

RESOLUTION NO. 10125

A RESOLUTION REVISING CITY OF GREAT FALLS ANIMAL SHELTER RELATED FEES AND SERVICES IN ACCORDANCE WITH TITLE 6 OF THE OFFICIAL CODE OF THE CITY OF GREAT FALLS (OCCGF) SUPERSEDING RESOLUTION 10049

WHEREAS, the City Commission adopted Resolution 10049 in January, 2014, establishing Animal Shelter related fees and services; and

WHEREAS, the Great Falls Animal Shelter is an open-admission, municipal animal shelter operated by the City of Great Falls, which provides a safe haven for stray, abandoned and owner surrendered animals in Great Falls, Cascade County and the surrounding areas; and

WHEREAS, the Great Falls Animal Shelter's Mission is to *ensure the health, safety and welfare of the animals and citizens of our community through the education of responsible pet owners*; and

WHEREAS, The Great Falls Animal Shelter provides a number of services including animal protection, pet adoptions, cremation services for veterinarians and private citizens, as well as licensing and microchipping. The Shelter also has volunteer opportunities and close to 200 volunteers who assist with the animals and other events and activities throughout the year; and

WHEREAS, the City of Great Falls Police Department handles all Animal Control issues. Animal Control Officers are responsible for the collection, impoundment and initial care of stray or vicious dogs, cats and other animals, enforcing City ordinances and State laws relating to the control of animals and helps to control the domesticated animal population; and

WHEREAS, the staff at the Great Falls Animal Shelter and the Animal Control Officers work together to improve animal welfare and the quality of life for animals in the Great Falls community; and

WHEREAS, having considered the cost of the operation and administration of the Great Falls Animal Shelter, it is deemed necessary and appropriate to adjust some of the fees associated therewith for the proper administration and operation of the Great Falls Animal Shelter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA:

That the Animal Shelter Related Fees and Services and Definitions attached hereto as Exhibit "A" are hereby adopted; and

This Resolution shall become effective upon adoption superseding Resolution 10049.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana,
November 17, 2015.

Michael J. Winters, Mayor

ATTEST:

Lisa Kunz, City Clerk

(CITY SEAL)

APPROVED FOR LEGAL CONTENT:

Sara Sexe, City Attorney

Resolution 10125
Exhibit "A"

City of Great Falls Animal Shelter
Fees & Services

Great Falls Animal Shelter (Shelter)

Adoption Fees

Dog Adoptions	\$140
Cat Adoptions	\$50
Other Small Domestic Animals	\$50
Small Domestic Birds	\$5
Spay/Neuter Deposit	\$50 Kittens/Cats - \$100 Puppies/Dogs
Rabies Deposit	\$15 Kittens & Puppies Only
Adoption Promotion Fee	Varies during adoption promotions

Licenses & Fees – General Public Rates

Nametag	\$10
Surrender Fee	\$20 per animal or \$30 a litter
Yearly Animal Registration (Altered)	\$15
Yearly Animal Registration (Unaltered)	\$30
Lifetime Animal Registration (Altered Only)	\$75

Licenses – Veterinary & Non-Profit Rates

Local veterinarians as well as local non-profits (who adopt animals), may participate in the Shelter's Licensing Program. By agreeing to participate in the program, participants may sell licenses at the rate approved by the City Commission and receive 20% of the total revenue collected from their license sales.

Animal Registrations are also known as Animal Licenses and are valid for twelve (12) months from the date of purchase. Service/Companion Animals and governmental police dogs should be registered with the City of Great Falls, but will not be charged for such registration.

Redemption Fees

Administration Fee (One-Time)	\$12
Triage/Vaccination Fee	\$20
Rabies Deposit (One-Time)	\$15
Veterinary Bills to Owner	Variable (based on services rendered)
Cost of Care (Daily)	\$10
Cost of Care - Court Mandated Cases (Daily)	\$15
Court Mandated Euthanasia	\$50

Cremation Services

General Cremations (No Ashes Returned)

0-30 Pounds	\$25
31-70 Pounds	\$50
71+ Pounds	\$80

General cremation – This service involves disposal only.

Segregated Cremations (Ashes Returned)

0-15 Pounds	\$50
16-50 Pounds	\$100
51-90 Pounds	\$150
91-150 Pounds	\$200
151-200 Pounds	\$250

Segregated cremations – more than one animal is placed in the incinerator at a time, but they are separated so the owner receives only their animal's ashes back.

Individual Cremations (Ashes Returned)

0-15 Pounds	\$150
16-50 Pounds	\$200
51-90 Pounds	\$250
91-150 Pounds	\$300
151—200 Pounds	\$350

Individual Cremations – one animal in the incinerator at a time, and the owner receives their animal's ashes back.

Cremation Services for local veterinarians 10% Discount off of Public Rates

Segregated and Individual cremation fees include an urn, lapel pin, paw print and cremation certificate.

