



DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

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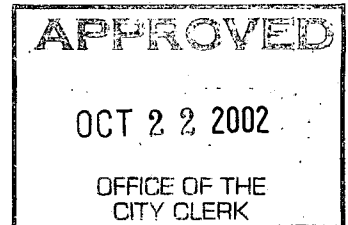
PROJECT DELIVERY DIVISION

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October 15, 2002

City Council  
Sacramento, California

Honorable Members in Session:



**SUBJECT: CITY OF SACRAMENTO MEMBERSHIP IN THE CALIFORNIA CLIMATE ACTION REGISTRY**

**LOCATION AND COUNCIL DISTRICT:** Citywide.

**RECOMMENDATION:** This report recommends that City Council:

- Approve the City of Sacramento's Membership in the California Climate Action Registry.
- Authorize the City Manager to sign a Statement of Intent for the City of Sacramento to become a Charter Member in the California Climate Action Registry.

**CONTACT PERSON:** Brian Reilly, Senior Engineer, (916) 264-8427

**FOR COUNCIL MEETING OF:** October 22, 2002

**SUMMARY:**

The California Climate Action Registry was established by California statute as a non-profit voluntary registry for greenhouse gas (GHG) emissions. The purpose of the Registry is to assist companies and organizations in developing GHG emissions baselines against which any future GHG emission reduction requirements may be applied.

The Registry encourages voluntary actions to increase energy efficiency and decrease GHG emissions. The State of California will offer its best efforts to ensure that Registry members receive appropriate consideration for their actions to document emissions in the event of any future governmental GHG regulations. Registry membership involves the collection, reporting, and third party certification of GHG emission data based on an established general reporting protocol.

**COMMITTEE/COMMISSION ACTION:** None.

**BACKGROUND INFORMATION:**

The National Academy of Sciences reports that the Earth's surface temperature has risen by about one (1) degree Fahrenheit in the past century, with accelerated warming during the past two decades. Recent evidence indicates that much of the warming over the last fifty (50) years is attributable to human activities. These activities have altered the chemical composition of the atmosphere through the buildup of greenhouse gases. The primary gases affecting the change are carbon dioxide, methane and nitrous oxide.

Fossil fuels burned to operate motor vehicles, to heat residential and commercial buildings, and to power factories are responsible for approximately 98% of carbon dioxide emissions, 24% of methane emissions and 18% of nitrous oxide emissions in the United States. Increased agriculture, deforestation, landfills, industrial production, and mining also contribute to the emissions. In 1997, approximately one-fifth of the total global greenhouse gases were emitted by the U.S.

The International Panel on Climate Change (IPCC), formed jointly in 1988 by the United Nations and the World Meteorological Organization, projects that as atmospheric levels of greenhouse gases continue to rise, average global temperatures will increase two (2) to six (6) degrees Fahrenheit by 2100. The potential impacts of global warming climatic changes include vulnerability of our health, agriculture, water resources, forests, wildlife, coastal areas and other ecosystems.

Senate Bill SB 1771 (Sept. 2000) authorized the State Secretary of Resources agency to establish the California Climate Action Registry as a public benefit nonprofit corporation for the recording of voluntary greenhouse gas emission reductions made by California entities after 1990. The bill required the Registry to adopt standards for emissions reductions, develop a list of approved auditors for verification of the reductions, establish emission reduction goals, maintain records of emission baselines and reductions and recognize, publicize and promote registry participants.

On July 22, 2002, Governor Gray Davis signed Assembly Bill AB 1493, a landmark in global warming legislation, placing California on the forefront of national efforts to reduce greenhouse gas emissions. Mandatory greenhouse gas emission reductions may be imposed on sources of emission in California at some future point. Although the State cannot guarantee that regulating agencies will recognize baselines or reductions of Registry members, the State is mandated by SB 1771 to use the best efforts to ensure that appropriate consideration will be given to organizations that voluntarily reduce emissions prior to the implementation of mandatory programs. Possible areas where emission standards will be applied include the City fleet, equipment in City facilities, and other gas-emitting sources.

The California Climate Action Registry will officially launch its operations and announce Charter Members at a major press event in October. Organizations that have agreed to participate in the Registry before the launch, will be designated Charter Members, receiving public recognition for their participation.

