



Santa Cruz County Animal Shelter

2200 7th Ave., Santa Cruz, CA 95062

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Melanie Sobel
General Manager

**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
December 11, 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 October 16, 2017 meeting**
- Pg. 4 **5.2 Accept reports of the General Manager and the Management Team for October/November 2017**
- Pg. 8 **5.3 Accept and file the statistics for the months October/November 2017**
- Pg. 10 **5.4 Approve recommendation of General Manager to set the 2018 Board of Directors' meeting dates**
- Pg. 11 **5.5 Authorize General Manager to accept a gift in the amount of \$10,000 and direct that the check be deposited.**

6.0 Regular Agenda

- Pg.12 **6.1 General Manager's oral report**
- Pg.13 **6.2 Consider and approve financial report for the months of October/November 2017 and take related actions**

7.0 Adjourn Regular Meeting

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: December 11, 2017
SUBJECT: Approve Minutes of October 16, 2017 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of October 16, 2017.

SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
 Minutes of Monday, October 16, 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 3:02 pm. Board Members Verinsky and Booth were absent.
- 2.0 Introductions: none
- 3.0 Late Additions or changes to agenda: none
- 4.0 ORAL COMMUNICATION – One person addressed the Board on matters unrelated to the day’s Agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the August 14, 2017 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for August and September 2017
 - 5.3 Accepted the statistics for the months of August and September 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 FY17/18 First Quarter

Board action on Consent Agenda 5.0: SViPIP/V/McWF/B/

6.0 REGULAR AGENDA

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

Ms. Sobel stated that annual Parks and Rex event with Parks Department was a great success this year. The event has gained popularity each year and this year raised more than \$8,000 to benefit ASA programs POS programs.

Ms. Sobel indicated that the Shelter was working with Mendocino County during the wildfires by transporting some of their adoptable animals to Santa Cruz to make room in their shelter for animals displaced by the fires. With the help of volunteers, 28 animals were pulled from Mendocino County shelter. ASA is running a special in an effort to promote adoptions for these animals. ASA received great community support during this effort.

Ms. Sobel updated the Board members on the Challenge match set up by two volunteers who have offered to match donations up to \$25,000. The challenge is open until Thanksgiving and as of the date of the meeting, over \$17,000 had been raised.

Ms. Sobel noted that the newly hired Animal Control Officer took a job with State Parks instead of accepting the Shelter's job offer leaving a vacancy in the Animal Control Department again.

6.2 Approved financial report for the months of August and September 2017.

Ms. Sobel pointed out that the Shelter revenue being reported for this period is higher than normal due to receipt of member contributions for the quarter.

Licensing is down slightly from this time last year and we are hoping to make that up in the coming year. ASA is getting new license tags at the beginning of the year and we plan to do a big push for license awareness at that time.

Board action on Regular Agenda Item 6.2: SPPI/V/ViMcWF/B/

7.0 Regular meeting was adjourned at 3:10 pm to go into a closed session for a scheduled conference with legal counsel regarding People v. Carrithers.

The next regular meeting is scheduled for Monday, December 11, 2017 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: December 11, 2017
SUBJECT: Reports from the Management Team for the months of October/November 2017

Recommendation:

Accept and file the reports of the management team for the months of October/November 2017.

**Shelter Services Board Report
October and November 2017
By Ben Winkleblack, Shelter Manager**

In the months of October and November 2017:

- 1,272 dog licenses were sold
- 356 animals were adopted
- 115 animals were transferred to another shelter or placement partner
- 797 animals entered the shelter
- 203 animals were reunited with their owner
- 420 WebLicensing transactions
- 600 spay or neuter procedures
- 261 animals signed up for the Planned Pethood Program

The onboarding process has been completed for the two new contract veterinarians and the Client Services staff is able to increase the number of animals signed up for the Planned Pethood Program.

Overall animal intake has decreased by 5% when compared to the same period last year. Feline intake has decreased by 16% and canine intake has increased by 8% when compared to the same period last year.

