



## Staff Report

**TO:** Mayor, and City Council Members  
**FROM:** Sean Thuilliez, Chief of Police  
**DATE** February 18, 2020  
**SUBJECT: Approval of Contract with PetData, an Animal Licensing Service**

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### Background and Analysis:

The Police Department has oversight of the Animal Control Officer unit in the City of Beaumont. The department entered into an agreement with PetData in 2016 to contract for online animal licensing and data collection services. This program was researched by the Police Department in response to inquiries from the public to provide online licensing services, as well as streamlining the Animal Control Officer unit administrative functions to increase efficiency and maximize revenue.

Beaumont Municipal Code, Title 6, Section 6.06.010 and the State of California Food and Agricultural Code Section 30502, require licensing for dogs that are owned by persons within the City of Beaumont. This licensing requirement obligates the City to provide licensing services to the residents of Beaumont as well as the City of Calimesa.

PetData has given Beaumont and Calimesa residents the ability to upload supporting documentation and order their licenses online, without having to leave their residences or places of work to attend a licensing clinic or license in person at Beaumont City Hall or the Police Department.

PetData is a sole sourced company that contracts with several California municipalities and animal control departments. When contacted, all of the cities or agencies that utilize PetData noted that the program allows for reduced costs for staff time; minimal program cost versus productivity; having an easy to navigate web-based interface for the public and staff; as well as providing excellent, detailed reports to track data and revenue.

The renewal contract for PetData's services includes a processing charge increase of 10 cents (.10) per one-year license issued for a total of \$4.20 and \$2.00 per year for a

multiyear license (after the initial year), as well as a fee of \$2.50 for collections of late license fees.

The contract for continued services with PetData (see Exhibit A) has been reviewed by the City Attorney.

**Fiscal Impact:**

Fees paid to PetData are on a per license basis. A range of \$4.20 to \$8.20 is payable to PetData based on the license type. The remainder of fees collected from the licensee is retained by the City for administrative costs.

**Recommended Action:**

Approve a contract with PetData for a period of three years.

**Attachments:**

- A. Contract