

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: John Brand, Senior Management Analyst 

DATE: January 6, 2006 (CC Meeting of January 18, 2006)

SUBJECT: Consider Resolution Establishing Animal Service Fees

DISCUSSION

This item, if approved, would create a fee structure for specific additional services that the City may wish to provide to augment the existing Animal Compliance program. Currently, as a basic component of the Animal Compliance program, the City collects dead animals from public property such as parks and roadways. Residents are responsible for the appropriate handling of dead pets and livestock on private property, including any costs associated with the handling of the remains. The options available to them include veterinarians, county animal shelters in Camarillo and Simi Valley, private removal services, pet cemeteries, and certain sanitary landfill facilities. As a convenience to residents, staff proposes that the City offer to pick up dead household pets weighing no more than 75 pounds and deliver them to the animal shelter. Dead household pets weighing more than 75 pounds and all other dead animals (livestock, wildlife or other) on private property must be handled by the property owner.

Additionally, it is proposed that the City offer a similar collection service for pet owners who wish to relinquish household pets that are no longer wanted, and a humane trap rental service to assist residents with capturing wild and nuisance animals on private property.

The intent is to establish a fee that fully recovers the cost of this new service including staff time and other costs. In order to determine an appropriate rate for animal collection services, (an activity that is beyond the normal duties for Animal Compliance) staff attempted to calculate the real time billing rate for Animal Compliance activities. The methodology used is analogous to manner in which the City established fees to recover costs associated with processing land development, zoning, and use permit applications.

Position	Hourly Rate ¹	Benefit Rate ²	Overhead & Indirect Costs ³	PHR ⁴	Hourly Billing Rate
Animal-Vector Compliance Technician	\$27.10	\$36.68	\$51.36	\$62.25	\$65.00
Animal-Vector Compliance Specialist	\$35.55	\$48.12	\$67.37	\$81.66	\$85.00
Average Staff Cost	\$31.33	\$42.40	\$59.36	\$71.95	\$75.00

- ¹ Top step in salary range, highest animal-vector pay grade.
- ² Hourly rate plus 35.36% for benefits (health, retirement, etc.)
- ³ Benefit rate plus Indirect Cost Rate of 25% (average cost of Department's Indirect Costs) and General Overhead rate of 15%.
- ⁴ Overhead rate plus Productive Hourly Rate (PHR) of 21.21%. Productive Hourly Rate is the annual hourly rate at 2,080 business hours per year divided by 1,716, the average hours worked. This allows proportionate recovery of holiday and leave time.

The current mileage allowance established by the Internal Revenue Service (IRS) is \$0.445 per mile. The mileage for an average service call includes the nine (9) mile round trip between the Simi Valley animal shelter and the civic center. The distance from the civic center to a typical service call location is three (3) miles.

For pick up of animals, a typical service call takes forty-five minutes. Ten minutes travel to the location, five minutes to pick up the animal(s), twenty-five minutes travel to and from the shelter, and five minutes to process the animal at the shelter. Forty-five minutes at \$75.00 per hour = \$56.25. The billing mileage for an animal pick up is twelve miles (three miles to the site plus nine miles to the shelter and back), or 12 miles x \$0.445 = \$5.34. Combined, the real time cost of an animal pick up from a resident is estimated to be \$61.59, rounded up to \$65.00 per service call. This is the proposed rate for the collection of licensed cats and dogs. It is also proposed that the fees be set with preferential rates for licensed cats and dogs. This could be done by adding a \$20.00 premium (about 30%) when picking up unlicensed cats and dogs.

Additionally, staff would like the Council to adopt what is currently an informal procedure to rent humane animal traps to Moorpark residents for a \$40.00 refundable deposit. Residents get their full deposit back when the trap is returned. These traps are used by residents to capture stray cats and nuisance wildlife such as opossums and raccoons on private property. Staff impounds the captured cats and relocates wildlife to an appropriate location. This program satisfies a need in the community. Residents would also have the option of contracting with a private vendor to abate a similar nuisance.

STAFF RECOMMENDATION

Adopt Resolution No. 2006-____, approving Animal Compliance Service Fees.

Attachment "A" Resolution

Attachment "A"

RESOLUTION NO. 2006-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, ESTABLISHING FEES AND CHARGES FOR SERVICES, AND LICENSES REGARDING TITLE VI, ANIMAL REGULATIONS OF THE MOORPARK MUNICIPAL CODE

WHEREAS, on December 21, 2005 the City Council adopted Ordinance No.329 establishing the City's animal compliance program, and

WHEREAS, it is appropriate and necessary to collect certain fees and charges for animal services; and

WHEREAS, the City Council wishes to establish a fee schedule to reflect current services.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES ORDAIN AS FOLLOWS:

SECTION 1. The following rates and charges for services rendered by and for the City Animal Compliance program are hereby established.

- A. Pick-up and disposal of a dead household pet as defined in Chapter 6.04 of the Code weighing up to 75 pounds (charge to animal owner per animal)
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|--|---------|
| (1) Dogs and cats, licensed: | \$65.00 |
| (2) Dogs and cats, unlicensed: | \$90.00 |
| (3) Fowl, rodents, bird, other small household pets: | \$65.00 |
- B. Pick up of owner relinquished household pet
- | | |
|--|----------|
| (1) Licensed dog or cat | \$65.00 |
| (2) Unlicensed dog or cat | \$90.00 |
| (3) Weaned litter of pups or kittens | \$90.00 |
| (4) Unweaned litter of pups or kittens | \$120.00 |
| (5) Reptile, rabbit, rodent, cavy, or bird | \$90.00 |
- C. Miscellaneous
- | | |
|---|--|
| (1) Humane Trap Rental - refundable deposit | |
|---|--|

to Moorpark residents for trap use within
the City of Moorpark.

\$40.00

SECTION 2. The City Manager is authorized to waive any of the fees adopted by this resolution, and any fines that may arise from the issuance of citations by City staff for animal compliance.

SECTION 3. This resolution shall be effective thirty (30) days after it is adopted by the City Council.

SECTION 4. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this ____st day of _____, 2006.

Patrick Hunter, Mayor

ATTEST:

Deborah S. Traffenstedt, City Clerk

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