



## FRESNO COUNTY ZOO AUTHORITY

### ACTION SUMMARY MINUTES

9:00 AM, Wednesday, May 29, 2024

Fresno Chaffee Zoo

Tonle Classroom located inside of Kingdoms of Asia

894 West Belmont Avenue, Fresno, CA 93728

(559) 498-5910

1. Call to Order  
**CHAIRMAN ROMAN CALLED THE MEETING TO ORDER AT 9:00AM.**
2. Roll Call  
**A QUORUM WAS PRESENT WITH MEMBERS ROMAN, GARABEDIAN, HERZOG, TOSTE, WATERHOUSE, WESTERLUND, AND ARIAS IN ATTENDANCE.**
3. Approve Agenda  
**MEMBER GARABEDIAN MOVED TO APPROVE THE AGENDA. SECONDED BY MEMBER ARIAS. 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 March 27, 2024
  - b. Review and approve payment of County of Fresno May 2024 invoice for Professional and Specialized Services in the amount of \$29,672.10 for services through April 2024
  - c. Receive Treasurer's Report for quarter ending March 2024 and month ending April 2024

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

6. Receive Fresno Chaffee Zoo Director's report  
**RECEIVED. CEO JON DOHLIN PROVIDED AN UPDATE ON KINGDOMS OF ASIA PHASE 2. INVITED ALL TO VIEW THE PROGRESS FOLLOWING THE MEETING. REPORTED ON VALLEY FARM EXHIBIT. MASTER PLAN UPDATE: WILL HAVE TO MOVE THE MAINTENANCE FACILITY.**
7. Receive Fresno Chaffee Zoo Corporation's March 2024 Year-to-Date Financial Report and April 2024 Early Insights  
**RECEIVED. CFO NORA CROW REPORTED ON MARCH ATTENDANCE, YEAR-TO-DATE SELF-GENERATED REVENUE, TOTAL EXPENSES, OPERATING DEFICIT, AND NET SURPLUS. REPORTED ON THE SAME INFORMATION FOR APRIL. REPORTED ON THE BALANCE SHEET. PROVIDED AN UPDATE ON THE AFRICAN RIVER REIMBURSEMENT AGREEMENT.**
8. Approve and authorize release of retention withheld on construction work provided by Durham Construction (\$59,670.86) and Harris Electric (\$17,709.50), related to the Conservation Action Center  
**MEMBER ARIAS MOVED TO APPROVE THE RELEASE OF RETENTION WITHHELD ON CONSTRUCTION WORK PROVIDED BY DURHAM CONSTRUCTION. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.**
9. Receive and approve request from Fresno's Chaffee Zoo Corporation to release remaining Measure Z budgeted funds from the SLC Biotank/Chillers in the total combined amount of \$46,286.50; this includes \$878.50 in remaining design funds and \$45,408.00 in remaining construction funds  
**MEMBER HERZOG MOVED TO APPROVE THE RELEASE OF REMAINING MEASURE Z FUNDS FROM THE SLC BIOTANK/CHILLERS. SECONDED BY MEMBER ARIAS. THE MOTION PASSED UNANIMOUSLY.**
10. Receive Zoo Authority Year Ended June 30, 2023 financial statements with independent auditor's report from Brown Armstrong Accountancy Corporation.  
**RECEIVED. ERIC XIN, PARTNER, BROWN ARMSTRONG ACCOUNTANCY, CORP., REPORTED ON THE FY 2022-23 AUDIT OF MEASURE Z FINANCIALS, WHICH HAS A CLEAN OPINION AND NO FINDINGS.**
11. Receive and approve Fiscal Year 2022-23 Annual Report  
**MEMBER WATERHOUSE NOTED THAT THE REPORT THEME IS KINGDOMS OF ASIA, YET THERE IS A PHOTO OF A LEMUR, WHICH IS FROM MADAGASCAR. MEMBER ARIAS MOVED TO APPROVE THE ANNUAL REPORT WITH THE LEMUR CORRECTION. SECONDED BY MEMBER WATERHOUSE. THE MOTION PASSED UNANIMOUSLY.**
12. Approve proposed amendments to the Fresno County Zoo Authority Procedures, sections VI, Authority Contract Policies and VII, Authority Financial Reporting and Audits  
**MEMBER ARIAS MADE A MOTION TO APPROVE THE AMENDMENTS TO THE ZOO AUTHORITY PROCEDURES. FOLLOWING DISCUSSION, THE BOARD PREFERRED TO MAINTAIN THE FLEXABILITY TO OBTAIN AUDIT SERVICES ON THEIR OWN IF DESIRED; THEREFORE, MEMBER ARIAS WITHDREW HIS ORIGINAL MOTION AND MOVED TABLE IT. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.**

13. Approve the Fiscal Year 2024-25 Administrative Budget  
**MEMBER WATERHOUSE MOVED TO APPROVE THE FY 2024-25 ADMINISTRATIVE BUDGET. SECONDED BY MEMBER ARIAS. THE MOTION PASSED UNANIMOUSLY.**
14. Review next meeting date and revise if necessary:
  - Wednesday, June 26, 2024  
**NO REVISIONS WERE MADE TO THE CALENDAR.**
15. Receive staff reports  
**NO FURTHER REPORTS RECEIVED.**
16. Chair's comments  
**CHAIRMAN THANKED ALL FOR BEING IN ATTENDANCE.**
17. Board Member comments  
**MEMBER WATERHOUSE RECOMMENDED ALL TO ATTEND THE BUTTERFLY EXHIBIT. MEMBER ARIAS PROVIDED INFO/UPDATE REGARDING PARKING. MEMBER GARABEDIAN PROVIDED INFO REGARDING SAFARI NIGHT.**
18. Adjourn  
**THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, CHAIRMAN ROMAN ADJOURNED THE MEETING AT 10:00AM.**

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.