

Hollister Animal Shelter: 2007-08 Grand Jury Follow-up Investigation

Conducted by

County Committee

First Issued: July 31, 2008



**County of San Benito
Civil Grand Jury
2007-2008**

HOLLISTER ANIMAL SHELTER: 2007-08 GRAND JURY FOLLOW-UP INVESTIGATION

SUMMARY

The Hollister Animal Shelter (also known as the Animal Control Bureau) was established in 1982. It serves the city and county as the only facility to house domestic animals who are lost, abandoned, neglected, or unwanted. It also provides animal control services for the city and county.

The 2001-02 and 2002-03 San Benito County Civil Grand Juries reviewed the Animal Shelter operations during their terms. Long overdue, the Animal Shelter was investigated by the 2006-07 Grand Jury, which made several recommendations for the improvement of its operations. This report summarizes the status of those recommendations and the status of the new Animal Shelter facility.

PURPOSE OF INQUIRY

The 2007-08 San Benito County Grand Jury performed a follow-up investigation of the 2006-07 Grand Jury's examination of the Animal Shelter. The objectives of the current jury's inquiry were to follow-up on the recommendations made by the 2006-07 Grand Jury and to provide the status of the construction plans for the new Animal Shelter facility.

METHODOLOGY

The *2006-07 San Benito County Grand Jury Report* was obtained and its recommendations organized such that each one would garner a response from the City of Hollister (City). The initial response from the City was in the form of a letter dated November 5, 2007, received by the 2007-08 Grand Jury on November 20, 2008 (see Appendix I, page 223).

Members of the County Committee of the Grand Jury interviewed elected and appointed city and county officials as well as staff members from the police department, the Animal Shelter, and the city engineering department. Jurors also reviewed written and on-line materials, such as correspondence, reports, codes, and manuals related to the Animal Shelter operations. In addition, jurors attended City Council meetings.

DISCUSSION

Background

The Animal Control Bureau is a division of the Police Department. The bureau and facility are more commonly referred to as the *Hollister Animal Shelter*. It operates within the city and also has a contract with the County. The function of the bureau is to provide domestic animal services and rabies control for the City of Hollister and the County of San Benito. This includes adoptions; dog licenses sales; housing stray and unwanted domestic animals, lost, and found animals; education programs and tours; emergency services; 24-hour phone message; animal cruelty investigations; animal ordinance enforcement; outside agency referrals; low cost spay/neuter referrals; and low-cost rabies vaccinations clinics.

The Police Department assumed responsibility for animal control in 2004. In September 2006, the Animal Control Bureau was reassigned to the Support Services Division in the Police Department.

Location

The Animal Shelter is currently located at the west end of South Street. The facility was noted in the *2001-2002 Grand Jury Report* as follows:

[The] current site is in emergent need for a larger building. Extensive termite damage is apparent and the office space is so cramped it is nearly impossible to enter the office when occupied by more than two people. There is room for only one staff member to work efficiently behind the counter. Parking is almost non-existent and turn-around space is quite limited. There are no sprinkler systems installed (jeopardizing the safety of the animals and personnel), and the ventilation system is woefully inadequate.

Five years later, the 2006-2007 Grand Jury noted in its final report the following:

The Grand Jury observed several problems in this investigation, including disarray and disorder in and around the Shelter (junk stacked in the back of the building and papers strewn about the office), lack of space in both the office and the animal areas.

A new shelter is being constructed in the lot between the existing facility and the City Maintenance Yard on South Street. This shelter has been in planning since 2002. It is due to open by the end of July 2008.

Hours of Operation

In 1998, the State passed the “Hayden Law” which stated in Section 1.b (2) “Shelters should be open during hours that permit working pet owners to redeem pets during nonworking hours.”

The Hollister Animal Shelter is open Monday through Friday, 9:30 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m. It is closed Saturday, Sunday, and holidays.

A citizen presented a request to the Hollister City Council on October 1, 2007 that the Animal Shelter be open during the lunch hour and on at least one weekend day.

The Police Department gave its response at the City Council meeting on November 5, 2007. It stated that the Animal Shelter would stay open during lunch by staggering the lunch hours of the officers on duty, and its hours of operation would be extended on Thursday evenings. The Police Department noted that the first two days the shelter had been open during lunch only 2 people had visited the shelter.

A member from the public responded that no one knew the shelter was then open during lunch. A City Council member remarked that the majority of the public work outside of Hollister and come home late. Very few people, if any, would go to the shelter late in the evening, particularly when the lighting around the shelter is so poor.

The public speaker who had requested the change in hours came forth and urged the Police Department to reconsider opening the shelter on Saturdays. The speaker recommended that the Police Department not extend the hours on Thursday but instead exchange a weekday for a Saturday. These comments were reinforced by the Mayor and Council.

During an interview with the Police Department it was disclosed that the lunch hour opening was infeasible because of staffing issues. The extended Thursday evening hours schedule is currently unknown to this Grand Jury.

Personnel

The staff consists of one manager and 3 officers. The 2006-07 Grand Jury found evidence of understaffing and low morale. The response letter from the City stated that the Animal Shelter is now fully staffed.

A grievance regarding working hours was filed by a staff member in July 2007. It was withdrawn in August 2007 when the grievance was satisfied after “sufficient staffing” had been achieved “to rotate on-call duties, provide for rest periods, and honor vacation requests.”

Finance

The 2006-07 Grand Jury questioned how the incoming funds for the Animal Shelter were being accounted and asked for an audit. The City’s response to the Grand Jury was unacceptable initially. The response consisted of 56 pages of a “Trial Balance” of the entire City’s accounting as evidence of a completed audit.

At the May 8, 2008 meeting with the City, Grand Jury members were given a copy of the *City of Hollister Financial Statements for the Year Ended June 30, 2007 with Independent Auditor’s Report and Supplementary Information*; and a copy of the *City of Hollister—Animal Control Division, Actual Revenue and Expenditure Summary Information By Type and Fund for FY 2006/2007* (see Figure 5). These documents reported the following about the Animal Shelter:

- The Animal Shelter expenses exceeded its revenues by \$80,000.
- Of the Animal Shelter funding, 68% comes from intergovernmental funds (San Benito County); 30% from licenses, permits, and charges for services; and the remaining 2% from uses of assets (trap rentals) and donations.
- Personnel-related expenses are 84% of the total expenses of the Animal Shelter; of this amount, 67% is for salaries and the remaining 33% is for taxes, benefits, and uniform allowances.
- Services and Supplies constitute 13% of the total expenses. This includes office-related supplies, vehicle and equipment maintenance, laboratory and medical services, office and insurance, professional services, animal feed, operating supplies, and uniform purchases.
- Contractual expenses accounted for the remaining 3% of total expenses. This includes animal disposal, bank service charges, and software support.

