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## County of El Paso Agenda Item Details

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<b>Item Title:</b>	Animal Welfare Department/Interlocal Agreement for Animal Services (2024-0122)
<b>Submitted By:</b>	Crystal Reyes, Interim Director
<b>Department:</b>	Animal Welfare
<b>Department Phone Number:</b>	915-273-3470
<b>Subject:</b>	<p>Approve and authorize the County Judge to sign the Interlocal Agreement between El Paso County and the City of El Paso, Texas for Animal Services necessary for the mutual advancement of the health and general welfare of the citizens of all jurisdictions, from September 1, 2024, through August 31, 2025. Funding in an amount not to exceed \$219,779 is available in GF-ANIMALCTRL-ANML IMPOUND FEE. (Contract No. 2024-0122)</p>
<b>Background:</b>	<p>This agreement between El Paso County Animal Welfare Department and the City of El Paso Animal Services for providing public health services to the unincorporated areas of the County by boarding animals retrieved from unincorporated areas by the County Animal Welfare Department.</p> <p>Pursuant to Interlocal Cooperation Act, Chapter 791, Texas Government Code; and on July 8, 2014, the City and County entered into an Interlocal Agreement for the provision of public health and environmental services by the City's Department of Public Health and its Department of Environmental Services to the unincorporated areas of the County. This is necessary for the mutual advancement of the health and general welfare of the citizens of all jurisdictions concerned.</p>
<b>Fiscal Impact:</b>	<p>Fiscal Impact Historical Not to exceed \$219,779 Annually from GF-ANIMALWELF-ANML IMPPOUND FEE The account that we will use is COGF-1000-00000000-431-40-30100-0426-00000-600324-</p> <p>Fiscal Impact Projected N/A</p>

Long Account Number: Amount:

Long Account Number: COGF-1000-0000000-431-40-30100-0426-00000-600324- Amount: \$219,779

**Budget or Unbudgeted Match:**

**Recommendation:**

Approve and authorize the County Judge to sign the Interlocal Agreement between El Paso County and the City of El Paso, Texas for Animal Services necessary for the mutual advancement of the health and general welfare of the citizens of all jurisdictions, from September 1, 2024, through August 31, 2025. Funding in an amount not to exceed \$219,779 is available in GF-ANIMALCTRL-ANML IMPOUND FEE. (Contract No. 2024-0122)

**Prior Action:**

Previously #2016-0850 Approved 12/19/2026 and #2009-0438 Approved 11/24/2009 #25. Effective 09/01/16-08/31/17

**Strategic Plan:**

Goal:

null

Objective:

**Strategic Plan Information:**

**Estimated Time Needed  
For This Item:**

STATE OF TEXAS                    )  
  )  
COUNTY OF EL PASO            )     **INTERLOCAL AGREEMENT BETWEEN**  
  )     **EL PASO COUNTY AND CITY OF EL PASO, TEXAS**  
  )     **FOR ANIMAL SERVICES**

**THIS AGREEMENT** is entered into between the CITY OF EL PASO, TEXAS (“City”) and the COUNTY OF EL PASO, TEXAS ("County") by and through their duly authorized officials, pursuant to the Interlocal Cooperation Act.

**RECITALS**

**WHEREAS**, the City and County are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code; and

**WHEREAS**, on July 8, 2014, the City and the County entered into an Interlocal Agreement for the provision of public health and environmental services by the City’s Department of Public Health and its Department of Environmental Services to the unincorporated areas of the County; and

**WHEREAS**, on July 8, 2015, the City of El Paso and the County of El Paso entered in to Second Amendment to Interlocal Agreement, recognizing that the City should not bear the sole financial responsibility for the cost of boarding those animals retrieved from the unincorporated areas of the County and delivered to the City of El Paso’s Animal Shelter by those County residents who reside in the unincorporated areas of the County; and

**WHEREAS**, this Agreement for interlocal cooperation for the City to provide certain animal services to the County is necessary for the mutual advancement of the health and general welfare of the citizens of all jurisdictions concerned; and

