



# Santa Cruz County Animal Shelter

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Melanie Sobel  
General Manager

**SANTA CRUZ COUNTY ANIMAL SHELTER  
BOARD OF DIRECTORS MEETING  
October 16, 2017 – 3:00 p.m.  
Board of Supervisors Chambers, Fifth Floor  
701 Ocean Street, Santa Cruz, CA 95060**

- 1.0 Call to Order and Roll Call**
- 2.0 Introductions**
- 3.0 Consideration of Late Additions or Changes to the Agenda**
- 4.0 Oral Communications** – Any person may address the Santa Cruz County Animal Shelter Board of Directors during the Oral Communications period. All Oral Communications should be directed to items or issues that would be within the jurisdiction of the Santa Cruz County Animal Shelter but not on today's Agenda. Board members will not take actions or respond immediately to Oral Communications presented, but may choose to follow-up at a later time, either individually or on a subsequent Agenda.
- 5.0 Consent Agenda**
  - Pg 1 **5.1 Approve minutes of the August 14, 2017 meeting**
  - Pg 4 **5.2 Accept reports of the General Manager and the Management Team for August/September 2017**
  - Pg 10 **5.3 Accept and file the statistics for the months August/September 2017**
  - Pg 12 **5.4 Accept and approve quarterly report for all claims under \$10,000**
  - Pg 18 **5.5 Accept and approve Journal Entry payments with the County of Santa Cruz**
- 6.0 Regular Agenda**
  - Pg 20 **6.1 General Manager's oral report**
  - Pg 21 **6.2 Consider and approve financial report for the months of August/September 2017 and take related actions**
- 7.0 Adjourn Regular Meeting**
  - Correspondence**
    - Emails from Jean Brocklebank**

## **EXECUTIVE SESSION – SCCAS BOARD OF DIRECTORS**

**Schedule a closed personnel session at the Conclusions of the Board's consent or regular agenda, or at any time during the course of the meeting announced by the Chairperson of the Board**

## **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

***People v. Carrithers, Case No.: 17-CR-03391, Santa Cruz County Superior Court***

### ***ACCOMMODATIONS FOR PERSONS WITH DISABILITIES***

The Santa Cruz County Animal Services Authority does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities.

The Board holds all public meetings in accessible facilities. If you wish to attend the meeting and you require special assistance, please contact Juanita Gunter at 831/454-7209 (TDD 831/454-2123) at least 72 hours in advance of the meeting in order to make arrangements. As a courtesy, please attend the meeting smoke and scent free.

**Consent Agenda Item 5.1**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 16, 2017  
SUBJECT: Approve Minutes of August 14, 2017 Meeting

## Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of August 14, 2017.

**SANTA CRUZ COUNTY ANIMAL SHELTER**

**BOARD OF DIRECTORS MEETING**

Minutes of Monday, August 14, 2017 3:00 PM

Board of Supervisors Chambers, Fifth Floor

701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: Pl = Palacios, P = Phares, S = Shull, V = Verinsky, Vi = Vides, Mc=McKinley, W=Walpole, F=Flippo, B=Booth

First initial indicates maker of motion, second initial indicates the "second"; upper case letter = "yes" vote; lower case letter = "no" vote; () = abstain; // = absent

- 1.0 Call to Order and Roll Call: Board Chairman Carlos Palacios called the meeting to order at 3:07 pm. Board Members Joe Phares and Dan Flippo were absent. John Wilson was sitting in for Board Member Walpole. Bob Payne was sitting in for Board Member Jeremy Verinsky. Chairman Palacios welcomed Sergeant Marquis Booth who was representing the City of Capitola.
- 2.0 Introductions: none
- 3.0 Late Additions or changes to agenda: none
- 4.0 ORAL COMMUNICATION – Three people addressed the Board on matters unrelated to the day’s Agenda.
- 5.0 CONSENT AGENDA
  - 5.1 Approved minutes of the June 12, 2017 ASA Board Meeting
  - 5.2 Accepted reports of the General Manager and Management Team for June and July 2017
  - 5.3 Accepted the statistics for the months of June and July 2017
  - 5.4 Accepted and approved quarterly report for all claims under \$10,000
  - 5.5 Accepted and approved journal entry payments with the County of Santa Cruz for FY16/17 fourth quarter
  - 5.6 Authorized General Manager to sign master contract for veterinarian contract services not to exceed \$86,000 from August 14, 2017 to June 30, 2018.
  - 5.7 Accepted and approved mutual aid agreement between SCCAS, City of Salinas Animal Services, Monterey SPCA and San Benito County
  - 5.8 Accepted and approved proposed additional fee and fee change to 2017 -18 fee schedule
  - 5.9 Approved fixed asset inventory for 2017

Board action on Consent Agenda 5.0: SViPl/P/VMcW/F/B

6.0 REGULAR AGENDA

- 6.1 General Manager’s Oral report presented by Melanie Sobel

Ms. Sobel stated that SCCAS has been approached by San Benito County about the possibility of contracting to provide animal control services for that county. County Counsel and Ms. Sobel have met with San Benito County and continue to gather information.

Ms. Sobel indicated that the Shelter is heading up a new dog licensing campaign with updated license tags containing QR codes that can be scanned with a cell phone.

A development contract person has been identified to work on fundraising for the Shelter and the final contract is being negotiated. The person has extensive fundraising experience, has an interest in animal welfare and is very interested in working with the Shelter.

The Shelter's expansion project continues to move along — Ms. Sobel and Christina Mowrey continue to meet with the architect to go over updates and make sure everything is progressing.

Ms. Sobel noted that Animal Control Officer Alvarado has resigned and the Shelter is currently in the process of recruiting for a new Animal Control Officer.

## 6.2 Approved financial report for the months of June and July 2017.

Ms. Sobel pointed out that the Shelter had budgeted for \$190,000 in donations for last fiscal year. With \$236,589 in donations received, the Shelter has brought in ~25% more than budgeted.

A member of the public commented that with unanticipated funds in the budget, the hiring of a part time maintenance person would help to keep the Shelter in better shape.

Board action on Regular Agenda Item 6.2: SVPI/P/ViMcW/F/B

## 7.0 Regular meeting was adjourned at 3:21 pm to go into an executive session for a scheduled conference with labor negotiator.

The next regular meeting is scheduled for Monday, October 16, 2017 (due to October 9<sup>th</sup> holiday) in the Board of Supervisors Chambers at 701 Ocean Street.

## Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors  
 FROM: Melanie Sobel, General Manager  
 DATE: October 16, 2017  
 SUBJECT: Reports from the Management Team for the months of August/September 2017

This report is provided to give you a brief synopsis of the programs provided and services rendered through the dedication and commitment of Santa Cruz County Animal Shelter's (SCCAS) staff and volunteers.

### General

- On Sunday, August 28, 2017 the Santa Cruz County Animal Shelter and the Santa Cruz County Parks Department hosted their 2<sup>nd</sup> Annual *Parks & Rex POOL PARTY* at the Simpkins Family Swim Center. Nearly \$10,000 was raised for Youth Recreation Programs and Animal Welfare Programs. The event featured a DJ, raffle, food and activities featuring inner tubes, Wibit (inflatable play apparatus), Walk-on-Water Balls, stand-up paddle boards, and a climbing wall. This year dogs were allowed to swim in a separate pool just for dogs and also enjoyed doggie spa treatments, professional dog photos, and Pup-tini doggie drinks by the pool!
- On September 30, 2017 SCCAS was the beneficiary of two events: Harvest Hops and Hounds and KPIG's Swine Soiree.
- SCCAS held a calendar contest which raised \$9,000 for the Shelter.
- On September 13, 2017 SCCAS hosted a Decision Forum for SCCAS volunteers. SCCAS staff provides these discussions on an ongoing basis for volunteers. This is a discussion about our animals, how they come to us, the time spent with us, what is involved with evaluating them before making them available for adoption, and how those tough decisions about euthanasia are made. SCCAS staff encourages an open dialogue between staff and volunteers and will provide these forums every other month.
- General Manager Melanie Sobel attended the California Animal Welfare CEO Forum in Culver City, CA.
- SCCAS and Heading Home Animal Rescue are continuing to partner on their "Working Whiskers" program designed to help cats in our community that are not readily adoptable. This program has saved a record number of nonsocial cats from SCCAS. The program has been so successful that in its first 7 months the unsocial cat euthanasia rate went down by more than 2/3 for the entire year of 2016, compared to 2015. Heading Home Animal Rescue, an all volunteer organization with no paid positions, takes more of SCCAS' animals than any other placement partner organization. Over 40% of all animals transferred from SCCAS go into their adoption program.
- Carla Braden, Behavior & Training Coordinator, continues to offer dog training classes, private training, behavior help for new adopters and owners considering surrender, and educational opportunities for staff, volunteers, and community members. Carla is helping SCCAS enhance its outreach on interpretation of dog and cat body language and better understanding of who dogs and cats are, their needs, and how they experience the world.

- SCCAS staff continues to offer training workshops for volunteers on cat behavior, performing dog shows to potential adopters, foster care of animals, and explaining the disposition decisions made on animals regarding health and temperament.
- SCCAS continues to offer community outreach through education and distribution of free resources three times a month to pet owners in the County's most underserved areas: Farmer's Market in Watsonville, St. Francis Soup Kitchen, Mountain Community Resources and Second Harvest in Felton.
- SCCAS and Friends of Watsonville Animal Shelter (FOWAS) continue to offer the Planned Parenthood South program at the spay/neuter clinic at 150A Pennsylvania Drive in Watsonville. This clinic expands services for SCCAS' current high quality, low-cost spay/neuter, rabies vaccination and microchip program. The goals of the clinic are to help provide affordable spay/neuter veterinary services to the residents of South County to help reduce the County's homeless animal population and to help residents comply with current animal ownership laws.
- Heading Home Rescue, Animal Shelter Relief and Four Paws to Love continue to take SCCAS' cats and kittens, many with medical issues and too young for adoption, into their adoption programs. This partnership continues to increase SCCAS' animal transfer rate significantly and directly helps increase SCCAS' live animal release rate.
- Santa Cruz SPCA continues to assist SCCAS with taking animals into their adoption program. This directly helps increase SCCAS's live animal release rate.
- Friends of Watsonville Animal Shelter (FOWAS) continue to fund medical procedures for SCCAS animals, allowing them to be treated and made available for adoption. This directly helps increase SCCAS' live animal release rate.
- SCCAS staff continues to participate in FOWAS meetings held every other month.
- SCCAS General Manager serves as President of the California Animal Control Directors Association (CACDA).

### **SCCAS Staff**

SCCAS is currently recruiting for an Animal Control Officer.

### **Watsonville Shelter**

SCCAS is working on future shelter improvement ideas: shade areas for the dog play yards and a small pole barn to store feral cat traps, cat loaders and house livestock.

SCCAS staff continues to attend bi-monthly Friends of Watsonville Animal Shelter (FOWAS) meetings. We are working with FOWAS to try to improve operations and facilitate community support and outreach to Watsonville residents.

### **Live Oak Shelter**

SCCAS veterinary clinic continues to have interns from the Animal Behavior College Registered Veterinary Technician program. The Shelter will also serve as a clinical rotation stop for students at all stages of their education. Depending on the current stage of the program, students will be receiving instruction and performing duties in the Animal Care Department and also in the Veterinary Clinic.

At the clinic at the Live Oak shelter location in the months of August/September 2017, 766 animals were spay/neutered. Also, 260 animals were transferred to our adoption placement

partner organizations. The Live Oak Shelter continues to work closely with Sheriff's Work Release, CalWorks and Court Referral for support.

### **Client Services**

Client services staff continues to provide excellent customer service while assisting a high volume of clients in person and on the phone. Staff processes adoptions, returns animals to their owners, and schedules spay/neuter appointments, processes licenses, files lost and found reports, processes Administrative Citations, does research and follow up for the daily hold report, and sells merchandise and products to the public such as apparel with our new logo, flea prevention medication and pet identification tags to generate revenue.

Client services staff is increasingly helping with licensing, rabies vaccine data entry and donation processing.

### **Animal Control**

Animal Control Officers continue proactive patrols and the Door-to-Door community outreach campaign, when able. Field Manager Todd Stosuy has completed updating Field policies and procedures and is working with the general manager to create a model ordinance for all jurisdictions.

