LODI CITY COUNCIL

Carnegie Forum
305 West Pine Street, Lodi

"SHIRTSLEEVE" SESSION
Date: December 20, 2011
Time: 7:00 a.m.

For information regarding this Agenda please contact:
Randi Johl
City Clerk
Telephone: (209) 333-6702

NOTE: All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 24 hours prior to the meeting date.

Informal Informational Meeting

A. Roll Call by City Clerk

B. Topic(s)

B-1 Discuss Role of the Lodi Animal Advisory Commission (PD)

C. Comments by Public on Non-Agenda Items

D. Adjournment

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

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Randi Johl
City Clerk

AGENDA ITEM B-1

CITY OF LODI
COUNCIL COMMUNICATION

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AGENDA TITLE: Discuss Role of the Lodi Animal Advisory Commission

MEETING DATE: December 20, 2011

PREPARED BY: Chief of Police

RECOMMENDED ACTION: Discuss role of the Lodi Animal Advisory Commission.

BACKGROUND INFORMATION: The Animal Advisory Commission expressed concerns regarding its responsibilities in a letter submitted to the City Council on November 14, 2011 (Exhibit A). The Commission has questions about its role as defined in Resolution 2007-161, performance expectations and direction. This was outlined in its 2010 Annual Report and Mid-Year Amendment.

As requested by Councilmember Johnson, this matter is being brought before City Council for discussion. Staff and Commission representatives will be present at the meeting to answer any questions on the subject matter.

FISCAL IMPACT: Not Applicable

FUNDING AVAILABLE: Not Applicable

Mark Helms
Chief of Police

MH:pt

Attachements: LAAC Letter

Cc: City Attorney
Linda Castelanelli

APPROVED: _____
Konradt Bartlam, City Manager

EXHIBIT A

November 14, 2011

Lodi City Council
221 W. Pine Street
Lodi, CA 95240

RE: Lodi Animal Advisory Commission

This communication resulted from a meeting on October 21, 2011 between Mayor Johnson and Lodi Animal Advisory Commission (LAAC) representatives Linda Castelanelli and John Primasing. The meeting took place in order to raise concerns the LAAC has encountered over the past months and it was suggested that a letter be forwarded to the City Council outlining the matter.

The LAAC's most recent Annual Report was presented to Council at its August 9, 2011 Shirtsleeve Session. The report included the status of previous goals, an outline of accomplishments made during the reporting period, and 12 recommendations. Of significance, in order for the LAAC to move forward, was the first recommendation which is listed below:

> *Resolution 2007-161 established guidelines for the Lodi Animal Advisory Commission, including the following powers and duties:*
> 1. *Act in advisory capacity to the City Council in all matters pertaining to animals and to cooperate and coordinate with other governmental agencies and civic groups in the advancement of sound animal planning and programming;*
> 2. *Explore both the short-term and long-term needs of the Lodi Animal Shelter and investigate and make recommendations on possible funding sources to meet identified needs;*
> 3. *Make periodic inventories of animal services that exist and/or may be needed and present the same to the City Council;*
> 4. *Aid in coordinating and promoting pet population control measures through education and development of spay/neuter programs and explore funding opportunities for programs and education regarding the same; and*
> 5. *Serve as an information and referral source on animals in the community.*
>
> ***It is recommended that the City Council revisit Resolution 2007-161*** *considering and integrating changes that have occurred since contracting with Lodi Shelter PALS. Duties described under items 4 and 5 are now provided all or in part by Lodi Shelter PALS or Animal Shelter staff. Additionally, it is suggested that the word "inventories" in item 3 be amended to "observations of conditions".*

No feedback was provided by the City Council at the Shirtsleeve Session, which leaves the Commission without direction. It appears futile to pursue future projects until the Commission is informed of the Council's position on the various recommendations presented in the LAAC's last report. Therefore, we formally request clarification from the City Council on the LAAC's responsibilities, performance expectations, and direction on each of the recommendations outlined in the 2010 Annual Report and Mid-Year Amendment as submitted on August 9, 2011.

Respectfully,
Members of the Lodi Animal Advisory Commission

RESOLUTION NO. 2007-161

A RESOLUTION OF THE LODI CITY COUNCIL CREATING AND ESTABLISHING THE GUIDELINES FOR THE LODI ANIMAL ADVISORY COMMISSION

WHEREAS, the City of Lodi has a long-standing history of recognizing the need associated with the pet population in the community; and

WHEREAS, the City Council established the Animal Shelter Task Force on September 20, 2000, to review the needs of the Animal Shelter and provide short and long-term recommendations regarding the same; and

WHEREAS, the City Council recently acknowledged the need to create a permanent Commission to review, among other things, responsible pet ownership including benefits of spaying and neutering, proper care and shelter, and general awareness of issues concerning the humane treatment of animals; and

WHEREAS, the following design for the establishment of the Lodi Animal Advisory Commission is hereby submitted.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council hereby creates the Lodi Animal Advisory Commission and hereby establishes the guidelines as follows:

Recitals

ORGANIZATION:

The Lodi Animal Advisory Commission (hereinafter "Commission") shall organize and adopt administrative rules and procedures consistent with the powers and duties provided to accomplish its purposes. The Chairperson shall appoint such officers or committees as shall be deemed necessary by the Commission.

