

Board of Directors

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

CADA/CACDC Administration

Wendy Saunders, Executive Director (CADA)/President (CACDC)
Marc de la Vergne, Deputy Executive Director (CADA)/Vice President (CACDC)
Noelle Mussen, Finance Director (CADA)/Chief Financial Officer (CACDC)
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

AGENDA REGULAR MEETING

THE CAPITOL AREA DEVELOPMENT AUTHORITY AND THE CAPITOL AREA COMMUNITY DEVELOPMENT CORPORATION BOARD OF DIRECTORS

**FRIDAY, DECEMBER 16TH, 2022
10:00 A.M.**

**CADA ADMINISTRATIVE OFFICE
1522 14TH STREET, SACRAMENTO, CA 95814**

**The Board and Members of the Public are
invited to participate via ZOOM or in person.**

To join via Zoom:

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

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

Find your local number:

<https://us02web.zoom.us/j/kcoHLfF55h>

Meeting ID: 826 4043 7902

Request Password (prior to start of meeting):

tgandara@cadanet.org



1. Roll Call

2. Approval of Minutes: October 14, 2022 [CADA/CACDC]

3. Chair's Oral Report

- Resolution honoring Wendy Saunders on her retirement.

4. Election of Vice-Chair

Recommended Action: Accept nomination. Close nominations. Election.

5. 2023 Board Committee Appointments

Recommended Action: By motion, express concurrence with the proposed 2023 Board Committee appointments.

6. Executive Director/President's Oral Report

7. [CADA] FY 2022/2023 Mid-Year Budget Revisions of the General Operations Budget and Capital Investment Program Budgets, Including Assessment of Fund Balances

Recommended Action: Adopt a resolution approving mid-year revisions to the FY 22-23 Annual General Operations Budget and the Capital Investment Program Budgets

Contact: Noelle Mussen, Finance Director

8. [CADA] Mid-Year Capital Improvements Program (CIP) Update

Recommended Action: Review and Comment.

Contact: Frank Czajka, Construction Manager

9. [CADA/CACDC] Sonrisa Affordable Housing Project at 1322 O Street – Bridge Loan, Budget Amendment, and Project Status Update

Recommended Action: Staff recommends the CADA Board of Directors and the CACDC Board of Directors approve various agreements and authorize any and all actions necessary to close on a CADA loan for a supplemental bond allocation made to 1322 O St Investors LP (“the LP”) for construction of the Sonrisa project at 1322 O Street, and a loan from CADA to the CACDC to provide additional gap financing to the project.

Contact: Renée Funston, Development Manager (CADA), Staff (CACDC)
Tom Kigar, Special Projects Director (CADA), Staff (CACDC)
Wendy Saunders, Executive Director (CADA), President (CACDC)

[CADA] CONSENT CALENDAR (ITEMS 10 THROUGH 13)

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. FY 2022-2023 Waste Removal Service Contract

Recommended Action: Adopt a resolution to award the FY 2022-2023 Waste Removal Service Contract to Allied Waste Services of North America, LLC dba Republic Services of Sacramento in an amount not-to-exceed \$150,000.

Contact: Merri Stutes, Resident Services Manager
Tara Gandara, Contracts & Office Manager/ Board Secretary

11. 2023 Employee Handbook

Recommended Action: Adopt a resolution approving the 2023 Employee Handbook.

Contact: Jill Azevedo, Human Resources Manager

12. 2023 Board Meetings and Committee Meetings Schedules

Recommended Action: Adopt a resolution setting the 2023 meetings of the CADA Board of Directors and a separate resolution setting the meetings of the Operations, Neighborhood Development and the Development and Construction Committees.

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

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

Recommended Action: Adopt a 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

14. [CADA] CLOSED SESSION

A. PUBLIC EMPLOYEE APPOINTMENT (Pursuant to Government Code Section 54957)

Title: Executive Director

15. [CADA] Appointment of Executive Director and Approval of Compensation

Oral Report: Confirm Appointment and Take Action to Approve Compensation of New Executive Director and Appointment of Interim Executive Director

16. [CADA/CACDC] Appointment of Interim CADA Executive Director & Interim CACDC President

[CADA]

Recommended Action: Adopt a resolution entitled "Appointment of Interim Executive Director" which authorizes the appointment of Marc de la Vergne as Interim Executive Director effective December 30, 2022.

[CACDC]

Recommended Action: Adopt a resolution entitled appointing Marc de la Vergne as Interim President effective December 30, 2022.

17. [CADA] Retired Annuitant Appointment

Recommended Action: Adopt a resolution entitled "Retired Annuitant Appointment" which authorizes the appointment of Wendy Saunders as a Retired Annuitant effective on or around January 1, 2023.

Contact: Jill Azevedo, Human Resources & Risk Manager

18. Oral Staff Reports/Updates

- A. Downtown Sacramento Partnership: See Agenda Item 6
- B. Downtown Sacramento Revitalization Corporation: See Agenda Item 6
- C. Midtown Association: See Agenda Item 6
- D. O Street Streetscape (7th – 17th Streets)
- E. Energy Conservation
- F. Other Neighborhood Improvements
- G. 10th Street Commercial
- H. 1322 O Street – Sonrisa: See Agenda Item 9
- I. 14th & N – The Cypress: See Agenda Item 2
- J. 1717 S Street – ARY Place

19. Transmittals

- A. CADA Accessibility Program
- B. CADA Mid-Year Business Plan Update
- C. Ombudsman Report: FY 2021-2022 Report and October/November 2022
- D. Apartment Status Report: October/November 2022
- E. Affordable Housing Report: October/November 2022
- F. Commercial Leases/Vacancies: November/December 2022
- G. CADA Neighborhood Incident Report: October/November 2022
- H. Contracts Log: October/November 2022
- I. Financial Report: See Item 9
- J. City Treasurer Monthly Investment Report: October 2022

20. Opportunity for the Public to Address the Board Regarding Matters Not on the Agenda

21. Adjournment

Approved for Transmittal:



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.