



FRESNO COUNTY ZOO AUTHORITY

ACTION SUMMARY MINUTES

9:00 AM, Wednesday, May 30, 2018

**Fresno County Employees' Retirement Association
7772 N. Palm Ave.
Fresno, CA 93711
(559) 457-0681**

1. Call to Order

CHAIRMAN MICHELLE ROMAN CALLED THE MEETING TO ORDER AT 9:05 AM. A QUORUM WAS PRESENT, INCLUDING THE CHAIRMAN, AND MEMBERS GERALD LYLES, PETER HERZOG, AND RALPH WATERHOUSE. MEMBERS MAYOR LEE BRAND, KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

THE CHAIRMAN WELCOMED NEW COUNSEL LINDSAY BEAVERS.

0:00:25

2. Adopt Agenda

THE MOTION WAS MADE BY MEMBER WATERHOUSE. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. MEMBERS MAYOR LEE BRAND, KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:00:34

3. 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

0:01:01

4. 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 LYLES MOVED FOR APPROVAL OF THE CONSENT CALENDAR. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY. MEMBERS MAYOR LEE BRAND, KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

- a. Review and approve minutes of February 13, 2018
- b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$44,805.74 for January, February, March and April 2018
- c. Receive Treasurer's Reports for January, February, March, the Quarter ended March 31, and April 2018

MAYOR'S ALTERNATE MEMBER BAINES ARRIVED AT 9:18 AM DURING ITEM 5.

0:01:46

5. Fresno Chaffee Zoo Director's report

RECEIVED; DIRECTOR SCOTT BARTON REPORTED: (Low volume from podium through 0:22:35.)

- **ATTENDANCE IS AHEAD OF BUDGET AND REVENUE AND EXPENSES ARE DOWN; AFRICAN WHITE RHINO AND ORANGUTAN ARE PREGNANT; PLANS TO TAKE OVER THE WINGED WONDERS SHOW; ADMISSION PRICES AT OTHER CALIFORNIA ZOOS; THE PLAN TO REVIEW TICKET PRICES EVERY OTHER YEAR, AND POSSIBLY INCREASE A SMALL AMOUNT OR NOT AT ALL; ONLY 30% OF REVENUE FOR ZOO OPERATIONS IS FROM MEASURE Z; THE INCREASE FROM 3,000 TO 5,000 IN FREE TICKETS THIS YEAR, AVAILABLE TO VARIOUS COMMUNITY ORGANIZATIONS THAT PRIMARILY SERVE CHILDREN, VETERANS AND PROVIDE EMERGENCY SERVICES.**
- **PROJECTS WRAPPING UP, INCLUDING: WILDERNESS FALLS; DINO DIG IMPROVEMENTS; AND STORM WATER BASIN PROJECT.**
- **NEW PROJECTS IN DESIGN INCLUDING: ANIMAL NUTRITION CENTER AND AMBASSADOR ANIMAL BUILDING TO BE CONSTRUCTED AT THE SAME TIME FOR EFFICIENCIES; ACQUISITION OF FEMALE AFRICAN ELEPHANTS; ASIA IN DESIGN PHASE; AFRICAN RIVER ON HOLD; AND SOUTH CORRIDOR INFRASTRUCTURE PROJECT AND WARTHOG EXHIBIT READY TO BEGIN WITH FUNDING APPROVAL TODAY.**

DISCUSSION AMONG BOARD MEMBERS AND DIRECTOR BARTON INCLUDED: CONCERN WITH ADMISSION INCREASES, THE AREA'S RELATIVE LOW INCOME AND ADDITIONAL COST FOR PARKING; SHORT, MEDIUM AND LONG-TERM PARKING PLANS; PREFERENCE GIVEN TO LOCAL SUBCONTRACTORS AND LABOR, AND ESTIMATES THAT 95% OF LABOR IS LOCAL; A POSSIBLE SURVEY OF CONTRACTORS TO CONFIRM THAT; ZOOCORP POLICY UPDATES THAT COULD INCLUDE A LOCAL HIRE REQUIREMENT; OPPORTUNITIES TO GENERATE REVENUE OTHER THAN GATE. CHAIRMAN ROMAN PRAISED THE GRAND OPENING EVENT FOR WILDERNESS FALLS AND NOTED THE NEW MEASURE Z MONUMENT AT THE ENTRANCE TO AFRICAN ADVENTURE, AND THANKED ZOO STAFF.

