

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Central Florida Zoological Society, Inc. Agreement

DEPARTMENT: Tourism Development **DIVISION:** _____

AUTHORIZED BY: *Suzan Bunn* **CONTACT:** Suzan Bunn **EXT.** 2901

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| Agenda Date 11/15/05 Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/> |
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MOTION/RECOMMENDATION:

Approve and authorize Chairman to execute Agreement between Seminole County and the Central Florida Zoological Society, Inc. in the amount of \$270,000.

BACKGROUND:

The Board of County Commissioners at their December 14, 2004 meeting requested the TDC look at a possible reduction of funds for future years. A sub-committee of the Tourist Development Council was then formed and met to review funding for the Central Florida Zoological Society. This sub-committee felt the Zoo should be provided ample time to prepare for this reduction in funds. Therefore, they recommended FY 05/06 funding at the same level as FY 04/05, which was \$270,000. They further recommended reducing the amount to \$200,000 in FY 06/07.

With these recommendations, they requested the Zoo spend a larger percentage of these monies for out-of-the-area advertising, and in this regard, the Zoo has agreed to partner with the Tourist Development Department's cooperative advertising programs where it is appropriate.

The TDC approved the sub-committee's recommendation at their June 2005 meeting. These funds are available and approved in the Tourism Development Department budget for FY 05/06.

A copy of the Zoo's application and a chart detailing the history of payments to the Zoo has been attached.

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| Reviewed by: Co Atty: <u><i>[Signature]</i></u> DFS: _____ Other: _____ DCM: <u><i>[Signature]</i></u> CM: <u><i>[Signature]</i></u> File No.: <u><i>CTD02</i></u> |
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**COUNTY ATTORNEY'S OFFICE
MEMORANDUM**

To: Suzan Bunn, Director, Tourism Development

From: Ann Colby, Assistant County Attorney
Ext. 7254

Date: October 11, 2005

Subject: Central Florida Zoo 05/06 Application

As requested in you Review Request dated October 10, 2005, I have reviewed the Central Florida Zoological Society's 05/06 request for tourism tax funds. Section 125.0104(5)(a)(4), Florida Statutes, specifically permits counties which have less than a 600,000 population to use tourist tax monies to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate or promote a zoological park. The uses of tax monies proposed by the Central Florida Zoo come under this Section of the Statute and are authorized.

If you have any additional questions regarding this application, please do not hesitate to call.

APPLICATION
TOURIST DEVELOPMENT SPONSORSHIP
FY 2005-06

I GENERAL INFORMATION

To assist us in evaluating the impact your event may have on Seminole County and to better understand what support you are requesting, the following questions must be answered in full.

(1) NAME OF ORGANIZATION Central Florida Zoological Society, Inc.

This organization is: Not-for-Profit Private Government Other

(2) NAME OF EVENT/PROJECT Central Florida Zoological Park

DATE OF EVENT ongoing LOCATION OF EVENT Central Florida Zoo

(3) CONTACT PERSON Joe Montisano

(4) COMPLETE ADDRESS OF ORGANIZATION:

STREET 3755 NW Highway 17-92

CITY Lake Monroe ST FL ZIP 32747

PHONE: 407-323-4450 FAX: 407-321-0900 E-Mail joem@centralfloridazoo.org

(5) ORGANIZATION'S CHIEF OFFICIAL: Joe Montisano

TITLE: CEO

Address if different from above:

PHONE: 407-323-4450 x 116 FAX: 407-321-0900 E-Mail joem@centralfloridazoo.org

(6) INTENDED USE OF FUNDS:

Bid Guarantee Promotion/Marketing

(7) AMOUNT REQUESTED \$ 270,000

II. DETAILS ON YOUR ORGANIZATION:

In narrative form please describe your organization in the following areas. Use a separate sheet to complete these questions in detail.

1) What are your organization's goals and objectives?

STATEMENT OF PURPOSE

"The purpose of the corporation shall be to acquire through purchase, lease, gift or otherwise, suitable lands and facilities; to acquire animals and to operate, maintain, and control a zoological and botanical garden; to exhibit collections of insects, fish, amphibians, reptiles, birds and mammals with appropriate surroundings and environment for the instruction, recreation and pleasure of the public and for scientific study." - Article II, Articles of Incorporation of the Central Florida Zoological Society, Inc. 1971

MISSION STATEMENT

The Central Florida Zoological Park is dedicated to preserving the beauty and wonder of animals and their habitats. We are committed to sharing our knowledge, engaging visitors, and celebrating our natural world.

VISION STATEMENT

The Central Florida Zoological Park will be a community resource to promote understanding and appreciation of animals and their natural world. We will inspire action to preserve wildlife.

The Central Florida Zoological Park (CFZP) is nationally accredited by the American Zoo and Aquarium Association (AZA). Membership is also held with the Florida Association of Zoos and Aquariums (FAZA), and the Florida Association of Museums (FAM). CFZP is located 20 minutes north of downtown Orlando near Lake Monroe, and is easily accessible via U.S. Highway 17-92 and Interstate 4. As an affordable zoological park and educational center in Central Florida, the Zoo served nearly a quarter of a million children, adults and seniors in 2004. The site consists of 116 acres, 21 of which are currently used for zoological exhibitions and formal K-12 classroom (indoor and outdoor) presentations. The Zoo site is naturally suited for Florida-focused environmental and conservation education, with varied geography representing the nine distinct ecosystems found throughout Florida including palmetto and pine hammock, native wetlands and littoral pond areas.

Capital infrastructure includes: the new 28,000 square foot Wayne M. Densch Discovery Center and ZooLab which consists of two classrooms, a multi-purpose room capable of seating 300 and the new the Massey Services Insect Zoo; an environmental education building with four offices, classroom space and a teacher resource library; administration and maintenance facilities; veterinary hospital with commissary, isolation/quarantine facilities, and an operating room with laboratory and pharmacy; a 1200 square foot gift shop; multiple food service locations; an information kiosk; 12 acres of animal exhibits; and common areas associated with boardwalks, trails and outdoor assembly areas.

Central Florida Zoo...Your Connection to the Natural World

Since the development of the Central Florida Zoological Society's Articles of Incorporation in 1971, goals and objectives include an understanding of and an appreciation for native and exotic wildlife. Since 1975, CFZP has been providing the community with environmental education programs, participation in conservation programs which protect and preserve wildlife, and has conducted non-invasive research programs which further the understanding of a particular species' natural history. The Zoo also serves as a wholesome recreational experience for all to enjoy. Also during this period, CFZP has been one of the largest regional providers of zoological, scientific and conservation education in Central Florida. As an organization committed to international species survival initiatives, CFZP houses major species exhibits and educational programs focusing on wildlife of Florida, Latin America, Africa and Australasia. Subtle balances in natural habitats and the connections between human consumption and life-style and survival of species and natural systems are the compelling real-life dramas explored at the zoo.

