



# CITY OF CLEARLAKE

City Council

## STAFF REPORT

**SUBJECT:** Discussion and Consideration of Request for Proposals for Animal Care and Control Services

**MEETING DATE:** Sept. 18, 2025

**SUBMITTED BY:** Alan D. Flora, City Manager

**PURPOSE OF REPORT:** ☐ Information only ☒ Discussion ☒ Action Item

### WHAT IS BEING ASKED OF THE CITY COUNCIL:

City Council to provide direction regarding approval of a Request for Proposals (RFP) for animal care and control services.

### BACKGROUND/ DISCUSSION:

On August 7<sup>th</sup> the Council held a discussion regarding the City's contract for animal care and control services with North Bay Animal Services (NBAS). At that meeting the Council decided to terminate the contract with NBAS. I provided a notice of termination to NBAS on August 15<sup>th</sup>. Additionally on August 7<sup>th</sup> the Council directed Mayor Cremer and Councilmember Downey to work with me to prepare a draft RFP for approval by the Council.

Staff met with the councilmembers on August 27<sup>th</sup> regarding the desired structure of the RFP and have prepared a draft for review and consideration by the full Council.

### OPTIONS:

1. Approve the RFP and direct staff to proceed with the process.
2. Provide other direction to staff.

### FISCAL IMPACT:

☐ None ☐ \$ Budgeted Item? ☐ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☐ General Fund ☐ Measure P Fund ☐ Measure V Fund ☐ Other:

Comments:

### STRATEGIC PLAN IMPACT

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City

- ☐ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☐ Goal #4: Improve the Image of Clearlake
- ☐ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

☒ **Attachments:**

**1. DRAFT Request for Proposals for Animal Care and Control Services**