) – Reports actual revenues and expenditures compared to the adopted budget as of March 31, 2025.
- List of Payments Issued – Reports payments issued in March 2025.

FIRST PUBLIC HYDROGEN AUTHORITY
STATEMENT OF NET POSITION
As of March 31, 2025

ASSETS	
Cash	<u>\$2,259,221</u>
TOTAL ASSETS	\$2,259,221
LIABILITIES	
Current Liabilities	
Accounts Payable	<u>\$17,453</u>
Total Current Liabilities	\$17,453
Noncurrent Liabilities	
Due to City of Lancaster	<u>\$2,600,000</u>
Total Noncurrent Liabilities	\$2,600,000
TOTAL LIABILITIES	<u>\$2,617,453</u>
NET POSITION	<u><u>(\$358,232)</u></u>

FIRST PUBLIC HYDROGEN AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
Three Months Ended March 31, 2025

OPERATING REVENUES	<u>\$0.00</u>
OPERATING EXPENSES	
Staff Salaries & Benefits	\$159,229
Board Stipends	20,800
Materials & Supplies	46
Special Activity Supplies	2,106
Professional/Technical Services	105,908
Legal Services	9,870
Sponsorships	26,500
Advertising	2,847
Dues & Memberships	10,000
Meetings & Conferences	5,454
Travel/Mileage Reimbursement	<u>15,471</u>
TOTAL OPERATING EXPENSES	<u>\$358,232</u>
OPERATING INCOME (LOSS)	<u>(\$358,232)</u>

FIRST PUBLIC HYDROGEN AUTHORITY
BUDGET TO ACTUALS COMPARISON
Two Months Ended February 28, 2025

	BUDGET	ACTUALS	VARIANCE \$	VARIANCE %
OPERATING REVENUE	\$0.00	\$0.00	\$0.00	0
OPERATING EXPENSES				
Staff Salaries & Benefits	\$900,000	\$159,229	\$740,771	18%
Board Stipends	67,200	20,800	46,400	31%
Materials & Supplies		46	(46)	0
Special Activity Supplies	2,000	2,106	(106)	106%
Professional/Technical	1,150,000	105,908	1,044,092	9.2%
Legal Services	24,225	9,870	14,355	40.7%
Sponsorships	100,000	26,500	73,500	26.5%
Advertising	50,000	2,847	47,153	5.7%
Dues & Memberships	20,000	10,000	10,000	50%
Meetings & Conferences	15,000	5,454	9,546	36.3%
Travel/Mileage	20,000	15,471	4,529	77.4%
Lancaster Administrative	<u>195,000</u>	<u>0</u>	<u>195,000</u>	<u>0</u>
TOTAL OPERATING	<u>\$2,543,425</u>	<u>\$358,232</u>	<u>\$2,185,193</u>	<u>14.1%</u>
CHANGE IN NET POSITION	(\$2,543,425)	(\$358,232)	(\$2,185,293)	14.1%

