



# CALIFORNIA CONSTRUCTION AUTHORITY

## BOARD OF DIRECTORS REGULAR TELECONFERENCE MEETING MINUTES May 21, 2021

### **ROLL CALL:**

The regular teleconference meeting was held via Zoom and called to order by Vice-Chair McGuire at 10:15 a.m. on May 21, 2021, pursuant to the California Government Code Section 54950 et. seq., and Section IX of the Joint Exercise of Powers Agreement. Roll call was taken and a quorum of the Board of Directors of California Fairs Financing Authority d/b/a California Construction Authority (“CCA”) were present for all agenda items.

### **INTRODUCTIONS:**

#### **Board Members present Via Teleconference:**

Mick McGuire, Director  
El Dorado County  
Mike Francesconi, Director (Non-Voting)  
CDFA Fairs and Exposition

Marisa Yeager, Director  
Southern California Fair, 46<sup>th</sup> DAA  
Michele Richards, Director  
OC Fair & Event Center, 32<sup>nd</sup> DAA

#### **Board Members present in Sacramento:**

Carlene Moore, Director (Arrived at 11:22 a.m.)  
San Diego County Fair, 22<sup>nd</sup> DAA

#### **Others present Via Teleconference**

Osman Mufti, Legal Counsel for CCA  
Sloan Sakai Yeung & Wong LLP

#### **Others present in Sacramento included:**

Randy Crabtree Jr., Executive Officer  
California Construction Authority

Charles Yates, Project Manager  
California Construction Authority

Marcus Lee, Office Administrator  
California Construction Authority

Vanessa Torres, Office Assistant  
California Construction Authority

Bren Walker, Project Coordinator  
California Construction Authority

John Di Schiavi, Project Manager  
California Construction Authority



**AGENDA ITEMS**

**1. Adoption of Resolution No. 21-03 Approving Minutes of February 19, 2021 Regular Teleconference Board Meeting**

DISCUSSION: There was no public comment

MOTION: Director Yeager approved Resolution 21-03. Director Richards seconded the motion.

VOTE: Roll Called by Board Secretary Marcus Lee:

Director Yeager	Yes
Director McGuire	Yes
Director Richards	Yes
Director Vasquez	Not Present
Director Moore	Not Present

Motion Carried

Resolution No. 21-03 Approving Minutes of February 19, 2020 Regular Teleconference Board Meeting and Minutes is approved.

**2. Adoption of Resolution No. 21-04 Approving Adoption of CCA Personnel Policy No. 215: CCA Telework Policy**

DISCUSSION: There was no Public Comment.

MOTION: Director Richards approved Resolution 21-03. Director Yeager seconded the motion.

VOTE: Roll Called by Board Secretary Marcus Lee:

Director Yeager	Yes
Director McGuire	Yes
Director Richards	Yes
Director Vasquez	Not Present
Director Moore	Not Present

Motion Carried

Resolution No. 21-02 Approving the Contract between CDFA & CCA for PSPS Mitigation Assessments is approved.

**3. Adoption of Resolution No. 21-05 Approving Adoption of Revised CCA administrative Policy AD-010: Employee Travel Policy**

DISCUSSION: There was no Public Comment.

MOTION: Director Richards moved to table Resolution 20-05 to the next Board meeting. Director Yeager seconded the motion.

VOTE: Roll Called by Board Secretary Marcus Lee:

Director Yeager	Yes
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Director McGuire	Yes
Director Richards	Yes
Director Vasquez	Not Present
Director Moore	Not Present

Motion Carried

Resolution No. 21-05 Approving Adoption of Revised CCA administrative Policy AD-010: Employee Travel Policy is hereby tabled to the next regular board meeting.

**4. Discussion Regarding Board Officer Appointments and Board Action, if Any.**

DISCUSSION: There was no Public Comment

The Board took no action regarding this item.

**INFORMATIONAL ITEMS**

**1. Financial Report**

Executive Officer Randy Crabtree Jr. presented an update regarding the Financial position of CCA.

**2. Local Agency Investment Fund (LAIF) Report**

Executive Officer Randy Crabtree Jr. presented the LAIF Statement to the board.

**3. Construction Report**

Executive Officer Randy Crabtree Jr. presented the Construction Report.

**4. Six Point Contracts**

Executive Officer Randy Crabtree Jr. presented the Six Point Contract Report.

**5. Executive Officers' Report**

Executive Officer Randy Crabtree Jr. presented Executive Officer's report

**6. Directors Report**

Director Yeager made a comment.

**7. CLOSED SESSION**

The Board adjourned from regular session and went into closed session pursuant to Government Code Section 54957 (b)(1) regarding the Public employee Performance evaluation: executive Officer and pursuant to Government Code 54957.6 to Conference with Labor Negotiators.

**8. REGULAR SESSION**

The Board adjourned from closed session at 2:06 p.m. and regular session was reconvened at 2:07p.m

- A. **REPORTABLE ACTION:** Director Moore reported that the Executive officer is performing to expectations and as a result a Salary increase of 5% is recommended for the Executive



Officer effective on the next pay period.

**Adoption of Resolution No. 21-06 Approving a Salary Increase of 5% of the annual salary for the Executive Officer**

DISCUSSION: There was no Public Comment.

MOTION: Director Moore moved to approve Resolution No. 21-06. Director McGuire seconded the motion.

VOTE: Roll Called by Board Secretary Marcus Lee:

Director Yeager	Yes
Director Moore	Yes
Director McGuire	Yes
Director Richards	Yes
Director Vasquez	Not Present

Motion Carried

Resolution No. 21-06 Approving a Salary Increase of 5% of the annual salary for the Executive Officer is approved.

- B. The Board directed CCA to perform a compensation survey for all CCA positions and to present the results at the next regular board meeting.

**PUBLIC COMMENT:** There was no public comment.

**ADJOURNMENT:** Meeting was adjourned by Director McGuire at 2:09 p.m.