



**FRESNO COUNTY ZOO AUTHORITY**

**Action Summary Minutes**

**9:00 AM, Wednesday, June 28, 2017**

Fresno County Employees' Retirement Association

1111 H Street, Fresno, CA 93721

(559) 457-0681

1. Call to Order

**CHAIRMAN MICHELLE ROMAN CALLED THE MEETING TO ORDER AT 9:02 AM. A QUORUM WAS PRESENT INCLUDING THE CHAIRMAN AND MEMBERS PETER HERZOG, KENT STRATFORD, PAUL TOSTE AND RALPH WATERHOUSE. MEMBERS LEE BRAND, GERALD LYLES, AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

0:00:13

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 RECEIVED.**

0:00:39

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.

**MEMBER WATERHOUSE REQUESTED TO PULL ITEM 3A, AND MOVED FOR APPROVAL OF ITEMS 3B AND 3C. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY AND WITHOUT COMMENT. MEMBERS LEE BRAND, GERALD LYLES AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

a. Review and approve minutes of April 26, 2017

**MEMBER WATERHOUSE NOTED A MINOR CORRECTION TO THE MINUTES: THE ACTION FOR ITEM 3C (RECEIPT OF TREASURER'S REPORTS) SHOULD BE CORRECTED TO SAY THAT HE HAD MADE THE MOTION FOR APPROVAL OF ITEM C, RATHER THAN ITEM B.**

**MEMBER WATERHOUSE MOVED TO APPROVE THE MINUTES AS CORRECTED. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND, GERALD LYLES AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

- b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$18,458.54 for March and April 2017
- c. Receive Treasurer's Reports for April and May 2017

0:02:11

- 4. Receive Fresno Chaffee Zoo Corporation 2016 annual audit presentation from Moore, Grider and Company  
**RECEIVED; DENISE HURST, AUDIT PARTNER OF MOORE, GRIDER AND COMPANY, PRESENTED AN UNMODIFIED OPINION. SEVENTY-FIVE PERCENT OF ZOO CORP CLAIMS FOR MEASURE Z FUNDS WERE REVIEWED IN THE AUDIT PROCESS AND THERE WERE NO EXCEPTIONS NOTED.**

0:05:45

- 5. Fresno Chaffee Zoo Director's report  
Praises for Brian from Board members and presentation of certificate of appreciation for his service  
**RECEIVED; DIRECTOR SCOTT BARTON REPORTED ATTENDANCE WAS DOWN 14% FROM BUDGET PROJECTIONS, DUE TO WINTER RAINS AND EXCESSIVE HEAT RECENTLY, ALTHOUGH APRIL WAS THE ZOO'S BUSIEST MONTH EVER. DEPARTMENTS ARE MAKING THE NECESSARY ADJUSTMENTS. THE WATER PLAY AREA IS UNDER CONSTRUCTION AND EXPECTED TO BE COMPLETE IN DECEMBER AND OPEN IN SPRING 2018. ASIAN ELEPHANT SHANZI IS NOW AT THE LOS ANGELES ZOO. IN AUGUST TWO YOUNG MALE INDIAN RHINOS FROM SAN DIEGO SAFARI PARK WILL MOVE INTO THE SPACE THAT WILL BE MODIFIED FOR THEM, AND HE INVITED AUTHORITY MEMBERS TO AN ENCOUNTER. MR. BARTON ANNOUNCED THAT CFO BRIAN GOLDMAN WILL BE LEAVING FOR A PRIVATE FIRM IN CAMARILLO IN JULY. HE THANKED HIM AND WISHED HIM WELL.**

0:11:35

- 6. Receive Fresno's Chaffee Zoo Corporation Chief Financial Officer report for April and May 2017  
**RECEIVED; CFO BRIAN GOLDMAN REPORTED WITH ATTENDANCE DOWN, THEY ARE WATCHING EXPENSES AND IMPROVING OTHER SOURCES OF SELF-GENERATED REVENUE. GIRAFFE FEEDING AND STING RAY BAY ARE DOING WELL, AND THE MONTH OF APRIL HAD THE HIGHEST ADMISSIONS IN THE ZOO'S HISTORY. MR. GOLDMAN REFLECTED ON HIS 10½ YEARS AT THE ZOO AND HOW IT HAS GROWN AND CHANGED, AND URGED EVERYONE TO KEEP UP THE GOOD WORK.**

**MEMBERS HERZOG, WATERHOUSE, TOSTE AND STRATFORD THANKED MR. GOLDMAN, AND CHAIRMAN ROMAN PRESENTED TO HIM A FRAMED CERTIFICATE OF APPRECIATION FROM THE AUTHORITY.**