Operations

The 2006-07 Grand Jury offered several recommendations for improvement in various areas of the operations of the Animal Shelter, including conducting audits, developing procedures, and updating records and manuals (see Figure 4 for a graphic representation of these recommendations).

Record Keeping

One of the 2006-07 Grand Jury's findings was that the Animal Shelter's records were in noncompliance with Food and Agriculture Code 32003 and, hence, recommended that an audit of the records be conducted.

The Police Department presented a memorandum to the 2007-08 Grand Jury that stated the shelter's records were in compliance with the Food and Agriculture Code 32003. The memo, dated February 19, 2008, stated that the audit was performed on February 21, 2008. The Department later informed the Grand Jury that the date of the memo was typed incorrectly; it had been written the same day as the audit. The memo stated that staff had performed physical verification that animals listed on the report from the management system were indeed at the Animal Shelter. One dog was not found in the system due to the fact that it was housed at the facility for a resident at the Women's Shelter. The animal was not recorded as it would reveal the identity of the owner.

The Grand Jury suggested that while housing of this animal was admirable, a record of the pet could be added with a code so as to protect the privacy of the owner. The Police Department is reviewing its policy of housing animals for clients of the Emmaus House or other facilities. Due to the length of time that residents may stay in these types of facilities, housing their animals adds to the cost of the shelter and occupies kennels that could be used for other animals. Should this service be discontinued the record disparity would no longer exist.

Complete and Timely Reports

The 2006-07 Grand Jury found that the Animal Shelter staff was unable to produce complete and timely reports from the Shelter management system; and that the accounting of animals contained inconsistencies.

Last year, the Animal Shelter lacked the capacity to produce summary reports in a timely manner. The Animal Shelter staff uses software called Chameleon that manages public shelter records. (This product is used by many municipal shelters.) Shelter staff worked with HLP (the software vendor), and can now produce complete and timely reports.

The 2006-07 Grand Jury also noted a problem with how records were being processed, so that animals appeared to be “lost” from either the shelter or the computer system. As an example, according to the Animal Shelter 2005-06 Report, the shelter was holding a total of 97 animals (*Animals that Remain In-shelter*) at the end of the fiscal year. However, when one adds the 2004-05 total of *Animals that Remain In-shelter* (101) to the number of 2005-06 *Animals Intakes* (2448), then subtracts the number of 2005-06 *Animal Outcomes* (2459), the total number of animals remaining in the shelter is 90. This total shows a discrepancy, with 7 animals “missing,” when compared to the total number (97) reported in 2005-06. This type of error compounds itself each year.

The explanation given by the shelter staff is that any “out-of-county” animals recorded in the computer system were not being accounted. Therefore, when certain summaries were generated, these animals did not show up in sections of the report. This is a “bug” in the reporting software. This is now being corrected by HLP and will be completed by the end of May 2008.

Animal Shelter Drop Box Procedures

The 2006-07 Grand Jury recommended that the Animal Shelter develop standard procedures for using the Animal Shelter Drop Box.

The Animal Shelter Drop Box is a wire cage where the public can “drop off” stray animals when the facility is closed. The cage is covered with a tarp and locks once the door is shut (see Figures 1 and 2). When an animal is put into the drop box, other animals cannot be added until an officer removes the first animal and cleans the cage

According to a Police Department memo dated April 23, 2008 , the Animal Shelter Drop Box Policy has been established. It encompasses procedures to ensure the following four items:

- responsibility
- daily placement of clean water in the cage
- normal kennel cleaning of the drop box
- sanitizing the drop box each time it is used

The Police Department stated that these procedures have been added to the Animal Shelter Duty Manual.

The Grand Jury also noted that the Animal Shelter website has no procedures to instruct the community as to what to do if a stray animal is found when the shelter is closed, nor does it have instructions on how to use the Drop box.

Animal Shelter Duty Manual

The current Animal Shelter Duty Manual is dated May 2003. That was when the shelter was a division of the City Management Services Department. The Police Department (which took control of the Animal Shelter in 2004) has indicated that all updates are

made in the form of memoranda. A rewrite of the manual will be considered when sufficient staff is available.

Jurors reviewed the manual and noted that its table of contents has not been revised to include for all update memoranda. In addition, some update memoranda are undated; for example, Jurors examined the update memorandum, *Procedure on Accepting Owner Surrendered Animals*. Jurors could find no issue or effective date.

Additionally, the *Animal Shelter Duty Manual* (ASDM) contains material inconsistent with the State Food and Agriculture (F&A) Codes. The following are examples (emphasis included by the authors):

- Concerning F&A Code section 31108(a) and section 31752(a)
 - F&A Code states “The required holding period for a stray dog/cat impounded pursuant to this division shall be six business days, not including the day of impoundment.”
 - ASDM (under “Stray Animals,” page 14) states that both stray dogs and cats are to be held for 5 days.
- Concerning F&A Code section 31760(b)
 - F&A Code states “...no public animal control agency or shelter...shall sell or give away any cat that has not been spayed or neutered.”
 - ASDM does not specifically address this. However, under “Steps to Follow When Adopting out Animals” (page 17), the shelter’s overall policy on spaying and neutering does not follow the Code..

Operational Compliance with Internal Policies

The 2006-07 Grand Jury recommended that the Animal Shelter audit itself to ensure its operations comply with internal policies and procedures.

No evidence was provided to the 2007-08 Grand Jury that audits were conducted to ensure that the Animal Shelter was operating according to its own procedures. An audit would verify proper handling of the animals, euthanasia procedures, the opening and closing procedures of the facility, vehicle procedures, laundry procedures, and maintenance procedures. In addition, the audit memorandum, dated February 19, 2008, did not mention the status of kennel and drop box cleanliness .

San Benito County Code

The 2006-2007 Grand Jury found the County animal ordinances and agreements to be outdated. The copy provided by the County to last year’s Grand Jury is titled *San Benito County Code, Chapter 4, Animals and Fowl* (see Figure 6). The sections are dated from May 1981 through November 1998. The 2006-2007 Grand Jury recommended that these codes be reviewed and updated. No formal response from County officials was received by the Grand Jury. In interviews with County staff and officials, they said that the codes are indeed long overdue for revision.

