



Santa Cruz County Animal Shelter

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Melanie Sobel
General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER

BOARD OF DIRECTORS MEETING

June 12, 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 April 10, 2017 meeting
 - Pg 5 5.2 Accept reports of the General Manager and the Management Team for April/May 2017
 - Pg 13 5.3 Accept and file the statistics for the months April/May 2017
 - Pg 15 5.4 Appoint officers of the Board of Directors for FY 2017-18
 - Pg 18 5.5 Authorize General Manager to transfer \$30,000 from the General Ledger General Donation Fund to the FY2017-18 Budget to fund a contract development position
 - Pg 19 5.6 Approve continuing agreements for FY 2017-18
 - Pg 21 5.7 Approve policy #334 Accounting for Donations
 - Pg 24 5.8 Accept a donation in the amount of \$6,000 in stock and authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary
 - Pg 25 5.9 Adopt a Resolution for the election of Directors to the Special District Risk Management Authority Board of Directors (SDRMA) and accept SDRMA Board of Directors 2017 Election Ballot
- 6.0 Regular Agenda
 - Pg 42 6.1 General Manager's oral report
 - Pg 43 6.2 Consider and approve financial report for the months of April/May 2017 and take related actions
 - Pg 48 6.3 Consider and approve report on audit of Santa Cruz County Animal Shelter for the year ended June 30, 2016
 - Pg 49 6.4 Consider and approve Amendment to the JPA Agreement
- 7.0 Adjourn Regular Meeting
 - Correspondence
 - Email to Board from Kristen Davis

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

Personnel Evaluation – Melanie Sobel - General Manager

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: June 12, 2017
SUBJECT: Approve Minutes of April 10, 2017 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of April 10, 2017.

**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING**
Minutes of Monday, April 10, 2017 3:00 PM
Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, S = Shull, V = Verinsky, Vi = Vides, Mc=McKinley, W=Walpole,
F=Flippo

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 Joe Phares called the meeting to order at 3:00 pm. Carlos Palacios sat in for Board Member Mauriello, Sergeant David Ball sat in for Board Member Walpole.
- 2.0 Introductions: General Manger Sobel introduced new County Counsel representative David Nefouse.
- 3.0 Late Additions or changes to agenda: The financial report for February 2017 had been omitted — hard copies were distributed.
Item 6.3 will be moved up to be discussed prior to Item 6.1.
- 4.0 ORAL COMMUNICATION – Two people addressed the Board on matters unrelated to the day's Agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the February 13, 2017 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for February and March 2017
 - 5.3 Accepted the statistics for the months of February and March 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 the third quarter of FY16-17
 - 5.6 Approved purchase of portable radios for Animal Control Officers in the amount of \$12,526.56

Board action on Consent Agenda: SVMPViMcWF

6.0 REGULAR AGENDA

- 6.3 Consider proposed SCCAS membership formula

Jamie Goldstein, Capitola City Manager addressed the Board regarding the proposed SCCAS membership formula.

Mr. Goldstein spoke about the history of the relationship between the City of Capitola and the SCCAS. He expressed concerns about the proposed cost model and the phase in period for the new membership formula and added that he would prefer to continue the contract as it stands since the new formula would approximately double Capitola's

current costs for animal control services. He was also concerned that SCCAS would not be able to offer the response time Capitola residents have come to expect.

Ms. Shull spoke regarding the method used to arrive at the proposed member formula. The proposed membership formula takes into account the per capita, the number of impounds and the number of calls for service for each jurisdiction, averaged over the previous three years.

Animal Control Supervisor Todd Stosuy addressed the Board regarding ASA's current allocation of personnel and the average workload. He stated that ASA's Animal Control Officers receive specialized animal control and rescue training in addition to law enforcement protocol training. Office Stosuy noted that ASA's Animal Control Department currently has three dog trainers and a registered vet tech on the team. In addition, two of the officers are state certified Humane Officers with a wide range of expertise in animal welfare and education.

A motion was made to adopt the new membership formula with a four year phase in period rather than a three year phase in.

Board action on regular agenda item 6.3 with four year phase in period: MSPVViMcWF

6.1 General Manager's Oral report presented by Melanie Sobel

Ms. Sobel stated that she and ASA Analyst Christina Mowrey continue to work with the architect on the plans for the Shelter's new Behavior and Training Facility with possible addition of a Cat Café as well. The process is going well and completion is expected within the next two years.

Ms. Sobel noted that three ASA staff members were awarded at the recent County Employee Recognition Awards ceremony. Trish Setliff, Jen Walker and Todd Stosuy were each honored for their outstanding work during the past year.

General Manager Sobel spoke about the Working Whiskers program which finds barn or garden homes for unsocial cats, and noted that Heading Home Animal Rescue now takes about 40% of all animals transferred from ASA.

6.2 Approved financial report for the months of February and March 2017.

Ms. Sobel discussed the financial reports and noted that the yearend deficit is expected to be less than budgeted. The revenues are ahead of the expected amount and license revenue is up slightly from this time last year.

Board action on Regular Agenda Item 6.2: SVMPViMcWF

6.4 ASA General Manager Sobel thanked ASA Analyst Christina Mowrey for her assistance in preparing the proposed FY 17-18 budget. Ms. Sobel presented the proposed FY17-18 budget which includes a 10% increase in member contributions. Ms. Sobel stated that the increase is needed in order to cover the increases in the Salaries and Benefits lineitem, the

Services and Supplies lineitem and increased County overhead costs (increase was due to a prior billing error for the County overhead services).

Christina Mowrey noted that one-time funds previously used to balance the budget are about to run out, increasing the member contributions sharply. She is recommending spreading the remaining SB90 funds out over the next three years.

Ms. Sobel noted that Shelter staffing levels remain unchanged. She is proposing a small increase in fees for some of the humane services. ASA is also anticipating an aggressive push to increase license compliance through public awareness and follow up on rabies vaccination data.

Motion was made to schedule a May Board meeting to review the proposed budget with the revised membership proposal with or without Capitola and modify it to include the four year smoothing process.

Board action on regular agenda Item 6.4 to schedule May budget meeting:
SViMPVMcWF

7.0 Meeting was adjourned at 4:17pm. A special session is tentatively planned for Monday, May 15, 2017 at 3:00pm for additional discussion of the proposed FY 17-18 budget.

Next regular meeting is scheduled for Monday, June 12, 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: June 12, 2017
 SUBJECT: Reports from the Management Team for the months of April/May 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 April 22, 2017 SCCAS was one of the recipients of proceeds generated from the Wine & Wet Noses event at MacDorsa Park. The event raised over \$4,000 in donations for SCCAS.
- On April 29, 2017 SCCAS was one of the recipients of the Celebration for Sage fundraiser in Boulder Creek. The event raised \$1,200 for SCCAS.
- To celebrate National Be Kind to Animals Week (first week of May). SCCAS and Yogurtland partnered by offering: one week of free yogurt for all adopters of any animal at the Santa Cruz County Animal Shelter from May 1-7, 2017; 20% of proceeds of business at all three Yogurtland locations during the week of May 1-7, 2017 donated to SCCAS; and for the entire month of May 2017, every time a purchase is made at any of Yogurtland's three stores, employees will ask the purchaser if they would like to donate \$1.00 to SCCAS.
- On May 10, 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.
- On May 13, 2017 SCCAS participated in The Human Race which generated over \$18,000 in donations. SCCAS was one of the top fundraising participants.
- On May 20, 2017 SCCAS participated in the Staff of Life Anniversary event.
- On May 24, 2017, SCCAS and CAPE hosted the 3rd Annual Animal Film Festival at the Del Mar Theater in Santa Cruz.
- 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.

- Our volunteer Robin Glascock continues to provide workshops to our volunteers on socializing kittens and training for the “Purple Team” of cat behavior volunteers that work with shy and fearful cats.
- 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 Pethood 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.
- SCCAS continues to expand its free targeted humane education program with after school presentations from preschool to 6th grade in Watsonville and Freedom public schools. SCCAS humane educator Julie Hitchcock, who is bilingual and has been a teacher in the Watsonville public school system for 18 years, is conducting the presentations which include topics such as: Pets and People: Needs We Share; What a Dog Needs; Safe Interactions with Dogs; Adopting a Pet; Learning to See Dogs as Individuals; Pet Overpopulation; Dog Bite Prevention; and Careers in Animal Welfare. This program reaches some of the most underserved areas in South County.
- 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 has no current vacancies.

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 April/May 2017, 637 animals were spay/neutered. Also, 195 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, 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 April/May 2017.

Animal Control Report
April and May 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. Officer John Alvarado has been released on his own after six months of training, providing our Agency with an additional officer to respond to calls and conduct proactive patrols. This coincides with the beginning of summer, which we often find to be our busiest season.
3. An Aptos defendant whom we charged with animal cruelty for abusing his dog pled guilty in May of two counts of animal cruelty and one count resisting arrest for fighting with a deputy and me. His sentencing is in July.
4. Animal Control officer Bradford Gooding is working on creating a classroom presentation for both the Santa Cruz SPCA and Santa Cruz Animal Shelter Kids Camp. He will present multiple times for both organizations during the summer months.
5. We investigated an animal fighting case in the Watsonville area in which PETA offered a reward for the arrest and conviction of those involved. The case involved the illegal dumping of dozens of deceased cockfighting roosters and it received a lot of media attention in both the English and Spanish media markets. So far we have not identified any suspects, but we have received tips that are developing into different cases.
6. We have begun mailing letters to persons who leave dogs unattended in "hot vehicles" when the vehicle has been moved prior to our arrival on scene. The letter educates the owners on the seriousness of heat related injuries for dogs. During the summer months we respond to dozens of such calls each week in areas of high tourism.
7. The District Attorney's Office filed two separate arrest warrants on persons who evaded our office after their dogs bit a person and failed to quarantine the animal for public health. These were two separate cases involving separate animals.
8. We conducted several hearings in front of a hearing officer for seizing animals under Penal Code 597.1 for their immediate health and safety. All seizures were upheld and all subjects were charged with animal abuse or animal neglect crimes.