The educational approach is hands-on, showing everyone that the economic and cultural prosperity of humans is inextricably linked to the richness of life on earth. The two-fold goal is to make animals and habitats more familiar and worthy of conservation, and to elevate the level of Florida wildlife in our backyard so that we avoid taking it for granted. At the same time, this educational development is becoming a subcontracted educational resource for K-12 school systems, affordable to all students, providing on-site accredited science education classes within a sensory-rich zoo environment. While CFZP is a scientific and educational partner in the community, it is also a peer training organization, hosting teacher training and wildlife veterinary resources to K-12 and post secondary institutions. Curriculum development and species propagation methods both focus on CFZP's mission to participate in all facets of species survival initiatives, and illustrate the Zoo's responsibilities as an educational center, working science station, and conservation advocate.

CENTRAL FLORIDA ZOOLOGICAL PARK MANAGEMENT STAFF

The following list represents the management staff of CFZP. These individuals are charged with the responsibility of the daily administration of the Zoo, including the development of financial resources, implementation of traditional and innovative conservation and educational programs, continual effective maintenance and care of the animals and plants, promotion of public awareness, strategic planning, and the timely review of the purposes and goals of the institution.

Joe Montisano is Chief Executive Officer. Mr. Montisano received his Bachelor of Science degree in Business Marketing from The University of Akron. He is a Professional Fellow in the American Zoo and Aquarium Association, Founding Director in The Northwest Consortium for Wildlife Conservation Research and Chairman of the Board for Saving Grace Non-Profit Pet Adoption Center. Before his relocation to Florida he was a member of the Roseburg Chamber of Commerce and Visitor Center and on the board for several other non-profit organizations.

Fred Antonio is Director of Operations and General Curator. He has a Bachelor of Science in Fish and Wildlife Management from Montana State University. He is a Professional Fellow of the American Zoo and Aquarium Association (AZA), member of the AZA Wildlife Conservation Management Committee (WCMC), IUCN West Indian Iguana Specialists Group, a Steering Committee member of the Snake Taxon Advisory Group (TAG), Aruba Island Rattlesnake Steering Species Survival Plan (SSP), AZA Studbook Keeper and Population Manager for the Eastern Diamondback Rattlesnake and a member of the Society for the Study of Amphibians and Reptiles. He serves on the Santa Fe Community College Zoo Animal Technology Advisory Board.

Sandi Linn is the Director of Education. Ms. Linn received her Bachelor of Science Degree in Environmental Conservation, Empire State College, New York (SUNY). She is a Professional Fellow of the American Zoo and Aquarium Association (AZA), and serves as the Education Liaison to the Orangutan SSP. She also serves on the AZA Bushmeat Crisis Task Force Training Committee. Ms. Linn served on the Goldsboro Elementary Magnet School Advisory Council, and is a certified Florida Master Naturalist Instructor through the University of Florida Extension.

Jayna Fox is Director of Guest Services. Ms. Fox received her Bachelor of Science degree in Art History from the University of Colorado. She is a member of the National Wildlife Federation and Defenders of Wildlife, and an affiliate member of the American Zoo and Aquarium Association.

Patti Race is Director of Administrative Services. Ms. Race has extensive work experience in office and computer administration. Her primary responsibilities are grant writing, membership programs, and computer administration. She is an affiliate member of the American Zoo and Aquarium Association and serves as the Treasurer for FAZA (Florida Association of Zoos and Aquariums).

Chuck Grimes is Director of Accounting. Mr. Grimes received his Bachelor of Science Degree from Northern Illinois University, a CPA from University of Illinois and his MBA from Governors State University. He has been auditing and consulting in the not-for-profit sector for over three years and has been an auditor in public accounting, as well as a controller in the machining, construction, and promotional products industries.

2. What services does your organization provide?

Education Programs:

The CFZP continues to be a leader of informal science education for students of all ages throughout Central Florida. Whether on site with curriculum-based programs directly targeting the Florida Sunshine State Standards, or through our diverse outreach programs, the Zoo is a respected resource of innovative hands-on environmental education. During 2004/05, over 54,000 people have experienced our formalized education programs detailed below.

In spring of 2005 a very significant transformation of the department took place with the opening of the Wayne M. Densch Discovery Center and ZooLab. This 28,000 square foot multi-faceted complex includes indoor and outdoor classrooms, a large flexible auditorium space, the Outdoor Discovery Courtyard, the Interactive Exhibit Gallery, and ZooLab. The new space allows us to triple our capacity to provide programming for the students of Central Florida. Our popular curriculum-based programs, specifically targeting the Sunshine State Standards, *Two to the Zoo*, for second graders, and *Curric-Zoo-lum*, for third graders will be joined by a third specialized program for fourth and fifth grade students. This new *ZooLab* curriculum is being designed in concert with the ZooLab building itself, which will house the 85 plus Animal Ambassadors of the Education Department.

At ZooLab, students experience learning stations, both indoors and out, taking part in tasks and experiments side by side with the zookeepers. Working with microscopes, computers and animal biofacts such as skulls, feathers and snake sheds, the students become research biologists. Outdoors at the ZooLab pond, microscopic water studies and ongoing wildlife population observations and documentation will be part of the curriculum. A paleontology dig site will have the students uncover bones to articulate and determine information about their finds and a garden of edible plants will be maintained and harvested to make enrichments for the ZooLab animals. The entire integrated math and science curriculum at ZooLab targets the Sunshine State Standards and helps the students prepare for FCAT.

All visitors to the Zoo will be invited to experience the new Interactive Exhibit Gallery, which will feature the Massey Services Insect Zoo and will open in October 2005. In addition to the live invertebrates that will be displayed, several hands-on components for parents and children to enjoy together will be featured. These will include games, challenges, a quiet reading area, and live animal presentations. The gallery will also serve as a rotating art and essay exhibit area to display the work of local school children.

The multi-purpose space provides the community with one of the largest meeting spaces in Seminole County. Specifically designed to be flexible, this room serves as an assembly area for large group presentations, an area to display rotating exhibits, additional classroom space, and the perfect venue for weddings, meetings or other corporate functions.

The new education complex further establishes the Zoo as an important educational destination for the teachers and students of Seminole, Orange, Volusia, Lake and several other central

Florida counties. Along with the curriculum-based grade specific programs, we also provide classes for all ages, from parent/toddlers, to seniors, to continuing education classes for teachers, for which they receive in-service points. In 2004/05, 7,504 children and adults were treated to our guided Planet Safari Zoo Tours and Animal Encounters. Through these experiences the participants are given the opportunity to have animal behaviors interpreted as they occur, as well as having the chance to have all of their questions answered by their knowledgeable Docent, or volunteer guide.

