

Agenda Report

March 14, 2016

TO: Honorable Mayor and City Council

THROUGH: Economic Development and Technology Committee (3/7/2016)

FROM: Department of Public Works

SUBJECT: AMENDMENT TO CONTRACT NO. 30,173 WITH PASADENA HUMANE SOCIETY AND SPCA FOR ANIMAL CONTROL SERVICES AND CONTRACT UPDATE

RECOMMENDATION:

It is recommended that the City Council:

1. Find the proposed action is exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3). The General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. Approve an amendment to Contract No. 30,173 Pasadena Humane Society and SPCA for provision of animal control services to modify the payment remittance process for animal licensing revenue.

BACKGROUND:

Since 1904 the City of Pasadena has contracted with the Pasadena Humane Society & SPCA (PHS) for the provision of animal control services and to meet the California Health and Safety Code (Section 121690) which mandates that the governing body of each city maintain an animal control shelter system and a rabies control program. These services include serving as the City's appointed Poundmaster and performing all the powers and duties conferred and imposed upon the Poundmaster by the Pasadena Municipal Code (PMC) and applicable State laws.

In July 2015, the City Council approved a new five-year contract with PHS to continue to provide animal control services for the period July 1, 2015 – June 30, 2020. Per the contract, services to be provided by PHS include:

1. Patrol services Monday through Saturday from 6:00 AM to 6:00 PM and until 9:00 PM during daylight savings time, two vehicles during normal business hours and one vehicle during off-peak hours, including two hours per week of patrol and enforcement at the dog park;
2. Pick up and impound of stray animals;
3. Response and assistance to calls regarding predatory wildlife until the California Department of Fish and Wildlife can respond;
4. Animal bite investigations and, where appropriate quarantines;
5. Enforcement of the City's spay and neuter ordinance by ensuring that canines and cats not be released to Pasadena residents unless and until the pet is in compliance with the adopted spay and neuter ordinance;
6. Provide low cost spay and neuter clinics, vaccination clinics, behavior and training classes, humane education programs, wildlife education and rehabilitation, and response to natural disaster situations;
7. Investigation of cruelty to animal charges and complaints for barking and/or excessively noisy dogs and other animals;
8. Disposal of carcasses of animals which come into its possession in the performance of the powers conferred by the PMC, in response to requests for removal from private property, and all dead wild and domestic animals from public streets and property;
9. Maintenance of a City Pound that provides shelter, care and emergency veterinary services and is suitable for the keeping and safe holding of animals which are by law subject to impound;
10. Issuance of citations to appear in court as prescribed by state or local law;
11. Quarantine of any animal as deemed necessary by the Pasadena Public Health Department; and
12. Operation of the animal licensing and canvassing program and maintenance of a database to track the population of dog breeds within the City.

Per the contract, the City pays a monthly sum to PHS of \$95,676. (\$1,148,117 annually) for the provision of the above services (except #12). In consideration for operating the licensing and canvassing program (#12), the City pays PHS \$80,000 of licensing revenue collected, plus one-half of any amount over \$80,000. The remaining one-half (above \$80,000) is remitted to the City.

The following tables show the number of animals taken in by the PHS during calendar year 2015 and their disposition or outcome. Table 1 shows animal intake – the number

of and types of animals which were impounded by PHS in 2015. A total of 6,421 animals were impounded; 5,085 were living and 1,336 deceased.

Table 2 shows the dispositions of these animals. The majority (2,864) were adopted, rescued, returned to their owner or transferred. Another 526 animals were released (10 of these after being trapped and neutered), four escaped and three went missing. Finally, 277 animals died while 1,376 were euthanized (206 of these were euthanized at their owner's request). Please see Attachment A for a table showing the reasons the animals were euthanized. Animals that remained at the shelter at the end of the reporting period account for the difference between the live animal intake and the listed outcomes.

TABLE 1: ANIMAL INTAKE

	Live Animal Intake	Deceased	Total Impounded
Bird	709	103	812
Cat	1,603	335	1,938
Dog	1,885	201	2,086
Goat/Sheep	0	2	2
Mammal*	499	391	890
Rabbit	65	8	73
Reptile	69	7	76
Rodent**	255	289	544
Total	5,085	1,336	6,421

*Mammal: bat, bob cat, coyote, deer, ferret, opossum, racoon, skunk

**Rodent: gopher, guinea pig, hamster, mole, mouse, rat, squirrel

TABLE 2: ANIMAL OUTCOMES

	Adoption	Rescue	Returned to Owner	Transfer	Released	Trap/Neuter/Release	Escaped	Missing	Died	Euthanized*	Total
Bird	34	72	3	92	92	0	1	1	172	237	704
Cat	779	113	61	0	0	10	2	0	11	607	1,583
Dog	791	173	629	2	0	0	0	0	5	298	1,898
Equine	0	0	0	0	0	0	0	0	0	1	1
Mammal	0	1	2	11	347	0	1	1	42	96	501
Rabbit	37	6	3	1	0	0	0	0	2	8	57
Reptile	9	13	4	5	21	0	0	1	1	11	65
Rodent	17	2	4	0	56	0	0	0	44	118	241
Total	1,667	380	706	111	516	10	4	3	277	1,376	5,050

*206 of the 1,376 euthanizations were requested by the animals' owners.

