



MINUTES

ADMINISTRATIVE HEADQUARTERS FACILITY AD HOC COMMITTEE
Sacramento Metropolitan Air Quality Management District
777 12th Street, 3rd Floor
Sacramento, California

Wednesday

April 3, 2024

9:00 AM

DIRECTORS

Chair

Patrick Kennedy

Sarah Aquino Caity Maple Mai Vang

ANNOUNCEMENTS

This meeting will be held remotely over Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/85386094927?pwd=SIU7R5peJAsJOKdRHfQ0lpv9gvrndf.1>

Meeting ID: 853 8609 4927

Passcode: 592818

Call In Number

(669) 900-6833

(408) 638-0968

CALL TO ORDER/ROLL CALL

Meeting was called to order.

Directors Present: Sarah Aquino, Patrick Kennedy, and Mai Vang.

Directors Absent: Caity Maple

DISCUSSION CALENDAR

1. District Headquarters Relocation Status Update

Recommendation: Receive and file an update on the District's Headquarters Relocation Project.

Patrick Smith, Administrative Services Division, gave a presentation on the District Headquarter Relocation. Attached is the PowerPoint that was presented during the meeting.

Received and filed

PUBLIC COMMENT

BOARD IDEAS AND COMMENTS ADJOURN

Headquarters Update

April 3, 2024

Patrick Smith
Program Manager
Administrative Services

Purchase Offer

- Letter of Intent Exercised between Sac Metro Air District and Community Healthworks, a California nonprofit public benefit corporation
- Purchase and Sale Agreement (PSA) is being drafted
- Terms of the agreement include a provision for a limited leaseback period by the District of the third floor for up to 120 days following the close of escrow
- The search for a future home is ongoing

Estimated Timeline (contingent on execution of PSA)	
April 15	Execution of PSA
April 15 to June 14	Buyer's Due Diligence / Contingency Period
June 15	Buyer Waiver of Contingencies
July 1	Close of Escrow
July 1	Deadline for AQMD to Vacate Second Floor
July 1 to October 31	Leaseback Period – Third Floor
November 1	Deadline for AQMD to Vacate Building