On October 12, an emergency call for foster homes went out to our volunteers and matchmaking happened to empty the Santa Cruz shelter. On October 13, Melanie Sobel and several shelter volunteers drove to a shelter in Ukiah that was impacted by the North Bay fires and brought back 17 dogs and 11 cats. The space created by removing these animals allowed that shelter to continue to receive animals displaced by the fires.

The Shelter has continued to have hens available for adoption and has also acquired three goats that will help provide environmentally friendly weed control.

Thank you,
Ben Winkleblack

**Animal Control Report
October and November 2017
Todd Stosuy, Field Services Manager**

1. We continue to see the need for an officer to be stationed at the Watsonville Shelter 7 days a week due to the high volume of calls in the 95076 area. This includes both proactive outreach and reactive response in an attempt to ensure dogs don't run loose, animals are not neglected, and the public is safe.
2. Interviews have been conducted to fill the vacant Animal Control Officer position.
3. We continue to respond to calls for service in the City of Capitola. We are working closely with their staff and Netcom to ensure a smooth transition for the animals and residents in the City of Capitola.
4. In October and November we issued 5 Vicious Animal Orders in unincorporated County, 1 Vicious Animal Order in the City of Santa Cruz, 4 Vicious Animal Warning in the unincorporated County and 1 Vicious Animal Warning in the City of Watsonville. We issued 3 Habitual Offender Orders in unincorporated County and 2 Habitual Offender Orders in the City of Santa Cruz.
5. We conducted an appeal for a Vicious Animal Order in front of Capitola City Council.
6. With the assistance of Adult Protective Services, we worked with a family and their adult mother to successfully remove the dog from a neglectful situation and place with a rescue partner.
7. We held multiple 597.1 Seizure Hearings on animals we seized and all were upheld by the Hearing Officer.
8. Officers continue to provide a high level of service to all residents within Santa Cruz County, including our partner cities twenty four hours a day and seven days a week.

**Education and Outreach Report
October & November 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. Animal Advocates (after school youth club) met Tuesday afternoons from 4:00 – 6:00 and took on Barn closing chores for the month of November.
3. Shelter tours welcomed 52 guests, primarily from Girl Scout Troops.
4. Shelter events in this period: Ales for Tails (hosted by Santa Cruz Mountain Brewing in October and November, Catio Tour (and education evening) October 5 & 7, Living with Predators (hosted by Boulder Creek Recreation October 14, Compassion Fatigue seminars (for Shelter staff and volunteers as well as invited staff from other local shelters) October 26, and to Hen Care classes taught by Clorifil.
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: December 11, 2017
SUBJECT: Statistics for the Months of October/November 2017

Recommendation:

Accept and file the reports of statistics for the months of October/November 2017.



Santa Cruz County's Open-Door
ANIMAL SHELTER
 Serving Our Community's Neediest Animals

All Jurisdictions Combined 10/1/17 through 11/30/17

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Total Intake	212	328	122	80	55	797
	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	53	100	130	31	42	356
Died	1	0	4	0	0	5
Euthanized	70	44	20	18	3	155
Returned to Owner	31	158	4	3	7	203
Transferred	48	19	23	21	4	115
Total Outcome	203	321	181	73	56	834

Intakes of Owner Requested Euthanasia From All Jurisdictions During 10/1/17 to 11/30/17 = **69**

Animals on hand on November 30, 2017 = 190

Patrols by Jurisdiction	Patrols	Total Minutes
Capitola	3	68
County of Santa Cruz	125	5,694
Watsonville	14	453
Santa Cruz City	6	147
Scotts Valley	1	26
Live Oak and E. Cliff Beaches	5	145
Total Citations issued	62	

License Compliance and Revenue

	Tags Sold	Revenue
CAPITOLA	39	\$1,086
COUNTY	802	\$24,511
SANTA CRUZ	225	\$6,431
SCOTTS VALLEY	75	\$2,372
WATSONVILLE	131	\$3,939
TOTAL	1,272	\$38,339

Consent Agenda Item 5.4

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: December 11, 2017
SUBJECT: Board of Directors' Meeting Schedule of 2018

Recommendation:

Approve the Board of Directors' meeting schedule for 2018.