Staff recommends that the Council act to become a charter member of the California Climate Action Registry. When registry requirements, benefits to the City of Sacramento, and associated costs are better defined, staff may request the Council to reconsider membership in the Registry.

#### **FINANCIAL CONSIDERATIONS:**

There are three categories of costs associated with membership in the California Climate Action Registry.

##### **1. ANNUAL MEMBERSHIP FEE**

The membership fee for a government member with the City of Sacramento's annual budget is \$ 3,000.

##### **2. CERTIFICATION COSTS**

Cost of certification of an annual GHG Emission Report will vary depending on the number of facilities and types of direct and indirect emissions sources. Listings of approved certification agencies are not yet available and approximations of certification costs provided by the Registry indicate that annual costs could range from \$20,000 - \$80,000.

##### **3. DATA COLLECTION COSTS**

The cost of data collection is undetermined at this point due to the infancy of the Registry Program. This is anticipated to be the largest cost, due to the possible need for data tracking systems and field monitoring. Continued growth of the program will provide valuable data collection cost data for estimating financial impact on the City. A rough approximation of cost could initially range from \$100,000 to \$150,000 to put data collection systems in place.

At this time, the City will be committing to a \$3000 membership fee. With the approval of this City Council report, the membership fee will be funded by the Capital Improvement Project (PN: DB31) approved by the City Council for energy projects in February 2001.

The Energy Conservation Measure Program (PN: DB31) current project budget is \$10,353. As of October 15, 2002 the unobligated balance is \$10,120, which is sufficient to fund the membership fee.

When the program requirements and related costs are fully identified, staff will make a recommendation to the City Council for either approval of additional funding and resources or reconsideration of Registry membership .

#### **ENVIRONMENTAL CONSIDERATIONS:**

The City of Sacramento is fully committed to the sustainable, resourceful and cost-effective management of natural resources and to the conservation of energy in our community. Over the

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City of Sacramento Membership in the California Climate Action Registry  
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past decade, the City has completed over 23 energy retrofit projects resulting in the reduction of approximately 7,000,000 pounds (over 3,500 tons) of carbon dioxide gas emissions.

**POLICY CONSIDERATIONS:**

Recommendations in this report are consistent with the City's energy policies and goals of reducing energy consumption and continuing to implement energy efficient measures for its facilities. Sacramento's membership in the California Climate Action Registry is consistent with the City's Strategic Plan goals to improve and diversify the transportation system and to enhance the quality of life in Sacramento.


**ESBD CONSIDERATIONS:**

None, since no goods or services are being purchased.

Respectfully submitted,

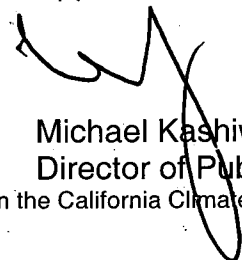
  
Francesca Lee Halbakken  
Project Delivery Manager

RECOMMENDATION APPROVED:

  
ROBERT P. THOMAS  
City Manager

P/Active/0000Misc Council & LL Reports/Sac Membership in the California Climate Action Registry

Approved:

  
Michael Kashiwagi  
Director of Public Works



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DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

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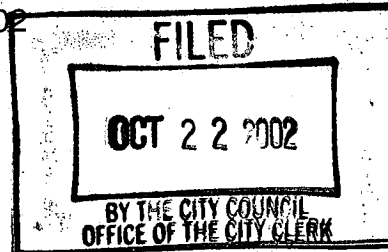
OFFICE OF THE DIRECTOR

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October 14, 2002

City Council  
Sacramento, California

Honorable Members in Session:



**SUBJECT: UPDATE ON STATUS OF IMPROVEMENTS AT ANIMAL CARE SERVICES**

**LOCATION AND COUNCIL DISTRICT:** All Council Districts.

**RECOMMENDATION:**

This report is for information only.

**CONTACT PERSON:** Hector Cazares, Animal Care Services Manager, 264-7433

**FOR COUNCIL MEETING OF:** October 22, 2002

**SUMMARY:**

This report provides an update on the City of Sacramento's Animal Care Services. Animal Care Services has been steadily moving in the direction of a more progressive, humane, and efficient operation. Policies, procedures, protocols, and City codes are being developed to help ensure optimal care of animals as well as greater enforcement capability for the City. Improved programs are also being developed to encourage greater pet owner responsibility.