In addition to the programs presented on-site we also provide outreaches into the community throughout the year. During 2004/05, 20,065 people have experienced outreach programs provided by the Zoo. These programs bring wildlife education to a myriad of venues, heightening the Zoo's impact beyond its physical boundaries. Included in this is our popular Z.E.A.L. (Zoo Education Action League) program. Through Z.E.A.L. we partner with several conservation partners to bring an awareness regarding environmental concerns while also instilling the concept that we can all be part of the solution. A portion of the proceeds from these programs benefits two of our conservation partners, The Center for Ecosystem Survival and Defenders of Wildlife Habitat for Bears Campaign. The total donated to these two organizations through Z.E.A.L. funds, since 2000, is \$6,264.00.

The ambiance of the wetland ecosystem where the Zoo is located provides a dramatic backdrop for our many programs. This dynamic living classroom allows visitors of all ages to experience the "real Florida" while also sharing time and space with endangered animals from all over the world. Our popular overnight adventures, Wild Nights and Snooze at the Zoo provide the opportunity to experience the sights and sounds of the Zoo at night, while also learning fascinating facts regarding nocturnal life. During 2004/05, 987 people have participated in this program.

Girl Scout and Boy Scout troops also find the Zoo the perfect location to participate in programs designed exclusively for them. Many specific programs allow them to complete activities toward several badges.

Every Sunday afternoon Docents also present a free Wild Florida presentation for all Zoo visitors. During this popular encounter, guests delight in learning about the unique wildlife in Florida, whether they are local residents or one of the many out of state or out of country visitors we receive. In 2004/05, 669 guests have attended this presentation.

Volunteerism at the CFZP is stronger than ever. In 2004, another record 25,138 hours of volunteer service were donated to the Zoo through our Docent, Teen Team, Zoo Crew and college intern programs.

Our strong relationship with Seminole County Schools continues to grow. In 2003 the development of a new teaching tool by the CFZP called *The Creature Chronicle* received the endorsement of the Seminole County Superintendent of Schools, and the Seminole County School Board. This monthly newsletter designed to help prepare students for the FCAT and Florida Writes, incorporates animals at the Zoo into math, science, reading comprehension,

expository writing and geography. Teachers of 3rd, 4th, and 5th grade students in Seminole, Orange, Volusia and Lake Counties are welcome to participate in this monthly program which includes essay contests, special animal encounters and a multitude of learning activities which correlate directly to, and help students prepare for, FCAT testing.

With the opening of the new Wayne M. Densch Discovery Center and ZooLab, we have laid the foundation for increased programming. A new roster of Home School Classes, new programs for Middle and High School students, new themed Animal Encounters, new week-long Summer Day Camps, additional Teacher Workshops and programs specifically targeting the new Massey Services Insect Zoo are all slated for the 2005-2006 school year.

Animal Department:

The Zoo continues to expand our conservation initiatives in AZA programs through 12 Species Survival Plans, 13 Taxon Advisory Groups, and four Conservation Action Partnerships. The CFZP joins over 210 accredited zoos and aquariums to support and lend expertise to AZA programs. This pooling of resources makes possible meaningful programs, which help conserve wildlife not only in captivity but worldwide.

As an example of reproductive accomplishments at the Zoo, significant births and hatchings in 2004 included:

- Magpie jay
- Spot-nosed guenon
- Black howler monkey
- Coati
- Cotton-top tamarin
- Violaceous turaco
- Eyelash viper
- Red-fronted macaw
- Eastern diamondback rattlesnake
- Palawan peacock pheasant
- Kinkajou
- Kangaroo (in pouch)
- Black-footed cats

The Zoo offers opportunities for community service projects for scouts to obtain Eagle Scout status. In 2004 Eagle Scouts built a special events stage and audience seating for educational programs and entertainment, landscaped the special events area, and defined the parking areas next to the Zoo entrance.

Continuing educational opportunities in 2004/05 offered by the Animal Department included:

Seminole High School, Allied Health Program:

Senior students come to the Zoo and observe behind the scenes veterinary work. This experience offers a fantastic venue for students to compare and contrast human and veterinary medicine. For students interested in the field of veterinary medicine, the opportunity to converse with senior veterinary students from the University of Florida, practicing wildlife residents, and the Service Chief of Zoological Medicine is an experience found no where else.

University of Florida, College of Veterinary Medicine:

Senior veterinary students on wildlife rotation join the wildlife Resident and Service Chief for rounds at the Zoo. During this time many students have their first experience with wildlife medicine and the challenges of working with non-domestic animals.

Post-doctoral Residents in the Zoological Medicine and Wildlife Program

Residents gain experience in wildlife cases under the direction of the Service Chief. The experience offers a variety of case approaches, from active cases to annual physicals. Communication skills are sharpened in "Grand Rounds" discussions with keeper staff at the end of the day.

Zoo Keeper Internship

This three month "on the job" experience provides interns with real job experiences in specific animal departments. These departments include primates, felines, birds, and reptiles. The training includes appropriate husbandry, behavioral enrichment, veterinary review and records systems.

Middle School and High School Programs

Local students have the opportunity to learn more about zoological parks through career talks at their school, presented by keeper and curatorial staff. In addition, a one day "Job shadow" may also be scheduled to see first hand what being a zoo keeper is all about.

Memorable experiences for visitors are many when viewing our diverse collection, ranging from spiders to elephants. Attractive graphics, developed by Zoo staff, appear at each exhibit and offer information on natural history and conservation. Emphasis is placed on the conservation initiatives of AZA. Information is interpreted through text, pictures and symbols. Signs identifying indigenous plants throughout the park further enhance the visitor's learning experience and appreciation of nature. Additionally, a special collection of animals (approximately 85) is maintained by the Education Department and used in interactive education programs, both at the Zoo and in outreach programs.

Guests and participants in education programs can receive personal encounters with Zoo keepers and the exciting information they have to share about their animals. These unique opportunities may arise through spontaneous conversations or during animal programs and demonstrations held on weekdays, weekends and holidays.

The opportunity to see and experience live animals is becoming a rare experience as Central Florida becomes more urbanized. The senses become sharpened and the mind is immersed in awe as kids, for the first time, gaze into the eyes of a leopard, hear an elephant trumpet or watch a crocodile swallow its meal. These memorable discoveries bridge relationships between people and animals, which help develop concern for wildlife and their conservation. Many times the concern for animals is the first step in a child's ethical development. We are proud to be able to contribute and share these ideals with the children of our community.

