



September 10, 2025

Angela Calvillo, Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, City Hall, Room 244
San Francisco, CA 94102

Supervisor Connie Chan, Chair, Budget and Finance Committee
1 Dr. Carlton B. Goodlett Place, City Hall, Room 244
San Francisco, CA 94102
Sent Via Email: Connie.Chan@sfgov.org

Re: Release of \$3,000,000 reserve for the San Francisco Zoological Society

Dear Madam Clerk and Chair Chan:

I would like to calendar the release of \$3,000,000 of reserve from the Budget and Finance Committee for the operation of the San Francisco Zoo. The City and County of San Francisco (the "City") provides the San Francisco Zoological Society (the "Zoo") an annual management fee of \$4 Million, pursuant the Lease and Management Agreement dated July 1, 1993, between the City and the Zoo.

However, the City has frozen \$3 Million of the total management fee for the current fiscal year while the Zoo has worked to comply with an audit, file no 241027, passed by motion on December 10, 2024. We are pleased to inform the Budget and Finance Committee (the "Committee") that we have been diligently working with the Budget and Legislative Analyst to fully comply with the audit over the summer and since the funds were frozen. Therefore, we respectfully request that the Committee release the frozen funding so that the Zoo can put these funds toward our general operating needs.

Thank you.
Sincerely,

Jeff Pace
Chief Financial Officer, Co-CEO

CC: Cassandra Costello, Chief Operating Officer, Co-CEO, San Francisco Zoological Society
Supervisor Myrna Melgar
Budget and Legislative Analyst Office