

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

108



**FROM:** DEPARTMENT OF ANIMAL SERVICES

**SUBMITTAL DATE:**  
 December 3, 2015

**SUBJECT:** Ordinance 630.16 regarding animal service rate for fees amending Riverside County Ordinance No. 630 Regulating the keeping and control of dogs, cats and other animals and providing for the control and suppression of rabies  
 [District-All] [\$0]

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

1. Adopt an order to introduce and set for public hearing the adoption of Ordinance 630.16 regarding animal service rate for fees, amending Riverside County Ordinance No. 630 Regulating dogs, cats and other animals and providing for the control and suppression of rabies;
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. 630.16.

**BACKGROUND:**

**Summary**

The Department of Animal Services provides services to the County of Riverside and to cities in Riverside County. The standard rate for service fees have been set by Ordinance No. 630.  
 (Continued on page 2)

*Allan C. Drusys*  
 Allan C. 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	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

**SOURCE OF FUNDS:** n/a  
 Budget Adjustment: No  
 For Fiscal Year: 15/16

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

APPROVE

BY: *Jennifer L. Sargent*  
 Jennifer L. Sargent

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

3)

On motion of Supervisor Ashley, seconded by Supervisor Washington and duly carried, IT WAS ORDERED that the above ordinance is approved as introduced with a waiver of reading, and is set for public hearing on Tuesday, January 5, 2016 at 9:30 a.m.

Ayes: Jeffries, Washington, Benoit and Ashley  
 Nays: None  
 Absent: Tavaglione  
 Date: December 15, 2015  
 xc: Animal Services, COB

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

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

Prev. Agn. Ref.: 08/18/15 3-10 | District: All | Agenda Number:

3-5

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
DEPARTMENT OF ANIMAL SERVICES  
FORM 11: Ordinance 630.16 regarding animal service rate for fees amending Riverside County Ordinance No. 630 Regulating the keeping and control of dogs, cats and other animals and providing for the control and suppression of rabies  
[District-All] [\$0]  
DATE: December 3, 2015  
PAGE: 2 of 2

**BACKGROUND:**

**Summary (continued)**

In keeping with the recommendation of the Auditor-Controller the Department proposes to set established services rates in a fee schedule that properly recover the costs associated with Field Services, Sheltering and other related services.

The current standard rate for services was approved on August 16, 2011, agenda item 9.2. The proposed service rates were developed through a cost analysis performed by the Principal Accountant at the Department of Animal Services with assistance and advice from the Riverside County Executive Office. Service rates have been reviewed by the Auditor-Controller's Office and recommended for consideration.

The service rates are based on actual departmental expenditures, budgeted staffing levels and comparative sales analysis using the counties of Ventura, San Bernardino, Los Angeles and San Diego. The amendment to this Ordinance contains a fee schedule, found in Exhibit A that clearly sets out the service rates for fees in the body of the Ordinance for ease of reading and reference.

Per Board of Supervisors Policy A-67, the Board issued an initiation order on August 18, 2015 as part of Board of Supervisors Agenda Item No. 3-10, authorizing the Department to prepare and process the Amendment to Riverside County Ordinance No. 630 that is currently under consideration as part of this Form 11.

**Impact on Citizens and Businesses**

There are some increases and some decreases to the service rates to bring service rates into alignment with actual costs and allow the Department to maintain continuity of current service levels.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

The approval of this Ordinance Amendment will result in no cost to the county and no budget adjustment is required. The implementation costs are in the FY2015/2016 budget. This amendment is intended to bring the Department's service rates in line with the Department's actual costs for fees charged by in the County of Riverside Department of Animal Services.

**ATTACHMENT**

Ordinance No. 630.16  
Exhibit A Fee Schedule

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



**3-5**

(1)

On motion of Supervisor Benoit, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the recommendation from Animal Services regarding INTRODUCTION OF ORDINANCE NO. 630.16, regarding the animal service rate for fees amending Riverside County Ordinance No. 630 Regulating dogs, cats and other animals and providing for the control and suppression of rabies is approved as recommended.

