



## Legislation Text

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**File #:** 2019-0615, **Version:** 1

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**To:** Board of Supervisors of Sonoma County  
**Department or Agency Name(s):** Department of Health Services  
**Staff Name and Phone Number:** Barbie Robinson, 565-7876  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**

Sonoma County Animal Services Revenue Agreement with the Town of Windsor

**Recommended Actions:**

Authorize the Director of Health Services to execute an agreement with the Town of Windsor for the County to continue to provide animal care and control services for the term July 1, 2019 through June 30, 2020 resulting in revenue of \$300,000.

**Executive Summary:**

Since 1991 the County has provided animal care and control services to the Town of Windsor under a series of agreements approved by the Board of Supervisors. Under the proposed agreement Sonoma County Animal Services will continue to provide field, shelter, and administrative animal care and control services through June 30, 2020. The proposed amendment was approved by the Windsor Town Council on June 26, 2019.

**Discussion:**

Sonoma County Animal Services, under the Department of Health Services, is responsible for enforcing local, state, and federal laws and regulations pertaining to animals and their care, and public safety relating to animals. Sonoma County Animal Services provides a wide range of services to the community including:

- Patrolling streets and responding to calls for service for stray, injured, and abandoned animals.
- Sheltering abandoned, surrendered, or stray animals and promoting adoption to forever homes.
- Performing community outreach to encourage responsible pet ownership and pet safety.
- Enforcing local and state animal control, licensing, and vaccination laws.
- Investigating animal bite reports and rabies control cases.
- Transporting sick or injured animals to care sites.

Under the existing services agreement that expires June 30, 2019, the Town of Windsor reimburses Sonoma County for the cost of providing the animal care and control services listed below. The proposed new agreement covers the provision of these services for one year, through June 30, 2020. The agreement is being requested by the Town of Windsor as Windsor's planned competitive bidding process, which would have resulted in a new agreement and potentially a new provider for services, was postponed indefinitely due to the October 2017 fires. Sonoma County has been providing the following animal care and control services to the Town of Windsor since the town incorporated in 1991.

- Field Services - License enforcement, emergency services, stray animal pickup, bite investigations, animal cruelty/neglect responses, and public nuisance reports.
- Shelter Services - Impound care for surrendered and stray animals including pre-adoption spay/neuter, veterinary care, vaccinations, shelter, and food.
- Administrative Services - Animal licensing, rabies certificates, state mandated bite reporting, customer service, and billing.

The cost to provide animal services to the Town of Windsor is estimated to be \$406,526, based on the percentage of calls for service and impounds for the Town of Windsor out of all the jurisdictions where Sonoma County Animal Services provides services - unincorporated areas of Sonoma County, the City of Santa Rosa, and the Town of Windsor. Revenue received under the proposed agreement plus estimated fee revenue collected from residents of the Town of Windsor for specific services provided equates to full-cost recovery for the services provided to the Town of Windsor. Revenue collected on behalf of Windsor pursuant to this agreement is estimated to be \$443,306, which includes of \$300,000 contract revenue and \$143,306 in estimated fees and fines collected from Windsor residents. The estimated full cost recovery amount of \$406,526 for fiscal year 2019-2020 includes increases to County salary and benefit costs, including pension costs consistent with the Board's new financial policy. However, these estimates assume that the percentage of calls and fees attributable to Windsor will remain consistent with recent years' experience. If there are significant swings in these variables, it is possible that the actual full-cost recovery amount could be higher or lower than estimated.

#### Prior Board Actions:

On May 22, 2018 the Board approved the second amendment to an agreement with the Town of Windsor for the County to continue to provide animal care and control services for an additional year from July 1, 2018 through June 30, 2019 and to receive additional revenue of approximately \$259,888.

#### FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY 20-21 Projected	FY 21-22 Projected
Budgeted Expenses	300,000		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>300,000</b>	<b>0</b>	<b>0</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	300,000		
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>300,000</b>	<b>0</b>	<b>0</b>

#### Narrative Explanation of Fiscal Impacts:

Revenue of \$260,642 was incorporated in the FY 19-20 budget. The additional revenue from this contract will offset the amount of donated funds used to support operational costs.

Staffing Impacts:			
Position Title (Payroll)	Monthly Salary Range (A - I Step)	Additions (number)	Deletions (number)

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Services Agreement with the Town of Windsor

**Related Items "On File" with the Clerk of the Board:**

None