



**CADA Key Priorities  
FY 1997-98**



1530 Capitol Ave. Sacramento, CA 95814 (916) 322-2114 Fax: (916) 441-1804

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Key Priorities	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Comments
<b>Administrative Services Division</b>					
1 Initiate and refine Program Budget	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				On schedule
2 Distribute bi-annual report to Public and stakeholders	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				Completed
3 Initiate unit by unit fiscal database	[Original schedule: 3rd Qtr; New schedule: 2nd Qtr]				Schedule Delayed
<b>Property Management Services Division</b>					
4 Maintain and support CADA Ombudsman position	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				On schedule
5 Propose new revenue sources	[Original schedule: 2nd Qtr; New schedule: 2nd Qtr]				Ongoing
6 Implement improved parking management program	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				Completed
7 Initiate retail/commercial plan for the Capitol Area	[Original schedule: 4th Qtr; New schedule: 4th Qtr]				On schedule
<b>Asset Management Services Division</b>					
8 Complete tax allocation bond projects	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				Completed
9 Categorization of CADA managed buildings as to their economic life and disposition	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				Ongoing
10 Monitor Construction of Governor's Terrace at 1519 14th Street	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				Completed
11 Monitor Construction of Heritage Inn Suites at 1530 N Street	[Original schedule: 2nd Qtr; New schedule: 2nd Qtr]				In progress
12 Develop CADA offices long term strategy	[Original schedule: 2nd Qtr; New schedule: 2nd Qtr]				Accelerated
<b>Development Services Division</b>					
13 Complete Negotiations for Home Ownership project	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				In progress
14 Complete negotiations for Mixed-Use Project	[Original schedule: 1st Qtr; New schedule: 1st Qtr]				In progress
15 Issue RFP for infill residential development	[Original schedule: 3rd Qtr; New schedule: 3rd Qtr]				Schedule being re-evaluated
16 Perform predevelopment work for 1108 R Street	[Original schedule: 2nd Qtr; New schedule: 2nd Qtr]				Accelerated
17 Develop 14th and O Street predevelopment strategy	[Original schedule: 2nd Qtr; New schedule: 2nd Qtr]				Accelerated

 New schedule  
 Original schedule

**FILED**  
MAR 31 1998  
BY THE CITY COUNCIL  
OFFICE OF THE CITY CLERK

January 30, 1998

Honorable Joe Serna Jr.  
Mayor City of Sacramento  
915 I Street  
Sacramento, CA 95814

Peter G. Stamison, Director  
Department of General Services  
915 Capitol Mall, Suite 200  
Sacramento, CA 95814

Subject: CADA Mid-year Report for FY 1997-98

Dear Mayor Serna and Director Stamison,

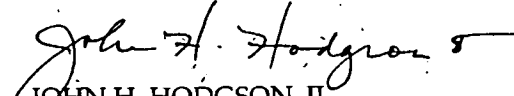
While this report marks the mid-point in the CADA Fiscal Year, it also represents a state-of-affairs report on the Capitol Area Development Authority, as it enters into its 20<sup>th</sup> Anniversary year. Several significant events in the Capitol Area have affected CADA during the previous six months. Most outstanding are two pieces of legislation with positive impacts on CADA and its stakeholders:


- ✓ AB666 authorizes the state Department of General Services to sell downtown land not needed for state offices to CADA for resale in conjunction with the development of new housing and retail opportunities. This will make development of home ownership opportunities in the Capitol Area more practical.
- ✓ SB1270 authorizes the State to develop an office project at the east end of Capitol Park with related parking structures in the neighborhood. The "East End Project," falls entirely within the Authority's boundaries. CADA will work cooperatively with its stakeholders to assure a good neighborhood mix of commercial and residential development in support of this exciting project.

This has been an excellent first half for CADA. We have enjoyed continued record occupancy levels, as well as an improved tenant retention rate. CADA has opportunities to enhance the downtown area, and will meet the challenges associated with these opportunities.

The stage is set for an exciting second half. We look forward to sharing more good news with you at the end of FY 1997-98.

