



Santa Cruz County Animal Shelter

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Melanie Sobel
General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER BOARD OF DIRECTORS MEETING

April 8, 2013 – 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 Animal Services Authority 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 Animal Services Authority 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 February 11, 2013 meeting
 - Pg 4 5.2 Accept reports of the General Manager and the Management Team for February 2013/March 2013
 - Pg 10 5.3 Accept and file the statistics for the months February 2013/March 2013
 - Pg 27 5.4 Approve amendment to agreement with veterinarian Dr. Ed Weiser
 - Pg 31 5.5 Authorize General Manager to allocate funds from B. Jean Adams Trust to purchase a dental machine in the amount of \$1,154.12 to help offset veterinary costs
 - Pg 35 5.6 Continue to next meeting the revision of SCCAS Policy and Procedure #210 and #220
 - Pg 41 5.7 Accept and approve quarterly report of all claims under \$10,000 for FY12/13 third quarter
 - Pg 49 5.8 Accept and approve quarterly report of all Journal Entry payments with the County of Santa Cruz
- 6.0 Regular Agenda
 - Pg 52 6.1 General Manager's Oral Report
 - Pg 53 6.2 Approve Financial Report for the months of February 2013 and March 2013 and take related actions
 - Pg 58 6.3 Consider General Manager's Proposed Budget for 2013-14

7.0 Adjourn Regular Meeting

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

The Santa Cruz County animal Services Authority does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. The Board holds all public meetings in accessible facilities. If you wish to attend the meeting and you require special assistance, please contact Rosanne Mayclin at 831/454-7205 (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: April 8, 2013
SUBJECT: Approve minutes of February 11, 2013 meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of February 11, 2013.

**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING**
Minutes of Monday, February 11, 2013, 3:00 PM
Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, Md = Maldonado, Sh = Shull, C = Clark, We = Weiss,
R = Ridgway, Mr = Marsh;

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: Chairperson Shull called meeting to order at 3:05 pm
- 2.0 Introductions: Deputy Chief Steve Clark to replace Deputy Chief Rick Martinez
- 3.0 Late Addition or changes to agenda: None
- 4.0 ORAL COMMUNICATION – One person spoke regarding items not on the regular Agenda.
Jean Brocklebank, Leash Law Advocates of Santa Cruz County asked the SCCAS to continue and reinstate enforcement of patrolling the beaches between 20th and 26th Avenues.
In response the SCCAS General Manger assured the public and the Board that the SCCAS did not stop enforcement; they stopped the proactive patrols at the beaches until direction was given by county counsel and continued to enforce the laws that have been in place, if there were any issue of public safety the SCCAS would have taken immediate action.

5.0 CONSENT AGENDA

- 5.1 Approved minutes of the December 10, 2012 Board meeting
- 5.2 Accepted reports of GM and Management Team for the months of December 2012 and January 2013
Discussion: Board member Weiss congratulated staff on community outreach/fundraising initiative campaign and thanked Pete's coffee for their support.
- 5.3 Accepted statistics for the months of December 2012 and January 2013
- 5.4 Continued revision of the Animal Services Administrative Policy and Procedures No. 210 and No. 220 to the next meeting to discuss changes with staff.
- 5.5 Accepted and approved quarterly report of all claims under \$10,000.
- 5.6 Accepted and approved quarterly report of all Journal Entry payments with the County of Santa Cruz.

Board Action on Consent Agenda – Approved the Consent Agenda with the continuance of Item 5.4 to the next SCCAS Board of Directors Meeting. - WeMPMdShCWe//RMr

6.0 REGULAR AGENDA

- 6.1 General Manager's Oral report presented by Melanie Sobel introduced SCCAS lead Animal Control Officer Mike Sharp, announced a Free Spay and Neuter event to be held in honor of National Spay /Neuter month on Sunday February 24 also recognized volunteer Elaine Rolfes for funding the building of play yards for the dogs at the Santa Cruz Shelter to protect them from the sun and rain.
General Manager Sobel also informed the Board of her concerns of Animal Control Officers being verbally abused, accusations of the SCCAS prioritizing off leash over vicious animals or public safety. We have received a directive from County Counsel and wanted the Board to be aware that there may be some push back from it.

Board Member Clark encouraged the SCCAS to reach out to the local law enforcement partners to talk³ about ways to mitigate some of the complaints of individuals should this issue continue to be as contentious as it is and should individuals want to come forward and make allegations of conduct or inappropriate enforcement actions there might be some ways we can help you safeguard against that. Public Comment: Elaine Rolfes requested information on the current laws in regards to this matter
No vote was needed

6.2 Approved financial reports for the months of December 2012 and January 2013
Board Action on Regular Agenda – WeMrPMdShCWe//RM

6.3 Approved report on Audit of SCCAS and the General Manager's response to the Management Letter for the year ended June 30, 2012 with the revisal that the General Manager provides the Board with additional input needed to address the concerns at the Auditing conjunction with preparation and presentation of the budget
Discussion: County Auditor-Controller Mary Jo Walker spoke to the audit of FY2011-2012.
Board Action on Regular Agenda – MMrWePMdShCWe//R

7.0 Meeting adjourned at 3:46 pm. Next regular meeting is scheduled for 04/08/2012 at 3pm.

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: April 8, 2013
 SUBJECT: Reports from the Management Team for the months of February 2013 and March 2013

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

- SCCAS was a beneficiary of the Twisted Tasting fundraiser held on February 16, 2013 and received a \$1,000 donation.
- SCCAS, Friends of Watsonville Animal Shelter (FOWAS) and Friends of Santa Cruz County Animals (FOSCCA) hosted Spay Day on February 24, 2013 at both shelter locations in recognition of February being National Spay/Neuter Month. Santa Cruz County residents were able to sign up for a free spay/neuter surgery for up to two pets at a residence. Participants were required to have all pets microchipped for \$25 and all dogs had to be licensed. SCCAS signed up 286 pets (dogs, cats and rabbits) for free spay/neuter.
- SCCAS has resumed its "Door to Door" campaign in the City of Watsonville and Interlaken area of unincorporated Watsonville. This is an educational program where plain clothes officers pick target areas with high rates of loose animals, high rates of impounds and subsequently higher euthanasia rates. The officers provide information proactively, before there are problems.
- SCCAS, assisted by Watsonville Police Dept., obtained two separate search warrants and seized 36 neglected Chihuahuas from two hoarding situations on March 4 and 5, 2013. Field Manager Todd Stosuy obtained a grant from PetSmart Charities for \$5,400 to help defray costs associated with the seizure.
- Field Manager Todd Stosuy obtained a \$3,000 grant from PetSmart Charities to help cover costs associated with 20 cats rescued from a City of Santa Cruz house fire in January.
- SCCAS hosted a fundraiser with partner organization UnChained on March 15, 16, and 17, 2013 to collect household items for Goodwill. Because over two truckloads were filled, SCCAS and UnChained will split a \$2,000 donation.
- SCCAS hosted the grand opening of the new dog play yard on March 23, 2013. The event featured a ribbon cutting ceremony by Supervisor Leopold, free rabies vaccinations for dogs with a purchase of a license, positive reinforcement dog training and motivation of dogs with play and enrichment presentations, mobile dog grooming Bailey's Groom Service offered \$5 dog nail trims with proceeds donated to the SCCAS, and a live painting demonstration of a shelter dog by local artist Jen Reynes.
- SCCAS General Manager attended a Special District Risk Management Authority (SDRMA) conference in Sacramento on March 28, 2013.
- SCCAS received a \$2,000 donation from the Charles and Anna M. Pedrazzini Private Charitable Foundation.

- SCCAS received a \$2,470 donation from the Marjorie Secondo Animal Welfare Fund.
- SCCAS received a \$1,000 donation from the Silicon Valley Community Foundation.
- SCCAS hosted a volunteer training for becoming a Shelter Docent on February 28, 2013.
- SCCAS hosted a volunteer training on Shelter Pets Out on the Town (SPOTT) program and the Foster program on March 7, 2013.
- Shelter Art Foundation's Steven Sloop held a training session for SCCAS volunteers in taking professional quality photographs of shelter pets on March 9 and 11, 2013.
- Animal Friends Rescue Project (AFRP) continues to take a record number of SCCAS cats and kittens, many with medical issues and too young for adoption, into their adoption program. 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, many with medical issues, into their adoption program. This directly helps increase SCCAS's live animal release rate.
- Friends of Santa Cruz County Animals (FOSCCA) and 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. Both organizations also fund low-cost spay/neuter vouchers for low-income residents.
- Project Purr continues to assist SCCAS with feral cat placement and feral cat issues. This directly helps increase SCCAS' live animal release rate and prevents animals from entering the shelter.
- SCCAS staff continues to participate in FOWAS meetings held every other month.
- SCCAS is participating in the quarterly Bay Area Animal Welfare Directors Meetings at San Francisco SPCA.

SCCAS Staff

SCCAS is currently recruiting for an Animal Health Technician and an Animal Services Coordinator position.

Watsonville Shelter

Supervisor Kiersten Fox continues to identify and oversee the many shelter improvements made at the Watsonville shelter. Some new projects she is researching are a new outdoor cattery, 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 now has 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 Department and also in Veterinary Clinic.

At the clinic at the Live Oak shelter location in the months of February 2013 and March 2013, 416 animals were spay/neutered. Also, 130 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, distributes spay/neuter vouchers and schedules spay/neuter appointments, processes licenses, files lost and found reports, 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 and donation processing.

Animal Control

SCCAS, assisted by Watsonville Police Dept., obtained two separate search warrants and seized 36 neglected Chihuahuas from two hoarding situations on March 4 and 5, 2013.

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 laws enforcement and conducting vicious and/or dangerous animal investigations, and providing community outreach and education at special events.

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

Volunteer and Humane Education Programs

Volunteers' active hours have increased significantly from last year in comparing January/February 2012 to January/February 2013. Some of this difference is from volunteers simply being more consistent using the volunteer management software Volgistics but also could be due to new programs initiated for the volunteer program such as the Mentoring program which offers support to new volunteers. Also, new volunteer positions have been created: Event Lead, Clinic Volunteer, Shelter Play Group Lead, Assistant, and Runner.

Volunteers interested in shelter medicine are now allowed to perform volunteer duties within the veterinary clinic. This provides a great learning opportunity for pre-vet students, and volunteers with an interest in this field.

Volunteer orientations continue to be offered twice a month. SCCAS now has a partnership with YouthSERVE so that 13-18 year olds can now 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 animals grooming.

The volunteer marketing committee continues to meet once a month to help fundraise and promote community outreach by SCCAS. Also, Watsonville volunteers continue to bring adoptable cats to the Cabrillo Farmer's Markets to promote shelter cats. Volunteers now are bringing adoptable animals to PetSmart once a week in partnership with AFRP.

The new humane education program partnering with nonprofit Growing Kinder continues to provide this service to the community. Approximately 80% of the presentations are done in South County through Head Start, Boy and Girls Club and Big Brother/Big Sisters programs.

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

Statistics

Please see attached.

Melanie Sobel
General Manager

Recommendation:

Accept and file the reports of the management team for the months of February 2013 and March 2013.

**Shelter Services Board Report
February and March 2013
By Ben Winkleblack, Shelter Manager**

In the months of February and March:

- 1780 dog licenses were sold
- 207 animals were adopted
- 130 animals were transferred to another shelter or rescue agency
- 756 animals entered the shelter
- 188 animals were reunited with their owner
- 383 WebLicensing transactions

The veterinary team performed 416 surgeries in the months of February and March. Of those surgeries, 95 were for Planned Pethood clients and 321 were for shelter animals.

On February 24, in honor of World Spay Day, anyone who came in to sign up for the Planned Pethood program was given free spay and neuter with the purchase of microchip, rabies vaccine, and licenses for dogs. The Spay Day event was a collaboration between the Shelter, Friends of Santa Cruz County Animals (FOSCCA), and Friends of Watsonville Animal Shelter (FOWAS). Spay Day was a success and 286 animals were signed up for spay and neuter because of it. Both shelters were staffed for this day and the community response was impressive, strengthening my belief that spay and neuter must remain affordable and accessible in this community.

The Watsonville shelter had an animal intake of 319 animals in February and March, up from 278 for that period in 2012. Santa Cruz had an animal intake of 437, compared to an intake of 382 for the same period in 2012. Both locations are in constant contact with our placement partners to network transfer to rescue for animals in need and were successful for 130 animals during February and March.

The newly created dog exercise yard was unveiled on March 23. Dogs now have an area to exercise and play in plain view of clients as they approach the building at the Santa Cruz location. The play area was funded by donations from Johnny's Harborside restaurant and C-DOG Coastal Dog Owners' Group donated the canine playground equipment.

Thank you,
Ben Winkleblack

**Animal Control Report
February and March 2013
Todd Stosuy, Field Services Manager**

1. We served a search warrant in Aptos on a neglected dog case and seized a neglected dog. The Sheriff's Office assisted us. The owner barricaded himself inside the house with the dog for about half an hour, but we were eventually able to have him come outside peacefully with the assistance of his daughter.
2. We continue to investigate a dog poisoning case in Santa Cruz. We have obtained several valuable leads recently and the case remains open.
3. We served two separate search warrants in the City of Watsonville and seized 36 neglected Chihuahuas. Watsonville Police Department assisted us. I was able to obtain a grant from Pet Smart Charities for \$5,400 to help defray costs associated with the seizure.
4. I applied for a grant through Pet Smart Charities to help defray costs of a recent cat seizure in the City of Santa Cruz in which 20 cats were seized from a house fire. We were awarded \$3,000 to help cover veterinary expenses, including spay/neuter and microchipping.
5. We investigated a quarantine violation in the City of Watsonville and issued misdemeanor charges against the owner. The owner's dog was under State mandated rabies quarantine, and was allowed to roam the Watsonville Levee.
6. At the request of the Service Center Sergeant in San Lorenzo Valley we have begun preventative patrols of Junction Park and Barbara Day Park in Boulder Creek, Highland Park in Ben Lomond and Covered Bridge Park in Felton. We are patrolling for off leash violations, failure to clean defecation, licensing and spay/neuter.
7. We conducted a hearing in front of the Nuisance Abatement Commission on a Vicious Animal Appeal. The Vicious Animal Designation was upheld. This is for two aggressive dogs in unincorporated Watsonville.
8. We began conducting the Door to Door Campaign in the City of Watsonville and Interlaken area of unincorporated Watsonville. This is a "boots on the ground" educational program where plain clothes officers pick target areas with high rates of loose animals, high rates of impounds and subsequently higher euthanasia rates. The officers provide information proactively, before there are problems.
9. We had a bilingual officer go to multiple Watsonville City Parks on Easter Sunday to help provide free education, free services and free enrichment items for animals as part of the Door to Door Campaign.
10. In the months of February and March we deemed 4 dogs Vicious Animals. This was two dogs in County of Santa Cruz, one in the City of Santa Cruz and one in the City of Watsonville. In the months of February and March we deemed two dogs habitual and issued one animal Control Warning. The warning was in County of Santa Cruz and the Habitual Offenders were in the City of Santa Cruz and City of Watsonville. In March we issued an Order for Destruction on a dog in Aptos that chased and attacked a small child.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Statistics for the months of February 2013 and March 2013

Recommendation:

Accept and file the reports of statistics for the months of February 2013 and March 2013.