Officer Stosuy has started his volunteer program to assist in the Field Services Door-to-Door campaign using the Humane Society of the United States' Pets for Life model. Volunteers have been trained on: How to Approach and Talk to People, Effective Spay/Neuter Outreach, Cats, Cats, Basic Dog Training and Constitutional Law and Civil Rights.

Animal Control Officers continue to provide excellent animal rescue and control service to residents of Santa Cruz County. Officers continue to rescue injured and mistreated animals, promote public safety with assisting law enforcement and conducting vicious and/or dangerous animal investigations, and provide community outreach and education at special events.

Field Manager Todd Stosuy continues to represent our agency on a national level as a member of the National Animal Control Association. Todd regularly attends and gives presentations at animal welfare conferences across the nation.

### **Volunteer and Humane Education Programs**

Volunteer orientations continue to be offered twice a month. SCCAS' partnership with YouthSERVE allows 13-18 year olds to volunteer with trained supervisors. Several continuing education seminars are being offered each month to volunteers, staff and now the public on topics such as animal handling skills and basic animal grooming.

Pet of the Week segments continue each week in the Santa Cruz Sentinel, Mid-County Post and KPIG. We are now showcasing a Pet of the Week segment once a month at KSBW television.

SCCAS continues to provide trainings and education opportunities for our volunteers and members of the public.

### **Statistics**

Please see attached.  
Melanie Sobel  
General Manager

Recommendation:

Accept and file the reports of the management team for the months of August/September 2017.



**Shelter Services Board Report  
August and September 2017  
By Ben Winkleblack, Shelter Manager**

In the months of August and September 2017:

- 1,567 dog licenses were sold
- 455 animals were adopted
- 260 animals were transferred to another shelter or placement partner
- 1,158 animals entered the shelter
- 224 animals were reunited with their owner
- 502 WebLicensing transactions

The veterinary team performed 766 surgeries in the months of August and September, a 4% decrease when compared to the same period last year. The Client Services Staff signed 138 clients up to have their pets spayed or neutered through the Planned Pethood Program. The short-term decreases are attributable to the on-boarding of two new contract veterinarians and therefore lack of availability of the Planned Pethood program.

Overall animal intake has increased by 10% when compared to the same period last year. Young animals are responsible for the increased intake; puppy intake has increased 68% and kitten intake has increased 22% when compared to the same period last year. These increased are balanced by a 37% increase in adoptions and a 23% increase in animals transferred to other agencies.

The new contract veterinarians have become familiar with our shelter's operations and the availability of the Planned Pethood Program has been increased.

Thank you,  
Ben Winkleblack

**Education and Outreach Report  
August & September 2017  
Jen Walker, Programs & Development Manager**

1. The monthly outreach tabling to pet owning families in need continues: Farmer's Market in Watsonville, St. Francis Soup Kitchen downtown, and with Mountain Community Resources and Second Harvest in Felton. Basic pet supplies are given out including: food, collars, leashes, harnesses, parasite prevention, bedding, dishes, and toys. Information about municipal regulations, responsible pet care, and SCCAS services are delivered as well.
2. The Teen Week for Critter Camp welcomed 16 students, from 9 – 3 pm, for the first week in August. Students learned about the work SCCAS does, the animals in our care, and focused on understanding and using positive reinforcement training methods. Local animal welfare, environmental organizations, and placement partners presented at this day camp as well. 32 students and 12 adults toured the facility.
3. Shelter events in this period: Parks & Rex III (August 26), Photography Event (September 1), children's book event at Bookshop Santa Cruz (September 17), Harvest Hops and Hounds September 30, Calendar Contest raised over \$9,000,
4. A continuing education webinar was attended: "SD, SDIT, ESA, Alphabet Soup? What you need to know about Service Dog Laws & Terms".
5. Media: weekly live Pet of the Week spots continue on KPig radio, weekly PotW slide shows are shown on CTV, PotW is published in Santa Cruz Sentinel and Scotts Valley Press Banner, weekly Pet of the Week video short with HOPE Services (an organization promoting and supporting fully integrated people with disabilities into community and culture), twice monthly live PotW spots on KSCO, monthly noon television spot on KSBW, monthly PSA shot at CTV, e'newsletter sent out to mailing list, written PSA's to local media outlets, and active maintenance of SCCAS Facebook page with nearly 5,000 followers and a peak reach of over 8,500. A new monthly partnership with Beach Neighbors Magazine features specific pet along with information about SCCAS events and/or programs. Shakespeare Santa Cruz promoted SCCAS pet adoptions in their playbills.

**Consent Agenda Item 5.3**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 17, 2017  
SUBJECT: Statistics for the Months of August/September 2017

Recommendation:

Accept and file the reports of statistics for the months of August/September 2017.



**All Jurisdictions Combined 8/1/17 through 9/30/17**

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
<b>Total Intake</b>	<b>278</b>	<b>347</b>	<b>294</b>	<b>175</b>	<b>64</b>	<b>1,158</b>
	CAT	DOG	KITTEN	OTHER	PUPPY	<b>TOTAL</b>
<b>Adopted</b>	44	97	173	104	37	<b>455</b>
<b>Died</b>	4	0	0	0	0	<b>4</b>
<b>Euthanized</b>	49	52	27	35	3	<b>166</b>
<b>Returned to Owner</b>	43	158	8	4	11	<b>224</b>
<b>Transferred</b>	97	35	81	45	2	<b>260</b>
<b>Total Outcome</b>	<b>237</b>	<b>342</b>	<b>289</b>	<b>188</b>	<b>53</b>	<b>1,109</b>

Intakes of Owner Requested Euthanasia From All Jurisdictions During 8/1/17 to 9/30/17 = **61**

Animals on hand on September 30, 2017 = 240

Patrols by Jurisdiction	Patrols	Total Minutes
Capitola	6	98
County of Santa Cruz	123	4,256
Watsonville	43	1,520
Santa Cruz City	3	74
Scotts Valley	1	10
Live Oak and E. Cliff Beaches	6	190
<b>Total Citations issued</b>	<b>90</b>	

**License Compliance and Revenue**

	Tags Sold	Revenue
CAPITOLA	51	\$1,610
COUNTY	950	\$28,560
SANTA CRUZ	294	\$8,809
SCOTTS VALLEY	84	\$2,509
WATSONVILLE	188	\$5,804
<b>TOTAL</b>	<b>1,567</b>	<b>\$47,292</b>

### Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 16, 2017  
SUBJECT: First Quarter Report of all Claims under \$10,000 approved by the General Manager for July 1, 2017 through September 30, 2017

Recommendation:

Approve the first quarter report of all claims under \$10,000 approved by the General Manager for July 1, 2017 through September 30, 2017.

Discussion:

As recommended by the Santa Cruz County Auditors-Controllers Office management letter dated 11/17/2010 SCCAS has resumed provision of the quarterly report of all authorized claims under and in excess of \$10,000 which have been approved and forwarded to the Controller of the Authority for payment.

The next quarterly report of expenditures for October 1, 2017 through December 31, 2017 will be included in the February 2018 agenda.

DATE: 10/16/17  
 TO: Board of Directors, Santa Cruz County Animal Shelter  
 FROM: Melanie Sobel, General Manager  
 SUBJECT: Item 5.4 July 1, 2017 through September 30, 2017 Claims Report

The following SCCAS claims under \$10,000 have been approved by the General Manager without prior Board of Directors action, and submitted to the County Auditor-Controller for payment from the Operating Budget for the period of July 1, 2017 through September 30, 2017.

Expenditure Actual Transactions

Posted	Amount	Description	Vendor Name
Object 61125 -- UNIFORM REPLACEMENT			
8/17/2017	173.71	UNIFORM BOOTS FOR ACO G29	SUMMIT UNIFORMS CORP
9/7/2017	78.86	SCRUB TOPS	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
Object 61310 -- FOOD			
8/8/2017	323.18	CAT, KITTEN, ADULT DOG FOOD	HILLS PET NUTRITION INC
9/5/2017	31.26	DRINKING WATER - WATS SHELTER	DAMM SOFTWATER SERVICE INC
9/7/2017	18.30	MEALWORMS & BIRD/HAMSTER FOOD	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
9/7/2017	150.68	PINE SHAVINGS, STRAW RICE BALE	GENERAL FEED & SEED
9/7/2017	44.33	BARN DRY, FLY TRAPS, GOAT FEED	GENERAL FEED & SEED
9/7/2017	(13.99)	REFUND FOR GOAT FEED	GENERAL FEED & SEED
9/7/2017	113.30	GRASS , ALFALFA, STRAW RICE	GENERAL FEED & SEED
9/7/2017	87.03	ALFALFA/PELLETS/SHAVINGS	GENERAL FEED & SEED
9/7/2017	17.35	POT BELLIED PIG MAINTENANCE	GENERAL FEED & SEED
9/12/2017	83.16	DRINKING WATER - WATS SHELTER	DAMM SOFTWATER SERVICE INC
9/21/2017	411.27	KITTEN, CAT & ADULT DOG FOOD	HILLS PET NUTRITION INC
9/21/2017	917.24	CAT, KITTEN, PUPPY & DOG FOOD	HILLS PET NUTRITION INC
9/25/2017	48.50	GEEKS PELLETS/HEN SCRATCH	GENERAL FEED & SEED
9/25/2017	30.36	GRASS BALE/ALFALFA FLAKE	GENERAL FEED & SEED
9/25/2017	39.05	RABBIT FOOD - ANIMAL CARE SC	GENERAL FEED & SEED
9/28/2017	119.35	HEN SCRATCH/PELLETS/SHAVINGS	GENERAL FEED & SEED
7/13/2017	56.21	DRINKING WATER WATS SHELTER	ALL PURE WATER
7/17/2017	39.05	ANIMAL CARE SUPPLIES - SC	GENERAL FEED & SEED
7/17/2017	190.96	SHAVINGS/PELLETS/BALES - SC	GENERAL FEED & SEED
7/17/2017	87.35	PELLETS/LIVESTOCK FEED	GENERAL FEED & SEED
7/17/2017	163.72	GRASS BALES/PINE SHAVINGS	GENERAL FEED & SEED
7/17/2017	23.88	FRESH GREENS - RABBITS	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/17/2017	13.06	FROZEN RATS - SNAKE	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/25/2017	4.80	CRICKETS FOR LIZARD	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/25/2017	4.80	CRICKETS FOR LIZARD	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
Object 61525 -- LIABILITY INSURANCE			
7/13/2017	34,465.12	LIABILITY INSURANCE FY 17-18	SDRMA
Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV			
9/28/2017	91.91	OIL CHANGE - OUTREACH VAN	U S BANK CORPORATE PAYMENT SYSTEMS
9/28/2017	26.99	PRINTER INK REFILL- WATS	U S BANK CORPORATE PAYMENT SYSTEMS
7/27/2017	15.00	TIRE REPAIR FOR ASA VEHICLE	U S BANK CORPORATE PAYMENT SYSTEMS
9/25/2017	134.47	OIL CHANGE ASA VEHICLE #107	ALLEN BROTHERS OIL INC
8/21/2017	71.00	ALLEN BROTHERS OIL CHANGE ASA	ALLEN BROTHERS OIL INC
Object 61725 -- MAINT-OFFICE EQUIPMNT-SERVICES			
7/24/2017	73.02	COPIER USE FEE - SC SHELTER	CANON SOLUTIONS AMERICA INC
8/22/2017	68.14	V15391 CANON SOLUTIONS AMERIC	CANON SOLUTIONS AMERICA INC
9/19/2017	56.95	COPIER USE FEE - SC SHELTER	CANON SOLUTIONS AMERICA INC
Object 61730 -- MAINT-OTH EQUIP-SERVICES			
8/17/2017	287.50	WASHING MACHINE REPAIR - SC	WESTERN STATE DESIGN INC
Object 61731 -- MAINT-OTH EQUIP-SUPPLIES			
8/8/2017	4.14	BOLTS-REPAIR PRESSURE PUMP	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
Object 61835 -- FACILITIES MAINT-GENERAL-SERV			
9/14/2017	125.00	DRAIN CLEARING -WATS SHELTER	TINOS PLUMBING
Object 61845 -- MAINT-STRUCT/IMPS/GRDS-OTH-SRV			
7/27/2017	27.00	REPAIR PARTS FOR GROUNDS EQUIP	U S BANK CORPORATE PAYMENT SYSTEMS
Object 61922 -- OTHER MEDICAL MATERIALS & SUPP			

