



# CITY OF HOMER POLICE DEPARTMENT

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## MEMORANDUM 11-169

DATE: August 25, 2011  
TO: Walt Wrede, City Manager *W. Wrede*  
FROM: Mark Robl, Chief of Police  
SUBJECT: Animal Shelter Contract Renewal

Sherry Bess, doing business as Coastal Animal Care, has offered to renew her contract with the city for the management and operation of the animal shelter for another two years. I spoke with Sherry yesterday and verified that she will do the renewal without asking for an increase in the contract. The police department has had a very good relationship with Sherry over the years. She responds to our requests for assistance quickly and does a good job running the shelter. I consider this to be a very good deal for the city and I recommend renewal.

The existing contract is for \$123,800. The contractor has to pay for all of the food and supplies for the animals, necessary medical care, cleaning supplies, and provide a vehicle suitable for animal control work. The contractor has to pay all associated vehicle related expenses including fuel and maintenance. They are also required to respond to animal related calls for service on a 24/7 basis. I have obtained budget numbers from the shelters in Soldotna and Kenai to use as a reference.

The total projected budget for our shelter for 2012 if we renew with Coastal Animal Care is \$166,254, not including debt service. Kenai has a shelter almost identical to ours in size with a very similar program. They operate their shelter with city employees, (2 full time positions, 1 part time and 1 seasonal, 4 month position). The budget for the Kenai shelter is currently \$320,338.

Soldotna has a much smaller facility than ours with a smaller capacity and more limited programs. The Soldotna shelter is operated by one full time employee and one part time employee. Their total current budget is \$174,768.

If we transition to running our shelter with city employees I project we will need one full time position and two part time positions. Given this scenario, if we are able to maintain our volunteer participation at current levels we should be able to maintain our program content as is. If not we would have to change some aspect of our program content.