



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/6/2017

Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Kim Henderson for JOHN ROBERTSON JR. - Sheriff-Coroner  
Sheriff  
**REPORT BY:** Kim Henderson, Sheriff's Administrative Manager - 259-8674  
**SUBJECT:** Contract for Animal Services with the City of American Canyon

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### **RECOMMENDATION**

Sheriff requests approval of and authorization for the Chair to sign Amendment No. 5 to Revenue Agreement No. 3886 with the City of American Canyon in the amount of \$47,040 for the term July 1, 2017 through June 30, 2018 with an automatic renewal clause for two additional years at a three percent (3%) increase for each year for the provision of animal services within the City of American Canyon.

### **EXECUTIVE SUMMARY**

Since 1996, the City of American Canyon has contracted with the Sheriff's Office for the provision of animal control services within the City of American Canyon. This amendment automatically renews over a three year period with established increases to offset future costs. Amendment No. 5 to Napa County Agreement No. 3886 was approved by the City of American Canyon's Council on April 18, 2017 by Resolution as this amendment meets the expectations of both parties and provides cost certainty through 2020..

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Animal Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate for the Sheriff's Office to

provide Animal Control Services for the City of American Canyon. Under this Amendment, the City of American Canyon reimburses the County for at least one animal control officer, 7 days a week, during business hours and one officer on call for emergencies and holidays during all other times.

Is the general fund affected? No

Future fiscal impact: Amendment No. 5 extends the contract through June 30, 2020. Appropriations will be budgeted and invoiced accordingly.

Consequences if not approved: If this agreement is not approved, the City of American Canyon would need to provide their own animal services or contract with another jurisdiction. Napa County would lose the budgeted revenue.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The County of Napa has provided animal services to the City of American Canyon since 1996. The Sheriff's Office has assumed field operational duties since 1998. The Animal Services Officers are responsible for impounding animals found to be in violation of County Ordinances, investigating animal bites and acts of cruelty against animals and assisting injured, sick and stray animals.

Funding from the City of American Canyon covers at least one animal services officer, 7 days a week, during business hours and one officer on call for emergencies and holidays during all other times.

Amendment No. 5 for Fiscal Year 2017-2018 is \$47,040; Fiscal Year 2018-2019 is \$48,451 and for Fiscal Year 2019-2020 is \$49,904. This Amendment meets the expectations of both parties and provides cost certainty over a three-year period, July 1, 2017 to June 30, 2020. This Amendment was approved by the City of American Canyon Council on April 18, 2017.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi