



# City of Rialto

## Legislation Text

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For City Council Meeting [December 14, 2021]

TO: Honorable Mayor and City Council

APPROVAL: Marcus Fuller, City Manager

FROM: Mark P. Kling, Chief of Police

Request City Council to: (1) Adopt **Resolution No. 7820** Amending the 2021-2022 Fiscal Year Budget; (2) Approve the Contract with the County of Riverside Department of Animal Services to Extend Animal Shelter Services Through June 30, 2024; (3) Approve Annual Purchase Orders for the Period Fiscal Year 2021/2022 Through 2023/2024 in the Amount of \$517,384 Each Year; and (4) Authorize the City Manager Execute All Documents and to Increase Annual Purchase Orders for Shelter Services as Needed Based on the Increase of Staffing Levels and Services Provided to the City.

### **(ACTION)**

### **BACKGROUND**

The Rialto Police Department has contracted with the County of Riverside Department of Animal Services for animal shelter services since July of 2018. The current agreement provides animal care services related to sheltering, processing, animal licensing, spay and neuter clinics and vaccination clinics. The agreement expired on June 30, 2021. The cost for services provided by the County has risen over the past years due to changes in animal care standards. In response to the participating cities' concerns, the County of Riverside Department of Animal Services has changed their billing schedule to reflect an actual use as opposed to the previous set fee schedule. This new fee schedule has benefited the City of Rialto, reducing the monthly cost paid to the County.

### **ANALYSIS/DISCUSSION**

California requires that cities and counties provide animal control and sheltering services for the purpose of ensuring the safety of people and animals. This is accomplished by providing for the proper care and sheltering of abandoned or neglected domestic animals, licensing domestic animals and providing humane disposal of animals when necessary. There are several ways local jurisdictions meet these requirements; some agencies manage their own animal shelters and animal control services, while others do not provide services within their city limits and partner with other agencies to reduce cost. The Rialto Police Department currently provides animal services; however, does not maintain its own shelter. The extension of the contract with the County of Riverside Department of Animal Services would keep us in compliance with state requirements.

The City of Rialto has received animal services from July 1, 2018, to June 30, 2021, through a contractual agreement with the County of Riverside Animal Services. The proposed contract extends the animal services to the City of Rialto for an additional three (3) years, effective date beginning July 1, 2021, with an expiration date of June 30, 2024. The total costs under the contract for each twelve (12) month period is estimated at \$517,384.00. This amount was calculated by the "per use" fee

schedule based on impounds for the last year, 2019, that the Animal Control Division was fully staffed. Since the terms of the contract are a “per use” fee-based schedule, it is difficult to forecast the exact cost for the annual services. Due to this, the County of Riverside Department of Animal Services will provide the City with actual impound statistics each month which detail the number of animals impounded and the number of kenneling days, for invoicing. Also included in the annual estimate is the cost of shot and neuter clinics for animals in the community.

In order to maintain the current process with minimal operational changes, staff is recommending the continuation of services with the County of Riverside Department of Animal Services, for the purpose of impounding/kenneling of stray animals, quarantine of animals when applicable, veterinarian services to kenneled animals, City animal licensing, shot and neuter clinics, and other services as noted in the contract.

The City understands the County of Riverside Department of Animal Services is continually assessing staffing needs for shelter operations and support services provided to the City. If support services to the City increases, the County of Riverside Department of Animal Services will notify the City and seek a midyear increase in the current contract costs based upon the projected actual cost to provide services to the City.

The annual increase of this contract is impacted by the increased staffing levels of the Animal Control position within the department, and the proposed rate increase per year provided by the County. Therefore, the Rialto Police Department will set budget for Fiscal Year 2023 and 2024 during the annual budget process.

### **ENVIRONMENTAL IMPACT**

The proposed action does not meet the definition of a project as defined by Section 15378 California Environmental Act (CEQA). A “Project” means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and excludes the following:

- Continuing administrative or maintenance activities, such as purchases for supplies, personnel - related actions, general policy and procedure making.
- Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

### **GENERAL PLAN CONSISTENCY**

The City of Rialto has outlined key goals and objectives relating to public safety. The contract services with the County of Riverside, Department of Animal Services, is consistent with meeting these objectives.

Goal 5-8: Provide effective and comprehensive policing services that meet the safety needs of Rialto.

### **LEGAL REVIEW**

The City Attorney has reviewed and supports this staff report.

### **FINANCIAL IMPACT**

### Operating Budget Impact

A purchase order in the amount of \$517,384 is needed for the animal shelter, shot and neuter clinic services for fiscal year 2021/2022. Approval of the agreement will increase estimated expenditures for fiscal year 2021/2022 by \$265,694 to the General Fund Account No. 010-500-6283-2011. Staff is requesting a budget allocation for the estimated increase in animal shelter expenditures for the current fiscal year, for a total budget amount of \$493,384 for needed animal shelter services. Funding in the amount of \$24,000 is available in the General Fund Account No. 010-500-6283-2021 for shot and neuter clinic for fiscal year 2021/2022, for a total purchase order amount of \$517,384 with the County of Riverside Department of Animal Services.

### Capital Improvement Budget Impact

This staff report has no impact on the capital improvement budget.

### Licensing

This action does not trigger a requirement for a business license.

## **RECOMMENDATION**

Staff recommends that the City Council:

- (1) Adopt a Resolution amending the 2021-2022 fiscal year budget;
- (2) Approve the contract with the County of Riverside Department of Animal Services to extend animal shelter services through June 30, 2024.
- (3) Approve annual purchase orders for the period fiscal year 2021/2022 through 2023/2024 in the amount of \$517,384 each year.
- (4) Authorize the City Manager to execute all documents and increase annual purchase orders for shelter services as needed based on the increase of staffing levels and services provided to the city.