When current Grand Jury members reviewed *The San Benito County Code, Animals and Fowl*, Chapter 4, they noted the following anomalies (refer to Figure 6 for Code pages):

- The requirements for licensing/vaccination certification for dogs and fee schedules differ from those listed in the *Animal Shelter Duty Manual*.
- The Code references the “San Benito County Animal Shelter” which does not exist (Code page 31).
- Rabies vaccinations are now valid for up to three years, yet the code limits the vaccination certificates for a maximum of two years (Code page 32).
- Basic charges for impounding animals differ from those in the *Animal Shelter Duty Manual* (Code,page 32.2).

Construction of the New Animal Shelter

Planning for a new Animal Shelter facility began in 2002. Construction is now in progress and is expected to be completed at the end of July 2008 (see Figure 3).

The facility is being constructed from a “building kit” that the City purchased for \$385,000. The construction contract consists of laying the foundation and parking lot; erecting the building; and finishing the interior, including plumbing and electrical systems. This fixed-price contract was awarded to Sanchez Construction for \$1.1 million. This was a competitive procurement and all bidders were local to Hollister. An additional \$120,000 is budgeted for cages and furniture.

The new shelter will have 40 dog runs and 50-60 small cages for cats. The Police Department is considering adding the existing small cages to the new facility. There are no plans for a new drop box; installation of a new one is dependent upon the availability of funds .

During a meeting with the Hollister Engineering Department, it was found that certain amenities were deleted from the original request-for-quote because of budget constraints. These were electrically-heated floors in the dog runs, a vehicle wash-down area, and a new walk-in freezer.

To wash their vehicles, the Animal Shelter will utilize the City Maintenance Facility. Regarding the freezer, the Police Department is considering whether to repair and install the current freezer or purchase a new one. Its decision will be based on available funds. The heated flooring in the dog runs is considered to be a “nice to have” amenity.

FINDINGS

- F1.** The Animal Shelter's hours of operation make it unavailable to the majority of the community as it is not open during the lunch hour or on weekends. This is contrary to the Hayden Law.
- F2.** The shelter staff is now producing summary reports in a timely manner.
- F3.** The data inaccuracies in the reports were due to a software problem. The software vendor is working to correct the software and it should be completed by the end of May 2008.
- F4.** For fiscal year 2006-2007, the Animal Shelter deficit was \$80,000.
- F5.** The new Animal Shelter facility is due to open by the end of July 2008.
- F6.** The new Animal Shelter facility has no plans for a new drop box due to unavailability of funds.
- F7.** The City website provides no information on what to do if a stray animal is found after shelter hours or instructions on how to use the Drop box.
- F8.** No agency provided evidence that a physical audit of kennel cleaning and drop box use was performed.
- F9.** The *Animal Shelter Duty Manual* is several years out of date.
- F10.** The *Animal Shelter Duty Manual* includes content that is inconsistent with the State Food and Agriculture Codes.
- F11.** The *San Benito County Code, Animals and Fowl*, Chapter 4 is outdated and contains numerous anomalies and inconsistencies.

RECOMMENDATIONS

- R1.** Close the Animal Shelter on one weekday (Monday, for instance) so that it may be open on Saturday (based on Findings F1).
- R2.** Correct the shelter's software error so that all animals in the shelter are being accounted (based on Findings F3).
- R3.** Pursue a separate non-profit organization to support animal welfare expenses, support projects such as a new drop box, and provide a consistent volunteer base that can support the Animal Shelter, especially during Saturday open office hours (based on Findings F4, F5, and F6).
- R4.** Add information to the City website about the use of the drop box and what to do with stray animals when the Shelter is closed (based on Finding F7).
- R5.** Establish routine inspections and/or self-assessments for the facility to ensure that the *Animal Shelter Duty Manual* procedures are being followed (based on Findings F8).
- R6.** Provide an annual report to the public of the inspection results and the number of animals being processed to help enhance the public awareness of the shelter's operations (based on Findings F8).
- R7.** Update the *Animal Shelter Duty Manual* to the latest state Food and Agriculture Codes 31108, 31752, 31753, and 31760 (based on Findings F9 and F10).

- R8.** Incorporate all updates, including memoranda, in the *Animal Shelter Duty Manual*. Also, if memoranda are to be used as a tool for temporarily updating the manual, then the table of contents should be updated as well. It should include the title of each memorandum and its issue date (based on Findings F9 and F10).
- R9.** Review and update the *San Benito County Code, Animals and Fowl*, Chapter 4 to incorporate the latest California Food and Agriculture Codes. Also, make sure the County Code is consistent with the Hollister *Animal Shelter Duty Manual* and Hollister Police Department Animal Control Operations Section 321 (based on F11).

RESPONSE REQUIRED

To comply with the Penal Code, including sections 933 and 933.03 (see page viii of this document), the following affected agency (or agencies) shall respond to all relevant findings and recommendations, especially, without limitations, to the findings and/or recommendations specified below.

The following agencies shall respond to the following recommendations:

- City of Hollister: R1, R2, R3, R4, R5, R6, R7, R8, R9
- San Benito County Board of Supervisors: R9

The following agencies are requested to respond to the following recommendations:

- Hollister Police Department: R1, R2, R3, R4, R5, R6, R7, R8, R9
- Hollister Animal Shelter Bureau: R1, R2, R3, R4, R5, R6, R7, R8, R9
- San Benito County Administrative Office: R9

BIBLIOGRAPHY

Interviews

- San Benito County Board of Supervisors
- Hollister City Mayor
- Hollister City Manager
- Hollister Police Chief
- Hollister Animal Control Manager
- Hollister Engineering Department

Board, Agency, or Community Meetings

- Hollister City Council Meeting, October 1, 2007.
- Hollister City Council Meeting, November 5, 2007.

Reports and Manuals

- City of Hollister. *City of Hollister Revenue Report as of June 30, 2007* [Received May 8, 2008].
- City of Hollister. *City of Hollister Expense Report as of June 30, 2007* [Received May 8, 2008].
- City of Hollister. *City of Hollister Financial Statements for the Year Ended June 30, 2007 with Independent Auditor's Report and Supplementary Information* [January 16, 2008].
- City of Hollister. *City of Hollister—Animal Control Division, Actual Revenue & Expense Summary Information By Type and Fund for 2006/2007* [date unknown].
- Hollister Animal Shelter. "Procedure on Accepting Owner Surrendered Animals" [No date]. Memorandum to be included in the *City of Hollister Animal Shelter Duty Manual* [Date unknown].
- Hollister Animal Shelter. *City of Hollister Animal Shelter Duty Manual* [May 2003 revision].
- Hollister Police Department. "Section 200: Organizational Structure and Responsibility," *Hollister Police Department Manual* [April 2006].
- Hollister Police Department. "Section 321: Animal Control Operations," *Hollister Police Department Manual* [April 2006].

