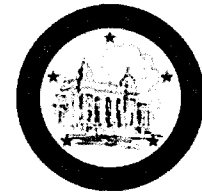


**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 19.1  
(ID # 11517)

**MEETING DATE:**

Tuesday, January 7, 2020

**FROM:** ANIMAL SERVICES:

**SUBJECT:** ANIMAL SERVICES: Conduct Public Hearing; Adoption of Ordinance No. 630.18 and No. 560.5 Amendments to County of Riverside Ordinance Nos. 630 and 560 respectively; CEQA Exempt; All Districts [\$0]

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

1. Find that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), 15273, and is otherwise exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) based on the findings and conclusions contained in the attached Notice of Exemption;
2. At the close of the public hearing, adopt, read title and waive further reading of proposed Ordinance No. 630.18, amending 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;

**ACTION:**Policy, Set for Hearing

Allan Drusys, Chief Veterinarian

12/16/2019

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Washington and duly carried, IT WAS ORDERED that the above matter is approved as recommended and Ordinance Nos. 630.18 and 560.5 are adopted as recommended.

Ayes: Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: Jeffries  
Date: January 7, 2020  
xc: Animal Services, COB

Kecia R. Harper  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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3. At the close of the public hearing, adopt, read title and waive further reading of proposed Ordinance No. 560.5, amending 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
  
4. Direct the Clerk of the Board to file the Notice of Exemption within five days of approval of the project.

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

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

**BACKGROUND:**

The Department of Animal Services (DAS), in accordance with Riverside County Board Policy B-4 (Rates charged for Current Services), has determined that updates to the DAS' fees are necessary to fully recover operational costs. DAS has worked with County Counsel and the Auditor Controller's Office (ACO) to review and prepare the fee schedule with the exception of certain rates. All fees are in accordance with local and State law. The Board of Supervisors approved the DAS' request to initiate amending Ordinance Nos. 630 and 560 on November 5, 2019 in Minute Order 3.36. On December 10, 2019, in Minute Order 3.9, the Board of Supervisors approved the introduction of Ordinance Nos. 630.18 and 560.5 and set the public hearing for January 7, 2020.

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, 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: 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 that DAS 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 the amendments to Ordinance No. 630 and Ordinance No. 560. The proposed amended ordinances are attached hereto.

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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.

DAS operates four shelters throughout Riverside County that provide a variety of services including shelter services, public safety and enforcement services, and veterinary services. The shelters are in Jurupa Valley, San Jacinto, Thousand Palms and Blythe.

DAS 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 provisions for a combination of sheltering, licensing, and field services. Contract city revenue from various functions comprises 70% of revenue collected. Specific fees contained in Ordinance No. 630 will be subject to an escalator each fiscal year in an amount no less than the percentage rate of the most recent publicized Consumer Price Index of the Riverside – San Bernardino – Ontario areas.

**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 \$141 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 \$107 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 3 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

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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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 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, DAS will provide the cities with a true-up that reflects actual shelter impounds from the prior year. Attachment 3 details the current rates, cost recovery rates, proposed rates to contract cities for shelter services.

**OTHER PROPOSED RATES**

DAS currently does not charge contract cities for wildlife impounds and deceased animal pickup. The services require a process similar to impounding a live dog or cat. DAS proposes to assess contract cities a fee of \$138 per pickup of any wildlife and \$70 per deceased animal pickup. These fees were not reviewed by the ACO. Fees were a derivative of staff time and the disposition of the animal thereafter, including, but not limited to, disposal, euthanasia, relocating, and seeking rescue.

DAS 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 3. The amendments to Ordinance Nos. 630 and 560 have been approved as to form by County Counsel.

**PROJECTED REVENUE INFORMATION**

The current revenue forecast for FY 19/20 under the current rate structure is \$7,535,121. If the proposed rates are approved, revenue is estimated to increase to \$8,896,625, with a variance of \$1,361,504. The total projected revenue in the adjusted rate is factoring eight months of current rate billing, and four months of billing with the proposed rates and fees. Once the amended ordinances are adopted, they will take into effect thirty days after.

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Service	Current Rate Estimate	Adjusted Rate Estimate	Projected Variance
Animal Control Officer	\$2,032,416	\$2,275,691	\$243,275
Animal Licensing Officer	\$535,890	\$598,540	\$62,650
License Processing	\$296,874	\$362,846	\$65,972
Kenneling Days	\$3,145,415	\$3,773,738	\$628,323
Unincorporated Licensing	\$962,886	\$1,026,084	\$63,198
Spay & Neuter Fee	\$561,640	\$594,638	\$32,998
Wildlife Impound Fee	\$0	\$154,698	\$154,698
Deceased Animal Pickup Fee	\$0	\$110,390	\$110,390
<b>Total Projected Revenue</b>	<b>\$7,535,121</b>	<b>\$8,896,625</b>	<b>\$1,361,504</b>

**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, contract cities, and their animals.

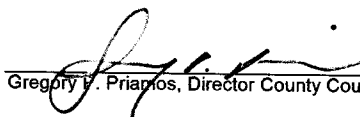
**CEQA Findings**

The project was reviewed and determined to be exempt from the California Environmental Quality Act (CEQA), as it can be seen with certainty that there is no possibility that this Project would have a direct, indirect, or cumulatively significant effect on the environment. Furthermore, pursuant to the State CEQA Guidelines, Section 15273 (Rates, Tolls, Fares, and Charges), the project is found to be categorically exempt from CEQA because the proposed changes are for the purpose of:

- Meeting operating expenses, including employee wage rates and fringe benefits;
- Purchasing or leasing supplies, equipment, or materials;
- Meeting financial reserve needs and requirements; and
- Obtaining funds for existing capital projects, necessary to maintain service within existing service areas.

**Attachments:**

1. Ordinance No. 630.18, Amendment to Ordinance No. 630
2. Ordinance No. 560.5, Amendment to Ordinance No. 560
3. Proposed Rates & Fees Summary Worksheet
4. CEQA Notice of Exemption

  
 Gregory V. Priamos, Director County Counsel      12/17/2019

1 ORDINANCE NO. 630.18

2  
3 AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE NO. 630  
4 AMENDING ORDINANCE NO. 630 REGULATING THE KEEPING AND CONTROL OF DOGS,  
5 CATS, AND OTHER ANIMALS AND PROVIDING FOR THE CONTROL AND SUPPRESSION OF  
6 RABIES.

7  
8 The Board of Supervisors of the County of Riverside ordains as follows:

9 Section 1. The title of Ordinance No. 630 is amended to read as follows:

10 “ORDINANCE NO. 630

11  
12 AN ORDINANCE OF THE COUNTY OF RIVERSIDE  
13 REGULATING THE KEEPING AND CONTROL OF DOGS, CATS, AND OTHER  
14 ANIMALS AND PROVIDING FOR THE CONTROL OF SUPPRESSION OF RABIES”

15  
16 Section 2. Subsection ee. of Section 1. of Ordinance No. 630 is amended to read as  
17 follows:

18 “**ee. Vaccination.** An inoculation against rabies of any dog or cat, three (3) months of  
19 age or older, with any vaccine prescribe for such purpose by the California  
20 Department of Health Services.”

21 Section 3. A new subsection hh. of Section 1. of Ordinance No. 630 is added to read as  
22 follows:

23 “**hh. Wildlife.** Any creature, whether or not raised in captivity, normally found in a wild  
24 state.”

25 Section 4. Subsection b. of Section 2. of Ordinance No. 630 is amended to read as  
26 follows:

27 “**b.** It is unlawful for any person to own, harbor or keep any dog, three (3) months of  
28 age or older, within the unincorporated area of the County of Riverside, for a

1 period longer than thirty (30) days, which has not been vaccinated against rabies.  
2 Every person in the unincorporated area of the county who owns, harbors or keeps  
3 any dog over three (3) months of age for a period longer than thirty (30) days shall  
4 have such dog vaccinated against rabies as provided herein, by a veterinarian of  
5 their choice, and such vaccination shall be renewed in accordance with the  
6 applicable laws and regulations of the State of California.”

7 Section 5. Subsection d. of Section 2. of Ordinance No. 630 is amended to read as  
8 follows:

9 “d. The Director shall issue a license only upon presentation of a certificate of  
10 vaccination indicating therein that the date of the expiration of the vaccination  
11 immunity is not earlier than the date of the expiration of the license being issued or  
12 renewed, and upon payment of the applicable license fee specific in Section 2,  
13 subsection (f) of this Ordinance; provided, however, that where the vaccinated dog  
14 is between the ages of three (3) months and twelve (12) months, the period of  
15 vaccination immunity required for licensing shall be specified in Title 17,  
16 California Administrative Code, Section 2606.4.”

17 Section 6. Subsection f. of Section 2. of Ordinance No. 630 is amended to read as  
18 follows:

19 “f. Subject to the provisions of Section 2 of this Ordinance, licenses shall be issued  
20 upon payment of the following fees:

- 21 1. License valid for one (1) year from the date of issuance, for each sterile dog,  
22 accompanied by a certificate signed by a veterinarian that said dog is  
23 permanently unable to reproduce, shall be \$25.00.
- 24 2. License valid for one (1) year from the date of issuance, for each dog to  
25 which provisions of Section 2, Subsections (f)(1) and (7) of this Ordinance  
26 are not applicable, shall be \$120.00, except for animals owned by  
27 recognized dog or cat breeders as defined by Department of Animal  
28 Services policy, the fee shall be \$65.00.