**COMMITTEE/COMMISSION ACTION:**

None.

**BACKGROUND INFORMATION:**

In the summer of 2000, Council approved staff's recommendation to retain The Humane Society of the United States to complete an independent, comprehensive assessment of the

City Council  
Update on Status of Improvements at Animal Care Services  
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City's animal care operations, management, and administration in response to a series of concerns and issues raised by citizens. The report provided recommendations in 12 major areas, including shelter facilities, shelter interior design and layout, shelter operations, animal care and husbandry, veterinary services, adoptions, foster programs, field services, community outreach programs, management and leadership, human resources, and risk management.

A Blue Ribbon Committee of animal care experts appointed by the City Manager and led by former Sacramento Mayor Burnett Miller reviewed the findings of the assessment, developed initial recommendations, solicited and received public input, and presented final recommendations to the City Manager in May, 2001. Priorities identified by the Blue Ribbon Committee for Animal Care Services included cleaning and disinfecting, disease control, animal care and handling, population management, animal health and behavior assessments, temperament evaluations, staffing levels, staff training, customer service, and animal rescue coordination.

To address these priorities, Council approved the addition of 11 FTE positions to Animal Care, including one Animal Care Services Manager, eight Animal Care Technicians, and two Typist Clerks. Public Works dedicated over \$1 million in one-time carryover dollars to fund needed changes, and Council also approved an additional \$400,000 for capital improvements.

As Animal Care last reported to you in December, 2001, many positive changes and improvements have occurred. Perhaps most importantly, *the Animal Care Services Center is pleased and proud to share that the Center has enjoyed a 58 percent increase in adoptions over the last two years as well as a 14 percent decrease in animal euthanasia. This is due to a combination of community education and outreach efforts and the outstanding ongoing dedication of our community adoption partners.*

Highlights of recent improvements/accomplishments (categorized by Blue Ribbon Committee priority, whenever appropriate) since then are:

**Staffing Levels/Staff Training/Animal Rescue Coordination**

**Challenge:** *The Animal Care Services Division was previously managed by a manager who split his time between Animal Care and another division, and who did not possess a traditional animal care services background and expertise. This did not allow for the time or resource commitment necessary to properly oversee the Center and bring about the improvements necessary. Further, as the Humane Society of the United States report pointed out, staffing levels among kennel staff were insufficient to meet animal care, disease control, and customer service demands. Further, the Center's volunteer program was at a virtual standstill due to insufficient staffing and training. It was also noted that the staff lacked a staff member designated as a liaison with the Center's community animal adoption partners.*

**Progress:**

- **Animal Care Services Manager.** A nationwide search was conducted for a full-time Animal Care Services Manager. Three finalists were interviewed by a panel of external animal care experts on July 24, 2001. The successful candidate was Hector Cazares, a highly experienced, former Director of Animal Control for the County of San Diego's Department of Animal Control. Hector joined the Public Works staff as Animal Care Services Manager effective September 17, 2001.
- **Supervising Animal Care Officer.** The position of Supervising Animal Care Officer had been vacant due to a retirement in the division. Kathy Vos was recently hired for this position. As Supervising Animal Care Officer, Ms. Vos is responsible for planning, directing, organizing, coordinating, and evaluating animal care activities; developing and implementing animal care programs; and assisting with the coordination of division activities with other city departments and outside agencies. This is a critical position for the Center, as the position encompasses the management of the Center's operational function, including all kennel and field animal care staff and services. This position is also intended to play a key role in continuing to move forward in implementing the Blue Ribbon Committee priorities. Ms. Vos previously served as Chief Animal Care Officer for El Dorado County, where she was responsible for the administration of the County's animal care program. She brings comprehensive kennel operations, customer service, and animal care community relations experience to the City's Animal Care Services Center.
- **Animal Care Technicians.** All eight newly approved positions have been established, and the position is on "continuous filing" through City Human Resources (there are currently two vacancies). **Please note that one of these new positions has been designated as an Animal Rescue Liaison. This staff person is dedicated to proactive outreach to our community's animal adoption partners, matching animals at the Center to rescue groups and potential adoptive homes.**
- **Customer Service Representatives.** Two candidates hired. These staff persons assist customers at both the counter and over the telephone in facilitating animal adoptions, answering questions about animal licensing and other issues, and other customer service responsibilities.
- **Volunteer Coordinator.** Contract Volunteer Coordinator Claudia Schlachter has relaunched the Center's volunteer program, and successfully trained and integrated an enthusiastic band of volunteers. (More information is provided below as to specific successes of the volunteer program.)

