



METROPOLITAN SERVICE DISTRICT

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

(503) ~~222-3671~~ 248-5470

BOARD OF DIRECTORS

WASHINGTON PARK ZOO
EDUCATION BUILDING
4001 SW CANYON ROAD

SEPTEMBER 22, 1978
2:00 P.M.

A G E N D A

78-1153 MINUTES

78-1154 PUBLIC COMMUNICATIONS

ADMINISTRATIVE DIVISION

78-1155 CASH DISBURSEMENTS

SOLID WASTE DIVISION

78-1156 MANAGEMENT COMMITTEE REPORT ON
RESOURCE RECOVERY FACILITY

ZOO DIVISION

78-1157 ANIMAL QUARANTINE FACILITY CONSTRUCTION
BID AWARD

78-1158 TRAVEL REQUEST

OTHER BUSINESS

INFORMATIONAL REPORTS



METROPOLITAN SERVICE DISTRICT

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

(503) ~~222-3522~~ 248-5470

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A G E N D A

<u>PAGE</u>	<u>ACTION RECORD NUMBER</u>
-------------	---------------------------------

1 78-1153

MINUTES

1 78-1154

PUBLIC COMMUNICATIONS

ADMINISTRATIVE DIVISION

6 78-1155

CASH DISBURSEMENTS

SOLID WASTE DIVISION

7 78-1156

MANAGEMENT COMMITTEE REPORT ON
RESOURCE RECOVERY FACILITY

ZOO DIVISION

8 78-1157

ANIMAL QUARANTINE FACILITY CONSTRUCTION
BID AWARD

9 78-1158

TRAVEL REQUEST

PAGE

ACTION RECORD
NUMBER

OTHER BUSINESS

78-1159

STAFF AUTHORITY FOR WAIVER OF
BONDING ON CONTRACT AMOUNTS OF LESS
THAN \$10,000

INFORMATIONAL REPORTS

Zoo Division

. FINANCIAL REPORT FOR AUGUST 1978

78-1153 MINUTES

THE FOLLOWING PAGES CONTAIN THE MINUTES OF THE SEPTEMBER 8, 1978, BOARD MEETING. THE STAFF RECOMMENDS APPROVAL OF THE BOARD MINUTES.

78-1154 PUBLIC COMMUNICATIONS

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

78-1155 CASH DISBURSEMENTS

THE ACCOUNTING DEPARTMENT HAS PREPARED CHECKS NUMBERED FROM 3666 TO 3764 FROM PAYMENT REQUESTS RECEIVED, WHICH WERE APPROVED AS WITHIN MSD BUDGET.

THE STAFF RECOMMENDS APPROVAL FOR PAYMENT OF CHECKS FOR CHECK REGISTERS DATED SEPTEMBER 18, 1978, IN THE TOTAL AMOUNT OF \$173,753.45, AND SEPTEMBER 19, 1978, IN THE TOTAL AMOUNT OF \$11,912.98.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

NO. 78-1155 DATE 9-22-78

BARTELS
BUCHANAN
DURIS
McCREADY
ROBNETT
SALQUIST
SCHUMACHER

YES	NO	ABST.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Handwritten Signature]
Clerk of the Board

78-1156 MANAGEMENT COMMITTEE REPORT ON RESOURCE RECOVERY FACILITY

THE MANAGEMENT COMMITTEE WILL PROVIDE A RECOMMENDATION REGARDING ENTERING INTO A PHASE II AGREEMENT WITH PUBLISHERS PAPER COMPANY AND/OR PROCEEDING WITH ADDITIONAL WORK TO IMPLEMENT THE RESOURCE RECOVERY PROJECT.

78-1157 ANIMAL QUARANTINE FACILITY CONSTRUCTION BID AWARD

THE METROPOLITAN SERVICE DISTRICT CALLED FOR BIDS FOR CONSTRUCTION OF THE QUARANTINE FACILITY AT THE WASHINGTON PARK ZOO. ONLY TWO BIDS WERE RECEIVED. AFTER CONSIDERABLE REVIEW OF THE QUOTATIONS AND LACK OF RESPONSE, STAFF RECOMMENDS THAT ALL BIDS BE REJECTED AND THAT THE QUARANTINE FACILITY BE REBID BY PACKAGING IT WITH THE ELEPHANT EXPANSION PROJECT WHEN THAT PROJECT GOES TO BID. WE ANTICIPATE A BETTER BIDDING ATMOSPHERE AT THAT TIME AND UNDER THOSE CONDITIONS AND BELIEVE WE CAN GET THE FACILITY BUILT FOR A MORE REASONABLE COST.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

NO. 78-1157 DATE 9-22-78

	YES	NO	ABST.
BARTELS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUCHANAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DURIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MCGREADY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBNETT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALQUIST	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SCHUMACHER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

John M. Wood
Chairman of the Board

78-1158 TRAVEL REQUEST

JONOLYN SMITH, WHO WORKS AS A KEEPER IN THE NURSERY, HAS REQUESTED PERMISSION TO ATTEND THE CONFERENCE OF THE AMERICAN ASSOCIATION OF ZOO KEEPERS TO BE HELD IN GAINESVILLE, FLORIDA, FROM OCTOBER 15 TO OCTOBER 19, 1978. SHE HAS ASKED FOR THE FOLLOWING EXPENSES:

MEALS	\$ 60.00
LODGING	59.52
TRANSPORTATION	266.50
REGISTRATION	40.00
MISCELLANEOUS	<u>10.00</u>
TOTAL	\$436.02

HER REQUEST HAS BEEN APPROVED BY HER DEPARTMENT HEAD AND THE FUNDS ARE IN THE DEPARTMENT BUDGET.