- 1                   3.     License valid for two (2) years from the date of issuance, for each sterile  
2                   dog, accompanied by a certificate signed by a veterinarian that said dog is  
3                   permanently unable to reproduce, shall be \$50.00.
- 4                   4.     License valid for two (2) years from the date of issuance, for each dog to  
5                   which provisions of Section 2 Subsections (f)(3) and (8) of this Ordinance  
6                   are not applicable, shall be \$240.00, except for animals owned by  
7                   recognized dog or cat breeders as defined by Department of Animal  
8                   Services policy, the fee shall be \$130.00.
- 9                   5.     License valid for three (3) years from the date of issuance, for each sterile  
10                  dog, accompanied by a certificate signed by a veterinarian that said dog is  
11                  permanently unable to reproduce, shall be \$75.00.
- 12                 6.     License valid for three (3) years from the date of issuance, for each dog to  
13                  which provisions of Section 2, Subsections (f)(5) and (9) of this Ordinance  
14                  are not applicable, shall be \$360.00, except for animals owned by  
15                  recognized dog or cat breeders as defined by Department of Animal  
16                  Services policy, the fee shall be \$195.00.
- 17                 7.     License valid for one (1) year from date of issuance, for each sterile dog,  
18                  which is owned by a person sixty (60) years of age or older, and is  
19                  accompanied by a certificate signed by a veterinarian that said dog is  
20                  permanently unable to reproduce, shall be \$12.00.
- 21                 8.     License valid for two (2) years from date of issuance, for each sterile dog,  
22                  which is owned by a person sixty (60) years of age or older, and is  
23                  accompanied by a certificate signed by a veterinarian that said dog is  
24                  permanently unable to reproduce, shall be \$24.00.
- 25                 9.     License valid for three (3) years from date of issuance, for each sterile dog,  
26                  which is owned by a person sixty (60) years of age or older, and is  
27                  accompanied by a certificate signed by a veterinarian that said dog is  
28                  permanently unable to reproduce, shall be \$36.00.



1                   10.     The fee for Dangerous/Vicious Animal Registration as required by  
2                                   Ordinance No. 771 shall be \$250.00.

3                   11.     A processing fee of \$1.50 shall be added to each license processed online.

4                   12.     A processing fee of 3% will be added to all credit/debit card purchases that  
5                                   are not made online.

6                   13.     A license processing fee in the amount of \$10.00 shall be charged to  
7                                   contract cities for each license issued by the Department to a person  
8                                   residing in said contract city.”

9                   Section 7.     Subsection t. of Section 11. of Ordinance No. 630 is amended to read as  
10 follows:

11                   “t.     Animals impounded and sheltered at a County of Riverside animal shelter facility  
12                                   shall be charged a boarding fee of \$20.00 per day.”

13                   Section 8.     Subsection v. of Section 11. of Ordinance No. 630 is amended in its entirety  
14 to read as follows:

15                   “v.     The Director shall charge and collect from any contracted city the County’s  
16                                   standard field and sheltering rates for services provided as set forth below. In  
17                                   addition, the Director shall charge and collect from any contracted city the  
18                                   County’s standard community outreach event and enforcement sweep rates for  
19                                   services provided and other related fees, as set forth below. The fees stated herein  
20                                   shall be increased each fiscal year in an amount no less than the percentage rate of  
21                                   the most recently publicized Consumer Price Index – All Urban Consumers – All  
22                                   Items – Riverside – San Bernardino – Ontario areas. The standard rates and fees  
23                                   shall be as follows:

24                   (1)     An annual contract rate of \$172,640.00 for one (1) full-time Animal Control  
25                                   Officer (ACO) of the Department working for a total of 2,080 hours  
26                                   annually, at an hourly rate of \$83.00, during regular shifts between the  
27                                   hours of 7:30 a.m. through 5:00 p.m. less County Holidays;

28                   (2)     An annual contract rate of \$86,320.00 for one (1) half-time Animal Control

1 Officer (ACO) of the Department working for a total of 1,040 hours  
2 annually, at an hourly rate of \$83.00, during regular shifts between the  
3 hours of 7:30 a.m. through 5:00 p.m. less County Holidays;

4 (3) A contract overtime hourly rate of \$111.00 per hour for an Animal Control  
5 Officer (ACO) of the Department with a two (2) hour minimum charge per  
6 service call;

7 (4) An annual contract rate of \$120,640.00 for one (1) full-time Animal  
8 Licensing Officer (ALO) of the Department working for a total of 2,080  
9 hours annually, at an hourly rate of \$58.00, during regular shifts between  
10 the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;

11 (5) An annual contract rate of \$60,320.00 for one (1) half-time Animal  
12 Licensing Officer (ALO) of the Department working for a total of 1,040  
13 hours annually, at an hourly rate of \$58.00, during regular shifts between  
14 the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;

15 (6) A contract overtime rate of \$80.00 per hour for an Animal Licensing  
16 Officer (ALO) of the Department with a two (2) hour minimum charge per  
17 service call;

18 (7) A fee of \$70.00 shall be charged for each deceased animal picked up within  
19 the boundaries of a contract city;

20 (8) A fee of \$138.00 shall be charged for Wildlife impounded within the  
21 boundaries of a contract city;

22 (9) A contract fee of \$2,460.00 shall be charged for an enforcement sweep – six  
23 (6) hour day;

24 (10) A contract fee of \$2,553.00 shall be charged per community outreach event  
25 for a full day of service (9 hours), provided however that one (1) outreach  
26 event may be included at no charge to a contracting city for each increment  
27 of one thousand six hundred (1,600) impounded dogs and cats that are  
28 projected for any fiscal year covered by the contract;

- 1 (11) An annual sheltering contract rate of \$20.00 per day, per animal, for ten  
2 (10) days, shall be charged for each impounded dog or cat. An accounting  
3 of all days that dogs or cats that have been sheltered by the Riverside  
4 County Department of Animal Services shall be made at the end of each  
5 calendar year, for the previous calendar year. An additional charge or credit  
6 toward the next month's invoice will be developed based off the actual  
7 number of days each contract city animal were housed; and
- 8 (12) A sheltering maintenance fee for each shelter shall be applied on an  
9 impound basis and is used to help maintain each facility.
- 10 a. The maintenance fee shall be \$6.90 for the Blythe Animal Shelter.  
11 b. The maintenance fee shall be \$10.86 for the San Jacinto Valley  
12 Animal Campus.  
13 c. The maintenance fee shall be \$10.44 for the Coachella Valley  
14 Animal Campus.  
15 d. The maintenance fee shall be \$12.53 for the Western Riverside  
16 County/City Animal Shelter.”

17 Section 9. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after  
18 its adoption.

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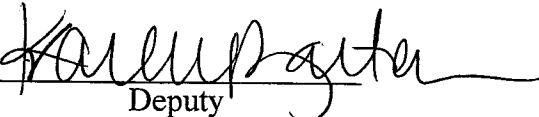
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BOARD OF SUPERVISORS OF THE COUNTY  
OF RIVERSIDE, STATE OF CALIFORNIA

By:   
Chairman

ATTEST:


CLERK OF THE BOARD:

By:   
Deputy

(SEAL)

APPROVED AS TO FORM

November 27, 2019

By:   
Amrit P. Dhillon  
Deputy County Counsel

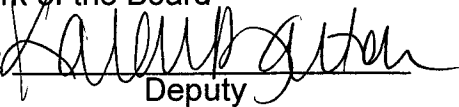
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STATE OF CALIFORNIA        )  
  )  
COUNTY OF RIVERSIDE        )        SS

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said county held on January 7, 2020, the foregoing ordinance consisting of 9 Sections was adopted by the following vote:

AYES:                    Spiegel, Washington, Perez and Hewitt  
NAYS:                    None  
ABSENT:                 Jeffries

DATE:        January 7, 2020

KECIA R. HARPER  
Clerk of the Board  
BY:   
Deputy

SEAL

1 ORDINANCE NO. 560.5

2  
3 AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE 560  
4 AMENDING ORDINANCE NO. 560, PROVIDING FOR LOW-COST, NON-PROFIT, PUBLIC SPAY  
5 AND NEUTER CLINICS FOR DOGS AND CATS

6  
7 The Board of Supervisors of the County of Riverside ordains as follows:

8 Section 1. Ordinance No. 560 is hereby amended in its entirety to read as follows:

9 “ORDINANCE NO. 560

10  
11 AN ORDINANCE OF THE COUNTY OF RIVERSIDE  
12 PROVIDING FOR LOW-COST, NON-PROFIT, PUBLIC SPAY AND  
13 NEUTER CLINICS FOR DOGS AND CATS

14  
15 The Board of Supervisors of the County of Riverside ordains as follows:

16  
17 **Section 1. AUTHORITY FOR CLINICS.** Pursuant to California Food & Agricultural  
18 Code Sections 30503 and 31751.3, the Director of the Department of Animal Services is hereby  
19 authorized and directed to establish clinics where residents of the County of Riverside may have  
20 dogs and cats spayed or neutered in a humane manner.