Correspondence and Memorandum

- City of Hollister, letter to San Benito County Grand Jury, February 19, 2008 (Response to queries about financial audit and staff grievance).
- City of Hollister, letter to San Benito County Superior Court, November 5, 2007 (Response to 2006-2007 San Benito County Grand Jury findings and recommendations).
- Hollister Police Department, e-mail to San Benito County Grand Jury, May 20, 2008 (Response to May 12, 2008 e-mail inquiry).
- Hollister Police Department, internal memorandum, April 23, 2008 (Animal Shelter Drop Box policy).
- Hollister Police Department, internal memorandum, August 3, 2006 (Reassignment of Animal Control).

- Hollister Police Department, internal memorandum, February 19, 2008 (Audit of animal control).
- San Benito County Grand Jury, e-mail to Hollister Police Department, May 12, 2008 (Request for information).
- San Benito County Grand Jury, letter to City of Hollister Officials, March 7, 2008 (Response about misguided financial audit documentation and request for follow-up interviews).
- San Benito County Grand Jury, correspondence to City of Hollister officials, January 10, 2008. (Request for Documentation)
- San Benito County Grand Jury. "Hollister Animal Shelter," *2006-2007 Grand Jury Report*. [2007]
- San Benito County. "Chapter 4: Animals and Fowl," *San Benito County Code*. Pages 29-32.7. [May 1981, August 1985, November 1985, and November 1998]

Other Resources

- Hollister City Council. *Minutes of Regular Meeting, November 5, 2007*.
- Hollister City Council. *Minutes of Regular Meeting, October 1, 2007*.
- SB 1785 Statutes of 1998, *The Hayden Law*. <http://www.nokillnow.com/SB1785a.htm> [May 1, 2008].
- Hollister Animal Control Bureau Web site. <http://www.hollister.ca.gov/Site/html/gov/office/aniCtrl.asp> [May 1, 2008].

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Figure 1: Animal Shelter Drop Box, Exterior
 The public can "drop off" stray pets here when the shelter is closed.
 Source: Photo taken by Grand Jury Member, May 20, 2008.



Figure 2 Animal Shelter Drop Box, Interior
 Only one animal can be placed inside the drop box..
 Source: Photo taken by Grand Jury Member, May 20, 2008.

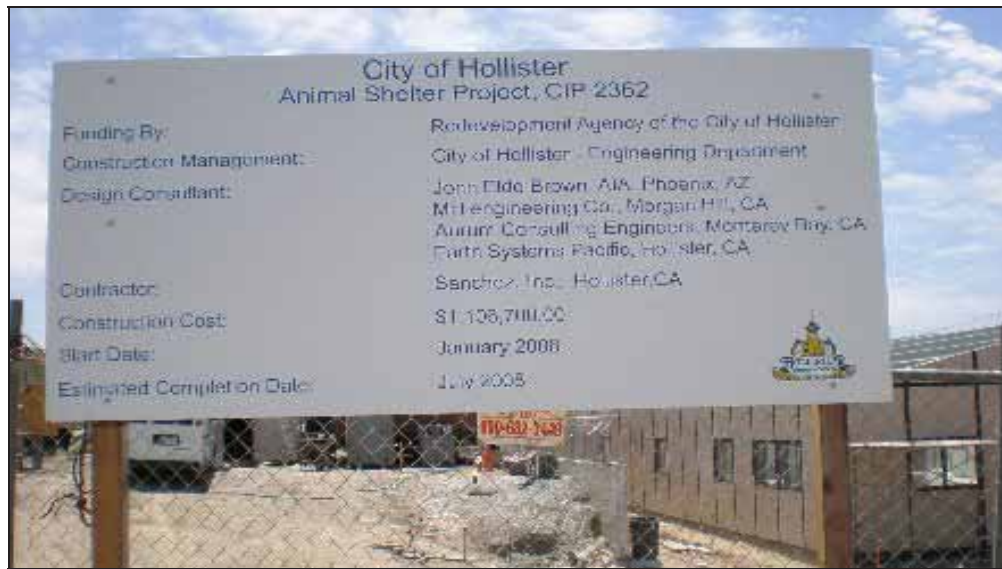


Figure 3 Animal Shelter Construction Site Project Sign
 This photograph shows the construction signage for the new Animal Shelter on South Street.
 Photo Taken by Grand Juror, May 20, 2008.

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Figure 4 Reconciliations to 2006-2007 Grand Jury Recommendations

(Part 1 of 2)

2006-2007 Grand Jury Recommendations	Acting Agency	Record of Responses	2007-2008 Grand Jury Actions	2007-2008 Grand Jury Final Assessment
1. Perform shelter facility audit ensure it operates in accordance with its own procedures.	Police Department	① Audit to be completed by March 2008.	Requested copy of audit confirmation.	Not completed. See Findings and Recommendations.
2. Perform financial audit to ensure funds collected for licensing, spay/neuters, adoptions, etc. are deposited and expended appropriately.	City Management	① Financial audit performed September 2007. No irregularities found. ② "Trial Balance" document of the entire City's finances submitted to Grand Jury February 19, 2008. ② Financial documents submitted to Grand Jury on May 8, 2008.	Requested copy of audit confirmation . March 7, 2008 letter to City to remind of audit confirmation.	See Findings and Recommendations.
3. Perform records audit to ensure compliance with the Food and Agriculture Code 32003, Animal Shelter Records, and related shelter laws.	City Management	① Audit to be completed March 1, 2008. ② Audit completed February 21, 2008.	Grand Jury requested copy of audit confirmation.	Completed.
4a. City Human Resources investigate reasons for staff shortage and turnovers. 4b. Investigate possible morale problems. This should include comparison of salary schedule with those of comparable jurisdictions, a review of grievances, and compliance with on-call compensations procedures.	City Management	① City disagreed with finding. Response: no turnover in regular employees in about 5 years. City acknowledged budget crisis is affecting morale. No pending grievances, as the last one had been withdrawn. ② Copies of results submitted with letter dated February 19, 2008.	Grand Jury requested copy of grievance.	Closed. City states that Animal Shelter is fully staffed with 4 employees.

