



# CALIFORNIA CONSTRUCTION AUTHORITY

## BOARD OF DIRECTORS REGULAR MEETING MINUTES September 16, 2022

### **ROLL CALL:**

The regular teleconference meeting was called to order by Chair McGuire at 10:08 a.m. on September 16, 2022, 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, Chair

El Dorado County Fair

Carlene Moore, Director

San Diego County Fair, 22<sup>nd</sup> DAA

Marisa Yeager, Director

Southern California Fair, 46<sup>th</sup> DAA

Michele Richards, Director

OC Fair & Event Center, 32<sup>nd</sup> DAA

Mike Francesconi, Director (Non-Voting)

CDFA Fairs and Exposition

#### **CCA Staff present Via Teleconference:**

Randy Crabtree Jr., Executive Officer  
California Construction Authority

Marcus Lee, Construction Administrator  
California Construction Authority

Kristie Riddlesperger, Office Assistant  
California Construction Authority

Michael Sellens, Project Manager  
California Construction Authority

Travis Johnson, Project Manager  
California Construction Authority

Tracie Cohn, Project Coordinator  
California Construction Authority

Cristina Rodriguez, Project Coordinator  
California Construction Authority

Josiah Velichko, Project Coordinator  
California Construction Authority

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

Osman Mufti, Legal Counsel for CCA

## **AGENDA ITEMS**

### **1. Adoption of Resolution No. 22-11 Making Findings and Determinations Authorizing Virtual Teleconference Meetings Under Government Code Section 54953(e) (AB 361)**

DISCUSSION: There was no public comment on this item.

MOTION: Director Yeager moved to approve Resolution 22-11. Director Richards seconded the motion.

VOTE: Roll Called by Board Secretary Kristie Riddlesperger:

Director McGuire	Yes
Director Yeager	Yes
Director Richards	Yes
Director Moore	Yes

Motion Carried

Resolution No. 22-11 Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361) is approved.

### **2. Adoption of Resolution No. 22-12 Approving Minutes of May 20, 2022 Regular Board Meeting.**

DISCUSSION: There was no public comment on this item.

MOTION: Director Richards moved to approve Resolution 22-12. Director Moore seconded the motion.

VOTE: Roll Called by Board Secretary Kristie Riddlesperger:

Director McGuire	Yes
Director Yeager	Yes
Director Richards	Yes
Director Moore	Yes

Motion Carried

Resolution No. 22-12 Approving Minutes of the May 20, 2022, Regular Board Meeting is approved.

### **3. Adoption of Resolution No. 22-13 Approving Revised CCA Fee Schedule for Services.**

DISCUSSION: The Board discussed the reasoning behind the request to revise the CCA fee scale and gave approval. The Board decided that future revisions would only occur after an annual review.

MOTION: Director Richards moved to approve Resolution 22-13. Director Moore seconded the motion.

VOTE: Roll Called by Board Secretary Kristie Riddlesperger:

Director McGuire	Yes
Director Yeager	Yes
Director Richards	Yes
Director Moore	Yes

Motion Carried

Resolution No. 22-13 Approving Revised CCA Fee Schedule for Services is approved.

**4. Adoption of Resolution No. 22-14 Approving Adoption of Revised CCA Personnel Policy 319: Group Benefits.**

DISCUSSION: Executive Officer Crabtree Jr. recommended an averaged amount of \$240.00 for people that don't use the CCA Insurance.

MOTION: Director Moore moved to approve Resolution 22-14. Director Richards seconded the motion.

VOTE: Roll Called by Board Secretary Kristie Riddlesperger:

Director McGuire	Yes
Director Yeager	Yes
Director Richards	Yes
Director Moore	Yes

Motion Carried

Resolution No. 22-14 Approving Adoption of Revised CCA Personnel Policy 319: Group Benefits is approved.

**5. Adoption of Resolution No. 22-15 Approving Adoption of Revised CCA Personnel and Administrative Policies: Section 400-900.**

DISCUSSION: Director Richards requested that Policy No. 415 is revised to directly state that employees report incidents to Supervisors. Director Richards also noted that a grammatical error needs to be fixed on Policy No. 912. Director Moore requested that Policy No. 910 be brought up in the next Board Meeting in regards to Cellular Phone Stipends and potentially implementing work cell phones.

MOTION: Director Richards moved to approve Resolution 22-15 Director Moore seconded the motion.

VOTE: Roll Called by Board Secretary Kristie Riddlesperger:

Director McGuire	Yes
Director Yeager	Yes
Director Richards	Yes
Director Moore	Yes

Motion Carried

Resolution No. 22-15 Approving Adoption of Revised CCA Personnel and Administrative Policies: Sections 400-900 is approved, pursuant to the Board recommended revisions.

**6. Discussion Regarding Holidays observed by CCA, and Board action if any.**

DISCUSSION: The board discussed whether CCA will recognize the Federal Holiday, Juneteenth, as a paid Holiday. The Board determined that they will revisit this subject if the Federal Holiday gets signed in as a paid Holiday.

–No action on this item was taken.

## **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**

CCA Project Manager Michael Sellens 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 the Executive Officer's report.

**6. Directors Report**

Directors made comments.

**7. The Next Regularly Scheduled CCA Board Meeting is on November 18, 2022.**

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

**ADJOURNMENT:** Meeting was adjourned by Director McGuire at 12:45 p.m.