Office of the City Manager

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ACTION CALENDAR
May 21, 2013

To: Honorable Mayor and Members of the City Council

From: Christine Daniel, City Manager

Submitted by: Kate O'Connor, Manager, Animal Care Services

Subject: Animal Care Shelter and Licensing Fees

RECOMMENDATION

Conduct a public hearing and upon conclusion, adopt a Resolution increasing dog and cat board fees, adoption and redemption fees, licensing fees, and rescinding Resolution Nos. 63,776-N.S, 62,538-N.S, 62,058-N.S, 60,564-N.S

FISCAL IMPACTS OF RECOMMENDATION

In 2012, 860 dogs and cats were adopted or redeemed from the animal shelter resulting in revenue of $45,700. This results in cost recovery of approximately $53 per adopted or redeemed animal. The shelter handles approximately 2,000 dogs and cats each year. The average cost of caring for an animal for the first seven days at the shelter is $195 resulting in an annual cost to the City of approximately $390,000. The proposed flat rate increases would increase board, adoption and redemption revenue to approximately $62,175.

In Fiscal Year 2012, the Animal Shelter and Finance Department issued 1,722 animal licenses, resulting in revenue of $21,518. The current annual cost to process animal licenses, which includes the cost to produce and mail approximately 350 statements per month, is roughly $56,446; the cost to process licenses exceeds the annual revenue by approximately $35,000. The proposed rates are projected to increase annual revenue to $48,945.

Number Issued	Type	Current Fee	FY 2012 Revenue	Proposed Fee	Projected Revenue
793	1-Year Altered Dog License (33 at no-charge; adopted from Shelter)	$7.50	$5,700	$15	$11,400
561	3-Year Altered Dog License (540 @ $18 & 21 @ $12; adopted from	$18; $12 if adopted from	$9,972	$40;$25 if adopted from Shelter	$22,125

	Shelter)	Shelter			
Number Issued	**Type**	**Current Fee**	**FY 2012 Revenue**	**Proposed Fee**	**Projected Revenue**
195	1-Year Unaltered Dog	$30	$5,850	$75	$14,625
44	Service Dog (Altered) License	$0.00	$0.00	$0.00	$0.00
128	Senior Citizen Dog License (Altered)	$0.00	$0.00	$0.00	$0.00
Total			$21,518		$48,150

CURRENT SITUATION AND ITS EFFECTS

All cats and dogs redeemed or adopted from the shelter are spayed or neutered before going to their owner/guardian. They are vaccinated at the shelter and microchipped. Many of these animals have also received other medical treatment ranging from basic antibiotics to intensive veterinary care for severe illness or injury. The shelter does not charge for any vaccinations or medical treatment given to these animals, unless there is a veterinary bill for an animal that is being redeemed by its owner.

Most animal license fees have not been increased since July 1992. In July 2000, the rate for a 1-year unaltered dog license was increased from $15 to $30 and the 1-year unaltered cat license was added to the fee schedule (only two of which have been sold).

BACKGROUND

The current board, adoption and redemption fees do not cover the expenses incurred for the services related to the fees. Stray animals are kept at the shelter for a minimum of five to seven days and sometimes up to six months if the animal is of sound temperament and medically healthy. The cost of keeping a dog or cat at the shelter averages at approximately $195 per animal for the first 7 day stay with daily board fees in addition thereafter. The shelter handles approximately 2,000 dogs and cats each year resulting in a cost to the City of approximately $390,000.

Approximate Cost to City per animal for the first 7 day stay (daily board fees in addition thereafter).

Microchip	$15
Daily board	$15/day x 7 days
Vaccination	$10
Vet exam/Medicine/Surgery	$65 (average)
Total	$195

	Current Fee	Proposed Fee	Revenue From Fee Increase
Dog adoption	$100	$125	$7,500
Cat adoption	$75	$100	$3,950
Lic. dog redemption	$40	$50	$910
Unlic. dog redemption	$55	$75	$2,360
Cat redemption	$30	$35	$65
Board dog/day	$15	$20	$1,540
Board cat/day	$10	$15	$150

Shelter staff compared Berkeley's current animal adoption, redemption and board fees to those of Oakland and Contra Costa County and found that, for the most part, Berkeley's fees are lower than those of Oakland and Contra Costa County.