Response Times by Activity Types & Subtypes

From 02/01/2013 To 03/31/2013

All Jurisdictions Combined

Days Hours Minutes
1D 14:24

4/1/2013

Page 1 of 2

Activity Type	Total Calls Responded To	Average Response Time
Investigations*	307	7D 10:38
Bite Investigation	259	1D 16:36
Owned Animal	208	07:45
Stray Animal	155	01:51
Bark Investigation	77	00:39
Animal Transport	57	01:44
Dead pick up	55	10:11
Yard Check	38	03:47
Wild	23	00:19
Xtra Serve	21	07:04
Report	19	05:17
Assist Public	16	00:15
Protective Custody	12	00:19
Door2Door	6	05:10
Court	5	07:26
3Ptct	4	16:18
Rescue	3	00:19
Public	1	00:04

Total Calls Responded To: 1,266

* Investigation Types: Abandonment, County Investigation, Follow-up, Gross Negligence, Illegal Kennel, Malicious Cruelty, Municipal or City Code Violation and General Negligence.

Response Times by Activity Types & Subtypes

YTD 7/1/2013 To 03/31/2013

All Jurisdictions Combined

Days Hours Minutes
1D 14:24

Activity Type	Total Calls Responded To	Average Response Time
Investigations*	1,735	3D 17:41
Bite Investigation	1,223	20:15
Owned Animal	764	08:01
Stray Animal	601	01:20
Animal Transport	389	03:23
Bark Investigation	389	00:57
Dead pick up	301	12:11
Wild	144	00:23
Yard Check	129	06:48
Report	96	04:43
Xtra Serve	89	06:42
Assist Public	79	01:38
Protective Custody	61	00:35
3Ptct	50	08:48
Court	26	05:19
Rescue	19	00:19
Door2Door	6	05:10
Public	4	01:50
Other	1	01:26

Total Calls Responded To: 6,106

* Investigation Types: Abandonment, County Investigation, Follow-up, Gross Negligence, Illegal Kennel, Malicious Cruelty, Municipal or City Code Violation and General Negligence.



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

Kennel Statistics Report
 Animals Taken Into Shelter from 02/01/13 to 03/31/13
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adoption Return	1	3	0	1	1	6
Born@Shelt	0	0	5	24	0	29
Protective Custody	0	34	0	0	15	49
Quarantine	0	4	0	1	0	5
Stray	131	238	14	18	37	438
Surrendered by Owner	36	54	0	107	16	213
Transfer	6	7	2	0	1	16
TOTAL	174	340	21	151	70	756

Kennel Statistics Report
 Animals That Left Shelter from 02/01/13 to 03/31/13
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	53	88	10	32	24	207
Died	1	0	0	6	0	7
Euthanized	47	51	2	93	3	196
Found	0	1	0	0	0	1
Returned to Owner	30	145	0	0	13	188
Transferred to Another Shelter	68	33	6	22	1	130
TOTAL	199	318	18	153	41	729

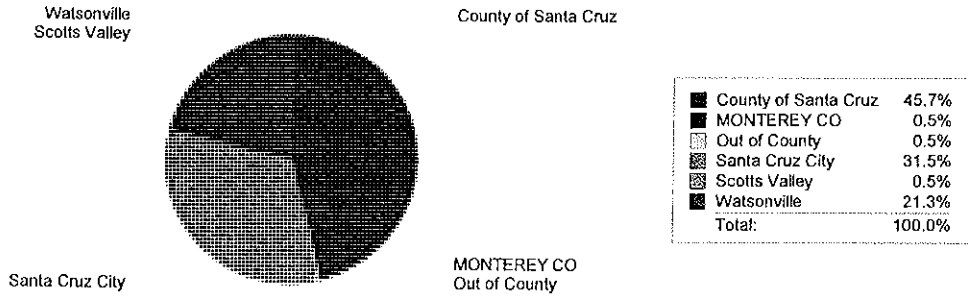
Intakes of Owner Requested Euthanasia From All Jurisdictions During 2/1/2013 to 3/31/2013 =

62

Euthanasia Totals from
2/1/2013 to 3/31/2013
All Jurisdictions Combined

Reason for Euth	Animal type					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
	1	0	0	0	0	1
< 8 Weeks	0	0	0	32	0	32
Agg Food	0	0	0	0	1	1
Aggressive	5	13	0	3	0	21
Bite	1	0	0	0	0	1
Feline AIDS	1	0	0	0	0	1
Feral	9	0	0	0	0	9
Geriatric	2	0	0	0	0	2
Ken Stress	1	1	0	0	0	2
Medical	9	4	0	0	1	14
Observed Behavior	3	26	0	1	0	30
Parvo	0	1	0	0	1	2
Prewean	0	0	2	9	0	11
Ringworm	1	0	0	0	0	1
Soiling Hx	2	0	0	0	0	2
Space	0	0	0	46	0	46
Suffering	7	1	0	2	0	10
Unsocial	5	5	0	0	0	10
Total	47	51	2	93	3	196

Monthly Percentage of Euthanasia by Jurisdiction



CO:County, SC:Santa Cruz City, CP:Capitola, SV:Scotts Valley, OO:Out of County, UC:UCSC, WA:Watsonville

Animals on hand on March 31, 2013 = 169

Animals Taken Into the Shelter From All Jurisdictions Combined Y-T-D Beginning 7/1/2012

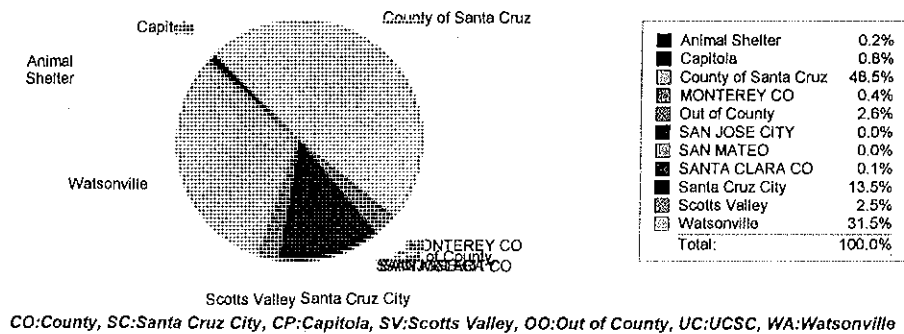
	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adoption Return	8	16	3	4	3	34
Born@Shelt	0	0	16	24	7	47
Protective Custody	34	118	0	13	19	184
Quarantine	8	26	1	15	1	51
Stray	808	1,210	627	165	189	2,999
Surrendered by Owner	333	306	113	434	111	1,297
Transfer	6	13	5	0	3	27
Total	1,197	1,689	765	655	333	4,639

**Animals That Left the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2012**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	303	416	400	165	209	1,493
Died	1	6	5	12	1	25
Disposal*	68	46	2	15	1	132
Euthanized	417	305	86	137	25	970
Found	0	1	0	0	0	1
Missing	0	1	0	1	1	3
Returned to Owner	147	694	8	12	29	890
Transferred to Another Shel	286	143	353	158	24	964
Total	1,222	1,612	854	500	290	4,478

* Doa intakes and euthansia requests are not included in these overall stats. The exception are the disposals which may be listed above. These are dead animals that were confiscated for investigation and then disposed of after completion of investigation.

Y-T-D Percentage of Intake Total By Jurisdiction



Kennel Statistics Report
Animals Taken Into Shelter from 02/01/13 to 03/31/13
All Jurisdictions and an intake shelter of SANTA CRUZ Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adoption Return	1	3	0	1	1	6
Born@Shelt	0	0	0	24	0	24
Protective Custody	0	16	0	0	6	22
Quarantine	0	4	0	1	0	5
Stray	50	121	1	13	14	199
Surrendered by Owner	21	31	0	105	8	165
Transfer	6	7	2	0	1	16
TOTAL	78	182	3	144	30	437

Kennel Statistics Report
Animals That Left Shelter from 02/01/13 to 03/31/13
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	37	53	6	29	16	141
Died	1	0	0	6	0	7
Euthanized	22	24	0	92	0	138
Found	0	1	0	0	0	1
Returned to Owner	26	108	0	0	10	144
Transferred to Another Shelter	23	8	2	20	0	53
TOTAL	109	194	8	147	26	484

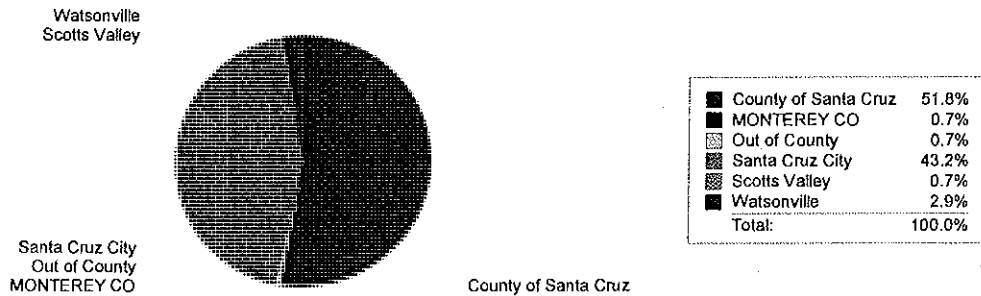
Intakes of Owner Requested Euthanasia From All Jurisdictions During 2/1/2013 to 3/31/2013 =

45

**Euthanasia Totals from
2/1/2013 to 3/31/2013
All Jurisdictions Combined**

<u>Reason for Euth</u>	<u>Animal type</u>			Total
	CAT	DOG	OTHER	
	1	0	0	1
< 8 Weeks	0	0	32	32
Aggressive	2	8	3	13
Feral	1	0	0	1
Geriatric	1	0	0	1
Ken Stress	0	1	0	1
Medical	7	1	0	8
Observed Behavior	3	14	1	18
Prewean	0	0	9	9
Soiling Hx	1	0	0	1
Space	0	0	45	45
Suffering	3	0	2	5
Unsocial	3	0	0	3
Total	22	24	92	138

Monthly Percentage of Euthanasia by Jurisdiction



CO:County, SC:Santa Cruz City, CP:Capitola, SV:Scotts Valley, OO:Out of County, UC:UCSC, WA:Watsonville

Animals on hand on March 31, 2013 = 99

**Animals Taken into the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2012**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adoption Return	8	15	2	4	3	32
Born@Shelt	0	0	9	24	7	40
Protective Custody	34	91	0	13	10	148
Quarantine	7	19	1	11	0	38
Stray	438	656	251	125	63	1,533
Surrendered by Owner	182	184	47	392	54	859
Transfer	6	13	5	0	3	27
Total	675	978	315	569	140	2,677

**Animals That Left the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2012**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	201	248	279	133	122	983
Died	1	4	1	11	0	17
Disposal*	46	22	1	11	0	80
Euthanized	221	137	27	131	8	524
Found	0	1	0	0	0	1
Missing	0	0	0	1	0	1
Returned to Owner	121	510	7	11	18	667
Transferred to Another Shel	124	63	189	132	10	518
Total	714	985	504	430	158	2,791

* Doa intakes and euthansia requests are not included in these overall stats. The exception are the disposals which may be listed above. These are dead animals that were confiscated for investigation and then disposed of after completion of investigation.

Kennel Statistics Report
Animals Taken Into Shelter from 02/01/13 to 03/31/13
All Jurisdictions and an intake shelter of WATSONVILLE Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Born@Shelt	0	0	5	0	0	5
Protective Custody	0	18	0	0	9	27
Stray	81	117	13	5	23	239
Surrendered by Owner	15	23	0	2	8	48
TOTAL	96	158	18	7	40	319

Kennel Statistics Report
Animals That Left Shelter from 02/01/13 to 03/31/13
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	16	35	4	3	8	66
Euthanized	25	27	2	1	3	58
Returned to Owner	4	37	0	0	3	44
Transferred to Another Shelter	45	25	4	2	1	77
TOTAL	90	124	10	6	15	245

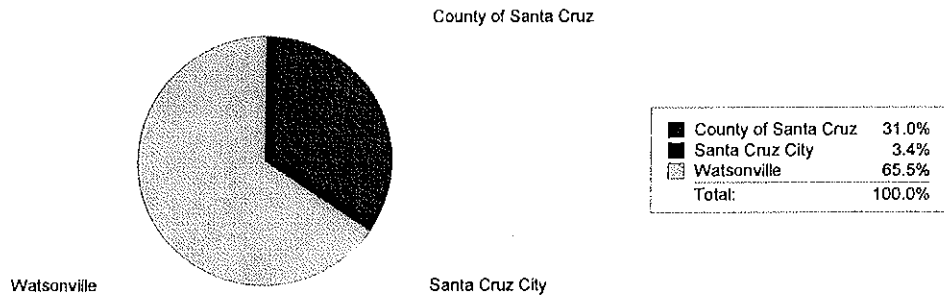
Intakes of Owner Requested Euthanasia From All Jurisdictions During 2/1/2013 to 3/31/2013 =

17

**Euthanasia Totals from
2/1/2013 to 3/31/2013
All Jurisdictions Combined**

<u>Reason for Euth</u>	<u>Animal type</u>					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
Agg Food	0	0	0	0	1	1
Aggressive	3	5	0	0	0	8
Bite	1	0	0	0	0	1
Feline AIDS	1	0	0	0	0	1
Feral	8	0	0	0	0	8
Geriatric	1	0	0	0	0	1
Ken Stress	1	0	0	0	0	1
Medical	2	3	0	0	1	6
Observed Behavior	0	12	0	0	0	12
Parvo	0	1	0	0	1	2
Prewean	0	0	2	0	0	2
Ringworm	1	0	0	0	0	1
Soiling Hx	1	0	0	0	0	1
Space	0	0	0	1	0	1
Suffering	4	1	0	0	0	5
Unsocial	2	5	0	0	0	7
Total	25	27	2	1	3	58

Monthly Percentage of Euthanasia by Jurisdiction



CO:County, SC:Santa Cruz City, CP:Capitola, SV:Scotts Valley, OO:Out of County, UC:UCSC, WA:Watsonville

Animals on hand on March 31, 2013 = 70

**Animals Taken Into the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2012**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adoption Return	0	1	1	0	0	2
Born@Shelt	0	0	7	0	0	7
Protective Custody	0	27	0	0	9	36
Quarantine	1	7	0	4	1	13
Stray	370	554	376	40	126	1,466
Surrendered by Owner	151	122	66	42	57	438
Total	522	711	450	86	193	1,962

**Animals That Left the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2012**

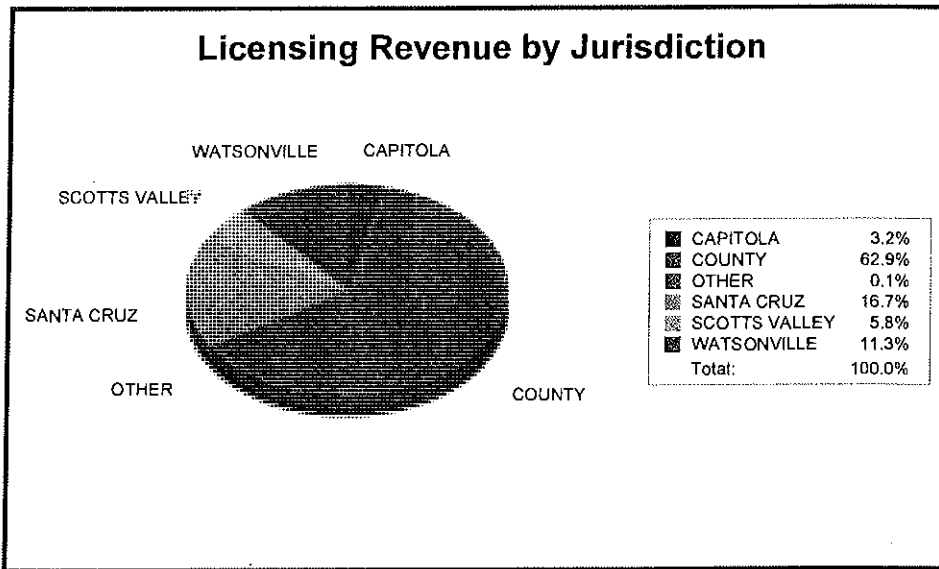
	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	102	168	121	32	87	510
Died	0	2	4	1	1	8
Disposal*	22	24	1	4	1	52
Euthanized	196	168	59	6	17	446
Missing	0	1	0	0	1	2
Returned to Owner	26	184	1	1	11	223
Transferred to Another Shel	162	80	164	26	14	446
Total	508	627	350	70	132	1,687

* Doa intakes and euthansia requests are not included in these overall stats. The exception are the disposals which may be listed above. These are dead animals that were confiscated for investigation and then disposed of after completion of investigation.