Marketing Programs:

The Central Florida Zoo offers affordable admission rates, innovative education programs and an up-close animal experience to attract tourists and residents. We are actively attempting to keep our admission rates as low as possible in order to maximize the volume of customers we can bring to this area. Currently we charge \$8.95 for adults, \$6.95 for adults 60 years and over, \$4.95 for children 3-12 and free for children 2 and under. Members of the Central Florida Zoological Society receive free admission to the Zoo 363 days a year in addition to free or discounted admission to over 100 zoos and aquariums nationwide.

With the addition of the Wayne M. Densch Discovery Center we are not only capable of tripling our capacity for education but we also opened several new places for public and private gatherings in Seminole County. We now host smaller meetings, receptions, movie premiers and everything in between. The CFZP still maintains and offers the community two other outdoor facilities. The Rainforest Pavilion is a covered facility with two kitchens, ADA approved restrooms, and a seating capacity of 250. Peacha Wiggins Park is an outdoor shade covered area suitable for an intimate gathering that is capable of hosting 100. Birthday parties are available for children of all ages and they are facilitated by the Guest Services Department. Pricing begins at \$144.00 for a group of 21.

The Zoo gives back to the community through a number of programs and services. Under-privileged children and families affiliated with recognized non-profit groups in Orange County are eligible to receive free admission through funding provided by the Orange County Commission. Wayne M. Densch Charities also funds a grant to provide free admission to economically disadvantaged citizens within the Central Florida area. To support local non-profits in fundraising efforts, the Zoo provides complimentary admission tickets or memberships annually, for silent auctions or drawings with a cumulative fair market value of \$7,000.

Special events and promotions are held throughout the year, giving visitors new reasons to "Do the Zoo." Some events are focused on educating guests about animals and their habitats. Others offer children and families fun, interactive activities. Select events invite the community or business leaders to learn more about the Zoo today and the vision for the future. A list of planned annual events and programming is provided below. Please note that new events and programs are added to this list frequently:

| Dates | 2005 Community Events & Education Programs | Ages | Attendance |
|------------------|---|-------------|-------------------|
| January | Education Programs | All | 1,426 |
| February | Education Programs | All | 1,621 |
| | Annual Meeting | Adults | 75 |
| | WESH-TV 2 Lifestyles Festival | All | 4,000 |
| March | Education Programs | All | 1,677 |
| | Wayne M. Densch Discovery Center Grand Opening | All | 250 |
| April | Education Programs | All | 2,461 |
| | Wild About Florida | All | 1,500 |
| | Hippity Hop Adventure | All | 5,000 |
| May | Education Programs | All | 1,812 |
| | Latin Festival | All | 1,500 |
| June | Education Programs | All | 1,255 |
| July | Education Programs | All | 1,394 |
| | Red, White & Zoo and 20 th Anniversary Celebration | All | 3,630 |
| | Orlando Predators Event | All | 800 |
| August | Education Programs | All | 370 |
| | 16 th Annual Black Tie on the Wild Side | Adult | 445 |
| September | Education Programs | All | 956 |
| | WESH-TV 2 Lifestyles Festival | All | 4,000 |
| October | Education Programs | All | 1,200 |
| | Fifth Annual Zoo Boo Bash | All | 4,500 |
| November | Education Programs | All | 1,200 |
| | Third Annual Fall Harvest Concert | All | 1,500 |
| | Night Sights | All | 180 |
| | Good Morning to Zoo | Members | 300 |
| December | Education Programs | All | 1,000 |
| Dates | 2006 Community Events & Education Programs | Ages | Attendance |
| January | Education Programs | All | 1,400 |
| February | Education Programs | All | 1,600 |

Central Florida Zoo...Your Connection to the Natural World

| Dates | 2006 Community Events & Education Programs | Ages | Attendance |
|------------------|---|-------------|-------------------|
| | Annual Meeting | Adults | 75 |
| | WESH-TV 2 Lifestyles Festival | All | 4,000 |
| March | Education Programs | All | 2,600 |
| | Wild About Florida | All | 1,500 |
| April | Education Programs | All | 3,600 |
| | Hippity Hop Adventure | All | 5,500 |
| May | Education Programs | All | 2,200 |
| | Latin Celebration | All | 2,000 |
| June | Education Programs | All | 1,800 |
| July | Education Programs | All | 1,200 |
| | Red, White & Zoo | All | 1,000 |
| August | Education Programs | All | 600 |
| | 17 th Annual Black Tie on the Wild Side | Adult | 500 |
| September | Education Programs | All | 1,600 |
| | WESH-TV 2 Lifestyles Festival | All | 4,000 |
| October | Education Programs | All | 4,600 |
| | Sixth Annual Zoo Boo Bash | All | 4,500 |
| November | Education Programs | All | 2,800 |
| | Fourth Annual Fall Harvest Concert | All | 1,500 |
| | Night Sights | All | 180 |
| | Good Morning to Zoo | Members | 300 |
| December | Education Programs | All | 2,400 |

Development and Membership Programs:

The Central Florida Zoo is extremely fortunate to benefit from the generosity of the local community. The Central Florida Zoo receives operational support from area businesses, foundations, and individuals. The Zoo has been fortunate to receive contributions from the State of Florida, Darden Restaurants Foundation, Bert W. Martin Foundation, Elizabeth Morse Genius Foundation, Community Foundation of Central Florida, Chesley G. Magruder Foundation, Wayne M. Densch Charities, Stine Foundation, and other groups throughout Central Florida.

The Zoo also receives support from the community through non-cash gifts. These gifts include plants, animals, animal care materials and gifts for Zoo sponsored events. The Zoo's Black-Tie

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on the Wild Side fundraiser is partially funded through non-cash contributions from local merchants to be sold at the Silent Auction. Local Scout and service groups also perform hundreds of hours of community service annually.

Donor relationships are a significant part of the Zoo's development program. Familiarization tours called "It's a Zoo" began in May of 2004 to give individuals a glimpse of what the Zoo is all about and to provide them with a very special animal encounter. It is also meant to reacquaint former donors and members with the facility and allow them the opportunity to see the many exciting changes that are taking place at "their Zoo". The tours take place at 8:30 am or 4:00 pm and last a maximum of one hour.

The Development Department offers advice and guidance to individuals and corporations regarding charitable contributions to the Central Florida Zoo. The CEO and the management staff create one-on-one relationships with donors to help them achieve their goals of supporting the Central Florida Zoo.

