

METROPOLITAN SERVICE DISTRICT
BOARD OF DIRECTORS

PORTLAND WATER BUREAU
1800 SW 6TH AVE.
AUDITORIUM

SEPTEMBER 10, 1976
2:00 P.M.

A G E N D A

76-656 MINUTES

76-657 PUBLIC COMMUNICATIONS

ADMINISTRATION

76-658 CASH DISBURSEMENTS
76-659 ORDINANCE NO. 43 - FIRST PUBLIC HEARING
AN ORDINANCE AMENDING ORDINANCE
No. 40, ADOPTING THE FISCAL YEAR
76-77 BUDGET OF THE METROPOLITAN
SERVICE DISTRICT AND DECLARING AN
EMERGENCY
76-660 NON-UNION EMPLOYEE CLASSIFICATION
STUDY AND SALARY ADJUSTMENTS

SOLID WASTE PROGRAM (NO BUSINESS)

ZOO PROGRAM

76-661 AMERICAN ASSOCIATION OF ZOOLOGICAL
PARKS AND AQUARIUM CONFERENCE -
TRAVEL AUTHORIZATION

OTHER BUSINESS

MSD BOARD OF DIRECTORS

PORTLAND WATER BUREAU
1800 SW 6TH AVE.
AUDITORIUM

SEPTEMBER 10, 1976
2:00 P.M.

A C T I O N A G E N D A

<u>PAGE</u>	<u>ACTION RECORD</u> <u>No.</u>	
1	76-656	MINUTES Action - <u>Approve</u> the minutes of August 27, 1976
10	76-657	PUBLIC COMMUNICATIONS Action - <u>Receive</u> comments from the public on matters not listed on the meeting agenda
11	76-658	CASH DISBURSEMENTS Action - <u>Approve</u> Checks No. 1480 through 1613 for payment in the total amount of \$67,720.93
12	76-659	ORDINANCE NO. 43 - FIRST PUBLIC HEARING AN ORDINANCE AMENDING ORDINANCE No. 40, ADOPTING THE FISCAL YEAR 76-77 BUDGET OF THE METROPOLITAN SERVICE DISTRICT Action - <u>Conduct</u> public hearing and <u>adopt</u> Ordinance 43 by unanimous vote

<u>PAGE</u>	<u>ACTION RECORD No.</u>	
13	76-660	NON-UNION EMPLOYEE CLASSIFICATION STUDY AND SALARY ADJUSTMENTS Action - <u>Approve</u> staff recommendation
18	76-661	AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUM CONFERENCE - TRAVEL AUTHORIZATION Action - <u>Approve</u> staff recommendation

76-656 MINUTES

THE FOLLOWING PAGES CONTAIN THE MINUTES OF THE AUGUST 27, 1976
BOARD MEETING.

THE STAFF RECOMMENDS APPROVAL OF THE BOARD MINUTES.

76-657 PUBLIC COMMUNICATIONS

THIS AGENDA ITEM ALLOWS THE BOARD TO RECEIVE COMMENTS FROM THE PUBLIC ON MATTERS NOT LISTED ON THE MEETING AGENDA.

76-659 ORDINANCE NO. 43 - FIRST PUBLIC HEARING

SALARY INCREASES IN THE FY 76-77 BUDGET WERE NOT SHOWN IN THE PERSONAL SERVICES SECTION OF THE VARIOUS DEPARTMENTS BUT WERE CALCULATED AND THE FUNDS PLACED IN THE CONTINGENCY LINE ITEM. THIS WAS DONE BECAUSE OF PENDING UNION NEGOTIATIONS. TO PROVIDE FOR SALARY ADJUSTMENTS BASED ON THE AGREEMENTS ENTERED INTO WITH THE UNION AND THE ADOPTION OF THE SALARY SCHEDULE FOR NON-UNION EMPLOYEES, A TRANSFER FROM CONTINGENCY TO PERSONAL SERVICES IS REQUIRED.

THE REORGANIZATION OF MSD APPROVED BY THE MSD BOARD ON JULY 23, 1976, ESTABLISHED AN ADMINISTRATIVE DIVISION WITHIN THE GENERAL FUND. THE COST OF THE ADMINISTRATIVE DIVISION WILL BE SHARED BY BOTH SOLID WASTE DIVISION OF THE GENERAL FUND AND THE ADMINISTRATIVE AND VISITOR SERVICES DIVISION OF THE ZOO FUND. THIS COST SHARING WILL NECESSITATE A TRANSFER OF FUNDS.