STAFF RECOMMENDS APPROVAL OF THE TRAVEL REQUEST AT AN EXPENSE UP TO \$436.02.

Denise

OTHER BUSINESS

78-1159 STAFF AUTHORITY FOR WAIVER OF BONDING ON CONTRACT AMOUNTS OF LESS THAN \$10,000

THE STATE CONTRACT REVIEW BOARD ADMINISTRATIVE RULES REQUIRE THAT ALL PUBLIC IMPROVEMENT CONTRACTS FOR AMOUNTS OF \$10,000 AND OVER BE SECURED BY BOTH BID AND PERFORMANCE BONDING. HOWEVER, FOR CONTRACT AMOUNTS OF UNDER \$10,000, THE ADMINISTRATIVE RULES ALLOW THE AGENCY TO WAIVE BIDDING AND PERFORMANCE BONDING. IN THE PAST THE STAFF HAS WAIVED THIS REQUIREMENT, HOWEVER, STATE LAW REQUIRES AUTHORIZATION BY THE GOVERNING BODY.

THE STAFF RECOMMENDS THAT THE BOARD TRANSFER WAIVER AUTHORITY FOR ALL CONTRACTS UNDER \$10,000 TO THE MSD ADMINISTRATIVE DIVISION DIRECTOR.

METROPOLITAN SERVICE DISTRICT
BOARD ACTION

NO. 78-1159 DATE 9-22-78

- BARTELS
- BUCHANAN
- DURIS
- McCREADY
- ROBNETT
- SALQUIST
- SCHUMACHER

	YES	NO	ABST.
BARTELS	/		
BUCHANAN			
DURIS	/		
McCREADY			
ROBNETT			
SALQUIST			
SCHUMACHER			

[Signature]
Clerk of the Board

INFORMATIONAL REPORT

FINANCIAL REPORT FOR THE ZOO DIVISION AUGUST, 1978

This report is prepared on the basis of information available after the second month of operation in Fiscal Year 1978-79.

I. EXPENDITURES/COMMITMENTS

Note that we have defined "commitments" as funds actually paid out and funds obligated (via purchase orders) but not yet paid out. Therefore, the figures below will differ from the "Metropolitan Service District Monthly Budget Report" which reflects only funds actually paid out.

<u>Category</u>	<u>Amount Budgeted</u>	<u>Committed In August</u>	<u>Balance In Budget</u>
Personal Services	\$1,480,153	\$201,996	\$1,278,157
Materials & Services	878,921	113,568	765,353
Capital Outlay	82,958	4,789	78,169
Trans. to General Fund	174,272	29,045	145,227
Contingency	275,728	0	275,728
Gen'l. Capital Improv.	1,708,471	17,538	1,690,933
Unappropriated Balance	30,000	0	30,000
Total Zoo Fund	<u>\$4,630,503</u>	<u>\$366,936</u>	<u>\$4,263,567</u>

II. REVENUES

Resources budgeted for the Zoo Fund total \$4,630,503 in Fiscal Year 1978-79. Funds received to date (July and August) total \$440,907. Funds received to date plus the projected net working capital total \$1,740,807, leaving a balance of \$2,889,696 to be obtained.

III. ATTENDANCE REPORT

<u>Month/Year</u>	<u>Paid</u>	<u>Free</u>	<u>Total</u>	<u>Admission Revenue</u>	<u>Visitor Services Revenue</u>
August, 1978	64,005	7,893	71,898	\$92,074	\$91,578
August, 1977	62,451	12,136	74,587	\$66,736	\$89,260

As was the case in July, the above figures indicate that although attendance is down from the month of August, 1977, admission and visitor services revenues have increased in August, 1978. Per capita revenues are listed below.

<u>Month/Year</u>	<u>Admissions</u>	<u>Food</u>	<u>Gift Shop</u>	<u>Rail- road</u>	<u>Vending Animal</u>	<u>Exhibits</u>
August, 1978	\$1.28	66.3¢	21.4¢	34.9¢	4.4¢	.01¢
August, 1977	\$.89	57.7¢	17.0¢	38.1¢	4.6¢	2.0¢

METROPOLITAN SERVICE DISTRICT

BOARD OF DIRECTORS

GUEST ATTENDANCE LIST

DATE: 9-22-78

NAME	REPRESENTATION
David G. Sullivan	
Aron Swartz	staff
Don Williams	Clackamas County
H. Knapp	Resource Recovery Byproducts
John Lanham	Mult. Co.