

OAKLAND COUNTY ZOOLOGICAL AUTHORITY

1200 NORTH TELEGRAPH ROAD, PONTIAC, MICHIGAN 48341-0470

Telephone: (248) 858-0100 FAX: (248) 858-1572

Brandon Kolo, Chairperson
(Alternate: Robert Kalman)
Jennifer M. Grieco, Secretary
(Alternate: Gretchen Parks)

November 29, 2023

Alex Cooper
(Alternate: Tameka Ramsey)
Millie Hall
(Alternate: Helaine Zack)
Elizabeth Howe
(Alternate: Richard Strenger)

Acting Chair Brandon Kolo called the meeting of the Oakland County Zoological Authority to order at 3:16 p.m., at the Detroit Zoo, Ford Education Center Conference Room, 8450 W. Ten Mile Road, Royal Oak, Michigan.

MEMBERS PRESENT:

Brandon Kolo, Jennifer M. Grieco, Alex Cooper, Millie Hall

ALTERNATE MEMBERS PRESENT:

Robert Kalman, Gretchen Parks

MEMBERS ABSENT WITH NOTICE:

Elizabeth Howe

APPROVAL OF PREVIOUS MINUTES

Grieco moved approval of the minutes from July 18, 2023, as presented. Seconded by Cooper.

Motion carried.

APPROVAL OF AGENDA

Grieco moved approval of the agenda, as presented. Seconded by Hall.

Motion carried.

PUBLIC COMMENT

None.

ELECTION OF OFFICERS

Nominations were opened for the election of Chairperson.

Moved by Grieco, seconded by Cooper that Brandon Kolo be elected as Chairperson.

There were no further nominations and nominations were closed.

Motion carried.

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

Nominations were opened for the election of Secretary.

Moved by Cooper, seconded by Hall that Jennifer Grieco be elected as Secretary.

There were no further nominations and nominations were closed.

Motion carried.

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

REPORT FOR OCZA DZS BOARD MEMBERS

Chair Kolo gave a brief update regarding the Detroit Zoological Society (DZS). Chair Kolo requested that the Oakland County Zoological Authority (OCZA) chair and secretary would continue serving as DZS members. There were no objections.

Dr. Hayley Murphy, Chief Executive Officer of the Detroit Zoo, gave a PowerPoint presentation which highlighted recent events at the zoo. Dr. Murphy answered Authority members' questions.

APPROVAL OF THE FY2023/2024 BUDGET

Robert Wittenberg, Oakland County Treasurer, gave an overview of the Treasurer's Report for FY 2022-2023, Month 10, which included the FY2023/2024 Budget. Chair Kolo presented four resolutions, each taken up separately as follows:

Resolution One: Budget

Be it hereby resolved, the 2023-2024 Oakland County Zoological Authority budget for each fund is hereby appropriated as presented by the Treasurer.

Grieco moved approval of Resolution One, the FY2023/2024 Budget. Seconded by Hall.

Motion carried on a roll call vote with Howe absent.

Resolution Two: Purchasing

Whereas the Oakland County Zoological Authority finds it necessary to incur budgeted expenses;

Now therefore be it resolved, the Oakland County Zoological Authority Chair is authorized to place orders for and make payment of these expenses.

Grieco moved approval of Resolution Two, Purchasing. Seconded by Cooper.

Motion carried on a roll call vote with Howe absent.

Resolution Three: Transfers

Now therefore be it resolved the Treasurer is authorized to make administrative transfers within appropriate centers.

Grieco moved approval of Resolution Three, Transfers. Seconded by Hall.

Motion carried on a roll call vote with Howe absent.

Resolution Four: Contracts

Whereas the Oakland County Zoological Authority finds it necessary to contract for services;

Now therefore be it resolved the Oakland County Zoological Authority Chair is authorized to enter into contracts on behalf of the Authority, provided the contracts do not exceed budgeted expenses.

Grieco moved approval of Resolution Four, Contracts. Seconded by Cooper.

Motion carried on a roll call vote with Howe absent.

OTHER BUSINESS/ADJOURNMENT

Chair Kolo introduced and welcomed the newest member of the Authority, Robert Kalman.

Chair Kolo suggested the next meeting be scheduled in April of 2024. There were no objections.