7/13/2017	50.43	OXYGEN TANK FOR VET CLINIC	ANALGESIC SERVICES INC
7/17/2017	50.43	OXYGEN TANK FOR VET CLINIC	ANALGESIC SERVICES INC
7/17/2017	50.43	OXYGEN TANK FOR VET CLINIC	ANALGESIC SERVICES INC
7/17/2017	292.62	SNAP FELV TESTS - ANIMAL CARE	IDEXX DISTRIBUTION INC
7/17/2017	292.62	SNAP FELV TESTS - ANIMAL CARE	IDEXX DISTRIBUTION INC
7/17/2017	435.84	SNAP FIV/FELV TESTS	IDEXX DISTRIBUTION INC
7/17/2017	1,313.72	SNAP FIV/FELV TESTS	IDEXX DISTRIBUTION INC
9/12/2017	341.50	SNAP PARVO TESTS - SC	IDEXX DISTRIBUTION INC
9/12/2017	585.25	SNAP FELV ANTIGEN TESTS	IDEXX DISTRIBUTION INC
9/12/2017	271.79	NOBIVAC FOR SC SHELTER	PATTERSON VETERINARY SUPPLY INC
9/12/2017	1,873.11	MONOCRYL/MOMETAMAX/SYRINGES	PATTERSON VETERINARY SUPPLY INC
9/12/2017	533.28	MONOCRYL FOR VET CLINIC	PATTERSON VETERINARY SUPPLY INC
9/12/2017	362.94	CLAVAMOX/NEEDLES/MISC MED.	PATTERSON VETERINARY SUPPLY INC
9/12/2017	585.00	SURGICAL GLOVES, ENDO TUBES	PATTERSON VETERINARY SUPPLY INC
9/7/2017	1,456.94	SNAP FELV/FIV TESTS - SC	IDEXX DISTRIBUTION INC
8/17/2017	413.50	FATAL-PLUS POWDER - VET CLINIC	VORTECH PHARMACEUTICALS
8/17/2017	154.51	PRAZIQUANTEL/DOXYCYCLINE	ROADRUNNER PHARMACY INC BIN#920073
8/17/2017	305.04	BUPRENORPHINE - VET CLINIC	ROADRUNNER PHARMACY INC BIN#920073
8/14/2017	145.93	NOBIVAC CANINE FOR ANIMAL CARE	MWI VETERINARY SUPPLY CO
8/14/2017	296.46	V120453 EXAM GLOVES/DISPOSABLE	MWI VETERINARY SUPPLY CO
8/14/2017	480.65	NOBIVAC FELINE/CANINE/INTRA	MWI VETERINARY SUPPLY CO
8/14/2017	427.60	EXAM GLOVES - ANIMAL CARE DEPT	MWI VETERINARY SUPPLY CO
8/14/2017	50.43	OXYGEN CYLINDER FOR VET CLINIC	ANALGESIC SERVICES INC
8/14/2017	50.43	OXYGEN TANK FOR VET CLINIC	ANALGESIC SERVICES INC
8/14/2017	7,707.15	CLAVAMOX/MONOCRYL/OSTILOX	MWI VETERINARY SUPPLY CO
8/14/2017	274.94	TELAZOL FOR VET CLINIC - SC	MWI VETERINARY SUPPLY CO
8/14/2017	70.31	MIDAZOLAM FOR VET CLINIC - SC	MWI VETERINARY SUPPLY CO
8/14/2017	104.15	PANCREZYME POWDER - VET CLINIC	MWI VETERINARY SUPPLY CO
8/14/2017	274.94	TELAZOL FOR VET CLINIC - SC	MWI VETERINARY SUPPLY CO
8/14/2017	94.04	CORTROSYN POWDER - VET CLINIC	MWI VETERINARY SUPPLY CO
8/14/2017	71.66	VETSPON FLEX SHEETS - CLINIC	MWI VETERINARY SUPPLY CO
9/12/2017	533.19	NOBIVAC/KETAVED - WATS SHELTER	PATTERSON VETERINARY SUPPLY INC
9/12/2017	1,051.09	NOBIVAC FOR WATS ANIMAL CARE	PATTERSON VETERINARY SUPPLY INC
9/12/2017	413.50	FATAL PLUS - WATS SHELTER	VORTECH PHARMACEUTICALS
9/14/2017	241.46	PONAZURIL FOR VET CLINIC - SC	ROADRUNNER PHARMACY INC BIN#920073
9/14/2017	50.45	PRAZIQUANTEL FOR VET CLINIC	ROADRUNNER PHARMACY INC BIN#920073
9/25/2017	346.81	SURGICAL DRAPE/SYRINGES - VET	MWI VETERINARY SUPPLY CO
9/25/2017	32.16	KETAMINE FOR VET CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	157.23	ANESTHESIA MASK/CLIPPER BLADES	MWI VETERINARY SUPPLY CO
9/25/2017	193.48	HYDROMORPHONE FOR VET CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	49.48	DISPOSABLE NEEDLES FOR CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	49.48	DISPOSABLE NEEDLES FOR CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	757.02	SYRINGES/GLOVES/NOBIVAC - VET	MWI VETERINARY SUPPLY CO
9/25/2017	299.73	CONVENIA FOR VET CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	106.80	CLIPPER BLADE A5 - VET CLINIC	MWI VETERINARY SUPPLY CO
9/25/2017	1,749.56	SNAP FIV/FELV TESTS - SC	IDEXX DISTRIBUTION INC
9/25/2017	1,743.38	SNAP FIV/FELV COMBO TESTS	IDEXX DISTRIBUTION INC
9/25/2017	1,879.06	EXAM GLOVES/NOBIVAC/SYRINGES	MWI VETERINARY SUPPLY CO
9/21/2017	703.77	EXAM GLOVES/SYRINGES/NEEDLES	MWI VETERINARY SUPPLY CO
9/21/2017	1,158.79	NOBIVAC FELINE, NOBIVAC CANINE	MWI VETERINARY SUPPLY CO
9/21/2017	1,269.99	ADVANTAGE FOR DOGS - XL	BAYER HEALTHCARE LLC
9/21/2017	50.43	OXYGEN CYLINDER VET CLINIC SC	ANALGESIC SERVICES INC
9/21/2017	50.43	OXYGEN CYLINDER VET CLINIC SC	ANALGESIC SERVICES INC
9/21/2017	50.43	OXYGEN CYLINDER - VET CLINIC	ANALGESIC SERVICES INC
9/21/2017	687.35	TELAZOL FOR VET CLINIC	MWI VETERINARY SUPPLY CO
9/21/2017	281.58	CLAVAMOX/GAUZE/PIVODINE	MWI VETERINARY SUPPLY CO
9/21/2017	70.31	MIDAZOLAM FOR VET CLINIC	MWI VETERINARY SUPPLY CO
9/21/2017	1,766.73	MONOCRYL/SYRINGES - CLINIC	MWI VETERINARY SUPPLY CO
9/21/2017	599.24	MONOCRYL/NEEDLES FOR CLINIC	MWI VETERINARY SUPPLY CO
9/21/2017	156.83	GAUZE/CHLORHEXIDINE/MISC MED	MWI VETERINARY SUPPLY CO

Object 62111 -- MISCELLANEOUS EXPENSE-SERVICES			
9/28/2017	75.00	4246 0445 5570 8506	U S BANK CORPORATE PAYMENT SYSTEMS
7/27/2017	75.00	MAIL CHIMP EMAIL SERVICE	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2017	75.00	4246044555708506	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62214 -- DUPLICATING SERVICES			
8/17/2017	100.47	PRINTING FLYERS/ASA LOGO CARDS	BLUE HERON DESIGN GROUP
9/28/2017	16.02	PRINTING -SHELTER EVENT FLYERS	U S BANK CORPORATE PAYMENT SYSTEMS
8/14/2017	10.90	PRINTING/LAMINATING SIGNS	MPRESS DIGITAL
Object 62221 -- POSTAGE			
9/25/2017	114.25	POSTAGE METER LEASE FEE	PITNEY BOWES GLOBAL FINANCIAL SERVICES
7/31/2017	2,077.63	POSTAGE METER REFILL SC ADMIN	THE PITNEY BOWES BANK INC
7/17/2017	377.25	POSTAGE METER REFILL - SC	THE PITNEY BOWES BANK INC
Object 62222 -- SUBSCRIPTIONS/PERIODICALS			
9/25/2017	18.11	RABBIT CARE SUPPLIES - SC	PET PALS
9/25/2017	86.20	CAT LITTER/TIMOTHY HAY	PET PALS
9/25/2017	67.69	RABBIT CARE SUPPLIES/TIMOTHY	PET PALS
9/25/2017	28.17	CAT LITTER - ANIMAL CARE - SC	PET PALS
9/25/2017	28.17	CAT LITTER - ANIMAL CARE - SC	PET PALS
9/25/2017	28.17	CAT LITTER - ANIMAL CARE - SC	PET PALS
9/25/2017	42.25	CAT LITTER - ANIMAL CARE - SC	PET PALS
9/25/2017	28.17	CAT LITTER - ANIMAL CARE - SC	PET PALS
Object 62223 -- SUPPLIES			
9/25/2017	406.16	PELLETS FOR ANIMAL CARE - SC	HANSEN FEED AND PET SUPPLY
9/21/2017	11.81	TONER FOR NETWORK PRINTER-WATS	STAPLES CONTRACT AND COMMERCIAL INC.
9/21/2017	13.91	TONER FOR NETWORK PRINTER-WATS	STAPLES CONTRACT AND COMMERCIAL INC.
9/21/2017	1,358.95	TRIPLE TWO FOR SC SHELTER	HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC
9/21/2017	22.98	TRAINING TREATS	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
9/28/2017	3,550.00	QR DOG TAGS W/ASA LOGO	PET HUB INC
7/17/2017	90.23	PELLETS FOR WATS ANIMAL CARE	HANSEN FEED AND PET SUPPLY
8/14/2017	90.23	PELLETS - ANIMAL CARE - WATS	HANSEN FEED AND PET SUPPLY
9/7/2017	15.95	PELLETS FOR ANIMAL CARE - WATS	HANSEN FEED AND PET SUPPLY
9/7/2017	55.03	WOOD PELLETS- WATS ANIMAL CARE	HANSEN FEED AND PET SUPPLY
9/14/2017	106.18	PELLETS FOR WATS ANIMAL CARE	HANSEN FEED AND PET SUPPLY
9/21/2017	664.97	CHLORSAN BLEACH - WATS SHELTER	HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC
8/14/2017	5,425.00	1,000 MICROCHIPS - CLIENT SVCS	INTERVET INC
8/14/2017	315.00	JIFFY TAGS FOR CLIENT SERVICES	ANIMAL CARE EQUIP & SVCS
8/17/2017	330.24	PELLETS FOR ANIMAL CARE - SC	HANSEN FEED AND PET SUPPLY
8/8/2017	5.41	MAGNETIC STRIPS-SCHEDULE BOARD	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/8/2017	30.13	DISTILLED WATER-CLINIC EQUIP.	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/3/2017	10.47	TONER FOR NETWORK PRINTER WATS	STAPLES CONTRACT AND COMMERCIAL INC.
9/7/2017	498.96	WOOD PELLETS - SC ANIMAL CARE	HANSEN FEED AND PET SUPPLY
9/5/2017	108.45	100 LEASHES FOR SHELTER USE	CAMPBELL PET COMPANY
8/24/2017	24.86	TRAINING TREATS	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
9/11/2017	361.64	PRESSURE WASHER REPAIR PARTS	U S BANK CORPORATE PAYMENT SYSTEMS
7/17/2017	14.59	DECOR-SHELTER MEOW LUAU	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/27/2017	147.56	FIRE EXT. AND BLDG MAINT MISC	U S BANK CORPORATE PAYMENT SYSTEMS
7/18/2017	45.32	MISC. OFFICE SUPPLIES - ADMIN	STAPLES CONTRACT AND COMMERCIAL INC.
8/3/2017	99.91	TONER FOR NETWORK PRINTER - SC	STAPLES CONTRACT AND COMMERCIAL INC.
8/21/2017	424.80	DOG & CAT FOOD FOR OUTREACH	FURLONE, JUSTIN
8/21/2017	513.94	MONITORS/TONER/MISC SUPPLIES	STAPLES CONTRACT AND COMMERCIAL INC.
9/11/2017	45.39	ART SUPPLIES FOR SHELTER CAMP	U S BANK CORPORATE PAYMENT SYSTEMS
8/8/2017	9.77	LABELS FOR MERCHANDISE PRICING	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/24/2017	12.47	PRICE LABELS & SILVER POLISH	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/24/2017	13.06	U POSTS-BANNER	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
9/25/2017	377.70	MONITORS/MISC OFFICE SUPPLIES	STAPLES CONTRACT AND COMMERCIAL INC.
9/28/2017	215.95	PLUMBING PARTS, CAMP SUPPLIES	U S BANK CORPORATE PAYMENT SYSTEMS
9/21/2017	186.71	TONER FOR NETWORK PRINTER - SC	STAPLES CONTRACT AND COMMERCIAL INC.
9/21/2017	167.08	TONER FOR NETWORK PRINTER - SC	STAPLES CONTRACT AND COMMERCIAL INC.
7/27/2017	274.17	MISC ANIMAL CARE SUPPLIES	U S BANK CORPORATE PAYMENT SYSTEMS
7/27/2017	9.89	REPAIR PARTS FOR CLINIC EQUIP	U S BANK CORPORATE PAYMENT SYSTEMS