**FIRST PUBLIC HYDROGEN AUTHORITY
LIST OF PAYMENTS ISSUED
MARCH 2025**

CHECK DATE	CHECK NO	VENDOR	VENDOR NAME	DESCRIPTION	AMOUNT
3/7/25	7457738	11942	MINUTEMAN PRESS	FPH2 BUSINESS CARDS	\$ 335.57
3/7/25	7457684	11092	BRAUN BLAISING SMITH	01/25 HYDROGEN MATTERS/LEGAL SERVICE	\$ 98.00
3/7/25	7457694	12191	CAUDLE, JASON	JC-PR DM-DC-01/16-19/25	\$ 322.00
3/7/25	7457694	12191	CAUDLE, JASON	JC-PR DM-OAKLAND/SACRAMENTO-01/30-31/25	\$ 138.00
3/7/25	7457694	12191	CAUDLE, JASON	JC-PR DM-SACRAMENTO-02/25-26/25	\$ 129.00
3/7/25	7457811	13091	WHANG, PAUL	PW-TRVL-BERKELEY-02/11-12/25	\$ 39.09
3/7/25	7457811	13091	WHANG, PAUL	PW-PR DM-SACRAMENTO-02/24-26/25	\$ 215.00
3/7/25	7457763	13292	PEACOCK, TANYA	TANYA PEACOCK - FPH2 BOARD STIPEND - FEB 2025	\$ 1,600.00
3/7/25	2000012	10462	GONZALEZ PROPERTY SV	CLEANING SERVICES-431 EAST AVE K4	\$ 1,960.00
3/7/25	2000012	10462	GONZALEZ PROPERTY SV	OUTSIDE RESTROOM CLEANING	\$ 635.00
3/7/25	2000012	10462	GONZALEZ PROPERTY SV	CLEAN AND DETAIL BUILDING	\$ 2,380.00
3/7/25	2000018	13300	WINTER, DANIELLE	01/25 FPH2 PROFESSIONAL SERVICES	\$ 450.00
3/7/25	2000018	13300	WINTER, DANIELLE	02/25 FPH2 PROFESSIONAL SERVICES	\$ 1,350.00
3/13/25	7457967	10746	LA CO WATERWORKS	12/16/24-02/18/25-WATER SVCS	\$ 1,830.96
3/14/25	7457898	10337	LOGICALIS INC	HYDROGEN FACILITY - NETWORKING EQUIPMENT CATALYST	\$ 36,436.06
3/14/25	7457840	13285	BROUWER, JACOB	JACOB BROUWER - FPH2 BOARD STIPEND - FEB 2025	\$ 1,600.00
3/14/25	7457880	13286	HERTZBERG, ROBERT N.	ROBERT HERTZBERG - FPH2 BOARD STIPEND - FEB 2025	\$ 1,600.00
3/14/25	7457923	13293	RUGGLES, NEWELL WAYN	NEWELL RUGGLES - FPH2 BOARD STIPEND - FEB 2025	\$ 1,600.00
3/14/25	7457960	13336	VASQUEZ IMPACT SOLUT	AURA VASQUEZ - FPH2 BOARD STIPEND - JAN 2025	\$ 1,600.00
3/14/25	7457960	13336	VASQUEZ IMPACT SOLUT	AURA VASQUEZ - FPH2 BOARD STIPEND - FEB 2025	\$ 1,600.00
3/14/25	7457875	12336	GREEN HYDROGEN	2025 GHC DONATION	\$ 10,000.00
3/14/25	7457898	10337	LOGICALIS INC	HYDROGEN FACILITY - NETWORKING EQUIPMENT CATALYST	\$ 18,026.97
3/14/25	7457844	10333	CA HYDROGEN BUSINESS	FPH2 MARCH 2025 SPONSORED E-BLAST	\$ 2,400.00
3/14/25	7457852	13341	CRIA	01/25 FPH2 BOARD MEETING BEVERAGE SERVICES	\$ 910.00
3/14/25	7457965	13091	WHANG, PAUL	PW-MI GE/PARKING-SACRAMENTO-02/24-26/25	\$ 213.99
3/14/25	7457965	13091	WHANG, PAUL	PW-PR DM-FRESNO-03/06/25-03/07/25	\$ 129.00
3/21/25	7458067	12702	T-MOBILE USA INC.	01/21/25-02/20/25-MNTHLY PHNE	\$ 25.00
3/21/25	7458087	13094	WEGNER, ASHLEY	AW-LAUCH PAD KEY REIMBURSEMENT	\$ 33.08
3/21/25	7458063	10784	STRADLING, YOCCA, CARL	01/25-LEGAL SVCS	\$ 9,380.00
3/21/25	2000043	13300	WINTER, DANIELLE	FPH2 INVOICE - 02/03/25-03/08/25	\$ 900.00
3/28/25	7458207	13091	WHANG, PAUL	PW LAUNCHPAD SPACE HEATER REIMBURSEMENT	\$ 440.87
3/28/25	7458111	13122	BAYSHORE CONSULTING	CONSULTING SERVICES - FEBRUARY 2025	\$ 14,428.23
3/28/25	7458207	13091	WHANG, PAUL	PW-MI GE 3/5/2025	\$ 131.88
3/28/25	7458207	13091	WHANG, PAUL	PW-MI GE/LDGING/RCSTRN-3/6/25-3/7/25	\$ 628.69
					\$ 113,566.39



STAFF REPORT

5/15/25
JC

Date: May 15, 2025

To: Chair Parris and Authority Members

From: Jason Caudle, Chief Executive Officer

Item 3: **Consider Adoption of a Resolution Revising the First Public Hydrogen Authority Regular Board Meeting Schedule and Rescinding Resolution No. 2025-001**

Recommendation:

Adopt a resolution revising the First Public Hydrogen Authority regular Board meeting schedule and rescinding Resolution No. 2025-001.