Key: ① City response in letter dated November 5, 2007.

② Final response from City during 2007-2008 Grand Jury.

Source: 2006-2007 San Benito County Grand Jury Report; 2007-2008 Grand Jury evidence.

Figure 4 (continued) Reconciliations to 2006-2007 Grand Jury Recommendations

(Part 2 of 2)

2006-2007 Grand Jury Recommendations	Acting Agency	Record of Responses	2007-2008 Grand Jury Actions	2007-2008 Grand Jury Final Assessment
5. Interview County Supervisors to determine why the county laws and agreement for animal control is out dated.	County Supervisors	① No formal response. ② Informal acknowledgement: something needs to be done.		See Findings and Recommendations.
6. Interview Police Department to determine what reviews and procedures, if any, are in place to ensure proper management of the Animal Shelter.	Police Department	① Audit to be completed March 2008. ② Copies of sections of the Police Department Manual provided.	March 7, 2008 letter to City to remind of audit confirmation.	Closed.
7. Audit Shelter records of animals processed to explain discrepancies.	Police Department	① Audit to be completed March 1, 2008. ② Software problem was uncovered.	March 7, 2008 letter to City to remind of audit confirmation.	See Findings and Recommendations.
8. Perform Periodic physical audits of kennel cleaning and drop box use.	Police Department	① Audit to be completed March 2008. ② Not completed	March 7, 2008 letter to City to remind of audit confirmation.	See Findings and Recommendations.
9. Develop drop box use procedures.	Police Department	① To be completed March 1, 2008. ② Procedures have been written and updated to the Duty Manual via memoranda.	March 7, 2008 letter to City to remind of audit confirmation.	See Findings and Recommendations.
10. 2007-2008 Grand Jury continue investigation to resolve issues not completed during 2006-2007 term.	2007-2008 Grand Jury	Not Applicable.	Contained in this report.	Completed.
11. City acquire capacity to generate complete and timely reports.	City Management	① Implemented.		Closed.

Key: ① City response in letter dated November 5, 2007.

② Final response from City during 2007-2008 Grand Jury.

Source: 2006-2007 San Benito County Grand Jury Report; 2007-2008 Grand Jury evidence.

City of Hollister--Animal Control Division
Actual Revenue & Expenditure Summary Information
By Type and Fund
for FY 2006/2007

	<u>Fund 101</u> <i>(General Fund)</i>	<u>Fund 217</u> <i>(Spay/Neuter Fund)</i>	<u>Fund 226</u> <i>(Animal Welfare)</i>	<u>All Funds</u>
Revenues-				
Licenses & Permits	\$ 51,325.10	\$ -	\$ -	\$ 51,325.10
Intergovernmental	\$ 226,336.73	\$ -	\$ -	\$ 226,336.73
Charges for Services	\$ 41,329.75	\$ 7,302.00	\$ -	\$ 48,631.75
Uses of Assets	\$ -	\$ 577.22	\$ 760.23	\$ 1,337.45
Other-Donations	\$ -	\$ -	\$ 4,889.47	\$ 4,889.47
Total Revenues:	\$ 318,991.58	\$ 7,879.22	\$ 5,649.70	\$ 332,520.50
Expenditures-				
Personnel	\$ 337,862.88	\$ -	\$ -	\$ 337,862.88
Services & Supplies	\$ 53,984.12	\$ 7,580.98	\$ 1,401.65	\$ 62,966.75
Contractual	\$ 11,943.46	\$ -	\$ -	\$ 11,943.46
Capital	\$ 134.04	\$ -	\$ -	\$ 134.04
Total Expenditures:	\$ 403,924.50	\$ 7,580.98	\$ 1,401.65	\$ 412,907.13

Please Note: The City of Hollister does not post revenues by department, they post revenues by category. The revenues listed above are revenues that have either been collected by the Animal Control Department, or for funds that are used exclusively for Animal Control activities. The amount of \$226,336.73 represents the amount charged and paid by San Benito County for Animalia control services.

Summary of Funds:

- Fund 101-- This is the City's General Fund.
- Fund 217-- Spay/Neuter Fund--Revenues are collected through the animal adoption process, expense is incurred when the animal is sterilized
- Fund 226-- Animal Welfare Fund--Revenues are collected through community donations; expenditures are incurred for unanticipated veterinary needs or animal wellness supplies, and subject to the approval of the Animal Control Supervisor.

Figure 5 City of Hollister—Animal Control Division, Actual Revenue & Expense Summary Information by Type and Fund for 2006/2007.

Source: City of Hollister, 2007.

Animals and Fowl

CHAPTER 4.

ANIMALS AND FOWL.¹

Article I. In General.

- § 4-1. Running at large prohibited.
- § 4-2. Stables, yards, etc., to be kept in sanitary condition.
- § 4-3. County livestock inspector.

Article II. Kennel and Dog Control.

- § 4-3.01. Short title.
- § 3-3.1. Dog control--Duties of poundmaster--Delegation of powers and duties.
- § 4-3.2. Animal shelter.
- § 4-3.3. Reporting stray dogs.
- § 4-3.4. Duty to report dog bites--Quarantine of biting dogs.
- § 4-4.1. Vaccination requirements--Exceptions.
- § 4-4.2. Metal tags.
- § 4-4.3. Penalty for late fees.
- § 4-4.4. Duplicate tags.
- § 4-4.5. Counterfeiting or altering tags.
- § 4-4.6. Transfer of ownership or control.
- §§ 4-4.7--
- 4-4.9. Repealed.
- § 4-5.1. Impounding.
- § 4-5.2. Impoundment--Notification of owner.
- § 4-5.3. Care of impounded dogs.
- § 4-5.4. Basic charges for impounding animals.
- § 4-5.5. Emergency medical care when owner not present.
- § 4-5.6. Disposal of diseased and/or vicious dogs.
- § 4-5.7. Disposal of infirm dogs.
- § 4-5.8. Disposal of dogs upon request.
- § 4-5.9. Disposal of unclaimed animals.
- § 4-5.10. Reclaiming impounded dogs.
- § 4-5.11. Records of impounded animals.
- § 4-6.1. Prohibition against permitting dogs at large.
- § 4-6.2. Exemptions from at-large regulations.
- § 4-6.3. Prohibition against dog packs.
- § 4-6.4. Turning dogs loose at night in residential areas and cultivated agricultural areas.
- § 4-6.5. Unrestrained vicious dogs.
- § 4-6.6. Habitual barking.
- § 4-6.7. Abandoning dogs.

