



**FRESNO COUNTY ZOO AUTHORITY  
ACTION SUMMARY MINUTES**

**9:00 AM, Wednesday, August 30, 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 9:00 AM. A QUORUM WAS PRESENT, INCLUDING THE CHAIRMAN AND MEMBERS LEE BRAND, PETER HERZOG, GERALD LYLES, KENT STRATFORD, PAUL TOSTE AND RALPH WATERHOUSE.**

0:00:09

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; DONALD KENDIG, FRESNO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION BOARD ADMINISTRATOR, REPORTED ON THE PROGRESS OF THEIR NEW BUILDING AT PALM AND NEES. THE BOARD ROOM IS EXPECTED TO BE READY IN EARLY DECEMBER, AND HE LOOKS FORWARD TO HOSTING THE AUTHORITY, IF THAT IS THE BOARD'S WISH. THE CURRENT BUILDING WILL BE TURNED OVER TO HIGH SPEED RAIL IN A TURN-KEY AGREEMENT. ALL FURNITURE AND AUDIO VISUAL EQUIPMENT WILL REMAIN.**

0:02:45

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.

**BOARD COORDINATOR CATHY CROSBY POINTED OUT AN ERROR IN AMOUNT SHOWN FOR THE TOTAL MEASURE Z PROCEEDS FROM INCEPTION ON PAGE 2 OF AGENDA**

**ITEM 3.c.2, AND THAT THE CORRECTED AMOUNT WAS SHOWN IN HAND-OUTS. THE CORRECTION DID NOT AFFECT THE REPORTED FIGURES FOR JULY 2017. MEMBER LYLES MOVED FOR APPROVAL. SECONDED BY MEMBER TOSTE, THE MOTION PASSED UNANIMOUSLY AND WITHOUT COMMENT.**

- a. Review and approve minutes of June 28, 2017
- b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$24,45.49 for May, June, and July 2017
- c. Receive Treasurer's Reports for June and Quarter ended June, and July 2017

0:04:23

4. Fresno Chaffee Zoo Director's report

**DIRECTOR SCOTT BARTON REPORTED THAT DUE TO RECORD WINTER RAINS AND SUMMER HEAT ATTENDANCE IS DOWN 16% FROM BUDGETED, COMPARED TO RECORD ATTENDANCE LAST YEAR. ADJUSTMENTS ARE BEING MADE TO EXPENSES AND REVENUE FROM OTHER SOURCES INCLUDING 18,000 FAMILY MEMBERSHIPS. NEXT YEAR'S BUDGET WILL CONSIDER THESE FACTORS, AND THEY ARE LOOKING AT A POTENTIAL TRAVELLING EXHIBIT. THE WATER PLAY AREA WILL BE OPEN WITH WARM WEATHER IN THE SPRING.**

**HE INTRODUCED NEW DEPUTY ZOO DIRECTOR AMOS MORRIS, FORMER DIRECTOR OF MESKER PARK ZOO (INDIANA), AND MENTIONED THE SEARCH FOR A NEW CHIEF FINANCIAL OFFICER (CFO). INTERIM CFO NORA CROW, FORMER AUDITOR WITH THE ZOO CORPORATION'S OUTSIDE AUDIT FIRM OF MOORE, GRIDER, WILL ASSIST IN THE TRANSITION WITH NEWLY HIRED CFO RICK TREACH.**

**THE CONSERVATIVE 2018 BUDGET WILL CONSIDER PROJECTED ATTENDANCE, EXHIBITS THAT WILL BE OPEN, PROGRAMS, AND POTENTIAL BIRTHS. AN AIRPORT DISPLAY FEATURING A 3-D RHINO PROMOTING THE ZOO WAS INSTALLED TWO DAYS AGO.**

