

msd METROPOLITAN SERVICE DISTRICT

1220 S.W. MORRISON, ROOM 300, PORTLAND, OREGON 97205 222-3671

MSD BOARD OF DIRECTORS

PORTLAND WATER BUREAU
1800 SW 6TH AVE.
AUDITORIUM

MARCH 11, 1977
2:00 P.M.

A G E N D A

77-760

MINUTES

77-761

PUBLIC COMMUNICATIONS

ADMINISTRATION

77-762

CASH DISBURSEMENTS

SOLID WASTE PROGRAM

(NO BUSINESS)

ZOO PROGRAM

77-763

CONTRACT 76-029 - MARTIN/SODERSTROM/
MATTESON - CHIMPANZEE/ORANGUTAN
EXHIBIT

77-764

FOOD SERVICES ADVISORY COMMITTEE
REPORT

77-765

MUSK OX PROJECT

77-766

TRAVEL REQUEST

77-767

UNIVERSITY OF OREGON PROJECT REPORT

OTHER BUSINESS

MSD BOARD OF DIRECTORS

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1800 SW 6TH AVE.
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MARCH 11, 1977
2:00 P.M.

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

| <u>PAGE</u> | <u>ACTION RECORD NUMBER</u> | |
|-------------|---------------------------------|---|
| 1 | 77-760 | MINUTES Action - <u>Approve</u> the minutes of February 25, 1977 |
| 8 | 77-761 | PUBLIC COMMUNICATIONS Action - <u>Receive</u> comments from the public on matters not listed on the meeting agenda |
| 9 | 77-762 | CASH DISBURSEMENTS Action - <u>Approve</u> staff recommendation |
| 10 | 77-763 | CONTRACT 76-029 - MARTIN/SODERSTROM/ MATTESON - CHIMPANZEE/ORANGUTAN EXHIBIT Action - <u>Terminate</u> Contract 76-029 |
| 11 | 77-764 | FOOD SERVICES ADVISORY COMMITTEE REPORT Action - <u>Approve</u> staff recommendation |

PAGE ACTION RECORD
NUMBER

12 77-765

MUSK OX PROJECT

Action - Approve the project with
an expenditure not to
exceed \$6,000

13 77-766

TRAVEL REQUEST

Action - Approve Zoo travel request
for the remainder of
FY 76-77 in an amount not
to exceed \$1,948

16 77-767

UNIVERSITY OF OREGON PROJECT

Action - No action required

O T H E R B U S I N E S S

17 77-768

CONTRACT 77-057 - NANCY GILLIAM

Action - Approve contract 77-057
with an expenditure not to
exceed \$1,200

21 77-769

TRIP REQUEST JUSTIFICATION -
SOLID WASTE PROGRAM

Action - Approve trip at a cost
not to exceed \$1,000

77-760 MINUTES

THE FOLLOWING PAGES CONTAIN THE MINUTES OF THE FEBRUARY 25,
1977, MEETING.

THE STAFF RECOMMENDS APPROVAL OF THE MINUTES.

77-761 PUBLIC COMMUNICATIONS

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

77-762 CASH DISBURSEMENTS

CHECKS ISSUED BETWEEN REPORTS:

CHECK No. 2698 THROUGH 2716 \$17,379.93

MAJOR EXPENDITURES:

PAYROLL AND WITHHOLDING TAXES \$14,264.20
FILM LOFT (77-041) 2,051.50

CHECKS TO BE RELEASED MARCH 11, 1977:

CHECKS No. 2717 THROUGH 2800 \$28,568.17

MAJOR EXPENDITURES:

ALBERS MILLING (ANIMAL FOOD) 1,506.45
BUREAU OF WATER (FEBRUARY) 3,627.40
PORTLAND FENCE 1,175.00
NORTHWEST NATURAL GAS 5,144.65
PORTLAND SECURITY 1,888.00

THE ABOVE EXPENDITURES ARE WITHIN THE ADOPTED FY 76-77 MSD BUDGET.

THE STAFF RECOMMENDS APPROVAL FOR PAYMENT OF CHECKS No. 2698 THROUGH 2800 IN THE TOTAL AMOUNT OF \$45,948.10.

