

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



**ITEM: 3.25  
(ID # 17298)**

**MEETING DATE:**  
Tuesday, September 28, 2021

**FROM :** ANIMAL SERVICES:

**SUBJECT:** DEPARTMENT OF ANIMAL SERVICES: Approval of Animal Services Contract Rates for Non-Riverside County Cities for Field, Shelter, and Licensing Services for Fiscal Year 2021/2022. All Districts. [Contract Revenue 100%]

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

1. Approve and adopt the Full Cost Recovery Rate as listed on Attachment A for contract animal shelter, field, and license services for contract cities located outside of the boundaries of Riverside County for fiscal year 2021/2022 consistent with Board Policy B-4.

**ACTION:Policy**

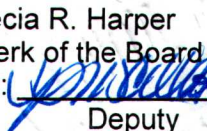
*Julie Bank*  
Julie Bank, Director of Animal Services 9/21/2021

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: September 28, 2021  
xc: Animal Services

Kecia R. Harper  
Clerk of the Board  
By:   
Deputy

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<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>	N/A	N/A	N/A	N/A
<b>NET COUNTY COST</b>	N/A	N/A	N/A	N/A
<b>SOURCE OF FUNDS: Contract Revenue 100%</b>			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	21/22

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

**BACKGROUND:**

**Summary**

On June 8, 2021, Agenda Item 3.4, the Department of Animal Services (DAS) brought rates forward to the Board of Supervisors for consideration. At that time, the Board approved and adopted a phased-in approach to reach full cost recovery for agreements with contract cities.

The Auditor-Controller's Office (ACO) reviewed the proposed rates and concurred that the rates did not currently recover the cost of providing services to contracting cities. As such, the general fund is supporting a portion of the cost associated with providing the service to the contract cities. Therefore, the "Full Cost Recovery Rate" presented in Attachment A of the Form 11 will need to be reviewed by the ACO next fiscal year, prior to full adoption, to ensure the following: 1) a reasonable methodology has been adopted to calculate the rate for services, and 2) the cost used to calculate the rates are an actual reflection of the cost. All rates and licensing fees in Attachment A are in accordance with state law.

Currently, DAS provides services to the residents of unincorporated Riverside County, 13 contract cities located within Riverside County, and four contract cities located in San Bernardino County: Colton, Fontana, Grand Terrace, and Rialto. City contracts include service provisions for a combination of sheltering, licensing, and field services. Each city enters a negotiated contract with the County for DAS services subject to both Board of Supervisors and city approval.

On September 14, 2021, in Agenda Item 3.4, DAS brought the City of Fontana contract forward to the Board for consideration. The Board approved the item, subject to an amendment directing DAS to revise the contract with Fontana to charge the Full Cost Recovery Rate, as approved by the Board on June 8, 2021. Approving and adopting the rates in this item will achieve that goal.

With this item, DAS is submitting the FY 2021/2022 rates for the contract field, shelter, and license services for non-Riverside County cities. DAS is required, per Board Policy B-4, to maintain full cost recovery for all costs incurred through contract city services. Going forward, DAS will charge each current non-Riverside County contract city the board-approved Full Cost

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Recovery Rate. Please note that all contract rates will be adjusted in the future to reflect full cost recovery.

**Impact on Residents and Businesses**

The rates and licensing fees are necessary to keep up with the on-going operational costs associated with providing efficient services and essential programs to the non-Riverside County contract city residents and their animals. Further, Board of Supervisors Policy B-4 requires full cost recovery for the actual cost of providing the services to the cities so as to ensure that the County is not subsidizing other public agencies to the detriment of the County's own operations.

**Attachment:**

- A. Proposed Rates Summary Worksheet



Jason Farin, Principal Management Analyst 9/23/2021



Gregory V. Priamos, Director County Counsel 9/23/2021



Department of Animal Services

Julie Bank  
Director of Animal Services

<b>DEPARTMENT OF ANIMAL SERVICES</b>		
<b>PROPOSED DAILY SHELTERING RATE – Non-Riverside County Cities</b>		
<b>SERVICE</b>	<b>CURRENT RATE (BOS approved June 2021 – Yr. 1)</b>	<b>FULL COST RECOVERY RATE FY 2021/2022</b>
Daily Sheltering Rate	\$25.80	\$31.60
<b>PROPOSED LICENSE PROCESSING FEES – Non-Riverside County Cities</b>		
<b>SERVICE</b>	<b>CURRENT RATE (BOS approved Jan 2020 – Yr. 1)</b>	<b>FULL COST RECOVERY RATE FY 2021/2022</b>
License Processing Fee	\$10.26	\$10.52

Riverside County  
**DEPARTMENT OF ANIMAL SERVICES**  
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Last edited on April 23, 2021