



Santa Cruz County Animal Shelter

2200 7th Ave., Santa Cruz, CA 95062

580 Airport Boulevard, Watsonville, CA 95076

Phone: (831) 454-7200 Fax: (831) 454-7210

Melanie Sobel
General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER

BOARD OF DIRECTORS MEETING

August 13, 2012 – 3:00 p.m.

Board of Supervisors Chambers, Fifth Floor

701 Ocean Street, Santa Cruz, CA 95060

1.0 Call to Order and Roll Call

2.0 Introductions

3.0 Consideration of Late Additions or Changes to the Agenda

4.0 Oral Communications – Any person may address the Santa Cruz County Animal Shelter Board of Directors during the Oral Communications period. All Oral Communications should be directed to items or issues that would be within the jurisdiction of the Santa Cruz County Animal Shelter but not on today's Agenda. Board members will not take actions or respond immediately to Oral Communications presented, but may choose to follow-up at a later time, either individually or on a subsequent Agenda.

5.0 Consent Agenda

1 5.1 Approve minutes of the June 11, 2012 meeting

3 5.2 Accept reports of the General Manager and the management team for June 2012/July 2012

12 5.3 Accept and file the statistics for the months June 2012/July 2012

28 5.4 Approve new veterinarian position and take related actions

33 5.5 Approve 2012 Conflict of Interest Code biennial notice and take related actions

41 5.6 Accept and approve quarterly report for all claims under \$10,000

49 5.7 Approve gross pay adjustment for Animal Health Technician

6.0 Regular Agenda

50 6.1 Consider and approve financial report for the months of June 2012 and July 2012 and take related actions

59 6.2 Consider recommendation to encourage jurisdictions to create designated off-leash areas for dogs

7.0 Adjourn Regular Meeting

8.0 Correspondence

8.1 Letter from Elaine Rohlfes

8.2 Letter from Robert Malbon

8.3 Letter from Jeri Bethesda

8.4 Email from Joan Fuhry

8.5 Email from Marion Morris

EXECUTIVE SESSION – SCCAS BOARD OF DIRECTORS

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

Personnel Evaluation – Melanie Sobel - General Manager

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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

The Board holds all public meetings in accessible facilities. If you wish to attend the meeting and you require special assistance, please contact 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: August 13, 2012
SUBJECT: Approve Minutes of June 11, 2012 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of June 11, 2012.

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**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING**

Minutes of Monday, June 11, 2012, 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, Ma = Martinez, We =
Weiss, Br= Bradley; S=Solano

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: Vice-chairperson Shull called meeting to order at 3:09pm,
- 2.0 Introductions: John Hohmann, Scotts Valley PD in for John Weiss
- 3.0 Late Addition or changes to agenda: Revised Consent agenda Item 5.1, page 4 to reflect the correct date for the minutes of April 9, 2012 Board of Directors Meeting. Added Revised Attachment "Schedule Of Local Government Contributions" to Consent agenda Item 5.1 page 5 of the General Managers Report, Revised Regular Agenda Item 6.2 page 51.

4.0 ORAL COMMUNICATION – Two people spoke

5.0 CONSENT AGENDA

- 5.1 Approved minutes of the April 9 and May 21, 2012 Board meetings
- 5.2 Accepted reports of GM and Management Team for April and May, 2012
- 5.3 Accepted stats for April and May, 2012
- 5.4 Appointed Officers of the Board of Directors for FY12-13
- 5.5 Approved continuing agreements
- 5.6 Accepted and approved quarterly reports for all claims under \$10,000
- 5.7 Authorized General Manager to allocate funds from the B. Jean Trust designated for the Santa Cruz Shelter in the amount of \$2854.82

Discussion – Board directed staff to revise minutes of May 21, 2012 to add increase of \$4 for unaltered dogs and \$40,000 from the B. Jean Adams Trust Fund.

Board Action on Consent Agenda – MPMdShSBrWe/Ma/

6.0 REGULAR AGENDA

- 6.1 Approved financial reports for the months of April 2012 and May 2012

Board Action on Regular Agenda – MPMdShSBrWe/Ma/

- 6.2 Considered and approved in conception and direct the attorney to work with the city attorneys to develop a uniform approach to the adoption of a similar procedure by the various entities and ask that staff clarify Item 6.25.100 selection of Administrative Hearing Officers and to modify the ordinance to incur fees, interest, penalties and any other cost associated with this unified fee schedule being adopted periodically by the agency rather than set those amounts out by the ordinance and then regard section 6.25.140 and 6.25.130.J.6 so they are consistent internally as to how we handle the appeal process.

Board Action on Regular Agenda – MWePMdShSBr

- 7.0 Meeting adjourned at 3:55 pm. Next regular meeting is scheduled for 8/13/2012 at 3pm.

Executive Session – SCCAS Board of Directors has been moved to August 13, 2012

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: August 13, 2012
 SUBJECT: Reports from the Management Team for the months of June 2012 and July 2012

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 hosted a disaster response animal rescue training by Red Rover Responders on June 2, 2012.
- SCCAS provided an information table at the Woof to Woof festival on June 2, 2012.
- SCCAS was the beneficiary organization at the Santa Cruz County Chamber of Commerce Women in Business Call to Action brunch on June 7, 2012. Over \$300 was donated as well as many in-kind donations of animal toys, treats and supplies.
- SCCAS provided an information table at the C-Dog festival on June 24, 2012.
- SCCAS was the beneficiary of Watsonville Chevrolet's Car Show fundraiser on July 7, 2012. Over \$3,000 was donated to the Shelter (the most raised for an organization at this event which has been held for the past five years).
- SCCAS hosted a Pit Bull/Chihuahua 101 workshop by the nonprofit organization, Our Pack, on July 15, 2012.
- Jen Walker, Volunteer Coordinator and Humane Educator, was one of three panelists for a book discussion event held at Bookshop Santa Cruz on June 16, 2012.
- A representative from the nonprofit animal welfare organization, Bad Rap, provides weekly dog training classes every Sunday morning to our volunteers and dogs in our care.
- 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 Hours of Operation

New hours of operation were implemented at the Santa Cruz shelter starting July 2012. The new hours are:

Monday	Closed
Tuesday- Friday	Noon to 7:00 pm
Saturday & Sunday	Noon to 5:00 pm

The new hours allow us to be open later in the evenings on weekdays to accommodate the public after working hours. Opening later in the morning allows our cleaning staff to thoroughly clean the kennels before the public arrives. The shelter will no longer be closed for a lunch hour in the middle of the day. Client service staff will have weekend morning hours to concentrate on catching up on their administrative duties.

As a result of these new hours, 46 more adoptions and RTOs (return to owner) occurred in July 2012 compared to July 2011. Fifty-six of the total number occurred during the new "after-hours".

SCCAS Staff

Lauren Nixon was hired as a new Animal Control Officer I and is currently in training. We have no vacant positions at this time. Two of our staff members are on maternity leave until September 1, 2012.

Watsonville Shelter

Supervisor Kiersten Fox continues to identify and oversee the many shelter improvements made at the Watsonville shelter. She is currently researching bids for construction of a new dish washing room at the shelter.

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

At the clinic at the Live Oak shelter location in the months of June and July, 419 in-house animals were altered (adoption and redemption) and another 217 animals were altered as part of our low-cost program, FOCCA and FOWAS low-income program and for our placement partner animals.

Also, in the months of June and July 2012, 272 animals were transferred to our adoption placement partner organizations. Volunteers continue to bring adoptable animals to PetSmart twice a month. 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 processing due to our current shortage in administrative staff.

Animal Control

We are now at full staff for our officers with the newest hire in training. 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.

Volunteer and Humane Education Programs

Volunteer orientations continue to be offered twice a month. Several continuing education seminars are being offered each month to both volunteers and staff 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. This committee is planning a major fundraiser for the Shelter in September of this year.