## **Cleaning and Disinfecting/Disease Control/Animal Care and Handling**

**Challenge:** *The Humane Society of the United States and the Blue Ribbon Committee both found veterinary care of the animals housed at the shelter to be inadequate. Specifically, the HSUS assessment pointed to inadequate animal health assessment and disease prevention programs as well as inconsistent tracking of animals and their health status.*

### **Progress:**

As Animal Care Services last reported to the City Council in December, 2001, an automated animal kennel card system to better track animals, their availability, and their health has since been implemented. Further, a vaccination policy was adopted in June, 2001, and all healthy, adoptable animals at the Center are now vaccinated. The Center now contracts with a veterinarian who is on-site part-time, five days a week to serve the Center's animal customers and help to identify animal disease and injury. The Center continues its contracts with local veterinary clinics for emergency and spay/neuter services. Some additional accomplishments in this arena:

- Established a third shift for Animal Care Services staff so that additional medical care can be provided to animals during non-public hours.
- Ordered mobile animal medical trailer (delivery expected in November, 2002) and working to secure contract services of full-time, on-site veterinarian to reduce dependence on outside contract veterinarians, thus making medical care more available for shelter's animals and also providing annual savings of over \$25,000. This trailer will serve as a spay/neuter medical clinic, an adoption unit, and even temporary headquarters in the event of an emergency.
- Continuing comprehensive cleaning and disinfecting of animal kennels each day (these duties were handled by a private cleaning contractor for a short time to free up staff for critical animal health and customer service responsibilities).
- Purchased and now using high-pressure steam cleaners at the Center.
- Purchased sanitizing equipment, resting platforms, treats, toys, and higher quality food to provide a better quality of life for the animals.
- Working to upgrade computer system so that animal tracking and dispatching services can be improved even further.



## Facility Improvements

**Challenge:** *The HSUS report pointed to a number of facility maintenance and improvement needs at the Animal Care Services Center, as well as concerns over facility security for animal and human customers alike.*

### Progress:

- Insulated the night drop area so that animals waiting to be processed are more comfortable (also reorganized staffing and revamped policies and procedures so that animals are left in the night drop for much less time).
- Installed water misters in kennel runs to cool animals in the summer.
- Repaired faucets in cat rooms.
- Installed prototype automatic watering mechanism for dogs on a trial basis.
- Remodeled front counter/customer service area of Center to improve service to customers.
- Completed “get acquainted” area for potential pet owners to meet and interact with their prospective pet. Completed repairs to doors and locks as described in HSUS assessment.
- Completed new exercise area at the Animal Care Services Center, providing a location for animal training, behavior assessment, and exercise.
- Tested use of rhino lining in dog kennels to improve sanitation. Currently reassessing its functionality and alternatives as dogs were able to tear it off the walls.
- Converted a feed room into an adoption/viewing room for exotic animals to increase their adoption opportunities.
- Completed repairs to fencing to improve security for animal and human customers alike (and, as reported previously, increased number of hours of on-site security guards).

## Customer Service

**Challenge:** *The HSUS assessment pointed to the need to increase the customer service staff to enhance service to Center customers hoping to adopt animals, renew licenses, or secure other Animal Care services. The report also pointed to the need for Sacramento Animal Care Services to become a “Community Resource Center,” focused not only on enforcing codes and bringing homeless animals off the streets, but also on promoting standards for responsible pet ownership (spay/neutering, licensing, etc.), and working to identify and reduce problems related to animals in the community. The report also pointed to the benefits of a well-run*