1. For state law as to authority of county relative to animals generally, see Gov. C., §§ 25800 to 25803.

Figure 6 San Benito County Code, Chapter 4: Animals and Fowl (Page 1 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

Article II. Kennel and Dog Control.³

Sec. 4-3.01. Short title. This article may be known as the "Kennel and Dog Control Ordinance." (Ord. No. 485, §1 (part).)

Sec. 4-3.1. Dog control--Duties of poundmaster--Delegation of powers and duties. (a) The poundmaster shall supervise the animal shelter and the care of animals impounded therein and shall personally, or through duly appointed deputies, administer and enforce the sections of this article and all applicable state laws relative to dog control.

(b) Any power granted to, or duty imposed upon the poundmaster in the conduct of his office may be exercised by a person authorized pursuant to law. Additionally, if the board of supervisors of San Benito County deems it necessary, a deputy poundmaster may be appointed to aid the poundmaster in the conduct of his office. Such deputies may enforce any provisions of this article that the poundmaster himself may lawfully enforce. (Ord. No. 485, §1 (part).)

Sec. 4-3.2. Animal shelter. All dogs which are subject to impoundment as provided herein shall be kept, safely held, and, as authorized herein, disposed of in a suitable building or enclosure which shall be known as the "San Benito County Animal Shelter," or otherwise referred to as the "pound." (Ord. No. 485, §1 (part).)

Sec. 4-3.3. Reporting stray dogs. Every person, excluding the poundmaster and his deputies, who takes up and confines a stray dog contrary to the provisions of this article, shall report, within seventy-two hours of acquiring such stray dog, to the San Benito County Animal Shelter that:

- (1) He has such dog confined in his possession;
- (2) The dog shall be fully described as to physical characteristics;
- (3) It is vaccinated as determined by the presence of a metal tag;
- (4) If a tag is present, the person detaining the dog shall state the tag number and by whom the tag was issued.

3. For state law as to regulation and licensing of dogs, see Ag. C., § 439 et seq.

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 2 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

The poundmaster shall then proceed to pick up the dog and impound and dispose of it in the same manner as though such dog had been found at large and impounded. (Ord. No. 485, §1(part).)

Sec. 4-3.4. Duty to report dog bites--Quarantine of biting dogs. (a) Whenever the owner of any dog, or any other person, has knowledge that such dog has bitten any person, that owner or person shall report the biting incident to either the county health officer or poundmaster, or to the deputies of either officer, stating the name and address of the person bitten.

(b) If the person bitten, or any other person having knowledge of the biting incident, knows the identity and address of the owner of the biting dog, that person shall immediately report the name and address of the dog's owner to the county health officer or the poundmaster, who shall report to the county health officer, or to the deputies of either officer.

(c) Whenever it is shown that any dog has bitten any person, the owner of the dog shall, upon order by the poundmaster, quarantine the dog at the owner's expense for a period of fourteen days and shall allow the county health officer or his deputy to make an inspection or examination thereof at any reasonable time during such period. Animals quarantined must not be removed from the premises without permission of the county health officer. If the owner refuses or negligently fails to confine the dog, the county health officer may order the dog impounded at the owner's expense. (Ord. No. 485, §1(part).)

Sec. 4-4.1. Vaccination requirements--Exceptions. (a) Every owner of any dog of the age four months or over, within the limits of the unincorporated area of San Benito County, shall, at intervals of not more than two years, procure a vaccination of said dog by a licensed veterinarian with a canine antirabies vaccine, or any other vaccine required by the county health officer. The type of vaccines used shall be approved by the county health officer.

(b) The veterinarian making any required vaccination upon a dog shall issue the original certificate to the owner and shall retain the copy or copies in his medical file.

(c) The provisions of subsection (a) of this section shall not apply to any dog that has been certified in writing by a licensed veterinarian to be unable to undergo a vaccination on account of a danger to the health of the dog.

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 3 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

(d) The names and current addresses of all owners of dogs exempt under this section shall be kept on file by the poundmaster. Every owner of an exempt dog must notify the poundmaster of any change of address, sale or transfer of the affected dog. (Ord. No. 485, §1(part).)

Sec. 4-4.2. Metal tags. Upon payment of the prescribed fee and the showing of a current rabies vaccination certificate, the poundmaster shall issue to the owner of the vaccinated dog a metal tag bearing the number of the certificate issued, the name "San Benito County," and the date of expiration of the vaccination certificate. Such tag shall be affixed to the collar or harness of the vaccinated dog. (Ord. No. 485, §1 (part).)

Sec. 4-4.3. Penalty for late fees. If the vaccination fee is not paid on or before the expiration date of the prior vaccination fee, a penalty of twenty-five percent of the vaccination fee for the first month, fifty percent of the vaccination fee of the second month, seventy-five percent of the vaccination for the third month and one hundred percent of said vaccination fee thereafter shall be assessed. (Ord. No. 485, §1(part).)

Sec. 4-4.4. Duplicate tags. Whenever a tag issued for the then current year by the county has been stolen or lost by the owner of the dog for which the same was issued, the owner may, upon payment of one dollar to the county health department, receive a duplicate tag from the health department for the remaining portion of the vaccination period. (Ord. No. 485, §1(part).)

Sec. 4-4.5. Counterfeiting or altering tags. (a) It is unlawful for any person to counterfeit any tag of whatever description that is required to be attached to a dog's harness or collar.

(b) No tag may be altered by anyone other than by the poundmaster, county health officer, or their deputies acting at their requests. (Ord. No. 485, §1 (part).)

Sec. 4-4.6. Transfer of ownership or control. Whenever the ownership or control of a dog, which has been duly vaccinated under the provisions of this chapter, is transferred to another person during the current vaccination period, the vaccination certificate shall be transferred to the new owner or person acquiring control of the dog upon application to the county health department and payment of a fee of one dollar. (Ord. No. 485, §1(part).)

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 4 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007..

Sec. 4-4.7--4-4.9. Repealed by Ordinance No. 461.

Sec. 4-5.1. Impounding. It shall be the duty of the poundmaster to impound or cite and keep, as provided in the provisions of this article, any dog found at large contrary to the provisions of this article. He shall impound any dog that he believes to be ill, diseased, or injured in such a manner that the dog might pose a threat to the health and physical security of human beings or other domestic animals, but such dog shall only be impounded if the owner verbally refuses to seek medical attention for the dog, or has in the past been known to the poundmaster to refuse to seek medical attention for ill, diseased, or injured dogs. (Ord. No. 485, §1(part).)

