California Construction Authority

BOARD OF DIRECTORS
REGULAR TELECONFERENCE MEETING MINUTES
July 16, 2025

ROLL CALL:

The Regular Teleconference Board Meeting called to order by Chair Vandenberg at 10:02 a.m. on July 16, 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 1776 Tribute Road, Sacramento, CA 95815 and at the teleconference locations below for agenda items.

INTRODUCTIONS:

Board Members present:

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

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

Board Members present via Teleconference:

Carlene Moore, Director
San Diego County Fair
22nd DAA

Ken Karnes, Acting Interim CEO
OC Fair & Event Center
32nd DAA

Kathy Dunkak, Director
El Dorado County Fair & Event Center

John Vasquez, Director
Solano County

CCA Staff Members present:

Don Haase,
California Construction Authority

Glynnis Vaughan, Communications
California Construction Authority

Susan Hargett, Executive Assistant
California Construction Authority

Sean Slay, Project Manager
California Construction Authority

CCA Staff Members present via Teleconference:

Julie Stephenson
NOW CFO

Samantha Daley, Accountant
California Construction Authority

Others present via Teleconference:

Osman Mufti, Legal Counsel	Hayley Geier
Sloan Sakai Yeung & Wong LLP	Pinnacle Accounting

James Canfield, member of the public, was present.

Director Vasquez arrived at 10:10 a.m.
Director Moore arrived at 10:14 a.m.
Director Flores was on via teleconference and arrived in person at 10:20 a.m.
Acting Director Ken Karnes left call 10:30 a.m.

AGENDA ITEMS:

1. **Approving Resolution No. 25-12 Approving the Minutes from May 21, 2025, Regular Board Meeting.**

   DISCUSSION: There was no public comment on this item.

   MOTION: Director Dunkak moved to approve the resolution. Director Vandenberg seconded the motion.

   VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg	Aye
Director Dunkak	Aye
Director Moore	Absent
Director Vasquez	Absent
Acting Interim Director Karnes Abstain	

Motion Carried

Resolution No. 25-12 Approving Minutes of May 21, 2025; Regular Teleconference Board Meeting approved.

2. **Approving Resolution #25-13 2023 Audit Findings from Pinnacle Accounting.**

   DISCUSSION: There was no public comment on this item, or changes suggested to Audit Findings.

   MOTION: Director Dunkak moved to approve 2023 Audit Fundings. Director Vandenberg seconded the vote.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg	Aye
Director Dunkak	Aye

Director Moore Aye
Director Vasquez Aye
Acting Interim Director Karnes Not present

Motion Carried

Approved Resolution # 25-13 2023 Audit Findings from Pinnacle Accounting.

3. Approving Resolution #25-14 New CCA Personnel Policy 217– Admin Leave and Rescinding Policies 212-214.

DISCUSSION: This resolution should be tabled for further discussion and review by CCA.

MOTION: Director Moore moved to table the resolution for further discussion. Directors Dunkak seconded the motion.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg Aye
Director Dunkak Aye
Director Moore Aye
Director Vasquez Aye

Motion Carried

Tabled Resolution #25-14 New CCA Personnel Policy 217 – Admin Leave and tabled Rescinding Policies 212-214 for further discussion and review by CCA.

4. Approving Resolution #25-15 Revised Salary Schedule.

DISCUSSION: Don Haase explained 3 promotions to leadership roles within CCA.

MOTION: Director Vandenberg moved to approve the Revised Salary Schedule. Director Moore seconded the motion.

VOTE: Roll called by Board Secretary Glynnis Vaughan:

Director Vandenberg Aye
Director Dunkak Aye
Director Moore Aye
Director Vasquez Aye

Motion Carried

MOTION: Director Dunkak moved to approve the Revised Salary Schedule. Director Vandenberg seconded the vote.

Approved Resolution # 25-15 Revised Salary Schedule.

INFORMATIONAL ITEMS:

1. Financial and Local Agency Investment Fund (LAIF) Report – Julie Fields Stephenson, NOW CFO
2. Personnel Report – Don Haase
3. Marketing & Communications Report – Glynnis Vaughan
4. Executive Officer's Report – Don Haase
5. Directors' Reports:
    a. Director Dunkak
    b. Director Moore – let's revisit Strategic Planning
    c. Director Vasquez
    d. Director Flores
    e. Director Vandenberg's Chair Report – Next Board Meeting September 17, 2025, via Teleconference. Director Vandenberg requested Director Flores look at updating his alternate Mike Francesconi, as Mike is serving as Co-Interim EO for CCA.

ADJOURNMENT OF REGULAR SESSION: Meeting adjourned by Chair Vandenberg at 11:32 a.m.