

**MADISON COUNTY FISCAL COURT
MADISON COUNTY, KY
RESOLUTION 2024-79**

**A RESOLUTION TO APPROVE A MEMORANDUM OF AGREEMENT (MOA)
BETWEEN MADISON COUNTY FISCAL COURT AND CITY OF RICHMOND
FOR DAILY ANIMAL SHELTERING FEES**

WHEREAS, Madison County, like many communities across the nation, faces challenges related to the care and management of stray and surrendered animals. The Madison County Animal Shelter, operated by the Madison County Fiscal Court, plays a vital role in addressing these challenges by providing animal control services, sheltering, care, and adoption services for animals in need; and

WHEREAS, in an effort to best serve our citizens and support the decisions and requests of the City of Richmond, the Madison County Fiscal Court proposes the implementation of daily animal boarding fees for animals picked up by City of Richmond Animal Control or Law Enforcement that will be housed at the Madison County Animal Shelter; and

WHEREAS, the City of Richmond will continue to provide animal control services to city residents; and

WHEREAS, the Madison County Fiscal Court and the City of Richmond wish to enter into a Memorandum of Agreement (MOA) for daily animal sheltering fees; and

WHEREAS, at the request of the City of Richmond, this MOA shall retroactively become effective July 1, 2024;

NOW, THEREFORE, BE IT RESOLVED THAT THE MADISON COUNTY FISCAL COURT DOES HEREBY APPROVE THIS RESOLUTION AND AUTHORIZES THE JUDGE EXECUTIVE AND/OR HIS DESIGNEE TO NEGOTIATE AND EXECUTE CONTRACTS ON BEHALF OF THE COUNTY.

Motion made by Bathin, seconded by Hughes.

Vote:

Yes

No

Judge Executive Reagan Taylor
Magistrate James Brian Combs
Magistrate Stephen Lochmueller
Magistrate Billy Ray Hughes
Magistrate Tom Botkin

<u>✓</u>	<u> </u>
<u>✓</u>	<u> </u>
<u>✓</u>	<u> </u>
<u>✓</u>	<u> </u>
<u>✓</u>	<u> </u>



Madison County Fiscal Court
135 W. Irvine Street, 3rd Floor | Richmond, KY 40475
859-624-4700 | madisoncountky.gov

July 1, 2024

Mayor Robert Blythe
City of Richmond, Kentucky
239 West Main Street
Richmond, KY 40475

Dear Mayor and City Commissioners:

Subject: MOA for Daily Animal Sheltering Fees

I am writing on behalf of the Madison County Fiscal Court to propose a collaboration between the City of Richmond and Madison County Fiscal Court regarding animal boarding services provided by the county's animal shelter.

Background:

Madison County, like many communities across the nation, faces challenges related to the care and management of stray and surrendered animals. The Madison County Animal Shelter, operated by the Madison County Fiscal Court, plays a vital role in addressing these challenges by providing animal control services, sheltering, care, and adoption services for animals in need.

1976 – Madison County (Ordinance 76-26), City of Berea (24-76) and City of Richmond (76-26) separately voted to adopt similar language establishing Animal Control for the County and the cities of Richmond and Berea. (*Attachment A*)

In April 2017, Madison County requested payment for both governments in association with 1976 ordinance *but* was informed by both cities that the budget setting window had passed so the invoice was voided. (*Attachment B*)

June 13, 2019 – Intergovernmental meeting was hosted to discuss animal control services. (*Attachment C*)

June 27, 2019 – City of Richmond budgeted and paid \$75,000 for animal control and sheltering/boarding services as part of the previous conversations.

2020 – City of Richmond rescinded the agreement and decided to handle their own Animal Control services (*Attachment D*).

February 27, 2024, the City Manager of Richmond requested information about providing a number for the City budget to support the shelter in housing/sheltering animals from the City of Richmond as the City had purchased their own truck and was hiring an Animal Control Officer (*Attachment E*).

Proposal:

Reagan Taylor
Judge Executive

James Brian Combs
Magistrate District 1

Stephen Lochmueller
Magistrate District 2

Billy Ray Hughes
Magistrate District 3

Tom Botkin
Magistrate District 4



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In an effort to best serve our citizens and support the decisions and requests of the City of Richmond, the Madison County Fiscal Court proposes the implementation of daily animal boarding fees for animals housed at the Madison County Animal Shelter. These fees would apply to animals brought to the shelter by officers, animal control or law enforcement officers from within the jurisdiction and City of Richmond limits during business hours 8AM until 4:30PM Monday through Friday or 10AM until 12PM on Saturday or Sunday.

In addition, the City of Richmond will continue to provide their own Animal Control Services through their Codes Enforcement Officer (and specific Animal Control position) and equipment as has previously been determined by the City Manager and City Commission. Madison County Fiscal Court will continue to honor and support this decision and work with said City of Richmond Animal Control personnel as needed.

