



# METROPOLITAN SERVICE DISTRICT

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

(503) ~~222-3874~~ 248-5470

## MSD BOARD OF DIRECTORS

### MINUTES OF MARCH 24, 1978 MEETING

#### BOARD MEMBERS IN ATTENDANCE

Robert Schumacher, Chairman  
Connie McCready  
Lyle Salquist  
Sidney Bartels

#### METROPOLITAN SERVICE DISTRICT BOARD ACTION

NO. 78-1029 DATE 4-14-78  
YES NO ABST.

#### STAFF & ADVISORS IN ATTENDANCE

Dean Gisvold, Attorney  
Charles C. Kemper  
Cordell Ketterling  
Paul Norr  
Merle Irvine  
Warren Iliff  
A. McKay Rich  
Jean Woodman

*Buchanan*  
BARTELS  
GORDON  
McCREADY  
MILLER  
ROBNETT  
SALQUIST  
SCHUMACHER

YES	NO	ABST.
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*Jean Woodman*  
Clerk of the Board

#### GUESTS IN ATTENDANCE

List attached.

There being a quorum present, the Board considered the following items of business:

#### 78-1020 MINUTES

Councilman Bartels moved to approve the minutes of March 10, 1978 as submitted. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

#### 78-1021 PUBLIC COMMUNICATIONS

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

78-1022 CASH DISBURSEMENTS

In discussing the cash disbursements listing, Commissioner McCready suggested that a staff member be designated to review the listings rather than submitting the total disbursements to the Board for examination. There was a consensus that Mr. Kemper would develop guidelines for a procedure for cash disbursements approval.

Commissioner McCready moved to approve payment of Expense Check Registers for March 20, 1978, in the total amount of \$44,949.28; and March 24, 1978, in the total amount of \$43,106.26. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

78-1023 TIMOTHY HAY BID AWARD

Staff presented four bids received for the purchase and delivery of timothy hay to be used as feed at the Zoo recommending award of the contract to Anderson Hay and Grain as low bidder. Councilman Bartels requested a report on staff's investigation of alternatives to the use of timothy hay. Mr. Iliff responded that it was staff's and the Veterinarian's feeling that the continued use of timothy hay was preferable in terms of nutrition, reproduction and selenium content. He also felt the adjustment to a new diet would be difficult. Councilman Bartels was not satisfied with staff's efforts to obtain a less expensive hay. He felt the specifications could be obtained from hay grown in the Willamette Valley and at half the cost, and cited the National Zoo in Washington D.C., which uses a hay without the selenium content and with no apparent problems. Staff will continue to research alternatives to timothy hay.

Councilman Bartels moved to award the timothy hay bid to Anderson Hay and Grain as low bidder, and authorize the Chairman's signature on the bid agreement in an amount not to exceed \$12,880. Commissioner McCready seconded the motion. The motion carried unanimously by roll call vote.

78-1024 LOWER TUALATIN RIVER FLOOD CONTROL PROJECT

Mr. Kemper present a \$12,000 budget for the lower Tualatin River Flood Control Project for Board approval and a travel request to Washington D.C. to present testimony before the Senate and Congressional Appropriations Sub-committees. Commissioner McCready expressed some concerns about the ambiguity of the contract work scope and any problems that might arise if the City of Tualatin was not satisfied with the results. She suggested that a letter

be sent to the City representing these concerns. There was a consensus to do this.

Motion 78-1024.A: Councilman Bartels moved to authorize utilization of the Drainage Fund (Tualatin Project Department) Budget for FY 77-78 pursuant to Contract No. 78-136. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

Motion 78-1024.B: Commissioner McCready moved to approve travel requests for Ray Miller and Charles Kemper to present testimony on the Lower Tualatin Flood Control Project funding in Washington D.C., at a cost not to exceed \$1,500. Councilman Bartels seconded the motion. The motion carried unanimously by roll call vote.

78-1025 CONTRACT 78-143 - RANKIN MC MURRY OSBURN GALLAGHER & VAV RONSKY - Bond Counsel

Mr. Ketterling presented a proposed contract for bond counsel services developed at the Board's direction with the firm Rankin McMurry Osburn Gallagher & VavRonsky. He discussed a possible conflict of interest in one of the firm's partners representing Tiregon, Inc., who is challenging the MSD Solid Waste Program. He stated that the firm had submitted a letter to staff stating that the firm would withdraw from representing Tiregon, Inc., if they pursued legal action against MSD on the solid waste issue. Mr. Howard Rankin was present to assure the Board that a conflict would not exist during the term of the contract between MSD and Rankin McMurry Osburn Gallagher & VavRonsky.

There was also some discussion on limiting the out-of-pocket travel expenses in the contract to \$3,000.