	Berkeley	Oakland	Contra Costa County
Dog adoption	$100	$25 + $100 spay/neuter	$129-$284
Cat adoption	$75	$25 + $60 spay/neuter	$104-$147
Lic. dog redemption	$40	$40-$130	$65 - $200
Unlic. dog redemption	$55	$55-$145	$105-$240
Cat redemption	$30	$40-$130	$65-$200
Board dog/day	$15	$15-$30	$25
Board cat/day	$10	$15-$30	$25

Animals are licensed to ensure public safety. Licenses are issued after staff verifies that an animal has received a rabies vaccination. Further, the animal license expiration coincides with the rabies vaccination expiration. The current license fees do not cover the expenses incurred to process animal licenses, maintain accounts and verify rabies vaccinations, mail monthly statements, process payments, and mail out animal license tags.

RATIONALE FOR RECOMMENDATION

All impounded animals receive vaccines, and veterinary attention, when necessary, upon impound. All cats and dogs adopted from the shelter are spayed/neutered as per State Laws F&A 30503 Spay/Neuter of dogs and F&A 31751.3 Cats: Spay/Neuter Deposit Required. The City of Berkeley also requires that all dogs and cats redeemed by their owner/guardians be altered and microchipped before returning home: BMC10.04.206 Impounded unaltered dogs and cats returned to owner/guardian- when spaying or neutering is required and BMC 10.04.207 Impounded dogs and cats adopted, returned to owner and rescued—Microchipping Requirements.

Animal Care Services provides excellent care for all impounded animals. The cost of running the shelter and providing this care has increased each year while there has not been an increase in fees for six years. An increase in these fees will help mitigate the cost of caring for animals at the Shelter.

The current board, adoption and redemption fees do not cover the expenses incurred for the services related to the fees.

Shelter staff compared Berkeley's animal license fees to those of Oakland and Contra Costa County and found that, for the most part, Berkeley's license fees are lower than those of Oakland and Contra Costa County.

License Fees	**Current Berkeley Fees**	**Proposed Berkeley Fees**	**Oakland Fees**	**Contra Costa Co Fees**
1 yr altered dog license	$7.50	$15	$10	$20
1 yr permanently infertile dog license	$7.50	$15	N/A	N/A
2 yr altered dog license	N/A	$28	$15	$37
2yr permanently Infertile dog	N/A	$28	N/A	N/A
3yr altered dog license	$18	$40	$25	$55
3yr permanently infertile dog license	$18	$40	N/A	N/A
1 yr unaltered dog license (no violations)	$30	$75	$100	$40
1 yr unaltered dog license (with violations)	$60	$100	$100	$40
2 yr unaltered	N/A	N/A	$150	$74
3 yr unaltered	N/A	N/A	$175	$110
1 yr unaltered cat license	$30	$75	N/A	$40

Replacement tag for altered dog	$3	$5	$8	N/A
Replacement tag for unaltered dog/cat	$6	$10	$8	N/A
License Fees	**Current Berkeley Fees**	**Proposed Berkeley Fees**	**Oakland Fees**	**Contra Costa Co Fees**
Late License renewal penalty	$9	$20	$15/mo ($50 max)	$40
Low income(except unaltered dog/cat)	$0	$0	N/A	N/A
Senior Citizen (except unaltered dog/cat)	$0	$0	$5	$10
Senior Citizen altered 2 yrs	N/A	N/A	$7.50	$18
Senior Citizen Altered 3 yrs	$0	N/A	$12.50	$27
Service dog	$0	$0	N/A	$0
Adopted dog from shelter 1 yr license	$0	$0	N/A	N/A
Adopted dog from shelter 3 yr license	$12	$25	N/A	N/A

The proposed increase brings Berkeley's animal license fees more in line with Oakland's fees and Contra Costa County's fees.

