AGENDA REPORT SUMMARY

Meeting Date: June 25, 2019

Subject: Agreement for Animal Control and Sheltering Services

Prepared by: Andy Galea, Chief of Police
Approved by: Chris Jordan, City Manager

Attachment(s):   None

Initiated by:
Staff

Previous Council Consideration:
November 21, 2003; May 27, 2014

Fiscal Impact:
Approximately $157,000 per year. The cost is based on 11.4 percent of actual program costs for the Palo Altos Animal Shelter and Animal Control Services Divisions each fiscal year.

Environmental Review:
Not applicable

Policy Question(s) for Council Consideration:
- Does the City Council wish to extend the agreement for Animal Control and Sheltering Services with the City of Palo Alto for an additional five years?

Summary:
- The City of Los Altos has been contracting with the City of Palo Alto for Animal Control and Sheltering Services since August of 1997.
- On November 21, 2003, Council approved entering into a ten-year Animal Control agreement.
- The agreement allows for two five-year extensions, so long as it is mutually advantageous for both Cities. This is the second extension of the agreement.

Staff Recommendation:
Approve the extension of the agreement for Animal Control and Sheltering Services with the City of Palo Alto

Reviewed By:

City Manager	City Attorney	Finance Director
_CJ_	_CD_	_SE_

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Purpose

The City Council is requested to consider extending the Animal Services Agreement with the City of Palo Alto.

Background

The City of Palo Alto provides animal care and animal control services to the City of Los Altos. The original agreement was signed in 2004 and extended in 2014. This agreement will extend the term for an additional five-years ending in June 2024.

Discussion/Analysis

As part of the extension, the City of Los Altos and the City of Palo Alto have proposed some updates to the cost structure and the scope of services. The most significant contract changes are outlined below:

- **Dog license fees revenue**

  The current contract is structured such that Palo Alto's shelter staff process all dog license fees for pets from Los Altos. Shelter staff then remit those fees back to Los Altos without retaining any portion of the fees to recoup administrative costs. With the restructuring of shelter operations with Pets In Need, this is no longer a viable contract term as Pets In Need does not have the resources to process dog licenses if the cost to perform this work cannot be recovered. This change allows Pets In Need to retain the license fees to cover their associated administrative costs. Annual license fee revenue is approximately $25,000 to $28,000.

- **Animal Control Officer patrols and assist Los Altos Police Officers**

  Under the current contract, Animal Control Officers assist Los Altos Police with animal patrols and complaints. Under the proposed agreement, on-duty Animal Control Officers would serve as primary enforcement of animal related patrols and complaints during Animal Control Officers regular hours.

- **Dangerous Animal Ordinance Hearing Officer assistance**

  Animal Control Officers will serve as Hearing Officers for Dangerous Animal Ordinance hearings upon mutual agreement and resource availability for Los Altos. Under the current contract, the City of Los Altos is responsible for identifying our own independent Hearing Officers.

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Options

1) Authorize the City Manager to extend the Animal Control and Sheltering Services Agreement for an additional five years

Advantages: Allows the City to maintain and enhance the current Animal Control and Sheltering Services

Disadvantages: None identified

2) Direct Staff to identify and evaluate Animal Control and Sheltering alternatives

Advantages: None identified

Disadvantages: Animal Control and Sheltering may not be available until a new service provider is identified

Recommendation
The staff recommends Option 1.