Mr. Gisvold stated that he was satisfied with Mr. Rankin's letter denying a conflict of interest.

Commissioner McCready moved to approve Contract 78-143 between MSD and Rankin McMurry Osburn. Gallagher and VavRosky for bond counsel services amending Section 6 to limit the total travelling and out-of-pocket expenses to \$3,000 without approval of the Solid Waste Director. Councilman Salquist seconded the motion. The motion carried unanimously by roll call vote.

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78-1026 CONTRACTS 78-144 AND 78-145 - DESIGN CONSULTANTS FOR  
ELEPHANT HOUSE AND ENCLOSURE

Set over to April 14, 1978.

78-1027 CONTRACT 78-142 - TRAVERS & JOHNSON - Quarantine Design  
Project

Mr. Rich discussed the procedure followed under MSD's Administrative Procedure No. 7, selection process for awarding personal services contracts, and the award of the contract to Travers and Johnson for design of the Zoo's quarantine facility.

This was an informational item and no action was taken.

78-1028 ZOO DEVELOPMENT PLAN PHASE III PRESENTATION - Warner  
Walker & Macy

The consultants presented a preliminary Phase III listing of potential development projects under categories of "Exhibits", "Visitor Services", and "Operation and Maintenance". Mr. Macy reviewed a project matrix showing costs, sources of funding, and time schedules for completion. The matrix indicated a \$5,000,000 capital improvement program over the next three years of which \$3,000,000 would be levy supported and the remaining funded through CETA and other sources. Mr. Macy stated that a major exhibit should be developed each year in order to maintain public interest and show continued improvement. Commissioner McCready questioned the anticipated increases in revenues and Mr. Macy referred her to a memorandum from EDCON included in the report and which was based on the program under discussion. Councilman Bartels questioned the improvements to the entrance, and Mr. Macy stated that all improvements would be permanent, in that when the entrance was moved the present location would house the education facility and childrens zoo. Also, the food services would remain with improvements made for the dining area and pedestrian flow and train station.

Mr. Stewart identified some projects listed for development towards 1980 and 1981, stating that they could not determine available funding during this period for improvements and these projects could be eliminated if necessary. Commissioner McCready was concerned that some major improvements be shown in conjunction with the 1981 levy, and Mr. Stewart stated that the Alaskan Exhibit was scheduled for completion in March of 1981.

There was some discussion of the memorandum included in the report from the economics consultants relating to attendance and revenue projections as the exhibits are developed. Councilman Salquist questioned whether contracting the concessions to private operation would affect the anticipated revenues shown, and Mr. Stewart stated that the consultant showed a fair increase in food and beverage revenues as the concessions were improved. In discussion of Table 2 of the economist's report showing projected attendance, Commissioner McCready suggested that it might be helpful, even though there were no major projects on line, to know the anticipated attendance for 1978. This will be added. Commissioner McCready also requested that the zoo maintain records of zoo attendance and show them in a monthly report. In further discussion of the economist's report, Commissioner McCready requested verification on a suggested analyses for recommending specific operations and pricing steps. Mr. Stewart stated that he felt the consultant was taking a conservative viewpoint for projecting trends which are determined on how the services are offered. He felt the consultant assumed that some improvements would be made but could not determine to what extent.

The Board discussed the recommended increases in admission rates and Commissioner McCready questioned the 25% increase in 1979. Mr. Stewart stated that the admissions were too low now requiring the cost of running the zoo to come from other sources, but that the consultant felt the price increase should not come about until 1979 with development of better facilities. In consideration of the option to lease food and beverages and merchandising facilities to outside operations, Commissioner McCready requested information on the present cost of these operations as they relate to the revenue and the cost of improvements. Mr. Iliff stated this information would be submitted with the final copy of Phase III for consideration at the April 14, 1978, meeting. Councilman Bartels felt that profit and loss statements should be provided each month. Staff indicated that the 77-78 Budget did not provide for this information in that the Visitor Services section was not broken down by services. Councilman Bartels suggested that the information be developed by hand if the computer could not produce it.

Commissioner McCready suggested that Mr. Iliff develop a plan for recommendation on the 1981 levy and duration of the levy. She felt that timing of rate increases and improvements were important to the success of a levy. Commissioner McCready also wished to discuss the breakdown of discounted admittances and asked if records were kept on groups receiving reduced rates. Mr. Iliff stated that these types of records were not being kept but that they could be in future.

No action was taken.

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OTHER BUSINESS

There was no Other Business presented.

INFORMATIONAL REPORTS

The Solid Waste Division presented the following written reports which are included in the staff report:

- . Solid Waste Program Status
- . Scrap Tire Program

There being no further business to come before the Board, the meeting adjourned at 4:10 P.M.