



## FRESNO COUNTY ZOO AUTHORITY

9:00 AM, Wednesday, June 24, 2015

Fresno County Employees' Retirement Association

1111 H Street, Fresno, CA 93721

(559) 457-0681

### ACTION SUMMARY MINUTES

1. Call to Order

**VICE CHAIRMAN GERALD LYLES CALLED THE MEETING TO ORDER AT 9:04 AM. A QUORUM OF FIVE MEMBERS WAS PRESENT, INCLUDING THE VICE CHAIRMAN, JOHN GRAY, KENT STRATFORD, PAUL TOSTE, AND RALPH WATERHOUSE.**

0:00:14

2. Public Comments

This time is made available to receive comments from the public on matters within the Board's jurisdiction that are not on the Agenda. Attention is called to the fact that the Board is prohibited from taking any action on matters that are not on the Agenda. Members of the public are limited to three minutes to speak during Public Comments as well as for each item on the agenda. In order to accurately record the minutes, members of the public are asked to speak only from the podium. Before beginning comments, please state for the record your name and affiliation, if any.

**HELD; NONE OFFERED.**

0:01:08

3. Consent Agenda

These matters are routine in nature and are usually approved by a single vote. Prior to action by the Board, the public will be given the opportunity to remove any item from the Consent Calendar. Items removed from the Consent Calendar may be heard immediately following approval of the Consent Calendar.

a. Review and approve minutes of April 27, 2015

b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$62,199.76 for March and April 2015

c. Receive Treasurer's Reports for April and May 2015

**APPROVED UNANIMOUSLY – PT/RW -- MEMBERS HERZOG AND SWEARENGIN ABSENT**

0:02:05

**VICE CHAIRMAN LYLES INFORMED THOSE PRESENT THAT ITEM 4 WOULD BE HEARD AFTER ITEM 5.**

0:02:22

5. Receive Fresno Chaffee Zoo Director's report

**FRESNO CHAFFEE ZOO DIRECTOR SCOTT BARTON REPORTED THAT THE AFRICAN ADVENTURE PROJECT WAS GOING WELL AND ON TRACK FOR AN OCTOBER OPENING; RHINOCEROSSES, ELEPHANTS, LIONS, CHEETAHS AND WILDEBEESTS HAVE ARRIVED; THE CITY HAS VACATED THE MAINTENANCE YARD, WHICH WILL ALLOW FOR THE ADDITION OF AN ADDITIONAL 700 PARKING SPACES-A SHARED COST WITH THE CITY, AS PER THE EIR AND MASTER PLAN. MEMBERS EXPRESSED CONCERNS ABOUT PARKING AND YARD ABATEMENT. MR BARTON EXPECTS TO PROVIDE AN UPDATE AT THE NEXT MEETING, INCLUDING THOSE DOCUMENTS AND THE YARD ABATEMENT SURVEY.**

0:11:35

4. Receive presentation of Fresno Chaffee Zoo Corporation 2014 annual audit from Moore Grider and Company

**KELLI STEELE, AUDIT MANAGER, PRESENTED AN UNQUALIFIED OPINION AUDIT.**

0:15:15

6. Receive Fresno Chaffee Zoo Corporation Chief Financial Officer's report

**CHIEF FINANCIAL OFFICER BRIAN GOLDMAN EXPRESSED APPRECIATION TO HIS ACCOUNTING STAFF FOR THEIR EFFORTS; AND REPORTED THAT HE HAS BEGUN THE 2016 BUDGET, ANTICIPATING TRACKING AFRICAN ADVENTURE STAFFING COSTS FOR NEXT YEAR'S ESTIMATES. FOR MAY, SELF-GENERATED REVENUE IS 2.6% OVER BUDGET, PERSONNEL EXPENSES ARE 3.9% UNDER BUDGET; AND TOTAL OPERATING EXPENSES ARE 8% UNDER BUDGET; THERE IS AN OPERATING SURPLUS AND ADMISSIONS ARE EXPECTED TO BE VERY STRONG IN THE LAST QUARTER. HE ALSO REPORTED THAT AZA ACCREDITATION WILL TAKE PLACE IN JANUARY 2016, AND RESPONDED TO MEMBERS' QUESTIONS.**