The meeting was adjourned at 3:43 p.m.



Tracy Stolzenfeld, Committee Coordinator Senior
Oakland County Board of Commissioners



Jennifer M. Grieco, Secretary
Oakland County Zoological Authority

NOTE: The foregoing minutes are subject to Authority approval.

**Oakland County
Zoological Authority
Budget**

**FY
2023-2024
Budget**

Revenue

Annual Contributions	13,300.00
Total Revenue	<u><u>13,300.00</u></u>

Expenditures

Audit	7,500.00
Accounting	2,500.00
BOC Admin Services	2,500.00
Miscellaneous	800.00
Total Expenditures	<u><u>13,300.00</u></u>

**Oakland County
Zoological Authority
FY 2022-2023 Month 10
Balance sheet as of:
October 30, 2023**

Assets

Cash & Short Term Investments 94,515.24

Total Assets \$ 94,515.24

Liabilities

Accounts Payable-Zoo Society 92,822.67

Investment Interest less Fees 28,497.78

Total Liabilities \$ 92,822.67

Fund Equity

Fund Equity \$ 1,692.57

Total Liabilities & Fund Equity \$ 94,515.24

**Oakland County
Zoological Authority
FY 2022-2023 Month 10
Revenue and Expenditures as of:
October 30, 2023**

	FY 2023 Budget	Actual September	Actual to Date	Balance	% of Budget
<u>Revenue</u>					
Annual Contributions	12,500.00	0.00	0.00	12,500.00	0%
Total Revenue	12,500.00	0.00	0.00	12,500.00	0%
<u>Expenditures</u>					
Audit	6,700.00	0.00	6,700.00	0.00	100%
Accounting	2,500.00	208.33	2,291.66	208.34	92%
BOC Admin Services	2,500.00	643.27	1,196.77	1,303.23	48%
Miscellaneous	<u>800.00</u>	<u>0.00</u>	<u>619.00</u>	<u>181.00</u>	77%
Total Expenditures	12,500.00	851.60	10,807.43	1,692.57	86%

**Oakland County
Zoological Authority
FY 2022-2023 Month 10
Expenditures as of:
October 30, 2023**

Payee	Total	Accounting Service Fees	Professional Service Fees	Audit	Misc.	Date Paid
Oakland County Treasurer (Dec)		208.33				12/30/2022
Dickinson Wright					217.00	1/17/2023
Dickinson Wright					402.00	1/18/2023
Oakland County Treasurer (Jan)		208.33				1/30/2023
Oakland County Treasurer (Feb)		208.34				2/28/2023
Oakland County Treasurer (March)		208.34				3/31/2023
BOC Administrative Support			67.50			4/19/2023
Oakland County Treasurer (April)		208.33				4/28/2023
Oakland County Treasurer (May)		208.34				5/28/2023
Oakland County Treasurer (June)		208.33				6/30/2023
Plante Moran				6,700.00		6/23/2023
Oakland County Treasurer (July)		208.33				7/11/2023
BOC Administrative Support			486.00			7/17/2023
Oakland County Treasurer (Aug)		208.34				
Oakland County Treasurer (Sept)		208.33				
Oakland County Treasurer (Oct)		208.33				10/6/2023
BOC Administrative Support			643.27			10/6/2023
Totals	10,807.44	2,291.67	1,196.77	6,700.00	619.00	

Oakland County
Zoological Authority
FY 2022-2023 Month 10
Non Expenditure Payments as of:
October 30, 2023

Payee	Total	Voucher or JE #	Date Paid
Detroit Zoological Society	4,686,991.31	SINV00176919	4/28/2023
Detroit Zoological Society	1,589,781.82	SINV00186093	6/6/2023

YTD Totals	6,276,773.13
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**Oakland County
Zoological Authority
FY 2022-2023 Month 10
Transfers from Tax Collection/Payments to Detroit Zoological Society as of:
October 30, 2023**