Discussion:

Each December, your Board adopts the meeting schedule for the upcoming calendar year. The proposed meeting schedule keeps the current rotation whereby your Board meets on the second Monday of every other month, unless there is a holiday scheduled for that Monday or another conflict. For months with holidays on the second Monday, the meeting is scheduled on the following Monday.

The following dates are the proposed 2018 schedule:

February 12
April 9
June 11
August 13
October 15 (October 8 is a holiday)
December 10

Consent Agenda Item 5.5

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: December 11, 2017
SUBJECT: Accept a donation in the amount of \$10,000

Recommendation:

Accept a donation in the amount of \$10,000 and direct that the check be deposited.

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: December 11, 2017
SUBJECT: General Manager's Oral Report

Acting 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: December 11, 2017
SUBJECT: Financial Report for the period ending November 30, 2017

Recommendation:

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

Discussion:

The Financial Report ending November 30, 2017 reflects total revenues of \$575,343 and expenditures of \$802,022. YTD Revenues are \$2,333,568. YTD Expenditures are \$1,741,735. Current total revenues are 59% of a potential 42%. The percentage of current year expenditures is at 41%.

Licensing revenues YTD are \$113,977. At this point last year licensing revenues were \$123,769.

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

As of 11/30/17 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	October Actuals	November Actuals	2017-18 YTD Actuals	YTD Remaining	42%	42%	2016-17 YTD Actuals	COMPARE THRU NOV PY ACTUALS	November Actuals	2016-17 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
51000	SALARIES & BENF	\$2,914,565	\$2,914,565	\$305,250	\$254,699	\$1,193,628	\$1,720,937	40.95%	39.68%	\$1,130,275	\$63,353	\$205,730	\$2,848,365
61000	SERVICES & SUPL	\$1,037,496	\$1,037,496	\$120,752	\$92,518	\$490,500	\$546,996	47.28%	40.26%	\$463,050	\$27,450	\$68,200	\$1,150,216
90000	OTHER USES	\$115,211	\$115,211	\$28,804	\$0	\$57,607	\$57,604	50.00%	50.00%	\$27,770	\$29,838	\$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	\$454,805	\$347,217	\$1,741,735	\$2,522,894	40.84%	69.27%	\$1,621,095	\$120,640	\$287,815	\$4,054,121
40100-42500	TOTAL REVENUES	\$3,958,818	\$3,958,818	\$486,759	\$88,584	\$2,333,568	\$1,625,250	58.95%	59.65%	\$2,184,862	\$148,706	\$80,846	\$3,662,629
	NET COST	\$305,811	\$305,811	(\$31,954)	\$258,633	(\$591,833)	\$897,644	-193.53%	-144.00%	(\$563,767)	\$28,066	\$206,969	\$391,492
51000	REGULAR PAY-PER	1,794,665	1,794,665	\$136,937	\$133,624	\$683,266	\$1,111,399	38.07%	36.82%	\$645,587	\$37,679	\$132,153	1,753,222