There are several different ways that individuals can support the Zoo:

- Gifts to the Annual Fund support ongoing daily operations. Annual Fund donations go toward the care and feeding of the animals, educational programming, and conservation efforts. A gift to the annual fund is truly a gift to all of the animals at the Central Florida Zoo.
- The Boardwalk Plank Program provides the perfect opportunity to recognize family members, friends, and special people. The plank is engraved with a name or message and placed on the Boardwalk that goes throughout the Zoo.
- Matching Gift Programs - Many employers offer matching gift programs to assist their employees in supporting their philanthropic pursuits. A company will sometimes match a gift 1 to 1 or 2 to 1.
- Planned Giving - Many people plan gifts for the Zoo that will mature upon their passing. These estate gifts help to provide for the future needs of the Zoo, while allowing the donor the opportunity to participate in the direction of the Zoo during their lifetime. A planned gift is any gift of any kind for any amount given for any purpose- operations, capital expansion, or endowment- whether given currently or deferred if the assistance of a professional staff person, qualified volunteer or the donor's advisors is necessary to complete the gift. In addition it includes any gift, which is carefully considered by a donor in light of estate and financial plans.

What's New at the Zoo in 2005-2006

On March 15, 2005, the CFZP opened the new **Wayne M. Densch Discovery Center** and ZooLab. This 28,000 square foot facility provided the Zoo with the ability to triple the current classroom space and features a multi-purpose room capable of seating 300. **ZooLab** is a hands-

Central Florida Zoo...Your Connection to the Natural World

on living laboratory for students and will incorporate into the curriculum field projects that utilize flower and vegetable gardens, a paleontology dig site, and a freshwater pond exhibiting indigenous fish and invertebrates. The Education Department will also maintain in this living laboratory a "living lab" of over 85 bird, mammal, reptile, and amphibian ambassadors.

On April 15, 2005, thanks to the generosity of Horizon Homes, the CFZP opened a new **Australian exhibit** featuring kangaroos and emus. We are proud to announce that the female kangaroo has a joey in the pouch which to date has made a few brief appearances.

The **Massey Services Insect Zoo** is scheduled to open on October 15, 2005. This zoo will be incorporated into the new Discovery Center and will feature live displays of fascinating insects and spiders with hands-on activities for families to enjoy together. Visitors can also test their bug knowledge with touch screen computer games, see larger than life bug models, and peer into microscopes to see insects up close. Educational talks and demonstrations will also be available to groups and individuals. Rotating exhibits, live animal encounters and displays of local children's artwork and writings will also be featured.

On the drawing board and funded for 2006 are a new **spider monkey exhibit**, a new **hyacinth macaw** exhibit, an **Australian aviary**, and the off exhibit **clouded leopard breeding area**.

As with all of the Zoo's exhibits, educational programs and signage are designed to incorporate these unique exhibits and to educate school children and guests alike about these fascinating animals and their habitats.

3. How will your organization monitor expenditure of funds?

CFZS' accounting program is consistent with generally accepted accounting procedures as reflected in our annual audited financial statements. Restricted accounts are maintained reflecting obligated income/expenditures, as well as discretionary operational reserves for access during historically slower revenue producing months. An annual operating/capital budget is developed in cooperation with Department Managers and the Accounting Director. The annual budget is finalized by the CEO and presented to the Board for review and approval.

Detailed computerized accounting systems incorporate general ledger, accounts payable, payroll, and fixed assets. Reports are generated monthly displaying budgeted and actual monthly and year-to-date income and expenses. Monthly balance sheets, general ledger, consolidated and departmental income statements, and aging accounts payable reports provide timely and accurate information reflecting fiscal status. Managers are responsible for ensuring departmental budgetary guidelines are maintained and are provided with a monthly income statement for their respective departments.

The CFZS is audited by a certified public accounting firm on an annual basis, with the audited financial report presented to the CFZS Board of Directors, the Seminole County Board of County Commissioners, Tourist Development Council Executive Director and any other interested parties. The Seminole County Office of Management and Budget is provided a monthly income statement and general ledger for TDC reporting as well as the Seminole County Tourist Development Council office.

Every effort is made to accumulate income during peak periods to offset periods of reduced income. Our fixed assets are based on the accrual system. Financial records and reports are prepared and maintained by the Accounting Director. The CEO has discretionary approval for normal expenditures; the CEO, Director of Operations, Board President, and Vice President are the sole authorized signatories on the CFZS's bank accounts.

All computer generated fiscal information is backed up daily with copies maintained off-site in a fireproof safe deposit box.

In furthering the goals of creating an endowment that will maintain and increase the level of operating income available each year, the Zoo has established an endowment with the Community Foundation of Central Florida. The CFZS is also working towards establishing its own stand alone endowment and to date \$378,802 has been committed toward the \$1.0 million endowment goal. A financial manager that will serve to invest and protect the funds according to the CFZS's Investment Policy for Endowed Funds will govern the endowment. This policy has been reviewed and approved by financial professionals in the law, investment, and banking professions to allow for minimal risk and still provide growth income.

4. How will your event bring additional visitors and hotel room nights to Seminole County?

The Zoo's Marketing Department participates in the Seminole County Convention and Visitors Bureau's (SCCVB) programs and works closely with the SCCVB's Sales Manager to bring tourists visiting within the metro area to the Zoo as well as other in-county venues.

Zoo attendance in 2004 reached 204,706 with the following demographical breakdown:

| County | Year to Date |
|--------------------------|---------------------|
| Seminole | 77051 |
| Orange | 47184 |
| Volusia | 40908 |
| Brevard | 3934 |
| Flagler | 1708 |
| Lake | 10407 |
| Osceola | 1981 |
| Other FL counties | 10005 |
| Canada | 471 |
| Great Britain | 453 |
| Germany | 107 |
| France | 15 |
| Out of State | 10482 |
| | |
| Total YTD | 204706 |

The Zoo is also an active member of the Orlando/Orange County Convention and Visitors Bureau (OOCVB) and is a Visit Florida partner. Through these organizations, as well as the SCCVB, the Zoo participates in nationwide and statewide promotions and familiarization tours. The Zoo also actively pursues the Public Relation Leads submitted by all three of these organizations.

Promotions allow the Zoo to reach out-of-state markets to influence potential visitors before they vacation in Florida. Familiarization tours have proven very successful for increasing public awareness of the Zoo in distant markets and within the state.

CFZP funding derived through the Seminole County Tourist Development Council provides opportunities to advertise and promote the Zoo both locally and nationally. Co-op advertising through the SCCVB has provided an affordable means to reach visiting tourists through publications like Best Read Guide, the Seminole County Visitors Guide and Undiscovered Florida, a publication of Visit Florida. The Orlando Sentinel has provided an in-kind, matching grant to supplement the advertising efforts of the Marketing Department. Nearly 100,000 rack

cards are distributed annually to reach tourists through two state welcome centers, FPIS, area chambers of commerce, OOCVB and SCCVB information centers, AutoTrain, Orlando Sanford International Airport and area lodgings. The Zoo's westbound billboard on I-4 in Volusia County and the additional billboards in Daytona Beach and Casselberry serve to increase Zoo awareness and increase visitor to the County. In addition to these we have several cooperative billboards in outer market locations such as Jacksonville, Tampa and Miami. All of these contribute to the increased attendance from the outer market areas.