- 21 a. Fees for services provided by such clinics shall be determined in a minimum  
22 amount to offset the cost of operating such clinics and shall be consistent with the  
23 intent of this ordinance for providing low-cost, non-profit, spay and neuter services  
24 to the public. Fees shall be established by the Board of Supervisors.
- 25 b. Persons submitting dogs or cats for spay and neuter services shall sign a consent  
26 form certifying under penalty of perjury that they are the owner of said animal or  
27 are otherwise authorized to present the animal for the spay or neuter operation and  
28 such persons may be required to furnish proof of such ownership or authority.

- 1           c.     Such consent shall contain a waiver of any and all liability of the County of  
2                     Riverside, the Riverside County Department of Animal Services, and any other  
3                     county employees for any injury or death to an animal arising out of the  
4                     aforementioned operation or any services provided incidental thereto.
- 5           d.     The Riverside County Department of Animal Services shall establish a return date  
6                     by which a person submitting animals for the aforementioned operation shall pick-  
7                     up said animals or be subjected to reasonable board and care fees to commence the  
8                     day after such return date.
- 9           e.     Failure to pick up an animal within fifteen (15) days of said return date shall be  
10                    deemed abandonment of said animal and the Department of Animal Services may  
11                    dispose of it by sale, adoption or destruction.

12                   **Section 2. FEES FOR SPAY AND NEUTER SERVICES.** The fees for spay and neuter  
13                    services at clinics established by the Riverside County Department of Animal Services shall be as  
14                    follows:

- 15                    a.     Any Dog     \$100.00  
16                    b.     Any Cat     \$55.00

17                    The above spay and neuter fees shall be included in the flat-rate adoption fee at the time of  
18                    adoption if the dog or cat is adopted from an animal shelter operated by the Riverside County  
19                    Department of Animal Services.

20                    **Section 3. FEE FOR CONTRACT SPAY AND NEUTER CLINIC SERVICES.** The  
21                    fee for contract spay and neuter clinic services at a shelter operated by the Riverside County  
22                    Department of Animal Services for a full day of services shall be \$6,862.00.

23                    **Section 4. FEES FOR CONTRACT SHOT CLINIC SERVICES.** The fees for  
24                    contract shot clinic services and spay/neuter bus services for a full day of services shall be as  
25                    follows:

- 26                    a.     Contract Shot Clinic and Microchipping Services     \$3,000.00  
27                    b.     Spay and Neuter Bus Services                             \$3,000.00

28                    **Section 5. SEVERABILITY.** If any provision, clause, sentence or paragraph of this

1 ordinance or the application thereof to any person or circumstance shall be held invalid, such  
2 invalidity shall not affect the other provisions of this ordinance which can be given effect without  
3 the invalid provision or application, and to this end, the provisions of this ordinance are declared  
4 to be severable.

5 **Section 6. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its  
6 adoption.”

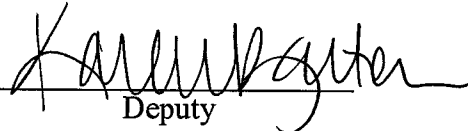
7 Section 2. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after  
8 its adoption.

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

11 By:   
12 Chairman


12 ATTEST:

13 CLERK OF THE BOARD:

14 By:   
15 Deputy

17 (SEAL)

18 APPROVED AS TO FORM  
19 December 2, 2019

20  
21 By:   
22 Amrit P. Dhillon  
23 Deputy County Counsel  
24  
25  
26  
27  
28



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STATE OF CALIFORNIA        )  
  )  
COUNTY OF RIVERSIDE        )        SS

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said county held on January 7, 2020, the foregoing ordinance consisting of 2 Sections was adopted by the following vote:

AYES:                    Spiegel, Washington, Perez and Hewitt  
NAYS:                    None  
ABSENT:                 Jeffries

DATE:        January 7, 2020

KECIA R. HARPER  
Clerk of the Board

BY:   
Deputy

SEAL

**NOTICE OF EXEMPTION**

Original Negative Declaration/Notice of Determination was routed to County Clerks for posting on.

To: \_\_\_\_\_ Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814  
To: X Office of the County Clerk & Recorder

From: County of Riverside  
4080 Lemon Street  
Riverside, CA 92501

Date: 1/9/2020  
Initial: AB

**Project Title:** Ordinance No. 630, an Ordinance of the County of Riverside 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. 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.

**Project Location:** The unincorporated area of Riverside County and the jurisdiction of city partners that contract with the Department of Animal Services for field, sheltering and related services.

**Project Description:** Ordinance Nos. 630 and 560 amendments will adjust the rates charged for services provided by the Department of Animal Services and makes administrative revisions that provide clarification and consistency. These types of fees are governed by Government Code Sections 54985, Food and Agriculture Code sections 30801 through 30805, 31105 through 31108, 31251 through 31254, 31751, and 31757.3. Ordinance Nos. 630 and 560 amendments will adjust the service fees reasonably necessary to fully cover the cost of providing the services, including sheltering, licensing, impound and other services, pursuant to Government Code section 54985

**Name of Public Agency Approving Project:** County of Riverside

**Project Sponsor:** Department of Animal Services

**Exempt Status:** (check one)

- Ministerial
- Declared Emergency
- Emergency Project
- Categorical Exemption
- Statutory Exemption (State CEQA Guidelines Sec. 15273)
- Other: (State CEQA Guidelines Sec. 15061(b)(3))

**Reasons Why Project is Exempt:**

The adoption of the amendments to County of Riverside Ordinance Nos. 630 and 560 are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15273 and section 15061(b)(3). The fees adopted by this ordinance are solely for the purpose of reimbursing the County for the actual costs of providing services and are therefore exempt under CEQA Guidelines section 15273. The purpose of the charges are limited to the purposes authorized under subsections (a)(1) and (a)(2) of section 15273, i.e. meeting operating expenses and purchasing or leasing supplies, equipment or materials. The fees are also exempt under the common sense exemption of CEQA Guidelines section 15061(b)(3) in that it can be seen with certainty that there is no possibility that the ordinance may have a significant effect on the environment. The ordinance merely provides for fees to cover the actual costs of County services.

Allan C. Drusys, Director and Chief Veterinarian, Department of Animal Services  
County Contact Person

(951) 358-7442  
Phone Number

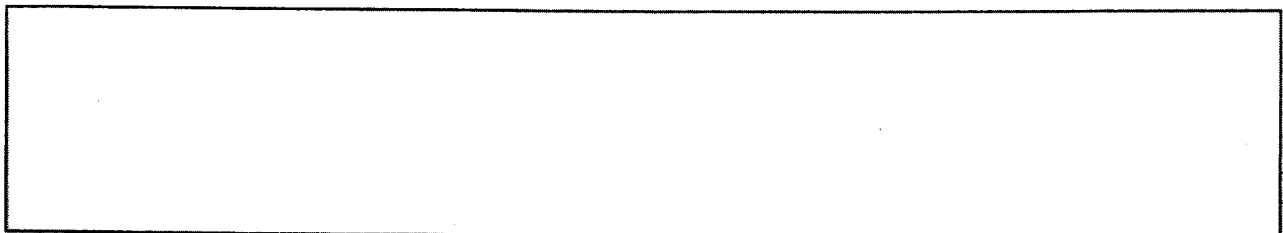
Signature: 

Title: Director and Chief Veterinarian

Date: 11/12/19

For County Clerk's Use Only

JAN 07 2020 19.1





OFFICE OF  
CLERK OF THE BOARD OF SUPERVISORS  
1st FLOOR, COUNTY ADMINISTRATIVE CENTER  
P.O. BOX 1147, 4080 LEMON STREET  
RIVERSIDE, CA 92502-1147  
PHONE: (951) 955-1060  
FAX: (951) 955-1071

KECIA R. HARPER  
Clerk of the Board of Supervisors

KIMBERLY A. RECTOR  
Assistant Clerk of the Board

January 9, 2020

THE PRESS ENTERPRISE  
ATTN: LEGALS  
P.O. BOX 792  
RIVERSIDE, CA 92501

TEL: (951) 368-9225  
E-MAIL: [legals@pe.com](mailto:legals@pe.com)

RE: ADOPTION OF ORDINANCE NO. 630.18

To Whom It May Concern:

Attached is a copy for publication in your newspaper for **ONE (1) TIME** on **Thursday, January 16, 2020.**

We require your affidavit of publication immediately upon completion of the last publication.

Your invoice must be submitted to this office, **WITH TWO CLIPPINGS OF THE PUBLICATION.**

NOTE: PLEASE COMPOSE THIS PUBLICATION INTO A SINGLE COLUMN FORMAT.

Thank you in advance for your assistance and expertise.