**Shelter Services Board Report
April and May 2017
By Ben Winkleblack, Shelter Manager**

In the months of April and May 2017:

- 1,810 dog licenses were sold
- 281 animals were adopted
- 195 animals were transferred to another shelter or rescue agency
- 854 animals entered the shelter
- 209 animals were reunited with their owner
- 499 WebLicensing transactions

The veterinary team performed 637 surgeries in the months of April and May, an 18% increase when compared to the same period last year. The Client Services Staff signed 345 clients up to have their pets spayed or neutered through the Planned Pethood Program, a 17% increase over the same period last year.

Overall animal intake has decreased by 13% when compared to the same period last year. A 37% decrease in kitten intake representing the largest group and an 11% decrease in adult dogs counteracting a small increase in adult cats.

The Shelter continues to work with Animal Place, a 501c3 rescue group, to find homes for hens from commercial egg farms that would have otherwise been culled. These chickens still lay eggs and are readily adopted.

The Shelter's barn is still home to Aja the horse, Shirley and Susie the pigs, and about 16 chickens.

Thank you,
Ben Winkleblack

Education and Outreach Report
April and May 2017
Jen Walker, Programs & Development Manager

1. Three 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. A few have been rained out.
2. Shelter events in this period: Small-Dog Dog Park meeting, with City Parks Department at University Terrace Park to answer questions about dog behavior and interactions at dog parks, very well attended Days of Wine & Wet Noses at MacDorsa Park, Celebration for Sage in Boulder Creek, Staff of Life Anniversary Party, YogurtLand month-long fundraiser, Animal Film Festival (in partnership with CAPE).
3. A number of educational tours were hosted at the Shelter for school groups, scout troops, with approximately 35 students and 12 adults attending.
4. Animal Advocates (youth after school groups) meet Monday and Tuesday afternoons.
5. Specialty volunteer group (Mod-Squad) has nearly a dozen members and has been very helpful with canine and feline enrichment and training under Behavior & Trainer Carla Braden's guidance. New volunteers have come to the Shelter specifically to take part in this program.
6. 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 team of UCSC students donated their time to a Google Ads campaign; nearly 5,000 Google readers were reached with these ads targeting adoptions, volunteering, and special events.

Behavior & Training Report

April & May 2017

Carla Braden, Behavior & Training Coordinator

1. Trainings were held for volunteers on: taking dogs in and out of kennels, taking dogs for long walks off shelter property and for sleepovers (SPOTT), puppy and adolescent dog handling, showing dogs to potential adopters, and canine massage to help calm dogs in the shelter. One of the dogs in Canine Massage Class had been at the shelter for 7 weeks and was adopted after his massage. We will be scheduling trainings for new dog show volunteers monthly to decrease the amount of time potential adopters need to wait to meet a dog and so less staff time is spent on dog shows.
2. The Dog Behavior Modification Squad continues to exercise and train high energy large dogs, highly stressed dogs, and dogs that have been at the shelter longest. These volunteers often act as a second handler in assisting the Behavior & Training Coordinator with behavior modification when two or more dogs need to be handled at once.
3. We continue to get some mix of large dogs together to play almost daily, which significantly cuts down on challenging behavior from high energy dogs living in kennels and provides us with more information to make good adoption matches and to give adopters. Play group is also a good opportunity for volunteers to learn about dog behavior and handling multiple dogs. We post videos of play group on the shelter's facebook page.
4. We had a meeting with Client Services to go over pre-adoption behavior consultations for dogs in more detail to take an extra step in making good adoption matches and preparing our adopters to live harmoniously with their adopted dogs.
5. Potential adopters and adopters continue to be counseled prior to adoption for behavior guidance, understanding, and good matchmaking for many of the shelter dogs and cats.
6. Adopters and members of the public continue to be helped through private behavior consultations, phone, and e-mail guidance and support for a range of behavior challenges.
7. We continue to use foster homes for animals who are very stressed and whose behavior is significantly negatively affected by the shelter environment.
8. We continue to expand our enrichment in the kennels so shelter animals receive enrichment that varies more and is provided more often. Animal Care staff provides enrichment to our farm and small animals (guinea pigs, mice, birds, and more). Volunteers are being taught to prepare and provide enrichment for dogs in a class. We posted video of the dogs hunting for plastic eggs filled with meat treats on Facebook in April.
9. Robin Glascock continues to teach classes on socializing kittens and a team of cat behavior volunteers continues to work with cats who exhibit behavior challenges in the shelter.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Statistics for the Months of February/March 2017

Recommendation:

Accept and file the reports of statistics for the months of February/March 2017.



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

All Jurisdictions Combined 4/1/17 through 5/31/17

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Total Intake	250	297	144	124	39	854
	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	42	88	28	84	39	281
Died	1	0	0	0	0	1
Euthanized	43	30	12	9	2	96
Returned to Owner	30	171	0	5	3	209
Transferred	98	7	56	30	4	195
Total Outcome	214	296	96	128	48	782

Intakes of Owner Requested Euthanasia From All Jurisdictions During 4/1/17 to 5/31/17 = 46

Animals on hand on May 31, 2017 = 158

Patrols by Jurisdiction	Patrols	Total Minutes
County of Santa Cruz	224	7,296
Watsonville	98	2,987
Santa Cruz City	3	44
Scotts Valley	1	41
Live Oak and E. Cliff Beaches	21	802
Total Citations issued	110	

License Compliance and Revenue

	Tags Sold	Revenue
CAPITOLA	51	\$1,421
COUNTY	1,122	\$33,541
SANTA CRUZ	306	\$9,101
SV	92	\$2,720
WATSONVILLE	239	\$7,030
TOTAL	1,810	\$53,813

Consent Agenda Item 5.4

TO: Animal Services Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: June 12, 2017
 SUBJECT: ASA Board Officer Positions for FY2017-18

Recommendation:

Appoint Officers of the Santa Cruz County Animal Services Authority Board of Directors as recommended by the General Manager, effective for the first meeting of 2017-18.

Discussion:

In accordance with Section 3., Paragraph A., Subparagraph 4. 1. (e) of the ASA Joint Powers Agreement, the officers of the Board of Directors are to rotate on an annual basis beginning with the first meeting of the new fiscal year. While the schedule in which Board members rotate into officer positions is not defined within the JPA agreement, your Board appointed officers in the following rotation, effective with the 2003-04 fiscal year, based on the recommendation of staff, I recommend the same rotation.

- 1) Chair rotates out of an officer position to the bottom of the Board Member positions
- 2) Vice Chair rotates into Chair position
- 3) Secretary rotates into Vice Chair position
- 4) Board members 4-8 rotate in order up into officer positions

Based on this rotation, the Officers of the Board of Directors are the following for 2017-18:

Chair: County Representative # 1 (CAO)
 Vice Chair: Watsonville Representative #1 (Senior Analyst)
 Secretary: Watsonville Representative #2 (Police Chief)
 Board Member: Santa Cruz Representative #1 (City Manager)
 Board Member: Scotts Valley Representative #1 (Police Chief)
 Board Member: County Representative #2 (Undersheriff)
 Board Member: Santa Cruz Representative #2 (Police Chief)
 Board Member: County Representative #3 (HSA)
 Board Member: Capitola Representative

For your reference, the following information is provided:

Board Rotation for 2016-17

Chair: County Representative #3 (HSA)
 Vice Chair: County Representative # 1 (CAO)
 Secretary: Watsonville Representative #1 (Senior Analyst)
 Board Member: Watsonville Representative #2 (Police Chief)
 Board Member: Santa Cruz Representative #1 (City Manager)
 Board Member: Scotts Valley Representative #1 (Police Chief)
 Board Member: County Representative #2 (Undersheriff)
 Board Member: Santa Cruz Representative #2 (Police Chief)

Board Rotation for 2015-16

Chair: Santa Cruz Representative #2 (Police Chief)
 Vice Chair: County Representative # 3 (HSA)
 Secretary: County Representative #1 (CAO)
 Board Member: Watsonville Representative #1 (Fire Chief)
 Board Member: Watsonville Representative #2 (Police Chief)
 Board Member: Santa Cruz Representative #1 (City Manager)

Board Member: Scotts Valley Representative #1 (Police Chief)
Board Member: County Representative #2 (Sheriff)

Board Rotation for 2014-15

Chair: County Representative #2 (Sheriff)
Vice-Chair: Santa Cruz Representative #2 (Police Chief)
Secretary: County Representative #3 (CAO)
Board Member: County Representative #1 (CAO)
Board Member: Watsonville Representative #1 (City Manager)
Board Member: Watsonville Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #1 (City Manager)
Board Member: Scotts Valley Representative #1 (City Manager)

Board Rotation for 2013-14

Chair: Scotts Valley Representative (City Manager)
Vice Chair: County representative #2 (Sheriff)
Secretary: Santa Cruz representative #2 (Police Chief)
Board Member: County representative #3 (CAO)
Board Member: County representative #1 (CAO)
Board Member: Watsonville representative #1 (City Manager)
Board Member: Watsonville representative #2 (Police Chief)
Board Member: Santa Cruz representative #1 (City Manager)

Board Rotation for 2012-13

Chair: Santa Cruz Representative #1 (City Manager)
Vice Chair: Scotts Valley Representative #1 (City Manager)
Secretary: County Representative #2 (Sheriff)
Board Member: Santa Cruz Representative #2 (Police Chief)
Board Member: County Representative #3 (CAO)
Board Member: County Representative #1 (CAO)
Board Member: Watsonville Representative #1 (City Manager)
Board Member: Watsonville Representative #2 (Police Chief)