**WHEREAS**, the County desires to have the County Animal Welfare Director serve as the County’s designated local rabies control authority, as necessary pursuant to state law, unless the El Paso County Commissioners’ Court, by court order, designates another party to service the County; and

**WHEREAS**, the County requests assistance from the City’s Animal Services Department as the County has limited availability to house animals that it retrieves or other individuals or entities retrieve within the unincorporated areas of the County; and

**WHEREAS**, the County desires to have the City’s Animal Shelter Advisory Committee serve as the County’s Animal Shelter Advisory Committee; and

**WHEREAS**, the County will make available and/or transfer to the City certain information, in conjunction with goods or services that are being provided by the City to the County, which is confidential and must be afforded special treatment and protection; and

**FOR THESE REASONS**, and in consideration of the mutual promises contained in this Agreement, the County and the City mutually agree as follows:

1. **SCOPE OF SERVICES.**

1.1 The City shall perform the following animal services by and through its Department of Animal Services under the terms and conditions hereinafter stated, and the County hereby accepts and agrees to the following terms and conditions:

1.1.1 The City agrees to provide the following animal shelter services:

1.1.1.1 The City may receive at the City’s Animal Shelter located at 5001 Fred Wilson Road, El Paso, Texas 79906 (the “Shelter”) each animal that is delivered to the Shelter by the County or by residents of the unincorporated areas of the County. The City may board each animal that is delivered to the Shelter either by the County or by residents of the unincorporated areas of the County, whether it be in order to reunite said animal with its owner, quarantine, maintain evidence for a legal proceeding, or euthanize and dispose of said animal.

The City will retain an animal impounded as an owned animal (i.e. with a collar, microchip, tags or other indication of ownership) for 6 days after entering the Shelter to be reclaimed, and will retain an animal impounded as a stray (unowned animal) for 72 hours after entering the Shelter to be reclaimed. If the animal is not reclaimed within the time period stated in this paragraph, the animal may be adopted, transferred, or humanely disposed of by the Shelter.

1.1.1.2 The City will accept up to twenty (20) Community (trap-neuter-return) cats captured by the County or by residents of the unincorporated areas of the County, collectively, per month. The City shall spay/neuter, vaccinate and ear tip those cats that are healthy enough to alter

and that are not already altered, and the County or the residents of the unincorporated areas of the County who trapped the cat, shall return the cat to the location where they trapped the cat. The County will pay a \$35 fee to the City for each cat that was delivered by the County, or by the residents of the unincorporated areas of the County, that was spayed/neutered by the City. The City will send a monthly invoice to the County to receive this payment.

1.1.1.3 In order to facilitate ease of data sharing with the County for the purpose of identifying pet owners and potentially reuniting an animal with its owner without the County's need to take the animal to the Shelter, the City shall provide PetPoint access to the County for use by County Animal Control Officers. Both parties shall adhere to the provisions of Texas Health and Safety Code Sections 826.0211 and 826.0311.

1.1.1.4 The City's Mission Valley spay/neuter facility will be available to all County residents at the City's regular fee basis and those residents shall pay for said service.

1.2 The City will provide necessary training for employees utilized in providing services under this Agreement, as may be required by law or determined to be appropriate by the City, and shall require all such personnel to maintain all required licenses and certifications in accordance with State and Federal laws.

1.3 The City and County agree that in accordance with the provisions of any and all grants agreements or grant awards from federal and state agencies that are awarded on a county-wide basis, the City or County will provide services in the unincorporated areas of the County and all municipalities within El Paso County as required under the applicable grant provisions. Provided however, nothing in this Agreement shall obligate the City to perform services if the grant funds relating to a particular grant are not currently being paid to the City, and in any such instances, the Director of the City's Department of Animal Services shall give written notice to the County that the City is not providing the particular services for the reason that it has not received funding under the applicable grant. The City will provide written notice to the County of grant funding which becomes discontinued or terminated, and any election by the City not to seek the renewal of grants existing at the effective date of this Agreement.