Fiscal Impact:

There is no fiscal impact to First Public Hydrogen Authority (FPH₂).

Background:

Pursuant to Section 3.D(2) of the FPH₂ Joint Powers Agreement, the FPH₂ Board is to adopt a resolution establishing the date, hour, and place of the regular Board meetings. The Board may also call special meetings when needed, in accordance with Section 54956 of the Government Code of the State of California, to the extent permitted by the Brown Act. Board Members may participate in Board meetings either by telephone or video conference, subject to compliance with the Brown Act.

At its January 13, 2025, Special Board meeting, the FPH₂ Board adopted Resolution No. 2025-001 setting the regular Board meeting schedule.

At its regular meeting on April 17, 2025, the Board discussed the current regular meeting schedule and directed staff to bring a resolution to this Board meeting changing the meeting time from 3:00 pm to 2:00 pm on the 3rd Thursday of each month. The revised Regular Board Meeting schedule is proposed as follows:

Item 3
Revise Regular Meeting Schedule

June 2025	June 18, 2025; 2pm
All other months	3 rd Thursday; 2:00pm

The Regular meeting location will remain at City of Lancaster, City Council Chambers, 44933 Fern Ave, Lancaster, CA with alternate locations within FPH2 service territory, as needed.

Attachment:

Resolution Revising the First Public Hydrogen Authority Regular Board Meeting Schedule and Rescinding Resolution No. 2025-001

**FIRST PUBLIC HYDROGEN AUTHORITY
RESOLUTION NO. 2025-_____**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FIRST PUBLIC
HYDROGEN AUTHORITY REVISING REGULAR BOARD MEETING SCHEDULE AND
RESCINDING RESOLUTION NO. 2025-001**

WHEREAS, the First Public Hydrogen (FPH₂) is a joint powers agency, formed in December 2024 by the cities of Industry and Lancaster; and

WHEREAS, the FPH₂ Joint Powers Agreement establishes regular meetings are to be set by the Board via adoption of a resolution; and

WHEREAS, the Board adopted Resolution No. 2025-001 setting the regular Board Meeting Schedule;

WHEREAS, the Board desires to revise the regular Board meeting schedule and rescind Resolution No. 2025-001.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the First Public Hydrogen Authority, as follows:

Section 1. The Board of Directors of the First Public Hydrogen Authority hereby revises the regular Board meeting schedule as follows:

DATE	HOUR	PLACE
Wednesday, June 18, 2025	2:00 pm	City of Lancaster, City Council Chambers 44933 Fern Ave Lancaster, CA. 93534
All other months: 3 RD Thursday of each Month	2:00 pm	City of Lancaster, City Council Chambers 44933 Fern Ave Lancaster, CA. 93534

Section 2. Resolution No. 2025-001 is hereby rescinded.

The foregoing Resolution was passed and adopted this 15th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

R. Rex Parris, Chair
First Public Hydrogen Authority

ATTEST:

Susan Caputo, Board Secretary
First Public Hydrogen Authority



STAFF REPORT

5/15/25
JC

Date: May 15, 2025

To: Chair Parris and Authority Members

From: Jason Caudle, Chief Executive Officer

Item 4: **Consider Adoption of Resolutions Approving First Public Hydrogen Authority Salary Schedule, Position Control Listing and Employee Benefits Package**

Recommendation:

1. Adopt the following Resolutions:
 - a. First Public Hydrogen Authority Resolution Approving Salary Schedule
 - b. First Public Hydrogen Authority Resolution Approving Position Control Listing
 - c. First Public Hydrogen Authority Resolution Approving Employee Benefits Package

2. Authorize the Chief Executive Officer, or his designee, to execute agreements with Keenan and Associates that implement the Employee Benefits Package, subject to General Counsel Approval.

