

FORM APPROVED COUNTY COUNSEL
BY: GREGORY P. PRIAMOS
DATE: 4/23/15

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

823



FROM: Department of Animal Services

SUBMITTAL DATE:
April 23, 2015

SUBJECT: Approve and execute first Amendment to add licensing fee services to Agreement 13-011 between City of La Quinta and County of Riverside Department of Animal Services for animal field services to the city
[District-4] [\$5,815] [100% City of La Quinta]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute first Amendment to add licensing fee services to Agreement 13-011 between City of La Quinta and County of Riverside Department of Animal Services for animal field services to the city.

BACKGROUND:

Summary

This animal field service Agreement was executed by the Board of Supervisors on August 20th 2013. The City has requested County to additionally take over the dog licensing fee services for the City. In order for County to comply with City's request for County to take over the dog licensing fees, the current City dog licensing data will need to be manually input into the County's licensing database at City's expense.
(Continued on page 2)

RM:nd

Dr. Allen Drusys, Chief Veterinarian
for Robert P. Miller, Director
Department of Animal Services

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 5,815	\$	\$ 5,815	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

SOURCE OF FUNDS: 100% City of La Quinta

Budget Adjustment: No
For Fiscal Year: 14/15

C.E.O. RECOMMENDATION:

APPROVE

BY:

County Executive Office Signature

Jennifer L. Sargent

MINUTES OF THE BOARD OF SUPERVISORS

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY: Esteban Hernandez
DATE: 4/29/15

A-30 ☐ Positions Added ☐
4/5 Vote ☐ Change Order ☐

Prev. Agn. Ref.: 8/20/13 3-17

District: 4

Agenda Number:

3-6

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
Department of Animal Services

FORM 11: Approve and execute first Amendment to add licensing fee services to Agreement 13-011 between City of La Quinta and County of Riverside Department of Animal Services for animal field services to the city [District-4] [\$5,815] [100% City of La Quinta]

DATE: April 23, 2015

PAGE: 2 of 2

BACKGROUND:

Summary (Continued)

The County has calculated a one-time data conversion fee based on a County Office Assistant II manually inputting the 3,220 City dog licenses data in text format into the County's licensing database in a 2 week (80 hours) period of time, at a productive hourly rate of \$27.59 per hour to be \$2,207. This one-time data conversion fee and the current actuals as of December 2014 increased the approved Agreement estimated amount of \$14,760 to \$23,141. For FY14/15 the approved amount of \$7,380, with current actuals increased by \$5,815 to a new estimated amount of \$13,195 for FY14/15.

Impact on Citizens and Businesses

There is no impact to residents and businesses.

SUPPLEMENTAL:

Additional Fiscal Information

There is no budget adjustment needed at this time.

ATTACHMENT

First Amendment to Agreement 13-011.

**FIRST AMENDMENT TO THE AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE
AND
CITY OF LA QUINTA
(Animal Field Services)**

Agreement No. 13-011 between the County of Riverside through its Department of Animal Services (COUNTY) and City of La Quinta (CITY), approved on August 20, 2013, executed by the Board of Supervisors item 3.17, is hereby amended for the first time effective on the later date of execution by both Parties as follows:

1. Increase and amend all references to the amount of compensation for this performance period from fourteen thousand seven hundred sixty dollars (\$14,760) to twenty-three thousand one hundred forty-one dollars (\$23,141).

2. Delete paragraph 1, from Exhibit A Scope of Animal Field Services, Section 1.9 Licenses for Dogs; and replace with the following paragraph: "COUNTY shall issue dog licenses for CITY residents at CITY's request. City shall provide its own tags for such licenses, but shall coordinate the numbering sequence with COUNTY prior to ordering. All fees collected for dog licenses shall be accounted for by COUNTY and remitted to CITY on a monthly basis, provided however, that COUNTY shall retain the sum of \$5.85 for each dog license issued hereunder. COUNTY shall verify dog license status when responding to complaints about animal behavior. The Animal Control Officer, as part of said officer's regular animal control duties as defined by, but not limited to, the terms of this Agreement, shall conduct license inspection activities during animal control investigations so as to ascertain the number of unlicensed dogs, to license such dogs and to foster compliance with City of La Quinta Municipal Code. COUNTY shall also provide an automated or manual verification system whereby owners can verify the status of their animal's license by telephone."

3. Delete from the Agreement Exhibit B Payment Provision in its entirety and replace with the attached revised Exhibit B Payment Provisions that details actual charges for Stand-by Animal Control Officers and the addition of a one-time data conversion fee for COUNTY to take over dog licensing fees.

4. All other terms and conditions of this Agreement are to remain unchanged.

COUNTY

CITY

By _____
Marion Ashley, Chairman, Board of Supervisors

By _____

Digitally signed by Frank J. Spevacek
DN: serialNumber=1n615nh01202cvmj,
c=US, st=California, l=La Quinta, o=Frank
J. Spevacek, cn=Frank J. Spevacek
Date: 2015.04.09 16:37:45 -07'00'

Date _____

Print _____

ATTEST: Kecia Harper-Ihem, Clerk

ATTEST:

By _____

Susan Magrino

Digitally signed by City of La Quinta
DN: serialNumber=6fmhzhdhvfjz93cr, c=US,
st=California, l=La Quinta, o=City of La
Quinta, cn=City of La Quinta
Date: 2015.04.09 16:59:12 -07'00'

**CITY OF LA QUINTA
EXHIBIT B
PAYMENT PROVISIONS
(Revised)**

CITY shall pay to COUNTY on a monthly basis in arrears, with a monthly billing and accounting thereof by COUNTY to CITY those fees which are subject to change as established by County of Riverside Ordinance 630; relative to the services to be performed under this Agreement as follows:

1. Animal Field Services:

1.1 Hourly Standby Animal Control Officer: Estimated at 121 hours x \$82* = \$9,922/year Less than ½ FTE is charged hourly \$82 (minimum call out 2 hours). To be billed on actual usage. Estimated total based on past experience.

2. One-time Cost for Manual Input of Dog License Data:

2.1 In order for COUNTY to comply with CITY's request for COUNTY to take over the dog licensing fees, the current CITY licensing data will need to be input into the COUNTY's licensing database. The one-time charge for a COUNTY Office Assistant II to manually input the current 3,220 CITY dog licenses data, from text format has been calculated at a productive hourly rate of \$27.59 per hour x 80 hours = \$2,207.

Service	FY13/14	FY14/15	Total
Hourly Standby Animal Control Officers*	\$9,946	\$10,988	\$20,934
One-time Cost for Manual Input of Dog License Data	0	\$2,207	\$2,207
Total	\$9,946	\$13,195	\$23,141

The amounts shown in FY13/14 and FY14/15 are based on actuals as of December 2014.

The scheduled compensation payable to COUNTY for all services as set forth in this agreement is twenty-three thousand one hundred forty-one dollars (\$23,141) for the period commencing July 1, 2013 through June 30, 2015.

*Hourly Standby Animal Control Officer rate may fluctuate based on actual usage.

/// /// ///