Licensing Compliance and Revenue
2/1/2013 to 3/31/2013

Tags sold	Total
CAPITOLA	57
COUNTY	1,120
OTHER	1
SANTA CRUZ	298
SCOTTS VALLEY	103
WATSONVILLE	201
Total	1,780

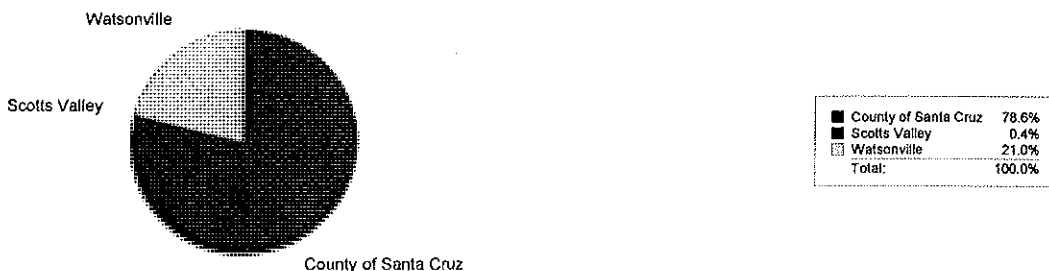
Revenue	Total
CAPITOLA	\$1,629.00
COUNTY	\$32,603.00
OTHER	\$29.00
SANTA CRUZ	\$8,500.00
SCOTTS VALLEY	\$3,006.00
WATSONVILLE	\$5,839.00
Total	\$51,606.00



Patrols By Jurisdiction from 02/01/13 to 03/31/13

<u>Activity Area</u>			<u>Activity Time (Min)</u>	
<u>County of Santa Cruz</u>	<u>Total Patrols</u>	323	<u>Total Minutes</u>	7,059
<u>Scotts Valley</u>	<u>Total Patrols</u>	2	<u>Total Minutes</u>	36
<u>Watsonville</u>	<u>Total Patrols</u>	65	<u>Total Minutes</u>	1,887
<u>GRAND TOTAL</u>	<u>Total Patrols</u>	390	<u>Total Minutes</u>	8,982

Percent of Total by Jurisdiction



Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Contract for Veterinary Services for Dr. Ed Weiser, DVM

Recommendation:

Authorize the General Manager to sign the contract for veterinary services with Dr. Ed Weiser, DVM for FY12-13.

Discussion:

Dr. Weiser is supplementing vet services for SCCAS in order to meet the goals for SCCAS's low-cost spay/neuter program and has provided primary veterinary services in FY12-13.

AMENDMENT TO AGREEMENT

The parties hereto agree to amend that certain Independent Contractor Agreement #11-0802 Dated: August 2, 2011,

By and between Santa Cruz County Animal Services Authority and Dr. Ed Wieser, By:

- 1) Extending the term of the agreement from July 1, 2012 through June 30, 2013
- 2) It is agreed upon that compensation for veterinary services will remain at the hourly rate of \$100 not to exceed 8 hours per day.
- 3) Agrees to send all required insurance policies to the SCCAS current location:

Santa Cruz County Animal Shelter
 General Manager
 2200 7th Avenue
 Santa Cruz, CA 95062

- 4) Agrees to have all Certificates of Insurance delivered or sent to SCCAS current location:

Santa Cruz County Animal Shelter
 General Manager
 2200 7th Avenue
 Santa Cruz, CA 95062

All other provisions of said agreement shall remain the same.

Dated: _____

Animal Services Authority

By: _____
General Manager

Contractor:

By: _____

Address: _____

Telephone: _____

Distribution: SCCAS
 Contactor
 Auditor-Controller

INDEPENDENT CONTRACTOR AGREEMENT

This Contract is entered into this 2 day of August, 2011, by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and Ed Wieser DVM, hereinafter called CONTRACTOR. The parties agree as follows:

1. **DUTIES.** CONTRACTOR agrees to exercise special skill to accomplish the following results: Veterinary Services at Santa Cruz County Animal Services Veterinary Clinic, for COUNTY.

2. **COMPENSATION.** In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows: \$100.00 / hour. Payment shall be processed for payment in full after a minimum of one day's service completed and receipt of invoice.

3. **TERM.** The term of this Contract shall be: 8/2/11 through 6/30/12.

4. **EARLY TERMINATION.** Either party hereto may terminate this Contract at any time by giving thirty (30) days written notice to the other party.

5. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.** CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 5 and 6 shall include, without limitation, its officers, agents, employees and volunteers) from and against:

A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR'S performance under the terms of this Contract, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property(ies) of CONTRACTOR and third persons.

B. Any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Contract (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. **INSURANCE.** CONTRACTOR, at its sole cost and expense, for the full term of this Contract (and any extensions thereof), shall obtain and maintain, at minimum, compliance with all of the following insurance coverage(s) and requirements.

A. **Types of Insurance and Minimum Limits**

(1) Personal medical insurance, including coverage for personal injury.

7. **INDEPENDENT CONTRACTOR STATUS.** CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is

not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (f) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COUNTY; (g) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (h) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors that indicate that CONTRACTOR is an independent contractor.

By their signatures on this Contract, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Contract is in fact an independent contractor.

8. NONASSIGNMENT. CONTRACTOR shall not assign the Contract without the prior written consent of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

1. Ed Wieser DVM

By: [Signature]
SIGNED

Ed Wieser
PRINTED

3.

By: [Signature]
SIGNED

Melanie Sobel
PRINTED

Address: 95 Old Orchard Rd

Los Gatos CA

Telephone: 408-206-7122

Cell: _____

Consent Agenda Item 5.5

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Authorize expenditure for Dental Machine

Recommendation:

Authorize General Manager to allocate funds from the B. Jean Adams Trust designated for the Santa Cruz Shelter in the amount of \$1,154.12.

Discussion:

The funds are needed for the purchase of dental equipment that will allow the veterinary staff to provide dental procedures in-house. The purchase will net savings to more than cover the cost of the unit in under a year and allow SCCAS to perform more services for the placement partner organizations that help SCCAS place animals with severe medical conditions. Currently, dental care for SCCAS animals with severe dental issues are performed through private veterinarians.

Rosanne Mayclin

From: Benjamin Winkleblack
Sent: Wednesday, April 03, 2013 9:44 AM
To: Rosanne Mayclin; Melanie Sobel
Subject: RE: Dental Equipment information

-----Original Message-----

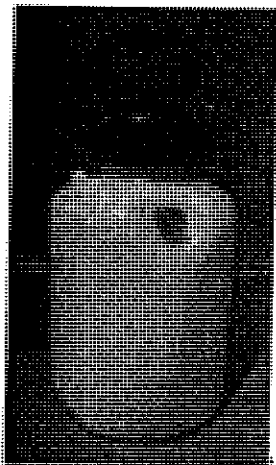
From: Brodbeck, Sue [<mailto:SBrodbeck@ButlerSchein.com>]
Sent: Monday, April 01, 2013 1:16 PM
To: Jen Jenkins; Benjamin Winkleblack
Subject: Dental Equipment information

Subject: Wait on confirmation Dental Equipment information

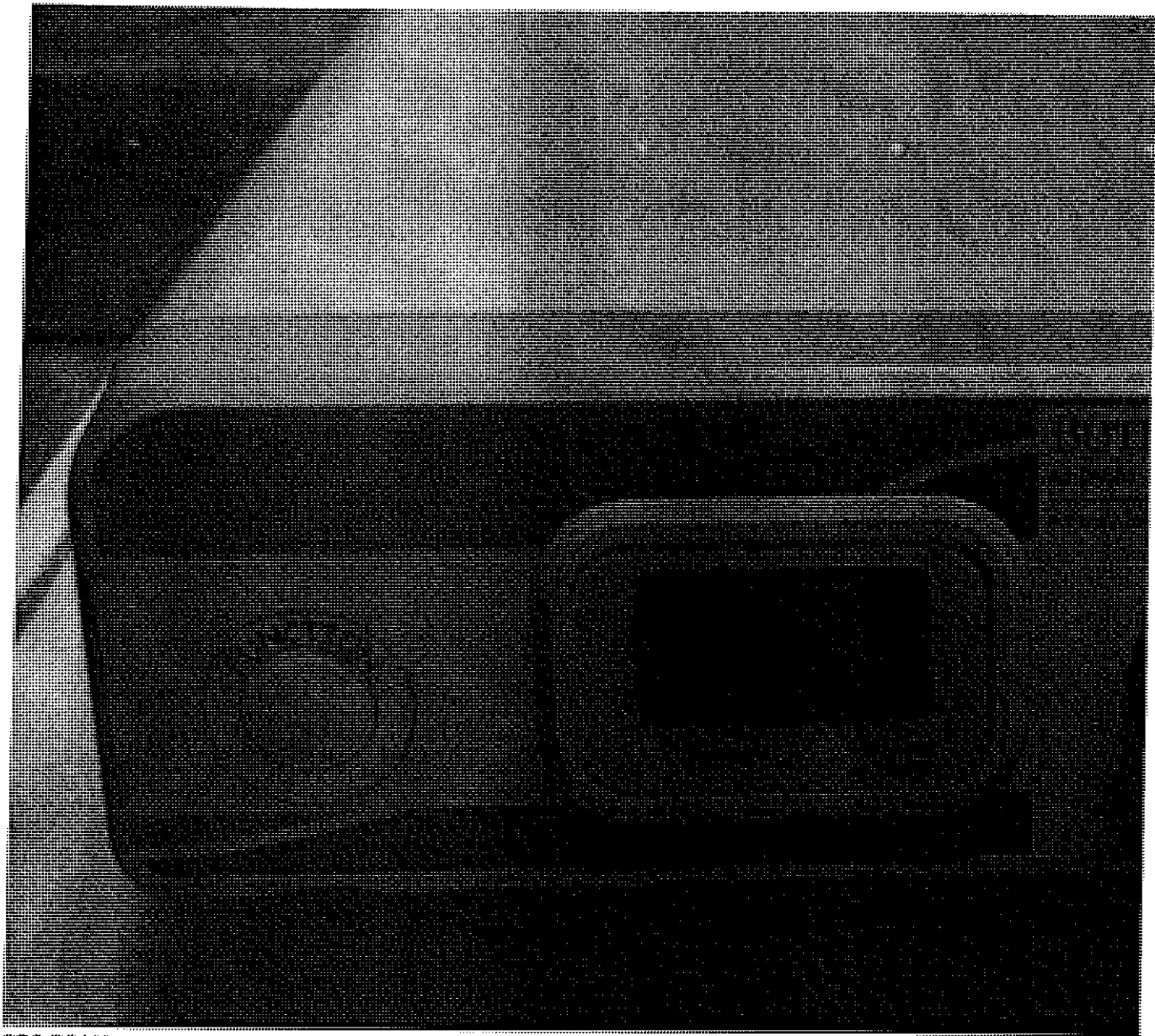
035629	DISPOSABLE PROPHY ANGLE BLUE 100/BX	1	\$57.00
009099	DENTAL ENGLER STACKS ENG EA	1	\$58.51
032589	DENTAL 320BAHS SCALER POLISHER PVL	1	\$975.61 (Warranty 3 year on motor 6 months on hand pieces minus stack and prophy angle)
009104	DENTAL PORTABLE WATER TANK ENG EA	1	\$63.00



Engler Son-Mate Combo Scaler/Polisher



Water Tank for either




320 BSAH

Sue Brodbeck, RVT

650-400-2711 cell/text

614-789-5342 fax

Butler Schein rep Sue Brodbeck 

sue.brodbeck@ButlerSchein.com

www.ButlerSchein.com

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ANIMAL HEALTH

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Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Continue revision of SCCAS Policy and Procedure #210 and #220 to next meeting.

Recommendation:

Continue approval of revisions to the SCCAS Policy and Procedure #210 and #220 to SCCAS next meeting on June 10, 2013.

Discussion:

As recommended by the Santa Cruz County Auditors-Controllers Office SCCAS would like to revise SCCAS's Administrative Policy #210 and #220 to reflect the current member agencies. The policies are currently under review with County Counsel for changes requested by the board.

ANIMAL SERVICES ADMINISTRATIVE
POLICY/PROCEDURE

Policy No: 210
Date Issued: 07/01/2002
Date Revised: 02/11/2013

APPROVED: _____
Board Chairperson

SUBJECT: STATUTORY AUTHORITY FOR ESTABLISHMENT

1. The Santa Cruz County Animal Services Authority was established July 1, 2002, by approval of an Agreement between the County of Santa Cruz and the cities of Capitola, Santa Cruz and Scotts Valley pursuant to the provisions of Title I, Division 7, Chapter 5, Article I, commencing with section 6500 (et seq) of the California Government Code. Such an agreement is a Joint Powers authority Agreement and the government agency thereby created is commonly known as a JPA.
2. The County of Santa Cruz and the cities of Capitola, Santa Cruz and Scotts Valley are designated by the agreement as Parties to the Agreement.
 - 2.1. The City of Watsonville became a party to the JPA as approved at the Board of Directors meeting on September 2, 2004.
 - 2.2. The City of Capitola withdrew as a member of the JPA effective the 1st day of July, 2007.
 - 2.3. Subordinate operating departments under the jurisdiction of the parties to the agreement are also referred to in this policy and Procedure Manual as Member Agencies.
 - ~~2.3.1. Capitola Police Department~~
 - 2.3.2. Santa Cruz County Sheriff
 - 2.3.3. Santa Cruz City Police
 - 2.3.4. Scotts Valley Police
 - 2.3.5. Watsonville City Police
3. The Santa Cruz County Animal Services Authority is created as a separate and legal public entity under section 6500 of the California Government Code.
4. The purpose of Animal Services are:
 - 4.1. to provide animal control and care services to the Parties of the agreement.
 - 4.1.1. Such services will also be provided on a contractual basis to other government entities (Associate Members)
 - 4.2. to establish, equip, maintain, operate and staff an animal services field division.

- 4.3. to establish, equip, maintain, operate and staff an animal shelter facility.
 - 4.4. to provide a forum for discussion, study development and implementation of programs and services of mutual benefit and interest to any of the Parties of the Agreement.
5. Animal Services, as a JPA, is authorized in its own name:
 - 5.1. To employ agents and employees and establish salary and benefits.
 - 5.2. To make and enter into contracts.
 - 5.3. To acquire, construct, manage, maintain and operate any building and Improvements.
 - 5.4 to acquire, hold or dispose of property.
 - 5.5 to incur debts, liabilities and obligations.
 - 5.5.1 These debts, liabilities and obligations shall not be construed as those of the parties of the Agreement (Member Agencies).
 - 5.6 to accept gifts, contributions, donations, grants or loans of property, funds, services or other financial assistance from any person, firm, corporation or government agency.
 - 5.7 to sue and be sued.
 - 5.8 to rent or lease facilities or space to non-public agencies.
 - 5.9 to invest surplus money in its treasury that is not needed for immediate operation, as the Board determines appropriate, in the same manner and upon the same conditions as other local government entities in accordance with section 53601 of the California Government Code and under advisement of the County Treasurer.
 - 5.10 to designate the date on which to commence performance of each of its functions and to inform and coordinate the transitions with each Member Agency, Associate Member Agency, or contractor performing these functions for any one of the Member Agencies.
6. Agencies represented on the Advisory Committee who are not parties to the Agreement (Member Agencies) shall be known as Associate Agencies if party to the Agreement by contract or advisory Agencies if not.
7. Associate Agencies may contract with Animal Services to obtain all, or any part of the services provided by the JPA
8. Associate Agencies may be any of the following:
 - 8.1 any local, State or Federal agency.
 - 8.2 any non-profit entity incorporated as such which exists as its primary purpose animal control or animal welfare.
 - 8.3 any other public or private entity whose association with Animal Services is deemed by the Board of Directors to be beneficial to the Member agencies.

