



Contra
Costa
County

To: Board of Supervisors
From: Beth Ward, Animal Services Director
Date: November 12, 2019

Subject: Animal Services Fee Schedule and Accrual of Late Fees

RECOMMENDATION(S):

1. OPEN public hearing on Resolution No. 2019/605, which establishes a new fee schedule for services provided by the Animal Services Department, RECEIVE oral and written testimony regarding the proposed fee schedule, and CLOSE hearing.
2. ADOPT Resolution No. 2019/605.
3. INTRODUCE Ordinance No. 2019-32, establishing the times when late fees accrue on unpaid animal license fees, WAIVE reading, and FIX November 19, 2019, for adoption.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 11/12/2019 ☐ APPROVED AS RECOMMENDED ☒ OTHER

Clerks Notes:

VOTE OF SUPERVISORS I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 12, 2019

Contact:
925-608-8470

David Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

FISCAL IMPACT:

The revised fee schedule is intended to cover a portion of the cost for new and existing services provided by the Animal Services Department. It is estimated that the proposed fee increases will generate approximately \$341,187 in additional annual revenue, which has been anticipated in the Department's 2019/20 fiscal year budget.

BACKGROUND:

On June 26, 2012, the Board of Supervisors adopted Resolution No. 2012/170 approving the Animal Services Department's current fee schedule. Since 2012, the Department's cost of providing services has increased. The Animal Services Director conducted a fee study and determined that an increase in certain fees and the creation of new fees are necessary in order to cover the costs of the services provided by the Animal Services Department. Thus, the Animal Services Department recommends amending its fee schedule to cover the increased costs of providing services, as set forth in the attached fee schedule. The attached document entitled "2019 Animal Services Fee Analysis" explains the need for adjustments to certain fees. The fees in the proposed fee schedule do not exceed the amount allowable by statute or the cost incurred by the County to provide the service or enforce the regulation.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt this fee schedule will result in a loss of revenue to the Department.

CLERK'S ADDENDUM

CLOSED the hearing; ADOPTED Resolution No. 2019/605 as amended to reflect an effective date of January 1, 2020; INTRODUCED Ordinance No. 2019-32, establishing the times when late fees accrue on unpaid animal license fees, WAIVED reading, and FIXED November 19, 2019, for adoption.

ATTACHMENTS

Resolution 2019/605

2019 Animal Services Fee Analysis

Proposed 2019 Fee Schedule

Ordinance No. 2019-32