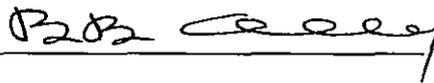


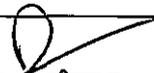
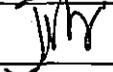
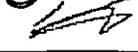
**CITY OF PALMER ACTION MEMORANDUM No. 08-060**

**SUBJECT:** Direct the City Manager to Prepare an Amendment to the 2008 Fiscal Year Budget to Appropriate Funds in the Amount of \$16,471 to Pay for Animal Control Services Provided by the Matanuska-Susitna Borough During Calendar Year 2006

**AGENDA OF: September 9, 2008**

Directed

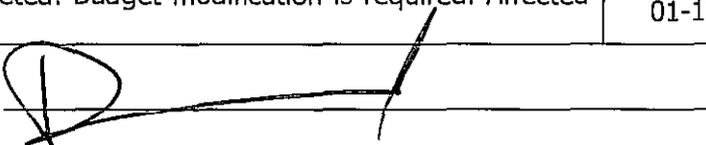
Approved for presentation by **B. B. Allen, City Manager** 

Route To:	Department/Individual:	Initials:	Remarks:
X	Originator -Administration		
X	City Clerk		
X	City Attorney		
X	Director of Public Safety		
	Director of Administration		
	Director of Community Services		
	Director of Public Works		

**Attachment(s):** Summary of Economic Impact and Invoice from the Mat Su Borough dated February 26, 2008 for Animal Control Services.

**Finance Director's Certification of Funds:**

	No fiscal impact.	
	Funds are budgeted from this account number:	
X	Funds are not budgeted. Budget modification is required. Affected account number:	01-12-30-6044

Finance Director Signature: 

**Summary statement:** The attached invoice for \$16,471 is for animal control services provided by Mat Su Borough Animal Care and Regulation, covering the period January – December 2006. The City contracts with the Mat Su Borough for the disposition of animals dropped off at the animal control building.

**Administration recommendation:** Approve action memorandum 08-060.

# City of Palmer • Summary of Economic Impact

Does the proposed legislative action have an economic impact on the City?  Yes  No

Proposed Legislative Action:

Action Memorandum No. 08-060: Direct the City Manager to Prepare an Amendment to the 2008 Fiscal Year Budget to Appropriate Funds in the Amount of \$15,471 to Pay for Animal Control Services Provided by the Matanuska-Susitna Borough During Calendar Year 2006

List all of the costs associated with enactment of the legislation:

List the corresponding funding source:

		Source:	Amount:
Implementation:	\$	_____	\$ _____
Capital:	\$	_____	\$ _____
Operation:	\$	_____	\$ _____
Maintenance:	\$	_____	\$ _____
<b>Total:</b>	<b>\$</b>	_____	<b>\$ _____</b>

### Revenues (list the affected line item name and number):

Operating funds:	FY08	FY09	FY10	FY11
1-00-00-3692 Unappropriated Surplus	\$ 15,471.00	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total:</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>

Enterprise funds:	FY08	FY09	FY10	FY11
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total:</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>

Capital funds:	FY08	FY09	FY10	FY11
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total:</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>

**Expenses** (list the affected line item name and number):

Operating funds:	FY08	FY09	FY10	FY11
11-12-30-6044 Operating Supplies	\$ 15,471.00	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total	\$ _____	\$ _____	\$ _____	\$ _____

Enterprise funds:	FY08	FY09	FY10	FY11
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ _____	\$ _____	\$ _____	\$ _____

Capital funds:	FY08	FY09	FY10	FY11
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ _____	\$ _____	\$ _____	\$ _____

Are new positions required?  Yes  No

Position Title:	Position Type (full-time, part-time, temporary):	Approximate Cost:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

List impacts on existing programs created by the proposed legislation:

Fiscal effects of not passing the legislation:  
 Unable to pay Mat-SU Borough Animal Control Invoice.



Bill Allen  
City Manager

## MEMORANDUM

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City of Palmer  
231 W. Evergreen Ave.  
Palmer, AK 99645-6952  
Phone (907) 745-3271  
Direct (907) 761-1317  
Fax (907) 745-0930  
ballen@palmerak.org  
www.cityofpalmer.org

TO: Mayor and Members of the Council

FROM: B. B. Allen *Ballen*

DATE: September 4, 2008

RE: Borough Animal Care and Regulation

I am requesting your approval to pay the total amount for 2006 of the Borough invoice (\$16,471.00) for animal care and regulation. However, I am asking for an audit by the Borough regarding this matter. A high percentage of the animals are reclaimed and when they are, the Borough assesses a fee to the owner to cover the expense of picking up and processing the animal for the shelter. However, we are billed for that cost and the Borough does not give us credit for the fee they collect from the owner. We will request a review of this discrepancy for 2006/2007.

Currently, we have no way of verifying the services the City of Palmer receives for these billings. In the future, the City will account for all animal control services it receives from the Borough. We will be issued receipts by the shelter for the animals taken into custody and that receipt will be matched to the invoice.

The objective is to design a procedure which provides an accurate accountability of billings as well as tracks the reimbursement issue.

Please approve this request as presented and we will report back to the Council the results of the audit.

CITY OF PALMER





# Matanuska-Susitna Borough Animal Care & Regulation

## Statistical Report for the PALMER CITY

January 01, 2006 - December 31, 2006

### Animal Intakes

	Animal Control Impounded		Public Turn Ins					Total
	Dogs	Cats	Dogs	Cats	Others	Dogs	Cats	
Stray	12	4	52	66	0	3	1	138
Owner Relinquished	2	0	23	56	2	0	0	83
<b>Total</b>	<b>14</b>	<b>4</b>	<b>75</b>	<b>122</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>221</b>

7,872.9

4,411.86  
3,461.10

31.97  
41.70

### Animal Dispositions

	Dogs	Cats	Others	Total
Adopted	26	45	2	73
Returned to Owner	54	3	0	57
Euthanized	10	69	0	79
Others	2	1	0	3
<b>Total</b>	<b>92</b>	<b>118</b>	<b>2</b>	<b>212</b>

\$42,487.00

- ① Boarding Days Total = 1034 @ \$12 per = \$12,408
- ② Animals Put down Total = 46 @ \$25 per = \$1,150
- ③ Mass Cremate of Animals Total = 47 @ \$30 per = \$1,410
- ④ Medical exams, Treatments of Animals Not owner claimed or put down = 78 @ \$18.50 ea = \$1,443
- ⑤ Fel-Luk Test for Cats - 6mo old = 4 @ \$15 ea = \$60

\$16,471

### MSB Animal Control Activities

Loose Animal Calls	8
Investigations (Bite, Bark, Humane, etc.)	3
Owner Surrender Pick Ups	2
<b>Total</b>	<b>13</b>

8,938.19  
75,72.94  
16,811.15

Adoptions  
Returned to owner

400 / incident = 225 animals = 90,000

will need \$1147 applied to City of Palmer



# Matanuska-Susitna Borough Animal Care & Regulation

## Statistical Report for the PALMER CITY

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