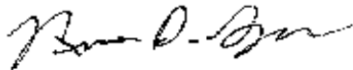


# City of Calistoga Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Richard Spitler, City Manager  
**DATE:** June 2, 2015  
**SUBJECT:** Resolution Designating an Animal Control Enforcement Agency, an Animal Control Officer, an Animal Shelter and an Animal Control Fee Schedule for the City of Calistoga in order to Administer and Enforce the Provisions of Chapter 6.04 of the Calistoga Municipal Code Pertaining to Animal Control Services

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APPROVAL FOR FORWARDING:




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Richard D. Spitler, City Manager

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1 **ISSUE:** Resolution Designating an Animal Control Enforcement Agency, an Animal  
2 Control Officer, an Animal Shelter and an Animal Control Fee Schedule for the City of  
3 Calistoga in order to Administer and Enforce the Provisions of Chapter 6.04 of the  
4 Calistoga Municipal Code Pertaining to Animal Control Services.

5  
6 **RECOMMENDATION:** Adopt resolution.

7  
8 **BACKGROUND:** In 2013 the City Council adopted revisions to Chapter 6.04 of the  
9 Calistoga Municipal Code (Animal Control) to give flexibility to designating an animal  
10 control enforcement agency. Assuming that the City Council has approved a  
11 professional services agreement with Petaluma Animal Services Foundation (PASF) to  
12 provide shelter and field services in Calistoga, it is appropriate to designate this entity to  
13 perform the various authorities and duties under this article. The following are the main  
14 functions that need to be delegated to this agency by resolution:

- 15  
16 1. Designate that they are the “Enforcement Agency” for animal control with all of the  
17 authorities and duties contained within Article 6.04;  
18  
19 2. Designate a person as the “Animal Control Officer” with all of the authorities  
20 contained within Article 6.04;  
21

- 22 3. Designate an animal shelter for the city of Calistoga;  
23  
24 4. Grant PASF authority to impose, collect and retain license and other fees associated  
25 with animal control services;  
26  
27 5. Adopt an animal control fee schedule.  
28

29 **DISCUSSION:** The attached resolution designates PASF as the enforcement agency  
30 for animal control services in Calistoga. The Executive Director of PASF, or his or her  
31 designee, is the animal control officer. A fee schedule is attached and PASF has  
32 authority to impose and collect and retain these fees. Dog licenses can be obtained via  
33 the internet or by mail in application.  
34

35 **FISCAL IMPACT:**  
36 The contract provides for PASF to keep any license and other fees collected while  
37 providing animal control services.  
38

39 **ATTACHMENTS:**

- 40  
41 1. Resolution

**RESOLUTION NO. 2015-XXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, DESIGNATING AN ANIMAL CONTROL ENFORCEMENT AGENCY, AN ANIMAL CONTROL OFFICER, AN ANIMAL SHELTER AND AN ANIMAL CONTROL FEE SCHEDULE FOR THE CITY OF CALISTOGA IN ORDER TO ADMINISTER AND ENFORCE THE PROVISIONS OF CHAPTER 6.04 OF THE CALISTOGA MUNICIPAL CODE PERTAINING TO ANIMAL CONTROL SERVICES**

1  
2       **WHEREAS**, Chapter 6.04 of the Calistoga Municipal Code establishes various  
3 animal control regulations and authorities within the city limits of Calistoga in the public  
4 interest, health, safety and welfare of the residents of Calistoga; and  
5

6       **WHEREAS**, on June 2, 2015 the City Council adopted Resolution No.\_\_\_\_ 2015,  
7 a professional services agreement with the Petaluma Animal Services Foundation, a  
8 non-profit organization, to provide animal control field and shelter services for the city of  
9 Calistoga; and  
10

11       **WHEREAS**, it is in the public interest and betterment of the City of Calistoga and  
12 its animal population to provide the Petaluma Animal Services Foundation with the  
13 authority to administer and enforce the various provisions of Chapter 6.04 of the  
14 Calistoga Municipal Code.  
15

16       **NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of  
17 Calistoga hereby designates the Petaluma Animal Services Foundation, a non-profit  
18 organization, as the enforcement agency for animal control services within the city of  
19 Calistoga as set forth in Chapter 6.04 of the Calistoga Municipal Code (Animal Control);  
20 and

21       **NOW, THEREFORE BE IT FURTHER RESOLVED** that the City Council of the  
22 City of Calistoga hereby designates the Executive Director of the Petaluma Animal  
23 Services Foundation, or his or her designee, as the Animal Control Officer with all of the  
24 authorities, duties and responsibilities as set forth in Chapter 6.04 of the Calistoga  
25 Municipal Code (Animal Control); and  
26

27       **NOW, THEREFORE BE IT FURTHER RESOLVED** that the City Council of the  
28 City of Calistoga hereby designates the Petaluma Animal Services Foundation animal  
29 shelter located at 840 Hopper Street, Petaluma, California as the animal shelter for the  
30 city of Calistoga as set forth in Chapter 6.04 of the Calistoga Municipal Code (Animal  
31 Control); and  
32

33       **NOW, THEREFORE BE IT FURTHER RESOLVED** that the City Council of the  
34 City of Calistoga hereby authorizes the Petaluma Animal Services Foundation to charge  
35 and retain fees and other service charges in accordance with the Fee Schedule  
36 approved by the City Council of the City of Calistoga as necessary to administer its  
37 duties as the Enforcement Agency for the city of Calistoga; and  
38  
39  
40

41           **NOW, THEREFORE BE IT FURTHER RESOLVED** that the City Council of the  
42 City of Calistoga hereby approves an Animal Control Fee Schedule for the City of  
43 Calistoga as set forth in Exhibit A to this resolution. These fees shall be adjusted  
44 annually on or after July 1, 2016 by the change in the Consumer Price Index from the  
45 one year prior, All Urban Consumers- San Francisco.