1.4 Nothing within the terms of this Agreement shall require the City to purchase additional equipment or hire additional personnel in order to comply with the terms of this Agreement.

1.5 The City agrees that it will keep accurate records of all services provided to the County pursuant to this Agreement as part of its routine data collection processes and the City may also report data on its web site on a monthly basis.

1.5.1 For the purposes of this section the point of contact for the County is Betsy C. Keller at countychiefadmin@epcounty.com, 500 E. San Antonio, Room 302A, El Paso, Texas 79901. The County Contract Administrator is the Animal Welfare Director at spayneuter@epcounty.com, 9521 Socorro Rd. Suite B3, El Paso, Texas 79927, until such time as the County notifies the City of a new point of contact and address for notice.

1.6 It is understood and agreed to between the parties that any portion of this Agreement providing for the delivery of public health and other services for which appropriate legal authority has not been granted to the City or the County, shall be null and void and of no force and effect, and the City or the County shall not be obligated to provide those services.

1.7 The County acknowledges that the City's stated goal for the City's Animal Shelter is to reach a no-kill status equivalent to a 90% live release rate by 2025. In order to achieve this goal, the City's animal welfare programs currently include the following: 1) community cat/feral cat trap-neuter-return; 2) high-volume, low-cost spay/neuter; 3) rescue groups; 4) foster care; 5) comprehensive adoption programs; 6) pet retention; 7) medical and behavior programs; 8) public/community relations; 9) volunteers and 10) proactive redemptions. The City's Animal Shelter partners, including the County, shall aim to participate in these animal welfare programs. The County will, in good faith, attempt to comply with the City's stated animal life-saving efforts, to the extent available County resources permit, and shall not institute contrary programs, ordinances or policies to those listed in this paragraph, and shall not intentionally negatively affect the City's stated live-release goal.

#### 1.8 Registration, vaccination, and microchips

1.8.1 Title 7 of the El Paso Municipal Code requires all City contracts involving other municipalities or government entities must be consistent with the requirements of Chapter 7.12.020 – Registration, vaccination, and microchips required. The County will comply with the requirements of Chapter 7.12.020 of Title 7 of the El Paso Municipal Code, to the extent the County has been granted statutory authority to comply with such requirements, as provided by the laws of the State of Texas.

1.9 The County has the following duties under the terms and conditions hereinafter stated, and the City hereby accepts and agrees to the following terms and conditions:

1.9.1 The County shall make low cost or no cost spay and neuter events open to all County residents.

1.9.2 The County shall not receive intakes from the City of El Paso Animal Shelter.

2. **LOCATION OF PERFORMANCE.** The place where the City's services are to be performed is primarily at the Shelter and adoption centers.

3. **DESIGNATION OF ANIMAL SHELTER ADVISORY COMMITTEE.** The Parties agree that the currently established Animal Shelter Advisory Committee ("ASAC") will serve as the statutorily required advisory committee described in Section 823.005, Texas Health and Safety Code,

4. **TIMES OF PERFORMANCE.** The term of this Agreement is for a one-year period beginning on the 1st day of September 2024, regardless of the date of execution of this Agreement, and that term shall end on August 31, 2025.

4.1 This Agreement will automatically renew each year unless the parties execute a new agreement by August 31st for the next year of performance or unless either party terminates this Agreement within 30 days after the beginning of the next fiscal year. If the Agreement is automatically renewed, the rate for service shall be as set forth in Schedule C of the annual budget as approved by City Council for the respective fiscal year. Any change to the rate for service reflected by the City of El Paso's Schedule C shall be effective for the period beginning on September 1st of the next year of performance. All other terms and conditions of the Agreement shall remain in full force and effect. By way of example, the parties agree that if the City of El Paso adopts Schedule C in August of 2023, and said Schedule C changes any rate for service covered by this Agreement, said rate change shall be effective beginning on September 1, 2023 through August 31, 2024. For each year that this agreement will be automatically renewed, the City shall notify the County by August 1st of each year regarding proposed service rates set forth in Schedule C for the upcoming fiscal year. The parties understand that any rate provided prior to the El Paso City Council's adoption of Schedule C is merely a guide which may or may not be changed once the El Paso City Council approves Schedule C which will contain the actual rate for



service. If, prior to September 1<sup>st</sup>, the County notifies the City that the new rates are unacceptable, the parties shall negotiate the new rates for the upcoming fiscal year by September 30th. This deadline may be extended until October 31<sup>st</sup> by agreement of the parties.

