



MEMORANDUM

TO: Marc Ott, City Manager

FROM: Greg Canally, Budget Officer

DATE: February 26, 2008

SUBJECT: Animal Processing Fee

Item # 57 on the February 28, 2008 Council Agenda is to approve an ordinance to amend the fee schedule to add an animal processing fee.

Currently, there is no regulation of pet sales in the community. Therefore, at this time, The Health and Human Services Department (HHSD) have no information on the volume of these pet sales and the impact on the potential workload associated with this new fee.

But, it should be noted that the numbers of transactions and revenue realized are anticipated to be relatively minute. However, staff will monitor any revenue that is generated from this ordinance and based on this information, will make projections for future budget years. Additionally, the department will be able to manage the data entry and related cash handling work requirements utilizing existing staff. No interruptions of current or ongoing projects are expected.