Roll Call:

Ayes: Jeffries, Washington, Benoit and Ashley  
Nays: None  
Absent: Tavaglione

(2)

On Motion of Supervisor Ashley, seconded by Supervisor Washington and duly carried, IT WAS ORDERED that the above matter be reconsidered.

Roll Call:

Ayes: Jeffries, Washington, Benoit and Ashley  
Nays: None  
Absent: Tavaglione

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on December 15, 2015 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors  
Dated: December 15, 2015  
Kecia Harper-Ihem, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

By:  Deputy

AGENDA NO.  
3-5

xc: Animal Services, COB

**SUMMARY OF ORDINANCE NO. 630.16  
AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE NO. 630  
REGULATING THE KEEPING AND CONTROL OF DOGS CATS AND OTHER ANIMALS AND  
PROVIDING FOR THE CONTROL AND SUPPRESSION OF RABIES**

This summary is presented pursuant to California Government Code Section 25124(b): a certified copy of the full text of Ordinance No. 630 may be examined at the Office of the Clerk of the Board of Supervisors of the County of Riverside, located at 4080 Lemon Street, 1<sup>st</sup> Floor, Riverside, California.

Ordinance No. 630.16 amends Ordinance No. 630 in its entirety to amend the rates for fees charged for services provided by the Department of Animal Services (Department) and make administrative revisions that provide clarification and consistency. In accordance with Board of Supervisors Policy No. B-4, County departments may evaluate existing rates for services on an annual basis, and make recommendations for changes. The Department last updated the rates for services on August 16, 2011, Agenda Item 9.2. The Department has reviewed the cost of providing services relative to the current rate structure and is proposing changes to the fee for services provided by the Department of Animal Services.

The purpose of this ordinance is to bring the rates for services fees into alignment with actual costs. The proposed rates for services include increases and decreases that are based on actual cost data, projected increases for the next fiscal year, and comparison with the counties of Ventura, San Bernardino, Los Angeles and San Diego. The major impact of the rates for services that the Department is proposing stem from changes in daily boarding fees during impoundment, the cost of licensing kennels and catteries, the cost of spay and neuter services and to bring the fine for a violation of the Ordinance in compliance with California Food and Agriculture Code and California Government Code. Ordinance 630.16 would take effect 30 days after adoption.

FOR BILLING INQUIRIES:  
CALL (951) 368-9710  
EMAIL [billinginquiry@pe.com](mailto:billinginquiry@pe.com)

DATE	ORDER NUMBER	PONumber	PRODUCT	SIZE	AMOUNT		
12/23/15	0010121133		PE Riverside	2 x 71 Li	205.90		
<p>Invoice text: Ordinance No. 630.16</p>							
					<p>RECEIVED RIVERSIDE COUNTY CLERK/BOARD OF SUPERVISORS 2015 DEC 28 PM 3:47</p>		
					<p><i>Animal Services 3-5 of 12/15/15</i></p>		
Placed by: Cecilia Gil					<table border="1"> <tr> <th>BALANCE DUE</th> </tr> <tr> <td>205.90</td> </tr> </table>	BALANCE DUE	205.90
BALANCE DUE							
205.90							
<b>Legal Advertising Invoice</b>							

SALES/CONTACT INFORMATION	ADVERTISER INFORMATION			
	BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
Maria Tinajero 951-368-9225	12/23/2015	1100141323	1100141323	BOARD OF SUPERVISORS

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR REMITTANCE

ADVERTISER/CLIENT NAME		
BOARD OF SUPERVISORS		
BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER
12/23/2015	1100141323	1100141323
BALANCE DUE	ORDER NUMBER	TERMS OF PAYMENT
205.90	0010121133	DUE UPON RECEIPT

**FREEDOM**  
NEWS GROUP  
**THE PRESS-ENTERPRISE**

Legal Advertising Invoice

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
'P.O. BOX 1147'  
RIVERSIDE, CA 92502

The Press-Enterprise  
1825 Chicago Ave, Suite 100  
Riverside, CA 92507

# THE PRESS-ENTERPRISE

1825 Chicago Ave, Suite 100  
Riverside, CA 92507  
951-684-1200  
951-368-9018 FAX

## PROOF OF PUBLICATION (2010, 2015.5 C.C.P)

Publication(s): The Press-Enterprise

### PROOF OF PUBLICATION OF

Ad Desc.: Ordinance No. 630.16

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

12/23/2015

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date:  
Dec 23, 2015

At: Riverside, California

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
P.O. BOX 1147  
RIVERSIDE, CA 92502