Sincerely,

*Karen Barton*

Deputy Clerk of the Board to:  
KECIA R. HARPER, CLERK OF THE BOARD

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

**ORDINANCE NO. 630.18**

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

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. The title of Ordinance No. 630 is amended to read as follows:  
“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 OF SUPPRESSION OF RABIES”**

follows: Section 2. Subsection ee. of Section 1. of Ordinance No. 630 is amended to read as  
**ee. Vaccination.** An inoculation against rabies of any dog or cat, three (3) months of age  
or older, with any vaccine prescribe for such purpose by the California Department  
of Health Services.

follows: Section 3. A new subsection hh. of Section 1. of Ordinance No. 630 is added to read as  
**hh. Wildlife.** Any creature, whether or not raised in captivity, normally found in a wild  
state.

follows: Section 4. Subsection b. of Section 2. of Ordinance No. 630 is amended to read as  
**b.** It is unlawful for any person to own, harbor or keep any dog, three (3) months of age  
or older, within the unincorporated area of the County of Riverside, for a period  
longer than thirty (30) days, which has not been vaccinated against rabies. Every  
person in the unincorporated area of the county who owns, harbors or keeps any dog  
over three (3) months of age for a period longer than thirty (30) days shall have such  
dog vaccinated against rabies as provided herein, by a veterinarian of their choice,  
and such vaccination shall be renewed in accordance with the applicable laws and  
regulations of the State of California.

Section 5. Subsection d. of Section 2. of Ordinance No. 630 is amended to read as  
follows:

**d.** The Director shall issue a license only upon presentation of a certificate of  
vaccination indicating therein that the date of the expiration of the vaccination  
immunity is not earlier than the date of the expiration of the license being issued or  
renewed, and upon payment of the applicable license fee specific in Section 2,  
subsection (f) of this Ordinance; provided, however, that where the vaccinated dog is  
between the ages of three (3) months and twelve (12) months, the period of  
vaccination immunity required for licensing shall be specified in Title 17, California  
Administrative Code, Section 2606.4

follows: Section 6. Subsection f. of Section 2. of Ordinance No. 630 is amended to read as

- f. Subject to the provisions of Section 2 of this Ordinance, licenses shall be issued upon payment of the following fees:
  1. License valid for one (1) year from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$25.00.
  2. License valid for one (1) year from the date of issuance, for each dog to which provisions of Section 2, Subsections (f)(1) and (7) of this Ordinance are not applicable, shall be \$120.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$65.00.
  3. License valid for two (2) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$50.00.
  4. License valid for two (2) years from the date of issuance, for each dog to which provisions of Section 2 Subsections (f)(3) and (8) of this Ordinance are not applicable, shall be \$240.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$130.00.
  5. License valid for three (3) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$75.00.
  6. License valid for three (3) years from the date of issuance, for each dog to which provisions of Section 2, Subsections (f)(5) and (9) of this Ordinance are not applicable, shall be \$360.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$195.00.
  7. License valid for one (1) year from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$12.00.
  8. License valid for two (2) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$24.00.
  9. License valid for three (3) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$36.00.

10. The fee for Dangerous/Vicious Animal Registration as required by Ordinance No. 771 shall be \$250.00.
11. A processing fee of \$1.50 shall be added to each license processed online.
12. A processing fee of 3% will be added to all credit/debit card purchases that are not made online.
13. A license processing fee in the amount of \$10.00 shall be charged to contract cities for each license issued by the Department to a person residing in said contract city.

Section 7. Subsection t. of Section 11. of Ordinance No. 630 is amended to read as follows:

t. Animals impounded and sheltered at a County of Riverside animal shelter facility shall be charged a boarding fee of \$20.00 per day.

Section 8. Subsection v. of Section 11. of Ordinance No. 630 is amended in its entirety to read as follows:

- v. The Director shall charge and collect from any contracted city the County's standard field and sheltering rates for services provided as set forth below. In addition, the Director shall charge and collect from any contracted city the County's standard community outreach event and enforcement sweep rates for services provided and other related fees, as set forth below. The fees stated herein shall be increased each fiscal year in an amount no less than the percentage rate of the most recently publicized Consumer Price Index – All Urban Consumers – All Items – Riverside – San Bernardino – Ontario areas. The standard rates and fees shall be as follows:
- (1) An annual contract rate of \$172,640.00 for one (1) full-time Animal Control Officer (ACO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (2) An annual contract rate of \$86,320.00 for one (1) half-time Animal Control Officer (ACO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (3) A contract overtime hourly rate of \$111.00 per hour for an Animal Control Officer (ACO) of the Department with a two (2) hour minimum charge per service call;
  - (4) An annual contract rate of \$120,640.00 for one (1) full-time Animal Licensing Officer (ALO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (5) An annual contract rate of \$60,320.00 for one (1) half-time Animal Licensing Officer (ALO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;

- (6) A contract overtime rate of \$80.00 per hour for an Animal Licensing Officer (ALO) of the Department with a two (2) hour minimum charge per service call;
- (7) A fee of \$70.00 shall be charged for each deceased animal picked up within the boundaries of a contract city;
- (8) A fee of \$138.00 shall be charged for Wildlife impounded within the boundaries of a contract city;
- (9) A contract fee of \$2,460.00 shall be charged for an enforcement sweep – six (6) hour day;
- (10) A contract fee of \$2,553.00 shall be charged per community outreach event for a full day of service (9 hours), provided however that one (1) outreach event may be included at no charge to a contracting city for each increment of one thousand six hundred (1,600) impounded dogs and cats that are projected for any fiscal year covered by the contract;
- (11) An annual sheltering contract rate of \$20.00 per day, per animal, for ten (10) days, shall be charged for each impounded dog or cat. An accounting of all days that dogs or cats that have been sheltered by the Riverside County Department of Animal Services shall be made at the end of each calendar year, for the previous calendar year. An additional charge or credit toward the next month's invoice will be developed based off the actual number of days each contract city animal were housed;
- (12) A sheltering maintenance fee for each shelter shall be applied on an impound basis and is used to help maintain each facility.
  - a. The maintenance fee shall be \$6.90 for the Blythe Animal Shelter.
  - b. The maintenance fee shall be \$10.86 for the San Jacinto Valley Animal Campus.
  - c. The maintenance fee shall be \$10.44 for the Coachella Valley Animal Campus.
  - d. The maintenance fee shall be \$12.53 for the Western Riverside County/City Animal Shelter.

Section 9. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after its adoption.

V. Manuel Perez, Chairman of the Board

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said County, held on **January 7, 2020**, the foregoing Ordinance consisting of nine (9) sections was adopted by said Board by the following vote:

AYES: Spiegel, Washington, Perez and Hewitt  
 NAYS: None  
 ABSENT: Jeffries

Kecia R. Harper, Clerk of the Board  
 By: Karen Barton, Deputy Clerk of the Board



OFFICE OF  
CLERK OF THE BOARD OF SUPERVISORS  
1st FLOOR, COUNTY ADMINISTRATIVE CENTER  
P.O. BOX 1147, 4080 LEMON STREET  
RIVERSIDE, CA 92502-1147  
PHONE: (951) 955-1060  
FAX: (951) 955-1071

KECIA R. HARPER  
Clerk of the Board of Supervisors

KIMBERLY A. RECTOR  
Assistant Clerk of the Board

January 9, 2020

THE PRESS ENTERPRISE  
ATTN: LEGALS  
P.O. BOX 792  
RIVERSIDE, CA 92501

TEL: (951) 368-9225  
E-MAIL: [legals@pe.com](mailto:legals@pe.com)

RE: ADOPTION OF ORDINANCE NO. 560.5

To Whom It May Concern:

Attached is a copy for publication in your newspaper for **ONE (1) TIME** on **Thursday, January 16, 2020**.

We require your affidavit of publication immediately upon completion of the last publication.

Your invoice must be submitted to this office, **WITH TWO CLIPPINGS OF THE PUBLICATION**.

**NOTE: PLEASE COMPOSE THIS PUBLICATION INTO A SINGLE COLUMN FORMAT.**

Thank you in advance for your assistance and expertise.

Sincerely,

*Karen Barton*

Deputy Clerk of the Board to:  
KECIA R. HARPER, CLERK OF THE BOARD



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

**ORDINANCE NO. 560.5**

**AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE 560 AMENDING  
ORDINANCE NO. 560, PROVIDING FOR LOW-COST, NON-PROFIT, PUBLIC SPAY AND NEUTER  
CLINICS FOR DOGS AND CATS**

The Board of Supervisors of the County of Riverside ordains as follows:

**Section 1.** Ordinance No. 560 is hereby amended in its entirety to read as follows:  
“**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**

The Board of Supervisors of the County of Riverside ordains as follows:

**Section 1. AUTHORITY FOR CLINICS.** Pursuant to California Food & Agricultural Code Sections 30503 and 31751.3, the Director of the Department of Animal Services is hereby authorized and directed to establish clinics where residents of the County of Riverside may have dogs and cats spayed or neutered in a humane manner.

