



## **FRESNO COUNTY ZOO AUTHORITY**

### **ACTION SUMMARY MINUTES**

**9:00 AM, Wednesday, December 22, 2021**

**Held Via Zoom**

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

1. Call to Order  
**CHAIRMAN TOSTE CALLED THE MEETING TO ORDER AT 9:00AM**
2. Roll Call  
**A QUORUM WAS PRESENT WITH MEMBERS TOSTE, ROMAN, GARABEDIAN, HERZOG, STRATFORD AND WATERHOUSE PRESENT**
3. Approve Agenda  
**MEMBER HERZOG MOVED TO ADOPT THE AGENDA. SECONDED BY MEMBER WATERHOUSE. THE MOTION PASSED UNANIMOUSLY.**
4. Public Comments  
This portion of the meeting is reserved for persons desiring to address the board 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. Before beginning comments, please state for the record your name and affiliation, if any. Should no members of the public immediately speak during this time, 15 minutes will be allotted to provide sufficient time for members of the public to do so.  
**HELD. NONE RECEIVED**
5. Approve Consent Agenda Items (a – d)  
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 November 24, 2021

- b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$1,875 for services through November 2021
- c. Receive Treasurer's Reports for November 2021
- d. Approve and adopt resolution re-acknowledging the Governor's Proclamation of a State of Emergency, and finding that the Fresno County Zoo Authority Board has reconsidered the circumstances of the state of emergency, and conditions causing imminent risk to attendees, including widespread local transmission of COVID-19, the presence of the highly transmissible COVID-19 Delta variant, limited availability of intensive care and hospital beds in local hospitals, and relatively confined Board meeting space, which restricts social distancing, have caused, and will continue to cause, conditions of peril to the safety of persons attending Board meetings of the Fresno County Zoo Authority, and continue to directly impact the ability of the Board members to meet safely in person, and re-authorizing the Fresno County Zoo Authority to conduct its Board meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, provided that Fresno County Zoo Authority shall comply with all requirements of Government Code section 54953 to provide the public with access to all Board meetings.

**MEMBER HERZOG MOVED TO APPROVE THE CONSENT ITEMS. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.**

- 6. Receive Zoo Authority Year Ended June 30, 2021 financial statements with independent auditor's report from Brown Armstrong Accountancy Corporation  
**RECEIVED. BROWN ARMSTRONG REPRESENTATIVE, ERIC XIN, REPORTED. CLEAN UNCONDITIONAL AUDIT.**
- 7. Receive Fresno Chaffee Zoo Director's report  
**RECEIVED. DIRECTOR JON DOLIN WAS NOT IN ATTENDANCE. CHIEF PEOPLE OFFICER LAURA MARTINA REPORTED ON CURRENT EVENTS. INTERIM CFO NORA CROW REPORTED ON PROJECTIONS.**
- 8. Receive Fresno Chaffee Zoo Corporation October 2021 Year-to-Date Financial Report and November 2021 Early Insights  
**RECEIVED. INTERIM CFO NORA CROW REPORTED ON ATTENDANCE, REVENUES AND EXPENDITURES. REVIEWED THE BALANCE SHEET. MEMBERS REQUESTED AND RECEIVED ADDITIONAL INFORMATION REGARDING THE ACCREDITATION LINE ITEM.**
- 9. Approve Fresno's Chaffee Zoo Corporation fiscal year 2022 Measure Z Operating funds totaling \$6,903,000, for reimbursement of Animal Care, Veterinary, Commissary and Maintenance & Horticulture Salaries and Benefits, Animal Feed, Animal Exhibit Supplies, Veterinary Supplies, Water Quality Supplies, Utilities and Bank Fees to wire reimbursement funds to the Zoo  
**INTERIM CFO NORA CROW STATED THAT THIS ITEM WAS SUBMITTED TO STAFF OUTSIDE OF THE REQUIRED 30-DAY LIMIT FOR BOARD REVIEW PRIOR TO ACTION BY THE BOARD. NORA REPORTED ON THE ITEM. QUESTIONS AROSE REGARDING ENERGY EFFICIENCY STUDIES AND THE USE OF SOLAR. CHAIRMAN REQUESTED OF THE COORDINATOR TO MAKE A NOTE TO BRING THE USE OF SOLAR DISCUSSION BEFORE THE BOARD AT A FUTURE MEETING. CHAIRMAN NOTED THAT ANNUAL REVENUE PROJECTIONS WERE NOT INCLUDED WITHIN THE REPORT AND RAISED CONCERNS ABOUT THE BUDGET INCREASES, SPENDING, AND THE USE OF RESERVES. DISCUSSION ENSUED. COUNSEL STATED THAT THE 30-DAY POLICY IS A BOARD POLICY. THE BOARD MAY TAKE ACTION ON THE ITEM NOW IF IT IS THE WILL OF THE BOARD. MEMBER WATERHOUSE MOVED TO WAIVE THE 30-DAY**

**REQUIREMENT AND APPROVE THE 2022 MEASURE Z OPERATING FUNDS BUDGET. SECONDED BY MEMBER HERZOG. THE MOTION PASSED UNANIMOUSLY.**

10. Approve and authorize release of retention withheld on the Ambassador Building Project (\$285,344.57)  
**MEMBER ROMAN MOVED TO APPROVE THE RELEASE OF RETENTION. SECONDED BY MEMBER HERZOG. THE MOTION PASSED UNANIMOUSLY.**
  
11. Approve next meeting date:  

Wednesday, January 19, 2022  
Wednesday, January 26, 2022 (Regularly Scheduled Meeting)  
Wednesday, February 16, 2022  
Wednesday, February 23, 2022 (Regularly Scheduled Meeting)

**MEMBER WATERHOUSE MOVED TO APPROVE ADDING A MEETING ON JANUARY 19, 2022 AT 8:00AM AND FEBRUARY 16, 2022 AT 9:00AM, WHICH INCLUDED CANCELLING THE REGULARLY SCHEDULED MEETINGS ON JANUARY 26, 2022 AND FEBRUARY 23, 2022. SECONDED BY MEMBER ROMAN. THE MOTION PASSED UNANIMOUSLY.**
  
12. Receive staff reports  
**NO ADDITIONAL STAFF REPORTS RECEIVED.**
  
13. Chair's comments  
**CHAIRMAN ATTENDED ZOO LIGHTS. VERY WELL DONE. CONGRATULATED THE ZOO.**
  
14. Board Member comments  
**MEMBER WATERHOUSE STATED NATIONAL GEOGRAPHIC PHOTOGRAPHER WILL BE IN TOWN. ENCOURAGED ALL TO ATTEND ZOO FUNCTION AT 10AM ON JANUARY 19<sup>TH</sup>.**
  
15. Adjourn  
**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, MEMBER HERZOG MOVED TO ADJOURN, SECONDED BY MEMBER STRATFORD AND PASSED UNANIMOUSLY. CHAIRMAN TOSTE ADJOURNED THE MEETING AT 10:44 AM.**

All supporting documentation is available for public review in the office of the Fresno County Zoo Authority, 2281 Tulare Street, Room 304, Fresno, 93721, during regular business hours.

For further information, please contact Ronald Alexander, Zoo Authority Coordinator, at 600-1710, 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.