THE DEPARTMENT OF HEALTH, EDUCATION AND WELFARE HAS PROVIDED TWO GRANTS TO THE MSD, ZOO FUND. THE FIRST GRANT WILL BE FOR "HANDLING AND USE OF NON-PARENTAL SPACE BY INFANTS." THIS GRANT IS FOR A TOTAL OF \$5,000 PLUS \$1,371 FOR INDIRECT COSTS. THE OTHER GRANT WILL BE FOR "VOLUNTEER RESEARCH ASSISTANTSHIPS: LEARNING SCIENCE BY DIRECT PARTICIPATION IN ORIGINAL RESEARCH." THE AMOUNT OF THIS GRANT IS \$61,570 PLUS \$14,038 FOR INDIRECT COSTS. ORS 294.326(2) ALLOWS LOCAL JURISDICTIONS TO RECEIVE AND EXPEND FUNDS FOR SPECIFIC PURPOSES NOT ORIGINALLY BUDGETED WITHOUT ADOPTING A SUPPLEMENTAL BUDGET. A NEW DIVISION WITHIN THE ZOO FUND IS RECOMMENDED TO BE ESTABLISHED FOR THE PURPOSE OF APPROPRIATING GRANT FUNDS.

ORDINANCE No. 43 ADOPTS A REVISED SCHEDULE OF APPROPRIATIONS TO REFLECT THE SALARY ADJUSTMENTS, THE ESTABLISHMENT OF THE ADMINISTRATIVE DIVISION WITHIN THE GENERAL FUND AND THE ESTABLISHMENT OF THE GRANTS DIVISION WITHIN THE ZOO FUND.

THE STAFF RECOMMENDS THAT THE BOARD CONDUCT THE FIRST PUBLIC HEARING, RECEIVE TESTIMONY AND SCHEDULE THE SECOND HEARING FOR SEPTEMBER 24, 1976.

ORDINANCE NO. 43

An ordinance amending Ordinance No. 40; establishing an Administrative Division within the General Fund; and establishing a Grants Division within the Zoo Fund.

ORDINANCE NO. 43

THE METROPOLITAN SERVICE DISTRICT ORDAINS:

Section 1. The Board of Directors of the Metropolitan Service District has entered into agreements with Service Employees Union Local No. 49 and Laborers International Union Local 483, establishing union employees salaries effective May 1, 1976, and July 1, 1976, respectively and has approved a classification and salary plan for non-union employees effective July 1, 1976. The adopted budget for FY 76-77 is amended in accordance with Exhibit A attached hereto and by reference made a part of this ordinance to reflect these salary adjustments.

Section 2. The Board of the Metropolitan Service District adopted a reorganization plan for MSD and established an Administrative Division within the General Fund on July 23, 1976. The cost of the Administrative Division will be shared by both the Solid Waste Division of the General Fund and the Administrative and Visitor Service Division of the Zoo Fund. The adopted budget for FY 76-77 is amended in accordance with Exhibit B and C attached hereto and by reference made a part of this ordinance to reflect the reorganizational plan.

Section 3. The Department of Health, Education and Welfare has provided two grants to the MSD, Zoo Fund, for "Handling and Use of Non-parental Space by Infants" and "Volunteer Research Assistantships: Learning Science by Direct Participation in Original Research". In accordance with the authority of ORS 294.326 (2) a Grants Division is established within the Zoo Fund to reflect the grants

from Health, Education and Welfare as shown in Exhibit D & E attached hereto and by reference made a part of this ordinance.

Section 4. Section 4, Ordinance 40 is hereby amended to incorporate the provisions of Sections 1, 2 and 3 of this ordinance and the amounts are hereby appropriated for the fiscal year beginning July 1, 1976, from the funds and for the purposes listed in the Revised Schedule of Appropriations, Exhibit F, attached hereto and by reference made a part of this ordinance.

