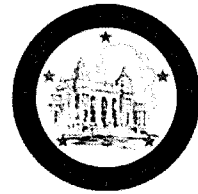


**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.36
(ID # 11208)

MEETING DATE:

Tuesday, November 5, 2019

FROM: ANIMAL SERVICES:

SUBJECT: ANIMAL SERVICES: Initiation of an Amendment to Ordinance No. 630, An Ordinance of the County of Riverside Regulating the Keeping and Control of Dogs, Cats, and Other Animals and Providing for the Control and Suppression of Rabies; and Initiation of an Amendment to Ordinance No. 560, An Ordinance of the County of Riverside Providing for Low-Cost, Non-Profit, Public Spay and Neuter Clinics for Dogs and Cats; All Districts [\$4,000, Department of Animal Services Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Adopt an order initiating an amendment to Ordinance No. 630, an Ordinance of the County of Riverside Regulating the Keeping and Control of Dogs, Cats, and Other Animals and Providing for the Control and Suppression of Rabies that would update the ordinance, including but not limited to, the fee schedule; and
2. Adopt an order initiating an amendment to Ordinance No. 560, an Ordinance of the County of Riverside Providing for Low-Cost, Non-Profit, Public Spay and Neuter Clinics for Dogs and Cats that would update the ordinance, including but not limited to, the fee schedule; and
3. Direct the Department of Animal Services to prepare and process the amendments to Ordinance Nos. 630 and 560 in consultation with County Counsel and the Auditor Controller's Office.

ACTION:Policy

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: November 5, 2019
xc: Animal Services

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 4,000	\$ 0	\$4,000	\$ 0
NET COUNTY COST	\$ 4,000	\$ 0	\$4,000	\$ 0
SOURCE OF FUNDS: Department of Animal Services Budget			Budget Adjustment:	No
			For Fiscal Year:	19/20

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

The Department of Animal Services (DAS) requests Board of Supervisors approval to initiate amendments to Ordinance 630 and Ordinance 560. The Department has worked with County Counsel and the Auditor Controller's Office (ACO) to review and prepare the fee schedule. All fees will be in accordance with local and State law and based on full cost recovery. The Auditor Controller's Office reviewed the rates.

Ordinance No. 630.17: an Ordinance of the County of Riverside Regulating the keeping and Control of Dogs, Cats, and Other Animals and Providing for the Control and Suppression of Rabies provides the establishment of animal services' fees and regulates the keeping and control of dogs, cats, and other animals for residents of Riverside County. DAS last revised this ordinance in 2018.

Ordinance No. 560.4: an Ordinance of The County of Riverside Providing for Low-Cost, Non-Profit, Public Spay and Neuter Clinics for Dogs and Cats provides the establishment of Animal Services' fees and mandates the Department provides low-cost, non-profit, public spay and neuter clinics for dogs and cats. The last ordinance revision was in 2011. DAS requests that the Board of Supervisors adopt an order initiating amendments to Ordinance No. 630 and Ordinance No. 560.

DAS submitted a FY 19/20 budget with a proposed NCC reduction of approximately four-million dollars, predicated on the ability to increase rates to contract cities to full cost recovery amounts. Achievement of this target reduction is contingent on full cost recovery for services, especially from the contract cities.

The Riverside County Department of Animal Services (DAS) operates four shelters throughout Riverside County, which provide a variety of services including shelter services, public safety and enforcement services, and veterinary services. The shelters are in Riverside, San Jacinto, Thousand Palms and Blythe.

The department provides services to the unincorporated areas of Riverside County, as well as 15 contract cities within Riverside County and four contracted cities in San Bernardino County. City contracts include service provision for a combination of sheltering, licensing, and field services. Contract city revenue from various functions comprises 70% of revenue collected.

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PROPOSED STAFFING RATES

Field services provided to cities are a direct pass-through of salary and benefits of animal control officers; however, DAS has not increased the actual salary and benefits amounts for field services billed to cities for several years. The current rate charged to cities for an Animal Control Officer is \$61 per hour. A true cost recovery rate as approved by the ACO would be \$120 per hour; which includes salaries, benefits, and pension liability. In order to alleviate the impacts of full cost recovery to contract cities, the department proposes a rate increase for Animal Control officers to \$83 per hour. This rate includes salaries and benefits paid to the officers; however, this does not include pension liability.

Animal licensing services are also provided to contract cities through a direct pass through charge for animal licensing officers. The current rate charged to cities for an Animal Licensing Officer is \$43 per hour. A true cost recovery rate as approved by the ACO would be \$92 per hour; which includes salaries, benefits, and pension liability. In order to alleviate the impacts of full cost recovery to contract cities, the department proposes a rate increase for Animal License officers to \$58 per hour. This rate includes salaries and benefits paid to the officers; however, this does not include pension liability. Attachment 1 details the current rates, cost recovery rates, proposed rates to contract cities for operational staff.

