



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Health
Department No.: 041
For Agenda Of: October 4, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Daniel Nielson, Interim Public Health Director
Director(s) Public Health Department
Contact Info: Paige Batson, Deputy Director, Community Health 805-896-2456
SUBJECT: City of Guadalupe Animal Services Revenue Agreement for FYs 2022-27

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors consider the following recommendations:

- a) Approve, ratify, and authorize the Chair of the Board to execute the City of Guadalupe Animal Services Revenue Agreement for the County to provide full animal services to the City of Guadalupe for the period of July 1, 2022 through June 30, 2027 for a total amount of \$370,160 for the period; and
- b) Determine that the above action is a government fiscal activity, which does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and is therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

This item is on the agenda to authorize the Chair to execute a Revenue Agreement for Animal Services with the City of Guadalupe (City) for FYs 2022-27 (Attachment A). The Public Health Department (PHD) Animal Services program provides animal control and/or sheltering services to seven cities within Santa Barbara County, as well as the Santa Ynez Band of Chumash Indians (Tribe), including the City of Guadalupe.

This agreement required PHD staff to conduct extensive outreach and engagement with the City of Guadalupe, including attending a City Council meeting in order to address questions and concerns. This extended process has delayed the submittal of the agreement and has resulted in the need to request retroactive approval to July 1, 2022.

Background:

PHD Animal Services provides services to the Tribe and to the cities of Buellton, Lompoc, Santa Maria, Solvang, Guadalupe, Santa Barbara, and Goleta through revenue agreements. In accordance with State law, the County contracts with these cities to enforce each city’s ordinances related to animal control.

Animal sheltering services include: animal impoundment, sheltering, boarding, quarantine, veterinary services, euthanasia services, animal adoptions, foster program, disposal of dead animals, pet retention services, foster coordination, volunteer management, return-to-field services for cats and related administrative services. Impounded animals are vaccinated and provided necessary care, microchipping, and food and shelter in accordance with the provisions of State law.

Field services may include as needed: responding to calls for service; pick up of dead animals; capture and transportation of animals; emergency humane euthanasia of animal in the field as required to alleviate suffering; permit compliance and other inspections; pre-hearing investigation of nuisance complaints; post-nuisance hearing compliance checks; investigation of potential cases of animal abuse and mistreatment; investigation of potential animal nuisances in violation of Santa Barbara County Ordinance (Chapter 7) or an equivalent municipal code provision; assistance with animal evacuations due to disaster or emergency; and similar or related field services.

As may be required, PHD Animal Services will also provide a rabies control program, conduct vicious and restricted dog hearings in accordance with the applicable City municipal code provision, provide animal license services for applicable cat or dog licenses, and provide permit services for kennels, catteries, groomers, and mobile groomers.

Performance Measure:

Not applicable as this is a revenue agreement.

Contract Renewals and Performance Outcomes:

Not applicable as this is a revenue agreement.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Approval and authorization of the Revenue Agreements with the City of Guadalupe will phase out the use of General Fund contribution by Animal Services for a Board approved 5-year period with an annual cost of living increase of 2.5%. The total (5-year) amount of the contract is \$370,160, with each annual amount following the schedule below:

	Fiscal Year	Annual Amount	Quarterly Invoices
Year 1	July 1, 2022- June 30, 2023	\$ 64,740	\$ 16,185
Year 2	July 1, 2023- June 30, 2024	\$ 69,272	\$ 17,318
Year 3	July 1, 2024- June 30, 2025	\$ 73,916	\$ 18,479
Year 4	July 1, 2025- June 30, 2026	\$ 78,676	\$ 19,669
Year 5	July 1, 2026- June 30, 2027	\$ 83,556	\$ 20,889

The total Fiscal Year 2022-23 agreement for the City of Guadalupe is \$64,740 and this amount is part of the department's adopted FY 2022-23 budget.

Key Contract Risks:

The agreement may be terminated for cause or convenience by either party. However, in the event of early termination, the City shall reimburse the County's General Fund contribution that would have been recovered in subsequent years had the agreement not been terminated.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

Special Instructions:

Please execute two (2) original Agreements with the City of Guadalupe and retain one (1) executed original Agreement and one Minute Order for pick up by the department. Please email the PHD Contracts Unit at MFitzwilliamFiguerola@sbcphd.org when items are available for pick-up.

Attachments:

- A. City of Guadalupe Animal Services Revenue Agreement FYs 2022-27

Authored by:

Paige Batson, Deputy Director of Community Health