

DRAFT

Finance Committee Meeting Minutes

September 20, 2018

Fresno Chaffee Zoo
894 West Belmont Avenue
Fresno, CA 93728

The meeting of the Fresno Chaffee Zoo's Finance Committee convened on September, 2018 at 4:18 PM at 894 West Belmont Avenue, Fresno, California. The meeting minutes were prepared in the order items were presented during the meeting.

Members Present: Kyle Kirkland – Committee Chair
Ms. Julie Vance
Mr. Ed Gonzalez
Mr. Tom Richards

Advisors Present: Mr. Scott Barton – CEO
Dr. Rick Treatch – CFO

FCZC Staff Present: Mr. Amos Morris – COO
Mr. Steven Gonzales-Warkentin – Executive Assistant

Agenda Item #2: Chair Update

Mr. Kirkland stated that he did not have anything to report beyond the current agenda items.

Agenda Item #3: August Meeting Minutes

After review of the draft minutes, the Finance Committee voted to approve the draft minutes. Mr. Gonzalez moved for approval and Ms. Vance seconded. The motion was approved (4-0).

Agenda Item #4: Zoo Construction Update

Mr. Barton updated the Committee on capital improvement projects such as the Warthog Exhibit currently underway, the South Corridor Infrastructure project which is scheduled to begin September 24, 2018, and the Conservation Building project which will be submitted for bid. Mr. Barton also reported that he expected that the warranty claim on the thatch roofing in African Adventure should be resolved in the next few days with the contractor and manufacturer providing funds to cover the entire cost of replacement/repairs. Mr. Kirkland requested the future updates on projects include the original approved budget, a description of the progress and spending to the date of the update.

Agenda Item #5: August Financial Report

Dr. Treatch reported the Zoo attendance was down in July due to excessive high heat and poor air quality. Special events such as Zoo Boo and Zoo Lights are expected to drive attendance through the holiday season. Dr. Treatch also reported that self-generated revenue increased with increased ticket prices in 2018. Operating expenses are expected to be slightly below budget by the end of the year. The Committee members discussed various revenue, expense and variance items and expressed satisfaction with the report as presented.

Mr. Richards motioned to approve the financial report be presented in current state to the board and Mr. Gonzalez seconded. The motion was approved (4-0).

Agenda Item #6: Belmont Basin Relief Line – Change in Scope

Mr. Barton reported that the Metropolitan Flood Control District required a change in scope to the project totaling \$51,768.44 and described the nature of the change.

After some discussion, Mr. Richards motioned to approve the request for additional funds to be presented to the Zoo Corporation Board and Ms. Vance seconded. The motion was approved (4-0).

Agenda Item #7: Winged Wonders Bird Show – Contract Funding

Mr. Barton reported the contract to purchase the Winged Wonders Bird show has been received from counsel and appeared to be in order. The purchase price of \$276,166.00 includes 100 hours of consulting, all intellectual property and the show's birds. The Zoo's ownership would begin January 1, 2019. Dr. Treatch reported that money would need to be taken from the Zoo's reserves to purchase.

Mr. Gonzales motioned to approve the request for funding to purchase the Winged Wonders Bird Show be presented to the Zoo Corporation Board and Ms. Vance seconded. The motion was approved (4-0).

Agenda Item #8: ZooPlex – Change in Scope

Dr. Treatch reported a change in scope resulting from the addition of a cost estimating service suggested by the project's architect, Paul Halajian. The cost, \$20,164.00, would be additional Measure Z funds.

Mr. Richards recommended approving the additional funds, but requested that Mr. Barton report back to the Board who will be performing the cost estimate, on where the company is based.

Ms. Vance motioned to approve the request for additional funding, totaling \$20,164.00 be presented to the Zoo Corporation Board and Mr. Kirkland seconded. The motion was approved (4-0).

Agenda Item #9: Asia Project's Updated Cost

Dr. Treatch reported that the reimbursable expenses totaling \$112,500.00 for CLR Design were not previously included in the Zoo's request for Measure Z funds.

Mr. Richards motioned to approve the request for additional funds totaling \$112,500.00 be presented to the Zoo Corporation Board and Ms. Vance seconded. The motion was approved (4-0).

Agenda Item #10: African Thatch replacement

Agenda item was previously discussed under Agenda Item #4. No action was taken.

Agenda Item #11 (New Business) and #12 (Old Business)

Mr. Kirkland then asked if there was any new or old business for consideration. Hearing none, he adjourned the meeting at 5:23 PM.