Board Rotation for 2011-12

Chair: Watsonville Representative #2 (Police Chief)
Vice Chair: Santa Cruz Representative #1 (City Manager)
Secretary: Scotts Valley Representative #1 (City Manager)
Board Member: County Representative #2 (Sheriff)
Board Member: Santa Cruz Representative #2 (Police Chief)
Board Member: County Representative #3 (CAO)
Board Member: County Representative #1 (CAO)
Board Member: Watsonville Representative #1 (City Manager)

Board Rotation for 2010-11

Chair: Watsonville Representative #1 (City Manager)
Vice Chair: Watsonville Representative #2 (Police Chief)
Secretary: Santa Cruz Representative #1 (City Manager)
Board Member: Scotts Valley Representative
Board Member: County Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #2 (Police Chief)
Board Member: County Representative #3 (DPW)
Board Member: County Representative #1 (CAO)

Board Rotation for 2009-10

Chair: County Representative #1 (CAO)
Vice Chair: Watsonville Representative #1 (City Manager)
Secretary: Watsonville Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #1 (City Manager)
Board Member: Scotts Valley Representative
Board Member: County Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #2 (Police Chief)
Board Member: County Representative #3 (DPW)

Board Rotation for 2008-09

Chair: County Representative #3 (DPW)
Vice Chair: County Representative #1 (CAO)
Secretary: Watsonville Representative #1 (City Manager)
Board Member: Watsonville Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #1 (City Manager)
Board Member: Scotts Valley Representative
Board Member: County Representative #2 (Police Chief)
Board Member: Santa Cruz Representative #2 (Police Chief)
Board Member: County Representative #3 (DPW)

Board Rotation for 2007-08

Chair: Santa Cruz Representative #2 (Police Chief)
 Vice Chair: County Representative # 3 (DPW)
 Secretary: County Representative #1 (CAO)
 Board Member: Watsonville Representative #1 (City Manager)
 Board Member: Watsonville Representative #2 (Police Chief)
 Board Member: Santa Cruz Representative #1 (City Manager)
 Board Member: Scotts Valley Representative
 Board Member: County Representative #2 (Police Chief)

Board Rotation for 2006-07

Chair: County Representative #2 (Sheriff)
 Vice-Chair: Santa Cruz Representative #2 (Police Chief)
 Secretary: County Representative #3 (DPW)
 Board Member: County Representative #1 (CAO)
 Board Member: Watsonville Representative #1 (City Manager)
 Board Member: Watsonville Representative #2 (Police Chief)
 Board Member: Santa Cruz Representative #1 (City Manager)
 Board Member: Scotts Valley Representative
 Board Member: Capitola Representative

Board Rotation for 2005-2006

Chair: Capitola representative (City Manager)
 Vice Chair: County representative #2 (Sheriff)
 Secretary: Santa Cruz representative #2 (Police Chief)
 Board Member: County representative #3 (vacant)
 Board Member: County representative #1 (CAO)
 Board Member: Watsonville representative #1 (City Manager)
 Board Member: Watsonville representative #2 (Police Chief)
 Board Member: Santa Cruz representative #1 (City Manager)
 Board Member: Scotts Valley Representative(City Manager)

Board Rotation for 2004-2005

Chair: Scotts Valley Representative (City Manager)
 Vice Chair: Capitola representative (City Manager)
 Secretary: County representative #2 (Sheriff)
 Board Member: Santa Cruz representative #2 (Police Chief)
 Board Member: County representative #3 (vacant)
 Board Member: County representative #1 (CAO)
 Board Member: Watsonville representative #1 (City Manager)
 Board Member: Watsonville representative #2 (Police Chief)
 Board Member: Santa Cruz representative #1 (City Manager)

Board Rotation for 2003-2004

Chair: Santa Cruz representative #1 (City Manager)
 Vice Chair: Scotts Valley Representative
 Secretary: Capitola representative
 Board Member: County representative #2 (Sheriff)
 Board Member: Santa Cruz representative #2 (Police Chief)
 Board Member: County representative #3 (vacant)
 Board Member: County representative #1 (CAO)

Board Rotation for 2002-2003

Chair: County representative #1 (County Administrator's Office (CAO))
 Vice Chair: Santa Cruz representative #1 (City Manager)
 Secretary: Scotts Valley representative
 Board Member: Capitola representative
 Board Member: County representative #2 (Sheriff)
 Board Member: Santa Cruz representative #2 (Police Chief)
 Board Member: County representative #3 (Auditor-Controller)

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Authorize General Manager to Transfer \$30,000 from the General Ledger General Donation Fund to the FY2017-18 Budget to Fund a Contract Development Position

Recommendation:

Authorize General Manager to transfer \$30,000 from the General Ledger General Donation Fund to the FY2017-18 Budget to fund a contract development position.

Discussion:

SCCAS is seeking to fund a contract development position to assist in fundraising for the shelter campus redesign.

Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Approve Continuing Agreements for FY 2017-18

Recommendation:

Approve the continuing agreements for vendor contracts over \$10,000 for FY 2017-18.

EXPENDITURES AGREEMENTS TO BE RENEWED FOR FISCAL YEAR 2017-2018 OVER \$10,000

Department Title	Index Code	Object Code	Vendor (Contractor) Name	Amount	Description
Animal Services Authority	702810	62610	County of Santa Cruz	\$197,669	Live Oak Shelter Lease
Animal Services Authority	702810	61525	SDRMA	\$34,500	Liability Insurance
Animal Services Authority	702810	61215	SCCECC	\$30,100	Dispatch Services with NETCOM
Animal Services Authority	702810	62317	HLP, Inc	\$19,600	Chameleon Software Support
Animal Services Authority	702850	62399	Deborah Moreno, DVM	\$86,000	Substitute Veterinarian Services
Animal Services Authority	702810	62381	Leila Dunn	\$20,800	Benefit Shop Management
Animal Services Authority	702810	62381	Carla Braden	\$50,000	Behavior and Training Consultant

Consent Agenda Item 5.7

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Approve policy #334 Accounting for Donations

Recommendation:

Approve policy #334 Accounting for Donations.

**Santa Cruz County
Animal Services Authority**

ANIMAL SERVICES ADMINISTRATIVE
POLICY/PROCEDURE

Policy No: 334
Date Issued: 5/15/17
Date Revised:

APPROVED: _____
Board Chairperson

SUBJECT: ACCOUNTING FOR DONATIONS

- 1 DONATIONS OF CASH OR STOCK WITH A VALUE OF \$5,000 OR LESS
 - 1.1 The General Manager is authorized to accept cash donations of \$5,000 or less.
 - 1.2 The General Manager is authorized to accept donations of stock of a value of \$5,000 or less. The General Manager shall immediately arrange for the sale of any stocks and deposit the net sale proceeds in the appropriate account.

- 2 DONATIONS OF CASH OR STOCK WITH A VALUE GREATER THAN \$5,000
 - 2.1 When the Shelter receives a donation of cash or stock with a value greater than \$5,000, the department shall prepare an agenda item to the Board of Directors with a recommendation such as:

RECOMMENDATION:

 - 1) Accept donation of \$\$\$\$ for the xyz program; and
 - 2) Authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary
 - 2.2 The General Manager shall immediately arrange for the sale of any stocks and deposit the net sale proceeds in the appropriate account.

- 3 DONATIONS OF TANGIBLE GOODS
 - 3.1 When the Shelter receives a donation of tangible goods, the department shall prepare an agenda item to the Board of Directors with a recommendation such as:

RECOMMENDATION:

- 1) Accept donation of xyz for the xyz program
- 2) Authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary

3.2 The Shelter should be aware of "Gift Prohibitions." Refer to the Elections website and the State links regarding gifts to employees:

<http://www.sppc.ca.gov/learn/public-officials-and-employees-rules-/gifts-and-honoraria.html>.

4 DONATIONS OF CAPITAL OR INTANGIBLE ASSETS

4.1 When the Shelter receives a donation of capital or intangible assets, the General Manager shall prepare an agenda item to the Board of Directors with a recommendation such as:

RECOMMENDATION:

- 1) Accept donation of xyz for the xyz program
- 2) Authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary

4.2 In accordance with the State Controller's manual entitled "Accounting Standards and Procedures for Counties:

- 1) Donated capital and intangible assets should be recorded at their fair market value as of the date of acceptance by the Board of Directors.
- 2) Surplus property purchases at nominal prices far below actual value are in part donations and should be so valued.

5 ACCOUNTING PROCEDURES FOR CASH DONATIONS

5.1 For cash donations with no restrictions and/or fully earned, deposit donations to object code 42372, "Contributions and Donations."

5.2 For cash donations with conditions that must be met first, such as expenditure-driven donations, deposit donations to object code 22100, "Advances from Grantors & 3rd Parties." When conditions have been met, prepare a journal entry to recognize revenue with a credit to 42372 and a debit to 22100.

Consent Agenda Item 5.8

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Accept a donation in the amount of \$6,000 in stock and authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary

Recommendation:

Accept a donation in the amount of \$6,000 in stock and authorize the General Manager to work with the Auditor-Controller-Treasurer-Tax Collector to issue the appropriate receipt and to take additional actions as necessary.

Consent Agenda Item 5.9

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Adopt a Resolution for the Election of Directors to the Special District Risk Management Authority Board of Directors (SDRMA) and Accept SDRMA Board of Directors 2017 Election Ballot

Recommendation:

Adopt a Resolution for the election of Directors to the Special District Risk Management Authority Board of Directors (SDRMA) and accept SDRMA Board of Directors 2017 Election Ballot.

