

A photograph of the Riverside County Civic Center building, a large, curved, tan-colored structure. The building has the words "PALM DESERT CIVIC CENTER" and the phone number "73-510" visible on its facade. The scene is set outdoors with palm trees on the left and lush greenery and pink bougainvillea flowers in the foreground and on the right. The sky is clear and blue.

Riverside County Animal Services Contract

City Council
July 11, 2024

Requested Action

Increase the Fiscal Year 2023-24 amount for contract C41770 to align with the budgeted allocation.

In 2021 the 3-year contract established a maximum annual amount of \$350,000.

Fiscal Year 2023/24

- Adopted budget: \$360,000 for Animal Services
- Mid-year budget adjustment +\$20,000; amended budget of \$380,000

Since this is a reimbursable contract, these amendments are submitted at the end of the fiscal year to reflect the actual costs and avoid multiple changes throughout the year.

Requested Action

Approve Amendment 1 to Contract C41770 for an additional year.

FY 2024-25 adopted budget: \$400,000 for animal services.

Riverside County Department of Animal Services (DAS) is completing a fee study and is extending the current contract for 1-year.

DAS estimates FY 2024-25 contract at \$380,000

- Historically, these estimates have been lower than actual costs due to fluctuating sheltering costs.
- Requesting to set aside a contingency for the additional \$20,000 budgeted

Mobile Spay & Neuter Options

Consideration of additional services using the contingency:

1. Request For Proposal

- Issue RFP for spay and neuter services and cover a portion (or all) of the costs for spay and neuter services.

2. DAS Spay & Neuter Bus Services (Staff Recommended)

- \$3,000 per event flat rate billed actual use.
- Includes 3 clinic services staff and one veterinarian for 9 hours, to be billed based on actual usage as requested by CITY.
- Based on demand will bring back results and possible contract/budget amendment to include additional spay/neuter and microchipping mobile services; quarterly or semi-annually.

Contract Modifications

- Administrative Proceedings (current practice) - The City will be responsible for administrative proceedings for animal bites, and stray and barking animal complaints.
- Dog License Fee (increase) - The dog license fee retained by the County has increased from \$10.00 to \$11.92 per license.
 - Staff will be bringing an item on August 22, 2024 to increase the license fee consistent with the recommendation from the 03/28/24 Study Session.

Study Session – 03/28/24

Staff Observations & Considerations

Dog License Fee

- Consider adding a dog license fee in FY 24/25

Fee Schedule as follows:

3-Year License vs. 1-Year over 3 Years
 Revenue: \$10.65 same
 Expense: \$22.70 reduction

Type of License	1 Year	2 Year	3 Year	Note
Altered Dogs	\$8	\$15	\$19	Will be lowest for Contract Cities, Except RM
	\$15	\$20	\$22	
Unaltered Dogs	\$50	\$100	\$150	Same as unincorporated Riverside County
	\$120	\$240	\$360	
Altered Dog, owned by Senior Citizen 60+	\$6	\$7	\$8	Will be lowest for Contract Cities, Except RM
	\$12	\$13	\$14	

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Contract Modifications

- Emergency Calls (New)– Adds venomous snakes and dead animals to the list.
- Quarterly Reports (New)– The County shall furnish to the City Manager, or designee quarterly and annual reports detailing field services provided that quarter.
- Facility & Records (New) - Upon reasonable notice to the County, City may inspect any facility or records to verify the data contained in the reports is accurate.

Study Session – 03/28/24

Recommendation

Renew and monitor another 3-year contract with Riverside County for Animal Services with the following:

- Include daily activity logs from the assigned Animal Control Officer to ensure contract compliance.
- Include address/location of where strays are picked up.
- Include address/location of individuals surrendering animals.
- Request annual rates/changes in March/April.

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Reports/Data/Programming

With additional reports & information, we will begin mapping where strays are being picked up.

- Focus efforts on promoting spay/neutering and microchipping reimbursements.
- Possibly locate spay/neutering and microchipping bus in those areas to better serve residents.

