



## **FRESNO COUNTY ZOO AUTHORITY**

### **ACTION SUMMARY MINUTES**

**9:00 AM, Wednesday, November 28, 2018**

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

#### **NOTE: THIS MEETING WAS NOT RECORDED**

**IN THE ABSENCE OF THE CHAIRMAN, THE CONSENSUS OF THE MEMBERS WAS TO DESIGNATE MEMBER OLIVER BAINES AS ACTING CHAIRMAN.**

1. Call to Order

**THE ACTING CHAIRMAN CALLED THE MEETING TO ORDER AT 9:06 AM. A QUORUM WAS PRESENT, INCLUDING ACTING CHAIRMAN BAINES, AND MEMBERS PETER HERZOG, GERALD LYLES, KENT STRATFORD, AND RALPH WATERHOUSE. CHAIRMAN MICHELLE ROMAN AND MEMBER PAUL TOSTE WERE ABSENT.**

2. Adopt Agenda

**MEMBER HERZOG MOVED TO ADOPT THE AGENDA. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. CHAIRMAN ROMAN AND MEMBER TOSTE WERE ABSENT.**

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.**

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.

- a. Review and approve minutes of September 26, and October 22, 2018
- b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$41,996.72 for July, August and September 2018
- c. Receive Treasurer's Reports for September and October 2018

**MEMBER WATERHOUSE MOVED FOR APPROVAL OF THE CONSENT CALENDAR. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. CHAIRMAN ROMAN AND MEMBER TOSTE WERE ABSENT.**

5. Receive Fresno Chaffee Zoo Director's report  
**RECEIVED. DIRECTOR BARTON REPORTED SUMMER ATTENDANCE WAS LOW DUE TO HOT WEATHER AND SMOKEY CONDITIONS; ZOO BOO WAS WELL ATTENDED AND ZOO LIGHTS IS EXPECTED TO DO WELL; RECENT BIRTHS INCLUDED A MALE ORANGUTAN AND AN ADDAX; THE WARTHOG EXHIBIT IS EXPECTED TO BE COMPLETED IN DECEMBER AND OPEN IN JANUARY; THE SOUTH CORRIDOR INFRASTRUCTURE PROJECT (SCIP) SHOULD BE COMPLETED IN JANUARY; PARKING IN THE BELMONT LOT IS EXPECTED TO BE OPEN FOR THE 2019 BUSY SEASON; AND REMODELING OF THE ORANGUTAN EXHIBIT IS PLANNED FOR 2019. HE CONFIRMED THAT PROJECT CONTINGENCY FUNDS ARE 10% FOR WARTHOG, AND 15% FOR SCIP.**

**CHAIRMAN ROMAN ARRIVED AT 9:10 AND ASKED MEMBER BAINES TO CONTINUE AS ACTING CHAIRMAN. MEMBER TOSTE ARRIVED AT 9:13.**

6. Receive Fresno's Chaffee Zoo Corporation Financial reports for August and September 2018  
**RECEIVED. CHIEF FINANCIAL OFFICER RICHARD TREATCH REPORTED FUNDS TO REPAIR AFRICAN ADVENTURE ROOF THATCH HAD BEEN RECEIVED; SELF-GENERATED REVENUE WAS \$1.5M GREATER THAN 2017, PRIMARILY DUE TO THE 2018 ADMISSION PRICE INCREASE. YEAR-TO-DATE EXPENSES WERE 13.7% UNDER BUDGET, PRINCIPALLY DUE TO TIMING AND FEWER RESOURCES REQUIRED THAN BUDGETED.**
7. Approve Fresno's Chaffee Zoo Corporation's request of Measure Z Capital funds totaling \$112,500 for architect's reimbursable expenses related to the design of the Asia Exhibit  
**CHIEF FINANCIAL OFFICER RICHARD TREATCH PRESENTED THE REQUEST FOR FUNDS THAT HAD BEEN INADVERTENTLY LEFT OFF THE EARLIER APPROVED DESIGN FUNDING REQUEST. MEMBER TOSTE MOVED FOR APPROVAL. SECONDED BY MEMBER HERZOG, THE MOTION PASSED UNANIMOUSLY.**
8. Approve Fresno's Chaffee Zoo Corporation's request for Measure Z Capital funds totaling \$17,808 for additional costs added by Fresno Metropolitan Flood Control District design change  
**MR. TREATCH PRESENTED THE REQUEST FOR THE ZOO'S PORTION OF THE MATERIALS AND LABOR COSTS SHARED WITH THE CITY OF FRESNO. MEMBER WATERHOUSE MOVED FOR APPROVAL. SECONDED BY MEMBER TOSTE, THE MOTION PASSED UNANIMOUSLY.**
9. Approve proposed amendments to Fresno County Zoo Authority Retention Policy  
**BOARD COORDINATOR CATHY CROSBY PRESENTED THE ITEM. MEMBERS DISCUSSED INCLUDING ALL METHODS OF CONSTRUCTION PROJECT OVERSIGHT AND A DEFINITION OF A ZOO PROJECT MANAGER IN THE POLICY. THE CONSENSUS OF MEMBERS WAS TO CONTINUE THE ITEM UNTIL THESE COULD BE PROPOSED IN A REVISED POLICY.**