Local media has provided support of the Zoo as reflected by public service announcements, staff and animal appearances, feature stories, reports, photographs, calendar listings of Zoo events, and live broadcasts. The Zoo develops news releases on a consistent basis to build awareness of the Zoo and public service announcement scripts for all major events which are distributed to print, internet, and radio and television stations in Seminole, Orange, Volusia, Lake, Brevard and Osceola counties. We also promote the Zoo with listings in local publications and regional planning guides.

Also in 2005, Adrenaline Films shot over 4 hours of professional footage on the Zoo and donated the services of editing and producing several public service announcements to be aired on a wide variety of local and outer-market stations.

To entice travelers to visit, the Zoo offers 20% admission to AAA members and reciprocal visitation for members of more than 100 accredited zoos and aquariums throughout the United States through a partnership developed by the American Zoo and Aquarium Association. Discount coupons are published as part of our advertising in Best Read Guide the Seminole County Visitors Guide, Visit Florida Hot Deals and the SCCVB Friend and Family promotion. Free admission is offered for those in the travel industry to encourage them to distribute information about the Zoo to their clients. Zoo rack cards are distributed at Visit Florida's I-95 and I-75 welcome centers, through Central Florida hotels services by FPIS and through area Chambers of Commerce and CVB's.

All advertising promotes the Zoo's website at www.centralfloridazoo.org, which directs visitors to 109 pages of information on the Zoo's animal collection, facts and tickets, events and programs, conservation programs and services. This award winning website was launched in 1999 and increased visitation continues to grow with more than 250,000 visitors annually. A number of links have been established to increase traffic to the site through area CVB's, chambers of commerce, local attractions and area websites like InsideCentralFlorida.com and has registered key words with search engines. The web site was reformatted for ease of use and to provide additional information.

The Zoo also attends select trade shows and community festivals like the WESH-TV 2 LifeStyles Expo in Orlando and Daytona Beach, the Lake Helen Water Festival, the Manatee Festival, and the Orange County Environmental Protection Division – Earth Day Celebration to reach niche markets and the community at large. The Zoo is also working on advertising partnerships with the Orlando Sanford Airport, Kennedy Space Center, Orlando Science Center, and Volusia County Chambers of Commerce to expand our reach and to keep out of town visitors in Seminole County for extended periods.

Central Florida Zoo...Your Connection to the Natural World

5. What is your organization's experience in managing sponsorships and grants?

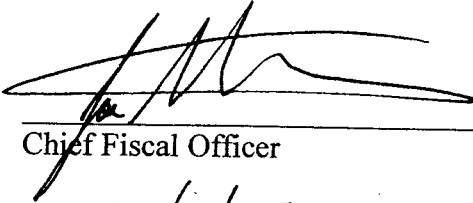
The CFZP continues to manage and utilize operational and capital grant funds from public, corporate, philanthropic, and individual benefactors. Specific entities have included the State of Florida, Seminole and Orange County Governments, Seminole County Public Schools, Bert W. Martin Foundation, Elizabeth Morse Genius Foundation, Lubee Foundation, Chesley G. Magruder Foundation, Darden Restaurants Foundation, the Community Foundation of Central Florida, Walt Disney World Co. Foundation, Wayne M. Densch Charitable Trust and the federally sponsored Institute of Museum and Library Services.

As with Seminole County TDC reporting protocol, many of the funding organizations mandate financial reporting during the term of the grant cycle as well as a detailed report at the conclusion of the funding cycle.

Intended Utilization of Tourist Funds

1. To partner with the Tourist Development Council on all the joint marketing and advertising projects. This will help attract visitors to the area by expanding the tourism options of this County.
2. Expand independent advertising and marketing into the outer markets to attract more visitors to Seminole County and extend the stay in this area to include overnights and multiple attractions.
3. Continued maintenance and enhancement of the Seminole County public park area along with trailhead opportunities of adjoining properties of the Central Florida Zoological Park.
4. Operational funding as authorized by Florida and Seminole County Statutes and to expand different functions of the Zoo including concerts, special events and targeted opportunities.
5. Enhancements to existing animal exhibits consistent with the Central Florida Zoological Park Master Plan along with expanding the educational opportunities available for students and the general public.

I have reviewed this Application for Funds from the Tourist Development Council for FY2005-06. I am in full agreement with the information contained herein. To the best of my knowledge, the information contained in this Application and its attachments is accurate and complete.

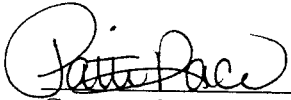


Chief Fiscal Officer

10/7/05

Date

Corporate Seal



Corporation Secretary

10-7-05

Date

County Manager's Office



MEMORANDUM

December 17, 2004

TO: Board of County Commissioners

FROM: J. Kevin Grace, County Manager *J. Kevin Grace*

SUBJECT: County Funding of Central Florida Zoo

In response to the discussion at last Tuesday's meeting, please find attached a detailed breakdown of Seminole County Government's past financial support of the Central Florida Zoo.

I would point out that the five years (FY2000-FY2004) that included an additional \$300,000 per year was related to the County's commitment of \$1.5 million to the Zoo's capital expansion program. This commitment was met during the FY 04 fiscal year.

If you have any questions regarding this information, please do not hesitate to contact me.

JKG:sp

Attachment

c: Don Fisher, Deputy County Manager
Sally Sherman, Deputy County Manager
Suzan Bunn, Tourism & Development, Director ✓
Lisa Spriggs, Fiscal Services, Director

Seminole County Government
 Contributions to the Central
 Florida Zoological Society

