

### **Board of Directors**

Ann Bailey, Chair  
Bob Lagomarsino, Vice-Chair  
Emily Baime Michaels, Member  
Nick Avdis, Member  
VACANT, Member  
Tara Gandara, Board Secretary

### **CADA Administration**

Wendy Saunders, Executive Director  
Marc de la Vergne, Deputy Executive Director  
Noelle Mussen, Finance Director  
Tom Kigar, Special Projects Director  
Todd Leon, Development Director

### **Legal Counsel**

Jeff Mitchell  
Kronick, Moskovitz, Tiedemann & Girard  
Phone: (916) 322-2114  
Web: [www.cadanet.org](http://www.cadanet.org)

## **AGENDA REGULAR MEETING THE CAPITOL AREA DEVELOPMENT AUTHORITY BOARD OF DIRECTORS**

**FRIDAY, JANUARY 14, 2022  
10:00 A.M.**

**CADA ADMINISTRATIVE OFFICE  
1522 14<sup>TH</sup> STREET, SACRAMENTO, CA 95814**



**In light of COVID-19 restrictions on public gatherings, the Board and Members of the Public are invited to participate via ZOOM.**

### **To join via Zoom:**

**Go to:** <https://zoom.us/join>

**Or join by phone:** (669) 900-9128 (Pacific Coast)

Find your local number: <https://zoom.us/u/acmxhQbp2e>

**Meeting ID:** 871 2287 8225

**To Request Meeting Password or Submit Written Public Comments (prior to start of meeting):**

[tgandara@cadanet.org](mailto:tgandara@cadanet.org)

- 1. Roll Call**
- 2. Approval of Minutes: December 10, 2021**
- 3. Chair's Oral Report**
- 4. Executive Director's Oral Report**
- 5. Audited Financial Statements – Fiscal Year 2020-2021**

*Recommended Action:* Adopt resolutions accepting and releasing financial reports audited by Cohn Reznick LLP.

Contact: Noelle Mussen, Finance Director

- 6. Mid-Year Capital Improvements Program (CIP) Update**

*Recommended Action:* For review and information only.

Contact: Russ Juneau, Facilities Manager  
Frank Czajka, Construction Manager

- 7. Cypress Disposition and Development Agreement (14th & N Project, Formerly Site 21)**

*Recommended Action:* Staff recommends that the Board adopt a resolution that authorizes the Executive Director to execute the Disposition and Development Agreement (DDA) with West Broadway 2019 Investments LLC.

Contact: Renee Funston, Development Manager  
Tom Kigar, Special Projects Director  
Wendy Saunders, Executive Director

**8. Envision O Street Plan Construction Documents 900 Block – Approval of Contract (7th to 17th Streets)**

*Recommended Action:* Staff recommends the Board authorize the Executive Director to enter into a contract with Atlas Lab to prepare construction drawings for the 900 block of O Street.

Contact: Marc de la Vergne, Deputy Executive Director

**9. Retired Annuitant Appointment – Diana Rutley**

*Recommended Action:* Staff recommends that the Board adopt a resolution entitled “Retired Annuitant Appointment” which authorizes the appointment of Diana Rutley as a Retired Annuitant effective on or around January 17, 2022.

Contact: Jill Azevedo, Human Resources

**CONSENT CALENDAR (ITEM 10-11)**

Items listed on the Consent Calendar are considered and acted upon by one motion. A member of the Board or staff may request an item be removed for separate consideration.

**10. Authorization of Teleconference Meetings of CADA Legislative Bodies Pursuant to the Ralph M. Brown Act**

*Recommended Action:* Adopt resolution Ratifying the Proclamation of a State of Emergency by Governor Gavin Newsom (March 4, 2020) as Applicable in CADA’s Jurisdiction and Authorizing Teleconference Meetings of CADA Legislative Bodies Pursuant to the Ralph M. Brown Act

Contact: Tara Gandara, Contracts and Office Manager/Board Secretary

**11. Employee Handbook Addendum – Employee Tenants Policy**

*Recommended Action:* Staff recommends the Board adopt a resolution titled “Resolution Adopting the Employee Handbook Addendum – Employee Tenants” which replaces the “Employee Discount – Rent of CADA Units” policy with an updated policy.

Contact: Jill Azevedo, Human Resources

**12. Oral Staff Reports/Updates**

- A. Downtown Sacramento Partnership: See Agenda Item 4
- B. Downtown Sacramento Revitalization Corporation: See Agenda Item 4
- C. Midtown Association: See Agenda Item 4
- D. O Street Streetscape (7th – 17th Streets: See Agenda Item 8
- E. Energy Conservation
- F. Other Neighborhood Improvements
- G. 10th Street Commercial
- H. 1322 O Street – Sonrisa
- I. 14th & N – The Cypress: See Agenda Item 7
- J. 1717 S Street – ARY Place

**13. Transmittals**

- A. Ombudsman Report: December 2021
- B. Apartment Status Report: December 2021
- C. Affordable Housing Report: December 2021
- D. Commercial Leases/Vacancies: December 2021
- E. CADA Neighborhood Incident Report: December 2021
- F. Contracts Log: December 2021
- G. Financial Report: None

**14. Opportunity for the Public to Address the Board Regarding Matters not on the Agenda**

**15. Adjournment**

**Approved for Transmittal:**



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**Wendy S. Saunders, Executive Director**

NOTE: THE BOARD MAY TAKE ACTION ON ANY MATTER LISTED ON THE AGENDA. ADDITIONALLY, THE BOARD 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 TARA GANDARA, 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.