

MINUTES OF THE COUNCIL MANAGEMENT COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

February 20, 1986

Committee Members Present: Councilors DeJardin, Kelley, Hansen
(alternate) and Gardner

Committee Members Absent: Councilors Cooper and Van Bergen

Staff Present: Don Carlson, Don Cox, Gene Leo, Jane
Hartline, Ed Stuhr, Kay Rich, Pat Lent
and Ray Barker

Chairman Gardner called the meeting to order at 5:30 p.m.

1. Approval of Minutes of the Meetings of January 9, 16 and 30, 1986

Motion: Councilor DeJardin moved the minutes be approved and Councilor Kelley seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Kelley, Hansen and Gardner

Absent: Councilors Cooper and Van Bergen

The motion carried and the minutes were approved.

2. Consideration of an Addendum to the Contract with Intercept Research Corporation to Provide the Zoo with Marketing Research Services

Jane Hartline discussed the need for the addendum. She explained the Zoo had entered into a contract with Intercept Research Corporation to assist staff in developing more sophisticated forms of marketing research. Ms. Hartline said she was very pleased with the quality of work performed and wanted to continue the contract another year. The original contract provided for that renewal option, she explained.

In response to Councilor Hansen's question, Ms. Hartline reviewed the competitive process for letting the original contract. That process included soliciting proposals and evaluating proposals according to predetermined, objective criteria. Intercept Research was determined to be the most qualified consultant to perform the work.

Motion: Councilor DeJardin moved to approve the \$12,000 contract addendum and Councilor Kelley seconded the motion.

Chairman Gardner asked if any work performed the first year of the contract would be duplicated during the second year. Ms. Hartline said she wanted to continue quarterly gate surveys because survey results indicated whether new exhibits or marketing efforts were attracting visitors.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Kelley, Hansen and Gardner

Absent: Councilors Cooper and Van Bergen

The motion carried and the contract addendum was approved.

3. Consideration of a Budget for the Council General Account

Ray Barker explained Council guidelines require the Presiding Officer to submit a budget for the Council's General Account to the Management Committee. The Management Committee would then recommend to the Budget Committee the budget be recommended for final approval. He reviewed major elements of the proposed budget as contained in the agenda materials.

Councilor Kelley asked if funds could be budgeted for Councilors to hold quarterly meetings within their respective districts. A discussion followed about when recommendations for change should be made since more changes could result after the February 20 Priorities and Objectives meeting of the Council.

Chairman Gardner noted that since three members of the Management Committee also served on the Budget Committee, changes could be proposed by those Councilors at the Budget Committee meetings.

Councilor Hansen proposed establishing funds to be used by elected Councilors to learn about Metro's operations and services. Some Councilors questioned whether money should be spent by Councilors not yet in office.

Motion: Councilor DeJardin moved to accept the budget in general as submitted with the understanding the Management Committee could propose changes to the Budget Committee.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Kelley, Hansen and Gardner

Absent: Councilors Cooper and Van Bergen

The motion carried.

4. Report on Investments for the Quarter Ending December 31, 1985

Don Cox reported that average interest rates began a very slight upward trend during the second quarter of fiscal year 1986 (7.32 - 7.39 percent). The State of Oregon Local Government Investment Pool continued to produce a strong yield among available investment alternatives, he said.

Mr. Cox requested that at their next meeting, the Committee consider whether Key Bank be placed on the approved list with which Metro could invest funds. He said citizen members of the Investment Committee would review all necessary factors and make a recommendation to the Committee before the meeting.

In response to Chairman Gardner's question, Mr. Cox said Metro's investment policies limited the amount and total percentage of funds that could be invested with any one institution. This explained why some funds had been invested in institutions that paid slightly lower interest than others. He said the investment policies had been adopted by the Management Committee and were representative of those adopted by other local governments.

There being no further business, Chairman Gardner adjourned the meeting at 5:30 p.m.

Respectfully submitted,



A. Marie Nelson
Clerk of the Council

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