



## **CITY OF SALINAS COUNCIL STAFF REPORT**

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DATE: April 2, 2019

DEPARTMENT: ADMINISTRATION

FROM: Ray E. Corpuz, Jr., City Manager

BY: Adele Fresé, Chief of Police  
Jim Pia, Assistant City Manager

SUBJECT: ANIMAL CONTROL SERVICES AMENDMENT NO. 1 TO MEMORANDUM  
OF AGREEMENT

### **RECOMMENDED MOTION:**

It is recommended that the City Council approve a Resolution approving Amendment No. 1 to the Memorandum of Agreement (MOA) between the County of Monterey and the City of Salinas regarding the Animal Control Services Administration Pilot Program.

### **RECOMMENDATION:**

Staff recommends that the City Council approve the attached resolution approving the Amendment No. 1 to the Memorandum of Agreement (MOA) between the County of Monterey and the City of Salinas regarding the Animal Control Services Administration Pilot Project.

### **BACKGROUND:**

In the Fall of 2015, the County of Monterey and City of Salinas retained Management Partners to review the ongoing animal control services functions provided by Monterey County and the City of Salinas at separate locations in very close proximity to one another on Hitchcock Road. Management Partners presented their findings to both the County Board of Supervisors and the City Council on June 28, 2016. At that time, the County and City agreed to establish an Animal Services Ad hoc committee. Appointed members included Supervisors John Phillips and Chris Lopez, and Council member Gloria De La Rosa and Mayor Joe Gunter.

In November of 2017, the Salinas City Council and Monterey County Board of Supervisors approved an MOA for a shared Animal Services Administrator (Administrator) position to review options for consolidated animal services between the two entities. The position was filled in May 2018 and a joint effort on animal services operations began.

The Ad Hoc committee agreed in October of 2018 to have staff explore the staffing vacancies and determine feasibility of sharing these positions. In a comparison of positions, it was determined that if the County were to hire for City vacancies, potential savings on the City side could provide funding for other shared services including volunteer coordination and/or veterinary services. Subsequently,

discussions took place in December 2018 with representatives of City and County staff and management and SEIU regarding feasibility and support for shared positions. Support for further exploring vacant positions was received as was the possibility of future discussions regarding existing staff and shared duties.

This Amendment No.1 to the MOA, provides the following:

1. Modifies the scope of services for the provision of additional shared services in the area of operation supervision, volunteer coordination, and Advisory Board composition;
2. Extends the MOA term to June 30, 2020; and
3. Adds additional total funding from both City and County in the amount of \$324,339 for a revised total to not exceed \$590,559 for the term of the MOA.

The shared positions of Animal Services Supervisor and Volunteer Coordinator will be hired by the County. The Animal Services Supervisor will report directly to the Administrator and provide day to day operational oversight of City operations. The City will fund this position at 85%. City staff will continue to take direction from City management regarding performance expectations and evaluation, human resources and fiscal functions. The Volunteer Coordinator will be funded 50% by the City and will develop and implement a comprehensive Volunteer Program for both entities as well as conduct community outreach and engagement activities. Additionally, the Administrator will develop an implementation plan for consolidating Advisory Board/Commission by July 1, 2019.

#### **CEQA CONSIDERATION:**

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (SEQA Guidelines Section 15378).

#### **STRATEGIC PLAN INITIATIVE:**

The proposed action meets the Effective Sustainable Government Council goal.

#### **DEPARTMENTAL COORDINATION:**

The Administration, Police and Human Resources Departments coordinated on this effort.

#### **FISCAL AND SUSTAINABILITY IMPACT:**

By utilizing shared positions (with City responsibility for 45% of the Administrator cost, 85% for Supervisor cost and 50% cost for Volunteer Coordinator, it is estimated that the total savings for Salinas will be approximately \$76,452. This exceeds the FY 20 savings number (\$53,000) noted in the Salinas Plan Fiscal sustainability report. City staff continues to look for ways to save as they move forward in jointly providing Animal Control Services.

#### **ATTACHMENTS:**

Resolution  
Amendment No. 1 to Memorandum of Agreement

**RESOLUTION NO. \_\_\_\_\_ (N.C.S.)**

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF MONTEREY AND THE CITY OF SALINAS FOR THE ANIMAL CONTROL SERVICES ADMINISTRATION PILOT PROJECT**

**WHEREAS**, the City of Salinas and the County of Monterey decided and approved on November 17, 2017, for mutually beneficial purposes and on a pilot program basis, to combine animal control services administration management under an employee of one agency instead of their respective agencies each maintaining such an employee; and

**WHEREAS**, the City and County continue their efforts toward collaboratively providing animal control services and provide additional changes by way of this Amendment No. 1 to the Memorandum of Understanding.

**NOW, THEREFORE, BE IT RESOLVED** that the City Manager is hereby authorized and directed for and on behalf of the City of Salinas to execute the Amendment No. 1 to the Memorandum of Agreement between the County of Monterey and the City of Salinas.

PASSED AND APPROVED this 2<sup>nd</sup> day of April 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

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Joe Gunter, Mayor

ATTEST:

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Patricia M. Barajas, City Clerk