Cremation Services are not available for animals over 200 pounds.

Animal Control

Licenses, Fees & Permits

Wild Animal License Certificate (Initial Registration)	\$200
Wild Animal License Annual Certificate (Renewal)	\$150
Multiple Animal Permit – 6 or Less Animals (2 year Permit)	\$40
Multiple Animal Permit – 7 or More Animals (2 year Permit)	\$75
Multiple Animal Hobby Breeder Permit (Annual)	\$150
Commercial Kennels	Coordinated through Planning & Community Development
Bee Hive Owner/Bee Keeper Registration (One-Time)	\$40
Bee Hive(s) License (Annual)	\$10 per hive

Great Falls Animal Shelter Definitions

Administration Fee – This fee helps off-set the cost of staff time involved in the intake process of animals brought into the Shelter and includes the costs associated with setting an animal up with shelter, food, water and bedding.

Adoption Fees – The adoption fees for dogs and cats include spaying/neutering of the animal, a micro-chip, vaccinations and a nametag.

Adoption Promotion Fee - The Shelter may hold adoption promotion events throughout the year. The amount of the Adoption Promotion Fee may vary to allow dogs and cats to be adopted from the Shelter at a discounted rate. Oftentimes, the promotional rate will be offset by the Guardian Angel Fund and the Adoption Fund. The Adoption Promotion Fee will be used based on space or on an as needed basis.

Animal Registration (also known as animal licenses) – Under the Official Code of the City of Great Falls (OCCGF) any person keeping or harboring any dog or domestic cat over six (6) months of age must register the animal by paying a registration fee. The Shelter sells both annual and lifetime registrations, proof of vaccinations are required. The cost of registration varies based on whether or not the animal is altered. Lifetime registrations are only available to be purchased for those animals that are altered. Registrations are valid for a period of twelve (12) months from the date of purchase. Animal registrations are sometimes referred to as animal licenses.

Court Mandated Euthanasia – In the event of court mandated euthanasia, this fee is charged to the pet owner and covers the cost of the contracted veterinarian who provides the service, decapitation if necessary (required in bite cases), rabies testing and the general disposal and processing of the animal.

Cost of Care – The cost of care covers the daily expenses associated with the caring of animals; it includes the cost of staff time, food, water and shelter as well as basic utility expenses (heat, electricity, water, etc.). It is calculated at \$10 a day.

Cost of Care - Court Mandated Cases – In the event that an animal is brought into the Shelter due to a court mandate the daily cost of care for that animal will be charged at a daily rate of \$15 a day. This covers the daily expenses associated with caring for the animal including staff time, food, water and shelter as well as basic utility expenses (heat, electricity, water, etc.). In most situations animals in the care of the Shelter due to court mandate tend to be aggressive and/or bite cases and involve at least two staff members, have longer stay times, and need to be isolated from other animals.

Cremation Services – The Shelter offers pet cremation services to the Great Falls community, local veterinary offices and the surrounding areas. Owners have the option of selecting general, segregated or individual cremation options. The processing fee covers the cost of the urn, lapel pin, paw print and cremation certificate (the processing fee is not charged to those who select General Cremation).

Nametags – Dog and cat nametags are sold at the Shelter for a nominal fee.

Other Small Domestic Animals/Small Birds – From time to time the Shelter receives other domestic small animals, which may be available to the public for adoption. Small domestic animals include but are not limited to birds, rabbits, ferrets, hamsters, guinea pigs, gerbils, rats and domestic pigs. However, if a small domestic animal is brought into the Shelter, and redeemed by their owner, the owner will be subject to the appropriate redemption/cost of care fees.

Rabies Deposit - The owner of any dog or cat which does not have proof of rabies vaccination must pay a fifteen dollar (\$15) refundable fee. The fee will be refunded when the owner provides proof of vaccination. A rabies deposit is required if the animal is less than 6 months old at the time of adoption.

Redemption - The owner of any pet animal which has been under the care of the Shelter and which is no longer subject to court ordered impoundment, may redeem the pet, upon proving ownership and paying a registration fee (for unregistered pet animals). In addition, the owner may redeem the animal upon proving ownership and upon the payment of applicable fees, including: 1) administration, 2) Triage/Vaccination, 3) daily cost of care for each day or partial day that the animal

has been held at the Shelter, 4) anti-rabies vaccination if the animal is not so vaccinated, and 5) any veterinary costs incurred while the animal is held at the Shelter.

Spay/Neuter Deposit - Under Montana Law (MCAS 7-23-4202) any publicly operated animal shelter may not offer for adoption any cat or dog that has not been spayed or neutered; unless a deposit for spaying or neutering the animal has been paid. The Shelter requires a spay/neuter deposit for animals that are 6 months of age or younger (too young to be spayed at the time of adoption).