ANIMAL SERVICES ADMINISTRATIVE
POLICY/PROCEDURE

Policy No: 220
Date Issued: 07/01/2002
Date Revised: 02/11/2013

APPROVED: _____
Board Chairperson

SUBJECT: ORGANIZATIONAL STRUCTURE

1. The JPA shall be governed by a Board of Directors composed of:
 - 1.1. The Santa Cruz County Administrative Officer, or designee
 - 1.2. The Santa Cruz County Sheriff, or designee
 - 1.3. The Santa Cruz County Auditor-Controller, or designee
 - 1.4. ~~The City Manager of Capitola, or designee~~
 - 1.5. ~~The Capitola Police Chief, or designee~~
 - 1.6. ~~The City Manager of Scotts Valley, or designee~~
 - 1.7. The Scotts Valley Police Chief, or designee
 - 1.8. The City Manager of Santa Cruz, or designee
 - 1.9. The Santa Cruz Police Chief, or designee
 - 1.10. The City Manager of Watsonville, or designee
 - 1.11. The Watsonville Police Chief, or designee

2. The functions of the Board of Directors shall be to:
 - 2.1. Formulate and set policy
 - 2.2. Provide for the development of an Animal Service and Care program
 - 2.3. Approve and adopt the annual operating and capital budget(s) for Animal Services.

- 2.3.1. Provide for the establishment of policies and procedures for expenditures of budgeted items
- 2.4. select and appoint a General Manager
- 2.5. select and appoint an Attorney for the Authority
3. ~~The Board of Directors shall generally meet the third Thursday of each month at 1:30 PM~~ second Monday every other month at 3:00 PM at a location recommended by the Board of Directors.
4. Each Member of the Board shall appoint an alternate to serve in their absence.
 - 4.1. Appointed alternates shall not concurrently serve as designated members of the Advisory Director.
 - 4.2. Appointed alternates shall be authorized to serve when requested by their appointing Director.
5. The General Manager shall appoint the Clerk of the Board
 - 5.1. The Clerk of the Board will assist the Board Chairperson, Board Secretary, and the General Manager with the clerical and administrative functions of Board related matters as necessary.
6. At any Board meeting, the Board of Directors may consider any matter that it deems proper for carrying out the purpose of the JPA, provided that the Board complies with the provisions of the Ralph M. Brown Act.
7. Pursuant to Section of the Joint Powers Agreement, an advisory entity which is subordinate to the parties to the Agreement, ~~has been~~ may be created as the Advisory Committee.
 - 7.1. The purpose of the Advisory Committee is to:
 - 7.1.1. Provide independent technical and operational advise to the Board of Directors
 - 7.1.2. Provide technical and operational advise to the General Manager
 - 7.1.3. Provide a forum for discussion and coordination of communications operating policies, procedures, programs, and technical standards.
 - 7.2. Membership of the Advisory Committee is specified in the JPA Agreement.
 - 7.2.1. Members of the Advisory Committee shall be appointees of each of the Chief Officers of the parties to the Agreement and those appointees of the Chief Officer of an Associate Member.

7.2.2. In order to provide for the effective participation of all Member Agencies, the Board of Directors may designate additional agency representation as it deems appropriate.

7.3. Board appointed agencies who are not specifically enumerated in the JPA Agreement shall be known as non-charter members. Non-charter members shall have the same authority as charter members

7.4. The Charter agency membership of the Advisory Committee is specified in the JPA Agreement as follows:

- ~~7.4.1. City of Capitola~~
- 7.4.2. City of Santa Cruz
- 7.4.3. City of Scotts Valley
- 7.4.4. County of Santa Cruz
- 7.4.5. City of Watsonville

7.5 Non-charter agencies which have been designated by the Board of Directors as additional representation to the Advisory Committee in accordance with paragraph 7.2.2 of this policy are as follows:

- 7.5.1 University of California, Santa Cruz
- 7.5.2 ~~City of Watsonville~~
- 7.5.2 City of Capitola

Consent Agenda Item 5.7

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: First quarter report of all claims under \$10,000 approved by the General Manager for January 1, 2013 through March 31, 2013.

Recommendation: Approve the First quarter report of all claims under \$10,000 approved by the General Manager for January 1, 2013 through March 31, 2013.

Discussion:

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

The next quarterly report of expenditures for April 1, 2013 through June 30, 2013 will be included on the August 12, 2013 agenda and every quarter thereafter.

1/14/2013	1,496.93	ACC 33640MED*77953884**7809452**7877867**7925936*	MWI VETERINARY SUPPLY CO
1/15/2013	111.49	OXYGEN SC DEC 2012 IN *121924**123440*	ANALGESIC SERVICES INC
1/18/2013	1,570.90	ACT100144519 12/25/12 MEDS*8901463085**8901467952*	PATTERSON VETERINARY SUPPLY INC.
2/6/2013	25.56	AC100144519 01/25/13 FC *9874913026*	PATTERSON VETERINARY SUPPLY INC.
2/6/2013	1,396.76	AC100144519/25/2013 MEDS *8901474954**8901474997*	PATTERSON VETERINARY SUPPLY INC.
2/20/2013	44.18	OXYGEN SC DEC 2012 *123440CR **124536*	ANALGESIC SERVICES INC
2/20/2013	376.00	OXYGEN SC IN *ANNUAL RENT 2013*	ANALGESIC SERVICES INC
2/20/2013	504.56	AC33640 MED *1059379**1076793**1154135**1198723*	MWI VETERINARY SUPPLY CO
2/20/2013	565.80	ACCT33640MED *1025176**1058066**1060147**1073110*	MWI VETERINARY SUPPLY CO
2/20/2013	1,076.10	AC33640 MED *1418392**1421462*	MWI VETERINARY SUPPLY CO
2/20/2013	1,347.08	AC33640 MED *1366543**1366911**1402070**1418391*	MWI VETERINARY SUPPLY CO
2/20/2013	1,395.09	AC33640 MED *1100453**1115231**1213780**1274934*	MWI VETERINARY SUPPLY CO
2/20/2013	1,875.28	AC33640 MED *1205000**1296509**1319479*	MWI VETERINARY SUPPLY CO
3/4/2013	463.54	AC7123999 ADV CAT *6000127749*	MWI VETERINARY SUPPLY CO
3/14/2013	88.16	OXYGEN SC FEB 213 IN*127523**127538*	BAYER HEALTHCARE LLC
3/14/2013	737.41	ACT100144519 2/25/13 MEDS 8901485197 8901485433	ANALGESIC SERVICES INC
3/14/2013	1,270.63	AC 100144519 2/25/13 MEDS *8901490801*	WEBSTER VETERINARY SUPPLY INC
3/15/2013	1,293.42	AC33640 MED *149888**1479289**1746510**1824160*	WEBSTER VETERINARY SUPPLY INC
3/15/2013	3,040.79	AC33640 MED *1598106**1679387**1679388**1688223*	MWI VETERINARY SUPPLY CO
Sub-Object 3451 - MISCELLANEOUS EXPENSE-SERVICES			MWI VETERINARY SUPPLY CO
1/22/2013	351.12	REIMB EXP REFRESH VOL APPRES 12/14/2012 COSTCO 149	MELANIE SOBEL
2/7/2013	2,547.38	CUST 292220 000 OCR PLUSP CRANE STER*CM31594*	BUTLER ANIMAL HEALTH HOLDING COMPANY LLC
Sub-Object 3452 - CASH SHORTAGES			
3/13/2013	5.00	CASH SHORTAGE	SANTA CRUZ CO AUD CONTROLLER
Sub-Object 3484 - DUPLICATING SERVICES			
1/2/2013	716.50	12/9/12 CARDS POSTCARD BROCHURE FORMS *IN00000885*	BLUE HERON DESIGN GROUP
3/14/2013	303.73	2/20/13 ADOPT PKT CARDS S/N POSTER *IN00000947*	BLUE HERON DESIGN GROUP
1/31/2013	151.50	RAPID COPY 2012-DECEMBER	SANTA CRUZ CO GSD
Sub-Object 3491 - POSTAGE			
1/15/2013	126.95	AC 2187757 DC12 1/10/2013 4/10/13 MAILSTAT LEASE	PITNEY BOWES GLOBAL FINANCIAL SERVICES
2/5/2013	32.00	ACCT*2187757 DC12 LATE CH 1/2013* LEASE	PITNEY BOWES GLOBAL FINANCIAL SERVICES
1/29/2013	2,000.00	POSTAGE ACCT 8000 9090 0647 3594 12/24/12	THE PITNEY BOWES BANK, INC. DBA PURCHASE
1/31/2013	465.15	POSTAGE 2012-DECEMBER	SANTA CRUZ CO GSD
Sub-Object 3492 - SUBSCRIPTIONS/PERIODICALS			
2/13/2013	26.00	#42460445557085060113#	US BANK CORPORATE PAYMENT SYSTEMS
Sub-Object 3493 - SUPPLIES			
1/2/2013	42.95	COSTCO * LAW ENFORCEMENT APPRECIATION DAY11/30/12*	SANTA CRUZ CO AUD CONTROLLER
1/2/2013	179.81	70030423 NOV 12 *3187143174**3187143175*	STAPLES CONTRACT & COMMERCIAL INC DBA
1/2/2013	324.21	PELLETED BEDDING 12/20/12 *43895*	CALIFORNIA HAY BARNES LLC DBA DAVES HAY
1/8/2013	324.96	PELLETED BEDDING 1/3/2013 IN*44393*	CALIFORNIA HAY BARNES LLC DBA DAVES HAY
1/25/2013	25.86	70030423-N 12 *3189326431**3189326432*	STAPLES CONTRACT & COMMERCIAL INC DBA
1/25/2013	280.76	70030423-N 12 IN*3189326429**3189326430*	STAPLES CONTRACT & COMMERCIAL INC DBA
1/29/2013	324.96	PELLETED BEDDING 1/15/2013 *11901*	CALIFORNIA HAY BARNES LLC DBA DAVES HAY

2/4/2013	25.00	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	SANTA CRUZ CO GSD
2/4/2013	370.10	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	SANTA CRUZ CO GSD
2/4/2013	741.90	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	SANTA CRUZ CO GSD
2/1/2013	70.83	SAFEMAY *VOLUNTEER APPRECIATION 12/14/2012*	SANTA CRUZ CO AUD CONTROLLER
2/4/2013	986.30	CUST 9506006 LEASH/COLLAR *0285956-IN*	CAMPBELL PET COMPANY
2/5/2013	324.96	PELLETED BEDDING 1/31/2013 *45495*	CALIFORNIA HAY BARNS LLC DBA DAVES HAY
2/5/2013	1,558.44	LAUNDRY DET 55 GAL DRUM 1/22/12 *27208*	HEALTH TECHNOLOGY DBA ANIMAL HEALTH &
2/6/2013	175.72	#42460445557085061212#	US BANK CORPORATE PAYMENT SYSTEMS
2/6/2013	794.48	*42460445557085061212*	US BANK CORPORATE PAYMENT SYSTEMS
2/13/2013	14.62	#42460445557085060113#	US BANK CORPORATE PAYMENT SYSTEMS
2/13/2013	1,388.68	#42460445557085060113#	US BANK CORPORATE PAYMENT SYSTEMS
3/5/2013	263.10	WAREHOUSE CHARGES FOR MONTH ENDING FEB 2013	SANTA CRUZ CO GSD
3/5/2013	273.95	WAREHOUSE CHARGES FOR MONTH ENDING FEB 2013	SANTA CRUZ CO GSD
3/5/2013	856.04	CUST ID 208595 LEADS 2/14/2013*30400*	WATER STREET CONNECTION INC DBA REGAL
3/12/2013	15.98	*VACUUMS INC 2/27/13* VACUUM BAGS	SANTA CRUZ CO AUD CONTROLLER
3/19/2013	90.80	#42460445557085060213#	US BANK CORPORATE PAYMENT SYSTEMS
3/27/2013	324.96	PELLETED BEDDING 3/5/2013 *46774*	CALIFORNIA HAY BARNS LLC DBA DAVES HAY
Sub-Object 3520 - BANKING SERVICES			
1/8/2013	250.40	BANK FEES-WATSONVILLE	BANK OF THE WEST
1/8/2013	425.84	BANK FEES WEB	BANK OF THE WEST
1/8/2013	1,093.43	BANK FEES - SANTA CRUZ	BANK OF THE WEST
2/6/2013	195.10	BANK FEES- WATSONVILLE	BANK OF THE WEST
2/6/2013	214.23	BANK FEES-WEB	BANK OF THE WEST
2/6/2013	990.52	BANK FEES- SANTA CRUZ	BANK OF THE WEST
2/6/2013	43.13	CREDIT CARD SUPPLIES (1/23/13)	BANK OF THE WEST
2/12/2013	38.05	BANK FEES -WEB	BANK OF THE WEST
3/4/2013	300.66	BANK FEES- WATSONVILLE	BANK OF THE WEST
3/4/2013	936.94	BANK FEES- SANTA CRUZ	BANK OF THE WEST
3/6/2013	429.82	BANK FEES-WEB	BANK OF THE WEST
3/13/2013	39.05	BANK FEES - WEB	BANK OF THE WEST
Sub-Object 3575 - DATA PROCESSING SERVICES			
1/10/2013	4,089.00	2012- November Network Connection Fee	SANTA CRUZ CO ISD
1/31/2013	3.80	CICS 2012-DECEMBER	SANTA CRUZ CO ISD
1/31/2013	4,089.00	2012- December Network Connection Fee	SANTA CRUZ CO ISD
2/25/2013	2.07	CICS 2013-JANUARY	SANTA CRUZ CO ISD
2/25/2013	4,230.00	2013- January Network Connection Fee	SANTA CRUZ CO ISD
3/26/2013	(10.00)	REIMB PHONE CHARGES T. STOSUY	SANTA CRUZ CO ISD
3/28/2013	2.76	CICS 2013-FEBRUARY	SANTA CRUZ CO ISD
3/28/2013	4,230.00	2013- February Network Connection Fee	SANTA CRUZ CO ISD
Sub-Object 3665 - PROF & SPECIAL SERV-OTHER			
1/8/2013	29.30	*ACCT AMO S1 12/31/2012* WATER SHELTER	ALL PURE WATER
2/19/2013	29.30	*ACCT ANIMS1-1/31/2013* WATER WA SHELTER	ALL PURE WATER
3/13/2013	19.40	AC ANIMS 1 02/28/2013 WATER WA SHELTER	ALL PURE WATER

