

## **MAYOR AND COUNCIL COMMUNICATION**

**DATE:** DECEMBER 2, 2025

**TO:** Mayor and Council

**FROM:** Roque Salinas, Executive Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation and Discussion to Amend the Leon Valley Code of Ordinances Appendix A – Fee Schedule, Article A4.00 - Animal Control Fees, to Article A4.006 - Dog Microchipping and A4.002 City Pet License (1st Read as Required by City Charter) - R. Salinas, Executive Director

**SPONSOR(S):** N/A

### **PURPOSE**

A review of city services was performed, and it was determined that dog microchipping should be offered to the public. The microchipping program was started in July of 2025 and the City has seen some success, but staff would like to remove any financial barrier to any pet owner for microchipping. This will increase the number of microchipped dogs in the community and assist both the City and dog owners with lost pets if picked up by animal control. The service will require the current fee under Article A4.000- Animal Control, as Section A.4.006- Dog Microchipping, to be updated.

The staff would also like to remove the pet license fee. The registration fee will be reduced from five dollars (\$5.00) for sterilized animals and fifteen dollars (\$15.00) for unsterilized animals to no charge (free). The service will require the current fee under Article A4.000- Animal Control, as Section A.4.002- Pet License, to be updated.

### **FISCAL IMPACT**

This will have a very small reduction in revenue as the City is currently issuing free microchipping with all Leon Valley Pet Licenses. However, having more dogs chipped will reduce staff time to find the owner. It will also reduce the cost for boarding the dog, feeding the dog, vaccines for the dog, altering the dog, and travel needed to transport the dogs to rescues.

The current registration fees are five dollars (\$5.00) for altered (spayed/neutered) dogs and cats and fifteen dollars (\$15.00) for unaltered animals. Eliminating these fees will result in a loss of revenue previously collected through registrations.

However, the current permit system charges a fee per permit, ranging from five dollars (\$5.00) to ten dollars (\$10.00). Removing the permit requirement will also reduce associated costs for the Planning and Zoning Department.

Under the proposed update, the new microchip-based registration system will be free to use for the Animal Control Department.

#### **Article A4.006 - Dog Microchipping**

##### **Current:**

*Leon Valley resident:*

- (1) Free with an active City of Leon Valley Pet License.
  - a. Limit of 4 per address.*
- (2) \$15.00 without an active City of Leon Valley Pet License.
  - a. Limit of 4 per address.*

*Non-Leon Valley Resident:*

- (1) \$20.00 per dog- Limit of 5 dogs per person.*

##### **New Fees**

*Leon Valley resident*

- 1. Free microchipping
  - a. Limit of 4 per address*

*Non-Leon Valley Resident*

- 1. \$20.00.*

*The City Manager, or designee, is authorized to reduce or waive fees for adoption events or where necessary to advance the goals of the department to reduce animals in city kennels.*

#### **A4.002 City Pet License**

##### **Current**

*City pet license:*

- (1) Spayed/neutered animals: \$5.00.*
- (2) Unaltered animals: \$15.00.*

##### **New Fees**

*City pet license:*

- (1) Spayed/neutered animals: \$0.00.*
- (2) Unaltered animals: \$0.00.*

#### **RECOMMENDATION**

Staff recommends the approval of the fee changes.

At Council Discretion.

APPROVED : \_\_\_\_\_

DISAPPROVED : \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS :

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ATTEST :

**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary