



## FRESNO COUNTY ZOO AUTHORITY

### ACTION SUMMARY MINUTES

9:00 AM, Wednesday, September 26, 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 9:02 AM. A QUORUM WAS PRESENT, INCLUDING THE CHAIRMAN AND MEMBERS GERALD LYLES, PAUL TOSTE AND RALPH WATERHOUSE. MEMBERS LEE BRAND, PETER HERZOG AND KENT STRATFORD WERE ABSENT.**

00:00:12

2. Adopt Agenda

**MEMBER LYLES MOVED TO ADOPT THE AGENDA. SECONDED BY MEMBER WATERHOUSE THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND, PETER HERZOG AND KENT STRATFORD WERE ABSENT.**

00:00:41

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.**

00:00:55

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 August 29, 2018
- b. Review and approve payment of County of Fresno Financial Reporting and Audits staff invoice for Professional and Specialized Services in the amount of \$\$6,568.76 for June, July and August 2018
- c. Receive Treasurer's Report for August 2018

**MR. HERZOG ARRIVED DURING ITEM 4.**

**MEMBER WATERHOUSE MOVED FOR APPROVAL OF THE CONSENT CALENDAR. SECONDED BY MEMBER LYLES, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND, AND KENT STRATFORD WERE ABSENT.**

00:01:35

5. Receive Fresno Chaffee Zoo Director's report

**RECEIVED; CHIEF FINANCIAL DIRECTOR RICHARD TREATCH REPORTED:**

- **ZOO DIRECTORS AND SENIOR STAFF ARE ATTENDING THE AZA CONFERENCE IN SEATTLE.**
- **COOLER WEATHER AND EVENT SEASON CREATE A VERY BUSY TIME OF YEAR; 20,000 VISITORS OVER LAST YEAR-TO-DATE; SUCCESSFUL SAFARI NIGHT FUND RAISER.**
- **ANXIOUSLY AWAITING TWO OR THREE ELEPHANTS FROM DALLAS, CURRENTLY BEING TRAINED FOR THE TRIP BY DALLAS AND CHAFFEE ZOO STAFF.**
- **A RECENT INTRUDER TO THE LION EXHIBIT WAS MANAGED VERY SUCCESSFULLY BY ZOO STAFF AND POLICE.**

00:05:11

6. Receive Fresno's Chaffee Zoo Corporation Financial report for July 2018

**RECEIVED; CHIEF FINANCIAL DIRECTOR RICHARD TREATCH REPORTED:**

- **JULY ATTENDANCE WAS LOW DUE TO HEAT AND POOR AIR QUALITY FROM FIRES; HOWEVER, AUGUST AND SEPTEMBER WERE STRONG.**
- **ADMISSION PRICE INCREASES IMPROVED SELF-GENERATED REVENUE OVER LAST YEAR AND JULY YEAR TO DATE EXPENSES WERE 14.6% UNDER BUDGET.**
- **REVENUE IS ALSO STRONG FROM MEMBERSHIPS, GIFT SHOP AND EVENTS.**

0:07:45

7. Approve Fresno's Chaffee Zoo Corporation's request for Measure Z Capital funds totaling \$3,691,710 for design through construction documents for the Asia Exhibit