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 June and July 2012

**Shelter Services Board Report
June and July 2012
By Ben Winkleblack, Shelter Manager**

In the months of June and July:

- 1588 dog licenses were sold
- 383 animals were adopted
- 270 animals were transferred to another shelter or rescue agency
- 1128 animals entered the shelter
- 199 animals were reunited with their owner
- 171 WebLicensing transactions

I have written a program to run on the computer located inside of the veterinary clinic that automates the data-entry for microchips of the animals. This program runs in the background and completes the steps necessary to upload the information to the HomeAgain database. I have written another program that runs in the background of the veterinary clinic computer that completes the data entries for surgical patients. These programs will cut down on human errors and save several minutes of the technician's time for each of the surgical patients.

The Planned Pethood continues to draw a steady stream of clients into the shelter. Currently the program is scheduled through September and I am constantly told of how much our clients appreciate having a low cost option available to them.

We have entered into an agreement with Carrington College to become a site for their clinical rotations for the Registered Veterinary Technician program. The students will be each spending 44 hours per term working with our staff at all levels of the Animal Care department and in the Veterinary Clinic.

As of July 1st, Friends of Santa Cruz County Animals (FOSCCA) is once again offering assistance to the low-income residents of the county for the spay and neuter of their pets.

In June and July, we loaned out a total of 36 cat traps. Eleven traps were loaned from the Santa Cruz location, nine were for TNR, and one was for a nuisance cat and the other was for an owner to trap their own cat. The Watsonville shelter loaned a total of twenty-five cat traps, ten were for TNR, thirteen were for nuisance cats and two were for owners to trap their own cat.

Thank you,
Ben Winkleblack

Animal Control Report
June and July 2012
Todd Stosuy, Field Services Manager

1. Lauren Nixon was hired as a new Animal Control Officer I and is currently in training.
2. We arrested a suspect who punched and slapped a family dog. The incident was witnessed by two individuals. The Sheriff's Department transported the suspect to jail and we booked him in for felony animal cruelty. The incident occurred in Live Oak and the suspect lives in Felton.
3. We began working with three separate residences that are hoarding cats. The situations don't rise to criminal animal cruelty, but we will be working on rehoming the animals and getting the residences to more manageable numbers. The locations are in the City of Scotts Valley, Interlaken area of Watsonville and Soquel.
4. A dog we had previously declared a vicious animal attacked a dog and bit a human. The animal was surrendered, euthanized and the owner charged with a misdemeanor.
5. We investigated a dog mauling in the City of Scotts Valley where the victim suffered 84 stitches to the face. The dog was euthanized.
6. Scotts Valley Police Department detectives assisted us in the investigation of an animal cruelty case in the City of Scotts Valley. No charges filed.
7. We held two hearings in front of the Nuisance Abatement Commission regarding vicious dogs, and both were upheld. One was for a dog in unincorporated Watsonville and the second a dog in Live Oak.
8. Red Rover held a training at the Live Oak facility in June for volunteer disaster responders. The training was very well attended and Red Rover is thinking of doing another training in the near future.
9. We held two separate seizure hearings, one for neglect and one for a viscous dog, and both were upheld as justified by the hearing officer.
10. We investigated a juvenile felony animal cruelty incident in the City of Watsonville regarding three juveniles, ages 5, 8 and 10 who threw a kitten repeatedly against a wall and hung two others with a noose. All three kittens are expected to survive and be adoptable.
11. In June we issued 4 Animal Control Warnings (2 county and 2 City of Watsonville), 3 Habitual Offenders (2 county and 1 City of Santa Cruz) and 3 Vicious Animal Orders (2 county and 1 City of Santa Cruz). In July we issued 1 Animal Control Warning in the County, 3 Habitual Offenders (2 county and 1 City of Watsonville) and 1 Vicious Animal Order in the county.

Animal Care Report

June-July 2012

Jennifer Price, Animal Care Supervisor / Foster Program Coordinator

- Spay/neuter surgeries performed by Drs. Freed, Weiser and Sharp in June and July:

In house animals:	419
Planned PetHood:	108
FOSCCA:	2
Heading Home Rescue:	2
Animal Friends Rescue Project:	54
Animal Shelter Relief Rescue:	37
Project Purr:	14
TOTAL:	636

The vet clinic staff continued to do health checks for on-site and foster animals, as needed and worked tirelessly to spay and neuter as many shelter, rescue, and private client (Planned PetHood, FOSCCA, and FOWAS) animals as possible while also maintaining an exceptional level of care. As always, additional services (such as biopsies) were performed by clinic staff on an as-needed basis. Dr. Weiser performed an amputation on a cat, another on a rabbit, and an FHO (femoral head ostectomy) on a dog in foster, as well. The cat (named Lee Majors after the Six Million Dollar Man) has since been adopted into a fabulous home, Leroy (the rabbit) is safely in a Rabbit Haven foster home, and Sunny (the dog) is doing amazingly well in her Shelter foster home. We are confident she will be adopted in no time.

- As in reported in the April/May report, the shelter continues to be at capacity. Kitten season has been compounded by high head counts in both dogs and rabbits and we have been faced with the intake of underweight horses (now both happily with a sanctuary) and a significant number of cats from a hoarding case, all of which had been exposed to ringworm. As is often the case, our partnerships with local rescues (primarily Animal Friends Rescue Project, Project Purr, and Animal Shelter Relief) have proven invaluable and lifesaving and our fosters and volunteers have continued to make all the difference.
- We transferred a total of 269 animals to rescue groups and other shelters in June/July 2012:

Animal Friends Rescue Project	118
Animal Shelter Relief Rescue	19
Border Collie Rescue	1
Center for Animal Protection and Education	1
Capitola Police Department	1
El Dorado County Animal Services	12
Equine Rescue Center	2
Harvest Home	2
Lily's Legacy Senior Dog Sanctuary	1

Monterey Co. Animal Services	2
Native Animal Rescue	6
Nor Cal German SH Pointer Rescue	1
North Star Rescue	10
Phill Krotz (turtles)	1
Project Purr	33
Rabbit Haven	16
Russell Rescue	1
San Francisco SPCA	1
Santa Cruz SPCA	35
Silicon Valley Humane Society	1
The Dog Spot	10
TOTAL:	269

Animal Care Report
April-May 2012 (amended 8/08/12)
Jennifer Price, Animal Care Supervisor / Foster Program Coordinator

- Spay/neuter surgeries performed by Drs. Freed, Weiser and Sharp in April and May:

In house animals:	800 (amended: 281)
Planned PetHood:	113
FOWAS:	1
Heading Home Rescue:	3
Animal Friends Rescue Project:	23
Animal Shelter Relief Rescue:	23
TOTAL:	963 (amended: 444)

Board Report for the Volunteer, Education, and Outreach Department
Jen Walker, Volunteer Coordinator/Humane Educator.
June/July 2012

Two General Volunteer Orientations continue to be held monthly: one on a weekday evening and one on a weekend morning so as to be convenient to as many potential volunteers as is possible. To fill in for no-shows, stand-by spots have been offered as space allows on the day of the GVO. This has helped fill the sessions. SCCAS volunteers logged 6,084 volunteer hours (logged through Volgistics). Training schedule for volunteers continues to be: General Volunteer Orientation (large group lecture), Species Specific Training (small group session with some hands on work), two Mentoring shifts with experienced volunteers. A partnership with YouthSERVE has been established to offer volunteer opportunities to more teens in our community with YouthSERVE providing trained adult Leaders as partners to youth volunteers.

Continuing education opportunities continue to be offered. Melissa Finely of AFRP is now offering feline Body Language and Safe Handling every few months. Workshops are being offered that are open to the public to better serve our community. RedRover Responders held disaster response training at the Shelter to learn how to run a pet shelter in case of emergency (<http://www.uan.org/index.cfm?navid=27>). A nationally known trainer (Debbie Jacobs) will be providing a daylong workshop on working with fearful dogs September: <http://fearfuldogs.com/helping-fearful-dogs-santa-cruz-ca/>. Mickaboo (<http://www.mickaboo.org/classes.html>) and Our Pack (<http://www.ourpack.org/classes.html>) are offering open to the public classes hosted by the Shelter this autumn as well. A Bad Rap (<http://www.badrap.org/>) has been offering Sunday training classes for shelter dogs, handled by volunteers.