Per the contract, PHS also provides patrol services by one or two vehicles six days per week (Monday – Saturday) and service for sick or injured animals 24 hours per day. In 2015, PHS Animal Control Officers logged 18,848 service calls or officer generated

incidents in Pasadena. The entire list of the types and number of calls can be found in Attachment B.

Animal Licensing and Canvassing and Required Contract Amendment

The Pasadena Municipal Code (section 6.16.060) requires all dogs over the age of four months to be licensed. In July 2013, the PHS began operating the City's animal licensing program. Table 3 below shows that Pasadena has an estimated dog population of almost 20,000 and in Fiscal Year 2015, 37 percent of them or 7,364 were licensed. Prior to July 2013, the licensed dog rate was approximately 17 percent. Dog licenses must be renewed every July 1 and are effective until June 30 the following year. It is not yet possible to estimate the percent of dogs that will be licensed in FY 2016 as data is only available through January. Since licenses expire every June 30, more than half of all license renewals occur in that month.

TABLE 3: DOG LICENSES

	Est. Dog Population	# Licensed	% Licensed
FY 2014	19,657	6,530	33%
FY 2015	19,777	7,364	37%
*FY 2016	19,866	2,841	N/A

*FY 2016 data thru Jan. 2016

The current licensing fee is \$16.16 per year for spayed or neutered dogs and \$76.16 for unaltered dogs. Pasadena enacted a mandatory spay and neuter ordinance in July 2015. The ordinance requires all dogs and cats over the age of six months to be spayed or neutered. Pasadena Humane Society offers low cost spay and neuter services. Currently the fees for spaying or neutering range from \$45 - \$65 for cats or \$95 - \$185 for dogs. Pit bulls, pit bull mixes, Chihuahuas and their mixes 15 pounds or less are sterilized and microchipped at no cost to the owner.

In September 2013 PHS began a canvassing program with the purpose of educating Pasadena residents of the requirement to license their dogs. Currently, PHS staff are on their third round of canvassing the City. Canvassers walk neighborhoods and if a dog is easily visible and/or audible from the street and an existing dog license is not registered for that address, the canvassers attempt to contact the resident. If the resident is not there, the canvasser leaves an animal license door hanger including an animal license application with instructions on how to license their dog. Canvassers can license dogs while out in the field if the owner has current dog vaccination records and pays the licensing fee in full. Otherwise dog owners need to go to PHS's licensing office to purchase a license or mail the licensing fee and appropriate documentation to PHS.

TABLE 4: CANVASSING PROGRAM

Date canvassing began	September 2013
Canvass schedule	2 staff in field 5 hrs/day Tuesday - Saturday
Canvass quadrant of City	# times canvassed
Northeast	2, 3 rd in progress
Northwest	2
Southwest	2
Southeast	2

In consideration of PHS operating the City's licensing and canvassing program, they retain the first \$80,000 of licensing revenue collected and the remainder is shared with the City on a 50/50 basis. Table 5 below shows the amount of licensing revenue collected since FY 2014.

TABLE 5: LICENSING REVENUE

	Total License Revenue (\$)	PHS Share (\$)	City Share (\$)
FY 2014	167,072.44	127,036.22	40,036.22
FY 2015	117,984.56	98,992.28	18,992.28
*FY 2016	104,549.05	92,274.53	12,274.53

*FY 2016 data thru Jan. 2016

The provision of the contract allowing PHS to retain the first \$80,000 of licensing revenue is an unintended violation of PMC 6.08.050, which requires PHS to pay to the City all licensing fee revenue. When PHS began collecting operating the license program in 2013, staff sought the most efficient method to implement the revenue sharing arrangement which was to have PHS retain its portion of the revenue collected. Because this conflicts with the PMC, staff requests City Council's approval for the City Manager to amend contract No. 30,173 to require PHS to remit all licensing revenue to the City each month. The City will then in turn, issue the requisite payment to PHS each month.

Finally, due to the time PHS requires to update and publish animal licenses fees and have them ready by July 1 of each year, City staff will present the licensing fee amounts recommended for the following fiscal year earlier than in past years. These fees are contained in the adopted the General Fee Schedule and Schedule of Taxes, Fees and Charges which typically get approved by the City Council in June of each year. This year, City staff will present the FY 2017 proposed animal license fees to City Council sooner to allow sufficient time for PHS to inform dog owners and prepare printed materials of new license fees which become effective July 1.

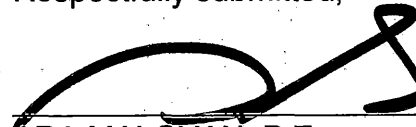
COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's goal to ensure public safety.

FISCAL IMPACT:

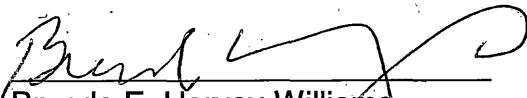
There is no fiscal impact to the recommended licensing revenue remittance change.
The licensing fee amounts will remain the same.

Respectfully submitted,



ARA MALOYAN, P.E.
Director of Public Works

Prepared by:



Brenda E. Harvey-Williams
Finance and Management Services Administrator

Approved by:



STEVE MERMELL
Interim City Manager

Attachments:

Attachment A – 2015 Reasons Animals Euthanized
Attachment B – 2015 Patrol Services Calls