*volunteer program, which was lacking at the Animal Care Services Center at the time of the assessment. The Blue Ribbon Committee emphasized the need for a citizens advisory committee to help serve as a sounding board for City animal care initiatives and also ensure that the Center stays on track in terms of implementing the Blue Ribbon Committee priorities. It was understood that the Animal Care Services Center would have to work hard to regain the trust of its customers and adoption partners.*

**Progress:**

- Established the Animal Care Citizens Advisory Committee, and convened first meetings (group meets monthly). Committee is currently focused on reviewing progress on Blue Ribbon recommendations.
- As noted above, established a contract Volunteer Coordinator position and relaunched the volunteer program. There are currently 54 active volunteers at the Center, with an average of 360 hours donated to the Center by volunteers each month. Volunteers serve in a variety of roles, including animal exercise, assistance with feeding animals and cleaning kennels, fostering animals, producing educational packets for adopters, providing adoption counseling, providing support at adoption and other events, classroom teaching, and much more. Each month, up to 14 new volunteers are trained and begin their volunteer duties. Volunteers now benefit from eight hours of “classroom” training and five hours of “work-along” and “ride-along” training with Animal Care employees.
- Continued to feature animals with photographs on the Animal Care Services Center’s web site, [www.sacpetsearch.com](http://www.sacpetsearch.com) in order to give users another opportunity to view adoptable pets or find lost animals.
- Continued to provide daily report of Center’s animals to interested animal rescue group representatives to match animals with adoptive families.
- Revamped Center’s voice mail system to enhance service to customers.
- Participated in and/or co-hosted a series of animal adoption events, including the American Family Pet Exposition, National Homeless Animal Day, the Mongrel Mash, and many others to help spread important animal care messages.
- Selected as one of only two cities on the west coast to participate in the North Shore Animal League’s “Tour for Life” animal adoption event, thus further increasing exposure for our animals ready to go home to families.
- Working with City Council ad hoc committee to address issues related to City codes, including dangerous dogs, public nuisances, etc.

## **FINANCIAL CONSIDERATIONS**

This report is for information only. There are no goods and services being purchased as a direct result of this report. The following provides an update on the expenditure of funds within the Animal Care Services Division to bring about positive change:

On June 5, 2001, the City Council adopted a resolution that authorized increased services and supplies and facility maintenance in the Animal Care Services division operating budget and established a Capital Improvement Project for Animal Care (CIP GA11). The Animal Care Services operating budget was augmented with \$677,000 from departmental carryover from Fiscal Year 2000/2001. The Capital Improvement Project was funded with a total of \$760,000 (\$360,000 in departmental carryover from Fiscal Year 2000/2001 and a \$400,000 transfer from Administrative Contingency).

To date, the Animal Care Services division has expended approximately \$177,000 from the operating budget augmentation for facility improvements (\$82,711), on-site security (\$54,269), volunteer program (\$38,348), and training/education (\$1,583). Approximately \$37,000 has been expended from CIP GA11 in project start-up costs to research various products and complete studies for potential facility improvements.

## **ENVIRONMENTAL CONSIDERATIONS:**

None.

## **POLICY CONSIDERATIONS:**

The improvements completed and underway at Animal Care Services are consistent with Council's desire to ensure that the organization works toward not only continuing in its more traditional role of providing animal control and regulation services to citizens of Sacramento, but also augmenting its focus on providing humane animal care and services and proactively promoting important animal care messages (including the importance of reducing pet overpopulation through spay/neutering, humane treatment of animals, and the availability of adoptable pets at the Center, among others).

Continuing to improve our City's animal care services and working to communicate critical humane messages to our community is consistent with the City's Strategic Plan goals of enhancing educational opportunities for the entire community, establishing and strengthening community and regional partnerships to enhance the quality of life, and enhancing and preserving the neighborhoods.

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Update on Status of Improvements at Animal Care Services  
October 14, 2002

**ESBD CONSIDERATIONS:**

None. No goods or services are being purchased.

Respectfully submitted,



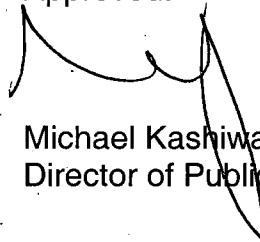
Hector Cazares,  
Animal Care Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS  
City Manager

Approved:



Michael Kashiwagi  
Director of Public Works