Shelter Tours and Kids Speak for Pets have been provided for the SPCA's summer camps and three Shelter tours were provided to other outside summer camps.

During June and July the Shelter tabled, offering public education outreach, at Woof to Woof, Spring Dog Fest, Land of the Medicine Buddha, and Watsonville Chevrolets Classic Car Festival (that last of which raised over \$3000 in funds for the Shelter).

Continuing outreach with Pet of the Week in the Sentinel and the Mid-County Post informs our public about adoptable animals as well as offering educational information on a weekly basis. PetSmart continues to host adoptable SCCAS pets twice monthly on Saturday (onsite event conflicts withstanding), with the pets volunteer handlers. Watsonville volunteers continue to bring adoptable cats to the Cabrillo Farmer's Markets to promote shelter cats. Television station KSBW is hosting SCCAS once a month at their midday news hour. Growing Up in Santa Cruz published another article of choosing the right pet and will publish one in September on disaster preparedness for pet owners.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: Statistics for the Months of June 2012 and July 2012

Recommendation:

Accept and file the reports of statistics for the months of June 2012 and July 2012.

Kennel Statistics Report
Animals Taken Into Shelter from 06/01/12 to 07/31/12
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adoption Return	3	6	0	1	1	11
Born@Shelt	0	0	7	0	0	7
Protective Custody	0	28	0	0	0	28
Quarantine	4	10	0	2	0	16
Stray	188	273	275	27	30	793
Surrendered by Owner	69	75	35	62	30	271
Transfer	0	2	0	0	0	2
TOTAL	264	394	317	92	61	1,128

Kennel Statistics Report
Animals That Left Shelter from 06/01/12 to 07/31/12
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	67	94	139	40	43	383
Died	1	0	1	2	0	4
Euthanized	111	58	47	24	6	246
Missing	0	1	0	0	0	1
Returned to Owner	16	174	6	1	2	199
Transferred to Another Shelter	47	49	127	36	13	272
TOTAL	242	376	320	103	64	1,105

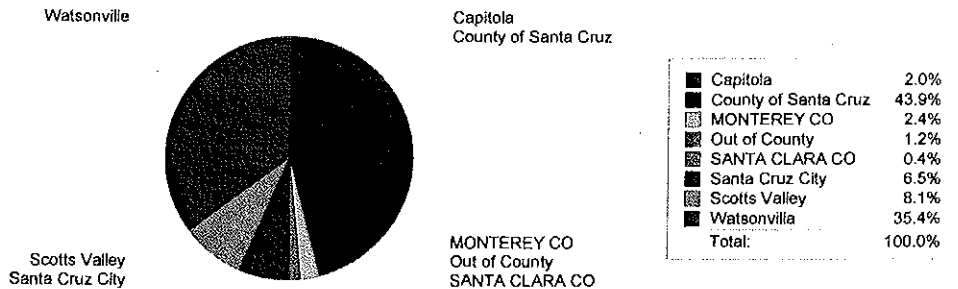
Intakes of Owner Requested Euthanasia From All Jurisdictions During 6/1/2012 to 7/31/2012 =

123

Euthanasia Totals from
6/1/2012 to 7/31/2012
All Jurisdictions Combined

Reason for Euth	Animal type					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
< 8 Weeks	2	0	15	0	0	17
Agg Food	0	4	0	0	1	5
Aggressive	6	20	0	19	1	46
Bite	0	1	0	0	0	1
Fail2Thrv	5	0	2	0	0	7
Feline AIDS	3	0	0	0	0	3
Feline Leukemia	0	0	2	0	0	2
Feral	35	0	3	0	0	38
Geriatric	1	2	0	0	0	3
Ken Stress	0	2	0	0	0	2
Medical	16	6	2	1	1	26
Observed Behavior	16	16	0	1	1	34
Parvo	0	0	0	0	1	1
Prewean	1	0	0	0	0	1
Soiling Hx	1	0	0	0	0	1
Suffering	13	0	8	2	1	24
Unsocial	12	7	15	1	0	35
Total	111	58	47	24	6	246

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

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adoption Return	1	4	0	0	1	6
Born@Shelt	0	0	7	0	0	7
Protective Custody	0	20	0	0	0	20
Quarantine	2	3	0	2	0	7
Stray	92	180	131	14	18	435
Surrendered by Owner	51	27	28	33	8	147
Total	146	234	166	49	27	622

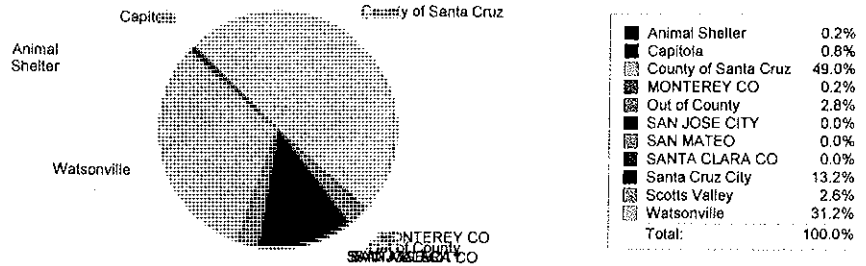
**Animals That Left the Shelter From All Jurisdictions
Combined Y-T-D Beginning 7/1/2011**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	41	47	94	25	16	223
Died	0	0	1	2	0	3
Disposal*	8	6	1	3	0	18
Euthanized	50	33	20	12	5	120
Missing	0	1	0	0	0	1
Returned to Owner	10	99	3	0	0	112
Transferred to Another Shel	27	24	90	20	6	167
Total	136	210	209	62	27	644

* 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

*



Scotts Valley Santa Cruz City

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

Kennel Statistics Report
Animals Taken Into Shelter from 06/01/12 to 07/31/12
All Jurisdictions and an intake shelter of SANTA CRUZ Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adoption Return	3	6	0	1	1	11
Born@Shelt	0	0	5	0	0	5
Protective Custody	0	24	0	0	0	24
Quarantine	4	8	0	2	0	14
Stray	104	150	129	20	12	415
Surrendered by Owner	37	41	20	31	23	152
Transfer	0	2	0	0	0	2
TOTAL	148	231	154	54	36	623

Kennel Statistics Report
Animals That Left Shelter from 06/01/12 to 07/31/12
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	45	50	104	18	31	248
Died	1	0	0	2	0	3
Euthanized	60	26	13	15	3	117
Returned to Owner	15	121	4	0	1	141
Transferred to Another Shelter	20	25	73	28	6	152
TOTAL	141	222	194	63	41	661

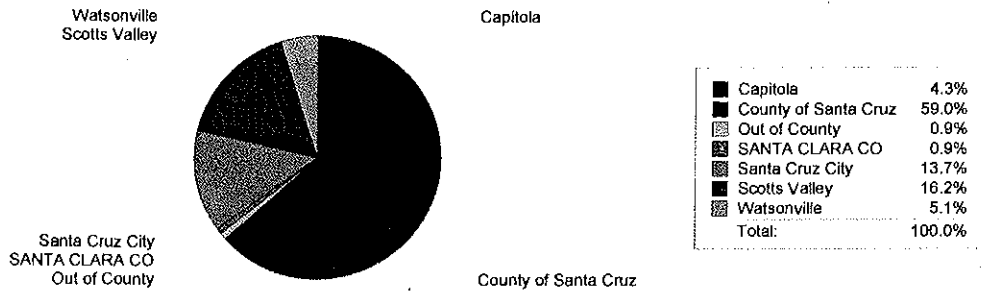
Intakes of Owner Requested Euthanasia From All Jurisdictions During 6/1/2012 to 7/31/2012 =

113

Euthanasia Totals from 6/1/2012 to 7/31/2012 All Jurisdictions Combined

Reason for Euth	Animal type					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
< 8 Weeks	2	0	0	0	0	2
Agg Food	0	1	0	0	0	1
Aggressive	5	8	0	11	1	25
Bite	0	1	0	0	0	1
Fail2Thrv	5	0	0	0	0	5
Feral	12	0	0	0	0	12
Geriatric	1	2	0	0	0	3
Medical	12	5	1	1	0	19
Observed Behavior	14	6	0	1	1	22
Soiling Hx	1	0	0	0	0	1
Suffering	3	0	2	2	1	8
Unsocial	5	3	10	0	0	18
Total	60	26	13	15	3	117