METROPOLITAN SERVICE DISTRICT.
BOARD ACTION

NO. 77-762 DATE 3-11-77

| | YES | NO | ABST. |
|------------------|-----|----|-------|
| BARTELS | / | | |
| GORDON | / | | |
| McCREADY | / | | |
| ROBNETT | / | | |
| SALQUIST | / | | |
| SCHUMACHER | / | | |
| MILLER, CHAIRMAN | / | | |

Jean M. [Signature]
Chairman of the Board

77-763 CONTRACT 76-029 - MARTIN/SODERSTROM/MATTESON -
CHIMPANZEE/ORANGUTAN EXHIBIT

DUE TO EXCESSIVE COST ESTIMATES, THE ZOO STAFF FEELS IT MIGHT BE PREJUDICIAL TO THE OVERALL ZOO DEVELOPMENT IF THIS EXHIBIT USED A MAJOR PORTION OF THE AVAILABLE CAPITAL FUNDS. IN ORDER TO PUT THESE COSTS INTO A BETTER PERSPECTIVE AND WITHIN THE FRAMEWORK OF THE ZOO'S TOTAL CAPITAL IMPROVEMENT PROGRAM, THE ZOO STAFF RECOMMENDS THAT WE POSTPONE ANY MAJOR CONSTRUCTION UNTIL A PLANNING FIRM IS ABLE TO ASSIST THE ZOO STAFF, ADVISORY COMMITTEE, AND THE MSD BOARD IN FORMULATING A LONG-RANGE "DEVELOPMENT PLAN". SHOULD IT BE DETERMINED FOLLOWING THE ADOPTION OF THIS PLAN THAT THE CHIMPANZEE/ORANGUTAN EXHIBIT IS OF THE HIGHEST PRIORITY, WE CAN THEN OBTAIN OTHER DESIGN AND COST ALTERNATIVES FOR THIS EXHIBIT FROM COMPETING FIRMS.

THE ZOO STAFF RECOMMENDS THAT CONTRACT 76-029 WITH MARTIN/SODERSTROM/MATTESON BE TERMINATED.

77-764 FOOD SERVICES ADVISORY COMMITTEE REPORT

THE FOOD SERVICES COMMITTEE MET ON THURSDAY, MARCH 3, AND STRONGLY RECOMMENDED THAT A VISITOR SERVICES MANAGER BE HIRED, AND THAT HE OR SHE BE AVAILABLE IMMEDIATELY TO WORK WITH THE COMMITTEE TO ASCERTAIN WHAT IMPROVEMENTS COULD BE INTRODUCED FOR THE COMING SEASON. COMMISSIONER GORDON EXPRESSED CONCERN THAT THE PUBLIC WILL NOT BE BEST SERVED UNLESS THE OPTION FOR RECEIVING PROPOSALS FROM PRIVATE CONCESSIONAIRES IS EXPLORED. THE COMMITTEE FELT THAT REGARDLESS OF THE DECISION ON SELF OR CONTRACTED OPERATIONS IT WOULD BE BEST TO HIRE THE VISITOR SERVICES MANAGER AND MAKE THE BASIC CAPITAL IMPROVEMENTS NECESSARY TO PROVIDE THE PUBLIC WITH OPTIMUM SERVICES THIS SPRING. AS SOON AS POSSIBLE, A PLAN OF OPERATION SHOULD BE SET FORTH BY THE NEW MANAGER AND THE COMMITTEE AND PRESENTED TO THE MSD BOARD WITH THEIR RECOMMENDATION ON THE BEST WAY TO ACHIEVE IMPLEMENTATION.

THE STAFF RECOMMENDS THAT ZOO STAFF CONTINUE OPERATING THE CONCESSIONS UNTIL A PLAN OF ACTION IS DEVELOPED BY THE COMMITTEE AND THE NEW VISITORS SERVICES MANAGER.

77-765 MUSK OX PROJECT

THE ANIMAL COLLECTION AT THE ZOO NEEDS MORE SPECIES FROM THE PACIFIC NORTHWEST. THE MUSK OX IS NATIVE TO ALASKA AND CURRENTLY ONLY ONE ZOO IN THE UNITED STATES HAS THESE ANIMALS ON DISPLAY. WE HAVE BEEN IN CONTACT WITH THE ALASKAN GAME COMMISSION IN AN EFFORT TO OBTAIN THREE OF THESE ANIMALS, ONE MALE AND TWO FEMALES. PRELIMINARY ARRANGEMENTS HAVE BEEN MADE TO CAPTURE THREE YEARLING CALVES ON AN ISLAND OFF THE ALASKAN COAST AND TO HAVE THESE OXEN TRANSPORTED TO OUR ZOO. IN ORDER TO FACILITATE THIS ACQUISITION WE WANT TO SEND OUR ANIMAL KEEPER FOREMAN, WES PETERSON, TO ALASKA TO PARTICIPATE IN THE CAPTURE AND TRANSPORTATION ACTIVITIES. A RECENT PRICE LIST FOR A PAIR OF THESE ANIMALS WAS \$27,000.

