

**ANIMAL CARE JPA MINUTES
THURSDAY, SEPTEMBER 29, 2011**

Chair Derry called the meeting to order at 10:02 a.m. with Directors Hagerman, Huntington, Cronin and Chair Derry present.

PLEDGE OF ALLEGIANCE

Led by Chair Derry

APPROVAL OF MINUTES

Approve the minutes of May 26, 2011 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. Shelter Design Contract Update

Town Manager Nuaimi provided an update on the contract status and displayed a PowerPoint presentation of the project management plan. There will be a finalized plan at the next JPA meeting and the final CEQA documents will be brought forward. Staff will also bring financial update at each meeting. He advised the goal is to have the project before the Planning Commission by December.

2. Site Planning / Floor Plan Presentation

Town Manager Nuaimi gave a PowerPoint presentation showing the floor plan etc. He also advised that the earthquake fault trenching showed no ruptures.

Director Hagerman questioned if there have any thoughts of looking for grants for solar? Town Manager Nuaimi advised that staff has talked about that, however the buildings are prefab so we don't know if there is an opportunity at this time for solar, but maybe in the future

Director Huntington stated it appears the dumpster is in a bad location for pick up purposes. Town Manager Nuaimi advised that staff will have to move dumpster out for the truck anyway.

Director Hagerman questioned how many square feet there are under roof.
Town Manager Nuaimi advised a total of 1,400

3. Establish Capital Assets and Controlled Asset/Sensitive Equipment Policies

Director Cronin advised that the policy has been reviewed by County Counsel and submitted to the Town.

Upon motion by Director Hagerman, second by Director Huntington and no objections stated, the policies were approved.

FUTURE AGENDA ITEMS

- A. Adopt Reimbursement Strategies
- B. Establish In-Kind Contribution Policy

Director Cronin advised they hope to have the plan presented to the JPA within the next 60 to 90 days.

Chair Derry requested consideration of an alternate meeting for the next JPA if agreeable with the members. Town Manager Nuaimi advised he will poll the members calendars and also find out when the CEQA documents are ready to move forward.


PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business the meeting was adjourned at 10:28 a.m.

Respectfully submitted



Jamie Anderson
Town Clerk