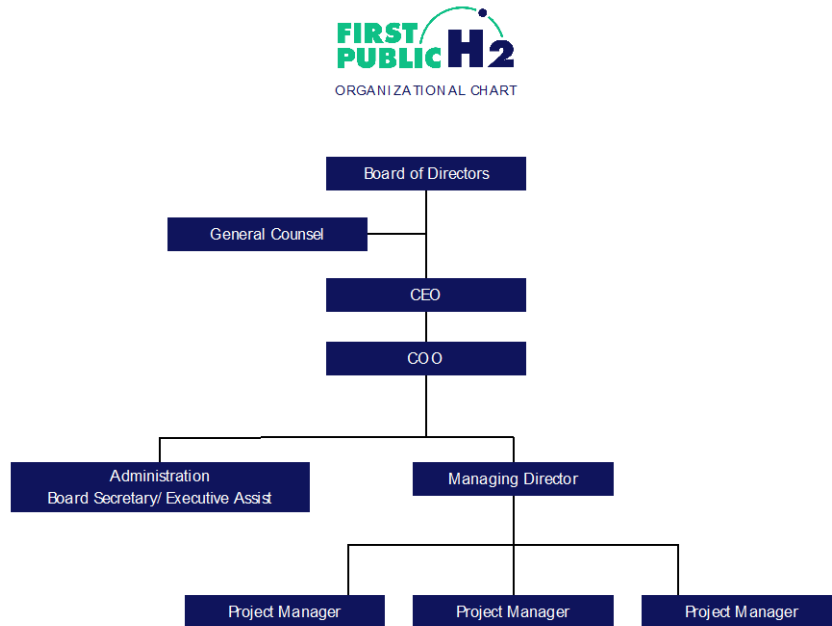
Fiscal Impact:

Funding for employee salaries and benefits will be included in the Proposed Fiscal Year 2025/26 Budget.

Background:

Since inception, the First Public Hydrogen Authority (FPH2) staffing has been provided through an Administrative Services Agreement (ASA) with City of Lancaster. The ASA is effective through June 30, 2025. If the Board approves these actions, beginning July 1, 2025, staff will transition from employees of City of Lancaster to become full-time employees of FPH2. To prepare for hiring staff, salaries need to be established through the adoption of a Salary Schedule, full-time employee counts need to be established through adoption of a Position Control Listing and an Employee Benefits Package needs to be adopted.

Taking into account the effort needed to implement the FPH2 business plan, staff proposes the following organization structure:



Salary Schedule

The proposed Salary Schedule reflects a 5% increase compared to the salary schedule of the City of Lancaster for the positions of the existing employees that are anticipated to move from Lancaster to FPH2.

Proposed salaries are shown below:

POSITION	ANNUAL SALARY RANGE
Chief Operating Officer	\$237,000 - \$350,000
Managing Director	\$195,000 - \$260,400
Program Manager	\$88,000 - \$117,175
Executive Assistant	\$77,725 - \$104,200

The Chief Executive Officer salary will be established in an employment agreement.

Position Control Listing

The Position Control Listing establishes the full-time employee positions that can be filled by staff. The Executive Assistant will not immediately be filled, as the position is currently being filled through a professional services agreement.

The proposed Position Control Listing establishes the following position counts for fiscal year 2025/26:

POSITION	COUNT
Chief Executive Officer	1
Chief Operating Officer	1
Managing Director	1
Program Manager	3
TOTAL POSITIONS	6

Full Time Employee Benefits Package

The proposed Employee Benefits Package has been developed to mirror those benefits that were available to the anticipated staff as offered by the City of Lancaster. Quotes were requested and received from Keenan and Associates and Special District Risk Management Association for medical, dental and vision insurance, for plans equivalent with those offered by City of Lancaster. Keenan and Associates quote offered the best mix of plans with the lowest premiums for equivalent or better coverage compared to City of Lancaster’s plans.

The proposed Employee Benefits Package is detailed below:

Medical, Dental Vision Insurance	FPH2 employees will each receive a monthly benefit up to \$1,500 for FPH2 provided medical, dental and vision insurance.
Retiree Health Savings Account	<ul style="list-style-type: none"> • FPH2 will contribute \$175 per month into a Retiree Health Savings Plan. There is a five-year vesting period for benefits under the Retiree Health Savings Plan. • Employees who enroll in employee-only medical, dental and vision coverage will receive an additional monthly contribution of \$75.00 into a Retiree Health Savings account. • Employees who opt out of medical, dental and vision coverage under the FPH2 plans will receive an additional monthly contribution of \$175 into a Retiree Health Savings Account.
Short Term Disability Insurance	FPH2 will participate in the CA State Disability Insurance (SDI) program that is employee paid and a supplemental short-term disability plan that is paid by FPH2. Coverage is 70% of base pay.
Long Term Disability	Long term Disability Insurance will be provided at 60% of base pay, paid by FPH2.