3/14/2013	45.00	*06/19/2013	SPRING DOG FESTIVAL BOOTH *	CAPITOLA DOG OWNERS GROUP DBA COASTAL
3/26/2013	72.00	WA ALARM MONITORING	*1/1/13 3/31/13 IN109041*	DOYLE POLAND DBA SUPERIOR ALARM CO
3/26/2013	72.00	WA ALARM MONITORING	*4/1/13 6/30/13 IN110525*	DOYLE POLAND DBA SUPERIOR ALARM CO
3/26/2013	79.50	ALARM MONITORING	*1/1/13 3/31/13 IN 109399*	DOYLE POLAND DBA SUPERIOR ALARM CO
3/26/2013	79.50	ALARM MONITORING	*4/1/13 6/30/13 IN110877*	DOYLE POLAND DBA SUPERIOR ALARM CO
3/26/2013	135.00	FIRE SYS MONITORING	*1/1/13 3/31/13 INV109400*	DOYLE POLAND DBA SUPERIOR ALARM CO
3/26/2013	135.00	FIRE SYS MONITORING	*4/1/13 6/30/13 IN110878*	DOYLE POLAND DBA SUPERIOR ALARM CO
1/8/2013	1,400.00	S/N VOUCHER	*6259-6293-IN26*	FRIENDS OF SANTA CRUZ COUNTY ANIMALS
2/19/2013	1,400.00	S/N VOUCHER	*6294-6328 -IN 27*	FRIENDS OF SANTA CRUZ COUNTY ANIMALS
3/20/2013	1,400.00	S/N VOUCHER	*6329-6363 INV27*	FRIENDS OF SANTA CRUZ COUNTY ANIMALS
1/29/2013	1,200.00	*72* S/N VOUCHERS	1/13/13	FRIENDS OF SANTA CRUZ COUNTY ANIMALS
2/26/2013	1,200.00	IN*73-4356 4385* S/N VOUCHERS	2/8/2013	FRIENDS OF WATSONVILLE ANIMAL SHELTER
3/5/2013	244.31	AC157635 LAB JAN 2013	*0113157635*	FRIENDS OF WATSONVILLE ANIMAL SHELTER
3/5/2013	261.50	AC 157635 LAB NOV 2012	*1112157635*	INDEX DISTRIBUTION INC
3/5/2013	344.65	AC 157635 LAB DEC 2012	*1212157635*	INDEX DISTRIBUTION INC
3/14/2013	388.05	AC 157635 LAB FEB 2013	*0213157635*	INDEX DISTRIBUTION INC
3/19/2013	244.31	ACCT 157635 LAB JANUARY 2013	0113157635	INDEX DISTRIBUTION INC
3/19/2013	261.50	ACCT157635 LAB NOV 2012	1112157635	INDEX DISTRIBUTION INC
3/19/2013	344.65	ACCT157635 LAB DECEM 2012	1212157635	INDEX DISTRIBUTION INC
1/23/2013	270.00	AC6451 6 BARRELS DEC 2012	SC *661017*	INDEX DISTRIBUTION INC
1/23/2013	1,000.00	AC6451 DEADPU DEC 2012	SC *660849*	KOEFRAN INDUSTRIES
1/23/2013	1,700.00	AC6451 DEADPU DEC 2012	SC*660848*	KOEFRAN INDUSTRIES
2/20/2013	1,000.00	AC6451 DEADPU JAN 2013	SC IN *663828*	KOEFRAN INDUSTRIES
2/20/2013	1,700.00	AC6451 DEAD PU JAN 2013	SC *663827*	KOEFRAN INDUSTRIES
1/11/2013	238.00	NOVEMBER 2012 EPIC HSA CLINIC CHGS-SC	CASA ANIMAL	KOEFRAN INDUSTRIES
2/4/2013	66.33	ACC6108507 SC SHARPS	*02/2013 -4/2013 3002127650*	SANTA CRUZ CO ENVIRO HEALTH
3/5/2013	66.69	ACC6108507 SC SHARPS	*3/2013 -05/20133002166160*	STERICYCLE INC
1/2/2013	1,820.58	AC 122298 12/10/12 DATA SVC	*73491*	STERICYCLE INC
1/2/2013	4,337.13	*AC 122298 12/7/12 9 REP -10REP	*12298 *73468*	VILLAGE INSTANT PRINTING INC DBA PARKS
3/26/2013	2,243.22	ACT 122298 REISSUE PYMNT FOR IN	73467 73468	VILLAGE INSTANT PRINTING INC DBA PARKS
Sub-Object 3763 - VETERINARIAN SERVICES				
3/14/2013	131.16	ACCT 587 3/1/13 HORSES IN	*2992*	COAST EQUINE VETERINARY SERVICES
3/13/2013	45.97	*AC 5702 RABBITS IN	16631*	CREEKSIDE VETERINARY HOSPITAL
2/20/2013	3,650.00	SUBSTITUTE IN HOUSE VET	*1/30/13-2/7/13*	DEBORAH ANNE MORENO
3/13/2013	1,150.00	SUBSTI IN HOUSE VET	*2/11/13 2/20/13*	DEBORAH ANNE MORENO
2/1/2013	900.00	IN HOUSE VET	*11/01/12 11/02/12*	ED C WIESER
2/1/2013	2,850.00	IN HOUSE VET	*11/5/2012 - 11/9/12*	ED C WIESER
2/1/2013	2,950.00	IN HOUSE VET	*11/12/12 -11/16/12*	ED C WIESER
2/4/2013	1,800.00	IN HOUSE VET	*12/27/12 - 12/31/12*	ED C WIESER
2/4/2013	2,100.00	IN HOUSE VET	*11/19/12 - 11/21/12*	ED C WIESER
2/4/2013	2,450.00	IN HOUSE VET	*12/3/12- 12/7/12*	ED C WIESER
2/4/2013	2,550.00	IN HOUSE VET	*12/10/12 -12/14/12*	ED C WIESER
2/4/2013	2,950.00	IN HOUSE VET	*12/17/12 12/21/12*	ED C WIESER

2/4/2013	3,050.00	IN HOUSE VET *11/26/2012-11/30/12*	ED C WIESER
3/21/2013	255.00	EXAM/XRAYS -A187262*1303068*	MISSION VLY VET CARDIOLOGY
1/15/2013	178.97	CLIENT ID 6000 12/15/2012 *180345*	PAJARO VALLEY VET HOSPITAL
2/5/2013	1,714.08	*08312012* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
2/5/2013	2,028.00	*07312012* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
2/19/2013	2,607.33	IN*09302012* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
2/26/2013	744.57	IN*10312012* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
3/13/2013	1,546.30	*11302012* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
3/13/2013	1,969.43	*12312012* EMERG VET SERV	SANTA CRUZ VETERINARY HOSPITAL
3/14/2013	890.51	*01312013* EMERGENCY VET SERVICES	SANTA CRUZ VETERINARY HOSPITAL
2/19/2013	405.92	ACC 6207 VET JAN 2013 IN*136720*	SANTA CRUZ VETERINARY HOSPITAL
1/29/2013	185.90	ACCT 11965 12/13/12 *184400*	SUMMIT VETERINARY HOSPITAL DBA FLYING J VCA ANIMAL HOSPITAL
Sub-Object 3800 - EQUIPMENT LEASE & RENT			
2/4/2013	394.20	*6745357076* COPIER LEASE/TAXES 2/18-3/18/13	CANON BUSINESS SOLUTIONS NEWCAL
2/27/2013	501.80	*6745418544* LEASE 3/18-4/18/13 + ANNUAL TAX	CANON BUSINESS SOLUTIONS NEWCAL
Sub-Object 3835 - ADVERTISING & PROMOTION SUPPLIES			
3/15/2013	50.00	*WOOF-WOOF 2013 VENDOR APP*	VISTA CENTER FOR THE BLIND & VISUALLY
Sub-Object 3976 - SPECIAL MISC EXPENSE-SUPPLIES			
1/29/2013	19.28	DEC2012 SC ID TAGS *USORD00199632*	RED DINGO INC
2/19/2013	20.11	JAN 2013 SC ID TAGS IN*USORD00202997*	RED DINGO INC
3/14/2013	12.88	FEB 2013 WA ID TAGS *USORD00206247*	RED DINGO INC
3/14/2013	39.22	FEB 2013 SC ID TAGS *USORD 00206246*	RED DINGO INC
Sub-Object 4110 - SUBSCRIPTIONS BOOKS & ED MATERIALS			
1/2/2013	420.00	2013 CA ANIMAL LAW HANDBOOKS IN *2012-215*	STATE HUMANE ASSN OF CA
2/4/2013	120.00	*2013 ANNUAL MEMBERSHIP DUES *	STATE HUMANE ASSN OF CA
Sub-Object 4154 - EDUCATION & TRAINING(REPT)			
2/6/2013	52.89	#42460445557085061212#	US BANK CORPORATE PAYMENT SYSTEMS
Sub-Object 4162 - LODGING			
2/6/2013	722.66	#42460445557085061212#	US BANK CORPORATE PAYMENT SYSTEMS
Sub-Object 4164 - MEALS			
1/4/2013	142.32	12/9-12/14 SAC.ARREST SEARCH AND SEIZURE TRAINING	LAUREN NIXON
Sub-Object 4175 - SERVICE CENTER CHARGES			
3/12/2013	5.00	* 7 ELEVEN 2/28/2013* RABBIT GREENS	SANTA CRUZ CO AUD CONTROLLER
1/31/2013	3,356.18	DECEMBER 12 FLEET SERVICE CHARGES	SANTA CRUZ CO FLEET
3/4/2013	3,450.58	JANUARY 13 FLEET SERVICE CHARGES	SANTA CRUZ CO FLEET
3/14/2013	2,839.99	FEBRUARY 13 FLEET SERVICE CHARGES	SANTA CRUZ CO FLEET
Sub-Object 4310 - UTILITIES			
2/6/2013	635.50	ACC 22469 PARCEL 5301950014127*11/28/12-1/29*	CITY OF WATSONVILLE
3/4/2013	565.75	AC22469 PARCEL 5301950014127 *1/29/13-2/18/13*	CITY OF WATSONVILLE
3/26/2013	575.71	ACCT22469 PARCEL 5301950014127*2/18/13-3/17/2013*	CITY OF WATSONVILLE
1/2/2013	597.14	CUST ID 063738 SC GARB IN*0000097444 NO 2012*	GREENWASTE RECOVERY INC
3/14/2013	597.14	CUST ID 063738 SC GARB IN *00000205367 FEB 2013*	GREENWASTE RECOVERY INC
1/15/2013	1,320.52	AC 4857456190 7 11/20/2012 12/20/12	PG & E CUSTOMER BILLING

1/22/2013	77.19	AC4783851189 8 2260 7TH 12/6/12 1/5/2013	PG & E CUSTOMER BILLING
1/22/2013	4,580.44	AC 0484373105 2 2200 7TH 12/6/12 1/5/13	PG & E CUSTOMER BILLING
2/5/2013	1,407.72	AC 4857456190 7 12/21/12 1/22/13	PG & E CUSTOMER BILLING
2/19/2013	126.56	AC 4783851189 8 2260 7TH 1/6/2013 2/5/2013	PG & E CUSTOMER BILLING
2/19/2013	3,388.94	AC 0484373105 2 2200 7TH 1/6/13 2/5/13	PG & E CUSTOMER BILLING
3/13/2013	1,230.51	AC 4857456190 7 1/23/2013 2/21/2013	PG & E CUSTOMER BILLING
3/18/2013	14.80	AC 4783851189 8 2260 7TH 2/6/12 3/7/13	PG & E CUSTOMER BILLING
3/18/2013	4,253.73	AC 0484373105 2 2200 7TH 2/6/13 3/7/13	PG & E CUSTOMER BILLING
2/5/2013	49.50	*070 -01710-020 METER6580068 11/17/2012-1/17/13*	PG & E CUSTOMER BILLING
2/5/2013	171.90	*070 02160 012 METER67244880 11/17/2012-1/17*	SANTA CRUZ MUNICIPAL UTILITIES
2/5/2013	876.00	*070 02150 001 METER 67423083 11/17-1/17/1*	SANTA CRUZ MUNICIPAL UTILITIES
1/25/2013	40.00	AC ANIMAL CTR WA JAN 2013 *75459*	SANTA CRUZ MUNICIPAL UTILITIES
1/25/2013	55.00	ACCT ANIMALSERVIC SC JAN 2013 *75460*	SCRAP
2/20/2013	40.00	AC ANIMALCTR WA FEB 2013 *75641*	SCRAP
2/20/2013	55.00	AC ANIMAL SERV VIC SC FEB 2013 *75642*	SCRAP
3/14/2013	40.00	AC ANIMAL CTR WA MAR 2013 *75816*	SCRAP
3/14/2013	55.00	AC ANIMALSERVIC SC MAR 2013 *75817*	SCRAP

Consent Agenda Item 5.8

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Third quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services for January 1, 2013 through March 31, 2013.

Recommendation: Accept the third quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services

Discussion:

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

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

The next quarterly report of Journal Entries and interfaces for April 1, 2013 through June 30, 2013 will be included on the August 12, 2013 agenda and every quarter thereafter.

DATE: 4/2/2013

TO: Melanie Sobel, General Manager

FROM: Rosanne Mayclin, Administrative Aide

SUBJECT: January 1, 2013 through March 31, 2013 County JE Payments

The following SCCAS Journal entry claims are for services paid directly to Santa Cruz County and submitted to the County Auditor/Controller for payment from the Operating Budget for the period of January 1, 2013 through March 31, 2013

Expenditure Actual Transactions

Posted	Index	S.O.	Amount	Description	Vendor
1/25/2013	702810	3810	49,417.25	2002 CERTS LEASE PYMT FOR 3QTR 2012-13	AUD
2/20/2013	702810	3505	10,400.00	AUDIT FEES- ANIMAL SERVICES AUTHORITY FYE6/30/2012	AUD
1/11/2013	702830	3665	238.00	NOVEMBER 2012 EPIC HSA CLINIC CHGS-SC CASA ANIMAL	ENV
3/1/2013	702810	3395	4,041.25	2ND QTR 12-13 BLDG MAINT WATSONVILLE-ASA	GSD
3/1/2013	702810	3395	61.99	2ND QTR 12-13 BLDG MAINT@ 7TH AVE- ASA	GSD
3/1/2013	702810	3395	803.00	2ND QTR 12-13 EQUIP MAINT. WATSONVILLE-ASA	GSD
3/1/2013	702810	3395	1,879.45	2ND QTR 12-13 EQUIP MAINT@7TH AVE- ASA	GSD
3/6/2013	702810	3262	728.00	CUSTODIAL SERVICES FOR FEBRUARY 13 FOR ASA	GSD
1/31/2013	702810	3262	728.00	CUSTODIAL SERVICES FOR JANUARY 13 FOR ASA	GSD
3/26/2013	702810	3262	728.00	CUSTODIAL SERVICES FOR MARCH 13 FOR ASA	GSD
1/31/2013	702810	4175	3,356.18	DECEMBER 12 FLEET SERVICE CHARGES	GSD
3/14/2013	702810	4175	2,839.99	FEBRUARY 13 FLEET SERVICE CHARGES	GSD
3/4/2013	702810	4175	3,450.58	JANUARY 13 FLEET SERVICE CHARGES	GSD
1/31/2013	702810	3491	465.15	POSTAGE 2012-DECEMBER	GSD
1/31/2013	702810	3484	151.50	RAPID COPY 2012-DECEMBER	GSD
3/5/2013	702870	3493	263.10	WAREHOUSE CHARGES FOR MONTH ENDING FEB 2013	GSD
3/5/2013	702830	3493	273.95	WAREHOUSE CHARGES FOR MONTH ENDING FEB 2013	GSD
2/4/2013	702830	3493	25.00	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	GSD
2/4/2013	702870	3493	370.10	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	GSD
2/4/2013	702830	3493	741.90	WAREHOUSE CHARGES FOR MONTH ENDING JAN 2013	GSD
1/7/2013	702810	3235	2,203.75	*COMMUNICATIONS SVCS-SCR9-1-1 JANUARY 2013*	ISD
3/6/2013	702810	3235	2,203.75	*COMMUNICATIONS SVCS-SCR9-1-1-MARCH 2013	ISD
1/31/2013	702810	3575	4,089.00	2012- December Network Connection Fee	ISD
1/10/2013	702810	3575	4,089.00	2012- November Network Connection Fee	ISD
3/28/2013	702810	3575	4,230.00	2013- February Network Connection Fee	ISD

