



## MEMORANDUM

**TO:** City Council

**FROM:** Whitney McDonald, City Manager  
Timothy J. Carmel, City Attorney

**BY:** Sarah Lansburgh, Deputy City Clerk

**SUBJECT:** Consideration of Contract with the County of San Luis Obispo for Animal Care and Control Services

**DATE:** November 22, 2022

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### **SUMMARY OF ACTION:**

Approval of a three-year Contract for Animal Care and Control Services with the County of San Luis Obispo ("County") will allow the County to continue to provide animal control services to the City through June 30, 2025, at a cost of \$88,491 for the first year, with annual adjustments based on service levels provided to the City each year thereafter.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

The new contract will provide for animal services effective fifteen (15) days following the date of signature of the County, through June 30, 2025. The proposed first year cost for FY 2022-23 is \$88,491. The FY 2022-23 General Fund budget includes a total of \$88,500. Annual costs will be adjusted each year based on the service fee methodology identified in Section 4 of Exhibit B to the agreement.

### **RECOMMENDATION:**

Approve the Contract for Animal Care and Control Services ("Contract") with the County of San Luis Obispo, and authorize the Mayor to execute the Contract.

### **BACKGROUND:**

The San Luis Obispo County Division of Animal Services has provided animal care and control functions, including enforcement of ordinances and State codes, to the City of Arroyo Grande for over thirty years. The most recent contract for services between the City and County was approved by the City Council on August 14, 2019, and expired on June 30, 2022. Due to the timing of contract negotiations, the COVID-19 pandemic, and the completion of the County's new animal shelter facility, the County agreed to continue

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providing service to each city within the County while approvals of a new agreement were being requested and processed.

In 2009, in response to concerns from a number of municipalities over rising costs for animal services, the County Health Agency and Administrative staff, working with representatives of cities, conducted an animal services study. The study identified specific animal services provided to the cities, data collection of elements, and an allocation and fee setting methodology with the intent of gaining a clearer understanding of the rate setting process. This study resulted in improved services and a reduction in costs for the City of Arroyo Grande.

**ANALYSIS OF ISSUES:**

The Service Based Methodology model adopted in 2010 allocates the cost and revenues to the cities (and to the County for unincorporated areas) based on each city's actual use of services and revenue generated. Usage is measured by allocating costs from four key facets of Animal Services operations: Field Service, Licensing, Shelter Operations, and Education Services. This method provides a more direct and measurable relationship between the actual amount of service being provided to a city, combined with the actual revenue generated by a city through animal licenses and other fees, and the costs charged to the city for that service. Cities that have a lower rate of service and/or that generate more off-setting revenue pay lower contract fees than cities with high usage rates and/or generate less off-setting revenue. The City of Arroyo Grande benefits under this methodology by having a service population that is highly responsible with pet ownership and licensing. For the period of July 1, 2018 through June 30, 2021 the County responded to an average of 395 field service calls per year within the City of Arroyo Grande and sheltered an average of 155 animals per year from the City.

The proposed Contract provides the provision of Animal Care and Control Services to the City of Arroyo Grande for three years, through June 30, 2025. Services include, but are not limited to:

- Sheltering and medical care of stray, owner surrendered, confiscated, and quarantined household animals;
- Reunification of sheltered animals with owners or adopted into new homes;
- Receipt and publication of lost and found animal reports;
- Responses to calls for service from the Police Department or residents for stray or loose animals, dangerous or vicious animals, bite and neglect/abuse investigations, potential rabies exposure investigations and quarantines, pick up of deceased animals;
- Regulation of breeders and sales of domestic animals;
- Animal-related nuisance investigations;
- Enforcement of State and local animal-related laws.

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One of the City's obligations under the proposed Animal Care and Control Services Contract is ordinance uniformity, where the City's animal control ordinances are in conformity with and not in substantial conflict with or variation from the County's animal control ordinances. The County of San Luis Obispo Board of Supervisors has adopted ordinances which address the care, keeping, and management of animals. The majority of the ordinances are contained in Title 9 of the County Code. An update to the County's ordinance is currently under review by all participating jurisdictions and, once finalized and adopted by the County, an updated City ordinance will be presented to the City Council for review and adoption. The updated City ordinance will include programs and restrictions aimed at reducing the number of community cats as previously directed by the City Council.

**ALTERNATIVES:**

The following alternatives are provided for the Council's consideration:

1. Approve the Contract for Animal Care and Control Services with the County of San Luis Obispo;
2. Do not approve the Contract and direct staff to seek alternatives for animal services; or
3. Provide other direction to staff.

**ADVANTAGES:**

Approval of the Contract will enable the County to continue providing animal care and control services within the City of Arroyo Grande at a cost that reflects the City's proportionate calls for service, sheltering, licensing, and education needs.

**DISADVANTAGES:**

There are no disadvantages identified in approval of the Contract for Animal Care and Control Services.

**ENVIRONMENTAL REVIEW:**

No environmental review is required for this item.

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

**Attachments:**

1. Proposed Contract for Animal Care and Control Services