Month to Zoo Authority	Tax Roll Type	JE#	Date	Amount
1st half of December	Ad Valorem	JE009341	12/29/2022	19,849.22
	PILT 211.7d Senior Cirizen & Disabled			
2nd half of December	Housing-2008	JE009960	1/13/2023	1,652.18
2nd half of December	RZ-50% Tool/Die Ren Zone Rates	JE009960	1/13/2023	17.89
2nd half of December	IFT Post 1994 Rates	JE009960	1/13/2023	59.65
2nd half of December	IFT Rehab Rates	JE009960	1/13/2023	103.95
2nd half of December	Ad Valorem	JE009960	1/13/2023	580,665.12
1st half of January	CRA-Frozen	JE010316	1/31/2023	12.80
1st half of January	OPRA-Frozen Rates	JE010316	1/31/2023	21.11
	PILT 211.7d Senior Citizen & Disabled			
1st half of January	Housing-2008	JE010316	1/31/2023	2,491.77
1st half of January	State Land Bank Sale Rates	JE010316	1/31/2023	1.08
1st half of January	IFT Post 1994 Rates	JE010316	1/31/2023	395.69
1st half of January	IFT Rehab Rates	JE010316	1/31/2023	11.62
1st half of January	Ad Valorem	JE010316	1/31/2023	1,368,616.56
	to set up FY 22-23 budget			(12,500.00)
2nd half of January	CRA-Frozen		2/15/2023	26.92
	PILT 211.d Senior Citizen & Disabled			
2nd half of January	Housing-2011		2/15/2023	128.93
2nd half of January	PILT Housing		2/15/2023	20.91
2nd half of January	State Land Bank Rates Rates		2/15/2023	4.91
2nd half of January	IFT Post 1994 Rates		2/15/2023	1,496.44
2nd half of January	Ad Valorem		2/15/2023	1,843,675.27
2nd half of January	PA 277 Charter Schools		2/15/2023	110.59
1st half of February	CFT-Restored		2/15/2023	8.90
1st half of February	CRA-Frozen		2/15/2023	207.50
	PILT 211,7d Senior Citizen & Disabled			
1st half of February	Housing-2008		2/15/2023	55.56

Month to Zoo Authority	Tax Roll Type	JE#	Date	Amount	
1st half of February	PILT 211.7d Senior Citizen & Disabled				
1st half of February	Housing-2015		2/15/2023	376.45	
1st half of February	PILT Housing		2/15/2023	97.47	
1st half of February	State Land Bank Sale Rates		2/15/2023	0.76	
1st half of February	IFT on Commercial Personal Property		2/15/2023	1,506.73	
1st half of February	IFT Post 1994 Rates		2/15/2023	3,360.10	
1st half of February	Ad Valorem		2/15/2023	874,515.23	SINV00176919
				4,686,991.31	4/28/2023
2nd half of February	CRA-Frozen		3/15/2023	151.86	
2nd half of February	PILT DNR Rates		3/15/2023	2,800.30	
2nd half of February	State Land Bank Sale Rates		3/15/2023	34.38	
2nd half of February	IFT Post 1994 Rates		3/15/2023	150.89	
2nd half of February	Ad Valorem		3/15/2023	936,081.93	
1st half of March	OPRA-Frozen Rates		3/31/2023	322.10	
	PILT 211.7d Senior Citizen & Disabled				
1st half of March	Housing-2008		3/31/2023	0.06	
1st half of March	PILT DNR Rates		3/31/2023	851.67	
1st half of March	PILT Private Forestry		3/31/2023	35.04	
1st half of March	State Land Bank Sale Rates		3/31/2023	0.86	
1st half of March	IFT on Commercial Personal Property		3/31/2023	90.30	
1st half of March	IFT Post 1994 Rates		3/31/2023	5,693.92	
1st half of March	IFT Rehab Rates		3/31/2023	86.82	
1st half of March	Ad Valorem		3/31/2023	794,596.63	
1st half of March	PA 277 Charter Schools		3/31/2023	286.85	
	PILT 211.7d Senior Citizen & Disabled				
2nd half of March	Housing-2008		4/14/2023	662.44	
2nd half of March	PILT DNR Rates		4/14/2023	520.36	
2nd half of March	IFT Post 1994 Rates		4/14/2023	169.41	
2nd half of March	IFT Rehab Rates		4/14/2023	110.30	
2nd half of March	Ad Valorem		4/14/2023	145,568.76	
1st half of April	PILT DNR Rates		4/28/2023	189.01	
1st half of April	State Land Bank Sale Rates		4/28/2023	17.62	
1st half of April	IFT Post 1994 Rates		4/28/2023	53.13	
1st half of April	Ad Valorem		4/28/2023	(298,692.82)	SINV00186093
				1,589,781.82	6/9/2023
Final Distribution	CRA-Frozen		7/14/2023	835.70	
Final Distribution	NEZ-Neighborhood Enterprise Zone Rates		7/14/2023	4.41	