7/31/2017	376.55	PELLETS FOR ANIMAL CARE DEPT.	HANSEN FEED AND PET SUPPLY
7/25/2017	32.45	PUMP OIL & MOP HEADS	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/25/2017	40.74	SUN SCREEN	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/24/2017	213.08	WOOD PELLETS ANIMAL CARE - SC	HANSEN FEED AND PET SUPPLY
7/24/2017	163.16	KENNEL CLEANING PRODUCT	HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC
Object 62226 -- INVENTORIAL ITEMS <5000			
9/29/2017	4,211.27	Move Clinic Equip from 61922	
Object 62317 -- CONSULT/MGT/PC SERVICES			
9/21/2017	3,840.00	WEBLICENSING ANNUAL FEE	HLP INC
9/21/2017	94.15	WEBLICENSING MONTHLY USE FEE	HLP INC
8/3/2017	14,649.60	ANNUAL SOFTWARE LICENSING FEE	HLP INC
8/22/2017	82.60	WEBLICENSING FEE - JULY 2017	HLP INC
7/17/2017	95.20	WEBLICENSING TRANSACTION FEE	HLP INC
Object 62381 -- PROF & SPECIAL SERV-OTHER			
8/7/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
8/14/2017	3,375.00	HUMANE EDUCATOR - JULY 2017	HITCHCOCK, JULIE
8/21/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
7/17/2017	79.50	BURGLAR ALARM - SC 7/17-9/17	POLAND, DOYLE
7/17/2017	135.00	FIRE ALARM SC - 7/17 TO 9/17	POLAND, DOYLE
7/24/2017	300.00	HUMANE ED PRESENTATIONS	NORTH STAR RESCUE
7/24/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
7/24/2017	2,205.00	HUMANE EDUCATOR JUNE 2017	HITCHCOCK, JULIE
7/18/2017	208.38	BIO WASTE DISPO SC - 7/17-9/17	STERICYCLE ENVIRONMENTAL SOLUTIONS INC
7/27/2017	44.50	PLAQUE	U S BANK CORPORATE PAYMENT SYSTEMS
9/5/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
9/19/2017	4,166.00	BEHAVIOR CONSULTANT JULY 2017	BRADEN, CARLA
9/19/2017	4,166.00	BEHAVIOR CONSULTANT AUG. 2017	BRADEN, CARLA
9/19/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
9/26/2017	87.00	BURGLAR ALARM - SC - OCT-DEC	POLAND, DOYLE
9/26/2017	148.50	FIRE ALARM MONITORING OCT-DEC	POLAND, DOYLE
9/25/2017	208.38	BIO-WASTE PICK UP - SC SHELTER	STERICYCLE ENVIRONMENTAL SOLUTIONS INC
9/25/2017	2,030.22	POSTAGE - FUNDRAISING MAILING	MPRESS DIGITAL
9/28/2017	800.00	BENEFIT SHOP MANAGEMENT	DUNN, LEILA
7/17/2017	72.00	V2294 ALARM MONITORING - WATS	POLAND, DOYLE
7/17/2017	33.00	WATS ALARM REGISTRATION 17-18	WATSONVILLE POLICE DEPARTMENT
7/17/2017	293.21	DIAGNOSTICS SERVICES - CLINIC	IDEXX DISTRIBUTION INC
7/17/2017	1,700.00	PICK UP SERVICE - SC SHELTER	KOEFRAN INDUSTRIES
7/17/2017	(119.00)	Rabies Testing Fee A237762	DEP
7/31/2017	119.00	REFUND OF RABIES TESTING FEE	CAMPBELL, JEREMY
7/24/2017	109.44	BIO WASTE PICK UP SVC - WATS	STERICYCLE ENVIRONMENTAL SOLUTIONS INC
8/14/2017	60.00	OBJECTION FILING FEE - MENDOZA	SAYLER LEGAL SERVICE INC
8/15/2017	1,700.00	PICK UP SERVICE - SC SHELTER	KOEFRAN INDUSTRIES
9/19/2017	1,700.00	PICK UP SERVICE - SC SHELTER	KOEFRAN INDUSTRIES
9/12/2017	854.36	DIAGNOSTICS FOR VET CLINIC	IDEXX DISTRIBUTION INC
9/25/2017	261.87	DIAGNOSTICS SERVICES - CLINIC	IDEXX DISTRIBUTION INC
9/26/2017	79.50	ALARM MONITORING -WATS SHELTER	POLAND, DOYLE
7/17/2017	1,000.00	PICK UP SERVICE - WATS SHELTER	KOEFRAN INDUSTRIES
8/15/2017	1,000.00	PICK UP SERVICE - WATS SHELTER	KOEFRAN INDUSTRIES
9/19/2017	1,000.00	PICK UP SERVICE - WATS SHELTER	KOEFRAN INDUSTRIES
Object 62399 -- VETERINARIAN SERVICES			
9/14/2017	5,906.25	SPAY/NEUTER VET SERVICES	MORENO, DEBORAH ANNE
9/21/2017	825.07	AFTER HOURS EMERGENCY VET CARE	SANTA CRUZ VETERINARY HOSPITAL
9/21/2017	2,327.04	AFTER HOURS EMERGENCY VET CARE	SANTA CRUZ VETERINARY HOSPITAL
9/25/2017	1,065.64	EMERGENCY AFTER HOURS VET JUNE	SANTA CRUZ VETERINARY HOSPITAL
9/6/2017	(60.50)	SCVH Fees A234250	DEP
8/28/2017	(18.00)	SCVH Fees A227835	DEP
9/5/2017	302.40	DENTAL CARE FOR SHELTER DOG	ANIMAL HOSPITAL OF SOQUEL
9/12/2017	1,505.83	SPAY/NEUTER VET SERVICES	LIN, ANDREA Y T
9/19/2017	69.25	REFUND OF OVERPAYMENT - VET	PROJECT PURR RESCUE
9/11/2017	(41.50)	SCVH Fees A240332	DEP

8/21/2017	3,731.25	SPAY/NEUTER VET SERVICES	MORENO, DEBORAH ANNE
8/22/2017	(48.00)	SCVH Fees A215552 pd by client	DEP
7/24/2017	5,568.75	SPAY/NEUTER VET SERVICES	MORENO, DEBORAH ANNE
7/24/2017	(313.38)	Reimb. SCVH Fees A221752	DEP
9/28/2017	1,023.75	SPAY/NEUTER VET SERVICES	LIN, ANDREA Y T
Object 62500 -- EQUIPMENT LEASE & RENT			
9/28/2017	190.68	PODS LEASE FEE - BENEFIT SHOP	U S BANK CORPORATE PAYMENT SYSTEMS
7/27/2017	190.68	PODS LEASE FEE - BENEFIT SHOP	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2017	190.68	PODS LEASE FEE - BENEFIT SHOP	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62710 -- FIELD EQUIPMENT			
9/11/2017	238.51	BITE GLOVES/KETCH POLE/KEYS	U S BANK CORPORATE PAYMENT SYSTEMS
9/21/2017	150.15	SILENT KEY HOLDERS FOR ACO	CALIFORNIA COAST UNIFORMS
Object 62842 -- INVENTORY MATERIALS PURCHASED			
9/28/2017	5,721.41	ASA LOGO TEE SHIRT PRINTING	U S BANK CORPORATE PAYMENT SYSTEMS
9/25/2017	1,020.79	LEASHES FOR VOLUNTEER USE	REGAL CONNECTION
Object 62857 -- SPECIAL MISC EXPENSE-SUPPLIES			
7/17/2017	30.00	PET ID TAGS SOLD AT SHELTER	RED DINGO INC
8/14/2017	22.50	PET ID TAGS SOLD AT SC SHELTER	RED DINGO INC
Object 62890 -- SUBSCRIPTIONS BOOKS & ED MATER			
7/27/2017	125.00	ANNUAL REGISTRATION - NACA	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62920 -- GAS, OIL, FUEL			
7/17/2017	1,255.08	FUEL FOR ASA FLEET - 417.4 GAL	VALERO MARKETING AND SUPPLY COMPANY
8/15/2017	1,200.33	FUEL - ASA FLEET - 413 GALLONS	VALERO MARKETING AND SUPPLY COMPANY
9/12/2017	1,390.36	FUEL FOR ASA FLEET - 484.4 GAL	VALERO MARKETING AND SUPPLY COMPANY
Object 62930 -- REGISTRATIONS (NON REPT)			
9/11/2017	500.00	STATE HUMANE CONF REGISTRATION	U S BANK CORPORATE PAYMENT SYSTEMS
Object 63070 -- UTILITIES			
8/21/2017	146.12	BUSINESS INTERNET - SC SHELTER	COMCAST CABLE COMMUNICATIONS
8/21/2017	4,288.49	PG&E - SANTA CRUZ SHELTER	PACIFIC GAS AND ELECTRIC CO
8/21/2017	68.07	PG&E - BENEFIT SHOP 2260 7TH	PACIFIC GAS AND ELECTRIC CO
8/17/2017	895.61	TRASH/RECYCLING - SC SHELTER	GREENWASTE RECOVERY INC
8/14/2017	680.59	WATER/SEWER FOR SC SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
8/14/2017	192.86	WATER/SEWER SANTA CRUZ SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
8/14/2017	21.69	WATER/SEWER BENEFIT SHOP	SANTA CRUZ MUNICIPAL UTILITIES
8/7/2017	37.90	LANDLINE PHONE - BENEFIT SHOP	AT&T
7/17/2017	36.54	LANDLINE FOR BENEFIT SHOP	AT&T
7/17/2017	528.38	WATER/SEWER SERVICE SC SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
7/17/2017	30.56	WATER/SEWER - SC SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
7/17/2017	11.20	WATER/SEWER FOR BENEFIT SHOP	SANTA CRUZ MUNICIPAL UTILITIES
7/17/2017	146.12	BUSINESS INTERNET - SC SHELTER	COMCAST CABLE COMMUNICATIONS
7/24/2017	3,699.26	PG & E FOR SANTA CRUZ SHELTER	PACIFIC GAS AND ELECTRIC CO
7/24/2017	67.03	PG&E FOR BENEFIT SHOP	PACIFIC GAS AND ELECTRIC CO
7/24/2017	769.88	TRASH/RECYCLING FOR SC SHELTER	GREENWASTE RECOVERY INC
9/26/2017	895.61	TRASH/RECYCLING - SC SHELTER	GREENWASTE RECOVERY INC
9/19/2017	37.90	LANDLINE PHONE - BENEFIT SHOP	AT&T
9/19/2017	785.77	WATER/SEWER SERVICE SC SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
9/19/2017	325.02	WATER/SEWER SERVICE SC SHELTER	SANTA CRUZ MUNICIPAL UTILITIES
9/19/2017	36.28	WATER/SEWER BENEFIT SHOP	SANTA CRUZ MUNICIPAL UTILITIES
9/19/2017	146.12	BUSINESS INTERNET - SC SHELTER	COMCAST CABLE COMMUNICATIONS
9/19/2017	4,052.98	PG&E SC SHELTER 7/18-8/16/17	PACIFIC GAS AND ELECTRIC CO
9/19/2017	56.93	PG&E BENEFIT SHOP 8/5-9/6/17	PACIFIC GAS AND ELECTRIC CO
7/31/2017	1,060.20	PG&E FOR WATSONVILLE SHELTER	PACIFIC GAS AND ELECTRIC CO
7/31/2017	728.65	WATER/SEWER/TRASH WATS SHELTER	WATSONVILLE CITY UTILITIES
9/12/2017	824.21	PG&E FOR WATSONVILLE SHELTER	PACIFIC GAS AND ELECTRIC CO
9/12/2017	836.84	WATER/SEWER/TRASH - WATS	WATSONVILLE CITY UTILITIES
9/19/2017	937.57	PG&E WATS 8/12/17-9/12/17	PACIFIC GAS AND ELECTRIC CO
9/28/2017	829.57	WATER/SEWER/TRASH - WATS	WATSONVILLE CITY UTILITIES

### **Consent Agenda Item 5.5**

TO: Santa Cruz County Animal Shelter Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 16, 2017  
SUBJECT: First Quarter Report of all Journal Entries made to the County of Santa Cruz and Interfaces for the County ISD Telecom Services for July 1, 2017 through September 30, 2017.

