



METROPOLITAN SERVICE DISTRICT

1220 S.W. MORRISON, ROOM 300, PORTLAND, OREGON 97205

(503) 222-3671

MSD BOARD OF DIRECTORS

MINUTES OF JUNE 24, 1977 MEETING

BOARD MEMBERS IN ATTENDANCE

Ray Miller, Chairman
Lyle Salquist
Robert Schumacher
Sidney Bartels
James Robnett

BOARD MEMBERS NOT IN ATTENDANCE

Connie McCready
Mel Gordon

ADVISORS IN ATTENDANCE

Dean Gisvold, Attorney
Bob Brown, DEQ

GUESTS IN ATTENDANCE

List attached.

STAFF IN ATTENDANCE

Charles Kemper
Merle Irvine
Chuck Estes
Warren Iliff
Jean Woodman

METROPOLITAN SERVICE DISTRICT BOARD ACTION

NO. 77-865 DATE 7-22-77

YES NO ABST.

BARTELS
GORDON
MCCREADY
ROBNETT
SALQUIST
SCHUMACHER
MILLER, CHAIRMAN

Jean Woodman
Clerk of the Board

The clerk called the roll, and there being a quorum present, the Board considered the following items of business.

77-854 MINUTES

Commissioner Schumacher moved to approve the minutes of the June 10, 1977, Board meeting. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote.

77-855 PUBLIC COMMUNICATIONS

Commissioner Miller asked if there was anyone in the audience that wished to address the Board on matters not listed on the meeting agenda. There was no response.

77-856 CASH DISBURSEMENTS

Councilman Bartels moved to approve payment of checks No. 3516 through 3633 in the total amount of \$75,577.47. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

77-857 ORDINANCE NO. 53 - EMERGENCY

Commissioner Miller opened the public hearing on Ordinance No. 53, an ordinance adopting the annual budget of the Metropolitan Service District for the fiscal year beginning July 1, 1977, making appropriations from the funds of the District in accordance with said annual budget; levying of ad valorem taxes, and declaring an emergency.

Commissioner Miller asked if there was anyone in the audience that wished a copy of the ordinance and there was no response.

Motion 77-857.A: Councilman Bartels moved to read Ordinance No. 53 by title only. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

The clerk read the ordinance title.

Mr. Irvine reviewed the staff report stating that the budget had received public hearing by the Multnomah County Tax Supervising and Conservation Commission and no comments had been received.

Commissioner Miller requested public testimony and there was no response.

Motion 77-857.B: Commissioner Schumacher moved to adopt Ordinance No. 53. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote.

77-858 OFFICE MACHINE MAINTENANCE CONTRACT AWARD

Mr. Kemper reviewed the staff report recommending Gehri's Service Company be awarded the office machines maintenance contract for the next fiscal year.

Councilman Bartels moved to award Gehri's Service Company the contract for office equipment maintenance for the FY 77-78 at a cost of \$37.50 per typewriter, \$31.50 per adding machine, and \$39.50 per multiplier, by approval of Contract 77-081. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

77-859 CONTRACT 76-032 - ZOOLOGICAL SOCIETY

The Board reviewed the staff report covering the Zoological Society contract with MSD and the Playbox Players use of Zoo facilities. Commissioner McCready was absent, however, submitted written objection to approving the agreement as written. There was a consensus to assign the agreement and the problem of private usage of the facilities to the Zoo Advisory Committee, and Commissioner Miller will discuss this with the committee chairman.

Councilman Bartels moved to refer the questions of Contract 76-032 between MSD and the Zoological Society, outside use of Zoo facilities, and free admission to Society members to the Advisory Committee for review. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

77-860 LADYBUG THEATER RENOVATION EXPENDITURE & BID AWARD

Mr. Iliff reviewed four contracts developed for construction renovation of the fire damaged Ladybug Theater. The total expenditure on all contracts is \$10,899.05 with \$3,700 being paid by the insurance company. The remaining funding is provided for in the budget.

Mayor Robnett moved to approve the concept of renovating the Ladybug Theater for use as an educational auditorium and approve Contract 77-082 in the amount of \$2,610; Contract 77-083 in the amount of \$6,924.05; Contract 77-084 in the amount of \$810; and Contract 77-085 in the amount of \$555. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

77-861 SECURITY GUARD BID AWARD

Mr. Kemper reviewed the staff procedure for selection of a security guard service for the Zoo by bid request and the resulting bid submittals. After checking qualifications and customer references, staff was recommending Stanley Smith as low bidder.

Councilman Salquist moved to award the contract for Zoo security services for the next fiscal year to Stanley Smith Security, Inc., at the bid cost amount of \$2,043.25 per month by approval of Contract 77-088; and to approve Wallace Security as first alternate and Falcon Security as second alternate. Mayor Robnett seconded the motion. The motion carried unanimously by roll call vote.

77-862 COOPERS & LYBRAND AUDIT REPORT ON FOOD CONCESSIONS CONTROL

Mr. Estes reviewed the staff report outlining "weaknesses" he felt existed in the Coopers & Lybrand Report and staff recommendations for their correction. The Board discussed the Zoo inventory still to be done and the method for transporting money to the bank. It was agreed that staff would contract with Loomis for transportation of funds to the bank.

77-862.A: Councilman Bartels moved to direct staff to complete a contract with Loomis Armored Car Service on a six-day basis for delivery of Zoo funds to the bank at a cost of \$223.80 per month. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

Mr. Estes reviewed each of the seven staff recommendations with some discussion given to the Zoo providing profit and loss statements, and eliminating the employee discounts on purchases from the concession and gift shop. In discussing item No. 6 of the recommendations, Mr. Iliff was against staff recommendation to install controls over the animal vending machines with the feeling that it would be too costly in staff time. Mr. Kemper stated that the May proceeds from the vending machines came to \$4,200, and felt that with this amount of money involved the controls should be installed. The Board discussed discontinuing the vending machines and using animal food packages for sale in the concession area, and directed that the vending machines be monitored over the next month and reconsidered by the Board at that time.

77-862.B: Mayor Robnett moved to approve all of the staff recommendations with the exception of No. 4 and No. 6. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

OTHER BUSINESS

Commissioner Schumacher moved to consider Contract 77-086 and a travel request from the Solid Waste Division under Other Business. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

77-863 CONTRACT 77-086 - BILL HARRISON - ZOO MANDRILL POSTER

Mr. Iliff requested approval of Contract 77-086 for development of a mandrill poster as a souvenir item to be sold at the Zoo. In reviewing the contract, Councilman Bartels felt that provisions for the resale price and term of sale should be included. The Board was in agreement.

Councilman Bartels moved to approve Contract 77-086 with Bill Harrison at a total expenditure of \$1,400 with an amendment clarifying the price of the item to be sold, how long it will be sold and where sold. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

77-864 TRAVEL REQUEST FOR SOLID WASTE DIVISION

Councilman Bartels moved to approve the travel request for Merle Irvine and Cordel Ketterling to attend the Governmental Refuse Collection and Disposal Association meeting September 1st, 1977, at a total cost per person not to exceed \$370. Commissioner Schumacher seconded the motion. The motion carried unanimously by roll call vote.

There being no further business to come before the Board, the meeting adjourned at 4:00 P.M.