Ad Number: 0010121133-01

P.O. Number:

### Ad Copy:

NOTICE OF PUBLIC HEARING BEFORE THE BOARD OF SUPERVISORS OF RIVERSIDE COUNTY

NOTICE IS HEREBY GIVEN that a public hearing at which all interested persons will be heard, will be held before the Board of Supervisors of Riverside County, California, on the 1st Floor Board Chambers, County Administrative Center, 4080 Lemon Street, Riverside, on **Tuesday, January 5, 2016 at 9:30 a.m.**, or as soon as possible thereafter, to consider adoption of the following:

SUMMARY OF ORDINANCE NO. 630.16  
AN ORDINANCE OF THE COUNTY OF RIVERSIDE  
AMENDING ORDINANCE NO. 630.15  
RELATING TO DOGS AND CATS REGULATING THE  
KEEPING AND CONTROL OF DOGS CATS AND OTHER  
ANIMALS AND PROVIDING FOR THE CONTROL AND  
SUPPRESSION OF RABIES

This summary is presented pursuant to California Government Code Section 25124(b): a certified copy of the full text of Ordinance No. 630.16 may be examined at the Office of the Clerk of the Board of Supervisors of the County of Riverside, located at 4080 Lemon Street, 1st Floor, Riverside, California.

Ordinance No. 630.16 amends Ordinance No. 630.15 in its entirety to amend the rates for fees charged for services provided by the Department of Animal Services (Department) and make administrative revisions that provide clarification and consistency. In accordance with Board of Supervisors Policy No. B-4, County departments may evaluate existing rates for services on an annual basis, and make recommendations for changes. The Department last updated the rates for services on August 16, 2011. Agenda Item 9.2. The Department has reviewed the cost of providing services relative to the current rate structure and is proposing changes to the fee for services provided by the Department of Animal Services.

The purpose of this ordinance is to bring the rates for services fees into alignment with actual costs. The proposed rates for services include increases and decreases that are based on actual cost data, projected increases for the next fiscal year, and comparison with the counties of Ventura, San Bernardino, Los Angeles and San Diego. The major impact of the rates for services that the Department is proposing stem from changes in daily boarding fees during impoundment, the cost of licensing kennels and catteries, the cost of spay and neuter services and to bring the fine for a violation of the Ordinance in compliance with California Food and Agriculture Code and California Government Code. Ordinance 630.16 would take effect 30 days after adoption.

Any person affected by the above matter(s) may submit written comments to the Clerk of the Board before the hearing or may appear and be heard in support or opposition to the project at the time of the hearing. If you challenge the above item(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence, to the Board of Supervisors at, or prior to, the public hearing.

Please send all written correspondence to: Clerk of the Board, 4080 Lemon Street, 1st Floor, Post Office Box 1147, Riverside, CA 92502-1147

Dated: December 17, 2015

KECIA HARPER-IHEM, Clerk of the Board  
By: Cecilia Gil, Board Assistant

12/23

# The Desert Sun

mydesert.com

750 N. Gene Autry Trail  
 Palm Springs, CA 92262  
 Billing Inquiries: (866) 875-0854  
 Main Office: (760) 322-8889

## ADVERTISING INVOICE/STATEMENT

Make Checks payable to DESERT SUN PUBLISHING CO.  
 P.O. Box 677368 Dallas, TX 75267-7368  
 A finance charge of 1.5% per month(18% Annually) will be  
 added to balances not paid by the 20th.

RIV0690000000000000000000054782130008720010828

64

RIVERSIDE COUNTY-BOARD OF SUP.  
 PO BOX 1147  
 RIVERSIDE CA 92502-1147

Customer No.	Invoice No.
RIV069	0005478213
For the Period	Thru
11/30/15	12/27/15
<b>Due Date</b>	<b>Amount Due</b>
01/11/16	872.00
<b>AMOUNT PAID</b>	

PLEASE RETURN THIS TOP SECTION WITH PAYMENT IN THE  
 ENCLOSED ENVELOPE AND INCLUDE YOUR CUSTOMER NUMBER  
 ON REMITTANCE.