Life Insurance	Coverage will be provided at the greater of \$100,000 or 1x annual salary up to maximum \$225,000, paid by FPH2.
Voluntary Product Offerings	Accident & Critical Illness Insurance, Additional Life Insurance, and Flexible Spending Accounts will be offered to employees with costs borne by the employee.
401(a)	FPH2 will contribute the following amounts to a 401(a) plan: <ul style="list-style-type: none"> • 8% of base salary • FPH2 will match employee contributions into a 457 plan up to an additional 4% of base salary
457 – Deferred Compensation	Employees may contribute pre-tax wages to a 457 Deferred Compensation plan.
Tuition Reimbursement	Non-probationary employees may receive up to \$3,000 tuition reimbursement per fiscal year for approved programs.
Paid Holidays	New Year’s Day Martin Luther King Day President’s Day Memorial Day Juneteenth July 4 th Labor Day Indigenous People’s Day Veteran’s Day Thanksgiving Day Day after Thanksgiving Christmas Eve through New Year’s Eve
Administrative Paid Time Off	80 hours per year which must be taken in the year received. No carryover or cash out is allowed.
Bereavement Time Off	Up to five (5) days paid time off for immediate family death or critical illness where death appears likely.
Military Leave	Provided in accordance with State and Federal Law. Ten (10) days advance notice, whenever possible, should be given.
Reproductive Loss	Up to five (5) days paid time off may be taken in the case of a reproductive loss event (failed adoption, failed surrogacy, miscarriage, stillbirth, unsuccessful assisted reproduction).
Sick Leave	<ul style="list-style-type: none"> • Sick leave is accrued at the rate of 8 hours per month (96 hours annually) with unlimited accumulation.

	<ul style="list-style-type: none"> • Employees that have accumulated more than 320 hours have the option to cash in sick leave over 320 hours at 50% compensation up to 96 hours. 2 requests per year can be made totaling up to 96 hours in a calendar year.
Vacation Leave	<ul style="list-style-type: none"> • Accrual begins at the rate of 3.33 hours per pay period (equivalent to 80 hours annually) for the first year of service and increase with each year of service. • Employees have the option to cash in at 100% compensation up to 80 hours of vacation; a minimum balance of 80 hours vacation must remain after cash out. Up to 2 requests per calendar year, for up to 80 hours may be submitted. • Employees hired from City of Lancaster in the month of July 2025 are eligible for 20 hours banked vacation hours at hiring date and vacation accrual to begin based on City of Lancaster years of service.

Vacation Accrual Schedule:

Start of Service Year	Annual Hours Accrued	Pay Period Accrual Rate	Maximum Accrual
1	80	3.33	275 Hours
2	88	3.66	275 Hours
3	96	4.00	275 Hours
4	104	4.33	275 Hours
5	112	4.66	275 Hours
6	120	5.00	350 Hours
7	128	5.33	350 Hours
8	136	5.66	350 Hours
9	144	6.00	350 Hours
10	152	6.33	350 Hours
11+	160	6.66	400 Hours

Attachment:

- First Public Hydrogen Authority Resolution Approving Salary Schedule
- First Public Hydrogen Authority Resolution Approving Position Control Listing
- First Public Hydrogen Authority Resolution Approving Employee Benefits Package

**FIRST PUBLIC HYDROGEN AUTHORITY
RESOLUTION NO. 2025-_____**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FIRST PUBLIC
HYDROGEN AUTHORITY APPROVING SALARY SCHEDULE**

WHEREAS, the First Public Hydrogen (FPH₂) is a joint powers agency, formed in December 2024 by the cities of Industry and Lancaster; and

WHEREAS, the Board has authority to establish salaries for FPH₂ employees; and

WHEREAS, the Board desires to hire employees effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the First Public Hydrogen Authority, as follows:

Section 1. The Board of Directors hereby approves the following salary schedule:

POSITION	ANNUAL SALARY RANGE
Chief Operating Officer	\$237,000 - \$350,000
Managing Director	\$195,000 - \$260,400
Program Manager	\$88,000 - \$117,175
Executive Assistant	\$77,725 - \$104,200

Section 2. The Salary Schedule is effective July 1, 2025.