51005	OVERTIME PAY-PE	3,880	3,880	\$7	\$253	\$801	\$3,079	20.65%	69.69%	\$2,649	(\$1,848)	\$13	3,801
51010	REGULAR PAY-EXT	62,527	62,527	\$6,107	\$7,682	\$31,725	\$30,802	50.74%	39.41%	\$27,198	\$4,527	\$5,032	69,013
51040	DIFFERENTIAL PAY	29,197	29,197	\$2,333	\$2,525	\$11,564	\$17,633	39.61%	36.62%	\$10,762	\$802	\$2,246	29,389
52010	OASDI-SOCIAL SE	143,143	143,143	\$10,801	\$10,158	\$53,667	\$89,476	37.49%	36.75%	\$50,126	\$3,541	\$9,620	136,398
52015	RETIREMENT	344,728	344,728	\$25,842	\$25,697	\$130,016	\$214,712	37.72%	36.82%	\$121,145	\$8,872	\$25,073	329,058
53010	EMPLOYEE INSURA	494,276	494,276	\$123,222	\$32,611	\$240,440	\$253,836	48.64%	47.11%	\$226,884	\$13,556	\$31,592	481,559
53015	UNEMPLOYMENT IN	6,128	6,128	\$0	\$6,128	\$6,128	(\$0)	100.00%	100.00%	\$7,405	(\$1,277)	\$0	7,405
54010	WORKERS COMPENS	36,021	36,021	\$0	\$36,021	\$36,021	(\$0)	100.00%	100.00%	\$38,520	(\$2,499)	\$0	38,520
51000	SALARIES & BENF	\$2,914,565	\$2,914,565	\$305,250	\$254,699	\$1,193,628	\$1,720,937	40.95%	39.68%	\$1,130,275	\$63,353	\$205,730	\$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	\$0	\$81	\$334	\$2,166	13.35%	22.73%	\$338	(\$4)	\$0	1,488
61215	RADIO SERVICES	29,208	29,208	\$2,507	\$2,507	\$12,537	\$16,671	42.92%	40.04%	\$12,307	\$230	\$2,434	30,739
61220	TELECOM SERVICES	30,855	30,855	\$3,934	\$3,865	\$15,576	\$15,279	50.48%	31.57%	\$8,847	\$6,729	\$2,365	28,026
61310	FOOD	9,000	9,000	\$830	\$613	\$3,910	\$5,090	43.44%	38.87%	\$5,831	(\$1,921)	\$1,344	15,000
61412	JANITORIAL SERVICES	9,000	9,000	\$1,958	\$1,958	\$7,832	\$1,168	87.02%	33.33%	\$2,912	\$4,920	\$728	8,736
61525	LIABILITY INSURANCE	32,519	32,519	\$0	\$0	\$34,465	(\$1,946)	105.98%	99.54%	\$33,415	\$1,050	\$0	33,568
61535	OTHER INSURANCE	1,000	1,000	\$0	\$3,022	\$3,022	(\$2,022)	302.20%	0.00%	\$0	\$3,022	\$0	0
61720	MAINT-MOBILE EQUIPMENT-SERV	10,000	10,000	\$134	\$0	\$474	\$9,526	4.74%	0.00%	\$0	\$474	\$0	6,000
61725	MAINT-OFFICE EQUIPMENT	600	600	\$68	\$68	\$333	\$267	55.54%	36.40%	\$319	\$15	\$0	875
61730	MAINT-OTHER EQUIP-SVCS	2,000	2,000	\$488	\$0	\$775	\$1,225	38.75%	2.34%	\$75	\$700	\$0	3,200
61731	MAINT-OTHER EQUIP-SUP	1,000	1,000	\$0	\$43	\$47	\$953	4.75%	34.88%	\$279	(\$232)	\$102	800
61835	FACILITIES MAINT	18,000	18,000	\$1,653	\$838	\$1,273	\$16,727	7.07%	20.73%	\$6,840	(\$5,567)	\$5,667	33,000
61845	MAINT STRUCT IM	1,500	1,500	\$24	\$0	\$51	\$1,449	3.43%	46.88%	\$563	(\$511)	\$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	\$8,867	\$6,081	\$42,861	\$53,139	44.65%	39.26%	\$33,766	\$9,095	\$8,841	86,000
62020	MEMBERSHIPS	1,500	1,500	\$0	\$1,959	\$1,959	(\$459)	130.60%	0.00%	\$0	\$1,959	\$0	1,781
62111	MISCELLANEOUS EXPENSES	7,000	7,000	\$0	\$9,359	\$9,584	(\$2,584)	136.91%	91.06%	\$6,629	\$2,955	\$351	7,280