5. **COMPENSATION.**

5.1 The County agrees to pay the amount specifically addressed below in Sections 5.2 and 5.3. Within thirty days of receipt, the County agrees to pay the monthly invoice that is sent to the County by the City for the services described in this Agreement.

5.2 Fees:

a. DOGS & CATS - The County agrees to pay an impound fee of ONE HUNDRED TEN AND NO/100 DOLLARS (\$110.00) and a daily handling fee of TWENTY-SEVEN AND NO/100 DOLLARS (\$27.00) for each dog or cat retrieved from the unincorporated areas of the County and delivered to the Shelter either by the County or by residents of the unincorporated areas of the County pursuant to Subsection 1.1.1.1 to this Agreement. The County will only pay the daily handling fee for any dog or cat retrieved from the unincorporated areas of the County for up to six (6) months after the initial 6 days for owned animals and 72 hours for unowned animals reclaiming period, or until the day the dog or cat is reclaimed by the owner, adopted, placed in a foster home, or humanely disposed of by the Shelter, whichever occurs first. On or after the six (6) month deadline, but no later than ten (10) days after the six (6) month handling, County Animal Welfare may request that the cat or dog be euthanized as the final disposition. The euthanasia will be processed as an owner requested euthanasia where County Animal Welfare is the documented owner. El Paso Animal services retains the right to refuse this request for euthanasia. If El Paso Animal Services refuses to euthanize per County Animal Welfare's request, the dog or cat will become the responsibility of El Paso Animal Services and County Animal Welfare shall no longer be required to pay daily handling fees. In no event will the County pay daily handling fees per dog or cat for more than six (6) months.

b. OTHER ANIMALS - The County agrees to pay an impound fee of \$60.00 and a daily handling fee of THIRTY-THREE AND NO/100 DOLLARS (\$33.00), for any animal other than a dog or cat, such as but not limited to livestock, pig, or chicken ("Other Animal") retrieved from the unincorporated areas of the County and delivered to the Shelter either by

the County or by residents of the unincorporated areas of the County pursuant to Subsection 1.1.1.1 to this Agreement.

c. HORSE - The County agrees to pay an impound fee of \$85.00 and a daily handling fee of THIRTY-THREE AND NO/100 DOLLARS (\$33.00) for any horse retrieved from the unincorporated areas of the County and delivered to the Shelter either by the County or by residents of the unincorporated areas of the County pursuant to Subsection 1.1.1.1 to this Agreement.

5.3 In addition to the impound fee of \$110.00 per unowned animal retrieved from the unincorporated areas of the County and delivered to the Shelter by the County pursuant to Subsection 1.1.1.1 to this Agreement for those services rendered pursuant to Subsection 1.1.1.1 to this Agreement, the County also agrees to pay a daily quarantine fee of TWENTY-SEVEN AND NO/100 DOLLARS (\$27.00) for any unowned animal retrieved from the unincorporated areas of the County and delivered to the Shelter by the County that is suspected of having rabies, is pending a bite investigation, or is pending an animal cruelty investigation. Owned animals should be quarantined at a quarantine approved clinic or hospital. The City shall maintain detailed records supporting all billings and fee reimbursements and shall remit such information with its billings to the County.

5.4 The Parties acknowledge that the funds paid by the County pursuant to Sections 5.1 through 5.3 above may not be sufficient in the event of an unexpected occurrence such as an outbreak, epidemic (i.e. rabies) in the unincorporated areas of the County. The County shall name a person to serve as a point of contact to discuss these types of public health threats, its intervention, and any additional costs that the County will need to pay to defray the resulting expenses. The County point of contact is the County Chief Administrator, at the address below until such time as the County provides another address for notice or point of contact in writing.