Sincerely,

  
JOHN H. HODGSON, II  
Chairman, CADA Board of Directors

  
RONALD L. ALVARADO  
Executive Director



- |                    |                |                 |                |                 |
|--------------------|----------------|-----------------|----------------|-----------------|
| BOARD OF DIRECTORS | Don F. Harris  | Page Robbins    | Marc Brown     | Weyland Fat     |
| John Hodgson, II   | Vice Chair     | BOARD APPOINTEE | CITY APPOINTEE | STATE APPOINTEE |
| Chairman           | CITY APPOINTEE |                 |                |                 |
| STATE APPOINTEE    |                |                 |                |                 |

**Board Activity Highlights  
FY 1997-98 First Half**

**June 23, 1997, Board Meets**

- ✓ Acceptance of Annual Business Plan
- ✓ Adoption of Operating Budget

**August 15, 1997, Board Meets**

- ✓ Appointment of Dr. Roosevelt Hughes to a 4-year term as CADA's volunteer Ombudsperson
- ✓ Administrative actions pertaining to the sale of land to the homeowners at Stanford Park and Saratoga Townhomes
- ✓ Presentation of the Annual Marketing Plan—A Year of Added Value

**September 25, 1997**

- ✓ CADA joins with City and other stakeholders in presenting the Mayor's Conference on Suburban Flight

**October 17, 1997, Board Meets**

- ✓ Renewal of Workman's Compensation policy with the State Compensation Insurance Fund
- ✓ Extension until January, 1998 of exclusive right to negotiate to Sierra Real Estate Group for Site 18A/7A (Townhomes on blocks bounded by 12<sup>th</sup>, 14<sup>th</sup>, P and Q Streets)
- ✓ Extension until January, 1998 of exclusive right to negotiate to Sierra Real Estate Group for Site 5A (Mixed-use rental on land on 16<sup>th</sup> Street between O and P Streets.)

**November 4, 1997, Special Board Meeting**

- ✓ Workshop to explore the potential for redevelopment of the CADA Warehouse (1108 R Street) and related property as housing

**November 14, 1997, Board Meets**

- ✓ Acceptance of the CADA Annual Financial Report

**December 19, 1997, Board Meets**

- ✓ Announcement of the reappointment of John H. Hodgson II to a one-year term as the Chairman of the CADA Board of Directors
- ✓ Election of Don Harris to a one-year term as the Vice Chairman of the CADA Board of Directors
- ✓ Adoption of PERS Deferred Compensation Program as a benefit for CADA staff
- ✓ Status Report on the Department of General Services' East End Project and the related parking garage located at the corner of 14<sup>th</sup> and P Streets
- ✓ Adoption of the midyear Operation Budget revisions
- ✓ Report on the Major Construction Fund Budget

**December 31, 1997, Tenant Survey Published**

- ✓ CADA Maintenance, Administrative and Resident Service Management staff is given highest overall ratings for service and courtesy. CADA tenants are, overall, satisfied with the condition of buildings and feel safe in their apartments. Service businesses are rated as the most important neighborhood amenity

**CAPITOL AREA DEVELOPMENT AUTHORITY FY 1997-98  
Status of Accounts for the Week Ending 12-31-97**

01/16/98

**SUMMARY**

	BUDGET 1997/98	BUDGET Yr to Date	Actual Yr to Date
<b>Source of Funds:</b>			
Total Other Funds	299,000	149,500	120,942
*Total Direct Managed Properties	3,166,000	1,583,000	1,672,564
Total Ground Lease Properties Revenue	121,000	60,500	110,482
Tax Increment	459,000	229,500	0
Prior Year Net Gain	659,000	659,000	659,000
<b>Total Source of Funds</b>	<b>4,704,000</b>	<b>2,681,500</b>	<b>2,562,988</b>
<b>8310 Administrative Services</b>			
Total Employee Services and Benefits	539,500	269,750	221,951
Total Outside Services	419,500	209,750	206,907
Total Overhead*	217,500	108,750	117,200
<b>Total Administrative Services</b>	<b>1,176,500</b>	<b>588,250</b>	<b>546,058</b>
<b>8320 Property Management Services</b>			
Total Employee Services and Benefits	626,300	313,150	233,575
Total Repairs and Maintenance	78,000	39,000	27,011
Total Outside Services	107,400	53,700	42,537
Total Utilities	460,000	230,000	161,985
Total Overhead	60,600	30,300	25,040
Total Contributions	44,000	22,000	1,950
<b>Total Property Management Services</b>	<b>1,376,300</b>	<b>688,150</b>	<b>492,098</b>
<b>8330 Asset Management Services</b>			
Total Employee Services and Benefits	612,600	306,300	264,451
Total Outside Services	58,000	29,000	11,332
Total Repairs and Maintenance	565,000	282,500	195,775
Total Debt	316,000	158,000	34,139
Total Contributions	200,000	200,000	200,000
<b>Total Asset Management Services</b>	<b>1,751,600</b>	<b>975,800</b>	<b>705,697</b>
<b>8340 Development Services</b>			
Total Employee Services and Benefits	113,600	56,800	50,102
Total Outside Services	107,000	53,500	51,238
Total Contributions	179,000	179,000	179,000
<b>Total Development Services</b>	<b>399,600</b>	<b>289,300</b>	<b>280,340</b>
<b>Total Expenses</b>	<b>4,704,000</b>	<b>2,541,500</b>	<b>2,024,193</b>