Further, the cost of issuing animal licenses, maintaining accounts, verifying rabies vaccinations, producing monthly statements, and processing payments has increased each year while most license fees have not been increased since July 1992. The proposed increase in license fees will cover the costs to issue animal licenses, maintain accounts, produce monthly statements, and process payments

ALTERNATIVE ACTIONS CONSIDERED
None

CONTACT PERSON
Kate O'Connor, Manager, Animal Care Services, (510) 981 6601
Heather M Murphy, Revenue Collection Manager (510) 981-7261

Attachments:
1: Resolution
Exhibit A: Fee Schedule
2: Public Hearing Notice

RESOLUTION NO. ##,###-N.S.

INCREASE TO DOG AND CAT BOARD FEES, ADOPTION AND REDEMPTION FEES, LICENSE FEES, AND RESCINDING RESOLUTION NOS. 63,776-N.S, 62,538-N.S, 62,058-N.S, 60,564-N.S.

WHEREAS, the Animal Care Shelter handles approximately 2,000 dogs and cats each year; and

WHEREAS, the cost of keeping an animal at the shelter for the first 7 days of its stay is approximately $195, resulting in a cost to the City of approximately $390,000; and

WHEREAS, the fees collected in 2012 for adoptions and redemptions of dogs and cats were $45,700; and

WHEREAS, the proposed flat rate increases would increase revenue to approximately $62,175; and

WHEREAS, the cost of licensing animals results in a cost to the City of approximately $56,446; and

WHEREAS, the fees collected in 2012 for animal licensing were $21,518; and

WHEREAS, the proposed rates would increase licensing revenue to approximately $48,150; and

WHEREAS, the current adoption, redemption, and license fees do not adequately cover the expenses incurred for the services related to the fees; and

WHEREAS, all cats and dogs adopted or redeemed from the shelter are spayed/neutered, vaccinated and microchipped; and

WHEREAS, many of these animals also receive veterinary medical treatment for illness or injury ranging from minor to severe and prolonged; and

WHEREAS, the Shelter does not charge for any vaccinations or medical treatment given to these animals, unless there is a veterinary bill for an animal that is being redeemed; and

WHEREAS, the excellent care of the animals has resulted in greater expense while there has been no increase in fees for six years; and

WHEREAS, the cost of issuing animal licenses has increased while there has been no increase in license fees since 1992.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the rates and charges, including fee increases, as set forth in Exhibit A are hereby fixed and established for the Animal Care Shelter by the City of Berkeley.

BE IT FURTHER RESOLVED that (1) the fees set forth in Exhibit A shall become effective on July 1, 2013 and (2) Resolution Nos. 63,776-N.S., 62,538-N.S, 62,058-N.S, 60,564-N.S. are hereby rescinded as of that date

Exhibit A: Fee Schedule

Exhibit A

Fee Schedule

Board and Care	
Dogs	$20/day
Cats	$15/day
Quarantine Dogs-10 day board	$200
Quarantine Cats-10 day board	$150
Home Quarantine	$75
Livestock	$2.25-$7.50/day
Small Animal	$.75/day
Adoption	
Dogs	$125
Cats	$100
Rabbits	$25
Poultry	$25
Birds	$25
Exotics	$25
Rodents	$10
Impound Fees	
Impound Licensed Dog	$50
Impound Unlicensed dog	$75
Cat impound	$35
Pick up fee	$25
Surrender Fee	
Dog	$20
Dog unlicensed	$30
Litter Puppies	$25
Cat	$20
Litter kittens	$20
Small Animal	$5
License fee	
1 year altered dog license	$15
1 year permanently non-fertile dog license	$15
2 year altered dog license	$28
2 year permanently non-fertile dog license	$28

3 year altered dog license	$40
3 year permanently non-fertile dog license	$40
1 year unaltered dog license (if no violations)	$75
1 year unaltered dog license (with violations)	$100
1 year unaltered cat license	$75
Replacement tag-altered dog license	$5
Replacement tag- perm.non-fertile dog license	$5
Replacement tag- temp.non-fertile dog license	$5
Replacement tag- unaltered dog license	$10
Replacement tag- unaltered cat	$10
Late license renewal penalty	$20
Vicious Animal Permit	
1 year	$50/per animal
Microchip Identification	
Each	$15
Spay/Neuter Deposit – Cat adopted from shelter	$50
License Fee Waivers/Reductions	
Low –income (except unaltered dog/cat license)	Free
Senior Citizen (except unaltered dog/cat license)	Free
Service Dog	Free
Adopted dog from shelter one-year license	Free
Adopted dog from shelter three-year license	$25