THE BUDGET FOR THE ACQUISITION OF THESE THREE ANIMALS IS AS FOLLOWS:

| | |
|--|--------------|
| 1. GAME PERMITS FROM THE STATE OF ALASKA | \$ 3,000 |
| 2. SHIPMENT OF ANIMALS AND RETURN OF CRATES | 1,000 |
| 3. ROUND-TRIP TICKET AND EXPENSES FOR ZOO STAFF MEMBER TO ACCOMPANY THE ANIMALS | 800 |
| 4. MISCELLANEOUS CAPTURE AND SHIPPING EXPENSES | <u>1,200</u> |
| TOTAL | \$ 6,000 |

THE FUNDS FOR THIS PROJECT WILL COME FROM THE CONTINGENCY LINE ITEM. THE STAFF WILL RETURN WITH THE NECESSARY BUDGET TRANSFER AT A LATER MEETING.

THE STAFF RECOMMENDS APPROVAL OF THE MUSK OX PROJECT WITH AN EXPENDITURE NOT TO EXCEED \$6,000.

77-766 TRAVEL REQUEST

THE ATTACHED REPORT COVERS REQUESTED AND RECOMMENDED TRAVEL BY ZOO STAFF. THE TRAVEL BUDGET WAS APPROVED BY THE ZOO ADVISORY COMMITTEE. THE FUNDS HAVE BEEN PREVIOUSLY BUDGETED AND ALL OF THE RECOMMENDED TRIPS WOULD BE OF RELATIVELY MODERATE COSTS AND OF GREAT BENEFIT TO THE ZOO.

THE ZOO STAFF RECOMMENDS APPROVAL OF THE TRIPS AS OUTLINED ON THE FOLLOWING PAGES WITH AN EXPENDITURE NOT TO EXCEED \$1,948.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

77-766 DATE 3-11-77

BARIELS
GORDON
McCREADY
ROBNETT
SALQUIST
SCHUMACHER
MILLER, CHAIRMAN

| YES | NO | ABST |
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John Miller
Clark of the Board

STAFF TRAVEL

- I. \$1,950 is available
- II. Some travel was unbudgeted and has been already taken to cover the travel of several keepers to the AAZK Conference in San Diego and Steve McCusker's travel from Texas.
- III. The Research Department budgeted \$1,400 for travel and chose not to have a representative at the AAZPA Conference in Baltimore and has thus far expended no travel funds.
- IV. I have asked each department to put in travel requests through the end of the year and they are as follows:
 - A. Graphics and Exhibits (Bill McCabe)
 - *1. American Association of Museums Conference
May 29 - June 2, Seattle, Washington
Total Cost - \$300
 - B. Public Relations (Paige Powell)
 1. American Association of Zoological Parks and Aquariums
May 8 - 12, Seattle, Washington
Total Cost - \$300
 2. Public Relations Management Seminar
May 10 - 11, San Francisco, California
Total Cost - \$558
 - C. Education (Joey Cross)
 - *1. AAZPA Regional Conference
May 8 - 12, Seattle, Washington
Total Cost - \$300
 - D. Research (Hal Markowitz)
 1. Mid-Western Association of Behavioral Analysts Annual Meeting
May 14 - 17, Chicago, Illinois
Total Cost - \$507
Invited talk
 - *2. Western Psychological Association Meeting
April 21 - 24, Seattle, Washington
Total Cost - \$250
Scheduled speaker
 - *3. AAZPA Regional Conference
May 8 - 12, Seattle, Washington
Total Cost - \$300
Scheduled speaker

E. Animal Management (Steve McCusker)

- *1. American Association of Mammologists Conference
June 19 - 23, East Lansing, Michigan
Total Cost - \$498
Invited talk on Master's Thesis

- 2. World Cat Conference
March 17 - 19, Seattle, Washington
Total Cost - \$225

- *3. AAZPA Regional Conference (2 keepers)
May 8 - 12, Seattle, Washington
Total Cost - \$300/person**

The Animal Health, Administrative, Maintenance and Visitor Services Departments have no travel requests.