- a. Fees for services provided by such clinics shall be determined in a minimum amount to offset the cost of operating such clinics and shall be consistent with the intent of this ordinance for providing low-cost, non-profit, spay and neuter services to the public. Fees shall be established by the Board of Supervisors.
- b. Persons submitting dogs or cats for spay and neuter services shall sign a consent form certifying under penalty of perjury that they are the owner of said animal or are otherwise authorized to present the animal for the spay or neuter operation and such persons may be required to furnish proof of such ownership or authority.
- c. Such consent shall contain a waiver of any and all liability of the County of Riverside, the Riverside County Department of Animal Services, and any other county employees for any injury or death to an animal arising out of the aforementioned operation or any services provided incidental thereto.
- d. The Riverside County Department of Animal Services shall establish a return date by which a person submitting animals for the aforementioned operation shall pick-up said animals or be subjected to reasonable board and care fees to commence the day after such return date.
- e. Failure to pick up an animal within fifteen (15) days of said return date shall be deemed abandonment of said animal and the Department of Animal Services may dispose of it by sale, adoption or destruction.

**Section 2. FEES FOR SPAY AND NEUTER SERVICES.** The fees for spay and neuter services at clinics established by the Riverside County Department of Animal Services shall be as follows:

- a. Any Dog \$100.00
- b. Any Cat \$55.00

The above spay and neuter fees shall be included in the flat-rate adoption fee at the time of adoption if the dog or cat is adopted from an animal shelter operated by the Riverside County Department of Animal Services.

**Section 3. FEE FOR CONTRACT SPAY AND NEUTER CLINIC SERVICES.** The fee

for contract spay and neuter clinic services at a shelter operated by the Riverside County Department of Animal Services for a full day of services shall be \$6,862.00.

**Section 4. FEES FOR CONTRACT SHOT CLINIC SERVICES.** The fees for contract shot clinic services and spay/neuter bus services for a full day of services shall be as follows:

- a. Contract Shot Clinic and Microchipping Services \$3,000.00
- b. Spay and Neuter Bus Services \$3,000.00

**Section 5. SEVERABILITY.** If any provision, clause, sentence or paragraph of this ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are declared to be severable.

**Section 6. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption.”

Section 2. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after its adoption.

V. Manuel Perez, Chairman of the Board

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said County, held on **January 7, 2020**, the foregoing Ordinance consisting of two (2) sections was adopted by said Board by the following vote:

AYES: Spiegel, Washington, Perez and Hewitt  
NAYS: None  
ABSENT: Jeffries

Kecia R. Harper, Clerk of the Board

By: Karen Barton, Deputy Clerk of the Board



CALL (951) 368-9222  
EMAIL legals@pe.com

# THE PRESS-ENTERPRISE

DATE	ORDER NUMBER	PO Number	PRODUCT	SIZE	Amount
1/16/20	0011353607		PE Riverside	4 x 130 Li	676.00

Invoice text: Ordinance 560.5

*Animal Services  
1/7/2020 19.1*

Placed by: Karen Lynn Barton

## Legal Advertising Memo Invoice

**BALANCE DUE**

676.00

SALES/CONTACT INFORMATION		ADVERTISER INFORMATION		
BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME	
Nick Eller 951-368-9229	01/16/2020	5209148	5209148	BOARD OF SUPERVISORS



## THE PRESS-ENTERPRISE

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01/16/2020	5209148	5209148
BALANCE DUE	ORDER NUMBER	TERMS OF PAYMENT
676.00	0011353607	DUE UPON RECEIPT

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
'PO BOX 1147'  
RIVERSIDE, CA 92502

CALIFORNIA NEWSPAPER PARTNERSHIP  
dba The Press-Enterprise  
PO Box 65210  
Colorado Springs, CO 80962-5210

# 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 560.5 /

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:

01/16/2020

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

Date: January 16, 2020  
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
PO BOX 1147  
RIVERSIDE, CA 92502

Ad Number: 0011353607-01

P.O. Number:

## Ad Copy:

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

### ORDINANCE NO. 560.5

AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE 560 AMENDING ORDINANCE NO. 560, PROVIDING FOR LOW-COST, NON-PROFIT, PUBLIC SPAY AND NEUTER CLINICS FOR DOGS AND CATS

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. Ordinance No. 560 is hereby amended in its entirety to read as follows:

"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

The Board of Supervisors of the County of Riverside ordains as follows:

**Section 1. AUTHORITY FOR CLINICS.** Pursuant to California Food & Agricultural Code Sections 30503 and 31751.3, the Director of the Department of Animal Services is hereby authorized and directed to establish clinics where residents of the County of Riverside may have dogs and cats spayed or neutered in a humane manner.

a. Fees for services provided by such clinics shall be determined in a minimum amount to offset the cost of operating such clinics and shall be consistent with the intent of this ordinance for providing low-cost, non-profit, spay and neuter services to the public. Fees shall be established by the Board of Supervisors.

b. Persons submitting dogs or cats for spay and neuter services shall sign a consent form certifying under penalty of perjury that they are the owner of said animal or are otherwise authorized to present the animal for the spay or neuter operation and such persons may be required to furnish proof of such ownership or authority.

c. Such consent shall contain a waiver of any and all liability of the County of Riverside, the Riverside County Department of Animal Services, and any other county employees for any injury or death to an animal arising out of the aforementioned operation or any services provided incidental thereto.

d. The Riverside County Department of Animal Services shall establish a return date by which a person submitting animals for the aforementioned operation shall pick-up said animals or be subjected to reasonable board and care fees to commence the day after such return date.

e. Failure to pick up an animal within fifteen (15) days of said return date shall be deemed abandonment of said animal and the Department of Animal Services may dispose of it by sale, adoption or destruction.

**Section 2. FEES FOR SPAY AND NEUTER SERVICES.** The fees for spay and neuter services at clinics established by the Riverside County Department of Animal Services shall be as follows:

- a. Any Dog \$100.00
- b. Any Cat \$55.00

The above spay and neuter fees shall be included in the flat-rate adoption fee at the time of adoption if the dog or cat is adopted from an animal shelter operated by the Riverside County Department of Animal Services.

**Section 3. FEE FOR CONTRACT SPAY AND NEUTER CLINIC SERVICES.** The fee for contract spay and neuter clinic services at a shelter operated by the Riverside County Department of Animal Services for a full day of services shall be \$6,862.00.

**Section 4. FEES FOR CONTRACT SHOT CLINIC SERVICES.** The fees for contract shot clinic services and spay/neuter bus services for a full day of services shall be as follows:

- a. Contract Shot Clinic and Microchipping Services \$3,000.00
- b. Spay and Neuter Bus Services \$3,000.00

**Section 5. SEVERABILITY.** If any provision, clause, sentence or paragraph of this ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are declared to be severable.

**Section 6. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption.

Section 2. **EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption.

V. Manuel Perez, Chairman of the Board

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said County, held on **January 7, 2020**, the foregoing Ordinance consisting of two (2) sections was adopted by said Board by the following vote:

AYES: Spiegel, Washington, Perez and Hewitt  
NAYS: None  
ABSENT: Jeffries

Kecia R. Harper, Clerk of the Board  
By: Karen Barton, Deputy Clerk of the Board



CALL (951) 368-9222  
EMAIL legal@pe.com

# THE PRESS-ENTERPRISE

DATE	ORDER NUMBER	PO Number	PRODUCT	SIZE	Amount
1/16/20	0011353596		PE Riverside	4 x 327 Li	1,700.40

Invoice text: Ordinance 630.18

*Animal Services  
1/7/2020 19.1*

Placed by: Karen Lynn Barton

## Legal Advertising Memo Invoice

BALANCE DUE
1,700.40

SALES CONTACT INFORMATION		ADVERTISER INFORMATION			
NAME	PHONE	BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
Nick Eller	951-368-9229	01/16/2020	5209148	5209148	BOARD OF SUPERVISORS



## THE PRESS-ENTERPRISE Legal Advertising Memo Invoice

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1,700.40	0011353596	DUE UPON RECEIPT

BILLING ACCOUNT NAME AND ADDRESS

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BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
'PO BOX 1147'  
RIVERSIDE, CA 92502

CALIFORNIA NEWSPAPER PARTNERSHIP  
dba The Press-Enterprise  
PO Box 65210  
Colorado Springs, CO 80962-5210

# THE PRESS-ENTERPRISE

1825 Chicago Ave, Suite 100  
Riverside, CA 92507  
951-684-1200  
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**PROOF OF PUBLICATION  
(2010, 2015.5 C.C.P)**

Publication(s): The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc.: Ordinance 630.18 /

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:

**01/16/2020**

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

Date: January 16, 2020  
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
PO BOX 1147  
RIVERSIDE, CA 92502

Ad Number: 0011353596-01

P.O. Number:

Ad Copy:

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

**ORDINANCE NO. 630.18  
AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING  
ORDINANCE NO. 630 AMENDING ORDINANCE NO. 630 REGULATING THE KEEPING AND CONTROL OF DOGS, CATS, AND OTHER ANIMALS AND PROVIDING FOR THE CONTROL AND SUPPRESSION OF RABIES,**

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. The title of Ordinance No. 630 is amended to read as follows:  
"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 OF SUPPRESSION OF RABIES"

Section 2. Subsection ee. of Section 1. of Ordinance No. 630 is amended to read as follows:

**ee. Vaccination.** An inoculation against rabies of any dog or cat, three (3) months of age or older, with any vaccine prescribe for such purpose by the California Department of Health Services.

