

Board of Directors

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

CADA/CACDC Administration

Danielle Foster, 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)
Todd Leon, Development Director (CADA)
Josh Palmer, Asset Management and
Facilities Maintenance Director (CADA)

Legal Counsel

Jeff Mitchell
Kronick, Moskovitz, Tiedemann & Girard

Phone: (916) 322-2114

Web: www.cada.org

AGENDA REGULAR MEETING

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

FRIDAY, DECEMBER 13, 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: 858 3166 5706

Request Password (prior to start of meeting):

tgandara@cada.org



1. Roll Call and Just Cause/Emergency Teleconference Information (if applicable)

2. Approval of Minutes: October 18, 2024 [CADA & CACDC]

3. Chair's Oral Report

4. Executive Director/President's Oral Report

5. [CADA] Election of Vice-Chair

Recommended Action: Accept nomination. Close nominations. Election.

6. [CADA] 2025 Board Committee Appointments

Recommended Action: By motion, express concurrence with the proposed 2025 Board Committee appointments.

7. FY 2024-2025 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 the fiscal year 24-25 mid-year revisions to the general operations budget and capital investment program budgets, including assessment of fund balances.

Contact: Noelle Mussen, Finance Director

8. [CADA/CACDC] Sonrisa Affordable Housing Project at 1322 O Street – Loan Extension

[CADA]

Recommended Action: Adopt a resolution to extend the maturity date of two loans that were used to fund Sonrisa's additional construction costs and take any and all actions on behalf of CADA to extend the maturity dates, including execution of all

necessary documents, including an Amendment to Loan Documents for each loan.

[CACDC]

Recommended Action: Adopt a resolution to authorize the CACDC President to accept the loan extensions of the loan maturity dates and take any and all actions on behalf of the CACDC to extend the loan maturity dates, including execution of all necessary documents, including an Amendment to Loan Documents for each loan.

Contact: Todd Leon, Development Director [CADA]
Danielle Foster, Executive Director [CADA]/President [CACDC]

9. [CADA] The Dean Renovation Project Change Order – 1400 N Street

Recommended Action: Adopt a resolution approving a change order authorizing the Executive Director to increase the existing construction contract for the Dean Renovation Project – 1400 N Street with Dos Amigos in the amount of \$100,000.

Contact: Danielle Foster, Executive Director [CADA]/President [CACDC]
Josh Palmer, Asset Management and Facilities Maintenance Director [CADA]

[CADA] CONSENT CALENDAR (ITEMS 10 THROUGH 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. 2025 Employee Handbook

Recommended Action: Adopt a resolution revising the 2025 Employee Handbook.

Contact: Jill Azevedo, Human Resources Manager

11. 2025 Board Meetings and Committee Meeting Schedules

Recommended Action: Adopt a resolution setting the 2025 meetings of the CADA Board of Directors and a separate resolution setting the meeting schedule of the Operations, Neighborhood Development and the Development and Construction Committees.

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

12. 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. 14th & N – The Cypress
- H. 1717 S Street – ARY Place
- I. 2000 16th Street – Sakura
- J. 805 R Street – Monarch
- K. R Street Partnership

13. Transmittals

- A. Ombudsman Report: October and November 2024
- B. Apartment Status Report: October and November 2024
- C. Affordable Housing Report: October and November 2024
- D. Commercial Leases/Vacancies: November 2024
- E. CADA Neighborhood Incident Report: October and November 2024
- F. Contracts Log: October through December 2024
- G. Financial Report: None
- H. City Treasurer Monthly Investment Report: October 2024

14. Opportunity for the Public to Address the Board Regarding Matters Not on the Agenda**15. Adjournment**

Approved for Transmittal:



Danielle Foster, Executive Director/President

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.