Expenditure Actual Transactions

Posted	Index	S.O.	Amount	Description	Vendor
2/25/2013	702810	3575	4,230.00	2013- January Network Connection Fee	ISD
1/31/2013	702810	3575	3.80	CICS 2012-DECEMBER	ISD
3/28/2013	702810	3575	2.76	CICS 2013-FEBRUARY	ISD
2/25/2013	702810	3575	2.07	CICS 2013-JANUARY	ISD
2/5/2013	702810	3240	2,054.77	TELEPHONE CHARGES 2012-DECEMBER	ISD
1/15/2013	702810	3240	2,083.32	TELEPHONE CHARGES 2012-NOVEMBER	ISD
2/28/2013	702820	3240	17.00	TELEPHONE CHARGES 2013-JANUARY	ISD
2/28/2013	702810	3240	2,059.72	TELEPHONE CHARGES 2013-JANUARY	ISD
1/8/2013	702810	3520	1,093.43	BANK FEES - SANTA CRUZ	TTC
3/13/2013	702810	3520	39.05	BANK FEES - WEB	TTC
2/6/2013	702810	3520	990.52	BANK FEES- SANTA CRUZ	TTC
3/4/2013	702810	3520	936.94	BANK FEES- SANTA CRUZ	TTC
2/6/2013	702870	3520	195.10	BANK FEES- WATSONVILLE	TTC
3/4/2013	702870	3520	300.66	BANK FEES- WATSONVILLE	TTC
1/8/2013	702810	3520	425.84	BANK FEES WEB	TTC
2/12/2013	702810	3520	38.05	BANK FEES -WEB	TTC
1/8/2013	702870	3520	250.40	BANK FEES-WATSONVILLE	TTC
2/6/2013	702810	3520	214.23	BANK FEES-WEB	TTC
3/6/2013	702810	3520	429.82	BANK FEES-WEB	TTC
2/6/2013	702810	3493	43.13	CREDIT CARD SUPPLIES (1/23/13)	TTC

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
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: April 8, 2013
SUBJECT: Financial Report for the period ending March 31, 2013

Recommendation:

Approve the Financial Report as presented for the period ending March 31, 2013 including the Estimated/Actuals for FY 2012-13.

Authorize the General Manager to work with the Auditor-Controller to transfer available appropriations in Salaries and Benefits and Contingencies to cover the shortfall in Services and Supplies as noted in the Financial Report – Estimated/Actuals.

Discussion:

The Financial Report ending March 31, 2013 reflects total revenues of \$78,107 and expenditures of \$231,297. YTD revenues are \$2,565,203. YTD expenditures are \$2,818,538. Current total revenues are 87% of a potential 75%. The percentage of current year expenditures is at 73%. Licensing revenues YTD are \$231,799. Last year at this time, licensing revenues were \$178,141.

The Financial Report reflects the estimated/actual expenditures and revenues based on current YTD actuals through March and an estimate for April – June based on experience and expectations. Appropriation transfers will be necessary to cover the estimated shortfalls as noted in Services and Supplies. Appropriation savings are available in Salaries and Benefits and Contingencies.

**Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2012-13
For Months Ending March 31, 2013**

Revenues:	2012-13 Adj. Budget	2012--13 Est/Actuals	2012-13 YTD Actuals	YTD Remaining	2011-12 YTD Actuals
ANIMAL LICENSES	\$338,462	\$310,000	\$231,799	\$78,201	\$178,141
INTEREST	\$3,000	\$3,500	\$2,544	\$956	\$3,235
RENTS & CONCESSIONS	\$2,500	\$1,500	\$216	\$1,284	\$1,191
RENTAL DEPOSIT/FORFEIT REVENUE	\$0	\$70	\$140	(\$70)	\$70
STATE-OTHER	\$0	\$0	\$0	\$0	\$9,000
INTERGOVERNMENTAL REVENUES	\$0	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$311,207	\$315,000	\$215,663	\$99,337	\$227,236
ADMINISTRATIVE SERVICES	\$0	\$1,000	\$750	\$250	\$910
COST RECOVERY-OTHER	\$0	\$6,000	\$4,560	\$1,440	\$3,059
MEMBER CONTRIBUTION	\$2,217,945	\$2,217,945	\$2,113,227	\$104,718	\$1,957,550
CHARGES FOR CURRENT SERVICES	\$0	\$0	\$0	\$0	\$0
ADMIN FINE FEES	\$25,000	\$0	\$0	\$0	\$100
ANIMAL MICROCHIP FEES	\$7,500	\$20,000	\$17,994	\$2,006	\$5,562
ANIMAL RABIES FEES	\$5,000	\$7,500	\$5,444	\$2,056	\$3,225
ANIMAL SPAY&NEUTER FEES	\$126,000	\$85,000	\$54,619	\$30,381	\$85,991
SALES-OTHER-TAXABLE	\$15,000	\$12,000	\$8,620	\$3,380	\$8,198
CASH OVERTAGES	\$0	\$0	\$26	(\$26)	\$17
CONTRIBUTIONS and DONATIONS	\$270,000	\$215,000	\$128,103	\$86,897	\$56,472
NSF CHECKS	\$0	\$0	(\$322)	\$322	(\$126)
NSF CHECKS - RETURNED CHECK FEE	\$0	\$0	\$80	(\$80)	\$0
OTHER REVENUE	\$50,000	\$47,000	\$35,073	\$11,927	\$25,737
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$3,371,614	\$3,241,515	\$2,818,538	\$422,977	\$2,565,570

Less Expenditures:

Salaries and Benefits	\$2,290,459	\$2,251,933	\$1,639,862	\$612,071	\$1,506,058
Services and Supplies	\$998,431	\$1,042,721	\$776,193	\$266,528	\$852,166
Other Uses	\$107,672	\$107,672	\$80,754	\$26,918	\$71,960
Fixed Assets	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$3,396,562	\$3,402,326	\$2,496,809	\$905,517	\$2,430,184

Plus Contingency:

	\$135,863	\$0	\$0	(\$0)	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$3,532,425	\$3,402,326	\$2,496,809	\$905,517	\$2,430,184

NET REVENUES OVER (UNDER) EXPENDITURE	(\$160,811)	(\$160,811)	\$321,728	(\$482,539)	\$135,385
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BEGINNING FUND BALANCE - UNDESIGNATED (audited ending balance from 6/30/12)	(\$39,218)	\$0	\$0	\$0	\$0
ENDING FUND BALANCE - UNDESIGNATED	(\$200,029)	(\$160,811)	\$321,728	(\$482,539)	\$135,385
Est. Transfer from SB90/B.JEAN Designations	\$200,029	\$160,811	\$0	\$0	
ENDING FUND BALANCE - UNDESIGNATED	\$0	\$0	\$321,728	(\$482,539)	\$135,385

ANIMAL LICENSE DETAIL

	2012-13 YTD Actuals	2011-12 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$5,962	\$4,201	\$1,761
LICENSES - SANTA CRUZ	\$42,038	\$31,416	\$10,622
LICENSES- SCOTTS VALLEY	\$11,632	\$9,298	\$2,334
LICENSES- COUNTY	\$142,968	\$111,738	\$31,230
LICENSES- WATSONVILLE	\$29,199	\$21,488	\$7,711

- * Fund Balance Committed for SB 90 Claims received and set aside as of 6/30/12 is \$675,402 (Audited)
- * Fund Balance Assigned for B. Jean Donation - balance as of 6/30/12 is \$546,992 (Audited)
- * Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/12 is \$700 (Audited)

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13**

As of 03/31/13 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	2012-13		2012-13		2012-13		2012-13		75%		75%		COMPARE		2011-12		2011-12	
		Adj. Budget	Est./Actuals	March Actuals	YTD Actuals	YTD Actuals	Remaining	Percentage of CY EA's Actualized	Percentage of PY Budget Actualized	2011-12 YTD Actuals	THRU MAR PY ACTUALS	March Actuals	Est./Actuals	2011-12 YTD Actuals	THRU MAR PY ACTUALS	March Actuals	Est./Actuals		
3100-9700	TOTAL EXPENDITURES	\$3,532,425	\$3,402,326	\$270,005	\$2,496,809	\$905,517	73.39%	103.84%	\$2,430,184	\$66,625	\$214,175	\$3,274,785		\$2,430,184	\$66,625	\$214,175	\$3,274,785		
100-2500	TOTAL REVENUES	\$3,371,614	\$3,241,515	\$282,445	\$2,818,538	\$422,977	86.95%	87.75%	\$2,565,570	\$252,968	\$77,682	\$3,154,184		\$2,565,570	\$252,968	\$77,682	\$3,154,184		
	NET COST	\$160,811	\$160,811	(\$12,441)	(\$321,728)	\$482,539	-200.07%	-112.26%	(\$135,385)	\$186,343	(\$136,493)	\$120,601		(\$135,385)	\$186,343	(\$136,493)	\$120,601		
3100	REGULAR PAY-PER	1,359,586	1,334,557	\$110,469	\$925,267	\$409,290	69.33%	74.36%	\$864,106	\$61,160	\$90,515	1,214,707		\$864,106	\$61,160	\$90,515	1,214,707		
3105	OVERTIME PAY-PE	14,114	1,411	\$0	\$1,077	\$334	76.35%	3.47%	\$1,162	(\$84)	\$0	4,849		\$1,162	(\$84)	\$0	4,849		
3110	REGULAR PAY-EXT	31,551	29,723	\$1,889	\$24,165	\$5,558	81.30%	31.14%	\$24,915	(\$750)	\$1,278	31,069		\$24,915	(\$750)	\$1,278	31,069		
3140	DIFFERENTIAL PAY	23,523	19,429	\$1,581	\$14,324	\$5,105	73.73%	61.70%	\$14,191	\$133	\$1,465	20,435		\$14,191	\$133	\$1,465	20,435		
3150	OASDI-SOCIAL SE	108,395	102,842	\$8,564	\$71,426	\$31,416	69.07%	68.24%	\$67,080	\$4,345	\$6,957	94,876		\$67,080	\$4,345	\$6,957	94,876		
3155	RETIREMENT	267,516	257,825	\$19,903	\$178,068	\$79,757	69.45%	82.36%	\$161,092	\$18,976	\$17,274	230,147		\$161,092	\$18,976	\$17,274	230,147		
3160	EMPLOYEE INSURA	345,478	380,995	\$28,155	\$285,239	\$95,756	74.87%	102.78%	\$267,239	\$16,000	\$24,060	345,425		\$267,239	\$16,000	\$24,060	345,425		
3165	UNEMPLOYMENT IN	10,318	10,318	\$0	\$10,318	(\$0)	100.00%	114.01%	\$7,471	\$2,847	\$0	7,471		\$7,471	\$2,847	\$0	7,471		
3170	WORKERS COMPENS	129,978	114,833	\$0	\$129,978	(\$15,145)	113.19%	96.65%	\$98,801	\$31,177	\$0	98,801		\$98,801	\$31,177	\$0	98,801		
3100	SALARIES & BENF	\$2,290,459	\$2,251,933	\$170,561	\$1,639,862	\$612,071	72.82%	76.79%	\$1,506,058	\$133,805	\$141,550	\$2,047,780		\$1,506,058	\$133,805	\$141,550	\$2,047,780		
3215	POLICE SAFETY EQUIPMENT	1,000	500	\$0	\$43	\$457	8.56%	6.08%	\$155	(\$112)	\$0	1,900		\$155	(\$112)	\$0	1,900		
3225	UNIFORM REPLACEMENT	2,000	2,000	\$22	\$580	\$1,420	29.02%	58.14%	\$1,744	(\$1,164)	\$0	2,000		\$1,744	(\$1,164)	\$0	2,000		
3235	RADIO SERVICES	28,000	27,000	\$2,204	\$19,834	\$7,166	73.46%	62.53%	\$20,321	(\$487)	\$2,231	27,000		\$20,321	(\$487)	\$2,231	27,000		
3240	TELECOM SERVICES	28,000	26,000	\$4,131	\$14,175	\$11,825	54.52%	60.99%	\$17,077	(\$2,902)	\$2,106	27,000		\$17,077	(\$2,902)	\$2,106	27,000		
3250	FOOD	8,000	8,000	\$1,448	\$6,603	\$1,397	82.54%	26.60%	\$4,523	\$2,081	\$325	8,000		\$4,523	\$2,081	\$325	8,000		
3262	JANITORIAL SERVICES	10,000	10,000	\$0	\$6,709	\$3,291	67.09%	88.72%	\$6,552	\$157	\$728	10,000		\$6,552	\$157	\$728	10,000		
3295	LIABILITY INSURANCE	30,882	31,250	\$0	\$31,246	\$4	99.99%	99.49%	\$30,344	\$902	\$0	30,882		\$30,344	\$902	\$0	30,882		
3305	OTHER INSURANCE	1,215	1,215	\$0	\$0	\$1,215	0.00%	0.00%	\$0	\$0	\$0	1,000		\$0	\$0	\$0	1,000		
3355	MAINT-OFFICE EQUIPMENT	800	800	\$0	\$575	\$285	64.35%	1.13%	\$345	\$170	\$0	800		\$345	\$170	\$0	800		
3360	MAINT-OTHER EQUIP-SVCS	3,000	3,000	\$735	\$2,906	\$94	96.86%	154.42%	\$2,316	\$590	\$0	3,000		\$2,316	\$590	\$0	3,000		
3361	MAINT-OTHER EQUIP-SVCS	500	500	\$116	\$116	\$384	23.11%	1.03%	\$315	(\$199)	\$300	500		\$315	(\$199)	\$300	500		
3395	FACILITIES MAINT	31,667	42,000	\$7,157	\$22,544	\$19,456	53.68%	754.37%	\$36,210	(\$13,665)	\$864	52,000		\$36,210	(\$13,665)	\$864	52,000		
3405	MAINT STRUCT IM	2,500	5,000	\$874	\$4,294	\$706	85.89%	89.24%	\$27,217	(\$22,923)	\$0	30,000		\$27,217	(\$22,923)	\$0	30,000		
3430	MEDICAL, DENTAL & LAB SUPPL	0	0	\$0	\$17	(\$17)	0.00%	0.00%	\$0	\$17	\$0	0		\$0	\$17	\$0	0		
3432	OTHER MEDICAL MATERIALS	125,000	115,000	\$10,010	\$75,817	\$39,183	65.93%	108.32%	\$85,929	(\$10,112)	\$8,377	105,000		\$85,929	(\$10,112)	\$8,377	105,000		
3450	MEMBERSHIPS	1,200	2,000	\$0	\$1,916	\$84	95.80%	104.62%	\$1,020	\$896	\$0	1,150		\$1,020	\$896	\$0	1,150		
3451	MISCELLANEOUS EXPENSES	5,700	13,000	\$6,247	\$15,544	(\$2,544)	119.57%	46.87%	\$9,421	\$6,123	\$625	12,500		\$9,421	\$6,123	\$625	12,500		