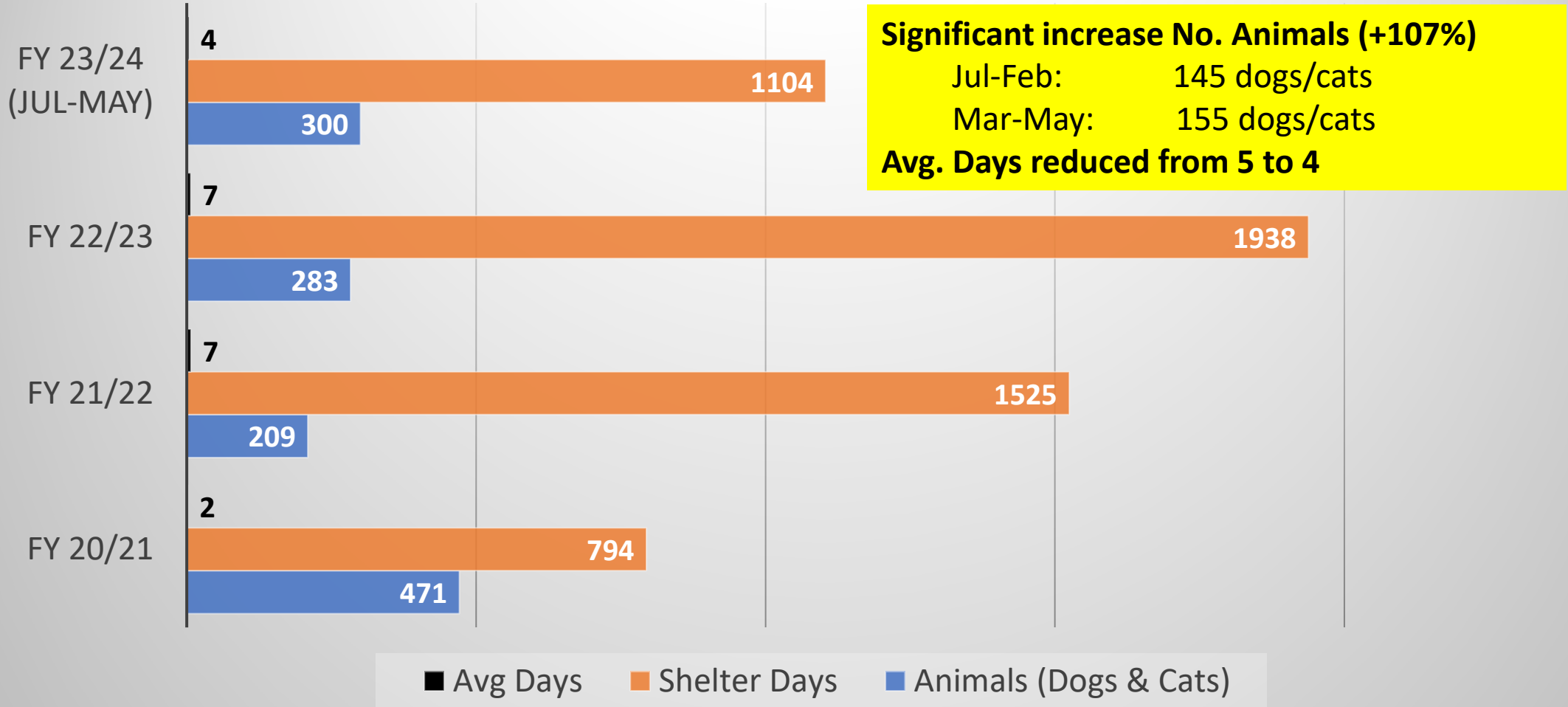
The desktop dashboard, titled 'Palm Desert Business Licenses Monitor', displays a map of the area with blue dots representing business locations. On the left, it shows a 'Canvased' count of 371 and an 'Active Business' count of 317. Below these counts is a pie chart showing the distribution of business types:

Business Type	Count
Administration Office	1
Automotive	3
Beauty - Parlors & Salons	71
Healthcare & Hospitals	1
Jewelry & Coins	10
Massage	4
Professional & Semi-Professional	1
Real Estate	4
Restaurant	47
Retail Sales	89
Service	6