The foregoing Resolution was passed and adopted this 15th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

R. Rex Parris, Chair
First Public Hydrogen Authority

ATTEST:

Susan Caputo, Board Secretary
First Public Hydrogen Authority

**FIRST PUBLIC HYDROGEN AUTHORITY
RESOLUTION NO. 2025-_____**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FIRST PUBLIC
HYDROGEN AUTHORITY APPROVING POSITION CONTROL LISTING**

WHEREAS, the First Public Hydrogen (FPH₂) is a joint powers agency, formed in December 2024 by the cities of Industry and Lancaster; and

WHEREAS, the Board has authority to establish the Position Control Listing establishing full time equivalent employee counts; and

WHEREAS, the Board desires to hire employees effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the First Public Hydrogen Authority, as follows:

Section 1. The Board of Directors hereby approves the following Position Control Listing:

POSITION	COUNT
Chief Executive Officer	1
Chief Operating Officer	1
Managing Director	1
Program Manager	3
TOTAL POSITIONS	6

Section 2. The Position Control Listing is effective July 1, 2025.

The foregoing Resolution was passed and adopted this 15th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

R. Rex Parris, Chair
First Public Hydrogen Authority

ATTEST:

Susan Caputo, Board Secretary
First Public Hydrogen Authority

**FIRST PUBLIC HYDROGEN AUTHORITY
RESOLUTION NO. 2025-_____**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FIRST PUBLIC
HYDROGEN AUTHORITY APPROVING EMPLOYEE BENEFITS PACKAGE**

WHEREAS, the First Public Hydrogen (FPH₂) is a joint powers agency, formed in December 2024 by the cities of Industry and Lancaster; and

WHEREAS, the Board has authority to establish an Employee Benefits Package; and

WHEREAS, the Board desires to hire employees effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the First Public Hydrogen Authority, as follows:

Section 1. The Board of Directors hereby approves the following Employee Benefits Package:

Medical, Dental Vision Insurance	FPH2 employees will receive a monthly benefit up to \$1,500 for FPH2 provided medical, dental and vision insurance.
Retiree Health Savings Account	<ul style="list-style-type: none"> • FPH2 will contribute \$175 per month into a Retiree Health Savings Plan. There is a five-year vesting period for benefits under the Retiree Health Savings Plan. • Employees who enroll in employee-only medical, dental and vision coverage will receive an additional monthly contribution of \$75.00 into a Retiree Health Savings account. • Employees who opt out of medical, dental and vision coverage under the FPH2 plans will receive an additional monthly contribution of \$175 into a Retiree Health Savings Account.
Short Term Disability Insurance	FPH2 will participate in the CA State Disability Insurance (SDI) program that is employee paid and a supplemental short-term disability plan that is paid by FPH2. Coverage is 70% of base pay.
Long Term Disability	Long term Disability Insurance will be provided at 60% of base pay, paid by FPH2.
Life Insurance	Coverage will be provided at the greater of \$100,000 or 1x annual salary up to maximum \$225,000, paid by FPH2
Voluntary Product Offerings	Accident & Critical Illness Insurance, Additional Life Insurance, and Flexible Spending Accounts will be offered to employees with costs borne by the employee.
401(a)	<p>FPH2 will contribute the following amounts to a 401(a) plan:</p> <ul style="list-style-type: none"> • 8% of base salary • FPH2 will match employee contributions into a 457 plan up to an additional 4% of base salary