0:34:10

6. Receive Fresno's Chaffee Zoo Corporation Financial report for December 2017, January, February and March 2018

CHIEF FINANCIAL OFFICER RICK TREATCH PRESENTED HIGHLIGHTS FROM DECEMBER AND MARCH REPORTS. DECEMBER ATTENDANCE WAS 24% AHEAD OF LAST YEAR; AND IN 2017 ZOO ATTENDANCE WAS 833,000 OR 14% LESS THAN 2016. FOR THE FIRST QUARTER OF 2018, ATTENDANCE WAS 7.5% GREATER THAN 2017; GIRAFFE AND STING RAY FEEDING MAY HAVE PLATEAUED.

0:39:40

7. Approve Fresno's Chaffee Zoo Corporation request of Measure Z Capital funds totaling \$3,070,228 for construction of the Warthog exhibit

DIRECTOR SCOTT BARTON PRESENTED THE REQUEST. TWO BIDS WERE RECEIVED AND THE LOWEST WAS CHOSEN. ROCK WORK WILL BE DONE BY A SEPARATE CONTRACTOR. THE CHAIRMAN NOTED THAT THERE WAS NO MENTION OF THE REQUIREMENT FOR RETENTION IN THE CONTRACTOR'S PROPOSAL. MR. BARTON AND MR. TREATCH SAID RETENTION WAS INCLUDED IN THE CONTRACT, BUT THE CONTRACT WAS NOT PART OF THE AGENDA ITEM BECAUSE IT HADN'T BEEN SIGNED. BOARD COORDINATOR CATHY CROSBY REFERENCED THE AUTHORITY'S FINANCIAL PROCEDURES THAT STATE AN UNSIGNED CONTRACT MAY BE INCLUDED WITH FUNDING REQUESTS. MR. BARTON WILL MAKE SURE THEY ARE IN THE FUTURE.

A MOTION WAS MADE BY MEMBER HERZOG TO APPROVE THE REQUEST, INCLUDING THE STATED RETENTION POLICY REQUIREMENT. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:44:30

8. Approve Fresno's Chaffee Zoo Corporation's request of Measure Z Capital funds totaling \$2,985,794 for construction of the South Corridor Infrastructure Project

DIRECTOR SCOTT BARTON PRESENTED THE REQUEST. HE STATED ONLY ONE BID WAS RECEIVED, AND ADVICE WAS TO ACCEPT IT OUT OF CONCERN THAT IF RE-BID, THE COST WOULD ONLY INCREASE. IN RESPONSE TO THE CHAIRMAN'S QUESTION, HE SAID THE BID WAS IN THE RANGE AND BUDGET THEY HAD EXPECTED, AND PART OF THE LONG-TERM MASTER PLAN. . THE CHAIRMAN NOTED THAT THE REQUEST DOCUMENTS PROVIDED DID NOT INCLUDE THE REQUIREMENT FOR RETENTION. MR. BARTON AND MR. TREATCH STATED THAT RETENTION WAS INCLUDED IN THE CONTRACTS, AND WOULD LIKE TO UPDATE THE BOARD YEARLY ON THE STATUS OF THE FUNDING AND TIMING OF PROJECTS. A MOTION WAS MADE BY MEMBER WATERHOUSE TO APPROVE, INCLUDING THE REQUIREMENT FOR RETENTION IN THE CONTRACT. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:46:50

9. Approve Fresno's Chaffee Zoo Corporation request for disbursement of funds in the amount of \$40,781.85 for expenses incurred for Dino Dig costs from March 2017 to March 2018

CHIEF FINANCIAL OFFICER RICH TREATCH PRESENTED THE REQUEST. IN RESPONSE TO MEMBER LYLES' QUESTION, MR. BARTON EXPLAINED THAT THE BALANCE IN THE FUND WAS ORIGINALLY INTENDED FOR A LARGER SHADE STRUCTURE THAT DUE TO MATURING TREES IS NO LONGER NEEDED. MOST OF THE FUNDS ARE ANTICIPATED FOR INTERPRETIVE IMPROVEMENTS.