DATE: _____

METROPOLITAN SERVICE DISTRICT

Raymond L. Miller, Chairman

E X H I B I T A

ZOO FUND

Administrative & Visitor Service Division	
Personal Services	\$249,889
Materials & Services	393,070
Capital Outlay	<u>5,425</u>
Total Administrative & Visitor Service Division	\$648,384
Education Division	
Personal Services	\$165,198
Materials & Services	49,252
Capital Outlay	<u>1,625</u>
Total Educational Division	\$216,075
Research Division	
Personal Services	\$ 95,665
Materials & Services	6,115
Capital Outlay	<u>18,310</u>
Total Research Division	\$120,090
Maintenance Division	
Personal Services	\$245,199
Materials & Services	81,150
Capital Outlay	<u>5,095</u>
Total Maintenance Division	\$331,444
Animal and Grounds Division	
Personal Services	\$386,183
Materials & Services	60,191
Capital Outlay	<u>1,300</u>
Total Animal and Grounds Division	\$447,674

Animal Health Division	
Personal Services	\$ 55,999
Materials & Services	92,775
Capital Outlay	<u>3,250</u>
Total Animal Health Division	\$152,024
 General Capital Improvement Division	
Capital Outlay	<u>\$667,200</u>
Total General Capital Improvement Division	\$667,200
 Contingency	\$ 31,609
Unappropriated Balance	\$ 25,000
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 TOTAL ZOO FUND	 \$2,639,500

E X H I B I T B

General Fund - Revised Appropriations:

Administration Division		
Personal Services		\$ 55,824
Materials and Services		<u>4,000</u>

Total		\$ 59,824
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Solid Waste Division		
Personal Services		\$145,294
Materials and Services		147,640
Capital Outlay		12,850
Transfer to Solid Waste Debt Service		459,490
Contingency		<u>32,925</u>

Total		\$798,199
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TOTAL GENERAL FUND		\$858,023
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Zoo Fund - Revised Appropriations:

Administrative Division		
Personal Services		\$221,934
Materials and Services		336,585
Capital Outlay		<u>5,425</u>

Total		\$593,944
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Other Requirements		
Contingency		\$ 31,609
Transfer to General Fund - Service Payment		54,440
Unappropriated Balance		<u>25,000</u>

Total		\$111,049
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Other Zoo Divisions (no change)		<u>\$1,934,507</u>
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TOTAL ZOO FUND		\$2,639,500
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E X H I B I T C

METROPOLITAN SERVICE DISTRICT
GENERAL FUND

For Fiscal Year 1976 to 1977
Beginning July 1, 1976

ADMINISTRATIVE DIVISION

PERSONAL SERVICES

Director	\$ 6,694
Manager - Accounting System	16,000
Budget Officer	4,626
Clerk of the Board	9,600
Bookkeeper	9,600
Fringe Benefits	<u>9,304</u>
TOTAL PERSONAL SERVICES	\$55,824

MATERIALS & SERVICES

Rent	\$ <u>4,000</u>
TOTAL MATERIALS & SERVICES	\$ <u>4,000</u>

TOTAL ADMINISTRATIVE DIVISION	\$59,824
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E X H I B I T D

Zoo Fund - Revised Appropriations:

Research Division		
Personal Services	\$	85,749
Materials & Services		6,115
Capital Outlay		18,310
Total		<u>\$110,174</u>
Grants Division		
Personal Services	\$	47,280
Materials & Services		4,085
Capital Outlay		15,205
Total		<u>\$ 66,570</u>
Other Requirements		
Contingency	\$	56,934
Transfer to General Fund - Service Payment		54,440
Unappropriated Balance		25,000
Total		<u>\$136,374</u>
Other Zoo Divisions (no change)		<u>\$2,408,361</u>
TOTAL ZOO FUND		<u>\$2,721,479</u>

E X H I B I T F

METROPOLITAN SERVICE DISTRICT
 REVISED SCHEDULE OF APPROPRIATIONS
 For Fiscal Year 1976 to 1977
 Beginning July 1, 1976

	<u>APPROPRIATIONS</u>
GENERAL FUND	
Solid Waste Division	
Personal Services	\$145,294
Materials & Contract Services	147,640
Capital Outlay	12,850
Trans. to Solid Waste Debt Service	459,490
Unappropriated Balance	0
Contingency	<u>32,925</u>
Total Solid Waste Division	\$798,199
Administrative Division	
Personal Services	\$ 55,824
Materials & Services	<u>4,000</u>
Total Administrative Division	\$ 59,824
TOTAL GENERAL FUND	\$858,023
ZOO FUND	
Administrative & Visitor Service Division	
Personal Services	\$221,934
Materials & Services	366,585
Capital Outlay	<u>5,425</u>
Total Administrative & Visitor Service Div.	\$593,944

APPROPRIATIONS

Educational Division	
Personal Services	\$165,198
Materials & Services	49,252
Capital Outlay	<u>1,625</u>
Total Educational Division	\$216,075

Research Division	
Personal Services	\$ 85,749
Materials & Services	6,115
Capital Outlay	<u>18,310</u>
Total Research Division	\$110,174