Discussion:

SDRMA has asked us to adopt a Resolution of the Governing Body of the Santa Cruz County Animal Shelter for the election of Directors to the Special District Risk Management Authority Board of Directors. The vote is to be received by SDRMA no later than August 29, 2017.

Attached are the candidates statement of qualifications.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2017 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION RESOLUTION AND BALLOT ENCLOSED

This is an official election packet that contains items that require **ACTION** by your Agency's governing body for the selection of up to four (4) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Resolution and Ballot (Action Required)
- Candidate's Statements of Qualifications (7)
- Self-addressed, Stamped Envelope

**OFFICIAL 2017 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY FOUR (4) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Tuesday, August 29, 2017. Faxes or electronic transmissions are NOT acceptable.

- TIMOTHY UNRUH**
District Manager, Kern County Cemetery District No. 1
- JAMES M. HAMLIN (Jim)**
Board Director, Burney Water District
- MIKE SCHEAFER (INCUMBENT)**
Director/President, Costa Mesa Sanitary District
- MICHAEL J. KAREN**
Board Director, Apple Valley Fire Protection District
- DAVID ARANDA (INCUMBENT)**
General Manager, Mountain Meadows Community Services District
- CINDI BEAUDET**
General Manager, Temecula Public Cemetery District
- JEAN BRACY, SDA (INCUMBENT)**
Deputy Director – Administration, Mojave Desert Air Quality Management District

ADOPTED this ____ day of _____, 2017 by the Santa Cruz County Animal Services Authority by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Timothy Unruh
 District/Agency Kern County Cemetery District No.1
 Work Address 18662 Santa Fe Way, PO Box 354, Shafter, CA 93263
 Work Phone 661-746-3921 Home Phone 661-746-6725

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

The work of SDRMA is critical to the everyday operations of a Special District. Knowing that the district and the board is protected gives a 'Peace of Mind' to our daily operations. Sitting on this Board will give me an opportunity to give back to SDRMA and its membership. As a manager of a moderate sized Special District, I am especially interested in maintaining an involvement from that small district perspective. It is imperative that SDRMA maintains cost effective service to the Special District community and it's important that smaller districts have a voice in their insurance needs.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I spent three years as a Director for CSDA including one year as Legislation Committee Chairman. I currently sit on the CSDA Legislation Committee and am a Special District Administrator (SDA). Our District is in its fourth term as a District of Distinction which now includes the Transparency Certification. I currently sit as a Director with a city appointment on Kern Mosquito and Vector board. I have been a Director of the California Association of Public Cemeteries for 15 years and currently am Chairman of the Legislation Committee. I have been involved with the Kern County Special Districts Association since 1995 from when we worked to obtain LAFCo representation for Special Districts.

Most importantly, I have been a manager for the Kern County Cemetery District for 30 years and work daily to keep our cemetery district strong and effective in our community. To that end, I have the SDRMA General Safety Specialist Certification and with that training I work for a compliant, safe and healthy working relationship with our staff.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

I feel that community history is very important and am a volunteer with the local Historical Society. I also have sat on the local school board and have been involved with our youth through our church as well as our community through sports and especially by giving our young people a safe and entertaining place to visit after our home football games.

This being said, I feel that I am a committed and thorough person who knows that to get things done you must be involved and be able to think out of the box in difficult situations. You must listen to those around you and sometimes that means keeping one's mouth shut.

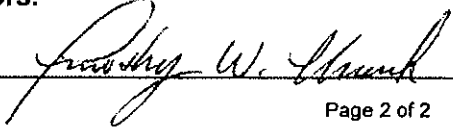
I have worked as a Manager for many years and understand the needs of special districts. What SDRMA offers is an integral part of special district operations and I feel that I can bring a passion for the practical needs of Special Districts.

What is your overall vision for SDRMA? (Response Required)

SDRMA has shown great concern for the Special Districts in California as is seen in their commitment to meeting our insurance needs. This is done by listening to the membership and continuing to work on being a better and complete insurance stop. I feel that the Health Insurance part of their programs will be the next large growth area. As we deal with PERB's and the needs of our work force, this area will help to meet the needs of our agencies.

Their education is excellent and they have defined their role in local government very well. It will be necessary to maintain this role and work to educate the membership. SDRMA's commitment to be a cost-effective insurance provider has work well in the past and will continue to do so as long as the Board and staff work together to fulfill their mission statement.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date: April 24, 2017

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Nominee/Candidate James M. Hamlin (Jim)
 District/Agency Burney Water & Sewer District
 Work Address 20541 Burney Court, Burney, Ca. 96013
 Work Phone (530) 335-2040 Home Phone (530) 335-2040

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Able to look at actual evidence. Being able to set adequate rates for both insurance program and districts. SDRMA needs to operate as a business.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Served on hospital district for 24 1/2 years, California Hospital District board for 8 years, Burney water Sewer board for three years. I had my own insurance brokerage for 43 years. I did not have an E & O Claim.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)

see previous question

What is your overall vision for SDRMA? **(Response Required)**

SDRMA must operate as a viable business. Many district carriers and board members are reluctant to raise rates. When I served on Ca. Hospital Board, many of the board members were not willing to operate as a business because it would affect their hospitals bottom line.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature James M. Hamel Date 4-1-2017

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate **MIKE SCHEAFER**
 District/Agency **COSTA MESA SANITARY DISTRICT**
 Work Address **1551-B BAKER ST, COSTA MESA, CA 92626**
 Work Phone **714-435-0300** Home Phone **714-552-9858**

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As an incumbent on the SDRMA Board I wish to continue providing the service and knowledge that I have been consistent with during my current term. As an insurance professional for over 44 years I bring the experience needed to manage the risks Districts are faced with. Over my term I have consistently made decisions to provide the protections necessary at the most affordable cost. Districts continue to encounter new challenges to their risk management programs. My years of experience, my continued involvement in insurance education and my desire to protect make me a sound choice to continue on the Board of SDRMA.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Current SDRMA Board Member. President Costa Mesa Sanitary District Board of Directors. Former City Councilmember for the City of Costa Mesa. Former Parks and Recreation Commissioner for the City of Costa Mesa.

Leadership positions, including Board President for the following: Little League Baseball, Boys and Girls Club of the Harbor Area, Costa Mesa Senior Center, The Albert Dixon Memorial Foundation (non profit providing funds for other non-profit agencies).

Over 30 years experience with Lions Clubs International. Served as District Governor, Club President several times. Chaired the California Convention Committee several times. Membership in the organization continues.

My leadership role in all these organizations gave, and give, me experience in the risks that face each. My insurance experience helps me make prudent decisions when challenged with those risks.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Many of the organizations that I have either been elected to or volunteered for quickly put me in a leadership role. They recognized my ability to handle the risks and challenges the organizations meet. I was able to steer those organizations in a clear path to minimize the risk.

I continue to hold a teaching credential in Insurance Education with the local community college District. Additionally I was a professor of Insurance Continuing Education for many years. I have a passion for passing on the knowledge I have acquired over my career.

I have always faced the risk management challenges of any organization with the confidence that the desired outcomes would be realized.

What is your overall vision for SDRMA? (Response Required)

My vision is to continue providing the protection and service to the Special Districts that make them strong in their risk management efforts. I will continue to work for those ends while keeping strong my conviction that rates need to be adequate yet affordable for the Districts.

New technologies, changes in legislation, make it extremely difficult for Districts to keep up with the factors posing new challenges to risk management, insurance, etc. My experience in those areas, my position as an elected official, make me keenly aware of how to protect the Districts.

I will continue to be committed to making SDRMA the leader in protecting the risk management needs of our Special Districts.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____



Date _____

4/25/17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate ___ Michael J. Karen ___
 District/Agency ___ Apple Valley Fire Board ___
 Work Address ___ N/A ___
 Work Phone ___ N/A ___ Home Phone ___ 760-713-3273 ___

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I would be honored to serve on the SDRMA Board of Directors because I am interested in not only risk management, but insurance as well. I have run my own company and have seen first hand how accidents can affect the bottom line.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I was appointed to the Apple Valley Fire Board in February of 2016. I was re-elected the same year. During my time on the board, I have already been a part of many great things. The board and I helped to pass Measure A which funds our district in perpetuity. We also passed and have streamlined the budget. I have also been a part of evaluations as well.

**Special District Risk Management Authority
Board of Directors
Candidate’s Statement of Qualifications**

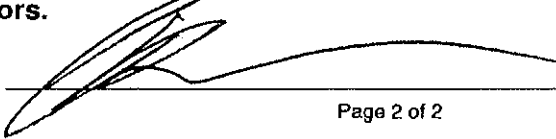
**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

I have been a business owner, and I am a Veteran of Desert Strike/Desert Storm. I am a member of the Apple Valley Chamber of Commerce, Victor Valley Republican, and the Community Emergency Response Team (CERT). I am an elected member of the Republican Central Committee as well as a Director for the Apple Valley Fire District. I have donated my time to seniors, the needy, and Salvation Army. I was also a Man About Town nominee for the High Desert Phoenix Foundation.

What is your overall vision for SDRMA? (Response Required)

As a Director, I would work to promote education in the districts. I would also build coalitions to keep the rates competitive. I hope to work with the board on any and all issues facing all of our districts. I would love to be elected to such a distinguished team!