A MOTION WAS MADE BY MEMBER LYLES TO APPROVE. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:49:20

10. Approve Fresno's Chaffee Zoo Corporation's request for the re-appropriation of unspent Fiscal Year 2015 and 2016 Measure Z Capital Project funds totaling \$189,680 for Animal Acquisition and Dino Dig

CHIEF FINANCIAL OFFICER RICH TREATCH PRESENTED THE REQUEST. IN RESPONSE TO MEMBER LYLES' QUESTION, MR. TREACH CONFIRMED THAT THESE FUNDS WOULD BE USED FOR THEIR ORIGINAL PROJECTS. TREASURER MEGAN MARKS RESPONDED TO THE CHAIRMAN'S QUESTION REGARDING THE TIMING OF RE-APPROPRIATION OF THE FUNDS. A MOTION WAS MADE BY MEMBER WATERHOUSE TO APPROVE. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:52:10

11. Approve Fresno's Chaffee Zoo Corporation request for the re-allocation of unspent Fiscal Year 2015 and 2016 Measure Z Capital Project funds totaling \$31,120 for the Tiger Exhibit Expansion, to the Asia Project Design Phase

CHIEF FINANCIAL OFFICER RICH TREATCH PRESENTED THE REQUEST, EXPLAINING THAT THE TIGER EXHIBIT WAS NOW PART OF THE LARGER ASIA PROJECT. A MOTION WAS MADE BY MEMBER BAINES TO APPROVE. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

0:53:35

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

TREASURER MEGAN MARKS PRESENTED THE BUDGET THAT PROPOSED A 23% DECREASE IN PROFESSIONAL AND SPECIALIZED SERVICES DUE TO COORDINATOR'S PAY RATE DECREASE AND A RE-ALLOCATION OF DUTIES AMONG TREASURER'S STAFF. MEMBER LYLES COMMENTED ON THE CONSERVATIVE USE OF ADMINISTRATIVE FUNDS OVER THE YEARS, AND THE WISDOM OF KEEPING THE BALANCE FOR POSSIBLE LAWSUITS OR REQUIRED FOR ADMINISTRATIVE COSTS SHOULD MEASURE Z END. A MOTION WAS MADE BY MEMBER HERZOG TO APPROVE. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

1:04:42

13. Receive staff reports

MS. MARKS

- **REPORTED THAT THE COUNTY HAS ELIMINATED THE USE OF ENCUMBRANCES IN PRIOR YEARS. FOR THE AUTHORITY, REMAINING ADMINISTRATIVE APPROPRIATIONS AND UNEXPENDED OPERATIONS FUNDS WILL BE RE-BUDGETED ON TOP OF THE NEW YEAR'S BUDGET, AND CAPITAL FUNDS WILL BE RE-BUDGETED FOR UP TO ONE YEAR AFTER PROJECT APPROVAL.**
- **THE CHAIRMAN PRESENTED MS. MARKS WITH A CERTIFICATE OF APPRECIATION FOR HER SERVICE AS BOARD TREASURER.**

MS. CROSBY

- **PRESENTED A CERTIFICATE OF APPRECIATION FOR COUNSEL JANE SMITH, WHO RETIRED IN MARCH.**

- **REQUESTED THE BOARD'S DIRECTION TO PROCEED THE 2017-18 ANNUAL REPORT, WITH A PLANNED THEME FEATURING THE NEW WILDERNESS FALLS WATER PLAY AREA AND SIERRA WOODLAND ANIMALS.**
- **REPORTED ON THE BIENNIAL CONFLICT OF INTEREST CODE REVIEW AND AN UPDATE TO THE AUTHORITY'S CODE NEEDED TO INCLUDE NEW LANGUAGE REFLECTING RECENT FAIR POLITICAL PRACTICES COMMISSION ELECTRONIC REPORTING REQUIREMENTS. A DRAFT CODE WILL BE ON THE NEXT AGENDA.**
- **MENTIONED THE AUTHORITY LAPTOP THAT IS NO LONGER NEEDED IN THE NEW RETIREMENT BOARDROOM, AND WILL REPORT AT THE NEXT MEETING ON POSSIBLE OPTIONS FOR ITS FUTURE.**

1:14:55

14. Approve next meeting date Dates include:

Wednesday, June 27, 2018

Wednesday, July 25, 2018

Wednesday, August 29, 2018

FOLLOWING DISCUSSION, MEMBER LYLES MOVED TO CANCEL THE JUNE AND JULY MEETINGS AND HOLD THE NEXT MEETING ON WEDNESDAY, AUGUST 29, 2018. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY. MEMBERS KENT STRATFORD AND PAUL TOSTE WERE ABSENT.

1:23:44

15. Chair's comments

THE CHAIRMAN PROVIDED HER NEW CITY OF KINGSBURG EMAIL ADDRESS.

1:24:30

16. Board Member comments

HELD; NONE RECEIVED.

1:24:40

17. Adjourn

THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, THE CHAIRMAN ADJOURNED THE MEETING AT 10:30 AM.

All supporting documentation is available for public review in the office of the Fresno County Zoo Authority, 2220 Tulare Street, eighth 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, or visit 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.