



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

Item No. _____

FROM: City Manager

SUBJECT: Consideration of Approving a Proposal for Rabies Vaccination Clinic and Related Services

MEETING DATE: June 10, 2025

RECOMMENDATION:

Staff recommends that the City Council receive and file information related to the Rabies Vaccination Clinic and approve staff to engage the services of Vet Care Mobile Clinic for pet vaccination and rabies clinic.

BACKGROUND:

Prior to the COVID-19 pandemic, the City of Commerce hosted annual Rabies Vaccination Clinics for the community. These events were coordinated by City staff and supported by volunteers, requiring approximately 12-15 personnel for tasks such as cashiering, traffic control, registration, dog licensing, and general event operations. Event coordination and preparation placed a considerable demand on City staff time and resources.

DISCUSSION:

Historically, the City hosted in-house Rabies Clinics where the cost of a rabies shot was \$5. While the fee was low, the overall cost to the City—including significant staff time, overtime, event planning, setup, and cleanup—was considerable.

In an effort to reduce operational burdens while still providing affordable services, staff is proposing to partner with a mobile Pet Vaccination Clinic provider. This vendor offers a comprehensive package of veterinary services including:

- Rabies vaccinations at \$15, plus a mandatory \$3 medical waste disposal fee
- A full range of canine and feline vaccinations
- Microchipping
- Wellness exams and basic treatments
- Heartworm testing and prevention
- Deworming for hookworm, roundworm, and tapeworm
- Professional laboratory diagnostics

The mobile clinic is staffed by state-licensed veterinarians and trained personnel, and comes fully equipped with canopies, tables, chairs, and all necessary medical supplies.

The vendor also handles on-site setup, customer service, and cleanup. General liability insurance is included.

Additionally, the vendor will support promotional efforts by providing printed flyers, posters, banners, A-frame signs, and social media outreach via Facebook and Instagram.

The City also receives compensation based on gross clinic sales, typically ranging from 5% to 7%, depending on total revenue.

To encourage compliance with pet licensing regulations, staff will be mailing out animal license renewal notices this month to residents listed in the City's animal licensing database. An announcement for the upcoming low-cost Rabies Clinic will be included in the mailing.

Staff proposes hosting the event on Wednesday, July 23, 2025, from 5:00 p.m. to 7:00 p.m. The evening timing is intended to accommodate working families and ensure greater community participation. During the event, City staff will also be available on-site to issue and renew pet licenses.

Although the current rabies vaccination rate is \$15 plus a \$3 medical disposal fee, the City Council may choose to subsidize the cost in order to reduce the financial burden for residents.

Due to the streamlined format and minimal staffing needs required by the mobile clinic model, staff also recommends exploring the option of hosting multiple clinics throughout the year.

Hosting a mobile Rabies Vaccination Clinic offers a cost-effective, convenient, and professional solution to support pet health and safety in the City of Commerce. Staff recommends approving the proposed date of July 23, 2025, and authorizing necessary coordination efforts.

ALTERNATIVES:

1. Approve staff recommendation
2. Disapprove staff recommendation
3. Provide further direction to staff

FISCAL IMPACT:

Minimal staff time will be required. The City will also receive a percentage of gross clinic revenue.

Submitted By: Lena Shumway, Director of Administrative Services & City Clerk
Approved as to form: Noel Tapia, City Attorney
Respectfully submitted: Ernie Hernandez, City Manager

ATTACHMENT:

1. Proposal