



MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF NEVADA CITY, THE CITY OF GRASS VALLEY, AND THE COUNTY OF NEVADA FOR COLLABORATION WITH ANIMAL SHELTER DEVELOPMENT AND SERVICES

This Memorandum of Understanding, hereinafter referred to as "MOU", is made and entered into by and between the City of Nevada City, the City of Grass Valley, and the County of Nevada (the "Parties"), with the aim of establishing a partnership to work collaboratively on the development of a new animal shelter to ensure responsive, responsible, and quality animal care and sheltering community services within Nevada County. This includes animal sheltering services within the unincorporated areas of Nevada County and incorporated areas of the City of Grass Valley and the City of Nevada City.

The purpose of this MOU is to outline the commitment of the above-mentioned parties in investigating options for operating and maintaining a joint animal shelter that provides care, shelter, intake, processing, and adoption services for animals. The Parties to this MOU will endeavor to agree to the following:

- The continued collaboration on a future animal shelter design, development and construction.
o Work collaboratively to acquire, construct, and/or provide a suitable facility to address animal shelter capacity needs for the Parties.
o Establish a collaborative design and decision-making team that is inclusive and equally representative of all Parties.
• Establishing an operational and governance structure for a future shelter.
o Work collaboratively to establish a team with equal representation of all Parties to outline an ideal operational and governance structure including:
- Outlining an ideal staffing structure that may include potential non-profit/community partners.
- Creating a draft shelter operational structure.
- Creating an inclusive governance and decision-making structure for operational implementation and management of potential changes.
• Establishing an anticipated budget based on the operational and governance structure.
o Estimate shared shelter facility costs, including the building costs, staff salaries, operational costs, veterinary care costs, and facility maintenance costs.
o Create a draft proposal for cost share opportunities for facility design, construction, operations, and maintenance.
• Committing to regular team meetings managing this partnership forward.
o Meeting regularly to go over plans, progression, and next steps.
• Providing updates and/or presentations to the Parties' legislative bodies on progress, planning, and contracts, as needed or upon request of a Party's legislative body.

This MOU shall be effective from the date of its signing. It may be terminated by a mutual agreement between the parties and any party may withdraw from this MOU upon 30 days written notice.

City of Nevada City, Mayor

City of Grass Valley, Mayor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

County of Nevada, Chair

\_\_\_\_\_  
Date: \_\_\_\_\_