

Notes:

1) ~~As per the intent of~~ contemplated by the AGREEMENT REGARDING PROCEDURES FOR THE DISTRIBUTION OF TAX REVENUE TO THE CHAFFEE ZOO (#05-237) between the Fresno County Zoo Authority and Fresno's Chaffee Zoo Corporation Zoo Corp.,¹ dated December 21, 2005, these procedures provide the method for the requests for and approval of the distribution of Measure Z funds.

2) These procedures will be reviewed with the Zoo Authority as needed for opportunity to update, amend, or edit to achieve greater efficiencies.²

Staff will report to the Authority ~~during each year~~ as needed on the effectiveness of the procedures described herein and, with Authority approval, may modify the procedures based on additional history, experience or changes in technology.

3) The responsibilities of the Zoo Authority Administrator specified in these procedures may be carried out by a ~~designee,~~ the designated Zoo Authority Coordinator. In the temporary absence of the Coordinator, the Authority may assign those responsibilities to other staff.

4) ~~Per~~ As per the AGREEMENT BETWEEN FRESNO COUNTY ZOO AUTHORITY AND THE COUNTY OF FRESNO FOR PROFESSIONAL AND TECHNICAL SERVICES (#05-237),¹ dated June 14, 2005, the County of Fresno Auditor-Controller/Treasurer-Tax Collector or their his/her designee serves as ~~Treasurer for the Zoo Authority~~ Treasurer.

¹ See Appendix IV

² ~~The~~ Procedures were previously revised on:

February 22, 2006, October 25, 2006, January 17, 2007, November 28, 2007, August 26, 2009, September 28, 2011, and March 28, 2012.

Excerpt From
Fresno County Board of Supervisors
Resolution No. 08-024
ESTABLISHING THE FRESNO COUNTY ZOO AUTHORITY
Adopted July 13, 2004
Revised January 15, 2008

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Section 6. Duties

In order to effectuate the purposes of this Authority, the Board shall have the authority to do the following:

- a. Adopt ordinances, resolutions, policies and procedures to implement this Resolution;
- b. Enter into contracts to accomplish the purposes of the Authority;
- c. Perform duties prescribed hereunder; and
- d. Take all steps necessary to implement this Resolution, including hiring or contracting with appropriate staff, if necessary.

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Excerpt From
FRESNO COUNTY ZOO AUTHORITY BYLAWS
Adopted January 25, 2005
Amended December 9, 2015

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II. POWERS AND DUTIES

A. Powers

The Board may:

1. Adopt ordinances, resolutions, policies and procedures to implement the Resolution and Ordinance;
2. Enter into contracts to accomplish the purposes of the Authority;
3. Perform duties prescribed hereunder; and
4. Take all steps necessary to implement the Resolution and Ordinance, including hiring or contracting with appropriate staff, if necessary.

Excerpt From June 14, 2005

AGREEMENT BETWEEN
FRESNO COUNTY ZOO AUTHORITY AND COUNTY OF FRESNO
FOR PROFESSIONAL AND TECHNICAL SERVICES

EXHIBIT 1

A. GENERAL SCOPE OF SERVICES

1. Assistance by the Auditor-Controller/Treasurer-Tax Collector with fiscal functions, which services shall include, but not be limited to:
2. Assistance of County Counsel, which services shall include, but not be limited to:

3. Assistance of the County Administrative Office and other assigned departments in connection with other needs as requested by AUTHORITY.

The County Administrative Office shall perform day-to-day oversight in accordance with requirements of the Zoo Authority. Services shall include, but not be limited to:

- a. Review and analysis of all documents submitted for Zoo Authority action.
- b. Scheduling of all Zoo Authority Board meetings
- c. Preparation of all meeting materials and posting of meeting agendas
- d. Facilitating Zoo Authority Board meetings, including recording of proceedings and preparation of meeting minutes
- e. Day-to-day administration of all aspects of Zoo Authority Board activities, as directed by and on behalf of the Zoo Authority Board