



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Police

MEETING DATE: June 2, 2020

PREPARED BY: Alan Sanvictores, Police Chief

AGENDA LOCATION: AR-1

TITLE: Amendment to Chapter 6.12 (Dog Licenses) of the Monrovia Municipal Code to Provide for Annual Renewal and Licensing Fees, Introduction and First Reading of Ordinance No. 2020-09

OBJECTIVE: To align the City's dog license timing with the Pasadena Humane Society's ("PHS") system, making all dog licenses effective for a full calendar year from the date of issuance instead of the current fiscal year period with prorated fees

BACKGROUND: The City contracts with PHS to provide animal control services, including dog licensing. PHS contracts with other area cities to provide the same services. Currently, PHS administers the City's dog license ordinance, which makes dog licenses effective from July 1 each year through June 30 of the following year. When residents obtain a dog license at a time other than at the start of the license year, they are charged and pay a prorated fee for the remainder of the year.

PHS has informed the City that most of the cities it serves issue annual licenses on a rolling basis, and the annual license fee is not prorated because the license is in effect for a full year regardless of when it is issued. This system is more efficient for PHS and eliminates the need to calculate and charge prorated fees. PHS has requested that the City of Monrovia follow this system as well.

ANALYSIS: The proposed change is administrative in nature only, and will result in better efficiency for PHS. There will be no significant financial impact over time for dog owners in the City, because new dog owners who obtain licenses after the effective date of this ordinance would pay the same annual license fee for a full year of licensing, regardless of when they obtain the license.

FISCAL IMPACT: The proposal will be revenue neutral for the City, and will lead to greater efficiency in providing services for PHS.

ENVIRONMENTAL IMPACT: None.

OPTIONS: The following options are presented for consideration:

1. Amend the Monrovia Municipal Code to align the City's dog license timing with the Pasadena Humane Society's ("PHS") system, making all dog licenses effective for a full calendar year from the date of issuance instead of the current fiscal year period with prorated fees.
2. Reject staff's recommendation and make no change to the existing dog license system.

RECOMMENDATION: Staff recommends that the City Council introduce, read by title only and waive further reading of the proposed ordinance.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion would be to introduce, read by title only, and waive further reading of Ordinance No. 2020-09

AR-1

ORDINANCE NO. 2020-09

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
MONROVIA, CALIFORNIA, AMENDING CHAPTER 6.12
(DOG LICENSES) OF THE MONROVIA MUNICIPAL CODE
TO PROVIDE FOR ANNUAL RENEWAL AND LICENSING
FEES**

THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA does ordain as follows:

SECTION 1. Section 6.12.020(A) of the Monrovia Municipal Code is hereby amended in its entirety to read as follows (language to be added is underlined, language to be deleted is ~~struck through~~):

“(A) The annual fees payable for the tag shall be the sum of \$1, and for the license certificate, the amount fixed from time to time by resolution of the City Council. The annual fees required by this section in the year of acquisition shall not be prorated to and shall be due and payable each year on or before the anniversary of licensing include the calendar quarter in which the dog was acquired.”

SECTION 2. Section 6.12.030 of the Monrovia Municipal Code is hereby amended in its entirety to read as follows (language to be added is underlined, language to be deleted is ~~struck through~~):

“The effective period for each dog license issued shall be one calendar year from the date the license is issued.~~from July 1 of any year until June 30 of the following year.~~”

SECTION 3. Pursuant to the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines, the adoption of this Ordinance is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. There is no possible significant effect directly related to the adoption of this Ordinance; therefore, no further action is required under CEQA pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

SECTION 4. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance or the application thereof to any person or place, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance. The City Council hereby declares that it would have adopted this ordinance, and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 5. The City Clerk shall certify to the passage of this Ordinance and shall cause same to be published pursuant to state law. Said Ordinance shall become effective 30 days after its passage.

INTRODUCED this 2nd day of June, 2020

PASSED, APPROVED, AND ADOPTED this 16th day of June, 2020.

Tom Adams, Mayor
City of Monrovia

ATTEST:

APPROVED AS TO FORM:

Alice D. Atkins, MMC, City Clerk
City of Monrovia

Craig A. Steele, City Attorney
City of Monrovia