MINUTES
SPECIAL MEETING OF THE
OPERATIONS COMMITTEE
OF THE BOARD OF DIRECTORS
CAPITOL AREA DEVELOPMENT AUTHORITY
JANUARY 16, 2015

Ann Bailey called the regular meeting to order at 2:04 p.m. at the CADA Administrative Office, 1522 14th Street, Sacramento, CA 95814.

1. Roll Call
   Kristan Otto - Present
   Ann Bailey - Present

2. Approval of Minutes: August 19, 2014
   The minutes of the August 19, 2014 meeting, were approved as submitted.

3. Items Scheduled for Action at the January 23, 2015, Board Meeting

   A. Audited Financial Reports - Fiscal Year 2013/2014

      Noelle Mussen reported the following:

      Staff recommends that the Board, by separate resolutions, accept the following five audited financial reports as prepared and released by Macias, Gini & O'Connell, LLP:

      ◆ Capitol Area Development Authority
        Independent Auditor’s Reports FY 2013-2014 (Attachment 1a)

      ◆ Somerset Parkside Apartments (Contract Number 80-RHC-007)
        Independent Auditor’s Reports FY 2013-2014 (Attachment 1b)

      ◆ Biele Place Apartments (Contract Number 80-RHC-032)
        Independent Auditor’s Reports FY 2013-2014 (Attachment 1c)

      ◆ Brannan Court Apartments (Contract Number 86-32-N)
        Independent Auditor’s Reports FY 2013-2014 (Attachment 1d)

      ◆ Seventeenth Street Commons (Contract Number 99-024-N)
        Independent Auditor’s Reports FY 2013-2014 (Attachment 1e)

   Committee’s Recommendation: The committee supported staff’s recommendation.

   B. Appointment of CADA Board Member

      Wendy Saunders reported the following:

      Staff recommends that the Board adopt a resolution appointing Mr. Robert Lagomarsino to the CADA Board-appointed seat that became vacant upon resignation of the incumbent in December 2014. Mr. Lagomarsino would complete the remainder of the term, which expires August 17, 2017.

   Committee’s Recommendation: The committee supported staff’s recommendation.
4. **Insurance Claim Activity and Contracts Policy Update**

Anna Marie Will, CADA’s Risk Manager, reported the following:

- There was a property claim in November for damage done to commercial property on the corner of 16th and P Streets in November 2014. The damage has been repaired and CADA has been working with the claim adjustor for the vehicle owner. They have partially approved reimbursement based on adjustor notes, but have not spoken to the contractor. The repair cost was out of line but the adjustor has not yet visited the site so he did not see the extent of the damage because the entire retaining wall had to be replaced.

- There are new regulations this year for prevailing wage projects. Contractors must verify that they have registered with the Department of Industrial Relations prior to bidding so this condition will be added to bid packets. If the contractors have not met these criteria, the bid will be discarded as non-responsive.

- There has also been a change in the trigger for prevailing wage projects. It was previously the case that any public construction projects that exceeded $25,000 must pay prevailing wages, but now the Department of Industrial Relations has changed that trigger to apply only to new construction. The threshold for rehabilitation, demolition, maintenance and repair prevailing wage projects has changed to $15,000. These types of projects are what CADA typically works on rather than new construction. This change will be noted in CADA’s contracts.

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

There were no public comments.

6. **Adjournment**

The committee adjourned the meeting at 2:20 p.m.

Approved for transmittal:

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Rachel Mercurio
Secretary to the Board of Directors

3/25/2015