Maintenance Division	
Personal Services	\$245,199
Material & Services	81,150
Capital Outlay	<u>5,095</u>
Total Maintenance Division	\$331,444

Animal and Grounds Division	
Personal Services	\$386,183
Materials & Services	60,191
Capital Outlay	<u>1,300</u>
Total Animal and Grounds Division	\$447,674

Animal Health Division	
Personal Services	\$ 55,999
Materials & Services	92,775
Capital Outlay	<u>3,250</u>
Total Animal Health Division	\$152,024

General Capital Improvements Division	
Capital Outlay	<u>\$667,200</u>
Total General Capital Improvements Division	\$667,200

APPROPRIATIONS

Grants Division	
Personal Services	\$ 47,280
Materials & Services	4,085
Capital Outlay	<u>15,205</u>
Total Grants Division	\$ 66,570
Contingency	\$ 56,934
Transfer to General Fund - Service Payment	\$ 54,440
Unappropriated Balance	25,000
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TOTAL ZOO FUND	\$2,721,479
DRAINAGE FUND (no change)	\$151,000
SOLID WASTE DEBT SERVICE FUND (no change)	\$739,590
SOLID WASTE PHASE I CAPITAL IMPROVEMENT FUND (no change)	\$9,337,850
ZOO CAPITAL IMPROVEMENT FUND (no change)	\$186,226
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TOTAL REQUIREMENTS ALL FUNDS	\$13,994,168

76-660 NON-UNION EMPLOYEE CLASSIFICATION STUDY AND SALARY ADJUSTMENTS

AS PER THE BOARD'S DIRECTION OF AUGUST 27, 1976, THE MSD STAFF HAS COMPARED JOB LEVEL CLASSIFICATIONS AND SALARIES WITH THE LOCAL ENTITIES AND FOUND THAT THEY COMPARE FAVORABLY. THE COMPARISON WAS NECESSARILY BRIEF; HOWEVER, IN PART WITH THE BUDGET DEVELOPMENT FOR THE NEXT FISCAL YEAR, STAFF WILL DO AN IN-DEPTH STUDY OF JOB DESCRIPTIONS, CLASSIFICATIONS AND SALARY RANGES BY COMPARISON WITH THE LOCAL JURISDICTIONS. THE FOLLOWING PAGES CONTAIN A PROPOSED MSD CLASSIFICATION CHART AND SALARY INCREASES FOR THE MSD NON-UNION EMPLOYEES. IT SHOULD BE NOTED THAT THIS EFFORT WAS MADE TO DEVELOP PARITY WITHIN THE ORGANIZATION.

THE STAFF RECOMMENDS APPROVAL OF THE PROPOSED FISCAL YEAR 76-77 RATE INCREASES AND CLASSIFICATION CHART.

AMENDMENT: Charles Kemper's annual salary shall be \$27,500; Warren Iliff's salary shall remain \$30,000.

METROPOLITAN SERVICE DISTRICT
BOARD APPROVAL

NO. 76-660.A3 DATE 9-10-76

	YES	NO	ABST.
BECKER	/		
DURIS	/		
GORDON	/		
McCREADY	/		
ROBNETT	/		
SCHUMACHER	/		
MILLER, CHAIRMAN	/		

Leann Wood
Clerk of the Board

PROPOSED NON-UNION
EMPLOYEE CLASSIFICATION
SALARY ADJUSTMENT
July 1, 1976

NAME	LEVEL	CURRENT ANNUAL RATE	PROPOSED ANNUAL RATE	PERCENTAGE INCREASE
<u>SOLID WASTE DIVISION</u>				
Kemper, C.	11	\$25,500	27,500 ⁽¹⁾	-
Ketterling, C.	9	19,000	\$20,000	5.25
Irvine, M.	8	17,500	18,506	5.75
Rhoten, C.	7	14,400	14,400	(2)
Woodman, J.	5(3)	10,000	12,000	(3)
Eliason, C.	2(4)	7,250	7,830	8.00
<u>ZOO DIVISION</u>				
Iliff, W.	11	30,000	30,000 ⁽¹⁾	-
Markowitz, H.	10	26,500	26,500	(5)
Schmidt, M.	9	19,000	20,000	5.25
Wilson, J.	9	19,000	20,000	5.25
Peterson, W.	8	16,500	17,449	5.75
Marshall, L.	8	16,500	17,449	5.75
Fial, R.	7(6)	12,600	14,400	(6)
McCabe, W.	5(7)	10,600	12,000	(7)
Parr, J.	4	10,000	10,650	6.50
Schmidt, A.	4	10,600	11,289	6.50
Cross, J.	4	10,600	11,289	6.50
Powell, P.	4	10,600	11,289	6.50
Lee, N.	4	10,600	11,289	6.50
Pollach, D.	4	4,800	4,800	(2,8)
Henry, J.	4(9)	10,200	11,400	(9)
Saeland, D.	3	8,200	8,774	7.00
Mink, M.	3	8,600	9,202	7.00
Brown, A.	3	9,000	9,630	7.00
Gregg, J.	3	9,600	9,600	(2)
Hilpman, G.	2	7,700	8,316	8.00
Yeutter, M.	2	7,700	8,316(10)	8.00
Devorak, B.	0	2.50	2.75	-
Barbarow, A.	0	2.50	2.75	-
Barrow, B.	0	3.00	3.50(11)	-
Davis, R.	0	5.17	5.50	-