Sec. 4-5.2. Impoundment--Notification of owner. (a) The poundmaster shall immediately, upon impoundment of any dog whose owner is known to him, inform the owner that his dog is impounded.

(b) The poundmaster shall, within seventy-two hours of impounding a dog, whose ownership is unknown, make reasonable effort to identify and locate the owner of the dog.

(c) The poundmaster, upon contacting the owner of any impounded dog, shall inform the owner of the conditions whereby they may regain custody of such animal. (Ord. No. 485, §1(part).)

Sec. 4-5.3. Care of impounded dogs. The poundmaster shall provide adequate water, food and shelter for all impounded dogs. (Ord. No. 485, §1(part).)

Sec. 4-5.4. Basic charges for impounding animals. The poundmaster shall charge and collect from the owner, the following charges for impounding his dog:

- (a) (1) First impounding:
 - with license..... \$ 10.00
 - without license..... 15.00
- (2) Second impounding:
 - with license..... 20.00
 - without license..... 25.00

(b) Notwithstanding the above, the poundmaster may waive the impounding fee for any unaltered dog when the reclaiming owner volunteers his dog for spaying or neutering and deposits the fees for spaying or neutering with the poundmaster.

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 5 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

(c) The boarding of dogs shall be two dollars and fifty cents per day, and one dollar and fifty cents for cats. (Ord. No. 485, §1(part).)

Sec. 4-5.5. Emergency medical care when owner not present. Pursuant to Section 597f of the Penal Code, it shall be the duty of all officers of pounds and for police and sheriff's departments to cause to be conveyed all injured cats and dogs found without their owners in a public place directly to a veterinarian for a determination of whether the animal shall be immediately and humanely destroyed, or shall be hospitalized under proper care and given emergency treatment. Any such veterinarian who agrees to make such a determination shall himself perform euthanasia on an animal if the owner does not redeem the animal within the locally prescribed waiting period, or if he determines that such animal has incurred severe injuries or is incurably crippled. If any such veterinarian determines that the animal shall be hospitalized under proper care and given emergency treatment, the costs of any such agency shall be paid from the dog license fees, fines and fees for impounding in the city or county in which the animal was licensed or, if the animal is unlicensed, the jurisdiction in which the animal was found, subject to the provision that this cost be repaid by the animal's owner. No such veterinarian shall be criminally or civilly liable for any decision which he makes or services which he provides pursuant to the provisions of this section.

Notwithstanding any other provisions of this section, any officer of a pound or any officer of a police or sheriff's department may, with the approval of his immediate supervisor, humanely destroy any abandoned animal in the field in any case where the animal is too severely injured to move or where a veterinarian is not available and it would be more humane to dispose of such animal. (Ord. No. 485, §1(part).)

Sec. 4-5.6. Disposal of diseased and/or vicious dogs. If, in the judgment of the county health officer, a dog is believed to be vicious or diseased because it poses a threat to human security and/or is potentially dangerous to domestic animals and has or may attack any human or domestic animal without provocation, the health department may seize such animal and keep it in a safe place and observe it to determine if it is diseased or vicious so as to be a menace to the public health and/or is dangerous to the health of domestic animals, shall be destroyed. (Ord. No. 485, §1(part).)

Sec. 4-5.7. Disposal of infirm dogs. If the poundmaster decides that any dog he has impounded, as a result of being at large, is so infirm due to age or physical condition to

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 6 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

be of no value or use, the poundmaster may humanely destroy such dog. (Ord. No. 485, §1(part).)

Sec. 4-5.8. Disposal of dogs upon request. It shall be the duty of the poundmaster to dispose of any dog at the request of the owner when the owner delivers the dog to the poundmaster. Such dogs delivered to the poundmaster shall be disposed of in such manner as deemed fit by the poundmaster. He may or may not follow the course of disposal as suggested by the owner. The fee for destroying the dog at the owner's request is five dollars. The fee for picking up a dog at the owner's request is also five dollars. (Ord. No. 485, §1(part).)

Sec. 4-5.9. Disposal of unclaimed animals. Unless an impounded dog is redeemed by its owner within five days of impoundment, the poundmaster may:

(a) Destroy the dog in a humane manner;

(b) Give the dog away by gift to any person, except that such person desiring the dog must deposit with the poundmaster the required fee to cover costs for rabies vaccination if such is necessary;

(c) Sell the dog to the person offering to pay the highest cash amount therefor, but that possession of such dog shall not be had unless all vaccination fees are paid where required;

(d) Sell or give away any dog to any commercial laboratory upon adequate proof made to the poundmaster that such dogs to be delivered will not suffer inhumanely by way of experimentation. (Ord. No. 485, §1(part).)

Sec. 4-5.10. Reclaiming impounded dogs. The owner of any impounded dog shall have the right to reclaim the same at any time prior to the lawful disposition thereof, provided payment is made to the poundmaster of the costs and charges as specified under subsections (a) and (b) of section 4-5.4; and provided further, that as to any dog without a current vaccination, that a deposit is made to the poundmaster to cover costs of a rabies vaccination when required. (Ord. No. 485, §1(part).)

Sec. 4-5.11. Records of impounded animals. The poundmaster shall keep a record of the number of all dogs impounded showing in detail in the case of each dog, its description, apparent breed, sex, color, dates of receipt or seizure, the date and manner of disposal, the name of any person redeeming or purchasing, and any fees and charges and proceeds of sales

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 7 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

received on account thereof and any other record required by the San Benito County board of supervisors or the county health officer. (Ord. No. 485, §1(part).)

Sec. 4-6.1. Prohibition against permitting dogs at large. It shall be unlawful for the owner of any dog to permit such dog to be at large anywhere in the unincorporated areas of San Benito County. Any dog found at large shall be seized and impounded or cited by the poundmaster. Private citizens may seize at large dogs if such dogs stray onto private property other than that of the dog's owner, or if on public property, such dog presents a safety or health nuisance. A private citizen who has detained any at large dogs shall immediately inform the poundmaster where the dog was seized, on what date and what information is upon any tag that might be found on the dog, and the location where the dog is detained. Upon receipt of information of any dog detained by a private citizen, the poundmaster shall respond to the location and seize the dog within the hours of the working day. (Ord. No. 485, §1(part).)