Total Requests - \$3,888

* Recommended expenditures for a total of \$1,948.

** Only one person on this.

8-14 STUDENTS

RECUIT

60M Design 2

W

77-767 UNIVERSITY OF OREGON PROJECT

THE UNIVERSITY OF OREGON SCHOOL OF ARCHITECTURE, IN COOPERATION WITH THE ZOOLOGICAL SOCIETY AND THE JACKSON FOUNDATION, WILL BE CONDUCTING A SPRING SEMINAR AT THE ZOO. THE GROUP WORKING AT THE ZOO WILL BE COMPRISED OF TWO INSTRUCTORS AND FROM 8 TO 14 STUDENTS. THERE WILL BE ONE ARCHITECTURAL STAFF MEMBER AND A GRAPHICS DESIGN STAFF MEMBER. THE GROUP WILL BE WORKING ON A VARIETY OF DESIGN AND GRAPHICS TREATMENTS FOR THE ZOO. WE WILL PROVIDE SPACE FOR THEM TO WORK IN THE UPSTAIRS OF THE EDUCATION BUILDING LOCATED ON THE ZOO GROUNDS. OTHER THAN SOME MINOR SUPPLIES THERE WILL BE NO OTHER COSTS INCURRED BY MSD. IN EXCHANGE FOR OUR PARTICIPATION, THE ZOO WILL RECEIVE COPIES OF THE COMPLETED PLANS AND DESIGNS. IT IS HOPED THAT WE WILL BE ABLE TO IMPLEMENT SOME OF THE PLANS AND INCORPORATE OTHERS IN OUR LONG-RANGE PLANNING.

NO ACTION REQUIRED.

OTHER BUSINESS

77-768 CONTRACT 77-057 - NANCY GILLIAM

THE ZOO'S VOLUNTEER COORDINATOR, JOEY CROSS, WILL BE HOSPITALIZED AND THEN OFF WORK FOR APPROXIMATELY EIGHT WEEKS. IN ORDER TO CARRY ON OUR EDUCATIONAL WORK AT THIS PARTICULARLY BUSY TIME OF THE YEAR THE ZOO WOULD LIKE TO CONTRACT WITH NANCY GILLIAM TO WORK FROM MARCH 14 THROUGH MAY 6 AT THIRTY HOURS PER WEEK AND \$5.00 PER HOUR NOT TO EXCEED A TOTAL OF \$1,200.

THE STAFF RECOMMENDS APPROVAL OF CONTRACT 77-057 WITH NANCY GILLIAM FOR AN EXPENDITURE NOT TO EXCEED \$1,200.

Removed from consideration.

AGREEMENT

This Agreement is made this _____ day of March, 1977 between the Metropolitan Service District, a municipal corporation (MSD), 1220 S. W. Morrison, Portland, Oregon 97205, and Nancy W. Gilliam, 1838 N. E. 143 Avenue, Portland, 97230 (Contractor).

This Agreement is exclusively for personal services. (Do not use if buying supplies or materials).

Contractor will perform the services described in the Scope of Work attached as Appendix B in accordance with accepted standards of quality.

The services will be performed by or under the personal supervision of Warren Iliff, Director, Zoo Division.

The term of this Agreement is from 3/14/77 to 5/6/77.

Contractor will devote at least 240 work hours in the performance of the services required by this Agreement.

MSD will pay Contractor \$5.00 per hour upon submission and approval of periodic statements itemizing the work performed.

The maximum fee payable under this Agreement is \$1,200.

Contractor is an independent contractor and assumes full responsibility for the content of its work and assumes full responsibility for all liability for bodily injury or physical damage to person or property arising out of or related to this Agreement, and shall indemnify and save MSD harmless from all claims, demands, actions, and expense on account thereof.

This Agreement may be terminated by MSD upon giving the Contractor five days written notice. Work performed by Contractor up to the termination date shall be paid for by MSD. Termination by MSD will not waive any claims or remedies it may have against Contractor.

Appendix A (General Conditions for Public Contracts) is incorporated herein by reference as if fully set forth and Contractor will comply with all appropriate provisions.