CAPITAL ALLOCATION

| | Tourist Development Tax | General Fund | Per Feb. 6, 2000 Agreement Tourist Development Tax | Total |
|-----------|-------------------------|---------------------|---|------------------------|
| 1988-89 | \$ 122,588.00 | - | - | \$ 122,588.00 |
| 1989-90 | 173,831.00 | - | - | \$ 173,831.00 |
| 1990-93 | 464,000.00 | - | - | \$ 464,000.00 |
| 1990-91 | 180,000.00 | - | - | \$ 180,000.00 |
| 1991-92 | 180,000.00 | - | - | \$ 180,000.00 |
| 1992-93 | 180,000.00 | - | - | \$ 180,000.00 |
| 1993-94 | 180,000.00 | - | - | \$ 180,000.00 |
| 1994-95 | 180,000.00 | - | - | \$ 180,000.00 |
| 1995-96 | 180,000.00 | - | - | \$ 180,000.00 |
| 1996-97 | 180,000.00 | - | - | \$ 180,000.00 |
| 1997-98 | 240,000.00 | - | - | \$ 180,000.00 |
| 1998-99 | 252,000.00 | - | - | \$ 240,000.00 |
| 1999-2000 | 270,000.00 | 213,600.00 | - | \$ 252,000.00 |
| 2000-01 | 270,000.00 | 213,600.00 | \$ 86,400.00 | \$ 570,000.00 |
| 2001-02 | 270,000.00 | 213,600.00 | \$ 86,400.00 | \$ 570,000.00 |
| 2002-03 | 270,000.00 | 213,600.00 | \$ 86,400.00 | \$ 570,000.00 |
| 2003-04 | 270,000.00 | 213,600.00 | \$ 86,400.00 | \$ 570,000.00 |
| 2004-05 | 270,000.00 | - | \$ 86,400.00 | \$ 270,000.00 |
| | <u>4,132,419.00</u> | <u>1,068,000.00</u> | <u>\$ 432,000.00</u> | <u>\$ 5,632,419.00</u> |

**CENTRAL FLORIDA ZOOLOGICAL SOCIETY, INC.
TOURIST DEVELOPMENT TAX FUNDING AGREEMENT**

THIS AGREEMENT is made and entered this _____ day of _____, 20____, by and between **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter referred to as the "COUNTY," and **CENTRAL FLORIDA ZOOLOGICAL SOCIETY, INC.**, a Florida not-for-profit corporation, whose mailing address is Post Office Box 470309, Lake Monroe, Florida 32747-0309, hereinafter referred to as the "ZOO".

W I T N E S S E T H:

WHEREAS, the Florida State Legislature enacted Section 125.0104, Florida Statutes, known as the Local Option Tourist Development Act in response to the growing need of Florida counties to provide additional revenue sources for tourist development to stimulate the local economy; and

WHEREAS, the voters of Seminole County approved by referendum, the imposition of the Tourist Development Tax on transient rental accommodations in Seminole County; and

WHEREAS, the COUNTY, in coordination with the Tourist Development Council, appropriated Tourist Development Tax revenues to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate or promote the Central Florida Zoological Park which is operated by a not-for-profit organization and open to the public.

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth herein, the COUNTY and the ZOO agree as follows:

Section 1. Term. The term of this Agreement is from October 1, 2005, through September 30, 2006, the date of signature by the parties notwithstanding, unless earlier terminated, as provided herein.

Section 2. Termination. This Agreement may be terminated by either party at any time, with or without cause, upon not less than thirty (30) days written notice delivered to the other party or, at the option of the COUNTY, immediately in the event that the ZOO fails to fulfill any of the terms, understandings or covenants of this Agreement. The COUNTY shall not be obligated to pay for any services provided or costs incurred by the ZOO after the ZOO has received notice of termination. Upon said termination, the ZOO shall immediately refund to the COUNTY, or otherwise utilize as the COUNTY directs any unused funds provided hereunder.

Section 3. Services.

(a) The ZOO shall use funds from this Agreement in conjunction with monies granted by any public or private agency to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate or promote the Central Florida Zoological Park, operated by a not-for-profit corporation and open to the public, as set forth in Exhibit "A" attached hereto and incorporated herein.

(b) The ZOO shall be required to have and maintain a website for the purpose of promoting tourism to the ZOO. Such site shall be linked to the Seminole County Tourism website (www.visitseminole.com) and such link shall be maintained throughout the duration of this Agreement.

(c) The ZOO shall devote a portion of monies received pursuant to this Agreement to out-of-County advertising and promotion and shall, where appropriate, participate in the County's cooperative advertising programs.

Section 4. Membership. The ZOO shall provide and maintain full voting member seats on the Zoological Society Board for a COUNTY Commission member and a Tourist Development Council member. The aforementioned members shall be nominated by their respective

organizations and appointed by the ZOO. The ZOO shall ~~not~~ change the size of the Zoological Society Board without notification to the COUNTY'S Board of County Commissioners.

Section 5. Liability. COUNTY, its Commissioners, officers, employees and agents shall not be deemed to assume any liability for the acts, omissions and negligence of ZOO, its officers, employees and agents in the performance of services provided hereunder.

Section 6. Billing and Payment.

(a) The COUNTY hereby agrees to provide financial assistance to the ZOO up to a maximum sum of TWO HUNDRED SEVENTY THOUSAND AND NO/100 DOLLARS (\$270,000.00) payable at the rate of TWENTY-TWO THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$22,500.00) per month for a period of twelve (12) months, for all services provided hereunder by the ZOO during the term of this Agreement in accordance with the proposed projects outline set forth in Exhibit "A". Qualified expenditures are reimbursable upon:

(1) Receipt by the COUNTY of a Request for Funds form, attached hereto and incorporated herein as Exhibit "B," from ZOO requesting each monthly installment of the total contract amount as stated above in Exhibit "A".

(2) Verification by the Seminole County Tourism Development Director that the ZOO is providing the services for which reimbursement is sought and has complied with the reporting requirements contained hereinafter;

(3) Payment requests shall be sent to:

Original: Director
Seminole County Tourism Development
1230 Douglas Avenue, Suite 116
Longwood, Florida 32779

Duplicate: Director, Department of Finance
Seminole County Services Building
1101 East First Street
Sanford, Florida 32771

(b) If the ZOO misappropriates or misuses the funds provided herein, the ZOO shall repay the COUNTY the entire sum of this Agreement within ninety (90) days of notice, as provided hereinafter, from the COUNTY.

Section 7. Reporting Requirements.

(a) In the performance of this Agreement, the ZOO shall maintain books, records and accounts of all activities in compliance with normal accounting procedures. The ZOO shall transmit and certify interim records to the COUNTY monthly.

(b) The ZOO shall provide a quarterly report to the COUNTY's Board of County Commissioners setting forth general ZOO activities, and the progress of plans to expand its present Seminole County Facility.

(c) The quarterly report referenced in subsection (b) herein shall include the progress of fund raising efforts regarding other central Florida governmental entities, such as Orange County, the City of Orlando and the Orange and Seminole County School Boards.

(d) The ZOO shall provide copies of its annual certified audit and annual report to the COUNTY within thirty (30) days of receipt of the audit and report by the ZOO.

Section 8. Non-Allowable Costs. The purpose for which Tourist Development Tax grant funds are provided to the ZOO shall not duplicate programs for which monies have been received, committed or applied for from another source. The monies provided hereunder shall not be expended on wages or salaries for administrative staff, feasibility studies for facilities to be located outside Seminole County, or administrative expenses other than those appearing, if any, in Exhibit "A".