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 July 31, 2012 = 143

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

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adoption Return	1	4	0	0	1	6
Born@Shelt	0	0	5	0	0	5
Protective Custody	0	17	0	0	0	17
Quarantine	2	1	0	2	0	5
Stray	53	94	53	9	7	216
Surrendered by Owner	25	17	13	15	5	75
Total	81	133	71	26	13	324

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

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	27	25	71	9	11	143
Died	0	0	0	2	0	2
Disposal*	7	3	1	3	0	14
Euthanized	25	16	3	11	3	58
Returned to Owner	9	69	2	0	0	80
Transferred to Another Shel	13	13	54	15	3	98
Total	81	126	131	40	17	395

* Doa intakes and euthansaiia 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 06/01/12 to 07/31/12
All Jurisdictions and an intake shelter of WATSONVILLE Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Born@Shelt	0	0	2	0	0	2
Protective Custody	0	4	0	0	0	4
Quarantine	0	2	0	0	0	2
Stray	84	123	146	7	18	378
Surrendered by Owner	32	34	15	31	7	119
TOTAL	116	163	163	38	25	505

Kennel Statistics Report
Animals That Left Shelter from 06/01/12 to 07/31/12
All Jurisdictions Combined

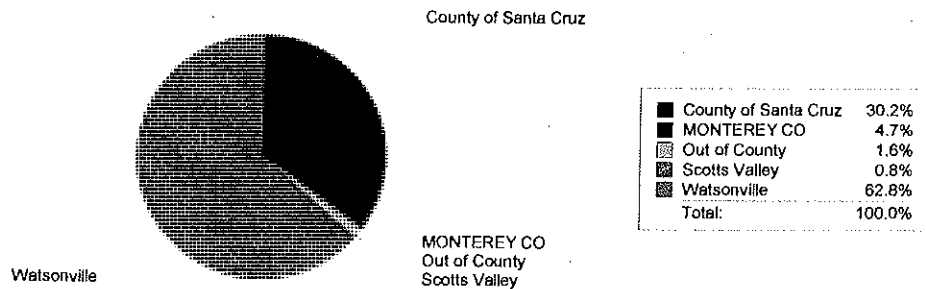
	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	22	44	35	22	12	135
Died	0	0	1	0	0	1
Euthanized	51	32	34	9	3	129
Missing	0	1	0	0	0	1
Returned to Owner	1	53	2	1	1	58
Transferred to Another Shelter	27	24	54	8	7	120
TOTAL	101	154	126	40	23	444

Intakes of Owner Requested Euthanasia From All Jurisdictions During 6/1/2012 to 7/31/2012 =

Euthanasia Totals from 6/1/2012 to 7/31/2012 All Jurisdictions Combined

Reason for Euth	Animal type					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
< 8 Weeks	0	0	15	0	0	15
Agg Food	0	3	0	0	1	4
Aggressive	1	12	0	8	0	21
Fail2Thrv	0	0	2	0	0	2
Feline AIDS	3	0	0	0	0	3
Feline Leukemia	0	0	2	0	0	2
Feral	23	0	3	0	0	26
Ken Stress	0	2	0	0	0	2
Medical	4	1	1	0	1	7
Observed Behavior	2	10	0	0	0	12
Parvo	0	0	0	0	1	1
Prewritean	1	0	0	0	0	1
Suffering	10	0	6	0	0	16
Unsocial	7	4	5	1	0	17
Total	51	32	34	9	3	129

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 July 31, 2012 = 103

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

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Born@Shelt	0	0	2	0	0	2
Protective Custody	0	3	0	0	0	3
Quarantine	0	2	0	0	0	2
Stray	39	86	78	5	11	219
Surrendered by Owner	26	10	15	18	3	72
Total	65	101	95	23	14	298

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

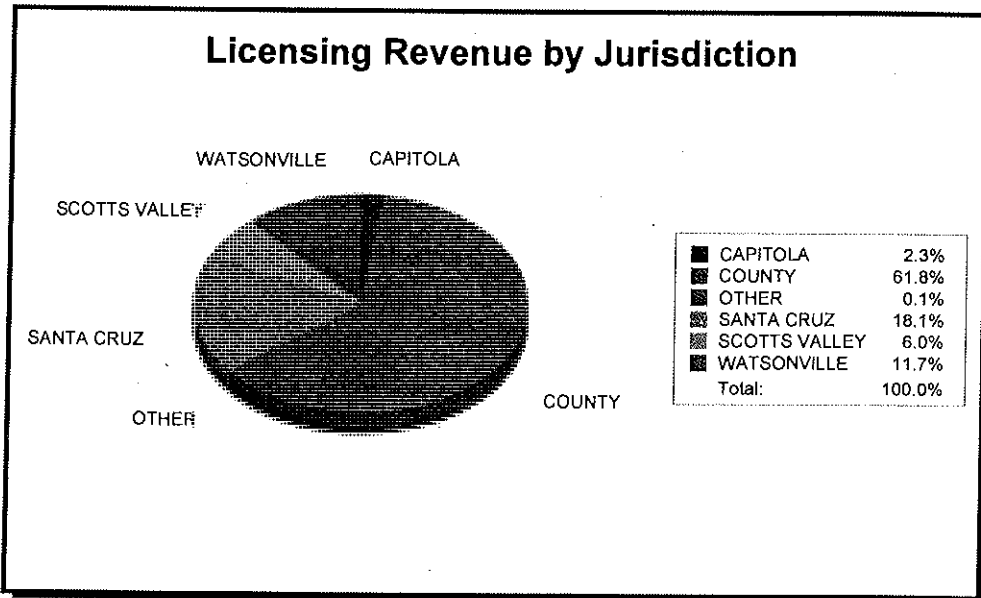
	CAT	DOG	KITTEN	OTHER	PUPPY	Total
Adopted	14	22	23	16	5	80
Died	0	0	1	0	0	1
Disposal*	1	3	0	0	0	4
Euthanized	25	17	17	1	2	62
Missing	0	1	0	0	0	1
Returned to Owner	1	30	1	0	0	32
Transferred to Another Shel	14	11	36	5	3	69
Total	55	84	78	22	10	249

* 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
6/1/2012 to 7/31/2012

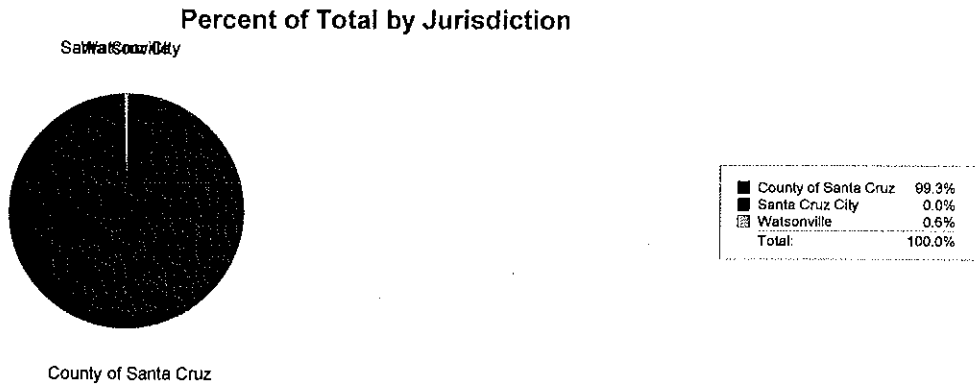
Tags sold	Total
CAPITOLA	37
COUNTY	982
OTHER	1
SANTA CRUZ	287
SCOTT'S VALLEY	95
WATSONVILLE	186
Total	1,588

Revenue	Total
CAPITOLA	\$968.00
COUNTY	\$27,678.00
OTHER	\$29.00
SANTA CRUZ	\$8,142.00
SCOTT'S VALLEY	\$2,729.00
WATSONVILLE	\$5,530.00
Total	\$45,076.00



