

Board of Directors

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Tara Gandara, Board Secretary

CADA Administration

Danielle Foster, Executive Director
Marc de la Vergne, Deputy Executive Director
Noelle Mussen, Finance Director
Todd Leon, Development Director

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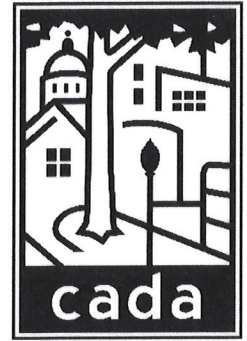
Phone: (916) 322-2114
Web: www.cadanet.org

AGENDA REGULAR MEETING

THE CAPITOL AREA DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

**FRIDAY, JUNE 30, 2023
10:00 A.M.**

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



**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: 862 5779 8205
Request Password (prior to start of meeting):
tgandara@cadanet.org

- 1. Roll Call and Just Cause/Emergency Teleconference Information (if applicable)**
- 2. Approval of Minutes: May 19, 2023**
- 3. Chair's Oral Report**
- 4. Executive Director's Oral Report**
- 5. FY 2023-2024 General Operations and Capitol Investment Program Budgets**

Recommended Action: Adopt resolutions approving the FY 2023-2024 General Operations Budget, Capital Investment Program Budget and Designated Reserves, and affirming the Executive Director's budget authority.

Contact: Noelle Mussen, Finance Director

6. FY 2023-2024 Market-Rate Apartment Rent Schedule

Recommended Action: By resolution, approve the following items for implementation in Fiscal Year 2023-2024:

1. FY 2023-2024 Proposed "not-to-exceed" Market-Rate Rent Schedule
2. Rent increase limit for continuing market-rate residents
3. Lease term premiums for new and continuing residents

Contact: Tama Harville, Leasing Services Manager

7. Middle-Income Housing Model and Program Policy

Recommended Action: Staff recommends that the Board adopt a resolution 1) authorizing a Middle-Income Housing Model and Program Policy and 2) directing staff to return to the Board in the new fiscal year with a Request for Proposals under this new model.

Contact: Danielle Foster, Executive Director
Todd Leon, Development Director

8. FY 2023-2024 Step Up Resident Housing Supportive Service Contract

Recommended Action: Staff recommends that the Board adopt a resolution awarding the FY 2023-2024 Housing Supportive Services contract to Step Up on Second in an amount not to exceed \$120,000.

Contact: Danielle Foster, Executive Director
Marc de la Vergne, Deputy Executive Director

9. Rejection of Bids and Short-Term Extension of Contract with Roseville Flooring, Inc.

Recommended Action: Staff recommends the Board take the following actions:

1. Adopt a resolution to reject all bids received for the "Fiscal Year 2023-2024 FY Floor Covering Repair and Replacement – Various Locations" project, and

2. Adopt a resolution authorizing the Executive Director to enter into a First Amendment to the contract with Roseville Flooring, Inc. to extend the contract by up to 90 days.

Contact: Tara Gandara, Contracts and Office Manager/ Board Secretary
Frank Czajka, Construction Manager
Russ Juneau, Facilities Maintenance Manager

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 2023-2024 Network Administration Contract

Recommended Action: Staff recommends that the Board adopt a resolution awarding the FY 2023-2024 Network Administration contract to Network Design Associates in an amount not to exceed \$106,000.

Contact: Noelle Mussen, Finance Director

11. FY 2023-2024 Security Patrol Service Contract

Recommended Action: Staff recommends that the Board adopt a resolution extending the Security Patrol Service Contract with Lyons Security in an amount not-to-exceed \$173,040.

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

12. FY 2023-2024 Maintenance Services Contracts

Recommended Action: Staff recommends that the Board adopt resolutions ratifying the extension adjustment upon extension of the 2-Go Building Maintenance FY 2022-2023 contract and awarding the FY 2023-2024 Maintenance Services contracts for Bathtub and Sink Refinishing, Countertop Replacements, Vacant Apartment Cleaning and Emergency Water Extraction, Landscape and Lawncare Service, and Waste Removal Services.

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

13. Workers' Compensation Insurance Policy

Recommended Action: Staff recommends that the Board adopt a resolution authorizing the renewal of CADA's workers' compensation policy with the Berkshire Hathaway Homestate Companies (BHHC) for the 2023 Policy Year (July 1, 2023 through June 30, 2024).

Contact: Jill Azevedo, Human Resources Manager

14. Oral Staff Reports/Updates

- A. Downtown Sacramento Partnership
- B. Downtown Sacramento Revitalization Corporation
- C. Midtown Association
- D. CADA Strategic Plan
- E. O Street Streetscape (7th – 17th Streets)
- F. Energy Conservation
- G. Other Neighborhood Improvements
- H. 10th Street Commercial
- I. 1322 O Street – Sonrisa
- J. 14th & N – The Cypress
- K. 1717 S Street – ARY Place
- L. 2000 16th Street/16th & T Streets
- M. 805 R Street
- N. R Street Partnership

15. Transmittals

- A. Ombudsman Report: May 2023
- B. Apartment Status Report: May 2023
- C. Affordable Housing Report: May 2023
- D. Commercial Leases/Vacancies: June 2023
- E. CADA Neighborhood Incident Report: May 2023
- F. Contracts Log: May/June 2023
- G. Financial Report: See Item 5
- H. City Treasurer Monthly Investment Report: May 2023

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

17. Adjournment

Approved for Transmittal:



Danielle Foster, 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.