

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

311



**FROM:** Department of Animal Services

**SUBMITTAL DATE:**  
September 6, 2012

**SUBJECT:** Ratify the First Amendment No.12-067 between the City of Jurupa Valley and the County of Riverside Department of Animal Services for animal field and shelter services

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Ratify the First Amendment No.12-067 between the City of Jurupa Valley and the County of Riverside Department of Animal Services for animal field and shelter services, to replace the revised Exhibit C, "Payment Provisions for Animal Field and Shelter Services"; and
- 2) Direct the Chairperson to execute three (3) original Amendments on behalf of the County.

**BACKGROUND:**

On August 28, 2012 the Board of Supervisors approved the Agreement with the City of Jurupa Valley for Animal Field and Shelter Services for the period of July 1, 2012 through June 30, 2013. This Agreement made provision for the Department of Animal Services (DAS) to retain City of Jurupa Valley's license revenue to offset program cost, and the cost of implementing the Pilot Integrated License Program.

(Continued on page 2)

*Robert Miller*  
Robert Miller, Director  
Department of Animal Services

RM:nd

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	12/13

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

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Debra Courmoyer*  
Debra Courmoyer

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: October 16, 2012  
xc: Animal Services

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

Prev. Agn. Ref.: District: 2/2 Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**3.13**

FISCAL PROCEDURES APPROVED FORM APPROVED COUNTY COUNSEL  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER 9/27/12  
 BY: Samuel Wong 9/27/12 ERUCE G. FORDON DATE  
 SAMUEL WONG  
 Departmental Concurrence  
 Policy  Policy  
 Consent  Consent  
 Dep't Recomm.: Per Exec. Ofc.:

**Form 11**

**Subject:** Ratify the First Amendment 12-067 between the City of Jurupa Valley and the County of Riverside Department of Animal Services for animal field and shelter services

**Page 2**

**BACKGROUND (Continued):**

This Amendment allows for equivalent revenue sharing of any license revenue that exceeds the contract offset and program costs.

**FINANCIAL DATA:**

The Pilot Integrated License Program:

Contract offset for license revenue: \$100,000

2 License Inspectors for ten months: \$148,858

Any revenue which exceeds both the program offset as identified in item 3.1 of the Agreement, and the program costs, will be shared equally by COUNTY and CITY.

**FIRST AMENDMENT TO THE AGREEMENT  
BETWEEN  
COUNTY OF RIVERSIDE  
AND  
CITY OF JURUPA VALLEY  
(Animal Field and Shelter Services)**

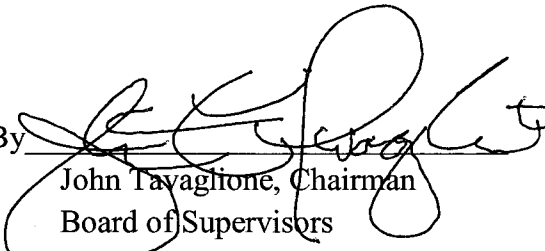
Agreement No. 12-067 between the County of Riverside through its Department of Animal Services (COUNTY) and City of Jurupa Valley (CITY), approved on August 28, 2012, executed by the Board of Supervisors item \_\_\_\_\_, is hereby amended for the first time effective on the later date of execution by both Parties as follows:


1. Delete from the Agreement Exhibit C, "Payment Provisions for Animal Field and Shelter Services" and replace with the revised Exhibit C, "Payment Provisions for Animal Field and Shelter Services" that includes the addition of item 3.3; and,
2. All other terms and conditions of this Agreement are to remain unchanged.

**IN WITNESS WHEREOF**, THE Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY

CITY

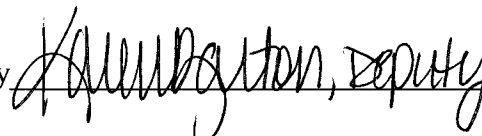
By   
John Favaglione, Chairman  
Board of Supervisors