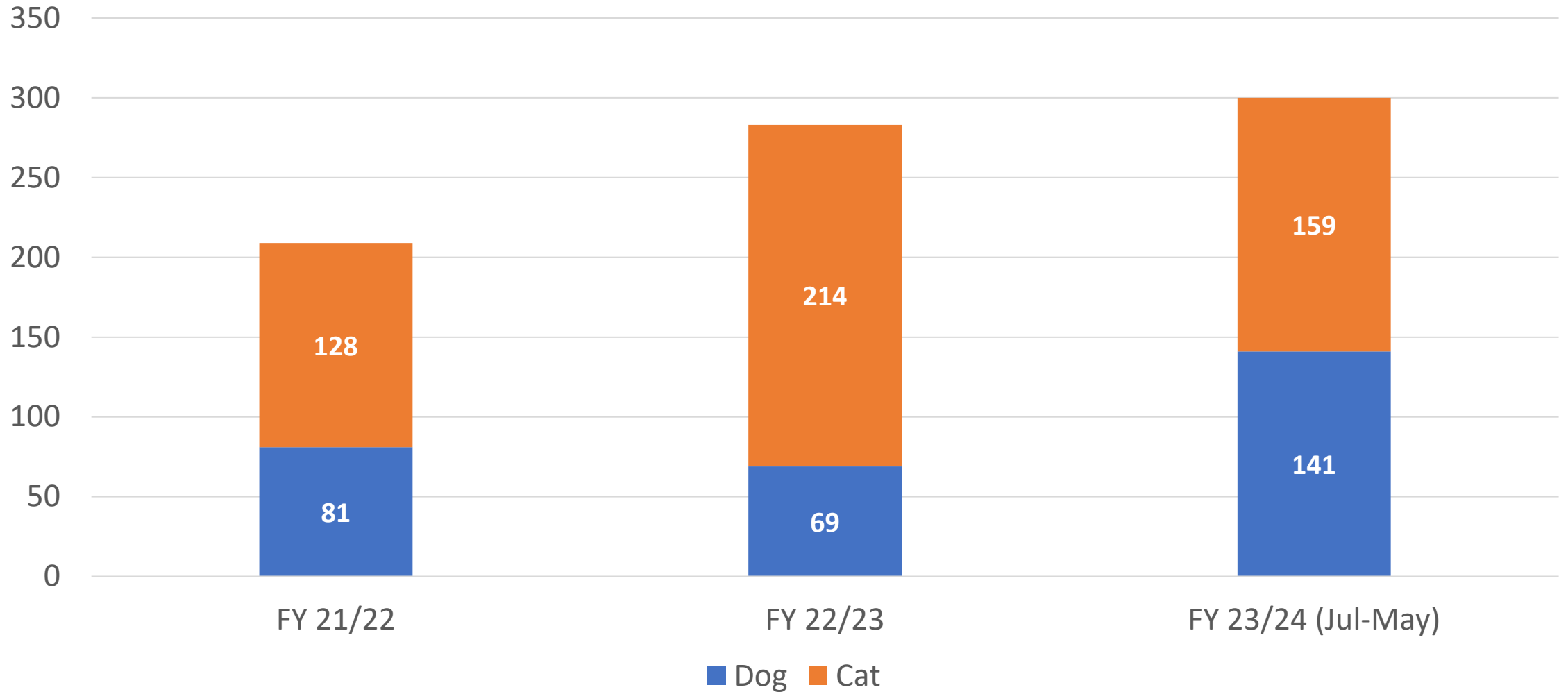
The mobile app interface, titled 'BusinessLocationsDemo', shows a form for data entry. The form includes fields for 'Canvas Date' (3/21/24, 11:31 AM), 'Collector' (Marisol Carranza), 'Business Name' (Shop 3), and 'Address' (231). The app also displays a map of the same area as the desktop dashboard.

MONITOR WITH DASHBOARDS

No. Animals, Days in Shelter, & Average Day/Animal



Number of Dogs & Cats Sheltered Annually



Recommendation

Fiscal Year 2023-24

1. Increase the annual contact amount for Fiscal Year 2023-24 to \$380,000 to cover the budgeted costs of \$380,000 for animal field and shelter services.

Fiscal Year 2024-25

2. Approve Amendment No. 1 to Contract No. C41770 with the County of Riverside Department of Animal Services to extend the contract for one year with an annual amount of \$380,000.
3. Authorize the Director of Finance to set aside a contingency for an additional \$20,000, subject to City Manager approval for additional fluctuations in services, to include \$3,000 for a spay and neuter bus for City residents.