**RICHARD TREATCH GAVE AN OVERVIEW OF THE PROJECT, THE PLAN TO HAVE DOCUMENTS COMPLETE BY EARLY 2019, AND TO BEGIN THE ESTIMATED 18-MONTH CONSTRUCTION PROJECT IN THE MIDDLE OF THE YEAR. HE EXPLAINED THE DEFINITION OF "INTERPRETATION" AS SEEN IN ATTACHMENT C, AND MAY HAVE AN UPDATE AT THE NEXT MEETING ON CITY OF FRESNO PLAN CHECK FEES, (ATTACHMENT D) THAT ARE VARIABLE AND DEPEND ON THE FINAL DESIGN. HE RESPONDED TO THE QUESTIONS OF CHAIRMAN ROMAN AND BOARD COORDINATOR CATHY CROSBY THAT THE RYAN LIGGETT PROJECT MANAGEMENT PROPOSAL (ATTACHMENT B) DID NOT HAVE A SCOPE OF WORK OR PROVIDE SUFFICIENT DETAIL TO BILL AGAINST, NOR WERE INVOICES FOR PROJECTS CURRENTLY OVERSEEN BY MR. LIGGETT SUFFICIENTLY DETAILED. MR. TREATCH PROVIDED A CONTRACT TO AUTHORITY STAFF YESTERDAY, AND SAID ZOO STAFF HAS BEEN WORKING WITH MR. LIGGETT TO PROVIDE BETTER BILLING, AND WILL CONTINUE TO WORK TO REFINE IT TO THE AUTHORITY'S SATISFACTION. CHAIRMAN ROMAN COMMENTED ON THE VAGUE PROPOSAL IN THE FUNDING REQUEST MATERIALS. MR. TREATCH AGREED**

**AND STATED THAT A DETAILED SCOPE OF WORK IS INCLUDED IN A CONTRACT FINALIZED YESTERDAY.**

**MEMBER LYLES MOVED FOR APPROVAL. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND AND KENT STRATFORD WERE ABSENT.**

00:14:39

8. Receive staff reports

**MS. CROSBY REPORTED THAT THE AUTHORITY'S CONFLICT OF INTEREST CODE WILL BE ON THE BOARD OF SUPERVISORS' AGENDA FOR APPROVAL IN DECEMBER. SHE ALSO REPORTED THAT THE AUTHORITY'S WEBSITE WILL BECOME A SECURE SITE IN OCTOBER, IT COMPLIES WITH AMERICANS WITH DISABILITIES ACT REQUIREMENTS, AND HAS HAD 1,400 VISITS IN THE LAST 12 MONTHS.**

00:16:43

9. Confirm previously approved meeting date of Wednesday, November 28, 2018

**MEMBER HERZOG MOVED TO CONFIRM THE DATE. SECONDED BY MEMBER WATERHOUSE, THE MOTION PASSED UNANIMOUSLY. MEMBERS LEE BRAND AND KENT STRATFORD WERE ABSENT.**

00:17:38

10. Closed Session, pursuant to California Government Code section 54957(b). Public  
Employment-Board Coordinator

**MEMBERS RETURNED FROM CLOSED SESSION AT 10:07 AM. CHAIRMAN ROMAN STATED THERE WAS NOTHING TO REPORT AT THIS TIME.**

00:18:10

11. Chair's comments

**CHAIRMAN ROMAN HAD NO COMMENTS**

00:18:16

12. Board Member comments

**MEMBER TOSTE BEGAN MEMBER COMMENTS STATING CONCERNS REGARDING A CHANGE IN SCOPE FOR THE BELMONT BASIN RELIEF LINE AND A CHANGE IN MANAGEMENT OF THE SOUTH CORRIDOR INFRASTRUCTURE PROJECT FOUND IN THE ZOOCORP AUGUST 15, 2018 MEETING MINUTES AND SEPTEMBER 20, 2018 AGENDA. DISCUSSION AMONG MEMBERS AND STAFF CONTINUED, BUT NO EXPLANATION FROM ZOO STAFF WAS POSSIBLE, AS ONLY ZOO AUTHORITY BOARD MEMBERS AND STAFF WERE PRESENT WHEN THE MEETING RESUMED AFTER CLOSED SESSION. THERE WAS CONSENSUS FOR AUTHORITY MEMBERS AND COUNSEL TO MEET AS SOON AS POSSIBLE WITH ZOO STAFF AND MR. LIGGETT TO UNDERSTAND THE IMPLICATIONS OF THESE CHANGES. MEMBERS LYLES AND HERZOG VOLUNTEERED, AND MS. CROSBY WAS DIRECTED TO ARRANGE A MEETING.**

29:46

13. Adjourn

**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, THE CHAIRMAN ADJOURNED THE MEETING AT 10:53 AM.**