

**PALM DESERT
CIVIC CENTER**

73510

Animal Services Contract

August 28, 2025

Contract Components – Services & Rates

1. Two options for field services
 - A. Standard Plan – Monday-Friday, 7:30 AM to 5:00 PM
 - B. Extended Plan – Monday – Sunday, 7:30 AM to 5:00 PM
2. Shelter rates increases (38%) are phased over 3 years
3. Adoption of county regulations for enforcement County Ordinance No. 630
4. Quarterly billing and annual reconciliation based on impounds, LOS, and population.
5. Cities are required to:
 - A. Fund vaccination and microchip clinics within the city, and
 - B. Fund spay/neuter clinics within the city.
5. Consider contributing \$5.00 per licensed animal in the city to offer low-cost or free spay/neuter programs for city residents.

Contract Components - Meetings

Quarterly In-Person Meeting

- One in-person meeting per quarter (up to 3 hours) at no cost
- Additional time billed at hourly rate
- City provides location or virtual link

Monthly Virtual Meeting

- One hosted virtual meeting per month at no cost
- Additional time billed at hourly rate

City Council Meetings

- Attendance for ordinances, contract amendments, or major service issues
- Based on staff availability and resources

Contract Components - Reports

Reports

- Standard reports provided at no charge
- Up to 12 hours annually for special reports included; extra time billed hourly

Standard Reports Include:

- Dogs/Cats Impounded
- Animals Returned to Owners
- Abandoned Dogs/Cats
- Special Admissions (Dogs, Cats, Other Animals)
- Other Animals Impounded
- Quarantined Dogs/Cats
- Private Veterinarian (Outside Medical Expense)
- Dead Animal Pick-Up Requests
- Types of Calls for Service
- Location of Admissions

Palm Desert 3-Year Contract Costs

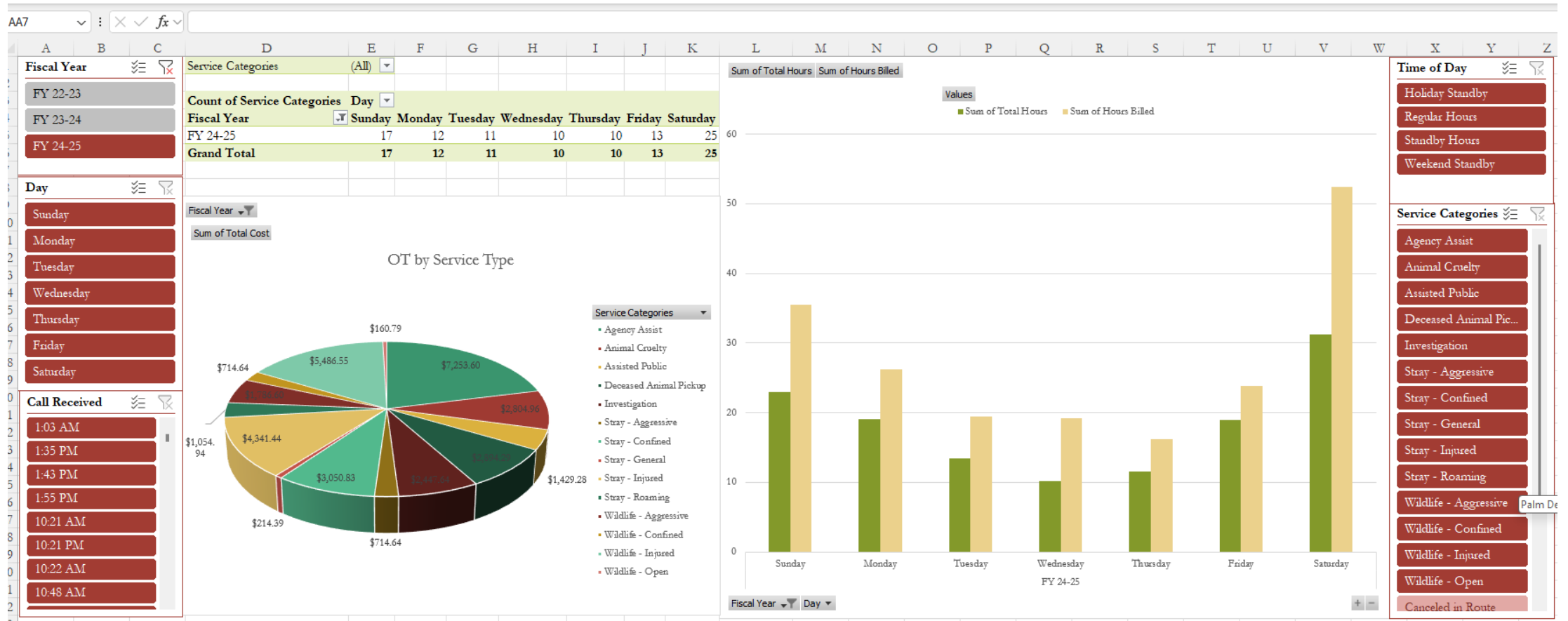
	FY 25/26	FY 26/27	FY 27/28
Shelter Services	\$ 198,014	\$ 233,196	\$ 256,652
Field Services	\$ 293,960	\$ 316,186	\$ 331,996
Total	\$ 491,974	\$ 549,383	\$ 588,648

Included in the **Fiscal Year 25/26** adopted budget, **\$620,000** was approved for animal services, which includes five Spay/Neuter and/or Vaccination Mobile Clinics, potentially leaving a surplus of approximately \$110,000.