Section 3. A new subsection hh. of Section 1. of Ordinance No. 630 is added to read as follows:

**hh. Wildlife.** Any creature, whether or not raised in captivity, normally found in a wild state.

Section 4. Subsection b. of Section 2. of Ordinance No. 630 is amended to read as follows:

b. It is unlawful for any person to own, harbor or keep any dog, three (3) months of age or older, within the unincorporated area of the County of Riverside, for a period longer than thirty (30) days, which has not been vaccinated against rabies. Every person in the unincorporated area of the county who owns, harbors or keeps any dog over three (3) months of age for a period longer than thirty (30) days shall have such dog vaccinated against rabies as provided herein, by a veterinarian of their choice, and such vaccination shall be renewed in accordance with the applicable laws and regulations of the State of California.

Section 5. Subsection d. of Section 2. of Ordinance No. 630 is amended to read as follows:

d. The Director shall issue a license only upon presentation of a certificate of vaccination indicating therein that the date of the expiration of the vaccination immunity is not earlier than the date of the expiration of the license being issued or renewed, and upon payment of the applicable license fee specific in Section 2, subsection (f) of this Ordinance; provided, however, that where the vaccinated dog is between the ages of three (3) months and twelve (12) months, the period of vaccination immunity required for licensing shall be specified in Title 17, California Administrative Code, Section 2606.4

Section 6. Subsection f. of Section 2. of Ordinance No. 630 is amended to read as follows:

f. Subject to the provisions of Section 2 of this Ordinance, licenses shall be issued upon payment of the following fees:

1. License valid for one (1) year from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$25.00.
2. License valid for one (1) year from the date of issuance, for each dog to which provisions of Section 2, Subsections (f) (1) and (7) of this Ordinance are not applicable, shall be \$120.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$65.00.
3. License valid for two (2) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$50.00.
4. License valid for two (2) years from the date of issuance, for each dog to which provisions of Section 2 Subsections (f) (3) and (8) of this Ordinance are not applicable, shall be \$240.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$130.00.
5. License valid for three (3) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$75.00.
6. License valid for three (3) years from the date of issuance, for each dog to which provisions of Section 2, Subsections (f) (5) and (9) of this Ordinance are not applicable, shall be \$360.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$195.00.
7. License valid for one (1) year from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a

veterinarian that said dog is permanently unable to reproduce, shall be \$12.00.

8. License valid for two (2) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$24.00.
9. License valid for three (3) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$36.00.
10. The fee for Dangerous/Vicious Animal Registration as required by Ordinance No. 771 shall be \$250.00.
11. A processing fee of \$1.50 shall be added to each license processed online.
12. A processing fee of 3% will be added to all credit/debit card purchases that are not made online.
13. A license processing fee in the amount of \$10.00 shall be charged to contract cities for each license issued by the Department to a person residing in said contract city.

Section 7. Subsection t. of Section 11. of Ordinance No. 630 is amended to read as follows:

t. Animals impounded and sheltered at a County of Riverside animal shelter facility shall be charged a boarding fee of \$20.00 per day.

Section 8. Subsection v. of Section 11. of Ordinance No. 630 is amended in its entirety to read as follows:

v. The Director shall charge and collect from any contracted city the County's standard field and sheltering rates for services provided as set forth below. In addition, the Director shall charge and collect from any contracted city the County's standard community outreach event and enforcement sweep rates for services provided and other related fees, as set forth below. The fees stated herein shall be increased each fiscal year in an amount no less than the percentage rate of the most recently publicized Consumer Price Index - All Urban Consumers - All Items - Riverside - San Bernardino - Ontario areas. The standard rates and fees shall be as follows:

- (1) An annual contract rate of \$172,640.00 for one (1) full-time Animal Control Officer (ACO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
- (2) An annual contract rate of \$86,320.00 for one (1) half-time Animal Control Officer (ACO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
- (3) A contract overtime hourly rate of \$111.00 per hour for an Animal Control Officer (ACO) of the Department with a two (2) hour minimum charge per service call;
- (4) An annual contract rate of \$120,640.00 for one (1) full-time Animal Licensing Officer (ALO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
- (5) An annual contract rate of \$60,320.00 for one (1) half-time Animal Licensing Officer (ALO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
- (6) A contract overtime rate of \$80.00 per hour for an Animal Licensing Officer (ALO) of the Department with a two (2) hour minimum charge per service call;
- (7) A fee of \$70.00 shall be charged for each deceased animal picked up within the boundaries of a contract city;
- (8) A fee of \$138.00 shall be charged for Wildlife impounded within the boundaries of a contract city;
- (9) A contract fee of \$2,460.00 shall be charged for an enforcement sweep - six (6) hour day;
- (10) A contract fee of \$2,553.00 shall be charged per community outreach event for a full day of service (9 hours), provided however that one (1) outreach event may be included at no charge to a contracting city for each increment of one thousand six hundred (1,600) impounded dogs and cats that are projected for any fiscal year covered by the contract;
- (11) An annual sheltering contract rate of \$20.00 per day, per animal, for ten (10) days, shall be charged for each impounded dog or cat. An accounting of all days that dogs or cats that have been sheltered by the Riverside County Department of Animal Services shall be made at the end of each calendar year, for the previous calendar year. An additional charge or credit toward the next month's invoice will be developed based off the actual number of days each contract city animal were housed;

(12) A sheltering maintenance fee for each shelter shall be applied on an impound basis and is used to help maintain each facility.

a. The maintenance fee shall be \$6.90 for the Blythe Animal Shelter.

b. The maintenance fee shall be \$10.86 for the San Jacinto Valley Animal Campus.

c. The maintenance fee shall be \$10.44 for the Coachella Valley Animal Campus.

d. The maintenance fee shall be \$12.53 for the Western Riverside County/City Animal Shelter.

Section 9. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after its adoption.

V. Manuel Perez, Chairman of the Board

I HEREBY CERTIFY that at a regular meeting of the Board of Supervisors of said County, held on **January 7, 2020**, the foregoing Ordinance consisting of nine (9) sections was adopted by said Board by the following vote:

AYES: Spiegel, Washington, Perez and Hewitt  
NAYS: None  
ABSENT: Jeffries

Kecia R. Harper, Clerk of the Board  
By: Karen Barton, Deputy Clerk of the Board



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



**ITEM: 3.9  
(ID # 11293)**

**MEETING DATE:**

Tuesday, December 10, 2019

**FROM: ANIMAL SERVICES:**

**SUBJECT: ANIMAL SERVICES:** Introduction of Ordinance No. 630.18 and No. 560.5 Amendments to County of Riverside Ordinance Nos. 630 and 560. All Districts; [\$0] (Clerk to Set for Public Hearing on January 7, 2020)

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

1. Introduce, read title and waive further reading of proposed Ordinance No. 630.18, amending 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. Introduce, read title and waive further reading of proposed Ordinance No. 560.5, amending 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 Clerk of the Board to set a public hearing for the proposed ordinances to be heard on January 7, 2020; and
4. Direct the Clerk of the Board to provide notice of the public hearing in accordance with Section 54986 of the California Government Code.

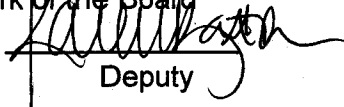
**ACTION: Policy, Set for Hearing**

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Spiegel and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended; the above ordinances are approved as introduced with waiver of the reading and are set for hearing for Tuesday, January 7, 2020 at 9:30 a.m. or as soon as possible thereafter.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: December 10, 2019  
xc: Animal Services, COB

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

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

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS: N/A</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	19/20

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

**BACKGROUND:**

The Department of Animal Services (DAS), in accordance with Riverside County Board Policy B-4 (Rates charged for Current Services), has determined that updates to the DAS' fees are necessary to fully recover operational costs. DAS has worked with County Counsel and the Auditor Controller's Office (ACO) to review and prepare the fee schedule with the exception of certain rates. All fees are in accordance with local and State law. The Board of Supervisors approved the DAS' request to initiate amending Ordinance Nos. 630 and 560 on November 5, 2019, Board Agenda item number 3.36 (MT# 11208).

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, 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: 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 DAS' 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 to set a Public Hearing for both amendments to Ordinance No. 630 and Ordinance No. 560. The proposed amended ordinances are attached hereto.

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.

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 Jurupa Valley, San Jacinto, Thousand Palms and Blythe.

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

DAS 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 provisions for a combination of sheltering, licensing, and field services. Contract city revenue from various functions comprises 70% of revenue collected. Specific fees contained in Ordinance No. 630 will be subject to an escalator each fiscal year in an amount no less than the percentage rate of the most recent publicized Consumer Price Index of the Riverside – San Bernardino – Ontario areas.

**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 \$141 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 \$107 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 3 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	
Western Riverside County/City	\$138
Coachella Valley Animal Campus	\$115
San Jacinto Valley Animal Campus	\$81
Blythe Animal 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

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

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 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 3 details the current rates, cost recovery rates, proposed rates to contract cities for shelter services.