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13**

As of 03/31/13 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2012-13		February Actuals	March Actuals	2012-13		YTD Remaining	75%		2011-12 YTD Actuals	COMPARE THRU MAR PY ACTUALS		March Actuals	2011-12 Est./Actuals
		Adj. Budget	Est./Actuals			YTD Actuals	YTD Actuals		Percentage of CY EA's Actualized	Percentage of PY Budget Actualized		2011-12	2011-12		
3452	CASH SHORTAGES	\$0	\$0	\$0	\$5	\$37	(\$37)		0.00%	0.00%	\$0	\$37	\$0	\$0	\$0
3484	DUPLICATING SVCS.	2,500	2,500	\$0	\$304	\$2,336	\$164		93.44%	9.12%	\$593	\$1,743	\$0	\$1,500	\$1,500
3489	PC SOFTWARE PURCHASES	2,500	1,800	\$0	\$0	\$792	\$1,008		44.00%	6.94%	\$2,116	(\$1,324)	\$0	\$2,200	\$2,200
3491	POSTAGE	8,000	8,000	\$32	\$0	\$6,316	\$1,684		78.95%	63.31%	\$6,415	(\$99)	\$0	8,000	8,000
3492	SUBSCRIPTIONS/PERIODICALS	400	400	\$26	\$0	\$26	\$374		6.50%	109.32%	\$383	(\$357)	\$0	400	400
3493	SUPPLIES	60,000	72,000	\$4,501	\$1,825	\$56,469	\$15,531		78.43%	93.35%	\$54,425	\$2,044	\$14,109	60,000	60,000
3496	INVENTORIAL ITEMS	2,500	4,500	\$0	\$0	\$0	\$4,500		0.00%	0.00%	\$0	\$0	\$0	0	0
3505	ACCOUNTING & AUDITING	17,000	17,000	\$10,400	\$0	\$10,400	\$6,600		61.18%	128.30%	\$16,401	(\$6,001)	\$6,001	17,000	17,000
3520	BANKING SERVICES	17,000	18,000	\$1,438	\$1,706	\$13,947	\$4,053		77.48%	89.02%	\$11,379	\$0	\$1,736	16,000	16,000
3535	COMPUTER PROF SVCS	1,200	500	\$0	\$0	\$0	\$500		0.00%	0.00%	\$0	\$0	\$0	1,200	1,200
3545	CONSULT/MGT/PC SVCE.	18,000	18,000	\$0	\$0	\$14,756	\$3,244		81.98%	60.83%	\$17,316	(\$2,560)	\$0	18,000	18,000
3547	COUNTY COUNSEL	0	0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	0	0
3550	COUNTY OVERHEAD	0	0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	0	0
3575	DATA PROCESSING	50,000	50,000	\$4,232	\$4,223	\$33,040	\$16,960		66.08%	75.83%	\$31,092	\$1,948	\$3,836	55,000	55,000
3665	PROF & SPECIAL	105,000	80,000	\$1,059	\$6,436	\$65,640	\$14,360		82.05%	108.88%	\$73,415	(\$7,775)	\$8,347	95,000	95,000
3763	VETERINARIAN SERVICES	87,575	131,890	\$32,750	\$5,988	\$113,879	\$18,011		86.34%	94.42%	\$133,308	(\$19,430)	\$8,552	173,500	173,500
3800	EQUIPMENT RENTS & LEASES-	5,000	5,000	\$896	\$0	\$3,985	\$1,015		79.70%	43.13%	\$3,655	\$330	\$502	5,000	5,000
3810	RENTS & LEASES-	198,842	198,842	\$0	\$0	\$148,252	\$50,590		74.56%	76.03%	\$148,252	\$0	\$0	198,942	198,942
3820	FIELD EQUIPMENT	1,500	750	\$0	\$0	\$161	\$589		21.45%	0.00%	\$0	\$161	\$0	1,500	1,500
3835	ADVERTISING & PROMOTION	1,500	750	\$0	\$453	\$801	(\$51)		106.78%	22.58%	\$452	\$349	\$0	1,500	1,500
3935	INVENTORY MATERIALS PURCH.	7,500	18,000	(\$547)	\$0	\$10,707	\$7,293		59.48%	87.94%	\$16,359	(\$5,652)	\$527	20,000	20,000
3976	SPECIAL MISC EXP-SUPPLIES	1,500	500	\$20	\$2	\$251	\$249		50.24%	56.04%	\$1,121	(\$870)	\$243	2,000	2,000
4110	SUBSCRIPTIONS/BOOKS	500	500	\$120	\$0	\$633	(\$133)		126.55%	48.30%	\$483	\$150	\$0	500	500
4120	TOWING	0	0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	0	0
4154	TRAVEL-EDUCATION	3,500	3,000	\$53	\$0	\$1,465	\$1,555		48.83%	8.31%	\$355	\$1,110	\$0	1,500	1,500
4162	TRAVEL-LODGING	750	750	\$723	\$0	\$723	\$27		96.35%	28.91%	\$217	\$506	\$0	750	750
4164	TRAVEL-MEALS	600	500	\$0	\$0	\$289	\$211		57.87%	21.22%	\$159	\$130	\$0	600	600
4166	TRAVEL-MILEAGE	3,000	1,000	\$0	\$0	\$128	\$872		12.75%	18.39%	\$736	(\$608)	\$288	2,000	2,000
4188	TRAVEL-OTHER	100	100	\$0	\$0	\$52	\$48		51.64%	0.54%	\$166	(\$114)	\$0	1,100	1,100
4170	REGISTRATIONS	0	0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	250	250
4175	SERVICE CENTER	36,000	36,000	\$3,451	\$2,845	\$25,135	\$10,865		69.82%	51.73%	\$24,830	\$305	\$5,866	36,000	36,000
4180	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	0	0
4310	UTILITIES	87,000	85,174	\$7,348	\$7,333	\$63,114	\$22,060		74.10%	82.34%	\$65,051	(\$1,936)	\$7,064	86,000	86,000
4830	PRINCIPAL ON LEASE PURCHASE	\$0	\$0	\$0	\$0	\$0	\$0		0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
3200	SERVICES & SUPPLIES	\$998,431	\$1,042,721	\$99,444	\$43,746	\$776,193	\$299,663		74.44%	82.98%	\$852,166	\$55,263	\$72,625	\$1,118,174	\$1,118,174

Pos + = UP
Neg () = DOWN

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13**

As of 03/31/13 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	2012-13 Adj. Budget	2012-13 Est./Actuals	February Actuals	March Actuals	2012-13 YTD Actuals	YTD Remaining	75%		2011-12 YTD Actuals	COMPARE THRU MAR PY ACTUALS	March Actuals	2011-12 Est./Actuals
								Percentage of CY EA's Actualized	Percentage of PY Budget Actualized				
5980	COUNTY OVERHEAD (see 3550)	\$107,672	\$107,672	\$0	\$26,918	\$80,754	\$26,918	75.00%	235.94%	\$71,960	\$0	\$0	\$95,947
6101	OPERATING TRSF OUT	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
6100	OTHER USES	\$107,672	\$107,672	\$0	\$26,918	\$80,754	\$26,918	75.00%	0.00%	\$71,960	\$80,754	\$0	\$95,947
8404	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$12,884
8400	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$12,884
9695	APPROP FOR CONTINGENCIES	\$135,863	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
9700	CONTINGENCIES	\$135,863	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	(\$400)	\$0	\$0
100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
230	ANIMAL LICENSES	\$338,462	\$310,000	\$32,967	\$30,739	\$231,799	\$78,201	74.77%	96.82%	\$178,141	\$53,658	\$22,780	\$284,180
430	INTEREST	\$3,000	\$3,500	\$362	\$0	\$2,544	\$956	72.69%	12.44%	\$3,235	(\$691)	\$365	\$3,600
440	RENTS & CONCESS	\$2,500	\$1,500	(\$70)	\$0	\$216	\$1,284	14.38%	7.12%	\$1,191	(\$975)	\$0	\$2,500
441	RENTAL DEPOSIT/FORFEIT REV	\$0	\$70	\$70	\$0	\$140	(\$70)	200.00%	0.42%	\$70	\$70	\$0	\$140
984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	53.79%	\$9,000	(\$9,000)	\$0	\$9,000
1096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
1510	HUMANE SERVICES	\$311,207	\$315,000	\$29,280	\$18,615	\$215,663	\$99,337	68.46%	90.89%	\$227,236	(\$11,573)	\$20,512	\$305,000
2010	ADMINISTRATIVE SERVICES	\$0	\$1,000	\$60	\$100	\$750	\$250	75.00%	0.36%	\$910	(\$160)	\$70	\$1,500
2022	COST RECOVERY-OTHER	\$0	\$6,000	\$929	\$486	\$4,560	\$1,440	76.00%	1.22%	\$3,059	\$1,501	\$0	\$3,059
2044	MEMBER CONTRIBUTION	\$2,217,945	\$2,217,945	\$188,595	\$0	\$2,113,227	\$104,718	95.28%	783.02%	\$1,957,550	\$155,677	\$10,086	\$2,163,849
2047	OTHER CHARGES CURRRENT S	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$170
2073	ADMINISTRATIVE FINE FEES	\$25,000	\$0	\$0	\$0	\$0	\$0	0.00%	0.04%	\$100	(\$100)	\$0	\$0
2205	ANIMAL MICROCHIP FEES	\$7,500	\$20,000	\$4,615	\$3,685	\$17,994	\$2,006	89.97%	2.22%	\$5,562	\$12,432	\$2,110	\$10,500
2206	ANIMAL RABIES FEES	\$5,000	\$7,500	\$1,382	\$1,062	\$5,444	\$2,056	72.59%	1.29%	\$3,225	\$2,219	\$602	\$4,500
2207	ANIMAL SPAY&NEUTER FEES	\$126,000	\$85,000	\$6,933	\$5,855	\$54,619	\$30,381	64.26%	34.40%	\$85,991	(\$31,372)	\$38,259	\$116,000
2334	SALES-OTHER-TAXABLE	\$15,000	\$12,000	\$342	\$889	\$8,620	\$3,380	71.84%	3.28%	\$8,198	\$422	\$946	\$11,500
2362	CASH OVERAGES	\$0	\$0	\$0	\$5	\$26	(\$26)	0.00%	0.01%	\$17	\$9	\$0	\$0
2372	CONTRIBUTIONS AND DONATION	\$270,000	\$215,000	\$12,186	\$12,853	\$128,103	\$86,897	59.58%	22.59%	\$56,472	\$71,631	\$1,320	\$198,686
2380	NSF CHECKS	\$0	\$0	(\$125)	\$63	(\$322)	\$322	100.00%	-0.01%	(\$126)	(\$196)	\$70	\$0
2381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$40	\$80	(\$80)	0.00%	0.00%	\$0	\$80	\$0	\$0
2384	OTHER REVENUE	\$50,000	\$47,000	\$4,919	\$3,716	\$35,073	\$11,927	74.92%	91.92%	\$25,737	\$9,336	(\$19,438)	\$40,000
2500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
2981	LICENSES - CAPITOLA	\$0	\$0	\$915	\$817	\$5,962	(\$5,962)	0.00%	0.00%	\$4,201	\$1,761	\$336	\$0
2982	LICENSES - SANTA CRUZ	\$0	\$0	\$5,745	\$4,853	\$42,038	(\$42,038)	0.00%	0.00%	\$31,416	\$10,622	\$3,844	\$0
2983	LICENSES- SCOTT'S VALLEY	\$0	\$0	\$1,675	\$1,538	\$11,632	(\$11,632)	0.00%	0.00%	\$9,298	\$2,334	\$944	\$0
2984	LICENSES- COUNTY	\$0	\$0	\$21,223	\$18,821	\$142,968	(\$142,968)	0.00%	0.00%	\$111,738	\$31,230	\$14,982	\$0
2986	LICENSES- WATSONVILLE	\$0	\$0	\$3,409	\$4,710	\$29,199	(\$29,199)	0.00%	0.00%	\$21,488	\$7,711	\$2,674	\$0
100-2500	REVENUES	\$3,371,614	\$3,241,515	\$282,445	\$78,107	\$2,818,538	\$422,977	86.95%	87.75%	\$2,565,570	\$252,968	\$77,682	\$3,154,184

Regular Agenda Item 6.3

TO Santa Cruz County Board of Directors
FROM: Melanie Sobel, General Manager
DATE: April 8, 2013
SUBJECT: Draft Proposed Budget 2013-14

Recommendation:

Consider the Draft Proposed Budget 2013-14 with a status quo member contribution increase of 0% using SB90 funds to cover increased net cost. Consider using remaining SB90 fund balance over the next three years in conjunction with a 2% plus COLA increase for member contributions for any additional net cost increases after revenues.

Discussion:

Staff prepared the following budget for review and consideration in concept (see Exhibit A and B). Upon approval in concept, staff will return with any associated personnel and fee schedule changes.

The budget proposal reflects a status quo support for current levels of service with existing staff and recommends continuing to use SB90 funds in the amount of \$202,267 to fund operations during 2013-14 as a result of the jurisdictions continuing to face economic constraints. Alternatives to using these funds could be cutting more staff, reducing shelter hours open to the public, reducing services to the community, and decreasing opportunities to use existing staff to generate new revenue producing programs.

Salaries and Benefits projected for 2013-14 are based on reports provided from County Personnel which include a continued furlough. The furlough is necessary to help address the County's fiscal constraints and to minimize staff layoffs and program reductions during this difficult economic period. Currently, Personnel is conducting a review of the administrative staff and it is anticipated that there will a reorganization based on current staff duties and responsibilities which we will bring back to your Board for any necessary action.

Revenues continue to increase through growing programs and services. The Planned Pethood low-cost spay/neuter program with existing staff continues to grow and generate revenue. New revenue accounts (2205-2206) have shown a 167% increase in 2012-13 and are anticipated to increase with the growing Planned Pethood program. Licensing revenue has increased 30% compared to last year and is anticipated to increase by an additional 6.5% in 2013-14. General donations have increased by 127% due to increased shelter exposure in the community, more special events, and through online and direct mail giving campaigns. Also, the only fee increase that will be recommended for 2013-14 will be for spay/neuter fees for impounded animals which are required to be spay/neutered prior to their return to owner. Currently, some of these fees are below what is currently being charged to residents that proactively participate in the Planned Pethood program. This will result in an estimated increase of \$3,000 to \$5,000 in animal spay/neuter fee revenue.

The budget maintains a minimal amount of services and supplies for the average population in the shelters and accepts fixed costs based on current operations for the shelter lease, county overhead, telephone and data processing, service center charges for vehicles, and janitorial services. With mandated furlough days, the staff continues to be stretched thin to cover shelter and field services for two open-admission facilities. Staff is counting on continued volunteer and public/non-profit support. The budget contains the required 4% Contingency that will be needed for any unanticipated costs or revenue shortfalls.

In Summary, staff recommends this proposal which is a well balanced approach to meet the current needs of the community and continue SCCAS's movement toward a higher live animal release rate and institution of progressive, long-term approaches to address pet overpopulation in Santa Cruz County. With current staff levels, SCCAS can continue to work towards implementing revenue generating programs to help offset ongoing expenditures and CPI increases.

In considering SCCAS's long-term sustainability, it is unwise to continue to use one-time funds, SB90 funds and Jean B. Trust funds, for basic operations. In order to address SCCAS's long-term sustainability, it is recommended to phase out the use of one-time funds for general operations. A three year plan is suggested beginning in FY 2014-15. The estimated remaining SB90 funds (\$473,135) could be spread out over three fiscal years through FY 2016-17 in the amount of \$157,712 each year in conjunction with an increase to member contributions of an estimated 2% COLA of \$44,555 plus any additional net cost increases after revenues.

In addition, SCCAS is required to create a capital replacement reserve for replacement and major maintenance for the new shelter and needs to start planning on creating a capital reserve for the Live Oak Animal Shelter.