Section 9. Unavailability of Funds. The ZOO acknowledges that the Tourist Development Tax revenues are the source of funding for this

Agreement and that no other COUNTY revenues shall or may be utilized to meet the COUNTY's obligations hereunder. If, for whatever reason, the funds pledged by the COUNTY to this program should become unavailable, this Agreement may be terminated immediately, at the option of the COUNTY, by written notice of termination to ZOO as provided hereinafter. The COUNTY shall not be obligated to pay for any services provided or costs incurred by the ZOO after the ZOO has received such notice of termination. In the event there are any unused COUNTY funds, the ZOO shall promptly refund those funds to the COUNTY or otherwise utilize such funds as the COUNTY directs.

Section 10. Access to Financial Records. The ZOO shall allow the COUNTY, its duly authorized agent and the public access to such of ZOO's records as are pertinent to all services provided hereunder, at reasonable times and under reasonable conditions for inspection and examination in accordance with Florida Statutes.

Section 11. Liaison. The ZOO shall submit original Request for Funds forms and any other required reports or correspondence, to the following:

Director
Seminole County Tourism Development
1230 Douglas Avenue, Suite 116
Longwood, Florida 32779

Section 12. Notices. Whenever either party desires to give notice unto the other, it shall be given in writing by certified United States mail, with return receipt requested, and sent to:

For COUNTY:

Director
Seminole County Tourism Development
1230 Douglas Avenue, Suite 116
Longwood, Florida 32779

For ZOO:

Joe Montisano, CEO
Central Florida Zoological Society, Inc.
Post Office Box 470309
Lake Monroe, Florida 32747-0309

Either of the parties may change, by written notice as provided above, the person or address for receipt of notice.

Section 13. Assignments. Neither party to this Agreement shall assign this Agreement, nor any interest arising herein, without the written consent of the other.

Section 14. Entire Agreement.

(a) It is understood and agreed that the entire Agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof.

(b) Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties.

Section 15. Compliance with Laws and Regulations. In providing all services pursuant to this Agreement, ZOO shall abide by all statutes, ordinances, rules, and regulations pertaining to, or regulating the provisions of, such services, including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules, or regulations shall constitute a material breach of this Agreement, and shall entitle the COUNTY to terminate this Agreement immediately upon delivery of written notice of termination to ZOO as provided hereinabove.

Section 16. Conflict of Interest.

(a) The ZOO agrees that it will not engage in any action that would create a conflict of interest in the performance of its

obligations pursuant to this Agreement with the COUNTY or which would violate or cause others to violate the provisions of *Part III, Chapter 112, Florida Statutes*, relating to ethics in government.


(b) The ZOO hereby certifies that no officer, agent or employee of the COUNTY has any material interest (as defined in *Section 112.312(15), Florida Statutes*, as over 5%) either directly or indirectly, in the business of the ZOO to be conducted here, and that no such person shall have any such interest at any time during the term of this Agreement.

(c) Pursuant to *Section 216.347, Florida Statutes*, the ZOO hereby agrees that monies received from the COUNTY pursuant to this Agreement will not be used for the purpose of lobbying the Legislature or any other State or Federal Agency.

IN WITNESS WHEREOF, the parties to this Agreement have caused their names to be affixed hereto by the proper officers thereof for the purposes herein expressed on the day and year first above written.

ATTEST:

CENTRAL FLORIDA
ZOOLOGICAL SOCIETY, INC.



MICHAEL L. GORE, Secretary

By: 

JOE MONTISANO, CEO

(CORPORATE SEAL)

Date: 11/7/05

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of
Seminole County, Florida

By: _____
CARLTON HENLEY, Chairman

Date: _____

For the use and reliance
of Seminole County only.

As authorized for execution
by the Board of County Commissioners
at their _____, 20____
regular meeting.

Approved as to form and
legal sufficiency.

County Attorney
AC/lpk
11/1/05
zoo

Attachments:

- Exhibit "A" - Project Budget Outline
- Exhibit "B" - Request For Funds Form

EXHIBIT "A"

Intended Utilization of Tourist Funds

1. Expanded in-market advertising and marketing to attract more visitors and extend time stay in Seminole County.
2. Continued maintenance and enhancement of the Seminole County public park area of the Central Florida Zoological Park.
3. Operational funding as authorized by Florida and Seminole County Statutes.
4. Enhancements to existing animal exhibits consistent with the Central Florida Zoological Park Master Plan along with expanding the educational opportunities available for students and the general public.



EXHIBIT "B"

REQUEST FOR FUNDS

SEMINOLE COUNTY TOURISM DEVELOPMENT
1230 DOUGLAS AVENUE, #116, LONGWOOD FL 32779

EVENT NAME _____

ORGANIZATION _____

ADDRESS _____

CONTACT PERSON _____ TELEPHONE _____

REQUEST PERIOD FROM _____ TO _____

REQUEST # _____

() INTERIM REPORT () FINAL REPORT

TOTAL CONTRACT AMOUNT \$ _____

| <u>EXPENSE</u> | <u>BUDGET</u> | <u>REIMBURSEMENT REQUESTED</u> |
|----------------|---------------|--------------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| TOTALS | _____ | _____ |

NOTE: Furnishing false information may constitute a violation of applicable State and Federal laws.

CERTIFICATION OF FINANCIAL OFFICER: I certify that the above information is correct based on our official accounting system and records, consistently applied and maintained and that the cost shown have been made for the purpose of and in accordance with, the terms of the contract. The funds requested are for reimbursement of actual cost made during this time period.

SIGNATURE _____ TITLE _____

EXHIBIT B



INSTRUCTIONS FOR COMPLETING THE REQUEST FOR FUNDS FORM

FUNDS CAN ONLY BE REIMBURSED WHEN THIS FORM IS SUBMITTED to Contracts Manager at Seminole County Tourism Development Department. Allow at least 30 days for reimbursement. If this form is not completed correctly and/or required documentation is not attached, reimbursement will be delayed or denied.

EVENT NAME: The name of the event for which your organization is requesting reimbursement (if applicable)

ORGANIZATION: Your organization name

ADDRESS: The address the reimbursement check should be sent

CONTRACT PERSON: The person who is responsible for the request

TELEPHONE NUMBER: The number of the contact person

REQUEST PERIOD: Beginning and ending date of the request period

CONTRACT AMOUNT: The total of the contract with Seminole County

REQUEST #: The sequential number of this request

INTERIM/FINAL: Indicate the type of request

EXPENSE: The category of the expense for which you are requesting reimbursement

BUDGET: The amount budgeted for that expense from Exhibit "A" of the contract

REIMBURSEMENT: Amount you are requesting for reimbursement

TOTALS: Enter total for each column

CERTIFICATION: Name, title and date certifying officer of your organization signed request

Exhibit B Instructions