**Recommendation:**

Accept the first quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services for July 1, 2017 through September 30, 2017.

**Discussion:**

The Santa Cruz Auditor-Controller's Office management letter dated January 3, 2013 recommended the Shelter Manager review all JE made to the County of Santa Cruz and ensure all support is on file and present this report to the Board during regular Board meetings.

A list of all Journal Entry payments to the County of Santa Cruz has been downloaded and checked against department files to insure hard copy support for each transaction. Staff compared monthly amount interfaces for ISD Telecom to the "Extension Detail Report", which shows complete charges, and found no discrepancies. The interfaces for ISD Telecom are included on the Journal Report.

The next quarterly report of Journal Entries and interfaces for October 1, 2017 through December 31, 2017 will be included on the February 2018 agenda and every quarter thereafter.

DATE: 10/16/2017  
 TO: Board of Directors, Santa Cruz County Animal Shelter  
 FROM: Melanie Sobel, General Manager  
 SUBJECT: Item 5.5 July 1, 2017 through September 30, 2017 County Journal Entry Report

The following SCCAS journal entry claims are for services paid directly to Santa Cruz County and submitted to the County Auditor-Controller for payment from the Operating Budget for the period July 1, 2017 through September 30, 2017.

## Expenditure Actual Transactions

Posted	Amount	Description	Department
7/12/2017	2,507.37	SCR911 RADIO SVCS JULY 2017	SANTA CRUZ REGIONAL 911
9/15/2017	2,507.37	SCR911 - SEPT 2017	SANTA CRUZ REGIONAL 911
9/5/2017	2,507.37	SCR911 AUGUST 2017	SANTA CRUZ REGIONAL 911
Department Total	7,522.11		
9/5/2017	3,890.24	AUGUST 2017 TELEPHONE CHGS	ISD - TELECOM
8/15/2017	2,328.41	JUNE 2017 ACTUAL TELEPHONE CHG	ISD - TELECOM
8/16/2017	3,835.53	JULY 2017 TELEPHONE CHGS	ISD - TELECOM
9/5/2017	65.72	AUGUST 2017 TELEPHONE CHGS	ISD - TELECOM
8/16/2017	72.96	JULY 2017 TELEPHONE CHGS	ISD - TELECOM
8/15/2017	51.25	JUNE 2017 ACTUAL TELEPHONE CHG	ISD - TELECOM
Department Total	10,244.11		
8/31/2017	1,958.00	ASA CUSTODIAL JULY 2017	GSD - JANITORIAL
8/31/2017	1,958.00	ASA CUSTODIAL AUG 2017	GSD - JANITORIAL
Department Total	3,916.00		
8/4/2017	627.15	WAREHOUSE CHARGES MONTH 7/17	GSD - WAREHOUSE
8/4/2017	187.65	WAREHOUSE CHARGES MONTH 7/17	GSD - WAREHOUSE
9/7/2017	499.50	WAREHOUSE CHARGES MONTH 8/17	GSD - WAREHOUSE
7/24/2017	287.90	WAREHOUSE CHARGES MONTH 6/17	GSD - WAREHOUSE
Department Total	1,602.20		
7/17/2017	1.16	PayPal Fees 6/30/17	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/7/2017	1,598.47	June Bank Fees SC	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/24/2017	537.84	June Bank Fees Web	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/24/2017	4.00	ACH Block Fee 072017	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/8/2017	2,136.45	July Bank Fees SC	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/22/2017	4.00	ACH Block Fee 082117	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/11/2017	513.33	August Bank Fees LockBox	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/17/2017	487.23	July Bank Fees - Web	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/11/2017	44.37	July PayPal Fees	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/17/2017	294.45	June Bank Fees - Wats	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2017	79.31	August PayPal Fees	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2017	1,714.90	August Bank Fees Santa Cruz	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/22/2017	4.00	ACH Block Fee 092017	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2017	311.21	Watsonville Bank Fees August	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/8/2017	400.90	July Bank Fees Wats	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
Department Total	8,131.62		
9/11/2017	5,766.00	2017- July, NETWORK CONNECTIO	ISD - PC
9/11/2017	5,766.00	2017- August, NETWORK CONNECT	ISD - PC
Department Total	11,532.00		
7/27/2017	119.00	0517 EPIC HSA CLN SC ANIMAL	HEALTH SERVICES AGENCY
8/23/2017	119.00	0617 EPIC HSA CLN SC ANIMAL	HEALTH SERVICES AGENCY
Department Total	238.00		
7/20/2017	49,417.25	1st Qtr 1718 SCCAS Bdg Lease	COUNTY OF SANTA CRUZ
9/11/2017	28,803.50	1ST COST PLAN CHARGES	COUNTY OF SANTA CRUZ
Department Total	78,220.75		

**Regular Agenda Item 6.1**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 16, 2017  
SUBJECT: General Manager's Oral Report

General Manager will present an oral report on the Santa Cruz County Animal Shelter.

**Regular Agenda Item 6.2**

TO Animal Services Authority Board of Directors  
FROM: Melanie Sobel, General Manager  
DATE: October 16, 2017  
SUBJECT: Financial Report for the period ending September 30, 2017

## Recommendation:

Approve the Financial Report as presented for the period ending September 30, 2017.

## Discussion:

The Financial Report ending September 30, 2017 reflects total revenues of \$1,085,234 and expenditures of \$773,109. YTD Revenues are \$1,758,225. YTD Expenditures are \$939,713. Current total revenues are 44% of a potential 25%. The percentage of current year expenditures is at 22%.

Licensing revenues YTD are \$74,002. At this point last year licensing revenues were \$79,215.

**Santa Cruz County Animal Services Authority  
Financial Summary for Fiscal Year 2017-2018  
For Months Ending September 30, 2017**

Revenues:	2017-18 Final Budget	2017-18 Est/Actuals	2017-18 YTD Actuals	YTD Remaining	2016-17 YTD Actuals
ANIMAL LICENSES	\$356,000	\$356,000	\$74,002	\$281,998	\$79,215
INTEREST	\$23,000	\$23,000	\$6,068	\$16,932	\$5,224
RENTS & CONCESSIONS	\$200	\$200	\$35	\$165	\$57
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$200	\$0
ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$305,000	\$305,000	\$84,429	\$220,572	\$76,540
ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$760	\$990	\$740
COST RECOVERY-OTHER	\$7,500	\$7,500	\$2,275	\$5,225	\$2,764
MEMBER CONTRIBUTION	\$2,741,168	\$2,741,168	\$1,483,004	\$1,258,165	\$997,586
CHARGES FOR CURRENT SERVICES	\$32,000	\$32,000	(\$144)	\$32,144	\$5,365
ADMIN FINE FEES	\$20,000	\$20,000	\$3,439	\$16,561	\$7,387
GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$0	\$0
ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$3,622	\$18,378	\$5,960
ANIMAL RABIES FEES	\$16,000	\$16,000	\$3,528	\$12,472	\$5,184
ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$22,058	\$108,942	\$35,028
SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$14,585	\$50,415	\$15,121
CASH OVERAGES	\$0	\$0	\$5	(\$5)	\$15
CONTRIBUTIONS and DONATIONS	\$200,000	\$200,000	\$53,265	\$146,735	\$24,733
INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0
NSF CHECKS	\$0	\$0	(\$50)	\$50	\$40
NSF CHECKS-RETURNED CHECK FEE	\$0	\$0	\$0	\$0	\$0
OTHER REVENUE	\$38,000	\$38,000	\$7,345	\$30,655	\$8,538
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES:</b>	<b>\$3,958,818</b>	<b>\$3,958,818</b>	<b>\$1,758,225</b>	<b>\$2,200,593</b>	<b>\$1,269,496</b>

**Less Expenditures:**

Salaries and Benefits	\$2,914,565	\$2,914,565	\$633,679	\$2,280,886	\$597,768
Services and Supplies	\$1,037,496	\$1,037,496	\$277,230	\$760,266	\$265,805
Other Uses	\$115,211	\$115,211	\$28,804	\$86,408	\$13,885
Fixed Assets	\$33,333	\$33,333	\$0	\$0	\$0
<b>TOTAL EXPENDITURES:</b>	<b>\$4,100,605</b>	<b>\$4,100,605</b>	<b>\$939,713</b>	<b>\$3,127,559</b>	<b>\$877,458</b>

**Plus Contingency:**

	\$164,024	\$164,024	\$0	\$164,024	\$0
<b>TOTAL EXPENDITURES INCLUDING CONTINGENCY:</b>	<b>\$4,264,629</b>	<b>\$4,264,629</b>	<b>\$939,713</b>	<b>\$3,291,583</b>	<b>\$877,458</b>

**NET REVENUES OVER (UNDER) EXPENDITURES:** **(\$305,811)** **(\$305,811)** **\$818,512** **(\$1,090,990)** **\$392,039**

**BEGINNING FUND BALANCE - UNDESIGNATED** **\$1,326,895** **\$1,326,895** **\$1,326,895** **\$1,326,895** **\$0**  
(unaudited ending balance from 6/30/17)

**ENDING FUND BALANCE - UNDESIGNATED** **\$1,021,084** **\$1,021,084** **\$2,145,407** **\$235,905** **\$392,039**

**ANIMAL LICENSE DETAIL**

	2017-18 YTD Actuals	2016-17 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$2,452	\$2,015	\$437
LICENSES - SANTA CRUZ	\$12,906	\$14,264	(\$1,358)
LICENSES- SCOTTS VALLEY	\$3,872	\$4,041	(\$169)
LICENSES- COUNTY	\$46,398	\$49,524	(\$3,126)
LICENSES- WATSONVILLE	\$8,374	\$9,371	(\$997)

\* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/17 is \$539,273 (Unaudited)

\* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/17 is \$900 (Unaudited)

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT  
2017-2018**

As of 9/30/17 from ONESolution  
SC CO ANIMAL SERVICES AUTHORITY  
Organization: 70 28

Pos + = UP  
Neg ( ) = DOWN

Acct	Acct Title	2017-18 Final Budget	2017-18 Adj. Budget	August Actuals	September Actuals	2017-18 YTD Actuals	YTD Remaining	25%	25%	2016-17 YTD Actuals	COMPARE THRU SEP PY ACTUALS	September Actuals	2016-17 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
51000	SALARIES & BENF	\$2,914,565	\$2,914,565	\$326,957	\$195,326	\$633,679	\$2,280,886	21.74%	20.99%	\$597,768	\$35,911	\$178,168	\$2,848,365
61000	SERVICES & SUPL	\$1,037,496	\$1,037,496	\$71,375	\$110,648	\$277,230	\$760,266	26.72%	23.11%	\$265,805	\$11,425	\$56,403	\$1,150,216
90000	OTHER USES	\$115,211	\$115,211	\$0	\$28,804	\$28,804	\$86,408	25.00%	25.00%	\$13,885	\$14,919	\$13,885	\$55,540
86110	BUILDINGS AND IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$33,333	\$33,333	\$0	\$0	\$0	\$33,333	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$164,024	\$164,024	\$0	\$0	\$0	\$164,024	0.00%	0.00%	\$0	\$0	\$0	\$0
51000-98700	TOTAL EXPENDITURES	\$4,264,629	\$4,264,629	\$398,332	\$334,777	\$939,713	\$3,324,916	22.04%	37.49%	\$877,458	\$62,255	\$248,456	\$4,054,121
40100-42500	TOTAL REVENUES	\$3,958,818	\$3,958,818	\$543,008	\$542,226	\$1,758,225	\$2,200,593	44.41%	34.66%	\$1,269,496	\$488,729	\$89,765	\$3,662,629
	<b>NET COST</b>	<b>\$305,811</b>	<b>\$305,811</b>	<b>(\$144,676)</b>	<b>(\$207,450)</b>	<b>(\$818,512)</b>	<b>\$1,124,323</b>	<b>-267.65%</b>	<b>-100.14%</b>	<b>(\$392,039)</b>	<b>\$426,473</b>	<b>\$158,690</b>	<b>\$391,492</b>
51000	REGULAR PAY-PER	1,794,665	1,794,665	\$208,221	\$132,323	\$412,705	\$1,381,960	23.00%	22.14%	\$388,251	\$24,455	\$121,983	1,753,222
51005	OVERTIME PAY-PE	3,880	3,880	\$60	\$451	\$541	\$3,339	13.94%	41.28%	\$1,569	(\$1,028)	\$359	3,801
51010	REGULAR PAY-EXT	62,527	62,527	\$8,959	\$7,003	\$17,935	\$44,592	28.68%	23.10%	\$15,945	\$1,990	\$5,465	69,013
51040	DIFFERENTIAL PAY	29,197	29,197	\$3,293	\$2,389	\$6,706	\$22,491	22.97%	21.99%	\$6,462	\$244	\$2,062	29,389
52010	OASDI-SOCIAL SE	143,143	143,143	\$16,400	\$10,712	\$32,707	\$110,436	22.85%	22.50%	\$30,689	\$2,018	\$9,797	136,398
52015	RETIREMENT	344,728	344,728	\$39,279	\$25,517	\$78,478	\$266,250	22.77%	22.11%	\$72,754	\$5,724	\$22,750	329,058
53010	EMPLOYEE INSURA	494,276	494,276	\$50,745	\$16,932	\$84,607	\$409,669	17.12%	17.05%	\$82,097	\$2,510	\$15,752	481,559
53015	UNEMPLOYMENT IN	6,128	6,128	\$0	\$0	\$0	\$6,128	0.00%	0.00%	\$0	\$0	\$0	7,405
54010	WORKERS COMPENS	36,021	36,021	\$0	\$0	\$0	\$36,021	0.00%	0.00%	\$0	\$0	\$0	38,520
51000	SALARIES & BENF	\$2,914,565	\$2,914,565	\$326,957	\$195,326	\$633,679	\$2,280,886	21.74%	20.99%	\$597,768	\$35,911	\$178,168	\$2,848,365
61115	POLICE SAFETY EQUIPMENT	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	0
61125	UNIFORM REPLACEMENT	2,500	2,500	\$174	\$79	\$253	\$2,247	10.10%	22.73%	\$338	(\$86)	\$0	1,488
61215	RADIO SERVICES	29,208	29,208	\$0	\$5,015	\$7,522	\$21,686	25.75%	24.20%	\$7,438	\$84	\$2,434	30,739
61220	TELECOM SERVICES	30,855	30,855	\$6,288	\$3,956	\$7,777	\$23,078	25.21%	14.61%	\$4,094	\$3,683	\$2,397	28,026
61310	FOOD	9,000	9,000	\$323	\$2,097	\$2,467	\$6,533	27.41%	17.87%	\$2,680	(\$213)	\$1,536	15,000
61412	JANITORIAL SERVICES	9,000	9,000	\$3,916	\$0	\$3,916	\$5,084	43.51%	16.67%	\$1,456	\$2,460	\$728	8,736
61525	LIABILITY INSURANCE	32,519	32,519	\$0	\$0	\$34,465	(\$1,946)	105.98%	89.45%	\$30,028	\$4,438	\$0	33,568
61535	OTHER INSURANCE	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	0
61720	MAINT-MOBILE EQUIPMENT-SERV	10,000	10,000	\$71	\$253	\$339	\$9,661	3.39%	0.00%	\$0	\$339	\$0	6,000
61725	MAINT-OFFICE EQUIPMENT	600	600	\$68	\$57	\$198	\$402	33.02%	27.85%	\$244	(\$46)	\$103	875
61730	MAINT-OTHER EQUIP-SVCS	2,000	2,000	\$288	\$0	\$288	\$1,713	14.38%	2.34%	\$75	\$213	\$0	3,200
61731	MAINT-OTHER EQUIP-SUP	1,000	1,000	\$4	\$0	\$4	\$996	0.41%	21.09%	\$169	(\$165)	\$8	800
61835	FACILITIES MAINT	18,000	18,000	\$0	\$125	(\$1,218)	\$19,218	-6.76%	1.33%	\$438	(\$1,656)	\$0	33,000
61845	MAINT STRUCT IM	1,500	1,500	\$0	\$0	\$27	\$1,473	1.80%	0.00%	\$0	\$27	\$0	1,200
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61920	MEDICAL, DENTAL & LAB SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61922	OTHER MEDICAL MATERIALS	96,000	96,000	\$15,133	\$18,298	\$27,913	\$68,087	29.08%	17.95%	\$15,437	\$12,476	\$7,635	86,000
62020	MEMBERSHIPS	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$0	1,781
62111	MISCELLANEOUS EXPENSES	7,000	7,000	\$0	\$150	\$225	\$6,775	3.21%	0.00%	\$0	\$225	\$0	7,280



**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT  
2017-2018**

As of 9/30/17 from ONESolution  
SC CO ANIMAL SERVICES AUTHORITY  
Organization: 70 28

Pos + = UP  
Neg ( ) = DOWN

Acct	Acct Title	2017-18 Final Budget	2017-18 Adj. Budget	August Actuals	September Actuals	2017-18 YTD Actuals	YTD Remaining	25%	25%	2016-17 YTDActuals	COMPARE	September Actuals	2016-17 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized		THRU SEP PY ACTUALS		
62112	CASH SHORTAGES	0	0	\$0	\$0	\$0	\$0	0.00%	66.67%	\$20	(\$20)	\$0	30
62214	DUPLICATING SVCS.	3,500	3,500	\$111	\$16	\$127	\$3,373	3.64%	23.81%	\$1,071	(\$944)	\$57	4,500
62217	MISC NONINVENTORIAL ITEMS EXPENSE	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	66
62219	PC SOFTWARE PURCHASES	2,000	2,000	\$0	\$0	\$0	\$2,000	0.00%	0.00%	\$0	\$0	\$0	1,158
62221	POSTAGE	10,000	10,000	\$0	\$114	\$2,192	\$7,808	21.92%	28.03%	\$2,663	(\$471)	\$114	9,500
62222	SUBSCRIPTIONS/PERIODICALS	125	125	\$0	\$327	\$327	(\$202)	261.54%	0.00%	\$0	\$327	\$0	411
62223	SUPPLIES	68,000	68,000	\$8,120	\$8,667	\$17,722	\$50,278	26.06%	17.33%	\$10,396	\$7,327	\$1,812	60,000
62225	NON-PC SOFTWARE	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	\$0	\$0	250
62226	INVENTORIAL ITEMS	1,200	1,200	\$0	\$4,211	\$4,211	(\$3,011)	350.94%	38.36%	\$35,000	(\$30,789)	\$0	91,250
62301	ACCOUNTING & AUDITING	13,500	13,500	\$0	\$0	(\$5,600)	\$19,100	-41.48%	0.00%	\$0	(\$5,600)	\$0	13,500
62310	BANKING SERVICES	30,000	30,000	\$3,073	\$2,623	\$5,701	\$24,299	19.00%	22.85%	\$7,999	(\$2,298)	\$2,892	35,000
62316	COMPUTER PROF SVCS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	20,000	20,000	\$14,732	\$3,934	\$18,762	\$1,238	93.81%	93.58%	\$18,716	\$46	\$86	20,000
62318	COUNTY COUNSEL	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62325	DATA PROCESSING	71,770	71,770	\$0	\$11,532	\$11,532	\$60,238	16.07%	16.40%	\$10,478	\$1,054	\$10,478	63,882
62330	DPW SERVICES - GENERAL MONEY	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62381	PROF & SPECIAL	135,000	135,000	\$7,854	\$17,102	\$32,055	\$102,945	23.74%	12.96%	\$17,102	\$14,953	\$4,615	132,000
62399	VETERINARIAN SERVICES	95,000	95,000	\$3,665	\$12,923	\$21,844	\$73,156	22.99%	19.24%	\$20,201	\$1,643	\$9,412	105,000
62500	EQUIPMENT RENTS & LEASES-	2,292	2,292	\$0	\$381	\$572	\$1,720	24.96%	16.60%	\$380	\$192	\$0	2,292
62610	RENTS & LEASES-	198,842	198,842	\$0	\$0	\$49,417	\$149,425	24.85%	25.00%	\$49,417	\$0	\$0	197,669
62710	FIELD EQUIPMENT	1,200	1,200	\$0	\$389	\$389	\$811	32.39%	0.00%	\$0	\$389	\$0	14,500
62801	ADVERTISING & PROMOTION	2,000	2,000	\$0	\$0	\$0	\$2,000	0.00%	6.79%	\$184	(\$184)	\$30	2,706
62842	INVENTORY MATERIALS PURCHASED	20,000	20,000	\$0	\$6,742	\$6,742	\$13,258	33.71%	21.86%	\$4,449	\$2,293	\$2,480	20,357
62857	SPECIAL MISC EXP-SUPPLIES	500	500	\$23	\$0	\$23	\$478	4.50%	32.42%	\$162	(\$140)	\$38	500
62890	SUBSCRIPTIONS/BOOKS	500	500	\$0	\$0	\$125	\$375	25.00%	0.00%	\$0	\$125	\$0	500
62893	TOWING	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62914	TRAVEL-EDUCATION	2,500	2,500	\$0	\$0	\$0	\$2,500	0.00%	18.35%	\$312	(\$312)	\$0	1,700
62920	GAS, OIL, FUEL	12,000	12,000	\$1,200	\$1,390	\$3,846	\$8,154	32.05%	0.00%	\$0	\$3,846	\$0	7,250
62922	TRAVEL-LODGING	1,200	1,200	\$0	\$0	\$0	\$1,200	0.00%	0.00%	\$0	\$0	\$0	3,141
62924	TRAVEL-MEALS	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	500
62926	TRAVEL-MILEAGE	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	22.46%	\$225	(\$225)	\$0	1,000
62928	TRAVEL-OTHER	100	100	\$0	\$0	\$0	\$100	0.00%	0.00%	\$0	\$0	\$0	157
62930	REGISTRATIONS	335	335	\$0	\$500	\$500	(\$165)	149.25%	18.61%	\$172	\$328	\$0	923
62935	SERVICE CENTER	0	0	\$0	\$0	\$0	\$0	0.00%	52.93%	\$4,648	(\$4,648)	\$2,535	8,781
62940	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
63070	UTILITIES	92,000	92,000	\$6,331	\$9,765	\$22,567	\$69,433	24.53%	21.08%	\$19,814	\$2,753	\$7,014	94,000
74230	PRINCIPAL ON LEASE PUCHASES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61000	SERVICES & SUPPLIES	\$1,037,496	\$1,037,496	\$71,375	\$110,648	\$277,230	\$760,266	26.72%	23.11%	\$265,805	\$47,336	\$56,403	\$1,150,216

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT  
2017-2018**

25

As of 9/30/17 from ONESolution  
SC CO ANIMAL SERVICES AUTHORITY  
Organization: 70 28

