

Fresno Chaffee Zoo
894 W. Belmont Avenue
Fresno, CA 93728

Fresno's Chaffee Zoo Corporation
Board of Directors, Finance Committee Meeting
Minutes

Thursday, September 10, 2020
Zoom: <https://zoom.us/j/99520473264>

Committee Members Present

- Dr. K.C. Chen
- Mr. Babatunde Ilori, joined at 4:45 PM
- Mr. Kyle Kirkland,
- Mr. Rion Morgenstern, Committee Chair

Zoo Staff Present

- Ms. Alisha Anderson
- Mr. Scott Barton
- Mr. Steven Gonzales-Warkentin
- Ms. Laura Martina
- Mr. Amos Morris
- Ms. Lyn Myers
- Dr. Lily Wachter
- Mr. Dean Watanabe

The meeting commenced at 4:05 PM

Item 01: Roll Call

Mr. Gonzales-Warkentin called the roll and confirmed that a quorum was present.

Item 02: Public Comment

Mr. Morgenstern asked if any members of the public present wished to comment. Hearing none, he proceeded with the meeting.

Item 03: Approve Minutes from 7/23/2020 Finance Committee Meeting Minutes

Mr. Morgenstern asked if there were any comments or revisions to the minutes as drafted. Hearing none, he asked for a motion to accept the minutes as presented. Mr. Kirkland made the motion and Dr. Chen seconded. The motion passed unanimously.

Item 04: Chair Report

Mr. Morgenstern thanked the staff for their continued hard work and dedication throughout the COVID-19 closure and reopening

Item 05: Approve Financial Report

Mr. Morgenstern then asked Dr. Wachter to present the year-to-date financial report and budget projections through year-end. Dr. Wachter reported that self-generated revenue is 57% below budget for the year-to-date, while operating expenses are 22% below budget. She added that year-to-date attendance was 41% of

the same period for the prior year. She continued that in August, attendance was 65% of 2019 and equals 71% of 2019 if programs and special event attendance are removed from 2019 numbers. Dr. Wachter noted that the Zoo continues to see significant savings in utilities costs; the year-to-date savings are approximately \$100,000. Dr. Wachter then reviewed observed capture rates, including revising the format in which they are presented. Mr. Morgenstern requested that data on total per capita add-ons be included in future presentations.

Dr. Wachter then gave a detailed overview of attendance data stating that weather was a key driver of the higher attendance that the Zoo experienced in June. She added that in July attendance dropped significantly which she believed was partly attributable to conflicting messaging in public media about whether or not the Zoo was open. She concluded that in August, the Zoo has been running later weekend hours but has been affected by current poor air quality due to the fires in surrounding mountain communities.

Dr. Wachter informed the Committee that the outstanding balance on the Zoo's margin loan was \$1.38 million at the end of July; the outstanding loan balance had declined with the sale of investments to \$1.0 million as of today.

Dr. Wachter then provided an update on the budget projections through year-end. She reported that self-generated revenue would likely be in the range of \$6 to \$6.5 million for the year. The lower end of the range assumes weaker attendance and limited events, whereas the higher end assumes strong attendance, including attendance at onsite events.

After discussion, Mr. Kirkland made a motion to recommend that the Financial Report be accepted by the Board as presented to the Board and Mr. Ilori seconded. The motion passed unanimously.

Item 06: Approve Request for Additional 2020 Measure Z Funds for Operations

Dr. Wachter informed the Committee that Zoo management would like approval to request an additional \$1.5 million from the Fresno Zoo Authority to assist with shortfalls resulting from closure due to Covid-19. Mr. Barton stated that there is about \$7 million in the Measure Z fund for operations which have been set aside and can potentially be used for emergencies. He said one of the Authority Board Members encouraged the Zoo to request access to these funds if needed to assist in the current financial situation and the Zoo executive team would like to make such a request

After discussion, Mr. Kirkland made a motion to approve Zoo staff to ask for additional Measure Z funds from the Zoo Tax Authority, and Mr. Ilori seconded. The motion passed unanimously.

Item 07: Approve Kingdoms of Asia Retention Item

Mr. Barton stated that the design contractor, CLR, has concluded its work for the bidding and permitting phase of the project and is seeking the release of retention funds in the amount of \$6,423.80 with the completed phase of the project. Mr. Morgenstern made a motion to approve the release of retention and Mr. Kirkland seconded. The motion passed unanimously.

Item 08: Approve Internal Pest Control Position

Mr. Barton informed the Committee that the Zoo uses an outside vendor for pest management and that the Zoo's needs are beyond what the vendor can provide at their current cost. He added that the Zoo operations staff would like to establish an internal full-time pest management position, that the new staff member

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would be licensed and work closely with the veterinary department and animal staff, and that the position would be budget neutral..

After confirmation of the position's reporting structure, Mr. Kirkland made a motion to approve recommending the position to the Board and Mr. Ilori seconded. The motion passed unanimously.

Item 09: Old Business

No old business was presented.

Item 10: New Business

Dr. Wachter reminded the Committee that the Zoo is currently working on the 2021 Budget, the first draft of which will be presented to the Finance Committee in October.

The meeting was then adjourned at 5:20 PM.