

**ANIMAL CARE JPA MINUTES
THURSDAY, MAY 31, 2012**

Alan Rasmussen called the meeting to order at 12:00 p.m. with Directors Hagerman, Huntington, Cronin and Alan Rasmussen sitting in for Chair Derry.

PLEDGE OF ALLEGIANCE

Led by Director Hagerman

APPROVAL OF MINUTES

Approve the minutes of February 23, 2012 as presented.

Upon motion by Director Huntington, second by Director Hagerman and no objections stated, the minutes stand approved

DIRECTORS REPORTS/UPDATES

None

DISCUSSION ITEMS

1. In-Kind Contribution Policies

Town Manager Nuaimi advised that the Town and County staffs have been working on formulating policies for accepting donations from private donors as well as contributions from each agency, and are forwarding the two policies for consideration. The only discussion between County Counsel and the Town was consideration as to whether staffing from the agencies should be fully burdened or not. Mr. Rasmussen requested a description of "fully burdened". Town Manager Nuaimi advised that is all salary and indirect benefits, which is how it is currently structured.

Director Cronin advised that the County agrees to accept the fully burdened costs. He recommended acceptance of the modification as recommended by the Town, for the Board to review and approve the In-Kind Contribution Policies and direct staff to forward the policies to their respective legislative bodies for their information. He noted there is no need for the legislative bodies to approve the items.

Directors Huntington and Hagerman advised they have no problem with that.

Motion by Director Cronin, seconded by Director Huntington that the Board review and approve the In-Kind Contribution Policies as presented, and direct staff to return the policies to the respective legislative bodies for their information

approved unanimously.

2. Shelter Design Contract Update
3. Approval of Bid Specifications

Town Manager Nuaimi advised that discussion is regarding both Items 2 and 3.

The design plans are at 100%, bid documents are being completed, are in County Counsel and A&E offices for review and will be brought back to the JPA for final approval. The County and Town staff continue to develop loan language which requires modifications to the JPA Agreement. The Town is accounting for all contributions made to the project and all project costs. In November when the initial site plans were brought forward for review, the total construction cost was estimated to be about \$3.8 million. We value engineered the project, reduced the scope and footprint of the administration building without sacrificing functionality, reduced the dimensions of the kennels and reduced that total construction cost estimate to \$3.2 million in December before receiving comments from the various agencies. After receiving comments the construction cost estimate is \$3.375 million which includes contingency dollars.

Staff believes we can take the project to bid and get bids below that number. We will bring back a request for a construction management cost allocation for Project Engineer Qishta's. The recommendation is revised to recommend that the Board approves the Plans and Specifications, and direct the JPA staff to make technical modifications as may be requested by County Counsel and the County's Architecture and Engineering Department; and Return to the JPA Board for final approval of the modified plans and specifications. This recommendation defers recommendations "B" through "F" to a subsequent meeting.

Director Huntington questioned if it is true that, other than the revision to Item A, we cannot move forward with B-F at this time. Director Cronin advised that, from the County's perspective, we need to review the plans and specifications first.

Motion by Director Huntington and second by Director Hagerman to approve the Plans and Specifications and direct the JPA staff to make technical modifications as may be requested by County Counsel and the County's Architecture and Engineering Department; and return to the JPA board for final approval of the modified plans and specifications passed unanimously.

Margo Sturgis, Yucca Valley, stated the plans and specifications are going to County counsel for review and wondered when it would be going to Town Council for their review. Also, she didn't see Malin Way street improvements credited to the Town's expenditures.

Town Manager Nuaimi advised that the Council delegated authority to the JPA

Board to approve the plans and specs, and will come back to the Council when it goes to bid, as well as the financing package for the process. He noted that Malin Way was not included as a part of this project and had already been completed.

FUTURE AGENDA ITEMS

- A. Adopt Reimbursement Strategies

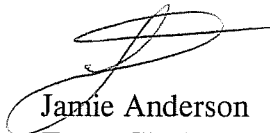
PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business the meeting was adjourned at 12:20 p.m.

Respectfully submitted



Jamie Anderson
Town Clerk