Date	EDT	Class	Description	Times Run	Col	Depth	Total Size	Rate	Amount
1130			BALANCE FORWARD						706.00
1221			CREDIT CARD CHARGE						706.00-
1223	CLS	0001	ADP ORD 92 No 1795:	2	2	157.00	628.00		634.00
1223	CLS	0001	ORD 630.16 No 1796: NOTI	2	2	58.00	232.00		238.00
<p><i>1795 - Co. Co.</i>  <i>3-45 of 12/15/15</i>  <i>\$634.00</i></p> <p><i>1796 - Animal Snacs.</i>  <i>3-5 of 12/15/15</i>  <i>\$238.00</i></p>									
Current		Over 30 Days	Over 60 Days	Over 90 Days	Over 120 Days	<b>Total Due</b>			
872.00		.00	.00	.00	.00	<b>872.00</b>			
Contract Type	Contract Qnty.	Expiration Date	Current Usage	Total Used	Quantity Remaining	Salesperson			
						RYAN OPEN			

RECEIVED RIVERSIDE COUNTY  
 CLERK / BOARD OF SUPERVISORS  
 2016 JAN - 4 AMT: 11

The Advertiser shall make payment within 15 days of the billing date indicated on Company's statement, and, in the event that it fails to make payment within such time, Company may reject advertising copy and / or immediately cancel this contract and Advertiser agrees to indemnify Company for all expenses incurred in connection with the collection of amounts payable under this contract, including but not limited to collection fees, attorney's fees and court costs. If this agreement is cancelled due to Advertiser's failure to make timely payment, Company may rebill the Advertiser for the outstanding balance due at the open or earned contract rate, whichever is applicable.

TO ENSURE PROPER CREDIT, PLEASE RETURN THE TOP SECTION AND INCLUDE YOUR CUSTOMER NUMBER ON REMITTANCE.

Customer Number	Name	Invoice Number	Amount Paid
RIV069	RIVERSIDE COUNTY-BOARD OF SUP.	0005478213	

The Desert Sun  
750 N Gene Autry Trail  
Palm Springs, CA 92262  
760-778-4578 / Fax 760-778-4731

## Certificate of Publication

State Of California ss:  
County of Riverside

Advertiser: RIVERSIDE COUNTY-BOARD OF SUP.  
4080 LEMON ST  
RIVERSIDE , CA 92501  
Order # 0000938770

I am over the age of 18 years old, a citizen of the United States and not a party to, or have interest in this matter. I hereby certify that the attached advertisement appeared in said newspaper (set in type not smaller than non pariel) in each and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

Newspaper: **The Desert Sun**

12/23/2015

I acknowledge that I am a principal clerk of the printer of The Desert Sun, printed and published weekly in the City of Palm Springs, County of Riverside, State of California. The Desert Sun was adjudicated a Newspaper of general circulation on March 24, 1988 by the Superior Court of the County of Riverside, State of California Case No. 191236.

I declare under penalty of perjury that the foregoing is true and correct. Executed on this **23rd day of DECEMBER, 2015** in Palm Springs, California.

  
Declarant

2015 DEC 28 PM 12:30

RECEIVED RIVERSIDE COUNTY  
CLERK / BOARD OF SUPERVISORS

No 1796:  
NOTICE OF PUBLIC HEARING BEFORE THE BOARD OF SUPERVISORS OF RIVERSIDE COUNTY

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AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE NO. 630.15 RELATING TO DOGS AND CATS REGULATING THE KEEPING AND CONTROL OF DOGS CATS AND OTHER ANIMALS AND PROVIDING FOR THE CONTROL AND SUPPRESSION OF RABIES

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Please send all written correspondence to: Clerk of the Board, 4080 Lemon Street, 1st Floor, Post Office Box 1147, Riverside, CA 92502-1147

Dated: December 17, 2015

KECIA HARPER-IHEM, Clerk of the Board  
By: Cecilia Gil, Board Assistant

Published: 12/23/15