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA’s Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4-20-17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates - no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate David Aranda
 District/Agency Mountain Meadows Community Services District
 Work Address 17980 Highline Rd - Tehachapi CA 93561
 Work Phone 661-822-7616 Home Phone 661-300-1231

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Working with six other board members and the staff as a team is challenging and rewarding.
Over the years of my service on the SDRMA Board I hope the members have found my input to be beneficial and it is my desire to continue to look after the members receiving the best service at a fair cost.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Service on SDRMA
Service on SOWCA - I was part of the group that consolidate two entities into one entity which was very cost effective
Service on SDLF
Past Service on CSDA - current Education Committee member

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)

Serving as a General MANAGER over the past twenty plus years and serving as a Board Member ASISTS me in understanding the proper process that benefits the operation of SDRMA
Eighteen years of experience with SDRMA provides a good knowledge base to benefit the members

What is your overall vision for SDRMA? **(Response Required)**

- 1) Continue to provide excellent service
- 2) Continue the balance of a financially strong pool that provides great policy coverage at the best pricing possible.
- 3) Serve the members with cutting edge software customer service oriented employees and a Board that remembers who we are serving!

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4-20-17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate	Cindi Beaudet		
District/Agency	Temecula Public Cemetery District		
Work Address	41911 C Street, Temecula CA 92592		
Work Phone	(951)699-1630	Home Phone	(951)541-8736

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

As a member of SDRMA, I've learned first hand the risk and challenges that comes with my type of Special District. I think it is important to have an active and knowledgeable voice representing our industry and districts and that understands the role special districts play and their importance. I will bring sound policy principles to the table and work with my fellow board members in the spirit of collaboration to ensure SDRMA continues to be a cost effective, high quality risk management service.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have played an active role in the cemetery industry in both the private sector and with special districts for almost two decades and was elected in 2006 to the Board of California Association of Public Cemeteries (CAPC). While on the Board for CAPC one of my roles was Education Committee Chair, working with executive staff to identify learning and certification opportunities for our members. This experience has provided me with the skills and knowledge of board development, procedures, protocol and policy development.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

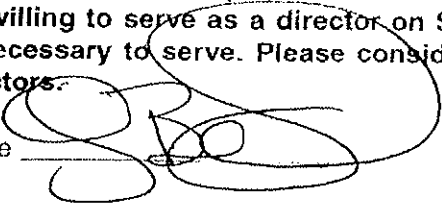
Since 2004 I have served as General Manager to the Temecula Public Cemetery District. I consider myself to be well versed in cemetery leadership, risk mitigation, best management practices and risk reduction. I hold a life insurance license from the State of California. I am an advocate for the cemetery profession, serving as a formal mentor for CAPC. I am engaged and involved heavily in my community and understand first hand the challenges and risk associated with cemetery operations and management.

What is your overall vision for SDRMA? (Response Required)

My overall vision for SDRMA is that it appropriately and accurately addresses the risk and mitigation needs of all its members in a thoughtful and deliberate manner; considering the size, scope and nuances of each type of public agency. This thoughtful consideration will provide better service to our members while maintaining the cost effective quality programs SDRMA continues to offer.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/27/17

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Jean Bracy, SDA
District/Agency Mojave Desert Air Quality Management District
Work Address 14306 Park Ave., Victorville, CA 92392
Work Phone 760-245-1661

Why do you want to serve on the SDRMA Board of Directors?

I have served on the SDRMA Board of Directors since 2010. In 2017 I was elected by the Board to be the **Board President**. The Board strives to provide a variety of avenues for members to be successful and has adopted many important programs and policies aimed to provide members **cost effective coverage**. Each year, the Board **carefully considered** rates for services and from 2009 to 2016 voted to hold rates flat for the property/liability program. Through strategic planning SDRMA has a **strong financial base**. SDRMA has included **Cyber Coverage**; provided a **FREE Law Legal Hotline**; established a **multiple-policy discount (5%)** for each member who belongs to both the property/liability and the workers compensation programs; shares investment earnings with members through a **longevity distribution**; established the **loss prevention allowance funds** which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA **interactive website**; provided **FREE online training** through Target Solutions; launched a **Safety Specialist Certificate** program; and contracted with Company Nurse to provide **FREE screening services** for work-related injury cases. I have **worked closely with SDRMA for 17 years**. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I am serving my eighth year on the **SDRMA Board of Directors** and in 2017 I am the Board President. I am serving my fifth year on the Board of Directors for the **Special District Leadership Foundation (SDLF)** and I am the Board Secretary. On this Board I have been part of the continuing expansion of the SDLF programs, including the premier program, **District of Distinction**, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Deputy Director – Administration for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA), statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

What is your overall vision for SDRMA?

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to see members educated to be wise in their management to reduce costs and deliver their very important missions to their communities. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

John Borrey

Date

2-27-17

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 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 Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Financial Report for the period ending May 31, 2017

Recommendation:

Approve the Financial Report as presented for the period ending May 31, 2017 including the Estimated/Actuals for FY 2016-17.

Discussion:

The Financial Report for April/May 2017 reflects total revenues of \$309,444 and expenditures of \$640,066. YTD revenues are \$3,553,726. YTD expenditures are \$3,608,139. Current total revenues are 97% of a potential 92%. The percentage of current year expenditures is at 89%.

Licensing revenues YTD are \$294,851. At this point last year licensing revenues were \$285,885.

The Financial Report reflects the estimated/actual expenditures and revenues based on current YTD actual through May and an estimate through June 30, 2017 based on experience and expectations.

Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2016-2017
For Months Ending May 31, 2017

Revenues:	2016-17 Final Budget	2016-17 Adj Budget	2016-17 Est. Actual	2016-17 YTD Actuals	YTD Remaining	2015-16 YTD Actuals
ANIMAL LICENSES	\$330,000	\$330,000	\$330,000	\$294,851	\$35,149	\$285,885
INTEREST	\$16,000	\$16,000	\$23,000	\$21,174	(\$5,174)	\$17,442
RENTS & CONCESSIONS	\$200	\$200	\$185	\$185	\$15	\$169
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$140	\$70	\$130	\$140
ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$290,000	\$290,000	\$265,000	\$243,633	\$46,367	\$261,792
ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$2,800	\$2,570	(\$820)	\$1,724
COST RECOVERY-OTHER	\$7,500	\$7,500	\$9,000	\$9,149	(\$1,649)	\$8,161
MEMBER CONTRIBUTION	\$2,493,964	\$2,493,964	\$2,493,964	\$2,493,964	\$0	\$2,352,796
CHARGES FOR CURRENT SERVICES	\$58,000	\$58,000	\$51,000	\$48,063	\$9,938	\$56,498
ADMIN FINE FEES	\$20,000	\$20,000	\$20,000	\$17,862	\$2,138	\$23,708
GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$0	\$0	\$7,033
ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$21,000	\$19,093	\$2,907	\$19,253
ANIMAL RABIES FEES	\$16,000	\$16,000	\$17,500	\$16,141	(\$141)	\$13,589
ANIMAL SPAY&NEUTER FEES	\$110,000	\$110,000	\$124,000	\$112,564	(\$2,564)	\$108,714
SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$62,000	\$56,410	\$8,590	\$57,248
CASH OVERRAGES	\$0	\$0	\$67	\$67	(\$67)	\$42
CONTRIBUTIONS and DONATIONS	\$190,000	\$190,000	\$210,000	\$194,534	(\$4,534)	\$290,628
INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$874
NSF CHECKS	\$0	\$0	(\$97)	(\$97)	\$97	(\$79)
NSF CHECKS-RETURNED CHECK FEE	\$0	\$0	\$70	\$70	(\$70)	\$160
OTHER REVENUE	\$34,000	\$34,000	\$41,000	\$23,425	\$10,575	\$17,847
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$3,654,614	\$3,654,614	\$3,670,629	\$3,553,726	\$100,888	\$3,523,623

Less Expenditures:

Salaries and Benefits	\$2,792,312	\$2,792,312	\$2,850,607	\$2,523,927	\$268,385	\$2,410,684
Services and Supplies	\$1,025,371	\$1,121,461	\$1,146,951	\$1,028,673	\$92,788	\$940,818
Other Uses	\$55,540	\$55,540	\$55,540	\$55,539	\$1	\$145,273
Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$3,873,223	\$3,969,313	\$4,053,098	\$3,608,139	\$361,174	\$3,496,775

Plus Contingency:

	\$154,929	\$154,929	\$0	\$0	\$154,929	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$4,028,152	\$4,124,242	\$4,053,098	\$3,608,139	\$516,103	\$3,496,775

NET REVENUES OVER (UNDER) EXPENDITURE:	(\$373,538)	(\$469,628)	(\$382,470)	(\$54,413)	(\$415,215)	\$26,848
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BEGINNING FUND BALANCE - UNDESIGNATED (audited ending balance from 6/30/16)	\$1,678,922	\$1,678,922	\$1,678,922	\$1,678,922	\$1,678,922	\$0
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ENDING FUND BALANCE - UNDESIGNATED	\$1,305,384	\$1,209,294	\$1,296,452	\$1,624,509	\$1,263,707	\$26,848
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ANIMAL LICENSE DETAIL

	2016-17 YTD Actuals	2015-16 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$8,123	\$8,668	(\$545)
LICENSES - SANTA CRUZ	\$49,639	\$47,172	\$2,467
LICENSES- SCOTTS VALLEY	\$14,534	\$15,674	(\$1,140)
LICENSES- COUNTY	\$186,580	\$176,466	\$10,114
LICENSES- WATSONVILLE	\$35,975	\$37,905	(\$1,930)

* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/16 is \$545,023 (Audited)

* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/16 is \$900 (Audited)

