



January 13, 2023

**TO:** Capitol Area Community Development Corporation (CACDC) Board of Directors

**SUBJECT: January 20, 2023, Board Meeting  
AGENDA ITEM 6  
RESOLUTION GRANTING CONTRACTING AUTHORITY TO CACDC  
PRESIDENT**

**CONTACT PERSON:** Todd Leon, Development Director (CADA)  
Marc de la Vergne, Interim President (CACDC)

**RECOMMENDED ACTION:**

Staff recommends the Board of Directors of the Capitol Area Community Development Corporation (CACDC) approve a resolution granting contracting authority to the President.

**BACKGROUND**

During the Great Recession, the State of California contemplated dissolving CADA as a part of various actions aimed at reducing the State budget deficit. In light of the State's intent, CADA established the CACDC as a part of the "Transition Plan" to be the successor entity to CADA upon CADA's dissolution. While the State ceased its efforts to dismantle CADA, the CACDC, as a 501(c)(3) nonprofit, has served as a vital instrument to CADA by functioning as the agency's development arm. Since its incorporation in 2014 as a nonprofit affordable housing development entity, the CACDC has developed, as a general partner, two housing projects (ARY Place and Sonrisa) that are nearing completion. Two additional affordable housing projects are currently in the pre-development stages.

**ANALYSIS**

During the predevelopment stage of a project it is necessary for the CACDC to enter into contracts with consultants for soil analysis, land surveys, financial analysis, and preliminary design. Staff needs the ability to sign small contracts in order for the CACDC to move projects forward in a timely and efficient manner. Currently, CACDC staff does not have direct authority from the Board of Directors to enter into contracts. Similar to the contract authority given to the CADA Executive Director, staff is requesting the Board approve a resolution granting the CACDC President the authority to approve contracts in amount not to exceed \$50,000.

**FINANCIAL IMPACT**

This action will have no current direct financial impact to the CACDC. Future CACDC consultant, contractor, and service contracts with will be funded from the available approved project budgets.

**ENVIRONMENTAL CONSIDERATIONS**

Not Applicable.



**RESOLUTION NO. 23 – 01**

Adopted by the Capitol Area Community Development Corporation

January 20, 2023

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAPITOL AREA COMMUNITY DEVELOPMENT CORPORATION GRANTING CONTRACTING AUTHORITY TO THE PRESIDENT**

**WHEREAS**, Section 9.7 of the By-laws of the Capitol Area Community Development Corporation (“CACDC”) establishes the position of President of the CACDC and tasks the President with responsibility for the general supervision, direction and control of the CACDC; and

**WHEREAS**, pursuant to Section 15.1 of the By-laws, the Board may grant authority to an Officer of the CACDC to enter into contracts on the CACDC's behalf; and

**WHEREAS**, the CACDC Board desires to grant certain contracting authority to the President of the CACDC.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Capitol Area Community Development Corporation as follows:

**Section 1. Grant of Contracting Authority.** The CACDC Board hereby grants authority to the President of the CACDC to approve contracts for services determined by the President to be necessary to the projects and operations of the CACDC in amounts of not more than Fifty Thousand Dollars (\$50,000).

**Section 2. Effective Date.** This Resolution shall be effective immediately upon its approval and adoption.

The foregoing Resolution was duly passed and adopted at a meeting of the Board of Directors of the Capitol Area Community Development Corporation held on January 20, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Ann Bailey, Chair

ATTEST:

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Jill Azevedo, Secretary