

PUBLIC MEETING NOTICE
OPERATIONS COMMITTEE
Of the
Board of Directors
Capitol Area Development Authority

CADA Administrative Offices
1522 14th Street, Sacramento
Tuesday, June 21, 2011
2:00 p.m.

Committee Members: Ann Bailey, Committee Chair
Bob Lagomarsino

1. Roll Call
2. Approval of Minutes: May 17, 2011
3. Items scheduled for the June 24, 2011, Board Meeting

A. 1001 R Street Funding Request

Recommended Committee Action: Support adoption of resolution authorizing the Executive Director to enter into a loan agreement and promissory note with Allyson C. Dalton to fund the expansion of a loading dock for the building at 1001 R Street.
Contact: Todd Leon, R Street Development Manager

B. FY 2011-2012 General Operations Budget and Capital Investment Program Budget

Recommended Committee Action: Support adoption of resolution approving the FY 2011-2012 General Operations Budget, Capital Investment Program Budget and Designated Reserves and; affirming the Executive Director's budget authority.
Contact: Noelle Mussen, Controller

C. Five-Year Capital Improvements Program (CIP) Needs Assessment

Recommended Committee Action: Review and Comment.
Contact: Allison Cash, Construction Administrator

D. FY 2011-2012 Salary Range Limit Schedule

Recommended Committee Action: Support adoption of resolution approving the FY 2011-2012 Salary Range Limit Schedule.
Contact: Jill Azevedo, Human Resources

E. FY 2011-2012 Legal Services Contract

Recommended Committee Action: Support adoption of resolution extending the Legal Services Contract with Kronick, Moskovtiz, Tiedemann & Girard for the period of July 2011 – June 2012.
Contact: Jacqueline Whitelam, Deputy Executive Director

F. FY 2011-2012 Security Service Contract

Recommended Committee Action: Support adoption of resolution extending the Security Service Contract for FY 2011-2012 with Lyons Security Services.

Contact: Merri Stutes, Resident Services Manager
Donna Metzger, Risk Manager

G. FY 2011-2012 Network Administration Contract

Recommended Committee Action: Support adoption of resolution awarding a consulting contract to Network Design Associates for Network Maintenance Services.

Contact: Noelle Mussen, Controller

H. FY 2011-2012 Maintenance Services Contracts

Recommended Committee Action: Support adoption of resolutions extending the Maintenance Service Contracts for Floor Covering Repair/Replacement and Landscape and Lawn Care, and awarding a Maintenance Service Contract for Interior Painting Services – Vacant, Occupied and Common Areas.

Contact: Brian Puiia, Facilities Maintenance Manager
Donna Metzger, Risk Manager

4. Staff Reports/Updates/Transmittals

A. FY 2011/2012 Business Plan

B. Financial Report for Period Ending May 31, 2011

C. City Treasurer Monthly Investment Report: April 2011

5. Insurance Claim Activity

6. Opportunity for the Public to Address the Committee Regarding Matters not on the Agenda

7. Adjournment

Approved for transmittal:



Paul B. Schmidt, Executive Director

NOTE: THE COMMITTEE MAY TAKE ACTION ON ANY MATTER LISTED ON THE AGENDA. ADDITIONALLY, THE COMMITTEE MAY TAKE ACTION ON ANY MATTER NOT LISTED ON THE AGENDA TO THE EXTENT PERMITTED BY APPLICABLE LAW.

PURSUANT TO STATE AND FEDERAL LAW, IF YOU HAVE A REQUEST FOR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION IN ORDER TO ASSIST YOU IN PARTICIPATING IN THE MEETING, PLEASE CONTACT SHARON BENNETT, BOARD SECRETARY AT (916) 322-2114 TO MAKE SUCH A REQUEST. IN ORDER TO ALLOW ADEQUATE TIME TO ACCOMMODATE ANY REQUESTS, CADA ASKS THAT THE REQUEST BE MADE AT LEAST 24 HOURS PRIOR TO THE MEETING.