



FRESNO'S CHAFFEE ZOO CORPORATION
FINANCE COMMITTEE MEETING
MINUTES

TUESDAY, APRIL 9, 2024 @ 4:30 PM
1250 W. OLIVE AVENUE, FRESNO, CA 93728

DIRECTOR	03/07/2024	04/09/2024
ROB BELL	A	X
ARELIS GARCIA	X	X
KYLE KIRKLAND	X	X
RION MORGENSTERN	X	X
ROSS PARNAGIAN	X	A
EMILIA REYES	X	X

ZOO STAFF PRESENT

Ms. Nora Crow – Chief Financial Officer
Mr. Jon Forrest Dohlin – Chief Executive Officer/ Zoo Director
Mr. Steven Gonzales-Warkentin – Chief of Staff

1. CALL MEETING TO ORDER AND ROLL CALL

Mr. Morgenstern called the meeting to order at 4:39 PM. Mr. Gonzales-Warkentin called the roll and established that a quorum was present.

2. PUBLIC COMMENT

Mr. Morgenstern then asked if any member of the public wished to comment. Hearing none, he proceeded with the agenda.

3. ADDITIONS TO THE AGENDA

Mr. Morgenstern asked if there were any proposed additions to the agenda on issues that came to the attention of the Committee after the agenda was posted. With no additions presented, Mr. Morgenstern proceeded with the agenda as published.

4. RECEIVE CHAIR REPORT

Mr. Morgenstern stated that after reviewing the materials for this evening's meeting, he was encouraged by the YTD financial results, budget amendment and other items.

5. APPROVE MINUTES

Mr. Morgenstern asked if there were any comments on or revisions to the minutes from the March 7, 2024 meeting. Hearing none, Mr. Kirkland made a motion to approve the minutes as presented and Ms. Garcia seconded. The motion passed unanimously.



6. APPROVE YEAR-TO-DATE FINANCIAL REPORT

Next, Ms. Crow presented the year-to-date financial report through February 2024. She stated that attendance was above budget for the month due to mild weather, Illuminature, and the Lunar New Year celebration. Ms. Crow added that self-generated revenue and total expenses were both below budget but that the Zoo planned additional promotional spending to boost traffic for the balance of the year. After discussion, Ms. Reyes made a motion to recommend the year-to-date financial report to the Board for approval and Mr. Kirkland seconded. The motion passed unanimously.

7. APPROVE 2024 BUDGET AMENDMENT

Ms. Crow reminded the Committee about a budget error discovered last month and discussed staff's efforts to resolve the resulting budget variances. She said that her team and department managers at the Zoo reviewed department budgets and identified areas for savings. Ms. Crow discussed proposed alternatives including efforts to reduce operating expenditures, salaries from open positions, and capital expenditures. She concluded that the impact on the budget would result in an increase in the budget deficit but assured the group that management did not believe the proposed reductions would undermine animal care, maintenance or guest experience. After discussion, Mr. Kirkland made a motion to recommend the budget amendment to the Board for approval and Ms. Reyes seconded. The motion passed unanimously.

8. APPROVE RETENTION RELEASE FOR CONSERVATION ACTION CENTER: HARRIS ELECTRIC AND DURHAM CONSTRUCTION

Mr. Dohlin informed the Committee that the work done on the Conservation Action Center by Durham Construction and Harris Electric had been completed. As a result, he asked for approval on the release of \$116,906.46 held in retention for Durham Construction and \$23,557.50 held for Harris Electric. Mr. Kirkland made a motion to recommend the release of retention for both to the Board and Ms. Reyes seconded. The motion passed unanimously.

9. APPROVE AFRICAN RIVER REPAYMENT PROPOSAL

Mr. Dohlin reminded the Committee that the Zoo Authority had previously requested that the \$838,722.70 spent on the design of the African River exhibit be returned given that the project was postponed. He added that Zoo management had negotiated to repay the fund via quarterly payments of approximately \$46,500 (representing principal and 4% interest) for five years beginning in 2025. After discussion, Mr. Morgenstern made a motion to recommend the repayment plan to the Board for approval; Mr. Kirkland seconded. The motion passed unanimously.

10. FINAL COMMENTS

Mr. Morgenstern then asked the Committee if anyone had any old or new business to discuss. With no final comments or further business offered, Mr. Morgenstern adjourned the meeting at 5:50 PM.