Patrols By Jurisdiction from 06/01/12 to 07/31/12

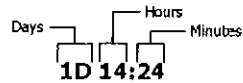
<u>Activity Area</u>			<u>Activity Time (Min)</u>	
<u>County of Santa Cruz</u>	<u>Total Patrols</u>	107	<u>Total Minutes</u>	90,481
<u>Santa Cruz City</u>	<u>Total Patrols</u>	1	<u>Total Minutes</u>	25
<u>Watsonville</u>	<u>Total Patrols</u>	24	<u>Total Minutes</u>	580
<u>GRAND TOTAL</u>	<u>Total Patrols</u>	132	<u>Total Minutes</u>	91,086



Response Times by Activity Types & Subtypes

YTD 7/1/2012 To 07/31/2012

All Jurisdictions Combined



<u>Activity Type</u>	<u>Total Calls Responded To</u>	<u>Average Response Time</u>
Investigations*	197	10:27
Bite Investigation	133	05:57
Owned Animal	91	10:13
Stray Animal	61	01:40
Animal Transport	58	03:04
Bark Investigation	46	01:20
Dead pick up	28	17:26
Yard Check	24	09:00
Wild	17	00:20
Protective Custody	11	00:44
Report	11	03:31
Xtra Serve	8	06:00
Assist Public	7	00:24
3Ptct	6	05:37
Court	6	05:47
Rescue	4	00:17

Total Calls Responded To: 708

* 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

From 06/01/2012 To 07/31/2012

All Jurisdictions Combined

Days Hours Minutes
 1D 14:24

8/7/2012

Page 1 of 2

<u>Activity Type</u>	<u>Total Calls Responded To</u>	<u>Average Response Time</u>
Investigations*	419	07:50
Bite Investigation	274	05:10
Owned Animal	170	08:34
Animal Transport	117	03:12
Stray Animal	111	01:16
Bark Investigation	108	01:40
Dead pick up	56	14:15
Yard Check	43	08:44
Wild	37	00:24
Report	25	04:08
Xtra Serve	22	04:44
Assist Public	16	01:05
Protective Custody	13	00:39
3Ptct	7	05:22
Court	7	05:03
Rescue	6	00:15

Total Calls Responded To: 1,431

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

Consent Agenda Item 5.4

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: Approve New Veterinarian Position

Recommendation:

Approve new veterinarian position (job description attached) and approve transfer of funds from Vet Services to Salaries and Benefits to allow funding for a mid year hire estimated at \$77,425 (see AUD 74 attached) and take related actions.

Discussion:

The Santa Cruz County Animal Shelter (SCCAS) General Mgr. is recommending to the Board to hire a new fulltime Veterinarian rather than contract for veterinarian services. This will provide more hours of service for the same cost provided under contract. This single position class will report to the General Manager of SCCAS and is responsible for providing spay/neuter surgeries and leadership and direction for managing the medical care and protocols of SCCAS's two shelters. This position is responsible for carrying out the philosophy and policies of the organization, ensuring constant humane care and treatment of sheltered animals and providing guidance to the General Manager and Board of Directors on animal medical issues as needed. Funding for this position is included in the SCCAS budget and the classification has been reviewed as appropriate by the CAO, Auditor-Controller, Personnel and SEIU and approved by the Board of Supervisors. It is necessary to add this position to the list of allowed positions for 12-13 and then conduct an open and promotional recruitment in order to fill this position as soon as possible. A transfer of funds from veterinarian services to salaries and benefits is necessary to accommodate funding the mid year hire estimated at \$77,425 (see attached AUD 74).

VETERINARIAN
Job Specification

Class Code: AD8 Analyst: EM	Date Originated: 6/12 Dates Revised:
--------------------------------	-----------------------------------------

SANTA CRUZ COUNTY

DEFINITION

Under general direction, to plan, organize, coordinate and perform the veterinary medical services of the Animal Services Authority; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

This single position class reports to the General Manager of Animal Services and is responsible for providing leadership and direction for managing the medical care and protocols of the Animal Services shelter. This position is responsible for carrying out the philosophy and policies of the organization, ensuring constant humane care and treatment of sheltered animals and providing guidance to the General Manager and Board of Directors on animal medical issues as needed.

TYPICAL TASKS

Oversees daily animal medical care, maintenance of preventative health programs and animal sterilization; performs spay/neuter surgeries, including some animal preparation and aftercare as appropriate; conducts and evaluates treatment plans, disease control measures, hands-on medical treatment and progress of animals housed at the shelter, including sterilization and facility sanitation within shelter guidelines and operating philosophy; maintains animal medical and sterilization records and care recommendations for all shelter animal admissions and ensure those recommendations are completed; provides rabies quarantine observations and rabies vaccine administrations for shelter and public animals; maintains shelter disease control program in cooperation with Shelter Manager; maintains proper inventory, storage, handling and documentation of all controlled substances, supplies and functioning of all medically related equipment within the department; assists with internal and public consultation and educational services when appropriate; evaluates and schedules maintenance for surgical facilities and equipment in cooperation with Shelter Manager; provides staff training; prepares operational reports; develops and enforces compliance with standard operating procedures for animal medical and health operations; may assist law enforcement personnel on investigations involving animals including performing necropsies, animal medical reports and court testimonies.

EMPLOYMENT STANDARDS

Knowledge:

Thorough knowledge of:

- Current principles, practices, techniques and policies of veterinary medicine, including disease identification, prevention, control and eradication;
- Preoperative, surgical and postoperative procedures involved in performing spay and neutering surgeries;
- Utilization and effects of medications for animals;
- Local, State and Federal Animal Health laws and regulations.

Working knowledge of:

- Safety policies, procedures and practices as they relate to veterinary medicine and shelter environments including zoonotic diseases;
- Appropriate equipment required in performing specific medical procedures;
- Anesthesia monitoring equipment including capnograph, pulse oximeter and respiratory monitor.

Some knowledge of:

- Quality assurance procedures and techniques;
- Training principles, practices and techniques;
- Principles and practices of leadership;
- Basic computer skills.

Ability To:

- Provide surgical and medical services and care for a variety of well, sick and injured animals, including a high volume of spay and neutering operations;
- Perform full range of veterinarian duties including veterinary diagnosis and treatment;
- Establish medical standards and procedures to assure the maintenance of healthy, safe and sanitary facilities;
- Make sound decisions, including prescribing medications and euthanasia;
- Establish and enforce quarantine of animals;
- Develop and implement methods to control and prevent the spread of diseases in a shelter;
- Understand quality control practice to assure compliance with safety and accreditation standards and regulations;
- Analyze situations accurately and adopt an effective course of action;
- Evaluate program quality, cost and overall effectiveness to recommend and implement changes and improvements;

- Create and implement policies and procedures;
- Establish and maintain cooperative working relationships with those contacted through the course of work, including co-workers, volunteers and the public;
- Prepare clear and concise written and oral reports;
- Train shelter staff and volunteers;
- Communicate effectively orally and in writing;
- Lift 50 lbs. unassisted.

Training and Experience: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Possession and maintenance of a license to practice as a Veterinarian issued by the State of California Veterinary Medical Board.

Twenty-four months of experience working in an animal shelter environment consisting of a high volume spay/neuter surgical setting is highly desirable.

SPECIAL REQUIREMENTS

Licenses: Incumbent must possess and maintain a valid Drug Enforcement Administration (DEA) certificate/license.

Incumbent must possess and maintain a valid California Class C driver license.

Background Investigation: Departmental background investigation and fingerprints are required. Employment in this class requires successful completion of a criminal background investigation prior to appointment.

Hours: Availability to work a flexible schedule including nights, weekends and/or holidays.

Special Working Conditions: Exposure to animals who may be hostile or dangerous and exposure to animal feces, urine and blood; the possibility of infections which may cause chronic disease or death.

