



FRESNO COUNTY ZOO AUTHORITY

ACTION SUMMARY MINUTES

9:00 AM, Wednesday, July 31, 2019

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

1. Call to Order

MEMBER TOSTE CALLED THE MEETING TO ORDER AT 9:05 AM. A QUORUM WAS PRESENT, INCLUDING MEMBERS WATERHOUSE, STRATFORD, GARABEDIAN AND BRAND.

2. Adopt Agenda

MEMBER WATERHOUSE MOVED TO ADOPT THE AGENDA. SECONDED BY MEMBER BRAND, THE MOTION PASSED UNANIMOUSLY.

3. Public Comments

This time is made available to receive comments from the public 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. In order to accurately record the minutes, members of the public are asked to speak only from the podium. Before beginning comments, please state for the record your name and affiliation, if any.

HELD; NONE RECEIVED.

4. Consent Agenda

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 May 29, 2019

b. Review and approve payment of County of Fresno invoice for Professional and Specialized Services in the amount of \$7,000.78 for April, May and June 2019

c. Receive Treasurer's Reports for May 2019

MEMBER WATERHOUSE MOVED FOR APPROVAL OF THE CONSENT CALENDAR. SECONDED BY MEMBER BRAND. THE MOTION PASSED UNANIMOUSLY.

5. Present award to Catherine Crosby for her service to the Zoo Authority as Board Coordinator
PRESENTED AND ACCEPTED

6. Receive Fresno Chaffee Zoo Director's report
RECEIVED. DIRECTOR SCOTT BARTON REPORTED. COMPLETED WARTHOG PROJECT. ABOUT TO WRAP UP UTILITY PROJECT. CONTINUING DESIGN WORK ON KINGDOMS OF ASIA. JUNE AND JULY HAD STRONG ATTENDANCE. ATTENDANCE IS SOLID YEAR TO DATE. HIRED A PROJECT MANAGER. WRAPPING UP SEARCH FOR CFO.

7. Approve and authorize the release of retention withheld on the Warthog project
MEMBER TOSTE NOTED THAT THERE ARE THREE REQUIREMENTS TO RELEASE RETENTION. CERTIFICATION THAT ALL CONDITIONS OF ESCROW WERE MET WAS NOT INCLUDED WITH THE ITEM. ALSO, ARCHITECT SIGNS OFF THAT THE PROJECT HAS BEEN COMPLETED WAS NOT INCLUDED. DIRECTOR BARTON STATED HE WOULD PROVIDE THE INFORMATION WITHIN A WEEK.

MEMBER WATERHOUSE MOVED FOR APPROVAL SUBJECT TO RECEIPT OF CERTIFICATION ALL CONDITIONS OF ESCROW HAVE BEEN MET AND THE ARCHITECT SIGNS OFF THAT THE PROJECT HAS BEEN COMPLETED. SECONDED BY MEMBER BRAND. THE MOTION PASSED UNANIMOUSLY

8. Approve and authorize the Chairman to execute a report of independent accountants on applying agreed-upon procedures from Moss Adams, the Zoo Corporations' outside auditor, for the Zoo Corporation's audit report period ending December 31, 2018
MEMBER BRAND MOVED FOR APPROVAL. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.

9. Approve and authorize the Chairman to execute a First Amendment to Agreement No. 05-237 between the Zoo Authority and the County of Fresno revising the method of payment section, effective upon execution by the Fresno County Board of Supervisors
MEMBER TOSTE NOTED THAT LANGUAGE WITHIN THE AMENDMENT STATES THE AUTHORITY AGREES TO PAY THE COUNTY IN ARREARS WITHIN 45 DAYS. IF THE AUTHORITY CANCELS A MEETING, THIS REQUIREMENT CANNOT BE MET. COUNSEL AGREED TO REMOVE THE 45-DAY REQUIREMENT.

MEMBER WATERHOUSE MOVED FOR APPROVAL SUBJECT TO REMOVAL OF THE 45-DAY REQUIREMENT. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.

10. Receive staff reports
NO FURTHER REPORTS RECEIVED.

11. Board Meetings
a. Approve next meeting date(s)

August 28, 2019
September 25, 2019
October 30, 2019

MEMBER WATERHOUSE MOVED TO CANCEL THE AUGUST 28, 2019 MEETING WITH THE NEXT MEETING TO BE HELD ON SEPTEMBER 25, 2019. SECONDED BY MEMBER GARABEDIAN. THE MOTION PASSED UNANIMOUSLY.

12. Chair's comments

MEMBER TOSTE WELCOMED MS. GARABEDIAN AS THE NEWLY APPOINTED MEMBER.

13. Board Member comments

NO ADDITIONAL COMMENTS RECEIVED

14. Adjourn

THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD, MEMBER TOSTE ADJOURNED THE MEETING AT 9:30 AM.

All supporting documentation is available for public review in the office of the Fresno County Zoo Authority, 2220 Tulare Street, Suite A, Fresno, 93721, during regular business hours.

For further information, please contact Catherine Crosby, Zoo Authority Coordinator, at 600-4305, email zooauthority@co.fresno.ca.us, or visit 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.