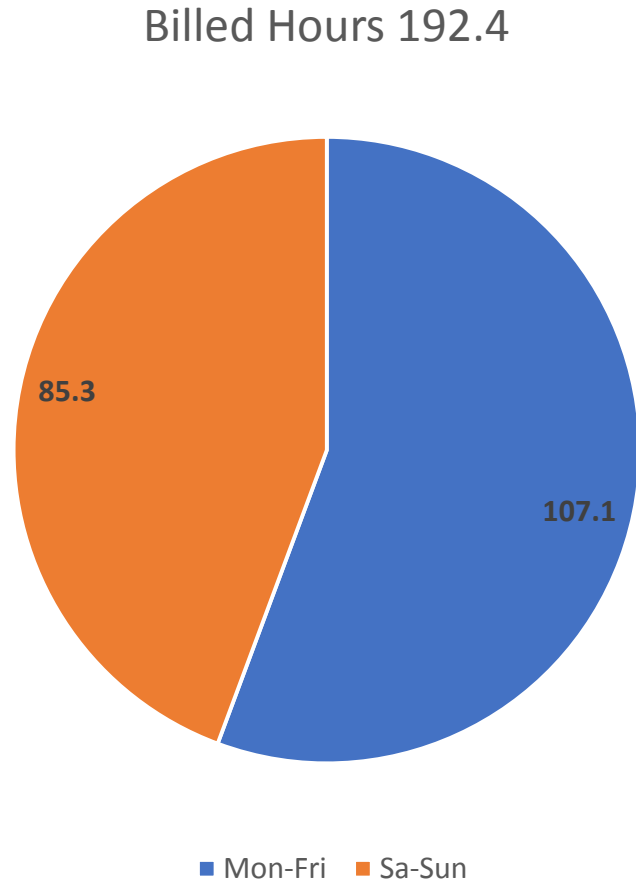
Animal Services Contracts - Field Services (w/OT)

Contract YR	Base	Overtime	Total
2021	\$ 209,496	\$ 25,920	\$ 235,417
2022	\$ 273,125	\$ 36,038	\$ 309,163
2023	\$ 273,125	\$ 20,571	\$ 293,696
2024	\$ 285,652	\$ 34,355	\$ 320,006
	\$ 1,041,397	\$ 116,884	\$ 1,158,281

Overtime Dashboard



FY' 24/25 OT Hours & Top 3 Calls



Weekend OT

- Call Outs: 41 (.8 avg/weekend)
- Weekend Business Hours: 52 Hours
- Utilization Rate: 5.5%
- Top 3:
 - 9 Agency Assist
 - 7 Injured Wildlife
 - 5 Animal Cruelty

All OT Calls (Monday – Sunday)

- Top 3:
 - Agency Assist
 - Injured Wildlife
 - Injured Stray
- Bites and Aggressive Animals
 - 6 bite investigations, 1 confirmed
 - 2 aggressive strays

Field Services Cost Differential: 5-Day vs. 7-Day

- Transitioning to a 7-day-a-week schedule requires one additional Animal Control Officer
- Additional cost: \$286,790 annually
- Current call volume and overtime (OT) costs do not justify the added \$287K expense

City of Palm Desert							
3 year Rate sheet - with one (1) full time officer - Current contract level							
Sheltering charges to increase by 38% at end of three year-period							
			Year One Charges			Year Two	Year Three
Category	Current Charges	Annual Adjustment	7/1/25 thru 12/31/25	1/1/26 thru 6/30/26	7/1/25 thru 6/30/26	7/1/26 thru 6/30/27	7/1/27 thru 6/30/28
Shelter	186,286	23,455	93,143	104,871	209,741	233,196	256,652
Field	286,790	5%	143,395	150,565	293,960	316,186	331,996
Total Charges	473,076		236,538	255,436	503,701	549,382	588,648

NOTES:

Annual adjustment will only be charged for the last 6 months of the fiscal year, or a 50% reduction in FY 25/26 increase.

First six months of FY 25/26 will be based on current new rates methodology.

Last two years increase is based on full charge from FY25/26 new rates methodology @ a 5% increase

City currently contracts for 1 Animal Control Officer

Any Overtime for ACO's will be charged at 1.5 per hourly charges.

City of Palm Desert							
3 year Rate sheet - with two (2) full time officers - Proposed contract level							
Sheltering charges to increase by 38% at end of three year-period							
			Year One Charges			Year Two	Year Three
Category	Current Charges	Annual Adjustment	7/1/25 thru 12/31/25	1/1/26 thru 6/30/26	7/1/25 thru 6/30/26	7/1/26 thru 6/30/27	7/1/27 thru 6/30/28
Shelter	186,286	23,455	93,143	104,871	209,741	233,196	256,652
Field	573,581	5%	286,790	301,130	587,920	632,373	663,992
Total Charges	759,867		379,933	406,001	797,661	865,569	920,644

Errata / Updates

Section

Update

Section I.C.3.

Clarifies that city has a right to exclude or modify verbatim language when adopting County's ordinances

Section IV.B.

Clarifies that dispute resolution provisions apply.

Section V.D.

Clarifies that city may need to take to City Council should changes be substantial.

Attachment A, Item 5

Clarifies that County is to enforce City ordinance if City has not adopted County's ordinances.

Attachment A, Item 6

Clarifies County is to enforce City's Ordinances and provides clarity where the City's Code on Animals are located.

Recommendation

 **July 10 28, 2025 – City Council Subcommittee**

- ✓ **Consider a 3-Year Contract** with (RCDAS), including:
 - **Field Services – Standard Plan:**
 - Monday to Friday, 7:30 AM – 5:00 PM*
 - **Clinics** (included in FY 25/26 Budget)
 - 2 vaccination & microchip clinics
 - 3 spay/neuter clinics
 - **Spay/Neuter Trust Fund participation:**
 - Not to participate at this time
 - **County Animal Regulations**
 - Staff already working on an amendment to animal regulations
 - Present to Subcommittee in September
 - City Council consideration Oct/Nov