Bargaining Unit: 11

EEOC Job Category: 02

Occupational Group: 91

Worker's Compensation Code: 1073

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND / OR FUNDS

Department: SANTA CRUZ COUNTY ANIMAL SERVICES

Date: August 13, 2012
FUND 76-114 GENERAL FUND

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending - June 30, 2013

AUDITORS USE ONLY			
DOCUMENT #	AMOUNT	L/N	T / C Hash
JR	154,850	5	106

Batch #	
Date	Keyed By:

		T/C	Index	SubObject	User Code	Amount	Account Description	
TRANSFER	To	21	702810	3100		\$ 58,617	REGULAR PAY	
		21	702810	3150		4,484	OASDI	
		21	702810	3155		8,355	PERS	
		21	702810	3160		5,969	INSURANCES	
	From	22	702810	3763		\$ 77,425	VETERINARIAN SERVICES	

Explanation:
TO TRANSFER APPROPRIATIONS OF \$77,425 FROM VET SERVICES INTO SALARIES AND BENEFITS TO FUND VET POSITION BY MID YEAR.

Name _____ **Title** _____

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by _____ **Deputy** _____ **Date** _____

County Administrative Officer's Action: () Recommended to Board () Approved () Not Recommended or Approved

County Administrative Officer _____ **Date** _____

State of California)
 ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
County of Santa Cruz duly transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order
 duly entered in the minutes of said Board on

_____ 20_____, By _____, Deputy Clerk

(A-C) * Decs: _____ **Item** _____ - Budget Transfer

A-C Review		

Distribution:
 White-Board of Supervisors Green-County Administrative Officer Goldenrod-Departmental Control Copy
 Yellow-Auditor-Controller Pink-Originating Department

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: 2012 Conflict of Interest Code Biennial Notice for the Animal Services Authority

Recommendation:

Approve 2012 Conflict of Interest Code Biennial Notice for the Animal Services Authority and set a public hearing for October 15, 2012 to consider amendments to the Conflict of Interest Code.

Discussion:

The Political Reform Act requires every local government agency to review its conflict-of-interest code biennially, currently due **October 1, 2012**. The Animal Services Authority must review its conflict-of-interest code and submit the attached notice to the Elections Department indicating whether or not an amendment is necessary. This notice must be returned regardless of how recently the agency's code has been approved, or if the code is currently under review.

If amendments are necessary, the revised code must be forwarded to the FPPC for approval within **90 days** from the date the biennial notice is filed. An agency's amended code is not effective until it has been approved by the FPPC.

Attached is a copy of the current code as adopted by the Animal Services Authority on October 15, 2007. If the new Veterinarian position is approved then the Exhibit A will need to be updated. In order to amend the current code a Notice of Intention must have a 45 day comment period so it is necessary to schedule a public hearing for the next agenda on October 15, 2012 to receive comment and take related actions. The amended code is then forwarded to the reviewing agency, the Board of Supervisors, for final approval.

2012 Local Agency Biennial Notice

Name of Agency: Animal Services Authority (Santa Cruz County Animal Shelter)

Mailing Address: 2200 7th Ave, Santa Cruz, CA 95062

Contact Person: Melanie Sobel, General Manager Office Phone No: (831)-454-7203

E-mail: asa001@co.santa-cruz.ca.us Fax No: (831) 454-7210

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code requires disclosure by agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict-of-interest code and has determined that *(Check one box)*:

An amendment is required. The following amendments are necessary:

(Mark all that apply.)

Include new positions.

Revise disclosure categories.

Revise the titles of existing positions.

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Other *(describe)* _____

No amendment is required.

The code is currently under review by the code reviewing body.

Verification

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

Complete this notice regardless of how recently your code was approved or amended.
Please return this notice no later than **October 1, 2012**, or the date specified by your agency, if earlier, to:

Crystal Bertheau
County Clerk/Elections Department
701 Ocean St., Room 210
Santa Cruz, CA 95060

PLEASE DO NOT RETURN THIS FORM TO THE FPPC



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSAN MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

October 25, 2007

AGENDA: November 6, 2007

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Conflict of Interest Code

Dear Members of the Board,

The Fair Political Practices Commission's guidelines require the Animal Services Authority Board of Directors to adopt a resolution establishing a Conflict of Interest Code for designated positions of the Authority. A copy of the resolution is attached for your information. The process of adoption under the Political Reform Act requires that the Board of Supervisors approve this action prior to filing the code with the State of California.

It is therefore RECOMMENDED that your Board approve the Conflict of Interest Code for the Animal Services Authority.

Very truly yours,

SUSAN A. MAURIELLO
County Administrative Officer

Attachment: Animal Services Authority Conflict of Interest Code

Cc: Board of Directors – Animal Services Authority
County Clerk – Elections

BEFORE THE BOARD OF DIRECTORS
OF THE SANTA CRUZ ANIMAL SERVICES AUTHORITY

RESOLUTION NO. 02-2007

On the motion of Director Mauriello
duly seconded by Director Bernal
the following resolution is adopted:

RESOLUTION ADOPTING CONFLICT OF INTEREST CODE OF THE SANTA CRUZ
ANIMAL SERVICES AUTHORITY

WHEREAS, the Political Reforms Act, Government Code Sections 81000, et seq., requires this agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which will be amended to conform to amendments in the Political Reform Act after public notice and hearings conducted by the Fair Political Practices Commission pursuant to the Administrative Procedures Act, Government Code Sections 11370, et seq.;

WHEREAS, a hearing has been held pursuant to notice; and

WHEREAS, this body has determined that the attached Appendix accurately sets forth those positions which should be designated and the categories of financial interests which should be made reportable.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Board of Directors of the Santa Cruz Animal Services Authority that the attached Conflict of Interest Code is adopted.

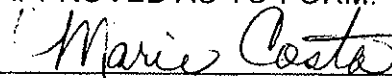
PASSED AND ADOPTED by the Board of Directors of the Santa Cruz Animal Services Authority, this 15th day of October, 2007, by the following vote:

- AYES: Robbins, Skerry, Kelly, Mauriello, Medina, Pimentel, Bernal, Comstock
- NOES: None
- ABSENT: None
- ABSTAIN: None



Chairperson of the Board of Directors

APPROVED AS TO FORM:



Counsel

Appendix

CONFLICT OF INTEREST CODE OF THE
SANTA CRUZ ANIMAL SERVICES AUTHORITY

Incorporation of Model Code. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of this Authority.

Designated Positions. The positions listed on Exhibit "A" are designated positions. Officers and employees holding these positions are deemed to make or participate in the making of decisions which may have a material effect on a financial interest.

Disclosure Statements. A person holding a designated position shall be assigned to one or more of the disclosure categories set forth on Exhibit "B" unless such persons are already required to file disclosure statements of economic interests under the provision of Section 87200 of the California Government Code. Each person assigned a disclosure category shall file an annual statement disclosing that person's interest in investments, real property, and income designated as reportable under the category to which the person's position is assigned in Exhibit "A".

Place and Time of Filing.

1. Filing Originals. All persons holding designated positions with an assigned disclosure category shall file the original statement of economic interests with this agency.
2. Filing Copies. This agency shall make and retain a copy and forward the originals of these statements to the County Clerk.
3. Initial Statements – After Code Adoption. A person holding a designated position with an assigned disclosure category shall submit an initial statement of economic interest within 30 days after the effective date of this Code.
4. Annual and Other Statements. Persons holding designated positions with an assigned disclosure category shall file annual statements of economic interest and other required statements pursuant to Section 5 of the Conflict of Interest Code provisions contained in 2 Cal. Code of Regs. Section 18730

EXHIBIT "A"

DESIGNATED POSITIONS

<u>ANIMAL SERVICES AUTHORITY</u>	<u>CATEGORIES</u>
1. Governing Board Members	1
2. Animal Services General Manager	1
3. Animal Services Shelter Manager	1
4. Animal Services Field Control Manager	1
5. Counsel	1
6. Controller	1

Exhibit "B"

DISCLOSURE CATEGORIES

An interest in real property, income, or investment is reportable if the interest in real property, the income or source of income, or the interest in real property may foreseeably be affected materially by any decision made or participated in by the designated employee by virtue of the employee's position.

"Interest in Real Property" means any interest therein, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is greater than \$1,000. Such interests of an individual include a business entity's share of interest in real property or any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% or greater interest.

"Income" received from a public agency need not be disclosed. For purposes of exemption, the term "income from a public agency" includes agency or County salary and income derived from publicly operated schools for teaching or consulting activities.