**CHAIRMAN ROMAN LEFT THE MEETING AT 10:10 AM.**

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

**MS. CROSBY PRESENTED THE ITEM. FRESNO'S CHAFFEE ZOO CORPORATION COUNSEL DOUG LARSEN PROPOSED AND EXPLAINED ALTERNATE LANGUAGE REGARDING AGREEMENTS FOR THE THIRD SENTENCE OF PARAGRAPH 3 ON PAGE 14. THE NEED FOR A DEFINITION OF 'CHANGE IN SCOPE' OF A PROJECT WAS MENTIONED. AFTER DISCUSSION, THE CONSENSUS OF MEMBERS WAS TO TABLE THE ITEM UNTIL THESE CHANGES COULD BE PROPOSED IN REVISED PROCEDURES.**

11. Receive staff reports

**RECEIVED; MS. CROSBY REPORTED THAT THE ZOO AUTHORITY AUDIT WILL BE RECEIVED AT THE NEXT MEETING, AND COULD BE PRESENTED TO THE BOARD OF SUPERVISORS IN MARCH.**

12. Board Meetings

- a. Adopt 2019 meeting calendar

**MEMBER WATERHOUSE MOVED FOR APPROVAL. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. CHAIRMAN ROMAN WAS ABSENT.**

- b. Approve next meeting date(s)

December 26, 2018

January 30, 2019

February 27, 2019?

March 27, 2019

**AFTER DISCUSSION, A MOTION WAS MADE BY MEMBER WATERHOUSE TO CANCEL THE DECEMBER 26, 2018 MEETING AND HOLD THE NEXT MEETING ON JANUARY 30, 2019. SECONDED BY MEMBER TOSTE, THE MOTION PASSED UNANIMOUSLY. CHAIRMAN ROMAN WAS ABSENT.**

- c. Discuss and consider permanently relocating Zoo Authority Board meetings to Fresno Chaffee Zoo

**MS. CROSBY REVIEWED POSITIVE ASPECTS AND PRACTICAL CONSIDERATIONS FOR MOVING TO THE ZOO IN THE SHORT OR LONGER TERM; INCLUDING ROOM AVAILABILITY, RECORDING AND STREAMING AUDIO OF MEETINGS, AND ROEDING PARK AND ZOO ENTRY. AFTER DISCUSSION, THE CONSENSUS OF MEMBERS WAS TO DEFER A DECISION FOR THE TIME BEING.**

13. Chair's comments

**ON BEHALF OF ABSENT CHAIRMAN ROMAN, MS. CROSBY PRESENTED A CERTIFICATE OF APPRECIATION TO ACTING CHAIRMAN AND OUTGOING FRESNO CITY COUNCIL MEMBER OLIVER BAINES FOR HIS 8 YEARS SERVING ON THE ZOO AUTHORITY BOARD AS THE ALTERNATE FOR THE MAYOR OF FRESNO.**

**MR. BAINES THANKED AND PRAISED THE MEMBERS FOR THE BOARD'S IMPORTANT WORK FOR THE ZOO AND THE CITY, AND SAID HE HAD ENJOYED HIS TIME ON THE BOARD.**

14. Board Member comments

**MEMBERS THANKED MR. BAINES FOR ACTING AS CHAIRMAN TODAY, FOR HIS YEARS OF SERVICE, AND FOR BRINGING HIS POSITIVE ATTITUDE AND THE CITY OF FRESNO'S PERSPECTIVE TO THE MEETINGS.**

**MEMBER TOSTE INQUIRED ABOUT PROGRESS IN FINDING A REPLACEMENT FOR THE RETIRING BOARD COORDINATOR. DISCUSSION LED TO THE FORMATION OF AN AD HOC SUB-COMMITTEE OF CHAIRMAN ROMAN AND MEMBERS HERZOG AND TOSTE TO INTERVIEW TWO CANDIDATES PROPOSED BY THE COUNTY ADMINISTRATIVE OFFICER. STAFF WAS DIRECTED TO ARRANGE FOR THE INTERVIEW AS SOON AS POSSIBLE IN DECEMBER.**

15. Adjourn

**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, ACTING CHAIRMAN BAINES ADJOURNED THE MEETING AT 10:12 AM.**

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