**OTHER PROPOSED RATES**

DAS currently does not charge contract cities for wildlife impounds and deceased animal pickup. The services require a process similar to impounding a live dog or cat. The department proposes to assess contract cities a fee of \$138 per pickup of any wildlife and \$70 per deceased animal pickup. These fees were not reviewed by the Auditor Controller's Office. Fees were a derivative of staff time and the disposition of the animal thereafter, including, but not limited to, disposal, euthanasia, relocating, and seeking rescue.

DAS 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 3. The amendments to Ordinance Nos. 630 and 560 have been approved as to form by County Counsel.

**PROJECTED REVENUE INFORMATION**

The current revenue forecast for FY 19/20 under the current rate structure is \$7,535,121. If the proposed rates are approved, revenue is estimated to increase to \$8,896,625, with a variance of \$1,361,504. The total projected revenue in the adjusted rate models eight months of current rate charges, and four months of the proposed rates. Once the amended ordinances are adopted, they will take into effect thirty days after.

Service	Current Rate Estimate	Adjusted Rate Estimate	Projected Variance
Animal Control Officer	\$2,032,416	\$2,275,691	\$243,275
Animal Licensing Officer	\$535,890	\$598,540	\$62,650
License Processing	\$296,874	\$362,846	\$65,972
Kenneling Days	\$3,145,415	\$3,773,738	\$628,323
Unincorporated Licensing	\$962,886	\$1,026,084	\$63,198
Spay & Neuter Fee	\$561,640	\$594,638	\$32,998

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

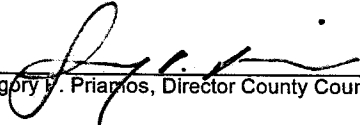
Wildlife Impound Fee	\$0	\$154,698	\$154,698
Deceased Animal Pickup Fee	\$0	\$110,390	\$110,390
<b>Total Projected Revenue</b>	<b>\$7,535,121</b>	<b>\$8,896,625</b>	<b>\$1,361,504</b>

**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.

**Attachments:**

1. Ordinance No. 630.18, Amendment to Ordinance No. 630
2. Ordinance No. 560.5, Amendment to Ordinance No. 560
3. Proposed Rates Summary Worksheet

  
\_\_\_\_\_  
Gregory V. Priamos, Director County Counsel      11/27/2019



CALL (951) 368-9222  
EMAIL: legals@pe.com

# THE PRESS-ENTERPRISE

DATE	ORDER NUMBER	PO Number	PRODUCT	SIZE	Amount
12/19/19	0011344837		PE Riverside	4 x 107 Li	556.40

Invoice text: Ordinance 560.5

*Animal Services  
1/7/20 19.1*

Placed by: Karen Lynn Barton

## Legal Advertising Memo Invoice

BALANCE DUE
556.40

SALES/CONTACT INFORMATION	ADVERTISER INFORMATION			
	BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
Nick Eller 951-368-9229	12/19/2019	5209148	5209148	BOARD OF SUPERVISORS



**THE PRESS-ENTERPRISE**  
Legal Advertising Memo Invoice

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR REMITTANCE

ADVERTISER/CLIENT NAME		
BOARD OF SUPERVISORS		
BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER
12/19/2019	5209148	5209148
BALANCE DUE	ORDER NUMBER	TERMS OF PAYMENT
556.40	0011344837	DUE UPON RECEIPT

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
'PO BOX 1147'  
RIVERSIDE, CA 92502

CALIFORNIA NEWSPAPER PARTNERSHIP  
dba The Press-Enterprise  
PO Box 65210  
Colorado Springs, CO 80962-5210

# 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 560.5 /

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:

**12/19/2019**

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

Date: December 19, 2019  
At: Riverside, California

  
\_\_\_\_\_  
Legal Advertising Representative, The Press-Enterprise

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
PO BOX 1147  
RIVERSIDE, CA 92502

Ad Number: 0011344837-01

P.O. Number:

## Ad Copy:

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

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 7, 2020 at 9:30 a.m.**, or as soon as possible thereafter, to consider adoption of the following ordinance:

#### ORDINANCE NO. 560.5

#### AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE 560 AMENDING ORDINANCE NO. 560, PROVIDING FOR LOW-COST, NON-PROFIT, PUBLIC SPAY AND NEUTER CLINICS FOR DOGS AND CATS

The Board of Supervisors of the County of Riverside ordains as follows:  
Section 1. Ordinance No. 560 is hereby amended in its entirety to read as follows:  
"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

The Board of Supervisors of the County of Riverside ordains as follows:

**Section 1. AUTHORITY FOR CLINICS.** Pursuant to California Food & Agricultural Code Sections 30503 and 31751.3, the Director of the Department of Animal Services is hereby authorized and directed to establish clinics where residents of the County of Riverside may have dogs and cats spayed or neutered in a humane manner.

- Fees for services provided by such clinics shall be determined in a minimum amount to offset the cost of operating such clinics and shall be consistent with the intent of this ordinance for providing low-cost, non-profit, spay and neuter services to the public. Fees shall be established by the Board of Supervisors.
- Persons submitting dogs or cats for spay and neuter services shall sign a consent form certifying under penalty of perjury that they are the owner of said animal or are otherwise authorized to present the animal for the spay or neuter operation and such persons may be required to furnish proof of such ownership or authority.
- Such consent shall contain a waiver of any and all liability of the County of Riverside, the Riverside County Department of Animal Services, and any other county employees for any injury or death to an animal arising out of the aforementioned operation or any services provided incidental thereto.
- The Riverside County Department of Animal Services shall establish a return date by which a person submitting animals for the aforementioned operation shall pick-up said animals or be subjected to reasonable board and care fees to commence the day after such return date.
- Failure to pick up an animal within fifteen (15) days of said return date shall be deemed abandonment of said animal and the Department of Animal Services may dispose of it by sale, adoption or destruction.

**Section 2. FEES FOR SPAY AND NEUTER SERVICES.** The fees for spay and neuter services at clinics established by the Riverside County Department of Animal Services shall be as follows:

- Any Dog \$100.00
- Any Cat \$55.00

The above spay and neuter fees shall be included in the flat-rate adoption fee at the time of adoption if the dog or cat is adopted from an animal shelter operated by the Riverside County Department of Animal Services.

**Section 3. FEE FOR CONTRACT SPAY AND NEUTER CLINIC SERVICES.** The fee for contract spay and neuter clinic services at a shelter operated by the Riverside County Department of Animal Services for a full day of services shall be \$6,862.00.

**Section 4. FEES FOR CONTRACT SHOT CLINIC SERVICES.** The fees for contract shot clinic services and spay/neuter bus services for a full day of services shall be as follows:

- Contract Shot Clinic and Microchipping Services \$3,000.00
- Spay and Neuter Bus Services \$3,000.00

**Section 5. SEVERABILITY.** If any provision, clause, sentence or paragraph of this ordinance or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are declared to be severable.

**Section 6. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption."

**Section 2. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its 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.

Alternative formats available upon request to individuals with disabilities. If you require reasonable accommodation, please contact Clerk of the Board at (951) 955-1063, at least 72 hours prior to 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 12, 2019 Kecia R. Harper, Clerk of the Board  
By: Karen Barton, Deputy Clerk of the Board

12/19



CALL (951) 368-9222  
EMAIL legal@pe.com

# THE PRESS-ENTERPRISE

DATE	ORDER NUMBER	PO Number	PRODUCT	SIZE	Amount
12/19/19	0011344847		PE Riverside	4 x 255 Li	1,326.00

Invoice text: Ordinance 630.18

*Animal services  
1/7/20 19.1*

Placed by: Karen Lynn Barton

## Legal Advertising Memo Invoice

**BALANCE DUE**

1,326.00

SALES/CONTACT INFORMATION		ADVERTISER INFORMATION		
BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME	
12/19/2019	5209148	5209148	BOARD OF SUPERVISORS	



PLEASE DETACH AND RETURN THIS PORTION WITH YOUR REMITTANCE

**THE PRESS-ENTERPRISE**  
Legal Advertising Memo Invoice

ADVERTISER/CLIENT NAME		
BOARD OF SUPERVISORS		
BILLING DATE	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER
12/19/2019	5209148	5209148
BALANCE DUE	ORDER NUMBER	TERMS OF PAYMENT
1,326.00	0011344847	DUE UPON RECEIPT

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
'PO BOX 1147'  
RIVERSIDE, CA 92502

CALIFORNIA NEWSPAPER PARTNERSHIP  
dba The Press-Enterprise  
PO Box 65210  
Colorado Springs, CO 80962-5210



# THE PRESS-ENTERPRISE

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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 630.18 /

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:

**12/19/2019**

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

Date: December 19, 2019  
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE  
PO BOX 1147  
RIVERSIDE, CA 92502

Ad Number: 0011344847-01

P.O. Number:

## Ad Copy:

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

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 7, 2020 at 9:30 a.m.**, or as soon as possible thereafter, to consider adoption of the following ordinance:

#### ORDINANCE NO. 630.18

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

The Board of Supervisors of the County of Riverside ordains as follows:  
Section 1. The title of Ordinance No. 630 is amended to read as follows:  
"ORDINANCE NO. 630