"investments" include: (1) Any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership interest or other ownership interest; and (2) A pro rata share of investments of any business entity or trust in which the designated employee or his or her spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.

"Investments" do not include: (1) A time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency; or (2) Assets whose fair market value is less than \$1,000.

Designated employees in the following category or categories must report:

Category 1: Interests in Real Property, Income, Investments, and Management Positions Held by Designated Employee. All interests in real property, income, and investments, and any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management. Financial interests are reportable only if located within or subject to the jurisdiction of the agency or if the business entity is doing business or planning to do business in the jurisdiction or has done business within the jurisdiction at any time during the two years prior to the filing of the statement.

EXHIBIT "B"

CATEGORY 2. Interests in Contractors With Agency.

a. Investments, Income---- Contractors With Agency Investments in and income from any business entity which, within the last two years, has contracted or subcontracted, or in the foreseeable future may contract or subcontract, with this agency to provide services, supplies, materials, machinery or equipment to this agency.

b. Management Position With Agency. His or her status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years, has contracted or subcontracted with this agency to provide services, supplies, materials, machinery or equipment to this agency.

CATEGORY 3. Interests in Real Property . All interests in real property within the jurisdiction of the agency.

CATEGORY 4 Income. All income (including gifts) from any source located or doing business within the jurisdiction of the agency.

CATEGORY 5 Investments. All investments in business entities located in or owning real property within the jurisdiction of the agency.

CATEGORY 6 Real Estate, Building and Construction Industry. All investments in and any income from sources engaged in selling or buying real estate or engaged in the construction or building industry within the jurisdiction of the agency.

Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: Fourth quarter report of all claims under \$10,000 approved by the General Manager for April 1, 2012 through June 30, 2012.

Recommendation:

Approve the Fourth quarter report of all claims under \$10,000 approved by the General Manager for April 1, 2012 through June 30, 2012.

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 July 1, 2012 through September 30, 2012 will be included on the October 15, 2012 agenda.

DATE: 07/5/2012
 TO: Board of Directors, Santa Cruz County Animal Services
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.4 April 1, 2012 through June 30, 2012 Claims Report

The following SCCAS claims under \$10,000 have been approved by the General Manager without prior Board of Directors action, and submitted to the County Auditor/Controller for payment from the Operating Budget for the period of April 1, 2012 through June 30, 2012

Fund Type	Posted	Amount	Description	Name
Fund 76 - INVESTMT TRUST-LOCAL BOARDS INDEP*				
Fund 114 - SC CO ANIMAL SHELTER				
Sub-Fund 100 - SCC ASA-PRIMARY OPERATIONS I/C 006110				
Sub-Object 3100 - REGULAR PAY-PERMANENT				
Sub-Object 3215 - POLICE SAFETY EQUIP-REPLACE	4/2/2012	1,674.43	ACO RADIO CUST 01 SAN0021 INV#0142314*3/12/12	KHAVARIAN ENTERPRISES INC DBA VISION
Total Sub-Object 3215		1,674.43		
Sub-Object 3235 - RADIO	4/6/2012	2,203.75	COMMUNICATION SVCS - SCR9-1-1 - APRIL 2012	COUNTY OF SANTA CRUZ ISD
	5/24/2012	2,203.75	*COMMUNICATION SVCS - SCR9-1-1 MAY 2012*	COUNTY OF SANTA CRUZ ISD
	6/7/2012	115.00	COMMUNICATION SVCS - SCR9-1-1 -EXTRA SVCS MAY	COUNTY OF SANTA CRUZ ISD
	6/13/2012	2,203.75	*COMMUNICATION SVCS- SCR9-1-1 JUNE 2012*	COUNTY OF SANTA CRUZ ISD
Total Sub-Object 3235		6,726.25		
Sub-Object 3240 - TELECOM SERVICES	4/16/2012	2,069.36	TELEPHONE CHARGES 2012-MARCH	COUNTY OF SANTA CRUZ ISD
	5/21/2012	2,300.88	TELEPHONE CHARGES 2012-APRIL	COUNTY OF SANTA CRUZ ISD
	6/13/2012	2,300.88	TELEPHONE CHARGES 2012-MAY ESTIMATE	COUNTY OF SANTA CRUZ ISD
	6/13/2012	2,300.88	TELEPHONE CHARGES 2012-JUNE ESTIMATE	COUNTY OF SANTA CRUZ ISD
Total Sub-Object 3240		8,972.00		
Sub-Object 3250 - FOOD	6/5/2012	99.73	*3/2012ANIMAL SUPPLIES IN 158493**131867**132589*	GENERAL FEED & SEED
	6/5/2012	169.00	*APRIL2012 ANIMAL SUPPLE**161199**133650**163391*	GENERAL FEED & SEED
	6/25/2012	25.89	*MARCH 2012 MISSING IN ANIMAL SER INV 159654*	GENERAL FEED & SEED
	6/25/2012	343.80	*JUNE 1-07 212ANIM SUPP IN 136680**136909**166802*	GENERAL FEED & SEED
	4/17/2012	158.50	*ACT44051 FOOD 218618098**218643149**1600919655*	HILL'S PET NUTRITION INC
	4/17/2012	341.79	*ACT44051-21866512**218669921**218713725*	HILL'S PET NUTRITION INC
	5/3/2012	288.62	*ACT744051 FOOD 218313892*	HILL'S PET NUTRITION INC
	5/3/2012	341.79	*ACT744051 218337002**218359877**218385631*	HILL'S PET NUTRITION INC
	5/23/2012	13.77	*ACT44051 1600923615*	HILL'S PET NUTRITION INC
	5/23/2012	104.44	*ACT744051 FOOD 218736570*	HILL'S PET NUTRITION INC
	5/23/2012	136.72	*ACT744051 218759779**218783703*	HILL'S PET NUTRITION INC
	6/6/2012	174.69	*ACT744051 FOOD 218234142 UNDER PAID*	HILL'S PET NUTRITION INC
	6/14/2012	39.44	*ACT44051 218890511**218915604**1600927129 5/25*	HILL'S PET NUTRITION INC
	6/14/2012	60.77	*ACT44051 FOOD 218807303**218833868**218863314*	HILL'S PET NUTRITION INC
	4/4/2012	15.36	*COSTCO RABBIT GREENS 3/12/2012*	HILL'S PET NUTRITION INC
	4/4/2012	19.35	*COSTCO RABBIT GREENS 3/19/2012*	PETTY CASH
	5/5/2012	16.75	FOOD FOR RABBITS	PETTY CASH
	5/15/2012	18.05	FOOD FOR RABBITS	PETTY CASH
	5/15/2012	19.35	FOOD FOR RABBITS	PETTY CASH
	5/22/2012	10.47	COSTCO 5/12/12	PETTY CASH

5/22/2012 47.04 *COSTCO 4/23/12* PETTY CASH
 7/2/2012 17.75 *COSTCO - RABBIT FOOD 6/22/12* PETTY CASH
 7/3/2012 18.05 COSTCO FRESH GREENS 8/19/2011 PETTY CASH
 5/15/2012 6.24 #42460445557085060312# US BANK CORPORATE CAL CARD
 6/11/2012 5.07 #42460445557085060512# US BANK CORPORATE CAL CARD
 Total Sub-Object 3250 2,492.43

Sub-Object 3262 - JANITORIAL SERVICES
 5/3/2012 728.00 CUSTODIAL SERVICES FOR APRIL 12 FOR ASA COUNTY OF SANTA CRUZ GSD
 6/6/2012 1,456.00 CUSTODIAL SERVICES FOR MAY-JUNE 12 FOR ASA COUNTY OF SANTA CRUZ GSD
 Total Sub-Object 3262 2,184.00

Sub-Object 3295 - LIABILITY INSURANCE
 4/25/2012 175.00 *IN 39076 FY11/123RDPARTY CERT UNCHAINEDCITYW/ SDRMA
 Total Sub-Object 3295 175.00