457 – Deferred Compensation	Employees may contribute pre-tax wages to a 457 Deferred Compensation plan.		
Tuition Reimbursement	Non-probationary employees may receive up to \$3,000 tuition reimbursement per fiscal year for approved programs.		
Paid Holidays	New Year’s Day Martin Luther King Day President’s Day Memorial Day Juneteenth July 4 th Labor Day Indigenous People’s Day Veteran’s Day Thanksgiving Day Day after Thanksgiving Christmas Eve through New Year’s Eve		
Administrative Paid Time Off	80 hours per year which must be taken in the year received. No carryover or cash out is allowed.		
Bereavement Time Off	Up to five (5) days paid time off for immediate family death or critical illness where death appears likely.		
Military Leave	Provided in accordance with State and Federal Law. Ten (10) days advance notice, whenever possible, should be given.		
Reproductive Loss	Up to five (5) days paid time off may be taken in the case of a reproductive loss event (failed adoption, failed surrogacy, miscarriage, stillbirth, unsuccessful assisted reproduction).		
Sick Leave	<ul style="list-style-type: none"> • Sick leave is accrued at the rate of 8 hours per month (96 hours annually) with unlimited accumulation. • Employees that have accumulated more than 320 hours have the option to cash in sick leave over 320 hours at 50% compensation up to 96 hours. • 2 requests per year can be made totaling up to 96 hours in a calendar year. 		
Vacation Leave	<ul style="list-style-type: none"> • Accrual begins at the rate of 3.33 hours per pay period (equivalent to 80 hours annually) for the first year of service and increase with each year of services. • Employees have the option to cash in at 100% compensation up to 80 hours of vacation; a minimum balance of 80 hours vacation must remain after cash out. • Up to 2 requests per calendar year, for up to 80 hours may be submitted. • Employees hired from City of Lancaster in the month of July 2025 are eligible for 20 hours banked vacation hours at hiring date and vacation accrual to begin based on City of Lancaster years of service. 		
Vacation Accrual Schedule:			
Start of Service Year	Annual Hours Accrued	Pay Period Accrual Rate	Maximum Accrual
1	80	3.33	275 Hours
2	88	3.66	275
3	96	4.00	275
4	104	4.33	275
5	112	4.66	275

6	120	5.00	350
7	128	5.33	350
8	136	5.66	350
9	144	6.00	350
10	152	6.33	350
11+	160	6.66	400

Section 2. The Employee Benefits Package is effective July 1, 2025.

The foregoing Resolution was passed and adopted this 15th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

R. Rex Parris, Chair
First Public Hydrogen Authority

ATTEST:

Susan Caputo, Board Secretary
First Public Hydrogen Authority



STAFF REPORT

5/15/25
JC

Date: May 15, 2025

To: Chair Parris and Authority Members

From: Jason Caudle, Chief Executive Officer

Item 5: **Review and Provide Input into the Draft Fiscal Year 2025/26 First Public Hydrogen Authority Budget**

Recommendation:

Review and provide input into the Draft Fiscal Year 2025/26 First Public Hydrogen Authority Budget and direct staff to return with the Proposed Fiscal Year 2025/26 Budget on June 18, 2025, for adoption.

Fiscal Impact:

The Fiscal Year 2025/25 expenditures will be funded through a Revolving Line of Credit (RLOC) with River City Bank (RCB). At its April 17, 2025, regular Board meeting, the Board accepted the term sheet from RCB for a \$10MM RLOC with a term of three (3) years. The RLOC Credit Agreements will be brought to the Board for consideration of approval at the June 18, 2025, Regular Board Meeting.

Background:

Fiscal Year 2025/26 marks the first full year of operations for First Public Hydrogen Authority (FPH2). The Board of Directors is tasked with adopting a budget that establishes the spending authority for FPH2.

Staff prepared the draft budget with the following key objectives in mind:

- Deliver on our mission to bring affordable, clean hydrogen to market by aligning every budgeted activity with the goal of securing and activating public-sector facilitated off-take.
- Support the internal capacity needed to negotiate, execute and enforce upstream and downstream hydrogen agreements, including legal counsel and coordination.

- Advance organizational readiness for fuel delivery by funding the planning, modeling and staffing needed to assess transportation options and engage third-party carriers.
- Promote FPH2’s public utility model through sustained outreach, strategic marketing and public sector lobbying to grow membership and reinforce our value to government, labor and industry.
- Maintain core operations by funding staffing, consultants, legal support and administrative resources needed to deliver services and respond to evolving agency needs.

The line item detail of the draft budget based on the objectives is presented in the table that follows.

CATEGORY/DESCRIPTION	PROPOSED AMOUNT
Staff Salaries & Benefits	\$1,500,000
Board Compensation	134,000
Professional/Technical Services	1,500,000
Legal Services	260,000
Special Events	50,000
Sponsorships	100,000
Marketing & Outreach	80,000
Dues & Memberships	22,000
Travel/Mileage Reimbursement	110,000
Meeting & Conference Registration	15,000
Operating Materials & Supplies	110,000
Insurance Expense	56,000
Information Technology/Software/Subscriptions	75,000
Utilities	55,000
Building Lease	24,000
Furniture & Equipment	15,450
Vehicles and Fueling Infrastructure	300,000
Interest Expense	100,000
TOTAL DRAFT BUDGET	\$4,506,450

Staff will return to the Board at its June 18, 2025, regular meeting with a proposed budget based on input received.

Attachment:

None