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY
 PROPOSED BUDGET FOR FISCAL YEAR 2013-14
 WITH OPTIONS FOR CONSIDERATION

Exhibit A

Accounts	Actual 2008-09	Actuals 2010-11	Actuals 2011-12	Budget 2012-13	Adj. Budget 2012-13	Est./Actuals 2012-13	Difference Adj Budget to EAS	UPDATE		Status Quo Change from 2012-13	Explanations
								Status Quo 2013-14	Status Quo 2012-13		
SALARIES AND BENEFITS											
3100 -- REGULAR PAY-PERMANENT	1,215,374	1,119,356	1,217,810	1,300,989	1,359,586	1,334,557	(25,029)	1,387,396	86,427	Fund all Current FTE's	
3105 -- OVERTIME PAY-PERMANENT	32,245	2,012	1,468	14,114	14,114	1,411	(12,703)	4,850	(9,264)	Includes Vet FT and	
3110 -- REGULAR PAY-EXTRA HELP	21,077	89,131	33,428	31,551	29,723	29,723	(1,828)	30,604	(947)	Reorganizes staff pending Personnel Review	
3140 -- DIFFERENTIAL PAY	17,999	19,414	19,969	23,523	23,523	19,429	(4,094)	22,817	(706)		
3150 -- OASDI-SOCIAL SECURITY	96,877	92,900	94,675	103,911	108,395	102,842	(5,553)	109,775	5,864		
3155 -- PERS	215,198	194,753	228,388	258,161	267,516	257,825	(9,691)	280,138	20,977		
3160 -- EMPLOYEE INSURANCE AND BENEFITS	330,069	337,976	330,455	339,509	345,478	380,995	35,517	392,187	52,678		
3165 -- UNEMPLOYMENT INSURANCE	7,225	20,319	7,471	10,318	10,318	10,318	0	5,285	(5,033)	Per Risk Mgmt.	
3170 -- WORKERS COMPENSATION INSURANCE	137,702	94,096	98,801	129,978	129,978	114,833	(15,145)	99,910	(30,068)	Per Risk Mgmt.	
SUBTOTAL SALARIES AND BENEFITS	2,073,766	1,989,957	2,032,465	2,213,034	2,290,459	2,251,933	(38,526)	2,332,962	119,928		
SERVICES AND SUPPLIES											
3215 -- POLICE SAFETY EQUIP-REPLACE	567	3,300	1,829	1,000	1,000	500	(500)	1,000	0	Changes made based	
3225 -- UNIFORM REPLACEMENT	2,649	3,863	1,744	2,000	2,000	2,000	0	2,000	0	on EA's or Average Cost	
3235 -- RADIO	27,233	25,334	27,047	28,000	28,000	27,000	(1,000)	29,000	1,000	increase per NetCOM	
3240 -- TELECOM SERVICES	37,075	28,434	26,048	28,000	28,000	26,000	(2,000)	28,000	0		
3250 -- FOOD	20,578	8,498	7,015	8,000	8,000	8,000	0	8,000	0		
3262 -- JANITORIAL SERVICES	7,349	9,828	8,736	10,000	10,000	10,000	0	12,000	2,000	increase per GSD	
3285 -- LIABILITY INSURANCE	30,853	27,188	30,519	30,882	30,882	31,250	368	30,882	0		
3305 -- Other INSURANCE	2,387	0	0	1,215	1,215	1,215	0	1,215	0		
3355 -- MAINT-OFFICE EQUIPMENT-SERVICES	194	644	345	800	800	800	0	800	0		
3360 -- MAINT-OTHER EQUIPMENT-SERVICES	581	3,233	4,659	3,000	3,000	3,000	0	3,000	0		
3361 -- MAINT-OTHER EQUIPMENT-SUPPLIES	0	0	315	500	500	500	0	500	0		
3395 -- FACILITIES MAINT-GENERAL-SERVICES	6,454	35,146	55,385	31,667	31,667	42,000	10,333	32,000	333		
3405 -- MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	7,805	343	29,189	2,500	2,500	5,000	2,500	2,500	0		
3430 -- MEDICAL, DENTAL & LAB SUPPLIES	96,829	116,408	108,530	125,000	125,000	115,000	(10,000)	115,000	(10,000)		
3432 -- OTHER MEDICAL MATERIALS & SUPPLIES	1,100	1,051	1,155	1,200	1,200	2,000	800	1,200	0		
3450 -- MISCELLANEOUS EXPENSE-SERVICES	22,364	1,735	9,724	5,700	5,700	13,000	7,300	5,700	0	High this year due to one time expenses,	
3452 -- CASH SHORTAGES	3,773	4,468	2,618	2,500	2,500	2,500	0	2,500	0	\$3,700 vet bill and \$2,500 auto/diave	
3484 -- DUPLICATING SERVICES	0	517	2,212	2,500	2,500	1,800	(700)	2,500	0		
3488 -- PC SOFTWARE PURCHASES	9,348	11,535	8,017	8,000	8,000	8,000	0	8,000	0		
3491 -- POSTAGE	355	375	383	400	400	400	0	400	0		
3492 -- SUBSCRIPTIONS/PERIODICALS	74,630	43,942	61,492	60,000	60,000	72,000	12,000	60,000	0	Reduced costs for microchips.	
3498 -- SUPPLIES	17,887	16,023	16,401	17,000	17,000	17,000	0	17,000	4,300	Replace a few older PC's	
3496 -- INVENTORIAL ITEMS	466	245	15,500	18,000	18,000	18,000	(700)	18,000	1,000		
3505 -- ACCOUNTING AND AUDITING FEES	20,441	22,151	17,316	18,000	18,000	18,000	0	18,000	0		
3520 -- BANKING FEES	0	0	0	0	0	0	0	0	0		
3535 -- COMPUTER PROF SERVICES	58,151	50,492	46,493	50,000	50,000	50,000	0	50,000	0		
3545 -- CONSULT/MGT/PC SERVICES	118,631	125,839	84,886	105,000	105,000	80,000	(25,000)	80,000	(25,000)	Inventory items moved to 3635	
3547 -- COUNTY COUNSEL	0	0	0	0	0	0	0	0	0		
3550 -- COUNTY OVERHEAD - RECLASSIFIED	0	0	0	0	0	0	0	0	0		
3575 -- DATA PROCESSING SERVICES	7,093	7,126	4,683	5,000	5,000	5,000	0	5,000	(70,000)	See Vet position added in	
3665 -- PROF & SPECIAL SERV-OTHER	175,235	132,347	182,724	165,000	87,575	131,890	44,315	95,000	0	Salaries and Benefits mid year	
3670 -- GIS SERVICES	208,219	200,975	197,669	198,842	198,842	198,842	0	198,842	0		
3763 -- VETERINARIAN SERVICES	3,320	591	347	1,500	1,500	750	(750)	1,500	0		
3800 -- EQUIPMENT LEASE & RENT	2,726	1,659	452	1,500	1,500	750	(750)	1,500	0		
3810 -- RENTS & LEASES-STRUC IMP & GRNDS	394	367	483	500	500	500	0	500	2,500		
3820 -- FIELD EQUIPMENT	0	0	0	0	0	0	0	0	(1,000)		
3835 -- ADVERTISING & PROMOTION SUPPLIES	4,889	1,998	657	3,500	3,500	3,000	(500)	3,500	0		
3936 -- INVENTORY MATERIALS PURCHASES	966	1,453	738	750	750	750	0	750	0		
3976 -- SPECIAL MISC EXPENSE - SUPPLIES	3,863	1,457	1,374	3,000	3,000	1,000	(2,000)	3,000	0		
4110 -- SUBSCRIPTIONS BOOKS & ED MATERIALS	344	1,299	1,031	100	100	100	0	100	0		
4120 -- TOWING	0	0	250	0	0	0	0	0	0		
4154 -- EDUCATION & TRAINING	4,454	38,836	39,109	36,000	36,000	36,000	0	36,000	0		
4182 -- LODGING	0	0	0	0	0	0	0	0	0		
4164 -- MEALS	966	1,453	738	750	750	750	0	750	0		
4166 -- MILEAGE	3,863	1,457	1,374	3,000	3,000	1,000	(2,000)	3,000	0		
4188 -- TRAVEL-OTHER	344	1,299	1,031	100	100	100	0	100	0		
4170 -- REGISTRATIONS	0	0	250	0	0	0	0	0	0		
4175 -- SERVICE CENTER CHARGES	44,454	38,836	39,109	36,000	36,000	36,000	0	36,000	0		

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY
 PROPOSED BUDGET FOR FISCAL YEAR 2013-14
 WITH OPTIONS FOR CONSIDERATION

Exhibit A

Accounts	Actual 2008-09	Actuals 2010-11	Actuals 2011-12	Budget 2012-13	Adj. Budget 2012-13	Est./Actuals 2012-13	Difference Adj Budget to EAS	UPDATE		Status Quo Change from 2012-13	Explanations
								Status Quo Proposal 2013-14	Status Quo		
4180 -- TRAVEL ADVANCES	0	0	0	0	0	0	0	0	0	0	
4310 -- UTILITIES	91,083	86,252	86,627	87,000	87,000	85,174	(1,826)	87,000	87,000	0	
4630 -- PRINCIPAL ON LEASE PURCHASES	0	0	0	0	0	0	0	0	0	0	
SUBTOTAL SERVICES AND SUPPLIES	1,111,019	1,015,209	1,101,301	1,075,856	998,431	1,042,721	(33,135)	980,989	(94,867)	Restate closer to Avg. Cost	
5980 - COUNTY OVERHEAD (See prev. 3550)	93,434	147,118	95,947	107,672	107,672	107,672	0	119,907	12,235	Increase per Cost Plan	
8404 - FIXED ASSETS	37,021	72,780	13,884	0	0	0	0	0	0	0	
9695 - APPROPRIATIONS FOR CONTINGENCY	0	0	0	135,863	135,863	0	(135,863)	137,354	1,491	4% of Expenditures per JPA	
TOTAL EXPENDITURES	3,221,806	3,205,064	3,243,597	3,532,425	3,532,425	3,402,325	(207,524)	3,571,212	38,787	Status Quo Increases	
REVENUES											
0100 -- PROPERTY TAX-CURRENT SEC-GEN	0	0	0	0	0	0	0	0	0	0	
0230 -- ANIMAL LICENSES	195,179	286,676	272,448	338,462	338,462	310,000	(28,462)	330,000	(8,462)	Adjusted per EAs	
0430 -- INTEREST	11,449	2,479	4,007	3,000	3,000	3,500	500	3,000	0		
0440 -- RENTS & CONCESSIONS	1,041	249	2,256	2,500	2,500	1,500	(1,000)	1,500	(1,000)		
0441 -- RENTAL DEPOSIT/FEIT REVENUE	0	0	140	0	0	70	70	0	0		
0872 -- STATE MANDATED REIMBURSEMENTS	0	0	0	0	0	0	0	0	0		
0884 -- STATE-OTHER	17,494	7,171	9,000	0	0	0	0	0	0		
1096 -- FED OTHER	313,141	352,766	305,617	311,207	311,207	315,000	3,793	320,000	8,793		
1510 -- HUMANE SERVICES	0	0	0	0	0	0	0	0	0		
2010 -- ADMINISTRATIVE SERVICES	0	0	0	0	0	0	0	0	0		
2022 -- COST RECOVERY-OTHER	1,380	6,999	1,380	0	0	1,000	1,000	1,000	1,000		
2044 -- MEMBER CONTRIBUTIONS	2,469,089	2,111,072	2,163,849	2,217,945	2,217,945	2,217,945	0	2,217,945	0		
2047 -- CHARGES FOR CURRENT SERVICES	0	0	294	0	0	0	0	0	0		
2073 -- ADMIN FINE FEES	0	0	100	25,000	25,000	0	(25,000)	25,000	0		
2205 -- ANIMAL MICROCHIP FEES	0	0	11,566	7,500	7,500	20,000	12,500	20,000	12,500	realignm of revenues based on	
2206 -- ANIMAL RABIES FEES	0	0	4,957	5,000	5,000	7,500	2,500	10,000	5,000	experience and expectation	
2207 -- ANIMAL SPAY & NEUTER FEES	0	0	116,865	126,000	126,000	85,000	(41,000)	100,000	(26,000)	adjusted expectation	
2334 -- SALES OTHER TAXABLE	422	291	10,741	15,000	15,000	12,000	(3,000)	15,000	0		
2362 -- CASH OVERAGES	95,666	257,074	160,423	270,000	270,000	215,000	(55,000)	270,000	0		
2372 -- CONTRIBUTIONS AND DONATIONS	(1,430)	(516)	(169)	0	0	0	0	0	0		
2380 -- NSF CHECKS	75,913	99,169	44,189	50,000	50,000	47,000	(3,000)	50,000	0		
2381 -- NSF CHECK FEES	0	680	0	0	0	0	0	0	0		
2384 -- OTHER REVENUE	5,408	6,843	6,843	0	0	0	0	0	0		
2500 -- BOND PROCEEDS	0	0	0	0	0	0	0	0	0		
2981 -- LICENSES-CAPITOLA CITY	32,595	47,028	47,028	0	0	0	0	0	0		
2982 -- LICENSES-SANTA CRUZ CITY	12,259	14,784	14,784	0	0	0	0	0	0		
2983 -- LICENSES-SCOTT'S VALLEY CITY	123,890	171,219	171,219	0	0	0	0	0	0		
2984 -- LICENSES-COUNTY SANTA CRUZ	21,027	32,574	32,574	0	0	0	0	0	0		
2986 -- LICENSES-WATSONVILLE	0	0	0	0	0	0	0	0	0		
TOTAL REVENUES	3,177,532	3,099,531	3,114,899	3,371,614	3,371,614	3,241,515	(130,099)	3,366,945	(2,669)	Status Quo Slight Decreases	
EXPENDITURES LESS REVENUES	44,274	105,533	160,811	160,811	160,811	160,811	(77,425)	202,267	41,456		
Positions Authorized	33.00	33.50	33.50	32.50	32.50	33.50	33.50	33.50	1.00	Added Vet Mid-Year	
Positions Unfunded	2.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00		
Beginning Fund Balance											
Est. Ending Fund Balance Fiscal Year 2012-13											
Less 2012-13 Est./Actuals Net Cost											
Less 2012-13 Funding from SB90 Reserve											
Total Projected Fund Balance 6/30/12				160,811	160,811						
Funds Available from SB90 Reserve Carry Forward from 12-13				0	0						
Proposed Net Cost 2012-13 if Status Quo				202,267	202,267						
Estimated Fund Balance Available (Short)				(202,267)	(202,267)						
SB 90 Balance estimated 6-30-13				675,402	473,135	315,423	157,711	157,711	157,711		
If SB 90 Funds are allocated to fund shortfall in 13-14				202,267	157,712	157,712	157,711	157,711	157,711		
Balance SB90 fund balance for future years				473,135	315,423	157,711	(0)				

If remaining SB90 funds are spread over 3 years then Member Contributions would need to increase by 14-15 by \$44,555 or 2% plus COLA for any additional net cost increases after revenues.

Schedule of Local Government Contributions

	2009-10	2010-11	2011-12	2012-13	Members Status Quo 2013-14	Plan A - Members No Change 2013-14	Plan A No Change 2013-14
County of Santa Cruz	1,200,449	1,139,121	1,168,288	1,170,768	1,170,768	1,170,768	(0)
Santa Cruz	457,878	438,609	449,468	480,989	480,989	480,989	(0)
Watsonville	459,826	434,762	445,231	461,986	461,986	461,986	(0)
Scotts Valley	104,028	98,580	100,862	104,202	104,202	104,202	(0)
Total Contributions	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,217,945	(0)

	2009-10	2010-11	2011-12	2012-13	Status Quo 2013-14	Plan A - NO Change 2013-14
Total SCCAS Net Cost	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,217,945
Member Contributions	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,217,945

DOF E-1 as of 1/1/12	2013-14	Deducts UCSC
County	130,793	
Santa Cruz	61,955	(8,221)
Watsonville	51,611	
Scotts Valley	11,641	
Population Total	256,000	