

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Community Health Agency, Department of Animal Services  
**SUBMITTAL DATE:** 11/18/03 435

**SUBJECT:** Approval of the Agreement with the City of Hemet and amend Ordinance No. 440 pursuant to Resolution No.440-8530

**RECOMMENDED MOTION:** Move that the Board of Supervisors :

- 1) Approve the Agreement between the City of Hemet and the County of Riverside for the performance period August 1, 2003 through June 30, 2004 in the amount of \$85,144; and
- 2) Authorize the Chairman of the Board of Supervisors to execute four (4) original copies of the Agreement on behalf of the County of Riverside; and
- 3) Authorize the Auditor Controller to adjust the budget as detailed in Schedule A; and
- 4) Amend Ordinance No. 440 pursuant to Resolution No. 440-8530 submitted as Attachment A; and
- 5) Direct the Clerk of the Board to retain one copy of the originally signed Agreement and return three (3) original copies of the Agreement to the Community Health Agency Contracts Administration for distribution.

**BACKGROUND:** In July of 2003, the Department of Animal Services was approached by the City of Hemet and requested to submit a proposal for the provision of animal control services for the City of Hemet. The Department submitted a proposal with service activities to include

Continued

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Janis G. McLaughlin, Director  
Department of Animal Services

**FINANCIAL DATA:**

CURRENT YEAR COST: \$ 85,144  
NET COUNTY COST: \$ 0

ANNUAL COST: \$0  
IN CURRENT BUDGET: No  
BUDGET ADJUSTMENT: Yes For FY: 03/04

**REQUIRES  
4/5 VOTE**

**SOURCE OF FUNDS:** 100% funded by the City of Hemet

**C.E.O. RECOMMENDATIONS:**

**APPROVE**

**Positions to be Deleted  
per A-30**

County Executive Officer Signature:

FORM APPROVED COUNTY COUNSEL  
 SEP 24 2003  
 Approved by Ronald W. Komers Asst. County Executive Officer/ Human Resources Director  
 FISCAL PROCEDURES APPROVED BY Deputy  
 Department Recommendation to Board of Supervisors Auditor/ Controller  
 Per Executive Office: Consent

03 DEC -3 11:40  
COUNTY OF RIVERSIDE  
COMMUNITY DEVELOPMENT

**BACKGROUND, continued:** safeguarding the City of Hemet's domestic and wild animals; promoting the humane treatment of animals; and enforcing the City of Hemet's Ordinances and State laws relating to animal control. On July 8, 2003, the Hemet City Council authorized the City Manager to enter into a contract with Riverside County for Animal Control Services.

This is a revenue contract in which the Department of Animal Services will be providing field services for the City of Hemet. Field Services will be provided through a new Animal Control Officer position, with funding for that position delineated in the contract budget. The City of Hemet will supply the animal control vehicle and animal carrying box. The City of Hemet's animals will be housed at Ramona Animal Haven, with the County being the conduit through which these animals are placed there.

Due to exigent circumstances, the County will begin providing animal services for the City of Hemet on August 1, 2003, although the contract will not be officially ratified until a later date. The City of Hemet offered compelling evidence that the public safety would be jeopardized should the rendering of our services be delayed past August 1, 2003.

RESOLUTION NO. 440-8530

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on December 16, 2003, that pursuant to Section 5.A. of Ordinance No. 440, the Director of Animal Services of Ordinance No. 440, is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
73510	+ 1	4200600000	Animal Control Officer

**ATTACHMENT "A"**  
**AMEND ORDINANCE 440**

By Resolution amend Ordinance 440, Department 4200600000 to add the following staff in the Department of Animal Services, assigned to Department 4200600200-2296-2296-33212:

<b>Classification</b>	<b>Class Code</b>	<b>No. of Positions</b>	<b>Range</b>	<b>Salary Range</b>
Animal Control Officer	73510	1.0 FTE	10	\$24,816 -\$31,435

Position added by this funding award will remain only so long as funding is available to sustain the position.

**SCHEDULE A**  
**Budget Adjustment**  
**Fiscal Year 2003/04**

INCREASE IN APPROPRIATIONS:

10000-4200600000-510040	Regular Salaries	\$27,468
10000-4200600000-510500	Standby Pay	5,170
10000-4200600000-518100	Budgeted Benefits	11,291
10000-4200600000-529040	Private Mileage Reimbursement	462
10000-4200600000-520100	Institutional Clothing	520
10000-4200600000-520105	Protective Gear	370
10000-4200600000-522890	Pharmaceuticals	550
10000-4200600000-523700	Office Supplies	964
10000-4200600000-520800	Household Expenses	1,706
10000-4200600000-520710	Feed-Animal	3,115
10000-4200600000-527780	Special Program Expense	28,004
10000-4200600000-524500	Administrative Support	5,245
10000-4200600000-524740	County Supportive Services	279
	TOTAL INCREASE IN APPROPRIATION	<u>\$85,144</u>

INCREASE IN ESTIMATED REVENUE:

10000-4200600000-773210	City Billings - Animal Shelter	\$24,750
10000-4200600000-773220	City Billings - Field Service	60,394
	TOTAL INCREASE IN ESTIMATED REVENUE	<u>\$85,144</u>