Pos + = UP  
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Acct	Acct Title	2017-18 Final Budget	2017-18 Adj. Budget	August Actuals	September Actuals	2017-18 YTD Actuals	YTD Remaining	25%	25%	2016-17 YTDActuals	COMPARE THRU SEP PY ACTUALS	September Actuals	2016-17 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
75315 90001	COUNTY OVERHEAD (see 3550) OPERATING TRSF OUT	\$115,211 \$0	\$0 \$0	\$0 \$0	\$28,804 \$0	\$28,804 \$0	\$86,408 (\$0)	25.00% 0.00%	25.00% 0.00%	\$13,885 \$0	\$0 \$0	\$13,885 \$0	\$55,540 \$0
90000	OTHER USES	\$115,211	\$115,211	\$0	\$28,804	\$28,804	\$86,407	25.00%	25.00%	\$13,885	\$28,804	\$13,885	\$55,540
86204	EQUIPMENT	\$33,333	\$33,333	\$0	\$0	\$0	\$33,333	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$33,333	\$33,333	\$0	\$0	\$0	\$33,333	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	APPROP FOR CONTINGENCIES	\$164,024	\$164,024	\$0	\$0	\$0	\$164,024	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$164,024	\$164,024	\$0	\$0	\$0	\$164,024	0.00%	0.00%	\$0	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40230	ANIMAL LICENSES	\$356,000	\$356,000	\$20,765	\$29,420	\$74,002	\$281,998	20.79%	24.75%	\$79,215	(\$5,213)	\$25,719	\$320,000
40430	INTEREST	\$23,000	\$23,000	\$2,166	\$2,146	\$6,068	\$16,932	26.38%	22.71%	\$5,224	\$844	\$1,944	\$23,000
40440	RENTS & CONCESS	\$200	\$200	\$35	\$0	\$35	\$165	17.65%	30.59%	\$57	(\$21)	\$0	\$185
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$0	\$0	\$200	0.00%	0.00%	\$0	\$0	\$0	\$140
40872	ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41510	HUMANE SERVICES	\$305,000	\$305,000	\$25,016	\$23,944	\$84,429	\$220,571	27.68%	28.88%	\$76,540	\$7,888	\$23,810	\$265,000
42010	ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$229	\$295	\$760	\$990	43.43%	26.43%	\$740	\$20	\$215	\$2,800
42022	COST RECOVERY-OTHER	\$7,500	\$7,500	\$958	\$829	\$2,275	\$5,225	30.33%	27.64%	\$2,764	(\$489)	\$782	\$10,000
42044	MEMBER CONTRIBUTION	\$2,741,168	\$2,741,168	\$471,998	\$433,288	\$1,483,004	\$1,258,164	54.10%	40.00%	\$997,586	\$485,418	\$0	\$2,493,964
42047	OTHER CHARGES CURRRENT SERVICES	\$32,000	\$32,000	(\$144)	\$0	(\$144)	\$32,144	-0.45%	10.52%	\$5,365	(\$5,509)	\$610	\$51,000
42073	ADMINISTRATIVE FINE FEES	\$20,000	\$20,000	\$2,050	\$1,014	\$3,439	\$16,561	17.19%	36.93%	\$7,387	(\$3,948)	\$1,851	\$20,000
42074	GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42202	ENDOWMENT CARE	\$0	\$0	(\$378)	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$550	\$1,512	\$3,622	\$18,378	16.46%	28.38%	\$5,960	(\$2,338)	\$2,070	\$21,000
42206	ANIMAL RABIES FEES	\$16,000	\$16,000	\$624	\$1,415	\$3,528	\$12,472	22.05%	29.62%	\$5,184	(\$1,656)	\$1,752	\$17,500
42207	ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$4,005	\$8,974	\$22,058	\$108,942	16.84%	28.25%	\$35,028	(\$12,970)	\$11,955	\$124,000
42234	SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$4,634	\$6,058	\$14,585	\$50,415	22.44%	24.39%	\$15,121	(\$536)	\$4,394	\$62,000
42362	CASH OVERAGES	\$0	\$0	\$5	\$0	\$5	(\$5)	0.00%	22.39%	\$15	(\$10)	\$0	\$67
42372	CONTRIBUTIONS AND DONATIONS	\$200,000	\$200,000	\$7,464	\$32,326	\$53,265	\$146,735	26.63%	11.78%	\$24,733	\$28,532	\$11,831	\$210,000
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42380	NSF CHECKS	\$0	\$0	\$0	(\$50)	(\$50)	\$50	0.00%	-41.24%	\$40	(\$90)	\$0	(\$97)
42381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$70
42384	OTHER REVENUE	\$38,000	\$38,000	\$3,030	\$1,056	\$7,345	\$30,655	19.33%	20.33%	\$8,538	(\$1,194)	\$2,831	\$42,000
42390	UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42981	LICENSES - CAPITOLA	\$0	\$0	\$482	\$1,116	\$2,452	(\$2,452)	0.00%	0.00%	\$2,015	\$437	\$551	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$3,811	\$5,294	\$12,906	(\$12,906)	0.00%	0.00%	\$14,264	(\$1,358)	\$5,043	\$0
42983	LICENSES - SCOTTS VALLEY	\$0	\$0	\$970	\$1,655	\$3,872	(\$3,872)	0.00%	0.00%	\$4,041	(\$169)	\$1,594	\$0
42984	LICENSES- COUNTY	\$0	\$0	\$13,060	\$17,412	\$46,398	(\$46,398)	0.00%	0.00%	\$49,524	(\$3,126)	\$15,319	\$0
42986	LICENSES- WATSONVILLE	\$0	\$0	\$2,442	\$3,943	\$8,374	(\$8,374)	0.00%	0.00%	\$9,371	(\$997)	\$3,212	\$0
40100-42500	REVENUES	\$3,958,818	\$3,958,818	\$543,008	\$542,226	\$1,758,225	\$2,200,593	44.41%	34.66%	\$1,269,496	\$488,729	\$89,765	\$3,662,629

## Melanie Sobel

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**From:** Jean Brocklebank [jeanbean@baymoon.com]  
**Sent:** Thursday, July 27, 2017 2:27 PM  
**To:** Melanie Sobel  
**Cc:** Todd Stosuy; Drew Renwick  
**Subject:** Enforcement at Beer Can Beach and environs

Hello Melanie and Todd ~

Earlier this month we received an email from residents who had called the Sheriff "*about a large number of dogs running off leash at Seascape/Hidden/Beer Can Beach.*" The residents said the officer "was very polite, responsive, and followed up" and that he indicated that he was unclear about which beaches require dogs on leash since there are many private beaches and that the Sheriff Department may have no jurisdiction.

Your office was called to clarify and apparently you confirmed that there is a lot of private beach property and that you do not patrol or cite for off-leash dogs there either, or words to that effect.

Earlier this week I called Deputy Renwick and he returned my call yesterday. We spoke briefly about the situation but both had to ring off before we could thoroughly discuss the issue. Apparently he called you once more, just to confirm his understanding, and was given the same information, which he kindly left on my voice mail; that is "*most beaches down there are private and therefore not enforceable ...*"

I am writing to take exception to this interpretation of the law. I have attached a screen shot from the County's GIS web site, as a visual aide.

As you already know, the property ownership in the area is quite a mish mash of private, County, and State land. Beer Can Beach (private) and a County beach (Dolphin Beach) do share a property line. Access to Dolphin has dog leash signage. Interestingly, according to the County GIS map, the Beer Can Beach property owner's address is 19 Seascape Village. The owner has a mailing address in Berkeley (according to the County Assessor web site).

Whatever the situation with private versus public beach property in the area of the present discussion, County Code states clearly:

Title 6. Animals. Sections 6.04 to 6.24.090  
 6.12.020 **Leash required for dogs off premises.**

***It is unlawful for the owner of any dog, whether licensed or unlicensed, to permit or allow such dog to be away from the premises of its owner at any time if not under actual physical restraint or control, such as a leash, tether, or in the grasp of a person.*** (Ord. 4490 § 4, 1998; Ord. 3728 § 20, 1986; prior code § 8.05.401; Ord. 1371, 10/29/68; Ord. 1447, 7/25/72; Ord. 2170, 8/19/75)

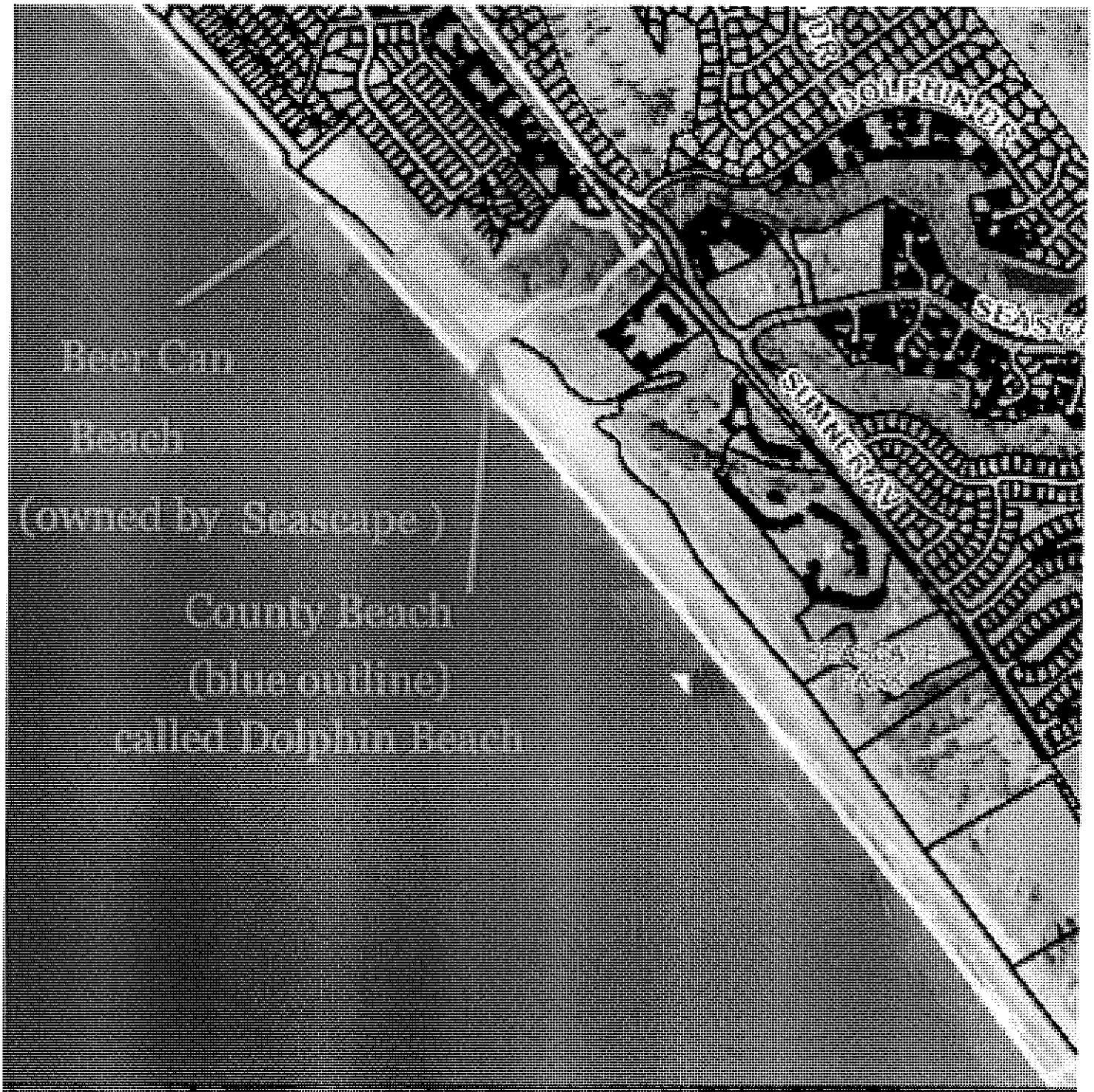
County Code language does not constitute permission for other dog owners to allow their unleashed dogs on another's private beach.