POWERS AND DUTIES:

1. Act in advisory capacity to the City Council in all matters pertaining to animals and to cooperate and coordinate with other governmental agencies and civic groups in the advancement of sound animal planning and programming;

2. Explore both the short-term and long-term needs of the Lodi Animal Shelter and investigate and make recommendations on possible funding sources to meet identified needs;

3. Make periodic inventories of animal services that exist and/or may be needed and present the same to the City Council;

4. Aid in coordinating and promoting pet population control measures through education and development of spay/neuter programs and explore funding opportunities for programs and education regarding the same;

5. Serve as an information and referral source on animals in the community.

MEMBERSHIP:

The Commission shall consist of seven (7) members appointed by the Mayor from a list of nominees with the approval of the City Council.

Each member of the Commission shall hold office for a term of three (3) years, except that:

1. The terms of the members first taking office shall expire as follows, as designated by the Mayor at the time of appointment: two (2) at the end of the first year, two (2) at the end of the second year, and three (3) at the end of the third year; and
2. As terms expire after the first and second year, succeeding appointees shall serve for three (3) years; and
3. Any member appointed to fill the vacancy occurring prior to the expiration of the term for which his predecessor was appointed shall be appointed for the remainder of such term; and
4. No member shall serve more than two (2) consecutive years per term. This provision shall only apply to persons appointed to fill vacancies within the membership.

Members of the Commission may consist of individuals representing other non-profit organizations, the veterinarian profession, the business community, and the general citizenry, among others.

No two voting members of the Commission shall be representatives, employees, and/or officers of the same group, association, corporation, and/or organization.

In addition to the Mayor, the City Manager, and the City Attorney, such other persons may be designated by the Mayor as ex officio members without vote from any department, office, commission, board, employee, or instrumentality of the City of Lodi to aid, assist, and advise the Commission.

VACANCIES:

If a member of the Commission is absent from three (3) consecutive regular meetings of the Commission without leave of absence from the Commission expressed in its official minutes, such office shall become vacant and shall be so declared by the Mayor. The Commission shall notify the City Clerk's office of such vacancy as soon thereafter its occurrence as practicable.

ANNUAL REPORT:

The Commission shall prepare and submit an annual report to the City Council no later than sixty (60) days after the end of each calendar year.

COMPENSATION:

Members of the Commission, the Chairman, and persons appointed to assist the Commission in making its studies shall serve at no salary, but shall be reimbursed for travel and subsistence expenses incurred in the performance of their official duties while away from the City of Lodi in accordance with the travel allowance policies adopted by the City of Lodi but only to the extent that appropriations for such travel allowance have been approved by the City Council.

STAFF ASSISTANCE:

The Commission is authorized to secure through the City Manager from any department, officer, consultant, commission, board, employee, or other instrumentality of the City of Lodi suggestions, estimates, and statistics for the purposes of carrying out the provisions of this part and each such department, officer, consultant, commission, board, employee, or other instrumentality of the City of Lodi through the City Manager is authorized and directed to furnish such information, suggestions, estimates, and statistics to the Commission upon request made by the Chairman of the Commission or upon the request of any member or subcommittee of the Commission whatsoever.

MEETINGS; LOCATIONS:

The Commission shall hold a monthly meeting on the 2nd Monday of each month at 6:00 p.m., in the Community Room of the Police Department, located at 215 West Elm Street, Lodi, California 95240. Such meeting shall be open to the public and comply with all applicable provisions of the Ralph M. Brown Act.

AUTHORITY NON-EXCLUSIVE:

Nothing herein in this Part shall be deemed to deprive the City Council or any board, commission, or officer of the City of any power, duty, or function, which such Council, board, commission, or officer may now have or be hereafter granted, it being the intention that the powers and functions hereinabove provided to be exercised by the Commission be non-exclusive. Also, nothing herein contained shall be deemed to require the City Council, or any board, commission, or officer, to refer or submit to the Commission, or to receive from such any report or recommendation respecting any matter hereinabove mentioned in the Part before taking any action or making any decision with respect to such matter, it being the intention of this Part to authorize the performance of certain functions by said Commission and not to deprive the Council or any board, commission, or officer of any power, duty, or privilege, which it now may have or may hereafter be granted.

Dated: August 1, 2007

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I hereby certify that Resolution No. 2007-161 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 1, 2007, by the following vote:

AYES:	COUNCIL MEMBERS –	Hansen, Hitchcock, Katzakian, Mounce, and Mayor Johnson
NOES:	COUNCIL MEMBERS –	None
ABSENT:	COUNCIL MEMBERS –	None
ABSTAIN:	COUNCIL MEMBERS –	None

RANDI JOHL
City Clerk