

Board of Directors

Ann Bailey, Chair
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Tara Gandara, Board Secretary

CADA Administration

Danielle Foster, Executive Director
Josh Palmer, Deputy Director
Noelle Mussen, Finance Director
Marc de la Vergne, Sustainability,
Placemaking, & Special Projects Director
Jill Azevedo, Operations Director

Legal Counsel

Jeff Mitchell
Kronick, Moskovitz, Tiedemann & Girard

Phone: (916) 322-2114

Web: www.cada.org

AGENDA SPECIAL MEETING

THE CAPITOL AREA DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

**FRIDAY, JUNE 20, 2025
2:00 P.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/kcoHLf55h>

Meeting ID: 899 0170 6568

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: May 23, 2025

3. Chair's Oral Report

4. Executive Director's Oral Report

5. FY 2025-2026 General Operations and Capitol Investment Program Budgets

Recommended Action: Adopt resolutions approving the FY 2025-2026 General Operations Budget, Capital Investment Program Budget and Designated Reserves, and affirming the Executive Director's budget authority.

Contact: Noelle Mussen, Finance Director

6. Middle-Income Housing Program – The Woodlands Apartments

Recommended Action: Adopt a resolution authorizing the Executive Director, or her designee, to execute the necessary documents including a Regulatory Agreement, Promissory Note, Deed of Trust, related Subordination Agreements, and any other related documents to complete the conversion of the Woodlands Apartments to a Middle-Income Housing Project.

Contact: Danielle Foster, Executive Director
Josh Palmer, Deputy Executive Director

7. FY25-26 Salary Range Limit Schedule

Recommended Action: Adopt a resolution establishing the FY 25-26 Salary Range Limits.

Contact: Jill Azevedo, Operations Director

CONSENT CALENDAR (ITEMS 8 THROUGH 10)

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.

8. FY 2025-2026 Security Patrol Service Contract

Recommended Action: Adopt a resolution extending the FY 2022-2023 Security Services Contract with Lyons Security Service, Inc. for an amount not to exceed \$190,777 for FY 2025-2026.

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

9. FY 2025-2026 Maintenance Services Contracts

Recommended Action: Adopt resolutions awarding the FY 2025-2026 Maintenance Services contracts for Apartment Painting and Cabinets and extending the contracts for Janitorial & Emergency Water Extraction, Abatement, Landscape & Lawn Care Service, Bathtub & Sink Refinishing, Countertop Replacements, Floor Covering Repair/Replace, and Waste Removal Services.

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

10. Fiscal Year 2025-2026 Market-Rate Apartment Rent Amendment

Recommended Action: Adopt a resolution authorizing the Executive Director to approve adjusted FY 2025-26 market rents for select units where previously approved rates did not include applicable feature charges and to establish a market rent cap for The Dean.

Contact: Kamerin Dames, Leasing Services Manager

11. CLOSED SESSION

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

Title: Executive Director

B. CONFERENCE WITH LABOR NEGOTIATOR (Pursuant to Government Code Section 54957.6)

Unrepresented Employee: Executive Director
Agency Designated Representative: Ann Bailey

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 and Water 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. Annual Step-Up Report
- B. CADA Accessibility Report
- C. Ombudsman Report: May 2025
- D. Apartment Status Report: May 2025
- E. Affordable Housing Report: May 2025
- F. Commercial Leases/Vacancies: May 2025
- G. CADA Neighborhood Incident Report: May 2025
- H. Contracts Log: May and June 2025
- I. Financial Report: None
- J. City Treasurer Monthly Investment Report: April 2025

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