SHELTER SERVICES PROPOSED RATES

Dog impounds have been reduced by approximately 50% throughout the Riverside County Animal Shelter system. A major reason for this reduction is the increase in spay and neuter surgeries that are performed annually. However, this reduction in impounds has also resulted in a 13% reduction of city revenues for shelter services from FY15/16 through FY18/19. Contract cities are charged a one-time fee for impounds when an animal is brought to the shelter, and that fee is based on prior year impounds. Currently each shelter within the Riverside County system charges a different fee regardless of the length of stay. The table below shows the current impound fees per shelter:

CURRENT IMPOUND FEE	
Riverside Shelter	\$138
Coachella Shelter	\$115
San Jacinto Shelter	\$81
Blythe Shelter	\$76

A potential option that can increase the revenue and help defray shelter operational costs is to update the impound fee based on average shelter stay in days per animal system-wide. The average shelter stay for dogs throughout the Riverside County shelter system is ten (10) days. After evaluating operations, DAS has determined that rates should be developed based on full-cost recovery through a daily rate based on length of stay over the entire shelter system. The

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daily impound fee under the full cost recovery scenario, as approved by the ACO, is approximately \$36.84 per animal, per day. However, charging full cost recovery rates immediately will place an undue burden upon cities; therefore, a phase-in of full-cost recovery over several years is recommended. The department recommends a daily impound rate of \$20 per animal per day, for an average of 10 shelter days, to initiate cost recovery efforts from cities, commencing immediately after approval of the ordinances referenced in this item. At the end of each fiscal year the department will provide the cities with a true-up that reflects actual shelter impounds from the prior year. Attachment 1 details the current rates, cost recovery rates, proposed rates to contract cities for shelter services.

DAS currently does not charge contract cities for wildlife impounds and deceased animal pickup. The department proposes to assess contract cities a fee of \$138 per pickup of any wildlife and \$70 per deceased animal pickup.

ADDITIONAL PROPOSED RATES

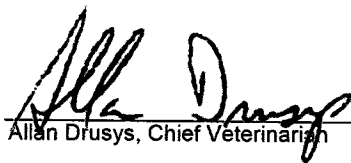
The department also requests to increase dog licensing rates, license processing fees, spay and neuter fees for dogs and cats. The current rates, cost recovery rates, and proposed rates for these activities are shown in Attachment 1.

Impact on Residents and Businesses

The revised fees and updates to the ordinances are necessary to keep up with the on-going operational costs associated with providing efficient services and essential programs to Riverside County residents and their animals.

Additional Fiscal Information

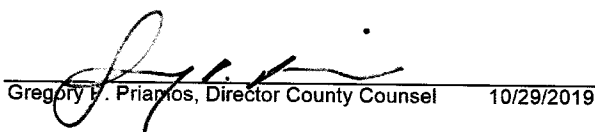
Upon approval, staff will prepare documents for the proposed ordinance amendments. The estimated cost to prepare this amendment is approximately \$4,000, which includes staff and counsel time. The implementation costs are in the FY 19/20 Budget and no additional general fund is requested.


Allan Drusus, Chief Veterinarian

10/25/2019


Douglas Cordonez Jr.

10/31/2019


Gregory F. Priamos, Director County Counsel

10/29/2019

DEPARTMENT OF ANIMAL SERVICES

PROPOSED STAFFING RATES

ANIMAL CONTROL OFFICER (ACO)

POSITION	CURRENT HOURLY RATE	FULL COST RECOVERY RATE ¹	PROPOSED RATE ²
ACO - Hourly Rate	\$61	\$120	\$83
ACO - Overtime	\$82	\$156	\$111

ANIMAL LICENSING OFFICER (ALO)

POSITION	CURRENT HOURLY RATE	FULL COST RECOVERY RATE ¹	PROPOSED RATE ²
ALO - Hourly Rate	\$43	\$92	\$58
ALO - Overtime	\$0	\$120	\$80

PROPOSED OPERATIONS RATES AND FEES

ANIMAL SHELTERING RATE (IMPOUND)

SHELTER	CURRENT IMPOUND FEE FOR CITIES ³	FULL COST RECOVERY RATE ⁴	PROPOSED RATE ⁵
Riverside Shelter	\$138	\$36.84 per day per animal	\$20 per day per animal (For 10 days)
Coachella Valley Shelter	\$115	\$36.84 per day per animal	\$20 per day per animal (For 10 days)
San Jacinto Shelter	\$81	\$36.84 per day per animal	\$20 per day per animal (For 10 days)
Blythe Shelter	\$76	\$36.84 per day per animal	\$20 per day per animal (For 10 days)

OTHER CITY FEES ⁶

TYPE OF FEE	CURRENT COST TO CITIES	CALCULATED RATE	PROPOSED RATE
Wildlife Impound Fee	\$0	\$138	\$138
Deceased Animal Pickup Fee	\$0	\$70	\$70

SPAY AND NEUTER FEE

ANIMAL	CURRENT COST	CALCULATED RATE	PROPOSED RATE
Dog	\$85	\$100	\$100
Cat	\$40	\$85	\$47

LICENSING FEE

TYPE OF FEE	CURRENT COST	CALCULATED RATE	PROPOSED RATE
License Processing Fee	\$6	\$10	\$10
Altered Dog ⁶	\$17	\$25	\$25
Unaltered Dog ⁶	\$100	\$141	\$120

¹ Includes Salaries, Benefits, and Pension Liability

² Includes Salaries and Benefits only

³ One time fee billed to cities per animal

⁴ Rates were developed based on Riverside County systemwide shelter costs

⁵ True up will occur at the end of the fiscal year

⁶ Has not been approved by the Auditor Controllers Office