

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

488



SUBMITTAL DATE:
July 14, 2011

FROM: Community Health Agency, Department of Animal Services

SUBJECT: Amend Ordinance No. 630, "Relating to Dogs and Cats", to set fees for contracting entities.

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Introduce and set for Public Hearing the adoption of Ordinance No. 630.15, amending Ordinance No. 630.14, establishing regulation of dogs and cats and the related fees, for the Department of Animal Services;
- 2) Authorize the Clerk of the Board to place an advertisement for the Public Hearing in the appropriate local publications; and
- 3) Upon the close of the Public Hearing, adopt Ordinance No. 630.15.

BACKGROUND: The Department of Animal Services provides contract services for cities in Riverside County. (Continued on Page 2)

Robert P. Miller
Robert Miller, Director of Animal Services

RM:BW:arj

FINANCIAL DATA	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	10/11

SOURCE OF FUNDS: N/A	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: *[Signature]*
 RUSSELL S. DOMINSKI 7-19-11
 DATE 7/14/2011
 FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]*
 DAVID H.K. HUFF

Departmental Concurrence

Policy
 Consent
 Policy
 Consent

Dep't Recomm.:
 Per Exec. Ofc.:

Prev. Agn. Ref.: Item 3.3 of April 5, 2011 | District: All | Agenda Number:

11 JUL 18 AM 7:00
 AUDITOR-CONTROLLER
 RIVERSIDE COUNTY

3.17

Form 11

Subject: Amend Ordinance No. 630, "Relating to Dogs and Cats"

Page 2

BACKGROUND CONT'D:

Heretofore, standard fees have not been established by ordinance. In keeping with the recommendation of the Auditor-Controller the Department proposes to set established rates in the fee schedule that properly recover the costs associated with Field Services, Sheltering and related services provided to contracted cities.

The proposed fees were developed through a cost analysis performed by the Community Health Agency Fiscal Team, the Department of Animal Services and with assistance and advice from the County Executive Office. Fees have been reviewed by the Auditor-Controller's office and recommended for consideration.

Fees are based on actual departmental expenditures and budgeted staffing levels during the study period, Fiscal Year 09/10. The cost information provided the basis to isolate costs incurred to provide services to contract cities. The resulting fees allow for full and reasonable recovery of those costs.

The amendment to this Ordinance contains fee additions, as outlined in Exhibit "A."

Per Board of Supervisors Policy A-67, the Board issued an initiation order on April 5, 2011 as part of BOS Agenda Item No. 3.4 authorizing the Department to prepare and process the Amendment to RCO No. 630 that is currently under consideration as part of this Form 11.

FINANCIAL DATA:

The approval of this Ordinance Amendment will result in no cost to the County and no budget adjustment is required. City contracts will be brought to the Board of Supervisors for approval with recommendations for reduced contract amounts to allow cities to step up to new contract fees where impact is significant. Department has budgeted for this contingency and no budget adjustment is required.

EXHIBIT A

**Riverside County Community Health Agency
Department of Animal Services**

Ordinance 630 - Dogs and Cats

Description	Current Rate	Proposed Rate	Increase/(Decrease)
Sheltering Services (Contract City Rates)			
Blythe Shelter (Current Rate x Prior FY Impounds)	New	\$76.00	\$76.00
CVAC Shelter (Current Rate x Prior FY Impounds)	New	\$115.00	\$115.00
Riverside Shelter (Current Rate x Prior FY Impounds)	New	\$138.00	\$138.00
Field Services (Contract City Rates)			
Annual (FTE) Animal Control Officer Rate (2080 hours)	New	\$127,026.00	\$127,026.00
Annual (½ FTE) Animal Control Officer Rate (1040 hours)	New	\$63,513.00	\$63,513.00
Animal Control Officer (Less than ½ FTE) Animal (Hourly Rate)	New	\$82.00	\$82.00
Over-time rate (Contracted Cities)	New	\$82.00	\$82.00
Dedicated Full Time Sergeant (requires contract for 6 or more officers)	New	\$127,026.00	\$127,026.00
Sweep Flat – Rate (1 Day – 6 Hours) Requested by City	New	\$2,460.00	\$2,460.00
Outreach Event (1 Day – 9 Hours) Per Event	New	\$2,553.00	\$2,553.00
Annual (FTE) License Inspector (2080 hours)	New	\$89,315.00	\$89,315.00
Ordinance Timeline			
Type	Date	BOS Agenda #	Effective
Adopted	February 3, 1987	3.5b	April 4, 1987
Amended 630.1	May 9, 1989	9.3a and b	June 8, 1989
Amended 630.2	not used		
Amended 630.3	August 31, 1993	3.5	November 30, 1993 (operational 1/1/94)
Amended 630.4	March 8, 1994	11.3	May 7, 1994
Amended 630.5	December 13, 1994	12.7	March 1, 1995
Amended 630.6	May 25, 1999	12.4	July 1, 1999
Amended 630.7	August 24, 1999	12.1	September 22, 1999
Amended 630.8	June 4, 2002	3.13	July 4, 2002
Amended 630.9	April 15, 2003	3.4	May 14, 2003
Amended 630.10	December 11, 2007	9.9	January 10, 2008
Amended 630.11	July 01, 2008	9.2	July 31, 2008
Amended 630.12	January 27, 2009	3.12	February 26, 2009
Amended 630.13	July 14, 2009	9.11	August 13, 2009
Amended 630.14	8/31/2010	3.98	September 30, 2010

- 1 (4) A contract overtime hourly rate of \$82.00 per hour for an Animal Control
2 Officer (ACO) with a 2 hour minimum charge per service call;
- 3 (5) Where a contract for service provides for six or more officers, an annual
4 contract rate of \$127,026.00 for one (1) dedicated Full-Time Sergeant of Field
5 Services working for a total of 2,080 hours annually during regular shifts
6 between the hours of 7:30 a.m. – 5:00 p.m. less County Holidays;
- 7 (6) An annual contract rate of \$89,315.00 for one (1) Full-Time License Inspector
8 working for a total of 2,080 hours annually during regular shifts between the
9 hours of 7:30 a.m. – 5:00 p.m. less County Holidays;
- 10 (7) A contract fee of \$2,460.00 for an enforcement sweep – six (6) hour day;
- 11 (8) A contract fee of \$2,553.00 per community outreach event – full day of service
12 (9 hours), provided however that one (1) outreach event may be included at no
13 charge to a contracting city for each increment of one thousand six hundred
14 (1,600) impounded dogs and cats that are projected for any fiscal year (“FY”)
15 covered by the contract;
- 16 (9) An annual sheltering contract rate of \$76.00 multiplied by total number of
17 impounded dogs and cats for the most recent prior fiscal year (“FY”) for Blythe
18 Shelter;
- 19 (10) An annual sheltering contract rate of \$115.00 multiplied by total number of
20 impounded dogs and cats for the most recent prior FY for Coachella Valley
21 Animal Campus Shelter.
- 22 (11) An annual sheltering contract rate of \$138.00 multiplied by total number of
23 impounded dogs and cats for the most recent prior FY for Riverside Shelter.
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1 Section 2. This Ordinance shall take effect thirty (30) days after its adoption.

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BOARD OF SUPERVISORS OF THE COUNTY
OF RIVERSIDE, STATE OF CALIFORNIA

By: _____
Chairman

ATTEST:
CLERK OF THE BOARD

By: _____
Deputy

(SEAL)

APPROVED AS TO FORM

July 14, 2011
By: David H. K. Huff

David H. K. Huff
Deputy County Counsel