

**CITY/COUNTY ANIMAL SERVICES JPA
MINUTES
WEDNESDAY, JANUARY 13, 2010, 10:30 A.M.**

The meeting was called to order at 10:30 a.m. with Directors Herbel, Huntington, Cronin present. Alan Rasmussen represented Chair Derry and chaired the meeting.

PLEDGE OF ALLEGIANCE

Led by Rasmussen

APPROVAL OF MINUTES

Upon motion and second, the minutes of the meeting of November 10, 2009 were approved unanimously (Huntington/Herbel)

DIRECTORS REPORTS/UPDATES

None

ACTION ITEMS

1. Resolution adopting Conflict of Interest Code

RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANIMAL CARE JOINT POWERS AUTHORITY ADOPTING A CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

Director Cronin advised the County Council has developed an abbreviated code and recommended adoption.

Motion by Director Cronin, second by Director Huntington to adopt the code and Resolution carried unanimously.

2. Acceptance of Insurance Quote provided at the November 10, 2009 JPA meeting.

Director Cronin advised that at the last meeting it was requested that competitive bids be obtained for best cost. The County quote is the most cost effective.

Motion by Director Cronin, second by Director Herbel to accept the quote in the amount of \$3,730 per year for insurance, carried unanimously.

DISCUSSION ITEMS

3. Draft Operating Budget

Director Cronin advised the CAO has requested he work with the Town to develop a 5 year budget project for operating costs once the shelter is constructed. He requested a

meeting with Deputy Town Manager Stueckle to develop a draft for full JPA discussion.

Upon suggestion that Director Cronin work with Administrative Services Director Yakimow, Deputy Town Manager Stueckle and Animal Care and Control Manager Crider, it was agreed to put the item on the next agenda for action.

4. Estimate of County Counsel Costs

Director Cronin advised that the costs incurred to date for support of the JPA have been incurred on behalf of the County and not assessed to the JPA. Additional costs will be reported to the board at a future date.

5. Consideration of acceptance of the Town's property as part of the Town's payment

Director Cronin advised the County would like to consider the transfer of the land after the project is fully funded, and does not want the JPA to own properties now. Administrative Services Director Yakimow stated that staff does not have a problem with that.

6. Review draft Requests for Qualifications (RFQ)

Director Cronin commented he has received a template for an RFQ from the County Architectural & Engineering (A&E) Department which was very long and involved, and he recommended that A&E be requested to submit a minimal cost bid to develop the RFQ/RFP, or ask that the County agree to help develop the template for the JPA at no cost. He will bring a report back at the next meeting on what services A&E can provide and if there are any initial costs.

7. Update on Town's request for financing of its portion of the JPA contribution.

Director Cronin advised it is the County's objective to put forth a budget proposal n FY 10/11 to fully fund the remaining 3 Town payments of the Town's commitment to the project. The specifics of repayment and financing are not determined yet. He introduced Trudy Raymundo who stated the County wants to see the financing as a partnership where they will provide additional start up costs and the Town will take on a larger percentage for future operating costs of each adopted budget. At some point the total contributions would be the same.

Upon further discussion regarding funding it was agreed that everything will be done during the budget process.

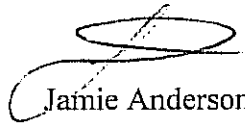
PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:56 p.m.

Respectfully submitted,



Jamie Anderson, MMC
Town Clerk