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

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As of 11/30/17 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	October Actuals	November Actuals	2017-18 YTD Actuals	YTD Remaining	42%	42%	2016-17 YTD Actuals	COMPARE THRU NOV PY ACTUALS	November Actuals	2016-17 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
62112	CASH SHORTAGES	0	0	\$1	\$0	\$1	(\$1)	0.00%	66.67%	\$20	(\$19)	\$0	30
62214	DUPLICATING SVCS.	3,500	3,500	\$276	\$71	\$475	\$3,025	13.56%	59.03%	\$2,656	(\$2,182)	\$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	\$4,529	\$4,529	(\$2,529)	226.46%	0.00%	\$0	\$4,529	\$0	1,158
62221	POSTAGE	10,000	10,000	\$0	\$2,019	\$4,210	\$5,790	42.10%	49.28%	\$4,681	(\$471)	\$2,019	9,500
62222	SUBSCRIPTIONS/PERIODICALS	125	125	\$0	(\$327)	\$0	\$125	0.00%	0.00%	\$0	\$0	\$0	411
62223	SUPPLIES	68,000	68,000	\$9,997	\$3,832	\$31,551	\$36,449	46.40%	42.27%	\$25,363	\$6,188	\$8,551	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	\$0	\$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	\$2,200	\$2,872	\$10,774	\$19,226	35.91%	37.30%	\$13,055	(\$2,281)	\$2,521	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	\$82	\$64	\$18,907	\$1,093	94.54%	94.33%	\$18,867	\$40	\$75	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	\$5,766	\$5,766	\$23,064	\$48,706	32.14%	32.80%	\$20,956	\$2,108	\$5,239	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	\$13,916	\$22,347	\$68,318	\$66,682	50.61%	32.34%	\$42,683	\$25,635	\$12,104	132,000
62399	VETERINARIAN SERVICES	95,000	95,000	\$6,724	\$10,520	\$39,088	\$55,912	41.15%	34.55%	\$36,273	\$2,815	\$5,578	105,000
62500	EQUIPMENT RENTS & LEASES-	2,292	2,292	\$0	\$191	\$763	\$1,529	33.28%	33.20%	\$761	\$2	\$190	2,292
62610	RENTS & LEASES-	198,842	198,842	\$49,417	\$0	\$98,835	\$100,008	49.71%	50.00%	\$98,835	\$0	\$0	197,669
62710	FIELD EQUIPMENT	1,200	1,200	\$0	\$28	\$417	\$783	34.72%	4.84%	\$702	(\$285)	\$184	14,500
62801	ADVERTISING & PROMOTION	2,000	2,000	\$0	\$0	\$0	\$2,000	0.00%	12.33%	\$334	(\$334)	\$75	2,706
62842	INVENTORY MATERIALS PURCHASED	20,000	20,000	\$3,286	\$442	\$10,470	\$9,530	52.35%	26.52%	\$5,398	\$5,072	\$932	20,357
62857	SPECIAL MISC EXP-SUPPLIES	500	500	\$15	\$31	\$69	\$432	13.70%	45.92%	\$230	(\$161)	\$30	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%	21.29%	\$362	(\$362)	\$0	1,700
62920	GAS, OIL, FUEL	12,000	12,000	\$1,322	\$1,064	\$6,231	\$5,769	51.93%	0.00%	\$0	\$6,231	\$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	\$352	\$352	\$148	70.45%	10.50%	\$53	\$300	\$27	500
62926	TRAVEL-MILEAGE	1,000	1,000	\$204	\$404	\$609	\$391	60.86%	71.66%	\$717	(\$108)	\$116	1,000
62928	TRAVEL-OTHER	100	100	\$0	\$0	\$0	\$100	0.00%	55.41%	\$87	(\$87)	\$55	157
62930	REGISTRATIONS	335	335	\$0	\$170	\$670	(\$335)	200.04%	78.20%	\$722	(\$52)	\$0	923
62935	SERVICE CENTER	0	0	\$0	\$0	\$0	\$0	0.00%	90.51%	\$7,948	(\$7,948)	\$1,831	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	\$7,082	\$7,749	\$37,399	\$54,601	40.65%	37.48%	\$35,229	\$2,170	\$6,783	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	\$120,752	\$92,518	\$490,500	\$546,996	47.28%	40.26%	\$463,050	\$90,803	\$68,200	\$1,150,216