**CHAIRMAN ROMAN WELCOMED MR. MORRIS.**

0:10:39

5. Receive update on Fresno Chaffee Zoo Master Plan

**RECEIVED; DIRECTOR BARTON PRESENTED THE UPDATED MASTER PLAN, REVIEWING PROJECTS COMPLETED FROM 2004 THROUGH 2016, AND THOSE PLANNED THROUGH THE END OF THE CURRENT MEASURE Z IN 2024. ESTIMATES FOR PROPOSED PROJECTS AND PROJECTED MEASURE Z REVENUES ARE LISTED ON THE LAST PAGE (32). HE STRESSED THAT THE MASTER PLAN IS A LIVING DOCUMENT AND PLANS ARE TO UPDATE IT EVERY TWO YEARS.**

**REVENUE GROWTH IS CONSERVATIVELY PROJECTED AT HALF THE RATE OF THE LAST THREE YEARS, AND CAPITAL EXPENSES WILL BE ADJUSTED ACCORDING TO ACTUAL MEASURE Z AND PRIVATE FUND RAISING REVENUES.**

**RESPONDING TO MEBMER QUESTIONS REGARDING PARKING ISSUES, MR. BARTON DESCRIBED POSSIBLE SHORT, MEDIUM AND LONG TERM SOLUTIONS, THEIR CONSIDERATIONS AND FUNDING OF POTENTIAL COSTS :**

- **A SHORT-TERM PLAN - THE STORM WATER BASIN/PRIVATE LOT ACROSS BELMONT NEXT YEAR.**

- **A MEDIUM-TERM PLAN –A CONCEPTUAL PLAN FOR THE CITY’S FORMER CORPORATION YARD FOR THE PARKING HUB BY 2019**
- **A LONG-TERM PARKING PLAN –SHUTTLE SERVICE IN THE NEIGHBORHOOD FOR THE VERY BUSIEST SEASONS.**

**MR. BARTON WILL PROVIDE AN UPDATE ON THE USE OF AND FUNDING FOR SOLAR AT THE NEXT MEETING.**

0:25:35

6. Receive Fresno’s Chaffee Zoo Corporation Financial report for June and July 2017  
**INTERIM CHIEF FINANCIAL OFFICER NORA CROW, AUDIT MANAGER WITH DRITSAS GROOM MCCORMICK, CPAs, PRESENTED HIGHLIGHTS OF THE JULY 2017 REPORT. BUDGET SURPLUS IS GREATER THAN EXPECTED. REVENUE IS UNDER BUDGET. YEAR-TO-DATE ATTENDANCE IS DOWN 90,000 FROM THIS YEAR’S BUDGET AND 115,000 FROM 2016. EXPENSES HAVE BEEN REDUCED ACCORDINGLY, WHILE CONTINUING TO MAINTAIN THE FACILITY AT A HIGH LEVEL.**

0:31:33

7. Approve Fresno’s Chaffee Zoo Corporation request for FY 2017 Measure Z Capital funds totaling \$193,064 for Belmont Basin Relief Line  
**DIRECTOR BARTON PRESENTED THE ITEM AND SAID THE BASIN WAS A REQUIREMENT OF THE AFRICAN ADVENTURE PROJECT, IS A SHARED COST WITH THE CITY, AND THE FUNDS REQUESTED ARE FOR THE ZOO’S PORTION. THERE WAS NO DISCUSSION. MEMBER TOSTE MOVED FOR APPROVAL. SECONDED BY MEMBER BRAND, THE MOTION PASSED UNANIMOUSLY.**

0:33:05

8. Approve Fresno’s Chaffee Zoo Corporation request for FY 2017 Measure Z Capital funds totaling \$888,955.56 for Animal Nutrition Center Design  
**DIRECTOR BARTON STATED THE CURRENT 60-YEAR OLD COMMISSARY DOES NOT MEET THE NEEDS OF THE LARGER ZOO. ALL FOOD WILL BE STORED AND PREPARED IN THE BUILDING, INCLUDE OFFICE SPACE, AND BREAK SPACE FOR 70 STAFF. THE REQUEST IS FOR DRAWINGS FOR DESIGN THROUGH FULL CONSTRUCTION FOR THIS \$8-10M PROJECT. THE ANTICIPATED LIFE OF THE PROPOSED BUILDING WILL BE WHAT THE ZOO NEEDS FOR THE NEXT 50-60 YEARS. THERE WAS NO DISCUSSION. MEMBER WATERHOUSE MOVED FOR APPROVAL. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY.**