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2016-2017

As of 5/31/17 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2016-17			2016-17			2016-17			2016-17			2016-17			2015-16			COMPARE		
		Firral Budget	Adj. Budget	2016-17 EsL/Actuals	2016-17 YTD Actuals	May Actuals	April Actuals	EA YTD Remaining	Percentage of CY EA's Actualized	Percentage of PY Eas Actualized	2015-16 YTD Actuals	THRU MAY PY ACTUALS	May Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals	2015-16 Est./Actuals		
51000	SALARIES & BENF	\$2,792,312	\$2,792,312	\$2,850,607	\$2,523,927	\$216,794	\$221,256	\$326,680	88.54%	92.24%	\$2,410,684	\$113,243	\$204,797	\$2,813,812	\$2,813,812							
61000	SALARIES & SUPPL	\$1,025,371	\$1,121,461	\$1,146,951	\$1,028,673	\$87,349	\$100,782	\$118,278	89.69%	90.11%	\$940,818	(\$87,855)	\$122,549	\$1,044,025	\$1,044,025							
90000	OTHER USES	\$55,540	\$55,540	\$55,540	\$55,539	\$0	\$0	\$0	#DIV/0!	100.00%	\$0	(\$89,734)	\$0	\$145,272	\$145,272							
86110	BUILDINGS AND IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0	\$0							
86204	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0	\$0							
98700	CONTINGENCIES	\$154,929	\$154,929	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0	\$0							
51000-98700	TOTAL EXPENDITURES	\$4,028,152	\$4,124,242	\$4,053,098	\$3,608,139	\$304,143	\$335,923	\$444,959	89.02%	149.42%	\$3,496,775	\$111,364	\$327,345	\$3,802,909	\$3,802,909							
40100-42500	TOTAL REVENUES	\$3,654,614	\$3,654,614	\$3,670,929	\$3,553,726	\$91,153	\$116,902	\$116,902	96.92%	94.18%	\$3,523,623	\$30,104	\$136,661	\$3,741,524	\$3,741,524							
	NET COST	\$373,538	\$469,628	\$382,470	\$54,413	\$212,990	\$117,632	\$328,057	14.23%	-43.74%	(\$26,848)	(\$31,260)	(\$190,684)	\$3,741,524	\$3,741,524							
51000	REGULAR PAY-PER	1,751,448	1,751,448	1,754,113	\$1,545,426	\$139,040	\$141,760	\$208,687	88.10%	91.87%	\$1,473,031	\$27,395	\$131,646	1,603,403	1,603,403							
51005	OVERTIME PAY-PE	3,880	3,880	3,790	\$3,511	\$94	\$423	\$278	92.65%	93.06%	\$6,519	(\$3,008)	\$318	7,005	7,005							
51010	REGULAR PAY-EXT	52,866	52,866	69,803	\$62,050	\$4,689	\$2,412	\$7,753	88.99%	87.96%	\$40,754	\$21,296	\$6,101	48,330	48,330							
51040	DIFFERENTIAL PAY	26,190	26,190	29,618	\$26,070	\$2,183	\$2,412	\$3,548	88.02%	91.00%	\$113,590	\$8,825	\$2,314	24,444	24,444							
52010	OASDI-SOCIAL SE	137,132	137,132	136,589	\$120,113	\$10,856	\$11,168	\$16,476	87.94%	91.68%	\$259,705	\$6,524	\$10,473	123,896	123,896							
52015	RETIREMENT	326,764	326,764	329,210	\$290,063	\$26,072	\$26,140	\$39,147	88.11%	91.86%	\$403,581	\$30,358	\$22,974	283,721	283,721							
53010	EMPLOYEE INSURA	448,287	448,287	481,559	\$430,768	\$33,860	\$33,860	\$50,791	89.45%	92.87%	\$5,538	\$1,867	\$30,972	434,553	434,553							
53015	UNEMPLOYMENT IN	7,405	7,405	7,405	\$7,405	\$0	\$0	(\$0)	100.00%	100.00%	\$85,722	(\$47,202)	\$0	5,538	5,538							
54010	WORKERS COMPENS	38,520	38,520	38,520	\$38,520	\$0	\$0	(\$0)	100.00%	100.00%	\$0	\$0	\$0	85,722	85,722							
51000	SALARIES & BENF	\$2,792,312	\$2,792,312	\$2,850,607	\$2,523,927	\$216,794	\$221,256	\$326,680	88.54%	92.24%	\$2,410,684	\$113,243	\$204,797	\$2,813,812	\$2,813,812							
61175	POLICE SAFETY EQUIPMENT	500	500	0	\$1,488	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	500	500							
61125	UNIFORM REPLACEMENT	2,500	2,500	1,488	\$1,488	\$0	\$0	(\$0)	100.00%	95.73%	\$2,393	(\$955)	\$148	2,500	2,500							
61215	RADIO SERVICES	29,208	29,208	29,000	\$28,304	\$3,826	\$2,434	\$1,196	95.95%	91.37%	\$26,498	\$1,807	\$2,359	29,000	29,000							
61220	TELECOM SERVICES	28,000	28,000	28,000	\$23,092	\$2,405	\$2,379	\$5,908	79.63%	92.29%	\$28,147	(\$5,055)	\$2,678	30,500	30,500							
61310	FOOD	7,500	7,500	15,500	\$13,841	\$843	\$1,578	\$1,659	89.30%	93.32%	\$7,465	(\$6,376)	\$573	8,000	8,000							
61412	JANITORIAL SERVICES	9,000	9,000	8,736	\$7,280	\$728	\$0	\$1,456	83.33%	97.07%	\$8,736	(\$1,456)	\$2,184	9,000	9,000							
61525	LIABILITY INSURANCE	32,519	32,519	33,568	\$33,568	\$153	\$0	(\$0)	100.00%	50.00%	\$31,792	\$1,776	\$0	32,519	32,519							
61535	OTHER INSURANCE	1,000	1,000	0	\$0	\$0	\$0	(\$0)	#DIV/0!	0.00%	\$1,000	(\$1,000)	\$0	2,000	2,000							
61720	MAINT-MOBILE EQUIPMENT-SERV	0	0	5,000	\$3,820	\$665	\$153	\$1,180	76.40%	#DIV/0!	\$0	\$3,820	\$0	0	0							
61725	MAINT-OFFICE EQUIPMENT	600	600	875	\$789	\$66	\$73	\$86	90.16%	92.92%	\$650	\$138	\$62	700	700							
61730	MAINT-OFFICE EQUIP-SVCS	2,000	2,000	3,200	\$2,882	\$142	\$76	\$318	90.07%	53.94%	\$1,079	\$1,803	\$192	2,000	2,000							
61731	MAINT-OTHER EQUIP-SUP	2,000	2,000	800	\$2,882	\$29	\$29	\$293	63.38%	62.48%	\$1,250	(\$743)	\$0	2,000	2,000							
61835	FACILITIES MAINT	22,000	22,000	33,000	\$28,306	\$17,282	\$686	\$4,694	85.78%	76.71%	\$16,876	\$11,430	\$5,885	22,000	22,000							
61845	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	2,500	2,500	1,200	\$593	\$0	\$0	\$607	49.41%	#DIV/0!	\$0	(\$837)	\$0	2,500	2,500							
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	0	0							
61920	MEDICAL,DENTAL & LAB SUPPLIES	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	0	0							
61922	OTHER MEDICAL MATERIALS	95,000	95,000	86,000	\$77,524	\$4,520	\$7,330	\$8,476	90.14%	88.75%	\$82,537	(\$5,013)	\$5,965	93,000	93,000							
62020	MEMBERSHIPS	1,500	1,500	1,781	\$1,781	\$250	\$0	\$0	100.00%	89.18%	\$1,516	\$265	\$140	1,700	1,700							
62111	MISCELLANEOUS EXPENSES	7,000	7,000	7,280	\$7,280	\$75	\$75	(\$0)	100.00%	100.00%	\$6,310	\$970	\$0	6,310	6,310							