5.5 El Paso Animal Services will provide the County's point of contact a weekly inventory of animals from the unincorporated areas of the County and delivered to the Shelter either by the County or by residents of the unincorporated areas of the County pursuant to Subsection 1.1.1.1 to this Agreement.

6. **PAYMENTS PURSUANT TO THIS AGREEMENT.** All payments submitted under this Agreement shall be made payable to the City of El Paso, Attn: Financial Services, P.O. Box 1890, El Paso, TX 79950-1890, or to the address provided by the City to the County in writing in the event

the City relocates without the need to formally amend this Agreement in the event of an address change. In addition to the compensation provided for herein, the City shall retain all proceeds received from inspection, permit, and animal registration fees collected in the County. If a payment is not received by the City within thirty (30) days of delivery of the invoice, the City may charge the applicable interest rate under the Texas Prompt Payment Act, pursuant to Texas Government Code Chapter 2251. In the event that the County accrues an arrearage on payment, the City Comptroller or any collection agency retained by the City to collect delinquent accounts may add a collection fee of 21% to the account receivable if owing to the City for more than sixty (60) days, pursuant to the El Paso City Code, Ordinance 14700.

7. **LAW GOVERNING CONTRACT.** For purposes of determining the law governing the same, this Agreement is entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in El Paso County, Texas.

7.1 *Privileges and Immunities.* All privileges and immunities from liability, exemptions from laws, ordinances and rules, pension, relief, disability, worker's compensation, and other benefits which apply to the activities of officers, agents, or employees of the City and/or the County when performing a function shall apply to such officers, agents, or employees to the same extent while engaged in the performance of any of their functions and duties under the terms and provisions of this Agreement.

7.2 *Governmental Function.* The Parties expressly agree that, in all things relating to this Agreement, the City and County are performing a governmental function, as defined by the Texas Tort Claims Act. The Parties further expressly agree that every act or omission of the City or the County, which, in any way, pertains to or arises out of this Agreement falls within the definition of governmental function.

7.3 *Exclusion of Incidental and Consequential Damages.* Independent of, severable from, and to be enforced independently of any other enforceable or unenforceable provision of this Agreement, THE CITY AND/OR THE COUNTY WILL NOT BE LIABLE TO ANY OTHER PARTY (NOR TO ANY PERSON CLAIMING RIGHTS DERIVED FROM THE PARTY'S RIGHTS) FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND including lost profits, loss of business, or other economic damage, and further including injury to property, mental anguish and emotional distress AS A RESULT OF

BREACH OF ANY TERM OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CITY AND/OR THE COUNTY WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.

7.4 *Intentional Risk Allocation.* Each of the Parties acknowledges that the provisions of this Agreement were negotiated to reflect an informed, voluntary allocation between them of all risks (both known and unknown) associated with the transactions associated with this Agreement. The disclaimers and limitations in this Agreement are intended to limit the circumstances of liability. The remedy limitations, and the limitations of liability, are separately intended to limit the forms of relief available to the Parties.

8. **INDEPENDENT CONTRACTORS.** The City and the County are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither the City nor the County nor any of their respective agents or employees shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.

9. **TERMINATION.** This Agreement may be terminated in whole or in part by either party upon thirty days written notice to the other party at the following addresses, or at a new address as provided in writing to the nonmoving party by a party which has moved its physical location within thirty (30) days of said relocation without the necessity of amending this contract:

CITY: City of El Paso  
Attn: City Manager  
PO Box 1890  
El Paso, Texas 79950-1890

COUNTY: County of El Paso  
Attn: County Chief Administrator  
500 E. San Antonio Ave., Room 302A  
El Paso, Texas 79901

10. **SEVERABILITY.** Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

11. **HEADINGS.** The headings of sections and subsections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.