0:37:20

9. Receive first draft of Fiscal Year 2016-17 Annual Report and provide direction to staff  
**MS. CROSBY PRESENTED A VERY PLAIN FIRST DRAFT AND RECEIVED CORRECTIONS FROM MEMBERS. A FULLY DESIGNED FINAL DRAFT WILL BE PRESENTED AT THE NEXT MEETING.**

0:40:20

10. Receive staff reports  
**MS. CROSBY REPORTED THAT A POSITIVE RESPONSE WAS RECEIVED FROM THE REGIONAL DIRECTOR OF THE CALIFORNIA HIGH SPEED RAIL AUTHORITY TO A LETTER FROM THE CHAIRMAN REQUESTING THE USE OF THE CURRENT MEETING ROOM UNTIL THE RETIREMENT OFFICES’ NEW BOARDROOM WAS AVAILABLE, OR IF MEMBERS WISH TO REMAIN AT THIS LOCATION.**

**IN RESPONSE TO MEMBER TOSTE, SHE REPORTED THAT THE COUNTY ADMINISTRATIVE OFFICE HAD APPROVED RETURNING THE COORDINATOR'S PAY RATE TO THE PREVIOUS RATE FOR PUBLIC WORKS RESOURCES DIVISION.**

**TREASURER MEGAN MARKS REPORTED THAT HER DEPARTMENT HAS RE-ORGANIZED AND SHE WILL BE REPLACED BY NICK SUBEDAR, WHO WILL BE INTRODUCED AT THE NEXT MEETING.**

0:44:44

11. Approve next meeting date

Adopted dates include:

Wednesday, September 27, 2017

Wednesday, October 25, 2017

Wednesday, November 29, 2017

**AFTER DISCUSSION REGARDING MEMBER AND STAFF AVAILABILITY, POSSIBLE PROJECT FUNDING REQUESTS BY THE ZOO, AND POTENTIAL RECEIPT OF THE AUTHORITY'S AUDIT, IT WAS MOVED BY MEMBER TOSTE TO CANCEL THE SEPTEMBER 27<sup>TH</sup> MEETING. SECONDED BY MEMBER STRATFORD, THE MOTION PASSED UNANIMOUSLY.**

0:48:00

12. Chair's comments

**THE CHAIRMAN THANKED EVERYONE FOR ATTENDING.**

0:48:00

13. Board Member comments

**MEMBER WATERHOUSE THANKED MR. BARTON FOR THE MASTER PLAN DOCUMENT.**

**MEMBER BRAND, NEW MAYOR OF FRESNO, MENTIONED THE 'WHIRLWIND' OF HIS FIRST 9 MONTHS AT CITY HALL, THANKED EVERYONE, AND COMPLEMENTED THE ZOO AND MR. BARTON. HE LOOKS FORWARD TO ATTENDING MORE MEETINGS AND MAKING THE ZOO BETTER FOR THE COMMUNITY.**

**MEMBER TOSTE WELCOMED THE MAYOR AND THANKED MR. BARTON FOR THE BEAUTIFUL MASTER PLAN. MR. BARTON CREDITED THE ZOO'S MARKETING TEAM FOR THE REPORT. MEMBER TOSTE ALSO THANKED NORA CROW FOR HER AUDIT REPORT, AND WELCOMED AMOS MORRIS.**

0:49:24

14. Adjourn

**THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN ADJOURNED THE MEETING AT 9:49 AM.**

All supporting documentation is available for public review in the office of the Fresno County Zoo Authority, 2220 Tulare Street, 8<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.