- (1) = To be set by Board.
- (2) = New employee
- (3) = Include level change from 4 to 5 - base salary increase of \$1,280 plus cost of living for level 5 of 6.4%.
- (4) = Level change from 1 to 2.
- (5) = Top of level.
- (6) = Includes level change from 6 to 7 - base salary increase of \$985 plus cost of living for level 7 of 6%.
- (7) = Included level change from 4 to 5 - base salary increase of \$678 plus cost of living for level 5 of 6.4%.
- (8) = Works half time.
- (9) = Includes salary realignment increase of \$504 plus cost of living for level 4 of 6.5%.
- (10) = Effective September 1, 1976.
- (11) = Effective July 22, 1976.

CLASSIFICATION CHART

July 1, 1976

MINIMUM	MAXIMUM	LEVEL	POSITION
\$2.50/hr.	\$45.00/hr.	0	Part Time
\$475/mo. \$5700/yr.	\$650/mo. \$7,800/yr	1	Clerk Typist
\$575/mo. \$6900/yr.	\$750/mo. \$9000/yr.	2	Secretary I, Instructor Volunteer Asst., Receptionist
\$675/mo. \$8100/yr.	\$850/mo. \$10,200/yr.	3	Concession Supervisor, Bookkeeper I, Secretary II
\$775/mo. \$9300/yr.	\$1000/mo. \$12,000/yr.	4	Electronic Maint., Diet Tech., Veterinarian Tech., Volunteer Coordinator, Public Relation, Photographer, Executive Secretary, Draftsman I
\$900/mo. \$10,800/yr.	\$1150/mo. \$13,800/yr.	5	Clerk of the Board, Graphic Designer, Draftsman II
\$1050/mo. \$12,600/yr.	\$1300/mo. \$15,600/yr.	6	
\$1200/mo. \$14,400/yr.	\$1475/mo. \$17,700/yr.	7	Scrap Tire Disposal Manager, Engineer I,

CLASSIFICATION CHART, Cont.

July 1, 1976

MINIMUM	MAXIMUM	LEVEL	POSITION
\$1375/mo. \$16,500/yr.	\$1650/mo. \$19,800/yr.	8	Special Project Manager, Budget Officer, Animal Keeper Foreman, Maint. Foreman, Engineer II
\$1550/mo. \$18,600/yr.	\$1900/mo. \$22,800/yr.	9	Veterinarian, Manager-Accounting System, Solid Waste Engineer, Engineer III
\$1800/mo. \$21,600/yr.	\$2150/mo. \$25,800/yr.	10	Associate Director for Research
\$2100/mo. \$25,200/yr.	\$2500/mo. \$30,000/yr.	11	Division Director

76-661 AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND QUARIUM
CONFERENCE - TRAVEL AUTHORIZATION

THE AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS IS A PROFESSIONAL ORGANIZATION OF ZOO AND AQUARIUM PERSONNEL THAT ASSISTS ITS MEMBERS IN A VARIETY OF WAYS. ONE OF ITS EDUCATIONAL AND COMMUNICATION ROLES IS THE SPONSORSHIP OF AN ANNUAL CONFERENCE WHICH WILL BE HELD THIS YEAR IN BALTIMORE, MARYLAND BETWEEN OCTOBER 3 AND 7.