12. **ENTIRE AGREEMENT; AMENDMENTS.** This Agreement constitutes the entire understanding of the parties hereto with respect to the subject matter hereof and no amendment, modification or alteration of the terms shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

*(Signature pages follow)*

Signature page for the City of El Paso, Interlocal Agreement between the City  
of El Paso and the County of El Paso, Texas.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.


**CITY OF EL PASO**

\_\_\_\_\_  
Oscar Leaser  
Mayor

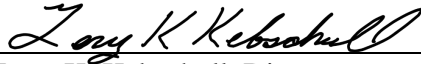
**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Carlos L. Armendariz  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Terry K. Kebschull, Director  
Department of Animal Services

*(Signatures continue on the following page)*

Signature page for the County of El Paso, Interlocal Agreement between the  
City of El Paso and the County of El Paso, Texas.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**COUNTY OF EL PASO**

\_\_\_\_\_  
Ricardo A. Samaniego  
County Judge

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Delia Briones  
County Clerk

*Claudia J. Aranda*  
\_\_\_\_\_  
Assistant County Attorney

## Schedule C Proposal

Line No.	Department	Fee Description	Detail	FY23 Adopted	Proposed Change
1002	Animal Services	Municipal Contract Fees - Impoundment	Class A: Dog, Cat, Exotic, Ferret not requiring capture by division personnel, Each Animal	\$60	<b>\$110</b>
1003	Animal Services	Municipal Contract Fees - Impoundment	Class B: Goats, Sheep, Lambs, Pigs Sows, Shoats, Calves, Foals and Animals of the same Approximate Size and Weight, Each Animal	\$60	No Change
1004	Animal Services	Municipal Contract Fees - Impoundment	Class C: Horses, Ponies, Mules and Animals of Same Size and Weight, Each Animal	\$85	No Change
1005	Animal Services	Municipal Contract Fees - Impoundment	Class D: Exotic Animals: Requiring Capture by Division Personnel, Each Animal	\$85	No Change
1006	Animal Services	Municipal Contract Fees - Handling	Daily Fee Class A	\$18 per day	<b>\$27 per day</b>
1007	Animal Services	Municipal Contract Fees - Handling	Daily Fee Class B	\$23 per day	<b>\$33 per day</b>
1008	Animal Services	Municipal Contract Fees - Handling	Daily Fee Class C	\$23 per day	<b>\$33 per day</b>
1009	Animal Services	Municipal Contract Fees - Handling	Daily Fee Class D	\$23 per day	<b>\$33 per day</b>
1010	Animal Services	Municipal Contract Fees - Quarantine		\$18 per day	<b>\$27 per day</b>



## **TITLE 7 of the El Paso Municipal Code**

### **7.12.020. Registration, vaccination, and microchips required.**

A. Dogs, cats and ferrets shall be registered, vaccinated and have an implanted microchip as provided in this title.

1. No person who is a resident of the city shall have within the city for more than thirty days any dog, cat or ferret four months of age or older unless such dog, cat or ferret is currently registered with the program.

2. No person who is not a resident of the city shall have within the city any dog, cat or ferret for more than ninety days unless such dog, cat or ferret is currently registered with program.

3. No dog, cat or ferret shall be registered unless it has a current vaccination as is required by the director and an implanted microchip. A registration certificate and tag may be obtained from veterinarians who have obtained authority from the program to issue them, or from an employee at the center upon presentation of a certificate of current vaccination and evidence of microchip.

4. No person shall have within the city any dog, cat or ferret four months of age or older for more than ten days unless such dog, cat or ferret is currently vaccinated against rabies.

5. An ear tipped cat that has been processed through the trap-neuter-return protocol shall be exempt from the registration and microchip requirements of this chapter. A person who requests that the program implant a microchip into or register an ear tipped cat that has been processed through the trap-neuter-return protocol, shall pay the applicable fee authorized by City Council for said service.

6. All city contracts involving other municipalities or government entities must be consistent with the requirements of this chapter.