

Fresno Chaffee Zoo  
894 W. Belmont Avenue  
Fresno, CA 93728

Fresno's Chaffee Zoo Corporation  
**Board of Directors Special Meeting**  
*Minutes*

Thursday, August 27, 2020 4:00 PM  
Zoom: <https://zoom.us/j/93753499796>

**Directors Present**

- Mr. Oliver Baines
- Dr. Ed Gonzalez
- Mr. Kyle Kirkland
- Dr. Emy Lopez
- Mr. Ross Parnagian
- Ms. Julie Vance

**Directors Absent**

- Ms. Chelsea Cates
- Mr. Babatunde Ilori
- Mr. Rion Morgenstern

**Advisors Present**

- Mr. Scott Barton, CEO
- Mr. Doug Larsen, Legal
- Ms. Patty McLane, Docent President

**Zoo Staff Present**

- Ms. Jodi-Ann Farias
- Mr. Steven Gonzales-Warkentin
- Ms. Laura Martina
- Mr. Amos Morris
- Mr. Jesse Santiago
- Dr. Lily Wachter
- Mr. Dean Watanabe

Meeting commenced at 4:02 PM

**Item 01: Roll Call**

Mr. Gonzales-Warkentin took the roll and established a quorum was present.

**Item 02: Public Comment**

Mr. Kirkland asked if any members of the public wished to comment. Hearing none, he continued with the meeting.

**Item 03: Consider and Approve Capital project Contingency Items**

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Mr. Barton stated that work on the Zooplex project uncovered a waterline not shown on any plans. He stated that the waterline needed to be relocated to advance the project. The total cost for the work on the waterline is \$30,837.15, approximately 3% of the Zooplex project contingency allowance of \$998,500.

After discussion by the group in attendance, Dr. Gonzalez made a motion to approve the contingency cost of \$30,837.15 and Ms. Vance seconded. The motion passed unanimously.

**Item 04: Consider and Approve Authorization of Board Chair and CEO to Approve Contingency Items up to \$50,000.**

Mr. Barton stated that the Zoo is now in construction for three projects and contingency items are likely to occur on each project. With the current direction of the Board, any amount spent from the contingency budget must be approved by the Board of Directors prior to the work being performed, unless the work is completed due to an emergency. He asked the Board to consider granting approval to the Board Chair and CEO to approve contingency work up to \$50,000 per item.

Mr. Baines stated that the request seemed reasonable and made a motion to approve. Ms. Vance asked Mr. Barton to explain how the Board would be kept informed of contingency spending, and Mr. Kirkland suggested that the CEO give a project update at each Board meeting. Ms. Vance then proposed that the Zoo be able to spend up to 50% of the approved contingency budget, but upon reaching this threshold, return to the Board for further direction.

Mr. Baines amended his previous motion to be a recommendation to allow the Board Chair and CEO to approve contingency items up to \$50,000 per item, and at that once 50% of the contingency had been expended, Zoo staff must seek further direction from the Board of Directors. Mr. Parnagian seconded. The motion passed unanimously.

Mr. Kirkland then asked if there was any other items to discuss. Hearing none, he adjourned the meeting at 4:16 PM.