

Board of Directors

Ann Bailey, Chair
Emily Baine Michaels, Vice-Chair
Nick Avdis, Member
Jose Bodipo-Memba, Member
Bob Lagomarsino, Member
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

Legal Counsel

Jeff Mitchell
Kronick, Moskovitz, Tiedemann & Girard

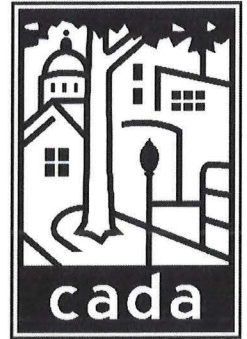
Phone: (916) 322-2114
Web: www.cadanet.org

AGENDA REGULAR MEETING

THE CAPITOL AREA DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

**FRIDAY, JANUARY 26, 2024
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: 812 3416 6261
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: December 8, 2023

3. Chair's Oral Report

4. Executive Director's Oral Report

5. Audited Financial Reports – Fiscal Year 2022/2023

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: Review and Comment.

Contact: Frank Czajka, Construction Manager

7. Window Replacement Project FY24 (1201 P, 1521 12th, 1517 12th, & 1420 O Streets)

Recommended Action: Adopt a resolution authorizing the Executive Director to enter into a construction contract for the Window Replacement Project FY24 with August – Jaye Construction for the buildings at 1201 P, 1521 12th, 1517 12th, and 1420 O Street, in the amount of \$165,500.

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

8. HVAC Upgrade Project at 1317 O Street

Recommended Action: Adopt a resolution authorizing the Executive Director to enter into a construction contract for the HVAC Upgrade Project at 1317 O Street with Air Cool Heating and Cooling, Inc. in the amount of \$88,940.

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

9. 2024 Employee Handbook

Recommended Action: Adopt a resolution approving the 2024 Employee Handbook.

Contact: Jill Azevedo, Human Resources Manager

10. Oral Staff Reports/Updates

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

11. Transmittals

- A. CADA Mid-Year Business Plan Update
- B. Ombudsman Report: October, November, and December 2023
- C. Apartment Status Report: November and December 2023
- D. Affordable Housing Report: November and December 2023
- E. Commercial Leases/Vacancies: January 2024
- F. CADA Neighborhood Incident Report: December 2023
- G. Contracts Log: December 2023 and January 2024
- H. Financial Report: None
- I. City Treasurer Monthly Investment Report: December 2023

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

13. 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.