



**Cochise County  
Attorney's Office  
Civil Division**

*Public Programs...Personal Service*  
www.cochise.az.gov

**BRIAN M. McINTYRE**  
Cochise County Attorney

## Interoffice Memorandum

**To:** File  
**From:** Britt W. Hanson, Chief Civil Deputy County Attorney  
**Date:** March 29, 2018  
**Subject:** Animal Shelter IGAs

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The County has four IGAs with cities in place for dropping off animals by the Sheriff's Office Animal Control Officers. All four shelters are operated by the cities. The County owns the Willcox facility. The amounts paid by the County, stated below, are according to Sheriff's Office Administrative Manager Rea Anne Servia. The IGAs are as follows:

City of Benson:

- \$10/animal/day for housing.
- For euthanasia, \$5 per cat, \$8 per dog.
- For disposal, \$3/animal.
- Amount paid in FY2016-17 = \$4,782.10
- Date of IGA: March 13, 2007
- Status: Expired

City of Douglas:

- Base monthly fee of \$2,363.85/month, or \$28,366 per year. Douglas added \$751.80/year to pay a portion of property taxes.
- \$4.50/day for each animal over 300 in the County's 10 runs.
- \$6.50/day for each animal housed in runs beyond the County's 10 runs.
- \$6.50/day CREDIT if the City uses any of the County's 10 runs.
- Amount paid in FY2016-17 = \$38,171.20

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- Date of IGA: January 23, 2007
- Status: current pursuant to automatic renewals; can be terminated on 6 months advance notice
- Special note: When IGA entered into, County paid \$3,200, representing 40%, to make the facility operable
- Special note: I believe, but am not certain, that the City leases this facility from Dr. Michael Ames

#### Town of Huachuca City:

- Flat rate: \$3,500/month, or \$42,000/year.
- Date of IGA: July 1, 2003
- Status: current pursuant to no expiration date; can be terminated on 30 days notice
- Special note: IGA says that the County and City jointly constructed the facility in 1987.

#### City of Willcox:

- Split the actual costs of operating the shelter with Willcox. The split is based on the proportionate use of the shelter by the City and the County, based on the average number of animals the City and County drop off in the previous three years.
- When the IGA was entered into, the average was 21.91% for the City and 78.09% for the County.
- Amount paid 2016-17: \$42,885.00 ( however, they are billing us more this year... looks like it went up to \$46,983.00 for FY18)
- Average for 3 years preceding IGA
  - City = 92 dogs, 45 cats;
  - County = 378 dogs, 120 cats
- Date of IGA: 2015
- Status: current pursuant to automatic renewals
- Maintenance: City is responsible for routine maintenance (up to \$1,000); County responsible over that amount
- Special note: County owns this facility. In 2017-18, the County paid approximately \$12,000, plus labor, to repair and upgrade this facility. The City contributed an unknown amount to the repair and upgrade.

BWH:sml-b

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