NOTICE OF PUBLIC HEARING
BERKELEY CITY COUNCIL

ANIMAL CARE SHELTER FEES

Notice is hereby given by the City Council of the City of Berkeley that a public hearing will be conducted by said city council of the City of Berkeley at which time and place all persons may attend and be heard upon the following:

The Department of the City Manager is proposing to increase dog and cat adoption, redemption, board and license fees.

	Current Fee	Proposed Fee
Dog adoption	$100	$125
Cat adoption	$75	$100
Lic. dog redemption	$40	$50
Unlic. dog redemption	$55	$75
Cat redemption	$30	$35
Board dog/day	$15	$20
Board cat/day	$10	$15
1 yr altered dog license	$7.50	$15
1 yr permanently infertile dog license	$7.50	$15
2 yr altered dog license	N/A	$28
2yr permanently Infertile dog	N/A	$28
3yr altered dog license	$18	$40
3yr permanently infertile dog license	$18	$40
1 yr unaltered dog license (no violations)	$30	$75
1 yr unaltered dog license (with violations)	$60	$100
2 yr unaltered	N/A	N/A
3 yr unaltered	N/A	N/A
1 yr unaltered cat license	$30	$75
Replacement tag for altered dog	$3	$5
Replacement tag for unaltered dog/cat	$6	$10
Late License renewal penalty	$9	$20
Low income(except unaltered dog/cat)	$0	$0
Senior Citizen (except unaltered dog/cat)	$0	$0

Senior Citizen altered 2 yrs	N/A	N/A
Senior Citizen Altered 3 yrs	$0	N/A
Service dog	$0	$0
Adopted dog from shelter 1 yr license	$0	$0
Adopted dog from shelter 3 yr license	$12	$25

The hearing will be held on, May 21, 2013 at 7:00 p.m. in the City Council Chambers, 2134 Martin Luther King, Jr. Way.

For further information, please contact Kate O'Connor, Manager, Animal Care Services at (510) 981 6601.

A copy of the agenda material for this hearing will be available on the City's website at www.CityofBerkeley.info as of May 9, 2013.

Written comments should be mailed or delivered directly to the City Clerk, 2180 Milvia Street, Berkeley, CA 94704, in order to ensure delivery to all Councilmembers and inclusion in the agenda packet. Comments received no later than Monday, May 6, 2013 will be included in Council agenda packets. Communications received after that date, up to 5:00 p.m. on Tuesday, May 14, 2013 will be distributed to Council in a supplemental packet five days before the meeting. Communications received less than seven days before the Council meeting but prior to noon on the day of the meeting, will be distributed at the Council meeting. Comments received thereafter will be submitted to Council as supplemental communications at the meeting. For further information, call Mark Numainville, CMC, City Clerk, 981-6900. FAX: (510) 981-6901. TDD: (510) 981-6903.

If you challenge the above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Berkeley at, or prior to, the public hearing. Background information concerning this proposal will be available at the City Clerk Department and posted on the City of Berkeley webpage at least 12 days prior to the public hearing.

Published: 1st Publication - Friday, May 10, 2013
2nd Publication - Friday, May 17, 2013

I hereby certify that the Notice for this Public Hearing of the Berkeley City Council was posted at the display case located near the walkway in front of Council Chambers, 2134 Martin Luther King Jr. Way, as well as on the City's website, on May 9, 2013.

Mark Numainville, CMC, City Clerk

COMMUNICATION ACCESS INFORMATION:
To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6346(V) or 981-7075 (TDD) at least three business days before the meeting date. Captioning services are provided at the meeting, on B-TV, and on the Internet. In addition, assisted listening devices for the hearing impaired are available from the City Clerk prior to the meeting, and are to be returned before the end of the meeting.

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