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2016-2017

As of 5/31/17 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2016-17 Final Budget	2016-17 Adj. Budget	2016-17 Est./Actuals	April Actuals	May Actuals	2016-17 YTD Actuals	EA YTD Remaining	92%		2015-16 YTD Actuals	COMPARE THRU MAY		2015-16 Est./Actuals
									Percentage of CY EA's Actualized	Percentage of PY Eas Actualized		2015-16 PY Actuals	May Actuals	
62112	CASH SHORTAGES	0	0	0	\$0	\$0	\$0	(\$0)	100.00%	#DIV/0!	\$0	\$30	\$0	0
62114	DUPLICATING SVCS.	3,500	3,500	4,000	\$202	\$633	\$3,886	\$114	97.16%	90.09%	\$3,153	\$733	\$0	3,500
62217	MISC NONINVENTORIAL ITEMS EXPENSE	0	0	66	\$66	\$0	\$66	\$0	99.92%	100.00%	\$62	\$4	\$0	62
62219	PC SOFTWARE PURCHASES	2,000	2,000	1,158	\$0	\$0	\$1,158	\$0	100.00%	67.11%	\$1,208	(\$50)	\$0	1,800
62221	POSTAGE	8,000	8,000	9,500	\$0	\$0	\$9,275	\$225	97.63%	84.23%	\$5,896	\$3,379	\$0	7,000
62222	SUBSCRIPTIONS/PERIODICALS	125	125	411	\$0	\$0	\$411	\$0	100.00%	0.00%	\$0	\$0	\$0	125
62223	SUPPLIES	68,000	68,000	58,000	\$3,846	\$2,216	\$51,469	\$6,531	88.74%	77.79%	\$50,562	\$907	\$5,411	125
62225	NON-PC SOFTWARE	250	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	\$0	\$0	250
62226	INVENTORIAL ITEMS	1,200	97,290	91,250	\$0	\$0	\$85,733	\$5,517	93.95%	63.70%	\$1,274	\$84,459	\$0	2,000
62301	ACCOUNTING & AUDITING	13,500	13,500	13,500	\$0	\$0	\$13,500	\$0	100.00%	42.31%	\$5,500	\$5,500	\$5,500	13,000
62310	BANKING SERVICES	30,000	30,000	35,000	\$3,056	\$2,714	\$28,287	\$5,703	83.71%	93.78%	\$30,946	(\$1,848)	\$2,121	33,000
62316	COMPUTER PROF SVCS	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	20,000	20,000	20,000	\$97	\$211	\$19,500	\$500	97.50%	98.11%	\$19,622	(\$122)	\$108	20,000
62318	COUNTY COUNSEL	65,000	65,000	63,882	\$5,408	\$16,224	\$63,882	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$16,224	63,882
62320	DATA PROCESSING	145,000	145,000	132,000	\$5,694	\$13,163	\$108,673	\$23,327	100.00%	100.02%	\$63,882	\$0	\$0	1,503
62381	PROF & SPECIAL	85,000	85,000	105,000	\$8,423	\$9,919	\$94,313	\$10,687	82.33%	79.21%	\$114,859	(\$1,503)	\$1,503	145,000
62399	VETERINARIAN SERVICES	2,292	2,292	2,292	\$190	\$190	\$2,091	\$201	89.82%	93.01%	\$79,991	(\$5,186)	\$0	86,000
62500	EQUIPMENT RENTS & LEASES-	198,842	198,842	197,669	\$49,417	\$0	\$197,669	\$0	91.24%	72.77%	\$14,322	\$662	\$0	2,101
62610	RENTS & LEASES-	7,200	7,200	14,500	\$0	\$0	\$916	\$13,584	100.00%	98.70%	\$198,255	(\$886)	\$0	198,842
62710	FIELD EQUIPMENT	2,000	2,000	2,706	\$0	\$416	\$2,706	(\$0)	6.31%	100.00%	\$4,675	(\$3,760)	\$270	4,675
62842	ADVERTISING & PROMOTION	20,000	20,000	20,357	\$517	\$45	\$20,357	\$180	100.01%	92.31%	\$8,551	(\$5,845)	\$580	9,551
62857	INVENTORY MATERIALS PURCHASED	500	500	500	\$0	\$0	\$0	\$500	100.00%	63.82%	\$18,482	\$1,896	\$0	20,000
62890	SPECIAL MISC EXP-SUPPLIES	500	500	500	\$0	\$0	\$0	\$500	0.00%	85.53%	\$180	\$129	\$33	500
62893	SUBSCRIPTIONS/BOOKS	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$428	(\$428)	\$0	500
62914	TOWING	2,500	2,500	1,700	\$0	\$0	\$1,153	\$547	67.82%	64.88%	\$1,622	\$0	\$0	2,500
62920	TRAVEL-EDUCATION	0	0	7,250	\$1,320	\$0	\$5,708	\$1,542	78.73%	#DIV/0!	\$0	(\$469)	\$0	0
62922	GAS, OIL, FUEL	1,200	1,200	3,141	\$418	\$2,888	\$3,141	\$179	100.01%	88.90%	\$1,067	\$5,708	\$0	1,200
62924	TRAVEL-LODGING	500	500	500	\$92	\$20	\$321	(\$0)	100.01%	88.23%	\$2,074	\$2,074	\$0	500
62926	TRAVEL-MEALS	1,000	1,000	1,000	\$0	\$0	\$0	\$283	64.19%	71.66%	\$441	(\$120)	\$203	1,018
62928	TRAVEL-MILEAGE	100	100	157	\$20	\$30	\$157	\$0	100.00%	99.99%	\$1,018	(\$301)	\$0	392
62930	TRAVEL-OTHER	335	335	923	\$0	\$201	\$923	\$0	100.00%	99.87%	\$392	(\$235)	\$0	395
62935	REGISTRATIONS	22,000	22,000	8,781	\$0	\$0	\$8,781	\$0	100.00%	88.44%	\$29,628	(\$20,847)	\$0	33,500
62940	SERVICE CENTER	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	0
63070	TRAVEL ADVANCES	82,000	82,000	94,000	\$7,231	\$6,438	\$84,964	\$9,036	90.39%	94.01%	\$78,028	\$6,935	\$6,852	83,000
74230	UTILITIES	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	0
61000	PRINCIPAL ON LEASE PURCHASES	\$1,025,371	\$1,121,461	\$1,146,951	\$100,782	\$87,349	\$1,028,673	\$118,278	89.69%	90.11%	\$940,818	\$201,088	\$122,549	\$1,044,025
	SERVICES & SUPPLIES													

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2016-2017

As of 5/31/17 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2016-17 Final Budget	2016-17 Adj. Budget	2016-17 Est./Actuals	2016-17 YTD Actuals	May Actuals	EA YTD Remaining	92%		2015-16 YTD Actuals	COMPARE	
								Percentage of CY EA's Actualized	Percentage of PY EA's Actualized		THRU MAY PY ACTUALS	May Actuals
75315	COUNTY OVERHEAD (see 3550)	\$55,540	\$0	\$55,540	\$55,539	\$0	\$1	100.00%	100.00%	\$145,273	\$0	\$0
90001	OPERATING TRSF OUT	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0
90000	OTHER USES	\$55,540	\$55,540	\$55,540	\$55,539	\$0	\$1	100.00%	100.00%	\$145,273	\$55,539	\$145,272
86204	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0
86204	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0
98700	APPROP FOR CONTINGENCIES	\$154,929	\$154,929	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0
98700	CONTINGENCIES	\$154,929	\$154,929	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	(\$1,590)	\$0
40230	ANIMAL LICENSES	\$330,000	\$330,000	\$330,000	\$294,851	\$24,922	\$35,149	89.35%	86.63%	\$285,895	\$9,966	\$19,333
40430	INTEREST	\$16,000	\$16,000	\$23,000	\$21,174	\$1,981	\$1,826	92.06%	94.28%	\$17,442	\$3,732	\$1,622
40440	RENTS & CONCESS	\$200	\$200	\$185	\$185	\$0	\$0	99.98%	84.41%	\$169	\$16	\$46
40441	RENTAL DEPOSIT/REFREIT REVENUE	\$200	\$200	\$140	\$140	\$0	\$70	50.00%	70.00%	\$140	(\$70)	\$200
40872	ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0
41510	HUMANE SERVICES	\$290,000	\$290,000	\$265,000	\$243,633	\$22,063	\$21,367	91.94%	90.27%	\$261,792	(\$18,156)	\$22,507
42010	ADMINISTRATIVE SERVICES	\$1,750	\$1,750	\$2,800	\$2,570	\$241	\$230	91.79%	95.78%	\$1,724	\$846	\$1,800
42022	COST RECOVERY-OTHER	\$7,500	\$7,500	\$9,000	\$9,149	\$1,119	(\$149)	101.66%	96.01%	\$8,161	\$988	\$579
42044	MEMBER CONTRIBUTION	\$2,493,964	\$2,493,964	\$1,170,002	\$2,493,964	\$6,990	\$2,937	100.00%	100.00%	\$2,352,796	\$141,168	\$50,920
42047	OTHER CHARGES CURRENT SERVICES	\$58,000	\$58,000	\$51,000	\$48,063	\$6,990	\$2,937	84.24%	100.00%	\$56,498	(\$8,436)	\$4,150
42073	ADMINISTRATIVE FINE FEES	\$20,000	\$20,000	\$20,000	\$17,862	\$1,275	\$2,138	89.31%	91.18%	\$23,708	(\$5,846)	\$4,825
42074	GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$21,000	\$19,093	\$1,575	\$1,907	90.92%	100.00%	\$7,033	(\$7,033)	\$0
42206	ANIMAL RABIES FEES	\$16,000	\$16,000	\$17,500	\$16,141	\$1,148	\$1,359	92.23%	90.59%	\$19,253	(\$160)	\$1,225
42207	ANIMAL SPAY&NEUTER FEES	\$110,000	\$110,000	\$124,000	\$112,564	\$9,052	\$11,436	90.78%	93.72%	\$13,589	\$2,552	\$1,013
42234	SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$62,000	\$56,410	\$5,225	\$5,590	90.98%	92.34%	\$108,714	\$3,850	\$8,120
42362	CASH OVERAGES	\$0	\$0	\$67	\$67	\$0	\$0	100.00%	100.00%	\$57,248	(\$833)	\$3,806
42372	CONTRIBUTIONS AND DONATIONS	\$190,000	\$190,000	\$210,000	\$194,534	\$13,425	\$15,466	92.64%	72.66%	\$42	\$25	\$42
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$290,628	(\$96,094)	\$17,742
42380	NSF CHECKS	\$0	\$0	(\$97)	(\$97)	\$22	\$0	100.00%	99.95%	\$874	(\$874)	\$0
42381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$70	\$70	\$0	\$0	100.00%	100.00%	(\$79)	(\$79)	\$0
42384	OTHER REVENUE	\$34,000	\$34,000	\$41,000	\$23,425	\$2,085	\$17,575	57.13%	50.99%	\$17,847	(\$60)	\$0
42390	UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$575
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0
42981	LICENSES - CAPITOLA	\$0	\$0	\$0	\$8,123	\$667	(\$6,123)	0.00%	#DIV/0!	\$0	\$0	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$0	\$49,639	\$3,554	(\$49,639)	0.00%	#DIV/0!	\$8,668	(\$545)	\$609
42983	LICENSES- SCOTTS VALLEY	\$0	\$0	\$0	\$14,534	\$1,362	(\$14,534)	0.00%	#DIV/0!	\$47,172	\$2,467	\$2,202
42984	LICENSES- COUNTY	\$0	\$0	\$0	\$18,913	\$16,260	(\$186,580)	0.00%	#DIV/0!	\$176,466	\$10,114	\$680
42986	LICENSES- WATSONVILLE	\$0	\$0	\$0	\$4,159	\$3,079	(\$35,975)	0.00%	#DIV/0!	\$37,995	(\$1,930)	\$12,682
40100-42500	REVENUES	\$3,654,614	\$3,654,614	\$3,670,629	\$3,553,726	\$91,153	\$116,902	96.82%	94.18%	\$3,523,623	\$30,104	\$136,661
												\$3,741,524

Regular Agenda Item 6.3

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: June 12, 2017
 SUBJECT: Report on Audit of Santa Cruz County Animal Shelter

Recommendation:

Consider and Approve Report on Audit of Santa Cruz County Animal Shelter for the year ended June 30, 2016.

