



County of Monterey

Item No.15

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 25-404

October 28, 2025

Introduced: 10/1/2025

Current Status: Health Department -
Consent

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Director of Health Services or designee to execute a retroactive Amendment No. 2 to extend the term to Agreement No. A-15987 for the use of the Hitchcock Road Animal Services (HRAS) and the provision of other animal services between HRAS and the City of Marina (City), for a term effective July 1, 2022 through June 30, 2026; and
- b. Approve and authorize the Director of Health Services or designee to sign up to two (2) future amendments to this Agreement where the amendments do not significantly change the scope of work.

RECOMMENDATION:

It is recommended that the County of Monterey Board of Supervisors:

- a. Approve and authorize the Director of Health Services or designee to execute a retroactive Amendment No. 2 to extend the term to Agreement No. A-15987 for the use of the Hitchcock Road Animal Services (HRAS) and the provision of other animal services between HRAS and the City of Marina (City), for a term effective July 1, 2022 through June 30, 2026; and
- b. Approve and authorize the Director of Health Services or designee to sign up to two (2) future amendments to this Agreement where the amendments do not significantly change the scope of work.

SUMMARY:

The Hitchcock Road Animal Services (HRAS) is responsible for providing animal control services in the unincorporated areas of Monterey County. It also operates an animal services center located at 160 Hitchcock Road, Salinas, California that offers an array of services, including but not limited to shelter, veterinary, quarantine, and licensing services.

Since 2022, the City of Marina has contracted with the County for the provision of animal sheltering services at HRAS. HRAS services provided to the City of Marina include sheltering of stray and surrendered domestic animals, pet licensing of dogs or cats owned by City residents and providing rabies testing for animals to rule out suspected rabies as needed. This agreement aligns fees and services provided to the City of Marina with other cities that contract with HRAS for similar services.

DISCUSSION:

Amendment No. 2 extends the existing Agreement to June 30, 2026, which expired on June 30, 2025, and includes an 8% fee increase. The delay in presenting this amendment to the Board was due to the thorough review process required to evaluate the proposed rate adjustment and address concerns raised by both HRAS and the City of Marina. HRAS respectfully requests approval of Amendment No. 2 to ensure the continued provision of essential animal services within Monterey County.

OTHER AGENCY INVOLVEMENT:

The office of County Counsel and the Auditor-Controller have reviewed and approved this Amendment No. 2 as to legal form, and fiscal provisions, respectively.

FINANCING:

The related revenue and appropriations for this Agreement are included in the Health Department's Fiscal Year (FY 2025-26) Adopted Budget 183-8601-HEA018.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

This recommendation supports the Board of Supervisors' Strategic Plan Goal by ensuring the continued provision of critical animal sheltering, veterinary, and licensing services that protect public health and safety while promoting responsible pet ownership in the community.

Mark a check next to the related Board of Supervisors Strategic Plan Goals:

- ☒ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

Prepared by: Cindy Burnham, Animal Services Administrator, 769-8796

Approved by: Elsa Mendoza Jimenez, Director of Health Services, 755-4526

Attachment:

Board Report

Amendment No. 2

Amendment No. 1

Board Order

Agreement