

OAKLAND COUNTY ZOOLOGICAL AUTHORITY
1200 NORTH TELEGRAPH ROAD, PONTIAC, MICHIGAN 48341-0470
Telephone: (248) 858-0100 FAX: (248) 858-1572

Brandon Kolo, *Chairperson*
Jennifer M. Grieco, *Secretary*

Alex Cooper
(*Alternate: Tameka Ramsey*)
Millie Hall
John Draper II

August 27, 2020

Temporary Chair Chris Ward, Chief of Staff, Oakland County Board of Commissioners called the meeting of the Oakland County Zoological Authority to order at 9:05 a.m. via Videoconference.

MEMBERS PRESENT:

Brandon Kolo, Jennifer Grieco, Alex Cooper, Millie Hall, Tameka Ramsey (Alternate)

MEMBERS ABSENT WITH NOTICE:

John Draper II

INTRODUCTION OF NEW COUNTY EXECUTIVE AUTHORITY APPOINTEES

John Draper II, and Jennifer M. Grieco were appointed by County Executive David Coulter for a two-year term, ending May 1, 2022, or until a successor is appointed. The following individuals were reappointed on August 20, 2020, to serve on the Oakland County Zoological Authority (OCZA) by the Chairperson of the Oakland County Board of Commissioners for a one-year term, ending May 1, 2021, or until a successor is appointed: Alex Cooper, Brandon Kolo, Millie Hall, and Tameka Ramsey (Alternate). There are two alternate positions remaining vacant.

ELECTION OF OFFICERS

Nominations were opened for the Election of Chairperson.

Cooper nominated Brandon Kolo as Chairperson. Seconded by Grieco.

There were no further nominations and nominations were closed.

Vote on Chairperson:
Ayes: Cooper, Hall, Grieco, Kolo (4)
Nays: (0)
Absent: Draper II

A sufficient majority having voted in favor, Brandon Kolo was elected Chairperson.

Nominations were opened for the Election of Secretary.

Cooper nominated Jennifer Grieco as Secretary. Seconded by Kolo.

There were no further nominations and nominations were closed.

Vote on Secretary:
Ayes: Hall, Grieco, Cooper, Kolo (4)
Nays: (0)
Absent: Draper II

A sufficient majority having voted in favor, Jennifer Grieco was elected Secretary.

APPROVAL OF PREVIOUS MINUTES

Alex Cooper indicated that there was a minor typographical error in the header of the minutes and requested that the error be corrected changing Millie Hill to Millie Hall. Ms. Grieco indicated that she would abstain from voting since she was not present at the previous meeting.

Cooper moved to approve the minutes of September 4, 2019, as amended. Seconded by Hall.

Motion carried on a roll call vote with Draper II absent, and Grieco abstaining since she was not present at the previous meeting.

APPROVAL OF AGENDA

Chairperson Kolo indicated that he would like to add "Discussion of Bylaws and Rules of Order" on the agenda as item #8. There were no objections.

Cooper moved approval of the agenda, as amended. Seconded by Grieco.

Motion carried unanimously on a roll call vote with Draper II absent.

PUBLIC COMMENT

David T. Woodward, Chairman, Oakland County Board of Commissioners, spoke during public comment.

DISCUSSION OF BYLAWS AND RULES OF ORDER

Discussion was held regarding the consideration of creating bylaws for the Authority with the suggestion being made to review other Authority bylaws as a guide. A workgroup was created consisting of Mr. Kolo and Ms. Grieco to undertake this task. Mr. Ward suggested that the Authority consider engaging legal counsel from Dickinson-Wright, as this firm is currently working with the Oakland County Public Transportation Authority. There were no objections to consideration of engaging Dickinson-Wright. Authority members discussed using Robert's Rules of Order as the guide for Authority operating procedures.

Cooper moved that Roberts Rules of Order will be the procedure used to conduct the Oakland County Zoological Authority meetings until Bylaws are adopted. Seconded by Grieco.

Motion carried unanimously on a roll call vote with Draper II absent.

ZOO UPDATE- CURRENT NEWS, HAPPENINGS, PLANS

Ron Kagan, Executive Director and Chief Executive Officer, Detroit Zoological Society, reported on the impact that the pandemic has had on Zoo operations and programming. Mr. Kagan indicated that many Zoo events were canceled resulting in a loss of revenue and that there are plans to launch a fundraising campaign within the next few weeks. Mr. Kagan also provided an update on the status of the penguin conservation facility, the online ticket reservations system, and patron attendance. Mr. Kagan reported that the Community and Government Relations position was eliminated, and that a Director of Diversity and Community Engagement position had been created.

TREASURER'S REPORT

Amy Carter, Junior Accountant, and Ross Gavin, Deputy County Treasurer, Oakland County Treasurer's Office, provided a brief overview of the Treasurer's Report for FY 2019-2020, Month 8. The report included the Oakland County Zoological Authority Assets, Liabilities and Fund Equity, Revenues and Expenditures, Non-Expenditure Payments, and Transfers from Tax Collection Payments, ending July 31, 2020.

Grieco moved to receive and file the Treasurer's Report. Seconded by Cooper.

Motion carried.

PLANTE MORAN AUDIT ENGAGEMENT & PLANNED SCOPE AND TIMING LETTERS

Timothy St. Andrew, Auditor, Plante Moran, reported that they are in the process of planning for the audit of the financial statements of the Authority for the year end November 30, 2020, and provided an overview of the auditing process.

Grieco moved to accept Plante Moran as the auditor for the Oakland County Zoological Authority. Seconded by Hall.

Motion carried unanimously on a roll call vote with Draper II absent.

Cooper moved to receive and file the Plante Moran Engagement Letter and accompanying Professional Services Agreement. Seconded by Grieco.

Motion carried.

CERTIFICATION OF LEVY AND COLLECTION OF TAX FOR 2020 (RESOLUTION AND L-4029 FORM)

Grieco moved approval of the "Resolution for Levy and Collection of Millage" and the accompanying 2020 Tax Rate Request form (L-4029). Seconded by Hall.

Motion carried unanimously on a roll call vote with Draper II absent.

APPROVAL OF FISCAL YEAR 2020 AUTHORITY BUDGET

Cooper moved to postpone adoption of the budget for FY 2020 until the next meeting in September 2020. Seconded by Hall.

Motion carried unanimously on a roll call vote with Draper II absent.

COMMUNICATIONS

None.

OTHER BUSINESS

Cooper moved to appoint the Oakland County Zoological Authority Chairperson and Secretary to serve on the Detroit Zoological Society Board of Directors. Seconded by Hall.

Motion carried unanimously on a roll call vote with Draper II absent.

ADJOURNMENT

The next meeting is scheduled for Thursday, September 17, 2020, at 9:00 a.m.

Grieco moved to adjourn the meeting. Seconded by Cooper.

Motion carried.

There being no further business to come before the Authority, the meeting was adjourned at 11:29 a.m.

Megan C. Sellers, Staff Assistant
Oakland County Board of Commissioners

Jennifer M. Grieco, Secretary
Oakland County Zoological Authority

NOTE: The foregoing minutes are subject to Authority approval.