



COUNTY OF HUMBOLDT

For the meeting of: 6/10/2025

File #: 25-728

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Animal Shelter Agreements with City of Arcata and City of Eureka

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board and the Sheriff to execute the attached Animal Shelter Services Agreement with the City of Arcata for the period of July 1, 2025, to June 30, 2029 (attachment 1); and
2. Approve, and authorize the Chair of the Board and the Sheriff to execute the attached Animal Shelter Services Agreement with the City of Eureka for the period of July 1, 2025, to June 30, 2029 (attachment 2); and
3. Authorize the Sheriff and his designees to recompute the annual cost of animal shelter services and notice the city of Arcata and city of Eureka of the new annual rates in accordance with the agreements; and
4. Authorize the Chair of the Board and Sheriff to execute any amendments, extensions, or modifications to the Agreements with approval by County Counsel, Risk Management, and the County Administrative Office (CAO).

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Safe & Healthy Communities

Strategic Plan Category: 1001 -Support and sustain partnerships between public safety and partner agencies to enhance public safety in our communities

DISCUSSION:

Since 2004, the cities of Arcata and Eureka have contracted with the Humboldt County Sheriff's Office (HCSO) to provide animal shelter services to the incorporated areas of their respective city. The cities have been under the same contract since 2004 with annual CPI increases. HCSO has worked with County Counsel, Risk Management, and the CAO's office to implement a new cost model and update the agreements.

The basic level of animal shelter services to be provided to the cities of Arcata and Eureka consist of HCSO maintaining and operating an animal shelter in a secure and sanitary manner adequate for the confinement, treatment and disposal of all domestic animals which may be delivered to it from the city.

SOURCE OF FUNDING:

Cities of Arcata and Eureka (1100-278, Revenue 611065 Shelter Contracts - Cities)

FINANCIAL IMPACT:

Expenditures (1100,278)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
Budgeted Expenses	<u>\$404,825</u>	<u>\$416,970</u>	<u>\$429,479</u>
Additional Appropriation Requested	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	<u>\$404,825</u>	<u>\$416,970</u>	<u>\$429,479</u>

**Projected amounts are estimates and are subject to change.*

Funding Sources (1100,278)	FY25-26	FY26-27 Projected*	FY27-28 Projected*
General Fund	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Fees/Other	<u>\$404,825</u>	<u>\$416,970</u>	<u>\$429,479</u>
Total Funding Sources	<u>\$404,825</u>	<u>\$416,970</u>	<u>\$429,479</u>

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

City of Arcata will pay \$168,260 and City of Eureka will pay \$236,565 for animal shelter services from July 1, 2025 to June 30, 2026. Both agreements expire June 30, 2029 and the annual fee is recomputed effective July 1st of each year to reflect actual cost of services. All services are being provided by existing HCSO staff at a level that is not less than what HCSO provides to the rest of the unincorporated county. A model to calculate the annual cost of services was negotiated with the cities and is based on a population pro-rata share of HCSO total expenses to provide services to the county. The fee calculation model is explained in more detail in Exhibit A of each agreement.

STAFFING IMPACT:

Services to the City of Arcata and City of Eureka will be provided with existing staff that support the rest of the unincorporated areas of the county. There is no request for additional staffing.

OTHER AGENCY INVOLVEMENT:

City of Arcata
City of Eureka

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose to not approve the agreements. This is not recommended as it would leave the City of Arcata and City of Eureka without animal shelter services.

ATTACHMENTS:

Attachment 1 - City of Arcata Animal Shelter Services Agreement
Attachment 2 - City of Eureka Animal Shelter Services Agreement

PREVIOUS ACTION/REFERRAL:

Meeting of: 9/27/04
File No.: C-11