



# County of Monterey

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

## Board Report

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**File #:** A 21-593, **Version:** 1

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- a. Approve and Authorize the Director of Health to execute a new Agreement between the County of Monterey and the City of Salinas for Animal Control Services Administration, which continues existing shared staffing and services through December 2022, wherein the City will pay the County a total amount not to exceed \$665,000 for the term of the one-year Agreement to provide consolidated services in the County facility; and
- b. Approve and authorize the Director of Health to execute up to three one-year extensions of the Agreement, if needed, subject to County Counsel review, provided there is no significant change in the Agreement terms and provided any increase in cost is limited to no more than ten percent of the yearly amount contributed by the City (\$65,000 maximum increase per extension).

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Director of Health to execute a new Agreement between the County of Monterey and the City of Salinas for Animal Control Services Administration, which continues existing shared staffing and services through December 2022, wherein the City will pay the County a total amount not to exceed \$665,000 for the term of the one-year Agreement to provide consolidated services in the County facility; and
- b. Approve and authorize the Director of Health to execute up to three one-year extensions of the Agreement, if needed, subject to County Counsel review, provided there is no significant change in the Agreement terms and provided any increase in cost is limited to no more than ten percent of the yearly amount contributed by the City (\$65,000 maximum increase per extension).

**SUMMARY/DISCUSSION:**

In November of 2017, the City of Salinas City Council and the County Board of Supervisors approved a Memorandum of Agreement (“MOA”) for a shared Animal Services Administrator (Administrator) position to review options for consolidated animal services between the City and County. In May 2018, this position was filled.

The Animal Services Administrator recommended that the City and County proceed as outlined in the 2015 Management Partners report with an incremental approach to consolidation of services, as a precursor to establishing a new combined animal services entity under a new governance structure such as a Joint Powers Authority (“JPA”). Following that incremental approach, the related actions took place:

- In April 2019, Amendment #1 was approved by the City and the County to share an Animal Services Supervisor (85% County/15% City) and Education/Volunteer Coordinator (50% County/50% City) and consolidate Animal Services Advisory Board, once terms and timelines were presented to City and County Administrators. In July of 2019 and October 2019, the County hired an Animal Services Supervisor and Education/Volunteer Coordinator respectively. Terms and timelines to consolidate Advisory Boards was presented to City and County Administrators, however, final consolidation was delayed from early 2020.
- In February 2020, Amendment #2 was approved by the City and the County to share the costs for a Veterinarian (50% County/50% City) and Registered Veterinary Technician (50% County/50% City) and for the County to hire an Animal Care Technician (100% City) and in March 2020, the County

increased the current Veterinarian and Registered Veterinary Technician to full time. In April of 2020, the County hired an Animal Care Technician per Amendment #2.

- In April of 2020, in response to the COVID-19 federal, state and local state of emergency, the County and the City entered into an emergency Memorandum of Understanding (“COVID-19 MOU”) authorizing both Parties to work in the County facility, during the COVID-19 health pandemic before a JPA was in place.
- An addendum to the COVID-19 MOU extended the term of the MOA and all other current agreements in place between the County and the City relating to shared services, resources and staffing to June 30, 2021.
- In June of 2021, Amendment No. #3 to the MOA was approved by the City and the County for a term of six months to continue to work with existing shared staffing and begin to consolidate additional vendor-related costs and services.

The Health Department seeks approval for executing a new, concise agreement with the City to continue shared staffing and services, in one facility located at 160 Hitchcock Road (the County facility), at a status quo level while working diligently on the formation of a JPA during the term of this Agreement. This new Agreement will allow for continued shared services during that work. Under this Agreement, the City will continue to pay the County for consolidated services in an agreed-upon, not-to-exceed amount of \$665,000 for the term of the one-year Agreement.

After approval of this Agreement, the Administrator and Health Department staff will continue to meet with City staff to further discuss a JPA and corresponding consolidated governance structure to take effect by the end of this Agreement term.

OTHER AGENCY INVOLVEMENT:

The City of Salinas City Manager’s office has reviewed the Agreement and the Agreement will be presented to the Salinas City Council for consideration on or around December 7, 2021. The office of the County Counsel has reviewed and approved as to form.

FINANCING:

There is no impact to the County General Fund in approving this new agreement. The annual amount of the Agreement is \$665,000 paid by the City to the County, for the City’s share of costs and services as detailed in the Agreement.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized

for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and communities to thrive and grow by reducing violent crimes as well as crimes in general.

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

Approved by:

Date: \_\_\_\_\_

Elsa Mendoza Jimenez, Director of Health, 755-4526

Attachment:  
Agreement