



**FRESNO COUNTY ZOO AUTHORITY**  
**ACTION SUMMARY MINUTES – SPECIAL MEETING**  
**9:00 AM, Wednesday, October 4, 2023**

**Fresno Chaffee Zoo**  
**Simba Room**  
**894 West Belmont Avenue, Fresno, CA 93728**  
**(559) 498-5910**

1. Call to Order  
**CHAIRMAN ROMAN CALLED THE MEETING TO ORDER AT 9:11AM.**
2. Roll Call  
**A QUORUM WAS PRESENT WITH MEMBERS ROMAN, GARABEDIAN, TOSTE, AND ARIAS IN ATTENDANCE.**
3. Approve Agenda  
**MEMBER GARABEDIAN MOVED TO APPROVE THE AGENDA. SECONDED BY MEMBER TOSTE. 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  
**HELD. NONE RECEIVED.**
5. Approve Consent Agenda Items  
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 July 26, 2023
  - b. Review and approve payment of County of Fresno September 2023 invoice for Professional and Specialized Services in the amount of \$9,103.10 for services through August 2023
  - c. Receive Treasurer's Reports for July and August 2023

**MEMBER TOSTE MOVED TO APPROVE THE CONSENT ITEMS. SECONDED BY MEMBER GARABDIAN. THE MOTION PASSED UNANIMOUSLY.**

6. Approve payment to the California Department of Tax and Fee Administration for work associated with the extension of Measure Z totaling \$32,577; and Adopt Budget Resolution increasing FY 2023-24 appropriations for Professional & Specialized Services in the amount of \$32,577 using excess revenue in the original approved budget.  
**MEMBER ARIAS MOVED TO APPROVE THE CDTF FEE AND ADOPT THE BUDGET RESOLUTION. SECONDED BY MEMBER TOSTE. THE MOTION PASSED UNANIMOUSLY. ADDITIONALLY, MEMBER ARIAS DIRECTED STAFF TO DEVELOP POTENTIAL USES FOR EXCESS ADMINISTRATIVE REVENUES (\$3 MILLION), WHILE MAINTAINING A CONSERVATIVE APPROACH, FOR THE MEETING DURING WHICH THE FY 2024-25 BUDGET IS PRESENTED.**
7. Approve payment of FY 2022-23 Zoo Authority website hosting fees totaling \$14,542; and approve payment of continued website hosting fees for FY 2023-24  
**MEMBER ARIAS MOVED TO APPROVE THE WEBSITE HOSTING FEES. SECONDED BY MEMBER TOSTE. THE MOTION PASSED UNANIMOUSLY.**
8. Approve and authorize release of retention withheld on construction and design services related to Kingdoms of Asia totaling \$907,052.46 for the following vendors:
  - Beez Kneez Creative - \$3,236.50
  - AFH Design - \$5,601.93
  - CLR Design - \$39,409.05 (\$29,912.52 + \$8,459.03 + \$1,037.50)
  - Bernards - \$858,804.98**TABLED TO FOLLOW THE ZOO DIRECTOR'S REPORT. FOLLOWING DISCUSSION, THE BOARD DETERMINED THAT THERE WAS NOT SUFFICIENT INFORMATION INCLUDED WITHIN THE ITEM AS REQUIRED PER POLICY. MEMBER ARIAS MOVED TO TABLE THE ITEM UNTIL THE NEXT BOARD MEETING. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.**
9. Receive Fresno Chaffee Zoo Director's report  
**RECEIVED. CEO JON DOHLIN REPORTED ON THE CONSERVATION ACTION CENTER BUILDING PROGRESS. REPORTED ON KINGDOMS OF ASIA PHASE 2. RETURNED TO AGENDA ITEM NO. 8 TO ANSWER QUESTIONS.**
10. Receive Fresno Chaffee Zoo Corporation's July 2023 Year-to-Date Financial Report and August 2023 Early Insights  
**RECEIVED. CFO NORA CROW BRIEFLY REPORTED ON JULY AND AUGUST KEY TAKEAWAYS.**
11. Review next meeting dates and revise if necessary:
  - Wednesday, October 25, 2023
  - Wednesday, November 29, 2023**NO CHANGES WERE MADE TO THE MEETING CALENDAR.**
12. Receive staff reports  
**STAFF HAD NOTHING FURTHER TO REPORT.**
13. Chair's comments  
**ROMAN MENTIONED EVERYONE DID A GREAT JOB ON SAFARI NIGHT.**

14. Board Member comments  
**MEMBER TOSTE COMPLIMENTED JON ON SAFARI NIGHT. MEMBER GARABEDIAN DID AS WELL. MEMBER ARIAS THANKED JON FOR WORKING WITH HIM ON THE PEDESTRIAN BRIDGE.**
  
15. Adjourn  
**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, CHAIRMAN ROMAN ADJOURNED THE MEETING AT 10:19AM.**

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.