Details of Proposal:

Daily Sheltering Fees: We propose a daily sheltering fee of \$35 per animal for each day that an animal is taken from the City of Richmond and is housed at the Madison County Animal Shelter. The average length of stay for an animal at the animal shelter is 22 days for the past four years. Annual fees for the City of Richmond shall not exceed \$80,820.25 (or 25% of the annual operating budget as adopted by the City of Richmond Order for FY2025). In addition, any outside medical or veterinary expenses incurred because of the intake, shall be included, and itemized on the City of Richmond invoice directly.

Procedures for Drop-off: Animals requiring emergency sheltering during non-business hours will be brought to the shelter by a law enforcement officer or City of Richmond Animal Control officer and dropped off in the dedicated kennels with the attached information shared at drop-off process and as agreed upon by the Richmond Chief of Police, 911 Director and Madison County Animal Control Director.

Payment Process: The City of Richmond will be responsible for remitting payment to Madison County Fiscal Court for the sheltering fees accrued by animals from the Richmond City limits, which will be shared on an itemized invoice by the 10th day of each month for the prior month. We propose a monthly invoicing system, whereby Madison County Fiscal Court provides an itemized statement of boarding fees incurred, and the City of Richmond submits payment accordingly.

Contractual Agreement: To formalize this arrangement, we suggest drafting an interlocal agreement outlining the terms and conditions of the daily animal sheltering fees, including payment procedures, liability considerations, and any other pertinent details. However, both parties agree that we will operate under this Memorandum of Agreement until said Interlocal Agreement can be fully executed.

Proposed Timeline:

- | | |
|---|-----------------|
| 1. Fiscal Court agrees to MOA | July 9, 2024 |
| 2. City of Richmond agrees to MOA | July 9, 2024 |
| 3. Interlocal 1st Reading – City of Richmond | July 23, 2024 |
| 4. Interlocal 1st Reading – Madison County | August 13, 2024 |
| 5. Interlocal DLG/AG review | |
| 6. Interlocal 2nd Reading and adoption – City of Richmond | August 13, 2024 |
| 7. Interlocal 2nd Reading and adoption – Madison County | August 27, 2024 |
| 8. Interlocal Final Approval from DLG/AG | |
| 9. Operation Working Group Meeting | July 2024 |

Reagan Taylor
Judge Executive

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Magistrate District 1

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Magistrate District 4



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Enhanced Collaboration: This proposal strengthens the collaboration between the City of Richmond and Madison County in addressing the shared responsibility of animal shelter within our community.

Conclusion:

We believe that the implementation of daily animal sheltering fees represents a proactive step towards ensuring the long-term viability of animal care services in our community. We are eager to discuss this proposal further and work collaboratively with the City of Richmond to formalize our partnership through an Interlocal Agreement in support of animal welfare.

We look forward to the opportunity to discuss this matter in more detail and to explore how we can best serve the residents and animals of Madison County and the City of Richmond.

Attachment A – 1976 Ordinances

Attachment B – 2017 - Invoice requesting payment

Attachment C – Presentation from Joint Government Meeting

Attachment D – Rescinding order by City of Richmond

Attachment E – Email thread requesting funds for FY25 budget for sheltering since City of Richmond is pursuing their own Animal Control.

Robert Blythe
Mayor
City of Richmond

Date

7-24-24

Witness

Date

7-24-24

Reagan Taylor
Madison County Judge/Executive
Madison County Fiscal Court

Date

7-24-2024

Witness

Date

7/24/2024

Reagan Taylor
Judge Executive

James Brian Combs
Magistrate District 1

Stephen Lochmueller
Magistrate District 2

Billy Ray Hughes
Magistrate District 3

Tom Botkin
Magistrate District 4

ORDER NO. 24-87

AN ORDER OF THE CITY OF RICHMOND APPROVING AN MEMORANDUM OF AGREEMENT (MOA) BETWEEN MADISON COUNTY FISCAL COURT AND CITY OF RICHMOND FOR DAILY ANIMAL SHELTERING FEES

WHEREAS, the Madison County, like many communities across the nation, faces challenges related to the care and management of stray and surrendered animals. The Madison County Animal Shelter, operated by the Madison County Fiscal Court, plays a vital role in addressing these challenges by providing animal control services, sheltering, care and adoption services for animals in need, and

WHEREAS, in an effort to best serve our citizens, the City has requested Madison County Fiscal Court enter into a Memorandum of Agreement (MOA) for daily sheltering fees for animals picked up by the City of Richmond Animal Control or Law Enforcement that will be housed at the Madison County Animal Shelter; and

NOW, THEREFORE BE IT ORDERED by the City of Richmond Board of Commissioners that:

- (1) The City of Richmond does hereby approve the MOA retroactively effective July 1, 2024 and authorize the Mayor to sign any all documents required on behalf of the city. Funding for this service will Non-Departmental #5540 expenditures by Fiscal Year 2025 Budget Ordinance.

This order shall be in full force and effect upon reading and adoption by the City of Richmond Board of Commissioners.

DATE ADOPTED: July 23, 2024

MOTION BY: Commissioner Goble

SECONDED BY: Commissioner Newby

VOTE:	YES	NO
Commissioner Brewer	x	
Commissioner Cole	x	
Commissioner Goble	x	
Commissioner Newby	x	
Mayor Blythe	x	


MAYOR

ATTEST:


CITY CLERK