I WOULD LIKE US TO SEND JOEY CROSS, OUR VOLUNTEER AND EDUCATION COORDINATOR, AND MYSELF TO THIS CONFERENCE AS I FEEL THAT IT WILL BE OF GREAT ASSISTANCE TO BOTH OF US IN TERMS OF DEVELOPING OUR FUTURE PROGRAMS. IN MY CASE I WOULD LIKE TO STOP OVER IN CHICAGO ON MY WAY (THE 1ST AND 2ND) TO INSPECT THE SMALL FELINE EXHIBITS AT BROOKFIELD ZOO AND THE CHIMP FACILITIES AT LINCOLN PARK. I WOULD ALSO LIKE TO SPEND THE 8TH AND 9TH AT THE NATIONAL ZOO IN WASHINGTON, D.C., TO RESEARCH THEIR GRAPHICS, RESTAURANT AND SOUVENIR PROGRAMS.

THE COST OF THE ABOVE TRAVEL WILL BE AS FOLLOWS AND IS CURRENTLY BUDGETED:

REGISTRATION	\$ 80.00
HOTEL	400.00
MEALS	340.00
TRANSPORTATION	800.00
MISCELLANEOUS	90.00
	<u>\$1,710.00</u>

METROPOLITAN SERVICE DISTRICT
 BOARD APPROVAL

NO. 76-661 DATE 9-10-76

BECKER	/		
DURIS	/		
GORDON	/		
MCCREADY	/		
ROBNETT	/		
SCHUMACHER	/		
MILLER, CHAIRMAN	/		

Leah Miller
 Clerk of the Board

THE STAFF RECOMMENDS APPROVAL FOR WARREN ILIFF AND JOEY CROSS TO ATTEND THE AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS FROM OCTOBER 3 THROUGH 7, 1976, AND MR. ILIFF'S ADDITIONAL TRIPS TO CHICAGO AND WASHINGTON, D. C. WITH A TOTAL EXPENDITURE OF UP TO \$1,710.00.

SEPTEMBER 10, 1976

OTHER BUSINESS

76-662 REVISED TRAVEL AUTHORIZATION

ON AUGUST 13, 1976, THE BOARD AUTHORIZED AN EXPENDITURE OF UP TO \$827 FOR SENDING SIX ZOO KEEPERS TO THE ASSOCIATION OF ZOO KEEPERS IN SAN DIEGO, CALIFORNIA. PART OF THE COST SAVINGS ON THIS TRIP WAS COMBINING THE TRANSPORTATION OF THE KEEPERS AND A PRONG-HORNED ANTELOPE FOR THE RETURN TRIP. THE ACTUAL TRANSPORTATION COSTS EXCEEDED THE AUTHORITY OF THE BOARD BY \$545. THE FOLLOWING IS A BREAKDOWN OF THESE COSTS:

REGISTRATION	\$ 210.00
HOTEL	173.84
TRAILER	318.00
HITCH	47.22
CAR	260.28
GAS	75.75
WILSON EXPENSES	41.69
KEELE EXPENSES	58.38
WINIKE EXPENSES	37.47
THOMPSON EXPENSES	54.31
GOLDSBERRY EXPENSES	47.50
LITTLEWOOD EXPENSES	47.50
	<u>\$1,371.94</u>

METROPOLITAN SERVICE DISTRICT
BOARD APPROVAL

NO. 76-662 DATE 9-10-76

	YES	NO	ABST.
BECKER	/		
DURIS	/		
GORDON	/		
McCREADY	/		
ROBNETT	/		
SCHUMACHER	/		
MILLER, CHAIRMAN	/		

Jean M. Wood
Clerk of the Board

SOME MAJOR CAUSES FOR THE INCREASE IN COSTS ARE:

1. THE TRAILER COSTS WERE MORE FROM SAN DIEGO TO PORTLAND THAN FROM PORTLAND TO SAN DIEGO, PLUS A RETURN OF THE TRAILER TO SAN DIEGO FEE OF \$150.

2. THE RENTAL CAR DID NOT HAVE A BUMPER THAT WOULD ACCEPT A TEMPORARY HITCH. THE HITCH WAS PURCHASED AND HAS BEEN CHARGED TO MAINTENANCE CAPITAL OUTLAY. A VERBAL APPROVAL WAS GIVEN TO THE EMPLOYEE VIA A PHONE CALL BY CHUCK KEMPER.
3. THE GAS TO DRIVE THE VEHICLE TO OREGON WAS NOT INCLUDED IN THE INITIAL REQUEST.
4. THE CAR RENTAL COSTS EXCEEDED THE STAFF ESTIMATE.

THE STAFF RECOMMENDS APPROVAL OF AN ADDITIONAL EXPENDITURE OF UP TO \$545 ON ACTION RECORD 76-640.

