

#	Proposed Lead (Support)	Activity	Description	Frequency
1	MGSA	<u>Budget Preparation</u>	Prepare based on contract agreement with MHS	annually
2	MGSA	<u>Cost Share Allocations for Cities/Towns</u>	Animal Control Costs for upcoming fiscal year— Request list from Humane Society re: Service Calls for each jurisdiction and get most current CA Dept of Finance pop. data for each city April	annually
3	MGSA/All	<u>Inquiries (Public or JPA)</u>	Respond to calls from cities or public inquiries/complaints re: Animal control policy/issues.	weekly (avg.)
4	MGSA	<u>JPA Communications</u>	Prepare periodic communication with City Managers advising them of current issues /status or changes involving animal control; Budget/ Update info	2x annually
5	MGSA/JPA	<u>Contract Negotiations</u>	Negotiate contract renewal with participating jurisdictions in FY 2014-15; multiple meetings with cities and MHS depending on contract issues/costs	every 3 years
6	County/All	<u>Ordinance Changes</u>	Prepare Board report, work with County Counsel relative to any changes in the Animal Control Ordinance and with cities/towns to ensure adoption by reference. (As needed to update language or legal provisions)	as needed (avg. every 3 yrs.)
7	County	<u>Accounts Payable/Accounts Receivable</u>	Accounts Payable/Accounts Receivable includes city/town invoicing; MHS billing/payments	monthly
8	County	<u>Injured Animal Program Invoicing</u>	Central Collections handles all invoicing/payment receipt for the Injured Animal Program	monthly

**ANNUAL BUDGET FOR MARIN COUNTY ANIMAL SERVICES PROGRAM**  
**FY 2014-15 Budget**

	FY 2012-13 FINAL Budget	FY 2012-13 Actuals	FY 2012-13 Over/(Under)	FY 2013-14 FINAL BUDGET	FY 2013-14 Actuals	FY 2013-14 Over/(Under)	FY 2014-15 BUDGET
<b><u>Expenses</u></b>							
Humane Society Contract	3,071,090	3,071,090	(0)	3,071,090	3,071,090	(0)	3,071,090
Hearing Officer Insurance	13,000	13,213	213	13,000	13,887	887	13,900
Mediation/Legal Services	12,000	6,613	(5,388)	12,000	9,413	(2,588)	11,000
CAO Admin Staff	37,000	37,160	160	37,000	37,000	-	38,367
Banking Services (Budgeted as of FY 2014-15 )*	2,000	4,217	2,217	2,000	6,547	4,547	4,000
Rabies Control (Cost applied to County Hlth Dept.)	(50,000)	(50,000)	-	(50,000)	(50,000)	-	(50,000)
<b>Total Expenses</b>	<b>3,083,090</b>	<b>3,078,076</b>	<b>(5,014)</b>	<b>3,083,090</b>	<b>3,081,390</b>	<b>(1,700)</b>	<b>3,088,357</b>
<b><u>Revenues</u></b>							
Dog Licenses	283,333	282,709	(624)	291,666	302,082	10,416	290,000
Kennel and Humane Society Fees (Total)	137,500	88,559	(48,941)	145,833	92,714	(53,119)	94,300
<b>Total Revenues</b>	<b>420,833</b>	<b>371,268</b>	<b>(49,565)</b>	<b>437,499</b>	<b>394,796</b>	<b>(42,703)</b>	<b>384,300</b>
<b>Net Program Cost</b>	<b>2,662,257</b>	<b>2,706,808</b>	<b>44,551</b>	2,645,591	2,686,594	<b>41,003</b>	2,704,057
County Share @ 30%	798,677	843,228	44,551	793,677	834,680	41,003	811,217
Cities Share @ 70%	1,863,580	1,863,580	0	1,851,914	1,851,914	-	1,892,840

\* Prior to FY 2008-09, Banking Services, which are bank fees charged to the Marin Humane Society's bank for the collection of fees; fines; etc. collected on behalf of JPA, were deducted directly from program revenues. As of FY 2008-09, they have been budgeted as an expense. The County has annually absorbed the costs, but will begin budgeting/allocating the cost in FY 2014-15.