By   
Laura Roughton, Mayor

Date OCT 16 2012

Date 9/6/12

ATTEST: Kecia Harper-Ihem, Clerk

By   
Kecia Harper-Ihem, Deputy Clerk

FORM APPROVED COUNTY COUNSEL  
BY:  BRUCE G. FORDON  
DATE 9/27/12

OCT 16 2012 3.13

**EXHIBIT C**  
**PAYMENT PROVISIONS FOR**  
**ANIMAL FIELD AND SHELTER SERVICES**

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

**1. Animal Field Services:**

**1.1** Two FTE (Annual) Animal Control Officers:  $2 \times \$127,026^*/\text{year} = \$254,052$   
Full-time 40 hours per week

\*The cost to provide one Animal Control Officer to service an area for a total of 2,080 hours per fiscal year, including a factor for direct and indirect overhead and all operational expenses. This cost does not include overtime. Payable monthly in 1/12<sup>th</sup> increments of \$21,171/monthly.

**1.2** Estimated Overtime Services: 721 hours x \$82 per hour = \$59,122/year  
The cost to provide after hours services (evenings, weekends and holidays). To be billed based on actual usage. Estimated total based on past experience.

**1.3** Enforcement Sweep – Six (6) hour day:  $4 \times \$2,460/\text{per sweep} = \$9,840/\text{year}$

**2. Animal Shelter Services:**

**2.1** Animal Sheltering Services:  $\$138 \times \text{FY11/12 projected total impounds } 2768 = \$381,984/\text{year}$ . Payable monthly in 1/12<sup>th</sup> increments of \$31,832/monthly.

**2.2** Large Animal Sheltering of horses and cattle at \$20 per animal per day of sheltering (additional cost billed on actual use)

**2.3** Large Animal Sheltering of swine, goats and sheep at \$12 per animal per day of sheltering (additional cost billed on actual use)

**2.4** Operational and Maintenance (O&M) Costs based on established rate for the shelter service at the specified primary shelter location, payable monthly in 1/12<sup>th</sup> increments of  $\$2,166.67 \times 12 = \$26,000/\text{year}$ .

**3. Pilot Integrated Canine Licensing Program:**

**3.1** The COUNTY will initiate a Pilot Integrated Canine Licensing Program for the CITY. COUNTY projects revenue will offset the cost of this program and generate an annual amount of \$100,000 in additional revenue to be used to reduce the amount of the Agreement.

**3.2** The CITY will authorize the COUNTY to collect and retain any and all canine license revenue generated by CITY residents during the pilot program and term of the Agreement.

**3.3** Any license revenue which exceeds both the program offset as identified in item 3.1 above, and the program costs not to exceed \$148,858 will be shared equally by COUNTY and CITY.

1 **4. Outreach Activities:**

2 **4.1** Daily flat rates education outreach and shot clinics will be billed based on actual  
3 outreach days scheduled. Compensation accounts for full staff time to provide  
4 service for one day. The maximum time possible will be afforded for actual outreach  
5 activity; however actual outreach activity time will be reduced by travel and  
preparation time the day of the event.

6 **5. Summary of Compensation for Animal Services:** The following chart summarizes the  
7 fees to be charged by the COUNTY for animal services pursuant to this Agreement.

Service	FY12/13
Regular Full-time Field Services	\$254,052
Over-time Field Services* (Estimated)	\$59,122
Enforcement Sweep	\$9,840
Operational and Maintenance Costs	\$26,000
Shelter Services **	\$381,984
Pilot Integrated Canine Licensing Program ***	-\$100,000
<b>Total</b>	<b>\$630,998</b>

15 The scheduled compensation payable to COUNTY for all services as set forth in this  
16 agreement is six hundred thirty thousand nine hundred ninety-eight dollars (\$630,998) for the  
17 period commencing July 1, 2012 through June 30, 2013.

18 \*Field Services Rate may fluctuate based on actual overtime usage.

19 \*\*Shelter Services rate based on \$138 multiplied by total number of impounds from the most  
20 recent prior fiscal year.

21 \*\*\* CITY authorizes the COUNTY to collect and retain any and all canine license revenue  
22 generated by CITY residents. COUNTY projects revenue will offset the cost of the Program and  
23 create an annual amount of \$100,000 in revenue to reduce the amount of the Agreement. Any  
24 revenue that exceeds both the program offset of \$100,000 and the program cost of \$148,858 for a  
25 total of \$248,858 will be shared equally between COUNTY and CITY.

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