#### REGULATING THE KEEPING AND CONTROL OF DOGS, CATS, AND OTHER ANIMALS AND PROVIDING FOR THE CONTROL OF SUPPRESSION OF RABIES"

- Section 2. Subsection ee. of Section 1. of Ordinance No. 630 is amended to read as follows:
- ee. Vaccination.** An inoculation against rabies of any dog or cat, three (3) months of age or older, with any vaccine prescribe for such purpose by the California Department of Health Services.
- Section 3. A new subsection hh. of Section 1. of Ordinance No. 630 is added to read as follows:
- hh. Wildlife.** Any creature, whether or not raised in captivity, normally found in a wild state.
- Section 4. Subsection b. of Section 2. of Ordinance No. 630 is amended to read as follows:
- b.** It is unlawful for any person to own, harbor or keep any dog, three (3) months of age or older, within the unincorporated area of the County of Riverside, for a period longer than thirty (30) days, which has not been vaccinated against rabies. Every person in the unincorporated area of the county who owns, harbors or keeps any dog over three (3) months of age for a period longer than thirty (30) days shall have such dog vaccinated against rabies as provided herein, by a veterinarian of their choice, and such vaccination shall be renewed in accordance with the applicable laws and regulations of the State of California.
- Section 5. Subsection d. of Section 2. of Ordinance No. 630 is amended to read as follows:
- d.** The Director shall issue a license only upon presentation of a certificate of vaccination indicating therein that the date of the expiration of the vaccination immunity is not earlier than the date of the expiration of the license being issued or renewed, and upon payment of the applicable license fee specific in Section 2, subsection (f) of this Ordinance; provided, however, that where the vaccinated dog is between the ages of three (3) months and twelve (12) months, the period of vaccination immunity required for licensing shall be specified in Title 17, California Administrative Code, Section 2606.4
- Section 6. Subsection f. of Section 2. of Ordinance No. 630 is amended to read as follows:
- f.** Subject to the provisions of Section 2 of this Ordinance, licenses shall be issued upon payment of the following fees:
1. License valid for one (1) year from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$25.00.
  2. License valid for one (1) year from the date of issuance, for each dog to which provisions of Section 2, Subsections (f) (1) and (7) of this Ordinance are not applicable, shall be \$120.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$65.00.
  3. License valid for two (2) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$50.00.
  4. License valid for two (2) years from the date of issuance, for each dog to which provisions of Section 2 Subsections (f) (3) and (8) of this Ordinance are not applicable, shall be \$240.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$130.00.
  5. License valid for three (3) years from the date of issuance, for each sterile dog, accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$75.00.
  6. License valid for three (3) years from the date of issuance, for each dog to which provisions of Section 2, Subsections (f) (5) and (9) of this Ordinance are not applicable, shall be \$360.00, except for animals owned by recognized dog or cat breeders as defined by Department of Animal Services policy, the fee shall be \$195.00.
  7. License valid for one (1) year from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$12.00.
  8. License valid for two (2) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$24.00.
  9. License valid for three (3) years from date of issuance, for each sterile dog, which is owned by a person sixty (60) years of age or older, and is accompanied by a certificate signed by a veterinarian that said dog is permanently unable to reproduce, shall be \$36.00.
  10. The fee for Dangerous/Vicious Animal Registration as required by Ordinance No. 771 shall be \$250.00.
  11. A processing fee of \$1.50 shall be added to each license processed online.
  12. A processing fee of 3% will be added to all credit/debit card purchases that are not made online.
  13. A license processing fee in the amount of \$10.00 shall be charged to contract cities for each license issued by the Department to a person residing in said contract city.

Section 7. Subsection 1. of Section 11. of Ordinance No. 630 is amended to read as follows:

**1.** Animals impounded and sheltered at a County of Riverside animal shelter facility

shall be charged a boarding fee of \$20.00 per day.

Section 8. Subsection v. of Section 11. of Ordinance No. 630 is amended in its entirety to read as follows:

- v. The Director shall charge and collect from any contracted city the County's standard field and sheltering rates for services provided as set forth below. In addition, the Director shall charge and collect from any contracted city the County's standard community outreach event and enforcement sweep rates for services provided and other related fees, as set forth below. The fees stated herein shall be increased each fiscal year in an amount no less than the percentage rate of the most recently publicized Consumer Price Index - All Urban Consumers - All Items - Riverside - San Bernardino - Ontario areas. The standard rates and fees shall be as follows:
- (1) An annual contract rate of \$172,640.00 for one (1) full-time Animal Control Officer (ACO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (2) An annual contract rate of \$86,320.00 for one (1) half-time Animal Control Officer (ACO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$83.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (3) A contract overtime hourly rate of \$111.00 per hour for an Animal Control Officer (ACO) of the Department with a two (2) hour minimum charge per service call;
  - (4) An annual contract rate of \$120,640.00 for one (1) full-time Animal Licensing Officer (ALO) of the Department working for a total of 2,080 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (5) An annual contract rate of \$60,320.00 for one (1) half-time Animal Licensing Officer (ALO) of the Department working for a total of 1,040 hours annually, at an hourly rate of \$58.00, during regular shifts between the hours of 7:30 a.m. through 5:00 p.m. less County Holidays;
  - (6) A contract overtime rate of \$80.00 per hour for an Animal Licensing Officer (ALO) of the Department with a two (2) hour minimum charge per service call;
  - (7) A fee of \$70.00 shall be charged for each deceased animal picked up within the boundaries of a contract city;
  - (8) A fee of \$138.00 shall be charged for Wildlife impounded within the boundaries of a contract city;
  - (9) A contract fee of \$2,460.00 shall be charged for an enforcement sweep - six (6) hour day;
  - (10) A contract fee of \$2,553.00 shall be charged per community outreach event for a full day of service (9 hours), provided however that one (1) outreach event may be included at no charge to a contracting city for each increment of one thousand six hundred (1,600) impounded dogs and cats that are projected for any fiscal year covered by the contract;
  - (11) An annual sheltering contract rate of \$20.00 per day, per animal, for ten (10) days, shall be charged for each impounded dog or cat. An accounting of all days that dogs or cats that have been sheltered by the Riverside County Department of Animal Services shall be made at the end of each calendar year, for the previous calendar year. An additional charge or credit toward the next month's invoice will be developed based off the actual number of days each contract city animal were housed;
  - (12) A sheltering maintenance fee for each shelter shall be applied on an impound basis and is used to help maintain each facility.
    - a. The maintenance fee shall be \$6.90 for the Blythe Animal Shelter.
    - b. The maintenance fee shall be \$10.86 for the San Jacinto Valley Animal Campus.
    - c. The maintenance fee shall be \$10.44 for the Coachella Valley Animal Campus.
    - d. The maintenance fee shall be \$12.53 for the Western Riverside County/City Animal Shelter.

Section 9. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after its 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.

Alternative formats available upon request to individuals with disabilities. If you require reasonable accommodation, please contact Clerk of the Board at (951) 955-1063, at least 72 hours prior to 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 12, 2019      Kecia R. Harper, Clerk of the Board  
By: Karen Barton, Deputy Clerk of the Board

12/19



# Riverside County Board of Supervisors Request to Speak

Submit request to Clerk of Board (right of podium), Speakers are entitled to three (3) minutes, subject to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: BRAD ANDERSON

Address: \_\_\_\_\_

City: Reynolds Mitage Zip: 92270

Phone #: 760 409 9434

Date: 6-7-20 Agenda # 19.1

### PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

Support  Oppose  Neutral

Note: If you are here for an agenda item that is filed for "Appeal", please state separately your position on the appeal below:

Support  Oppose  Neutral

I give my 3 minutes to: \_\_\_\_\_

# BOARD RULES

## **Requests to Address Board on "Agenda" Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

## **Requests to Address Board on items that are "NOT" on the Agenda/Public Comment:**

Notwithstanding any other provisions of these rules, a member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES. Donated time is not permitted during Public Comment.

## **Power Point Presentations/Printed Material:**

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please ensure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

## **Individual Speaker Limits:**

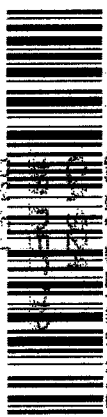
Individual speakers are limited to a maximum of three (3) minutes. Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin to flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. *Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.*

## **Group/Organized Presentations:**

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the bottom of the form.

## **Addressing the Board & Acknowledgement by Chairman:**

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman, may result in removal from the Board Chambers by Sheriff Deputies.



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*Ord. 500.5 and 030.1B*

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- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
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1. Article Addressed to:

Lea Petersen, Public Affairs Mgr.  
 So Cal Gas Company  
 7000 Indiana Ave. #105  
 Riverside, CA 92506



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2. Article Number (Transfer from service label)

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PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

*Suleima Ramos*  
 Agent  
 Addressee

B. Received by (Printed Name)

Suleima Ramos

C. Date of Delivery

12-18-19

D. Is delivery address different from item 1?  Yes

If YES, enter delivery address below:  No

3. Service Type

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