Month to Zoo Authority	Tax Roll Type	JE#	Date	Amount
Final Distribution	OPRA-Frozen Rates		7/14/2023	146.03
	PILT 211.7d Senior Citizen & Disabled			
Final Distribution	Housing-2008		7/14/2023	299.12
	PILT Housing 211.7d Senior Citizen &			
Final Distribution	Disabled Housing-2015		7/14/2023	330.11
Final Distribution	PILT DNR Rates		7/14/2023	1,733.12
Final Distribution	PILT Housing		7/14/2023	250.86
Final Distribution	RZ-50% Tool/Die Ren zone Rates		7/14/2023	29.84
Final Distribution	State Land Bank Sale Rates		7/14/2023	(0.61)
Final Distribution	IFT On Commercial Personal Property		7/14/2023	(1,587.69)
Final Distribution	IFT Post 1994 Rates		7/14/2023	3,039.25
Final Distribution	Ad Valorem		7/14/2023	84,265.11
Final Distribution	PA 277 Charter Schools		7/14/2023	306.32
1st half of July	PILT Housing		7/25/2023	151.14
2nd half of July	PILT Housing		7/31/2023	2,848.38
1st half of August	PILT Housing		8/15/2023	171.58
2nd half of September	PILT Housing		9/30/2023	342.25
				<u>92,822.67</u>

**Oakland County
Zoological Authority
FY 2022-2023 Month 10
Interest Earned as of:
October 30, 2023**

Month Earned	Month Recorded	a/c 655385 Interest	Fees	Net Int - Fees	Net YTD Int - Fees
Dec	Jan	24.66	(1.10)	23.56	23.56
Jan	Feb	124.58	(6.36)	118.22	141.78
Feb	March	1,505.09	(71.41)	1,433.68	1,575.46
March	April	12,999.14	(156.86)	12,842.28	14,417.74
April	May	11,912.12	(171.11)	11,741.01	26,158.75
May	June	1,545.68	(52.97)	1,492.71	27,651.46
June	July	311.99	(14.17)	297.82	27,949.28
July	Aug	41.44	(4.09)	37.35	27,986.63
Aug	Sept	137.34	(5.75)	131.59	28,118.22
Sept	Sept	385.17	(5.61)	379.56	28,497.78

**Oakland County Zoological Authority
Budget**

	FY 2019-2020 Budget	FY 2020-2021 Budget	FY2021-2022 Budget	FY2022-2023 Budget	FY2023-2024 Budget
<u>Revenue</u>					
Property Taxes	\$ 5,689,163.43	\$ 5,791,568.37	6,078,292.26	6,289,273.13	6,503,108.42
State sources-Local Community					
Stablilization Authority	71,449.37	72,824.61	75,567.41	70,924.73	72,691.53
Interest Income	18,979.44	18,712.82	2,517.16	27,651.46	16,965.22
Total revenue	5,779,592.24	5,883,105.80	6,156,376.83	6,387,849.32	6,592,765.17
<u>Expenditures</u>					
Audit	6,500.00	6,600.00	6,700.00	6,700.00	7,500.00
Accounting	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Miscellaneous	3,500.00	3,400.00	800.00	800.00	800.00
BOC Admin Services	0.00	0.00	2,500.00	<u>2,500.00</u>	2,500.00
Distributions to Detroit Zoological Society	5,676,663.43	5,539,866.13	6,122,157.38	6,276,773.13	6,490,183.42
Total expenditures	5,689,163.43	5,552,366.13	6,134,657.38	6,289,273.13	6,503,483.42
Net Change in Fund Balance/Net Position	90,428.81	330,739.67	21,719.45	98,576.19	89,281.75
Fund Balance Net Position - Beginning of year	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance Net Position - End of year	\$ 90,428.81	\$ 330,739.67	\$ 21,719.45	98,576.19	\$ 89,281.75