



AGENCY:	City Council
MEETING DATE:	November 23, 2015
DEPARTMENT:	Administrative Services
PRESENTED BY:	S. Schneider

AGENDA ITEM SUMMARY

TITLE:

RECEIVE UPDATE ON ANIMAL CARE AND SHELTER SERVICES AND DOG LICENSING PROGRAM AND CONSIDER ADOPTION OF CITY COUNCIL RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH MENDOCINO COAST HUMANE SOCIETY FOR PROVISION OF ANIMAL CARE AND SHELTER SERVICES AND DOG LICENSING PROGRAM AND AUTHORIZING CITY MANAGER TO EXECUTE SAME (AMOUNT NOT TO EXCEED \$15,750 IN FY 2015-16; ACCOUNT NO 110-4200-0314)

ISSUE:

Since November 2010, the City of Fort Bragg has had a Professional Services Agreement with the Mendocino Coast Humane Society (MCHS) to provide animal care and shelter services and a dog licensing program for Fort Bragg residents. The partnership has been successful and both the City and MCHS would like to continue the Professional Services Agreement for a three-year period, beginning January 1, 2016.

MCHS has received \$2,500 per month for their services since the original Agreement's inception in 2010. The new Agreement increases the monthly stipend by \$125 per month to account for inflationary cost increases. It should be noted that the original contract had an inflationary adjustment mechanism, but it was not utilized and the monthly payment for services has been unchanged since November 2010. The new monthly stipend beginning January 1, 2016 and ending December 31, 2018, would be \$2,625.

No other significant changes are included in the new Agreement.

RECOMMENDED ACTION:

Adopt City Council resolution approving the Professional Services Agreement between the City of Fort Bragg and Mendocino Coast Humane Society for provision of animal care and services and dog licensing program and authorizing City Manager to execute same (Amount Not to Exceed \$15,750 in FY 2015-16; Account No. 110-4200-0319).

ALTERNATIVE ACTION(S):

1. No action. Do not approve the Professional Services Agreement.
2. Continue action on the matter and provide direction to staff on changes to the Agreement and/or the provision for providing animal shelter and services and dog licensing program for City residents.

ANALYSIS:

The MCHS currently provides animal care and sheltering services to the citizens of Fort Bragg. These services include:

- Accepting and providing shelter and care for all cats and dogs impounded by FBPD.
- Accepting and providing shelter and care for stray cats and dogs found within city limits.

- Accepting and providing shelter and care for cats and dogs that are surrendered by Fort Bragg residents.
- Administering the city's dog licensing program.
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The scope of services will remain the same with the updated Agreement. Due to increased costs of providing the necessary services, the City would increase its monthly payment to MCHS from \$2,500 to \$2,625. The new rate of \$2,625 per month would remain the same throughout the term of the proposed Agreement.

MCHS's new Executive Director, Chuck Tourtillott will be present at the November 23rd Council meeting to give a full report on current programs, statistics and what's coming up for the organization.

FISCAL IMPACT:

The Agreement is for 3 years, expiring on December 31, 2018. It establishes a monthly payment for services of \$2,625. In FY 2015-16, the City would pay an additional total of \$750 for January – June 2016 due to the increase in monthly payments of \$125/month. The budgeted amount of \$38,000 for Animal Care and Control is sufficient to cover this nominal increase for monthly payment of services. Future budgets will account for the annual amount to be paid for services of \$31,500 (currently \$30,000).

IMPLEMENTATION/TIMEFRAMES:

The Agreement takes effect on January 1, 2016 and expires on December 31, 2018.

ATTACHMENTS:

1. Resolution
2. Professional Services Agreement

NOTIFICATION:

1. Mendocino Coast Humane Society

City Clerk's Office Use Only

Agency Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved as Amended
Resolution No.:	_____ Ordinance No.: _____		
Moved by:	_____	Seconded by:	_____
Vote:	_____		
<input type="checkbox"/> Deferred/Continued to meeting of:	_____		
<input type="checkbox"/> Referred to:	_____		