



# Staff Report

## City Council

Item No. {{section.number}}.D

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<b>Meeting Date:</b>	August 14, 2024
<b>From:</b>	George Crum, Police Chief
<b>Title:</b>	Second Amendment to Agreement for Animal Control Field and Shelter Services with County of Riverside, Department of Animal Services

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### **RECOMMENDATION:**

To approve the second amendment to the agreement for animal control field and shelter services with the County of Riverside, Department of Animal Services for animal control services and authorize the City Manager to execute the agreement.

### **BACKGROUND:**

The City of Cathedral City has contracted for animal control field and shelter services through the County of Riverside Department of Animal Services since FY 2005. The Department of Animal Services provides a variety of services, which include the sheltering of stray animals, responding to and sheltering of wildlife, collection and disposal of deceased animals and licensing of animals. On June 3, 2024, the County of Riverside notified the Police Department of a proposed 5% rate increase for services for the period of August 1, 2024, through June 30, 2025. The rate increase was presented to the Riverside County Board of Supervisors on June 25, 2024. At that meeting, the County Board of Supervisors approved the rate increase for contract cities. The purpose of the increase was to allow for additional cost recovery in providing contract services. The current contract expired on June 30, 2024.

### **DISCUSSION:**

Ever since the Police Department started utilizing the services of the County of Riverside Department of Animal Services, they have been the primary point of contact for addressing all animal control related concerns within the city. Currently, the city has a contract for the services of one part-time Animal Control Officer who works 20 hours per week in the field, specifically on weekdays from 8 am to 12 pm. The Riverside County Department of Animal Services offers a comprehensive range of services, including:

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- Field Service Assistance (responding to calls)
- Impoundment (impounding of animals)
- Proper care and treatment (sheltering of animals)
- Animal Bites (investigate reported bites by animals)
- Quarantine (quarantine animals suspected to be rabid)
- Nuisance Animal Complaints (respond to and process nuisance complaints)
- Dead Animals (remove dead animals from public right-of-way)
- Return of Impounded Animals (encourage return of any lost/stray animal to rightful owner)
- Kennels and Catteries (inspect and issue permits for kennels and catteries)
- Issuance of Warnings and Citations (enforce appropriate CCMC provisions as necessary)
- Service to Public (provide service to the public, consistent with the agreement)

The renewal of the one-year contract does not change any of the services provided by the county.

During fiscal year 23/24, County of Riverside, Department of Animal Services had the following statistics:

Citations Issued	59
Deceased Animal Responses	287
Stray Animal Responses	330
Animal Bite Investigations	63
Animal Licenses	1,065

**\*This table does not represent all activity. Just the most common items. \***

The budget for Animal Control services over this current 2-year budget cycle includes an allocation of \$335,000 for fiscal year 23/24 and 24/25. With a 5% increase in rates, the estimated one-year cost rises to \$317,904.19.

As of now, the Police Department has spent \$226,111.61 for fiscal year 23/24 through May. While awaiting the final true up costs from the County of Riverside, it is expected that the final amount will be well under the budgeted \$335,000 for services.

The new estimated amount is derived from past contract years' service projections. Since the previously budgeted amount exceeds the estimated contract from Riverside County, there is currently no need for a budget amendment. The contract falls within the funding limit for fiscal year 24/25 for animal services.

This table displays the previous fiscal year rates and the proposed fee increase for fiscal year 24/25:

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<b>Department of Animal Services Fee Increase</b>		
<b>Proposed 24/25 ACO Rates</b>		
Position	Current Rate FY 23/24	Proposed Rate FY 24/25
ACO Hourly Rate	\$131.31	\$137.88
ACO Overtime Rate (Hourly- minimum call out of 2hrs.	\$170.15	\$178.66
<b>Proposed Daily Sheltering Rate</b>		
Service	Current Rate FY 23/24	Proposed Rate FY 24/25
Daily Sheltering Rate	\$34.10	\$35.81
<b>Proposed License Processing Fee</b>		
Service	Current Rate FY 23/24	Proposed Rate FY 24/25
License Processing Fee	\$11.35	\$11.92
<b>Proposed Impound Fees</b>		
Service	Current Rate FY 23/24	Proposed Rate FY 24/25
Coachella Valley AC	\$10.86	\$11.40
<b>Other Proposed Fees</b>		
Service	Current Rate FY 23/24	Proposed Rate FY 24/25
Large Animal-Horses	\$20.00	\$21.00
Large Animal-Donkey, Sheep	\$12.00	\$12.60
Deads	\$70.00	\$73.50
Wildlife	\$138.00	\$144.90

The below table shows the updated estimated annual cost for the service contract with County of Riverside, Department of Animal Services:

Service	Quantity	Cost	Annually	Monthly
Half-time Animal Control Officer	1,040	\$143,395.20 ea.	\$143,395.20	\$11,949.60
Estimated Overtime	94.10	\$178.66/hour	\$16,811.91	\$1,400.99
Animal Sheltering	3,526	\$35.81/day	\$126,266.06	\$10,522.17
Wildlife Impounds	7	\$144.90/per	\$1,014.30	\$84.52
Deceased Animal Pick-Up and Disposal	128	\$73.50/per	\$9,408.00	\$784.00

O&M	608	\$11.40/impound	\$6,931.20	\$577.60
License Processing	1,181	\$11.92 per license	\$14,077.52	\$1,173.12
Total Estimated Cost			\$317,904.19/FY	\$26,492.00/month

Staff has previously researched other options, with potentially utilizing Palm Springs and Desert Hot Springs animal services. However, upon review, both cities have limitations in terms of the availability of kennel space and would not have the capacity to effectively handle the anticipated increase in volume from our city.

**FISCAL IMPACT:**

The fiscal impact for the contract is a 5% rate increase in fees for animal services provided by Riverside County. The budgeted amount for animal services for fiscal year 24/25 is \$335,000. The estimated total contract is \$317,904.19. If the contract would reach that amount, \$17,095.81 would still be available for animal services.

**FIVE-YEAR STRATEGIC PLAN:**

Not Applicable

**ATTACHMENTS:**

1. Agreement
2. Contract cities rate increase notification letter