
OKLAHOMA CITY



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BOTANICAL GARDEN

Formal Agenda

OKLAHOMA CITY ZOOLOGICAL TRUST

ROSSER CONSERVATION EDUCATION CENTER

4:30 PM, MAY 22, 2019

DON KASPEREIT, CHAIRMAN
DARRYL SCHMIDT, VICE-CHAIRMAN
KRISTI MATHIS, SECRETARY
KEITH PETERS, ASST. SECRETARY
CINDY BATT

VICKI HOWARD

DAVID HOLT, MAYOR

(HEATHER ROSS, SURROGATE TO THE MAYOR)

CRAIG FREEMAN, CITY MANAGER

(M.T. BERRY, SURROGATE TO THE CITY MANAGER)

NIKKI NICE, COUNCILWOMAN, WARD 7

DWIGHT LAWSON, PH.D., EXECUTIVE DIRECTOR/CEO

FILED

2019 MAY 20 AM 10:49

CITY OF
OKLAHOMA CITY OKLA
OFFICE OF
CITY CLERK

INFORMATION ABOUT OKLAHOMA CITY ZOOLOGICAL TRUST MEETINGS

The Oklahoma City Zoological Trust meets the fourth Wednesday of each month at 4:30 PM in the Zoo's Rosser Conservation Education Center unless prior notice of a change is posted.

It is the policy of the Oklahoma City Zoological Trust to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the Zoo at 425-0231 or TDD 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The Zoo will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the Zoo at 425-0231 48 hours prior to the scheduled meeting.

Addressing the Trust

Citizens may address the Trust at the end of the agenda when the Chairman announces "Citizens to be Heard". Please fill out a "Request to be Heard" form located in the Conservation Education Center. Please return this form to the Chairman. **PLEASE LIMIT YOUR COMMENTS TO 3 MINUTES.**

Trust Actions

Official action can be taken only on items which appear on the agenda. The Trust may dispose of business on the agenda by adopting, approving, denying, or continuing resolutions, contracts, and claims against the Trust. Other actions may also be taken.

When more information is needed to act on an item, the Trust may refer the matter to the Executive Director/CEO or the Municipal Counselor. The Trust may also refer items to standing committees of the Trust for additional study.

Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Consent Docket

Items listed under "Consent Docket" are usually approved as a group with the proper motion from a member of the Trust. Members of the Trust may request discussion or separate action on any item on the Consent Docket. Citizens may request to address the Trust on any item on the Consent Docket.

For more information about the Oklahoma City Zoological Trust, call 405-424-3344.

OKLAHOMA CITY ZOOLOGICAL TRUST
FORMAL AGENDA
ROSSER CONSERVATION EDUCATION CENTER
WEDNESDAY, MAY 22, 2019; 4:30 PM



I. Call to Order – Verification of Compliance with Open Meeting Act

II. Receive Minutes

- A. April 24, 2019.....Action Item, **Page 1**

III. Receive Staff and/or Committee Updates:

A. Finance **Bob Mathew, Director/Business Services**

1. Receive Financials - April 2019.....Action Item, **Page 6**
2. Approval of Budget for FY 2019/20Action Item, **Page 11**

IV. Items for Individual Consideration

A. Approval of Resolution Authorizing Management Agency Agreement With BancFirst for Investing \$10M in Construction AccountAction Item, **Page 22**
Dwight Lawson, Executive Director/CEO

B. Approval of Contract – Animal Food FY 2019/20Action Item, **Page 28**
Dwight Lawson, Executive Director/CEO

- 1. Grass and Alfalfa Hay – Cook Feed and Outdoor - **\$48,485.00**
- 2. Frozen Rats, Mice, Chicks & Rabbits – Rodent Pro - **\$45,593.00**
- 3. Dry Feed – Lab Animal Supplies, Inc. - **\$69,580.82**
- 4. Red Meat – Central Nebraska Packing, Renewal 1 - **\$98,466.00**
- 5. Live Insects – The Bug Company, Renewal 1 - **\$19,645.82**
- 6. Fish – Atlantic Pacific Products, Inc., Renewal 1 - **\$72,291.00**

C. Waive Competitive Bidding Due to Sole Source Provider and Approve Purchase of 2016 C.P. Huntington Locomotive – Chance Rides Manufacturing.....Action Item, **Page 30**
Dwight Lawson, Executive Director/CEO

D. Approval of Amended Agreement for Fundraising and Financial Support Between the Oklahoma City Zoological Trust and the Oklahoma Zoological Society, Inc.Action Item, **Page 31**
Dwight Lawson, Executive Director/CEO

D. 1. Enter into Executive Session to Discuss the Annual Evaluation of the Executive Director/CEO, Dwight Lawson, as Authorized by 25 O.S. (2015 Supp.) § 307 (B) 1 and/or Action Item

2. Approval of Resolution Establishing a New Annual Salary and Effective Date for Executive Director/CEO, Dwight LawsonAction Item, **Page 38**

V. New Business – None

VI. Items From Trustees

VII. Staff Reports

- A. Animal Management/Animal Health/Education** **Dwight Lawson, Executive Director/CEO**
- B. Facilities and Capital Improvements** **Tommy Bryant, Director/Maintenance & Facilities**
- C. Human Resources** **Tammy Burnett, Director/Human Resources**
- D. Marketing/PR/Guest Experience** **Greg Heanue, Director/Marketing & Public Relations**
- E. Oklahoma Zoological Society** **Tim Rasnic, Executive Director, OZS**
- F. Executive Director’s Report** **Dwight Lawson, Executive Director/CEO**

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VIII. Citizens to be Heard

IX. Adjournment