Date: _____

METROPOLITAN SERVICE DISTRICT

By: _____

Date: _____

Contractor

Approved as to form

Dean Gisvold

Contractor will serve in the position of Interim Volunteer Coordinator for an eight-week period beginning March 14, 1977 during the absence due to illness of the Volunteer Coordinator. Contractor will maintain and develop programs initiated by the Volunteer Coordinator, and will supervise Education Department staff.

Contractor will submit statements of work with invoices at regular payroll dates and will be paid at approximately the same schedule as regular employees.

Contractor may terminate this Agreement upon five (5) days written notice to MSD and Zoo Director.

NO ABST.

BARTELS
 GORDON
 McCREADY
 ROBNETT
 SALQUIST
 SCHUMACHER
 MILLER, CHAIRMAN

| NO | ABST. |
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John M. Wood

OTHER BUSINESS

77-769 TRIP REQUEST JUSTIFICATION - SOLID WASTE PROGRAM

PERSONNEL

CHARLES C. KEMPER ALONG WITH RON PERKINS, CITY OF PORTLAND

DATES

MAY 13, 1977 THROUGH MAY 25, 1977

ESTIMATED COST

| | |
|--------------------|-------------------|
| AIR FARE | \$580.00 |
| NSWMA REGISTRATION | 150.00 |
| LODGING | 110.00 |
| MEALS | 140.00 |
| RENTAL CAR | 100.00 |
| MISCELLANEOUS | 20.00 |
| | <u>\$1,100.00</u> |

(NOTE: OF THE 12 NIGHTS, ONLY 5 NIGHTS WILL BE CHARGED TO MSD)

BUDGET

\$1,000.

FACILITIES TO VISIT

- CHICAGO, ILLINOIS - RESOURCE RECOVERY FACILITY - CITY OF CHICAGO
- CHICAGO, ILLINOIS - C.I.D. LAND DISPOSAL SITE - WASTE MANAGEMENT

- . MILWAUKEE, WISCONSIN - AMERICOLOGY - AMERICAN CAN CO.
- . DELAFIELD, WISCONSIN - SANITARY TRANSFER AND LANDFILL, INC. - R. NICKEL
- . MADISON, WISCONSIN - SHREDDING FACILITY AND LANDFILL - CITY OF MADISON
- . OUTAGAMIE COUNTY, WISCONSIN - SHREDDING FACILITY - ALLIS CHALMERS CO.
- . NEW ORLEANS, LOUISIANA - RECOVERY I - RESOURCE RECOVERY - WASTE MANAGEMENT
- . NEW ORLEANS, LOUISIANA - INCINERATOR - CITY OF NEW ORLEANS
- . BALTIMORE COUNTY, MARYLAND - RESOURCE RECOVERY - TELEDYNE NATIONAL
- . BALTIMORE, MARYLAND - PYROLYSIS PLANT - CITY OF BALTIMORE
- . WASHINGTON, D.C. - U.S. ENVIRONMENTAL PROTECTION AGENCY OFFICE OF SOLID WASTE MANAGEMENT

NSWMA MEETINGS

- . INTERNATIONAL WASTE EQUIPMENT SHOW
- . NEW TIPS FOR OPERATING LANDFILLS
- . NEW FEDERAL DEFINITION FOR SANITARY LANDFILLS
- . HOW TO CLOSE OUT A LANDFILL
- . PLANNING A RESOURCE RECOVERY FACILITY - WASTE INPUT AND RECOVERY MARKETS
- . LEARNING FROM BURNING
- . FEDERAL HAZARDOUS WASTES
- . RESOURCE RECOVERY MARKETING

STAFF RECOMMENDATION

THE STAFF RECOMMENDS APPROVAL OF THE ABOVE TRIP ITINERARY FOR CHARLES KEMPER, MAY 13 THROUGH MAY 25, 1977, AT A COST NOT TO EXCEED \$1,100.

METROPOLITAN SERVICE DISTRICT

BOARD OF DIRECTORS

GUEST ATTENDANCE LIST

DATE: 3-11-77

| NAME | REPRESENTATION |
|----------------|------------------------------------|
| BOB BROWN | DEQ |
| JOHN C. HANKER | MUT. Co. |
| Don Hamburg | Wash County Harbor Assoc. |
| Sally Karam | Martin Kohnert - Martin Architects |
| Rdot. Higgins | M.S.M. |
| Will Kuntz | M.S.M. |
| Dave Phillips | C.C. S.W Dept |
| John Q. Wilson | MSO |
| [Signature] | Zoo |
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