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

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As of 11/30/17 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	October Actuals	November Actuals	2017-18 YTD Actuals	YTD Remaining	42%	42%	2016-17 YTD Actuals	COMPARE THRU NOV PY ACTUALS	November 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	\$28,804 \$0	\$0 \$0	\$57,607 \$0	\$57,604 (\$0)	50.00% 0.00%	50.00% 0.00%	\$27,770 \$0	\$0 \$0	\$13,885 \$0	\$55,540 \$0
90000	OTHER USES	\$115,211	\$115,211	\$28,804	\$0	\$57,607	\$57,604	50.00%	50.00%	\$27,770	\$57,607	\$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	(\$1,876)	\$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	\$17,424	\$22,551	\$113,977	\$242,023	32.02%	38.68%	\$123,769	(\$9,792)	\$20,986	\$320,000
40430	INTEREST	\$23,000	\$23,000	\$2,466	\$0	\$8,534	\$14,466	37.10%	39.41%	\$9,064	(\$530)	\$1,876	\$23,000
40440	RENTS & CONCESS	\$200	\$200	\$36	\$0	\$71	\$129	35.57%	53.57%	\$99	(\$28)	\$0	\$185
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$0	\$0	\$200	0.00%	50.00%	\$70	(\$70)	\$70	\$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	\$24,218	\$27,161	\$135,807	\$169,193	44.53%	45.97%	\$121,817	\$13,991	\$22,004	\$265,000
42010	ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$209	\$176	\$1,145	\$605	65.43%	38.75%	\$1,085	\$60	\$160	\$2,800
42022	COST RECOVERY-OTHER	\$7,500	\$7,500	\$897	\$1,177	\$4,349	\$3,151	57.98%	47.49%	\$4,749	(\$401)	\$924	\$10,000
42044	MEMBER CONTRIBUTION	\$2,741,168	\$2,741,168	\$389,063	\$0	\$1,872,066	\$869,102	68.29%	70.00%	\$1,745,775	\$126,292	\$0	\$2,493,964
42047	OTHER CHARGES CURRRENT SERVICES	\$32,000	\$32,000	\$480	\$80	\$416	\$31,584	1.30%	25.22%	\$12,862	(\$12,446)	\$377	\$51,000
42073	ADMINISTRATIVE FINE FEES	\$20,000	\$20,000	\$301	\$1,359	\$5,099	\$14,901	25.49%	47.74%	\$9,548	(\$4,449)	\$1,128	\$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	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$1,250	\$1,300	\$6,172	\$15,828	28.05%	43.55%	\$9,145	(\$2,973)	\$1,585	\$21,000
42206	ANIMAL RABIES FEES	\$16,000	\$16,000	\$1,067	\$1,160	\$5,755	\$10,245	35.97%	45.30%	\$7,927	(\$2,172)	\$1,265	\$17,500
42207	ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$7,150	\$7,625	\$36,833	\$94,167	28.12%	43.10%	\$53,443	(\$16,610)	\$7,570	\$124,000
42234	SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$4,587	\$5,595	\$24,767	\$40,233	38.10%	39.98%	\$24,785	(\$18)	\$4,841	\$62,000
42362	CASH OVERAGES	\$0	\$0	\$10	\$10	\$25	(\$25)	0.00%	22.39%	\$15	\$10	\$0	\$67
42372	CONTRIBUTIONS AND DONATIONS	\$200,000	\$200,000	\$36,872	\$18,768	\$108,906	\$91,094	54.45%	22.65%	\$47,571	\$61,335	\$15,536	\$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	\$0	(\$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	\$730	\$1,622	\$9,697	\$28,303	25.52%	31.19%	\$13,098	(\$3,402)	\$2,525	\$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	\$406	\$651	\$3,509	(\$3,509)	0.00%	0.00%	\$3,143	\$366	\$477	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$2,977	\$3,765	\$19,648	(\$19,648)	0.00%	0.00%	\$22,625	(\$2,977)	\$3,342	\$0
42983	LICENSES- SCOTTYS VALLEY	\$0	\$0	\$911	\$1,622	\$6,405	(\$6,405)	0.00%	0.00%	\$6,474	(\$69)	\$1,347	\$0
42984	LICENSES- COUNTY	\$0	\$0	\$11,516	\$14,031	\$71,945	(\$71,945)	0.00%	0.00%	\$77,945	(\$6,000)	\$13,621	\$0
42986	LICENSES- WATSONVILLE	\$0	\$0	\$1,614	\$2,482	\$12,470	(\$12,470)	0.00%	0.00%	\$13,582	(\$1,112)	\$2,199	\$0
40100-42500	REVENUES	\$3,958,818	\$3,958,818	\$486,759	\$88,584	\$2,333,568	\$1,625,250	58.95%	59.65%	\$2,184,862	\$148,706	\$80,846	\$3,662,629

**Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2017-2018
For Months Ending November 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	\$113,977	\$242,023	\$123,769
INTEREST	\$23,000	\$23,000	\$8,534	\$14,466	\$9,064
RENTS & CONCESSIONS	\$200	\$200	\$71	\$129	\$99
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$200	\$70
ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$305,000	\$305,000	\$135,807	\$169,193	\$121,817
ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$1,145	\$605	\$1,085
COST RECOVERY-OTHER	\$7,500	\$7,500	\$4,349	\$3,151	\$4,749
MEMBER CONTRIBUTION	\$2,741,168	\$2,741,168	\$1,872,066	\$869,102	\$1,745,775
CHARGES FOR CURRENT SERVICES	\$32,000	\$32,000	\$416	\$31,584	\$12,862
ADMIN FINE FEES	\$20,000	\$20,000	\$5,099	\$14,901	\$9,548
GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$0	\$0
ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$6,172	\$15,828	\$9,145
ANIMAL RABIES FEES	\$16,000	\$16,000	\$5,755	\$10,245	\$7,927
ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$36,833	\$94,167	\$53,443
SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$24,767	\$40,233	\$24,785
CASH OVERAGES	\$0	\$0	\$25	(\$25)	\$15
CONTRIBUTIONS and DONATIONS	\$200,000	\$200,000	\$108,906	\$91,094	\$47,571
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	\$9,697	\$28,303	\$13,098
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$3,958,818	\$3,958,818	\$2,333,568	\$1,625,250	\$2,184,862

Less Expenditures:

Salaries and Benefits	\$2,914,565	\$2,914,565	\$1,193,628	\$1,720,937	\$1,130,275
Services and Supplies	\$1,037,496	\$1,037,496	\$490,500	\$546,996	\$463,050
Other Uses	\$115,211	\$115,211	\$57,607	\$57,604	\$27,770
Fixed Assets	\$33,333	\$33,333	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$4,100,605	\$4,100,605	\$1,741,735	\$2,325,537	\$1,621,095

Plus Contingency:

	\$164,024	\$164,024	\$0	\$164,024	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$4,264,629	\$4,264,629	\$1,741,735	\$2,489,561	\$1,621,095

NET REVENUES OVER (UNDER) EXPENDITURES:	(\$305,811)	(\$305,811)	\$591,833	(\$864,311)	\$563,767
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BEGINNING FUND BALANCE - UNDESIGNATED (unaudited ending balance from 6/30/17)	\$1,326,895	\$1,326,895	\$1,326,895	\$1,326,895	\$0
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ENDING FUND BALANCE - UNDESIGNATED	\$1,021,084	\$1,021,084	\$1,918,728	\$462,584	\$563,767
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ANIMAL LICENSE DETAIL

	2017-18 YTD Actuals	2016-17 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$3,509	\$3,143	\$366
LICENSES - SANTA CRUZ	\$19,648	\$22,625	(\$2,977)
LICENSES- SCOTTS VALLEY	\$6,405	\$6,474	(\$69)
LICENSES- COUNTY	\$71,945	\$77,945	(\$6,000)
LICENSES- WATSONVILLE	\$12,470	\$13,582	(\$1,112)

* 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)