0:27:03

7. Approve and authorize the estimated Administrative revenues and appropriations for the 2015-2016 budget year

**TREASURER AARON RATTO PRESENTED THE DRAFT BUDGET AND RESPONDED TO MEMBERS' QUESTIONS. VICE CHAIRMAN LYLES COMMENTED ON THE RESERVE IN THE ADMINISTRATIVE BUDGET.**

**APPROVED UNANIMOUSLY – PT/JG -- MEMBERS HERZOG AND SWEARENGIN ABSENT**

0:34:55

8. Receive staff report on Measure Z Administrative Fund balance and provide direction to staff

**BOARD COORDINATOR CATHY CROSBY INTRODUCED THE ITEM. AFTER DISCUSSION BY MEMBERS, THERE WAS NO DIRECTION GIVEN TO STAFF.**

0:43:20

9. Conduct second reading of proposed amendments to Bylaws, and approve amendments

**MS. CROSBY INTRODUCED THE ITEM AND RECOMMENDED ADDING THE WORD “AND” TO SECTION I., SUB-SECTION A., INTRODUCTORY PARAGRAPH, SECOND SENTENCE, TO READ:**

**“A seven-member appointed Authority Board replacing the Board of Supervisors held its first meeting on April 28, 2015, and is comprised as follows:”**

**APPROVED UNANIMOUSLY WITHOUT COMMENT – RW/JG -- MEMBERS HERZOG AND SWEARENGIN ABSENT**

0:45:43

10. Discuss policy for requirements for approval of Capital Project agreements and management of Retention funds for Measure Z funded projects, and direct staff to return with a draft for consideration,  
Or,

Discuss and approve Retention Policy for Capital Projects agreements, and direct staff to incorporate it the next revision of the Authority’s Procedures for Approving and Administering Measure Z Funds

**MS. CROSBY INTRODUCED THE ITEM. AFTER DISCUSSION BY MEMBERS, DIRECTOR BARTON, ZOOCORP COUNSEL DOUG LARSON AND AUTHORITY STAFF, DIRECTION TO STAFF WAS TO RETURN AT THE NEXT MEETING WITH A SECOND DRAFT INCORPORATING FIGURES DISCUSSED AND LANGUAGE REGARDING RETENTION FOR “SUBSTANTIALLY COMPLEX” PROJECTS.**

1:16:28

11. Staff Reports

a. Provide direction to staff to begin 14-15 annual report

**MS CROSBY RECEIVED DIRECTION TO PROCEED WITH DEVELOPMENT OF REPORT.**

b. Provide direction for recognition of outgoing Board and staff members

**MS CROSBY RECEIVED DIRECTION TO PREPARE CERTIFICATES OF APPRECIATION TO OUTGOING STAFF.**

1:20:00

12. Confirm next meeting date(s)

Adopted meeting dates include: July 29, 2015  
August 26, 2015  
September 30, 2015  
October 28, 2015

**AFTER DISCUSSION OF MATTERS FOR A FUTURE AGENDA, MEMBERS VOTED TO HOLD THEIR NEXT MEETING ON SEPTEMBER 30, 2015.**

**APPROVED UNANIMOUSLY – PT/JG -- MEMBERS HERZOG AND SWEARENGIN ABSENT**

1:22:10

13. Chair’s comments

**VICE CHAIRMAN LYLES EXPRESSED APPRECIATION FOR THE ASSISTANCE OF COUNTY STAFF AND THE LACK OF PUBLIC COMMENT.**

1:22:43

14. Board Member comments

**MEMBER GRAY NOTED THAT IF MEASURE Z HAD NOT BEEN RENEWED, JUNE WOULD HAVE BEEN THE LAST MONTH OF FUNDS RECEIVED FROM THE TAX.**

15. Adjourn

**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, VICE CHAIRMAN LYLES ADJOURNED THE MEETING AT 10:27 AM.**

All supporting documentation is available for public review in the office of the Fresno County Zoo Authority, 2220 Tulare Street, 6<sup>th</sup> Floor, Fresno, 93721, during regular business hours.

For further information, please contact Catherine Crosby, Zoo Authority Coordinator, at 600-4305, email [zooauthority@co.fresno.ca.us](mailto:zooauthority@co.fresno.ca.us), or visit [www.zooauthority.org](http://www.zooauthority.org). Requests for disability-related modification or accommodation needed in order to participate in the meeting must be made to the Zoo Authority Coordinator no later than 9:00 a.m. on the day prior to the meeting.