Discussion:

The Audit indicates in the Statement of Net Position:

Total Assets	\$2,500,954
Deferred Outflow of Resources	\$ 604,621
Total Liabilities	\$3,537,584
Deferred Inflow of Resources	<u>\$ 600,318</u>
Total Net Position	\$(1,032,327)

The Audit also indicated in the Statement of Activities:

Total Government Activities	\$(3,861,145)
Total General Revenues	\$ 3,773,810
Change in Net Position	\$(87,335)
Net Position-Beginning	\$(944,992)
Net Position-Ending	\$ (1,032,327)

The Management's Discussion and Analysis section provides explanations of significant changes in revenue by source and are summarized below:

- Member contributions increased by \$90,492 due to a 4% increase in JPA member contributions approved by the Board.
- Other revenues increased by \$263,927, due to the receipt of two (2) large non-recurring items this year (one bequest in the amount of \$100,000 and the other one is \$95,000).

Further information can be found in the Management's Discussion section as well as the entire Audit.

Consent Agenda Item 6.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 12, 2017
SUBJECT: Consider and Approve Amendment to the JPA Agreement

Recommendation:

Consider and Approve Amendment to the JPA Agreement.

**THIRD AMENDMENT TO THE
JOINT POWERS AGREEMENT FOR
THE ANIMAL SERVICES AUTHORITY FOR THE COUNTY OF SANTA CRUZ**

This third amendment to Joint Powers Agreement (“Agreement”) is made and entered into this _____ day of _____ 2017 (the “Amendment”), by and between the County of Santa Cruz (“County”), the City of Santa Cruz, the City of Scotts Valley, and the City of Watsonville (collectively the “Member Agencies”), each of which is a public agency authorized and empowered to contract for the joint exercise of powers under Title I, Division 7, Chapter 5, Article I (Sections 6500, *et seq.*) of the California Government Code.

RECITALS

WHEREAS, on June 18, 2002, the Cities of Capitola, Santa Cruz, and Scotts Valley, and the County, joined contractually pursuant to the Joint Powers Agreement to create the Santa Cruz County Animal Services Authority (“Authority”) as an entity separate from each of the contracting parties; and

WHEREAS, on July 1, 2007, the City of Capitola (“Capitola”) resigned as a Member Agency to the Agreement; and

WHEREAS, on May 11, 2017, Capitola elected, through a vote of its City Council, to once again join the Authority as a Member Agency; and

WHEREAS, the current Authority through the Board of Directors (“Board”), approved Capitola rejoining the Authority as a Member Agency on June 12, 2017, effective July 1, 2017; and

WHEREAS, on May 15, 2017, the Board adopted a new cost sharing formula (attached as Exhibit A to this Amendment), which includes Capitola and the current Member Agencies;

NOW, THEREFORE, in consideration of the above recitals, of the mutual promises and agreements herein contained and for other valuable consideration, the Member Agencies agree that the Agreement shall be amended as follows:

AMENDMENT

- I. For purposes of the Agreement and the Authority, as of July 1, 2017, the definition of “Member Agencies” found within the opening paragraph of the Agreement shall be amended to include the following entities (with italics indicating the amendment): the County of Santa Cruz; the City of Santa Cruz; the City of Scotts Valley, the City of Watsonville; and the *City of Capitola*.

II. Section 5.A of the Agreement, “Board of Supervisors”, shall be amended as follows (with italics indicating the amendment):

“The Authority shall be governed by a Board of Directors. The Board will provide policy and advisory input to the General Manager, and will not be involved in day-to-day operations of the Authority. Each Member Agency shall have at least one representative on the Board as follows:

1. Three members representing the County Board of Supervisors to include representatives from the County Sheriff-Coroner, Auditor Controller, and Administrative Officer, or their designees;

2. Two members representing the Santa Cruz City Council to include the Chief of Police and City Manager, or their designees;

3. One member representing the Scotts Valley City Council to include the City Manager or his/her designee; and

4. Two members representing the Watsonville City Council to include the Watsonville Chief of Police and the City Manager, or their designees.

5. *One member representing the Capitola City Council to include the City Manager or his/her designee;”*

III. The cost sharing formula attached as Exhibit A shall be incorporated into the Agreement as an exhibit to the Agreement, setting out the payment and cost terms for the Member Agencies beginning July 1, 2017.

IV. All other terms in the Agreement (other than those described herein) shall remain in effect.

V. This amendment may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have executed this amendment as set out below.

SANTA CRUZ COUNTY ANIMAL
SHELTER

By: _____
Signature
Name: Joe Phares

Title: Chair, Board of Directors, Santa Cruz
County Animal Shelter

Date: _____

By: _____

Signature

Name: Melanie Sobel

Title: General Manager, Santa Cruz County
Animal Shelter

Date: _____

Approved as to form:

By _____

Assistant County Counsel

Date: _____

APPROVAL BY MEMBER AGENCIES:

CITY OF SANTA CRUZ

City Manager

Dated: _____

Approved as to form:
Santa Cruz City Attorney

Dated: _____

CITY OF SCOTTS VALLEY

City Manager

Dated: _____

Approved as to form:
Scotts Valley City Attorney

Dated: _____

CITY OF WATSONVILLE

By _____
City Manager

Dated: _____

Approved as to form:
Watsonville City Attorney

Dated: _____

COUNTY OF SANTA CRUZ

By _____
Chair, Board of Supervisors

Dated: _____

Approved as to form:
Dana McRae, County Counsel

By _____

Dated _____

By signing above, signatory warrants and represents that he/she executed this amendment in his/her authorized capacity and that by his/her signature on this amendment, he/she or the entity upon behalf of which he/she acted, executed this amendment.

Melanie Sobel

From: kristen davis [kristenraedavis@gmail.com]
Sent: Saturday, April 29, 2017 8:30 AM
To: tshull@cityofsantacruz.com; swalpole@scottsvally.org;
 michael.mckinley@cityofwatsonville.org; tamara.vides@cityofwatsonville.org; Susan
 Mauriello; Joe Phares; Jeremy Verinsky; Jeff Gaffney; Melanie Sobel; Todd Stosuy
Subject: Fwd: Who is in charge of issuing orders to Santa Cruz Animal Shelter Officers to issue tickets
 to off leash dogs on Santa Cruz beaches?
Attachments: Anonymous dog beach letter 04.2017.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Dear Joe, Susan, Jeremy, Tina, Stephen, Michael, Tamara, Jeff, Melanie and Todd,

I wrote the (forwarded) note to you on March 17, inquiring about the current off leash dogs at the beach ticketing policy. Melanie, thank you for your professional and prompt reply - it was appreciated.

I hope it's appropriate to bring this to the attention you - the Animal Shelter managers and board members. We receive anonymous "harassment" (for lack of a better description) snail-mail letters (*please see attached*) from the "anti-off-leash-people". I mention "we" as Marion Morris has also received similar anonymous harassment snail-mail. The attached letter is not the first letter like this that I've received. The letters are always anonymous, always written in incomplete sentences, always from a "first name only" - a man's name - never signed, no return address, same font, same kind of envelope, same San Jose CA postmark, same partial piece paper (because why waste an entire piece of 8x11 paper when you can cut it in thirds?!).

Please see attached scan of this letter and envelope it arrived in.

I'm assuming the anonymous letter writer ("Sean") read my email inquiry (the one I sent March 17, inquiring about the ticketing policy), that he refers to, from reading it in the A.S. Board meeting public minutes/notes.

The only reason I'm sending this email is I'm hoping this will also be included in the next Board meeting minutes, so "Sean" can read this one too, and perhaps stop writing his dumb letters to me... and will consider being brave enough to include his return address, or email address, in his next letter, so we can discuss this like reasonable adults!

Sincerely,
 Kristen Davis

(Two legged and no tail Mom ☺ of four legged and a tail Sister and Buddy Davis ☺ ... wag wag wag)

----- Forwarded message -----

From: kristen davis <kristenraedavis@gmail.com>
Date: Fri, Mar 17, 2017 at 2:32 PM
Subject: Who is in charge of issuing orders to Santa Cruz Animal Shelter Officers to issue tickets to off leash dogs on Santa Cruz beaches?
To: tshull@cityofsantacruz.com, swalpole@scottsvally.org, michael.mckinley@cityofwatsonville.org, tamara.vides@cityofwatsonville.org, Susan Mauriello <susan.mauriello@santacruzcounty.us>, Joe Phares <joe.phares@santacruzcounty.us>, Jeremy Verinsky <jeremy.verinsky@santacruzcounty.us>, Jeff Gaffney <Jeff.Gaffney@santacruzcounty.us>, Melanie Sobel <melanie.sobel@co.santa-cruz.ca.us>, Todd Stosuy <todd.stosuy@santacruzcounty.us>

Dear Joe, Susan, Jeremy, Tina, Stephen, Michael, Tamara, Jeff, Melanie and Todd,

I've attended Animal Shelter board meeting in the past and inquired about this. This is in regards to ticketing policies of owners of off leash dogs at "21st Ave beach" (the beach located at East Cliff and 21st Avenue in Live Oak, that many residents of Santa Cruz use regularly to play with and exercise our dogs off leash.