Sec. 4-6.2. Exemptions from at-large regulations. Any dog maintaining watch over any herd or livestock shall not be considered at large. Any dog free running that is a participant in an open field trial shall not be considered at large. Any dog engaged in the process of hunting wild animals, if under voice control of the hunter, shall not be considered running at large. (Ord. No. 485, §1(part).)

Sec. 4-6.3. Prohibition against dog packs. It shall be unlawful for any person to permit his dog to run at large with a dog pack. (Ord. No. 485, §1(part).)

Sec. 4-6.4. Turning dogs loose at night in residential areas and cultivated agricultural areas. It is unlawful for any person to turn his dog loose at night when such dog will run at large through residential areas, cultivated areas, and areas frequented by grazing livestock. (Ord. No. 485, §1(part).)

Sec. 4-6.5. Unrestrained vicious dogs. It is unlawful to permit any vicious dogs to go unrestrained. Any vicious dog may be required by written order of the poundmaster to be confined to its owner's premises and allowed at liberty only if restrained by a leash no longer than six feet and properly muzzled to prevent harm or injury to the public. (Ord. No. 485, §1(part).)

Sec. 4-6.6. Habitual barking. It is unlawful for any person to keep any dog which by habitual howling, barking or yelping, or other noises, disturbs the peace of any person. (Ord. No. 485, §1(part).)

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 8 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

Sec. 4-6.7. Abandoning dogs.

It is unlawful for any person, whether a resident of this county or not, to turn loose in this county any dog with the intent to abandon the same. (Ord. No. 485, § 1 (part).)

Sec. 4-6.8. Prima facie evidence of violations.

Proof that a dog was found at large in violation of any of the provisions of this article together with proof the defendant was the owner of such dog at the time, shall constitute prima facie evidence that the defendant permitted the dog to be at large or otherwise act in violation of the provisions of this article. (Ord. No. 485, § 1 (part).)

Sec. 4-7.1. Enforcement powers.

Violation. Any person who violates any provision of this chapter is guilty of an infraction punishable by a fine as established by section 25132 of the California Government Code. The poundmaster and his deputies are hereby authorized to issue a citation for any infraction of this chapter.

Enforcement Powers. Pursuant to the provisions of section 836.5 of the Penal Code, the poundmaster and his designated deputies are hereby authorized to arrest a person without a warrant whenever he has reasonable cause to believe that the person has committed a violation of this chapter in his presence. Upon making such an arrest, the poundmaster shall release the arrested person pursuant to section 853.6 of the Penal Code, the provisions which are hereby adopted by reference as a part of this section. (Ord. No. 485, § 1 (part); Ord. No. 714.)

Sec. 4-7.2. Wearing of badges.

At all times while on duty the poundmaster and his deputies shall wear a badge in view on their persons. The badge of the poundmaster shall have "Poundmaster" inscribed thereon; the badge of the deputy poundmaster shall have "Deputy Poundmaster" inscribed thereon. (Ord. No. 485, § 1 (part).)

Sec. 4-7.3. Interference with poundmaster.

It is unlawful for any person to resist or interfere with the poundmaster or deputy poundmaster in the lawful discharge of their official duties. (Ord. No. 485, § 1 (part).)

Sec. 4-7.4. Statement of name, exhibition of evidence of vaccination.

No person owning or having charge of any dog shall fail or refuse to state his true name and residence address, or to exhibit evidence of rabies vaccination required by this chapter, when requested to do so by the poundmaster or his

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 9 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

deputies or by any peace officer of this county or the county health officer. (Ord. No. 485 § 1 (part).)

Sec. 4-8--4-9.3. Repealed by Ordinance No. 440.

Sec. 4-10. Vaccination--Cats.

No person owning, having an interest in, harboring, or having the care, charge, custody or possession of a cat shall allow or permit such cat to go on the public streets in any manner, or to go free and run at large in or upon any place outside of incorporated cities in the county, unless such cat has been vaccinated with antirabies vaccine approved by the health officer at intervals of not over two years. (Ord. No. 133, § 1.)

Sec. 4-11. Reserved.

Sec. 4-12. Notification of health officer of suspected cases of rabies.

Whenever the owner or person having the custody or possession of any dog or cat shall observe or

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 10 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.

learn that such animal shows symptoms of rabies, or acts in a manner which would lead to a reasonable suspicion that it may have rabies, such owner or person having the custody or possession of such animal shall immediately notify the health officer or his representatives to make an inspection or examination of such animal until it shall be established to the satisfaction of such official that such animal has or has not rabies. (Ord. No. 133, § 5.)

Sec. 4-13. Quarantine of dogs or cats biting or scratching people. Whenever it is shown that any dog or cat has bitten or scratched any person, the owner or person having the custody or possession of such animal shall, upon order of the health officer, quarantine it and keep it tied up or confined for a period of three weeks, and shall allow the health officer or other official of the board of health to make an inspection or examination thereof at any time during such period. (Ord. No. 133, § 6.)

Sec. 4-14. Destruction or quarantine of animals bitten by rabid animals. Whenever any animal shall be bitten by another animal having rabies, the owner or person having the custody or possession of the animal so bitten shall, upon being informed thereof, either kill such animal or quarantine it, and keep it confined or tied up for a period of six months, and the health officer or his representative shall have power, in his discretion, to kill or quarantine the animal so bitten, in case the owner or person having custody or possession thereof shall fail to do so immediately, or in case the owner or person having the custody or possession thereof is not readily accessible. (Ord. No. 133, § 8.)

Sec. 4-15. Destruction of rabid animals. If it shall appear to the health officer or his representatives upon examination or otherwise that a dog or cat or other animal has rabies, he shall kill and destroy such animal forthwith. (Ord. No. 133, § 7.)

Sec. 4-16. Transportation of dogs or cats from areas where rabies exists. No person shall take a dog or cat or permit or encourage a dog or cat to go from a city or town in which rabies exists or has existed within six months previously, or from a place in the county within five miles of which rabies exists or has existed within six months previously, to any place in the county in which rabies does not exist, or has not been known to be present within six months.

No person shall bring a dog or cat into the county from a county in which rabies is present or has been known to be present within six months. (Ord. No. 133, §§ 9, 10.)

Figure 6 (continued) San Benito County Code, Chapter 4: Animals and Fowl (Page 11 of 11)

Note revision dates of 1981, 1985, and 1998.

Source: Acquired from the County of San Benito, 2007.