So, for instance, the only dog owner who may allow his/her dogs off leash on Beer Can Beach is the owner of 19 Seascape Village in Aptos, the property owner of record (who gets his/her tax invoices in Berkeley). Therefore, it should be very simple for County law officers as well as Animal Control officers, to query any

dog owner, who allows their dog off-leash at Beer Can Beach, as to whether they are a resident of 19 Seascape Village.

The same can be said of all other private properties along the beach. Only private property owners or their renters may allow dogs off-leash on those premises. Additionally, as soon as the dog leaves the private beach premises, they must be leashed.

The attached annotated GIS image shows not only Beer Can Beach but County owned Dolphin Beach, as well as all beach property easterly (aka south) of Dolphin Beach. The black property outlines are clearly designated.



In summary, in light of the clear language of County Code 6.12.020 (**Leash required for dogs off premises**) there is no need for any law officer to have to wonder which beach is under County jurisdiction vis a vis dogs off leash for the **entirety of the beach within County limits**. The Code applies to all beach property, regardless of ownership.

Given the current lack of enforcement in the area in question, its time to start somewhere to implement the law, to rectify a situation not unlike that at Live Oak beaches. At the very least, it is time for education, warnings and then citations issued for unleashed dogs at Beer Can Beach, Dolphin Beach and all beach area east of those two, all the way to Manresa State Beach. This is a good place to start.

Sincerely,  
Jean Brocklebank  
Leash law Advocates of Santa Cruz County  
<http://llascc.weebly.com/>

**Melanie Sobel**

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**From:** Jean Brocklebank [jeanbean@baymoon.com]  
**Sent:** Friday, July 28, 2017 10:15 AM  
**To:** Melanie Sobel  
**Cc:** Todd Stosuy; Drew Renwick  
**Subject:** Enforcement at Beer Can Beach and environs/correction

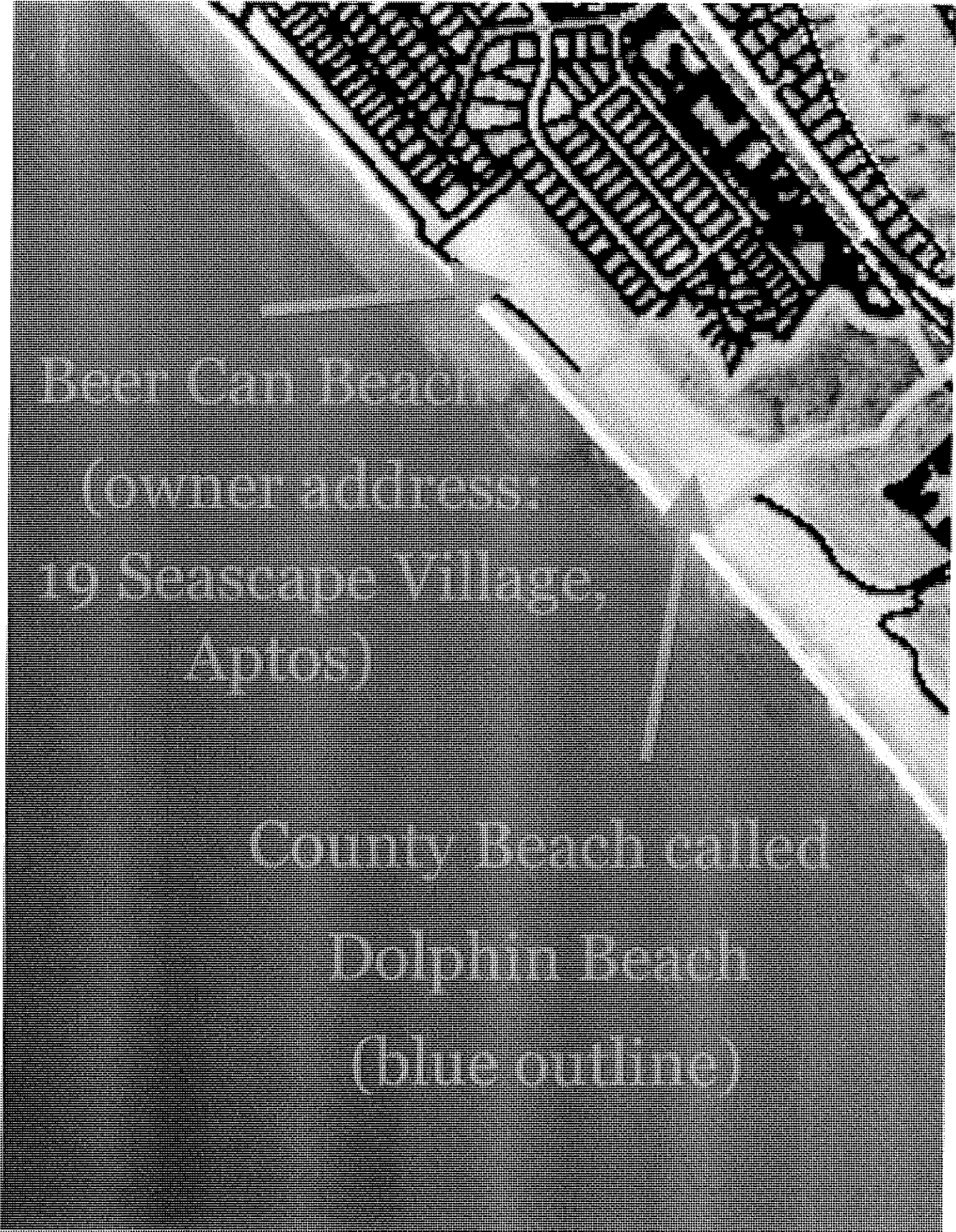
Hello Melanie and Todd ~

There was an error on the annotated picture attached to the 7/27 email. It stated that Beer Can Beach was owned by Seascape. This is incorrect. The corrected annotated picture is attached, and shows the address of the property owner as identified on the County GIS web site.

Apologies for any confusion.

Jean





Beach County  
(owner address:  
19 Seascapes Village  
Aptos)

County Beach called  
Dolphin Beach  
(blue outline)

14 August 2017  
Presented to ASA Board  
by Michael Lewis and Jean Brocklebank  
on behalf of Leash Law Advocates of Santa Cruz County

Hello Board Members ~

We hope you have taken the time to read the email sent to each of you on August 9 in preparation for today's meeting. We are here today to ask this Board to take up discussion - at a future meeting - of a controversial issue regarding enforcement of the County Leash Law at beaches. We want this discussion to be done in a public meeting, so the public can be engaged in the discussion amongst this Board, County Counsel, and staff of Animal Services.

In July, Leash law Advocates of Santa Cruz County was contacted by a couple who reside in the County and who had experienced problems with off-leash dogs at what they identified as Seascape, Hidden, or Beer Can beaches. They were startled by dogs who would race up to them, not knowing what to expect. They were not at all reassured by owners who called out "He's friendly!"

These residents spoke with a County law enforcement officer, who apparently said he was unclear about which beaches require dogs on leash since there are many private beaches and that the Sheriff Department may have no jurisdiction.

Jurisdiction is easy to know if one uses the County GIS website, available to the Sheriff Department. Jurisdiction with regard to Chapter 6.12 Animal Control is also quite clear. Chapter 6.12 also includes prohibition of allowing dogs at large on other's private properties:

#### 6.12.010 Dogs at large prohibited.

(A) It is unlawful for the owner or caretaker of any dog, licensed or not, to permit or allow such dog to be at large anywhere in the unincorporated area of Santa Cruz County **when there is reasonable cause to believe that the dog has caused or is likely to cause harm to persons or property, or other nuisances such as urinating, defecating, dumping garbage, digging or making noise on the property of others.**

#### 6.12.020 Leash required for dogs off premises.

It is unlawful for the owner of any dog, whether licensed or unlicensed, to permit or allow such dog to be away from the premises of its owner at any time if not under actual physical restraint or control, such as a leash, tether, or in the grasp of a person. [Ord. 4490 § 4, 1998; Ord. 3728 § 20, 1986; Ord. 2170, 1975; Ord. 1447, 1972; Ord. 1371, 1968; prior code § 8.05.401].

A circumstance similar to the South County beaches exists at Corcoran Lagoon Beach. Here Animal Services does patrol the beach where private beach property is adjacent to County beach property, as can be seen in the picture to the right, where **M** and **I** are privately owned parcels, **K** and **L** are County Parks and Rec. and **J** is Undesignated County land (no APN). A review of the County's GIS map will show that private parcels do not include the entire beach, especially the shoreline, where dogs are frequently found off leash, in and out of the water.





At Corcoran, Animal Services *will* issue warnings to educate dog owners without distinguishing between private and public property. In fact, just a uniformed officer's presence has immediate effect with owners leashing their dogs. Animal Services will also issue citations at Corcoran, without distinguishing between property ownership, especially along the shoreline. If it can be done at Corcoran, with its public and private parcels, there is no reason it cannot be done at beaches further east and south, all the way to the boundary with Monterey County.

Yes, we are aware of staffing shortages, once again, with the recent resignation of another Animal Control officer. That is a separate issue. We still ask that this Board schedule for a future meeting an agenda item to discuss a resolution to the jurisdiction question. We believe that this Board, not Animal Control officers should be making policy with regard to enforcement of the law.

Without a clear policy of enforcement of Animal Control laws regardless of the private/public property debate, there will continue to be confusion, ignorance and/or deliberate flouting of the law by dog owners.

Our recent exchange with Animal Services staff is found below. We deleted the email addresses as a matter of privacy. Drew Renwick is the Sheriff's officer who left a voice message explaining "*most beaches down there are private and therefore not enforceable ...*"

**From:** Jean Brocklebank  
**Sent:** Thursday, July 27, 2017 2:27 PM  
**To:** Melanie Sobel  
**Cc:** Todd Stosuy; Drew Renwick  
**Subject:** Enforcement at Beer Can Beach and environs

Hello Melanie and Todd ~

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Whatever the situation with private versus public beach property in the area of the present discussion, County Code states clearly:

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Jean Brocklebank  
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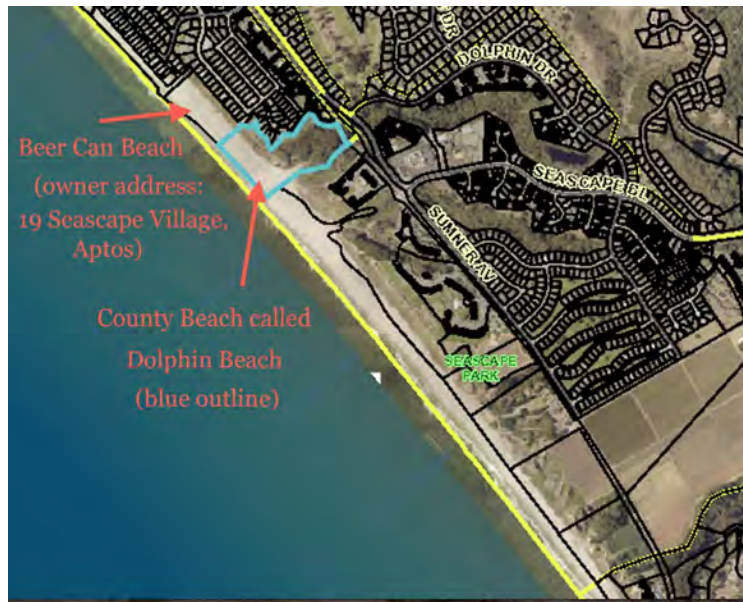
**From:** Jean Brocklebank  
**Subject:** Enforcement at Beer Can Beach and environs/correction  
**Date:** July 28, 2017 10:15:12 AM PDT  
**To:** Melanie Sobel  
**Cc:** Todd Stosuy, Drew Renwick

Hello Melanie and Todd ~

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Apologies for any confusion.

Jean



**From:** Todd Stosuy  
**Subject:** RE: Enforcement at Beer Can Beach and environs  
**Date:** July 28, 2017 3:05:19 PM PDT  
**To:** Jean Brocklebank, Melanie Sobel  
**Cc:** Drew Renwick

Jean-

I spoke with County Counsel regarding your questions of private versus public property.

Simply put, our Agency will not question individuals on private property as to what their address is. This is government over reach.

We will patrol the County maintained areas as time and staffing permits.

Todd