The cost of spaying/neutering all other dogs and cats is included in the adoption fee. Those animals not already altered at the time of adoption will be transported to a veterinarian who is participating in the Shelter's Guardian Angel Program to be spayed/neutered.

A spay/neuter deposit is also required if a new adoptee selects to take the animal home immediately (before being spayed/neutered) or in the event the new adoptee lives outside the City limits.

The spay/neuter deposit will be returned to new pet owner once documentation is provided showing the dog or cat is altered. Under Montana Law the spay/neuter deposit must be forfeited if the spaying or neutering is not done within 30 days if the cat or dog is more than 6 months old at the time of adoption; or by the time the animal reaches the age of 6 months if the animal is less than 6 months old at the time of adoption; or within 30 days of the adoption, whichever is longer.

Surrender Fee – A surrender fee will be charged to an owner who surrenders an unwanted animal(s) to the Shelter. An additional fee will be charged to those owners who surrender a litter to the Shelter. The fee helps offset the initial intake/processing cost of the animal and general cost of care.

Surrendered Animal – Upon surrender of an animal, the animal becomes the property of the Shelter and the animal's former owner cannot determine the disposition of the animal. The Shelter will perform its own assessment of the surrendered animal according to its policies and procedures and determine the disposition of the animal. The Shelter does not euthanize or cremate upon request.

Service or Companion Animals – Under OCCGF and Federal Law, Service Animals are defined as animals that are individually trained to do work or perform tasks for people with disabilities. Companion Animals are animals required by a person with a disability to ameliorate the disabling condition. In order for an animal to be identified as a Service or Companion Animal, sufficient information must be provided to the Shelter from a health care or other professional, so that the Shelter may review the request for designation of Service or Companion Animal as a disability accommodation. Upon designation that the animal is a Service or Companion Animal, that animal should be registered, but a registration fee will not be charged. However, if a Service or Companion Animal is in the care of the Shelter, appropriate fees will be charged.

Triage/Vaccination Fee - This fee includes a basic health assessment (temperature, weight, eyes, ears, etc.) as well as the Da2PPv (distemper/parvo), bordatella (kennel cough) vaccinations and de-worming for dogs and the FvRCP (feline distemper) vaccinations and deworming for cats. Vaccinations will not be administered and the applicable fee will not be charged until the 72-hour time has passed.

Vaccinations – Under OCCGF it is unlawful for any person to keep, maintain or harbor any dog, cat, ferret or horse over six (6) months of age unless it has had a current anti-rabies vaccine administered under the direction of the public health officer by a licensed veterinarian or with any other vaccine approved by the public health officer and the state veterinarian.

Veterinary Care/Bills – The pet owner is responsible at time of redemption for any veterinary services and associated costs if their animal receives care at the Shelter.

Animal Control Definitions

Bee Hive Owner/Bee Keeper Registration & Licensing – Any person wishing to maintain honeybees on their property must submit a one-time registration fee of \$40 to be recognized as a “bee keeper or bee hive owner” and license their bee hives at the rate of \$10 per hive each year, including the first year. All hives shall be registered and licensed with Animal Control prior to April 1 of each year. No more than five (5) hives of honeybees are allowed on each one-quarter acre of property or less.

Commercial Kennels - A Commercial Kennel Permit is required for any individual who wishes to engage in the boarding and/or breeding of dogs, cats, reptiles, or any other pet animal for compensation. This process is currently coordinated through the Planning and Community Development Department and applicants are required to receive a Safety Inspection Certificate (SIC) before opening for business. Commercial kennels are only allowed in approved zoning districts outlined in Title 17 of the City Code (those zoning districts include C-2, C-3, GFIA and I-1).

Multiple Animal Permits – A Multiple Animal Permit is required for any person, family, or household owning or harboring more than two (2) dogs over six (6) months of age and two (2) cats over six (6) months of age for more than thirty (30) days. Multiple Animal Permits are issued on a two (2) year basis. Those residents who have purchased and hold lifetime Multiple Animal Permits will continue to have their permit honored as long as the terms of the original permits continue to be met.

Multiple Animal Hobby Breeder Permit – A Multiple Animal Hobby Breeder Permit is required for any person, family, or household owning or harboring more dogs and cats than are permitted by City Code and who intend to breed their animals. The holder of a regular Multiple Animal Permit or a person holding no Multiple Animal Permit must apply for a Multiple Animal Hobby Breeder Permit within ten (10) days of the birth of a litter.

Wild Animals License Certificate – Anyone who wishes to keep a wild animal in their home or on their property is required to obtain a Wild Animal License Certificate. An inspection of the property must be completed by an Animal Control Officer before the certificate can be granted. A one-time fee of \$200 and an annual renewal fee of \$150 is required. Renewals are required within sixty (60) days of the expiration day of the initial application.