



BOARD OF DIRECTORS REGULAR TELECONFERENCE MEETING MINUTES May 21, 2025

ROLL CALL:

The Regular Teleconference Board Meeting called to order by Chair Vandenberg at 10:10 a.m. on May 21, 2025, pursuant to the California Government Code Section 54950 et. seq., and Section IX of the Joint Exercise of Powers Agreement. Roll call taken, and a quorum of the Board of Directors of California Fairs Financing Authority d/b/a California Construction Authority ("CCA") were present at the Orange County Fair and Event Center, 32nd DAA, 88 Fair Drive, Costa Mesa, CA 92626 and others at the teleconference locations below for all agenda items.

INTRODUCTIONS:

Board Members present:

Russ Vandenberg, Chair
Southern California Fair & Events Center
46th DAA

Michele Richards, Vice Chair
OC Fair & Event Center
32nd DAA

Carlene Moore, Director
San Diego County Fair
22nd DAA

Michael Flores, Director (non-voting)
CDFA, Fairs & Expositions

Board Members present via Teleconference:

Kathy Dunkak, Director
El Dorado County Fair & Event Center

John Vasquez, Director
Solano County

CCA Staff Members present:

Don Haase, Construction Program Manager
California Construction Authority

Mike Francesconi, Interim Exec. Dir.
California Construction Authority

Glynnis Vaughan, Communications
California Construction Authority

Susan Hargett, Executive Assistant
California Construction Authority

CCA Staff Members present via Teleconference:

Marcus Lee
Construction Office Administrator

Julie Stephenson
NOW CFO

Samantha Daley
Accountant

Others present via Teleconference:

Osman Mufti, Legal Counsel
Sloan Sakai Yeung & Wong LLP

No members of the public were present in person or at any teleconference location.

AGENDA ITEMS:

1. Approving Resolution No. 25-09 for Minutes from:

- i. March 19, 2025, Regular Teleconference Board Meeting
- ii. April 9, 2025, Special Teleconference Board Meeting
- iii. April 16, 2025, Special Teleconference Board Meeting
- iv. April 23, 2025, Special Teleconference Board Meeting

DISCUSSION: There was no public comment on this item.

MOTION: Director Dunkak moved to approve all the resolutions.

Director Richards seconded the motion. Director Moore noted that the April 23, 2025, minutes were the current version to reflect her absence.

All agreed.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg	Yes
Director Richards	Yes
Director Dunkak	Yes
Director Moore	Yes
Director Vasquez	Yes

Motion Carried

Resolution No. 25-09 Approving Minutes of March 19, 2025, Regular Teleconference Board Meeting, April 9, 2025, Special Teleconference Board Meeting, April 16, 2025, Special Teleconference Board Meeting and April 23, 2025, Special Teleconference Board Meeting approved.

2. Discussion and Action: 2025 Financial Reporting Periods.

DISCUSSION: Proposing New Financial Reporting Schedule to the Board.

Month	Meeting Audience	Financial Period Reported	Notes
January	Board	No Financial Report	
February	Finance	Q4 2024	
March	Board	Q4 2024	
April	Finance	No Financial Report	
May 21, 2025	Board	Q1 2025	
June (moved to May 9, 2025)	Finance	Q1 2025	Moved to 5/9/25 to precede CCA general board mtg
July 16, 2025	Board	No Financial Report	No financial report for this meeting
August 20, 2025	Finance	Q2 2025	
September 17, 2025	Board	Q2 2025	
October 29, 2025	Finance	Q3 2025	Previously scheduled for 10/15/25
November 6, 2025	Board	Q3 2025	
December	Finance	No Meeting	No meeting needed

The Board agreed to the above Financial Reporting Schedule.

3. Introduction of Agenda Item #3 to vote on which Board Member will replace Director Richards on the CCA Finance Committee. Resolution # 25-10 will be created.

DISCUSSION: There was no public comment on this item. Director Flores nominated Director Dunkak.

MOTION: Director Moore moved to vote on Director Dunkak replacing Director Richards on the CCA Finance Committee. Director Richards seconded the vote.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg	Yes
Director Richards	Yes
Director Dunkak	Yes
Director Moore	Yes
Director Vasquez	Yes

Motion Carried

Resolution # 25-10 approving Director Dunkak to replace Director Richards on the Finance Committee approved and created.

4. Appointment of CCA Board of Directors Interim Vice Chair. Resolution #25-11 will be created.

DISCUSSION: There was no public comment on this item.

MOTION: Director Moore moved to approve Ken Karnes as the CCA Board of Directors Interim Vice Chair upon Director Richards retirement. Director Richards seconded the motion.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg	Yes
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Director Richards	Yes
Director Dunkak	Yes
Director Moore	Yes
Director Vasquez	Yes

Motion Carried

Resolution # 25-11 approving Ken Karnes to replace Director Richards as the Interim Vice Chair has been approved and created.

ADJOURNMENT OF REGULAR SESSION: Regular Teleconference adjourned by Chair Vanderberg at 10:35 a.m. and the Board went into Closed Session at 10:36 a.m.

ADJOURNMENT OF CLOSED SESSION: Closed session adjourned by Chair Vanderberg at 11:11 a.m. and the Board went back into Regular Session at 11:12 a.m.
No reportable items action from Closed Session.

INFORMATIONAL ITEMS:

1. Financial and Local Agency Investment Fund (LAIF) Report – Julie Fields Stephenson, NOW CFO
2. Personnel Report – Marcus Lee
3. Marketing & Communications Report – Glynnis Vaughan
4. Executive Officer's Report – Don Haase
5. Directors' Reports:
 - a. Director Dunkak
 - b. Director Moore
 - c. Director Richards
 - d. Director Vasquez – not present, left at 12:00 p.m.
 - e. Director Flores
 - f. Chair Report – Next Board Meeting July 16, 2025, via Teleconference.

ADJOURNMENT OF REGULAR SESSION: Meeting adjourned by Chair Vandenberg at 12:32 p.m.

Following the completion of the Regular Session, the Board Members present at the OC Fair and Events Center participated in a tour of the Fairgrounds. The tour concluded at 2:00 p.m.