0:18:35

- 7. Approve Fresno's Chaffee Zoo Corporation request for FY 2017 Measure Z Capital funds totaling \$158,980.32 for design of Program Animal Holding Facility  
**MR. GOLDMAN PRESENTED THE REQUEST FOR DESIGN AND PRE-CONSTRUCTION SERVICES FOR A BUILDING FOR EDUCATION ANIMALS EXPECTED TO COST \$2-2.5M. THERE WAS NO DISCUSSION. THE CHAIRMAN CALLED FOR A MOTION, AND MEMBER HERZOG MOVED TO APPROVE THE REQUEST. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND, GERALD LYLES AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

0:21:33

8. Approve and authorize the estimated Administrative revenues and appropriations for the 2017-18 budget year

**BOARD TREASURER MEGAN MARKS PRESENTED THE BUDGET. COMMENTS BY MEMBERS CONCERNED THE MASTER SCHEDULE OF FEES (MSF) RATE FOR THE COORDINATOR'S POSITION THAT HAD INCREASED BY 24% OVER LAST FISCAL YEAR DUE TO THE RELOCATION OF MS. CROSBY WITHIN THE DEPARTMENT OF PUBLIC WORKS AND PLANNING. FOLLOWING EXPLANATIONS BY THE TREASURER AND COORDINATOR OF THE METHODOLOGY OF COUNTY STAFF RATES BY DEPARTMENTS, MEMBERS EXPRESSED THAT THE INCREASE WAS ARBITRARY AND THE RATIONALE INSUFFICIENT UNDER THE CIRCUMSTANCES, AND DIRECTED MS. CROSBY TO ADDRESS THE MATTER TO HER DEPARTMENT HEAD FOR CLARIFICATION AND RECONSIDERATION. MEMBER HERZOG MOVED TO APPROVE THE BUDGET. SECONDED BY MEMBER TOSTE, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND, GERALD LYLES AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

0:38:53

9. Approve proposed amendments to Fresno County Zoo Authority *Procedures for Approving and Administering Measure Z Funds*

**MS. CROSBY PRESENTED THE PROPOSED AMENDMENTS. ZOO CORPORATION GENERAL COUNSEL DOUG LARSEN QUESTIONED THE DELETION OF PARAGRAPH 7 ON PAGE 16. MEMBER TOSTE STATED HE WAS NOT IN FAVOR OF REDUCING THE BOARD MEMBER REVIEW PERIOD, OR THE STRICKEN LANGUAGE IN PARAGRAPH 11 ON PAGE 13. HE ALSO SUGGESTED THE ADDRESS IN PARAGRAPH 8A ON PAGE 12 BE REVISED TO A MORE GENERIC ADDRESS. STAFF WAS DIRECTED TO RETURN WITH REVISIONS AT THE NEXT MEETING.**

0:51:10

10. Receive staff reports

**RECEIVED; MS. CROSBY REPORTED ON THE RELOCATION OF THE RETIREMENT OFFICES, AND MEMBERS DISCUSSED POSSIBLE LOCATION OPTIONS FOR THE AUTHORITY'S MEETINGS, IF NEEDED DURING THE MOVE. MS. CROSBY WILL RESEARCH OPTIONS. DIRECTION WAS RECEIVED TO BEGIN DRAFTING THE FISCAL YEAR 2016-17 ANNUAL REPORT, AND TO CONTINUE TO MAKE AVAILABLE ON THE WEBSITE ALL DOCUMENTS, REGARDLESS OF AGE, UNLESS IN THE FUTURE THERE SHOULD BE A CHANGE TO SPACE LIMITATIONS OR COST.**

0:53:43

11. Approve next meeting date

Adopted dates include:

Wednesday, July 26, 2017

Wednesday, August 30, 2017

Wednesday, September 27, 2017

**AFTER DISCUSSION, MEMBER TOSTE MOVED TO DELETE THE JULY 26 MEETING DATE AND TO HOLD THE NEXT MEETING ON AUGUST 30, 2017. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND AND GERALD LYLES, AND ALTERNATE MEMBER OLIVER BAINES WERE ABSENT.**

0:59:38

12. Chair's comments

**RECEIVED; THE CHAIRMAN AGAIN THANKED BRIAN GOLDMAN FOR HIS SERVICE TO THE ZOO.**

0:59:56

13. Board Member comments

**RECEIVED; MEMBER TOSTE COMPLEMENTED DIRECTOR BARTON ON THE MASTER PLAN PRESENTATION DOCUMENT PRESENTED AT THE APRIL MEETING. MR. BARTON STATED IT WAS PRELIMINARY AND THAT KEY INFORMATION IS BEING ADDED. HE CAN PRESENT A FINAL COPY AT THE AUGUST MEETING.**

1:01:00

14. Adjourn

**THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN ADJOURNED THE MEETING AT 10:03 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.