46  
47           **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of  
48 Calistoga at a regular meeting held this **2nd day of June, 2015**, by the following vote:

49  
50           **AYES:**  
51           **NOES:**  
52           **ABSTAIN:**  
53           **ABSENT:**

54  
55  
56  
57

\_\_\_\_\_  
**CHRIS CANNING, Mayor**

58  
59           **ATTEST:**  
60  
61           \_\_\_\_\_  
62           **KATHY FLAMSON, City Clerk**

## EXHIBIT A

<b>CITY OF CALISTOGA ANIMAL CONTROL FEE SCHEDULE - 2015</b>		
DESCRIPTION	FEE	CATEGORY
DOG LICENSE: ALTERED	\$20	LICENSE
DOG LICENSE: UNALTERED	\$26	LICENSE
DOG LICENSE: ALTERED LATE	\$21	LICENSE
DOG LICENSE: UNALTERED LATE	\$21	LICENSE
TAG REPLACEMENT	\$6	LICENSE
ENGRAVABLE COLLAR	\$20	LICENSE
DOG ADOPTION	\$92	ADOPTION
CAT ADOPTION	\$71	ADOPTION
BARN CAT ADOPTION	NONE	ADOPTION
RABBIT ADOPTION	\$10	ADOPTION
SMALL ANIMAL ADOPTION	\$10	ADOPTION
LARGE BIRD ADOPTION	\$26	ADOPTION
SMALL BIRD ADOPTION	\$37	ADOPTION
CAT CARRIER	\$5	ADOPTION
ALTERED ANIMAL REDEMPTION	\$46	OWNER REDEMPTION
UNALTERED ANIMAL ADOPTION	\$46	OWNER REDEMPTION
SPAY/NEUTER FINE	\$31	OWNER REDEMPTION
SPAY/NEUTER FINE	\$51	OWNER REDEMPTION
SPAY/NEUTER FINE	\$102	OWNER REDEMPTION
BOARD	\$20	OWNER REDEMPTION
BITE QUARANTINE BOARD	\$33	OWNER REDEMPTION
OWNER SURRENDER DOG: ALTERED	\$47	SURRENDER INTAKE
OWNER SURRENDER DOG: UNALTERED	\$70	SURRENDER INTAKE
OWNER SURRENDER CAT: ALTERED	\$47	SURRENDER INTAKE
OWNER SURRENDER CAT: UNALTERED	\$70	SURRENDER INTAKE
OWNER SURRENDER SMALL ANIMAL: ALTERED	\$47	SURRENDER INTAKE
OWNER SURRENDER SMALL ANIMAL: UNALTERED	\$70	SURRENDER INTAKE
SURRENDER OF LITTER	\$19	SURRENDER INTAKE
ACO TRANSPORT ANIMAL TO VET	\$77	FIELD SERVICES
ACO TRANSPORT ANIMAL TO VET AFTER HOURS	\$179	FIELD SERVICES
ACO FIELD EUTHANASIA	\$108	FIELD SERVICES
PD ASSIST DURING BUSINESS HOURS	\$77	FIELD SERVICES

**EXHIBIT A**

**CITY OF CALISTOGA  
ANIMAL CONTROL FEE SCHEDULE - 2015**

<b>DESCRIPTION</b>	<b>FEE</b>	<b>CATEGORY</b>
PD ASSIST AFTER BUSINESS HOURS	\$179	FIELD SERVICES
ACO SERVICE FEE	\$71	FIELD SERVICES
PTS TRAPPED WILDLIFE	\$88	FIELD SERVICES
RELEASE OF TRAPPED WILDLIFE	\$58	FIELD SERVICES
MICROCHIP DOG	\$20	MEDICAL
MICROCHIP CAT	\$10	MEDICAL
DISPOSAL: EUTHANIZED CAT	\$43	DOA
DISPOSAL: EUTHANIZED SMALL ANIMAL	\$27	DOA
DISPOSAL: EUTHANIZED DOG LESS THAN 50lbs	\$43	DOA
GROUP CREMATION: DOG	\$55	DOA
GROUP CREMATION: CAT	\$49	DOA
GROUP CREMATION: 75-99lbs	\$55	DOA
GROUP CREMATION: 100lbs +	\$77	DOA
PRIVATE CREMATION: 0-2lbs	\$143	DOA
PRIVATE CREMATION: 3-49lbs	\$143	DOA
PRIVATE CREMATION: 50-99lbs	\$179	DOA
PRIVATE CREMATION: 100lbs +	\$265	DOA
PRIVATE CREMATION: PAW PRINT	\$86	DOA
SPAY/NEUTER	COST + ADMIN	CLINIC
VACCINES	COST + ADMIN	CLINIC
DENTAL	COST + ADMIN	CLINIC
OWNER REQUESTED EUTHANASIA	COST + ADMIN	CLINIC
MICROCHIP DOG	COST + ADMIN	CLINIC
MICROCHIP CAT	COST + ADMIN	CLINIC

FEES MAY BE ADJUSTED, ANNUALLY, ON OR AFTER JULY 1, 2016, BY THE CHANGE IN THE CONSUMER PRICE INDEX FROM THE ONE YEAR PRIOR, ALL URBAN CONSUMERS – SAN FRANCISCO.