Sub-Object 3360 - MAINT-OTH EQUIP-SERVICES
 6/4/2012 1,721.46 *IN 262530 RIDING MOWER AND SHAFT 4/26/12* B & B SMALL ENGINE REPAIR
 5/8/2012 263.00 *AC 27106 4/10/2012 W/D REPAIR WATS IN195708* TAYLOR HOUSEMAN
 6/21/2012 43.50 *FIRE EXT INSP 6/5/12 INV28570* TRI-COUNTY FIRE PROTECTION
 6/11/2012 3.76 #42460445557085060512# US BANK CORPORATE PAYMENT SYSTEMS
 4/11/2012 310.52 *CUST ID 3326 03/30/2012 IN DS5209* VETEQUIP INC
 Total Sub-Object 3360 2,342.24

Sub-Object 3395 - FACILITIES MAINT-GENERAL-SERVICES
 4/13/2012 1,731.82 CHARGE ASA FOR 3RD QTR 11-12 BLDG. MAINT 7TH A\ COUNTY OF SANTA CRUZ GSD
 4/13/2012 3,666.90 CHARGE ASA FOR 3RD QTR 11-12 BLDG. MAINT WATSC\ COUNTY OF SANTA CRUZ GSD
 4/13/2012 8,800.27 CHARGE ASA FOR 3RD QTR 11-12 BLDG. MAINT WATSK\ COUNTY OF SANTA CRUZ GSD
 6/27/2012 325.00 CHARGE ASA FOR MAY-APR11-12 BLDG. MAINT WATSO\ COUNTY OF SANTA CRUZ GSD
 6/27/2012 650.00 CHARGE ASA FOR MAY-APR 11-12 BLDG. MAINT-7TH A\ COUNTY OF SANTA CRUZ GSD
 6/27/2012 867.79 CHARGE ASA FOR MAY-APR11-12 BLDG. MAINT-7TH A\ COUNTY OF SANTA CRUZ GSD
 6/27/2012 1,363.67 CHARGE ASA FOR MAY-APR 11-12 BLDG. MAINT-7TH A\ COUNTY OF SANTA CRUZ GSD
 5/3/2012 110.00 *AC52928 SC PEST CONTROL MAR 2012 IN 117124* CRANE PEST CONTROL
 5/30/2012 110.00 *AC52928 SC PEST CONTROL APRIL 2012 IN1174925* CRANE PEST CONTROL
 6/12/2012 110.00 *ACCT 52928 SC PEST CONTROL MAY 2012 IN1178685* CRANE PEST CONTROL
 4/17/2012 13.88 *CUST ID 12222 3/30/2012 IN W 474402* GREEN RUBBER-KENNEDY AG
 6/14/2012 59.33 *CUST ID 12222 5/30/12 IN W-476399* PARADISE LANDSCAPE, INC.
 4/9/2012 475.00 *LANDSCAPING 4/1/2012 4/30/12 IN 244517* PETTY CASH
 4/24/2012 8.51 *USA GASOLINE MOWER 4/16/12* STEPHEN REEDER DBA BRASS KEY LOCKSMITH
 5/22/2012 127.26 *12 MASTER LOCKS INV 20263* US BANK CORPORATE CAL CARD
 5/15/2012 34.75 #42460445557085060312# US BANK CORPORATE CAL CARD
 5/15/2012 241.85 #42460445557085060312# US BANK CORPORATE CAL CARD
 5/17/2012 57.30 #42460445557085060412# US BANK CORPORATE CAL CARD
 6/11/2012 16.58 #42460445557085060512# US BANK CORPORATE CAL CARD
 6/11/2012 659.52 #42460445557085060512# US BANK CORPORATE CAL CARD
 Total Sub-Object 3395 19,429.43

Sub-Object 3405 - MAINT-STRUCT/IMPS/GRDS-OTHER-SERVICES
 5/9/2012 841.17 *CUST ID 139608 KENNEL DOORS INV ORDER 174743* MOORE PET SUPPLIES LLC
 Total Sub-Object 3405 841.17

Sub-Object 3432 - OTHER MEDICAL MATERIALS & SUPPLIES
 4/9/2012 21.50 *OXYGEN-MARCH 2 2012 IN 114926**CR02292012* ANALGESIC SERVICES INC
 4/9/2012 44.02 *OXYGEN-MARCH 23 2012 INV 114126* ANALGESIC SERVICES INC
 5/21/2012 44.02 *OXYGEN APRIL 4 2012 INV 114219* ANALGESIC SERVICES INC
 6/14/2012 44.02 *OXYGEN MAY 4 2012 IN 117781* ANALGESIC SERVICES INC
 6/14/2012 44.02 *OXYGEN MAY 14 2012 IN 117809* ANALGESIC SERVICES INC

5/3/2012	167.74	*ACCT 713316 FELINE NASAL 4/10/11 IN 1303258*	HESKA CORPORATION
5/30/2012	156.74	*ACCT 7133196 FELINE NASAL 5/7/12 IN1311941*	HESKA CORPORATION
4/9/2012	540.12	*AC 33640 MED 4394220**4530906*	MWI VETERINARY SUPPLY CO
4/9/2012	2,141.59	*AC 33640 MED 426686**4364028**4406406**4446600*	MWI VETERINARY SUPPLY CO
5/23/2012	476.32	*AC33640 MED 4889139*	MWI VETERINARY SUPPLY CO
5/23/2012	1,132.18	*AC33640 MED 4922320**4963749**4979638*	MWI VETERINARY SUPPLY CO
6/6/2012	1,168.51	*ACCT33640MED**4649521**4754507**4791538**4791535	MWI VETERINARY SUPPLY CO
6/6/2012	1,245.48	*ACCT33640MED 4622710**4677313**54779755**4782797	MWI VETERINARY SUPPLY CO
6/15/2012	62.07	*ACCT 33640 MED 5310302*	MWI VETERINARY SUPPLY CO
6/15/2012	697.17	*AC33640 MED 4991817**5045698**5098849 5099182*	MWI VETERINARY SUPPLY CO
6/15/2012	811.28	*AC33640 MED 5289606**FC259294*	MWI VETERINARY SUPPLY CO
6/15/2012	2,019.32	*AC33640 MED 5187702**5255157**5309392**5309402*	MWI VETERINARY SUPPLY CO
6/15/2012	4,009.49	*AC33640 MED 5046652**5081574**5178714**5243028*	MWI VETERINARY SUPPLY CO
4/4/2012	5.39	*LUCKY SUPER GLUE 3/24/12*	PETTY CASH
6/5/2012	57.67	*AC E61612 CLMEDS 29780*	PEZIER INC ANIMAL HEALTH CARE
5/7/2012	63.08	*AC 21944 INV 099235 FATAL PLUS APRIL 2012*	VORTECH PHARMACEUTICALS
4/11/2012	81.95	*AC 100144519 SC 9854012056**SC 9851012026*	WEBSTER VETERINARY SUPPLY INC
4/11/2012	1,830.04	*ACT100144519 MEDS 113535834**SC 9868912086*	WEBSTER VETERINARY SUPPLY INC
6/6/2012	23.55	*ACT100144519 8965/1496412*	WEBSTER VETERINARY SUPPLY INC
6/6/2012	110.61	*ACT100144519 890/1364550*	WEBSTER VETERINARY SUPPLY INC
6/6/2012	1,480.86	*ACT100144519 MEDS 890/1371999*	WEBSTER VETERINARY SUPPLY INC
6/12/2012	343.50	*ACT100144519 04/12 MEDS 8901374815**8901381993*	WEBSTER VETERINARY SUPPLY INC
6/12/2012	1,778.40	*AC100144519 05/12 MEDS 8901387864**8761294877*	WEBSTER VETERINARY SUPPLY INC
Total Sub-Object 3432	20,600.64		
Sub-Object 3450 - MEMBERSHIPS			SANTA CRUZ AREA CHAMBER OF COMMERCE
5/14/2012	135.00	*2012-4-24 INV 2012-156-FY11/12 MEMBERSHIP*	
Total Sub-Object 3450	135.00		
Sub-Object 3451 - MISCELLANEOUS EXPENSE-SERVICES			
4/24/2012	67.24	*ALEXIS PARTY RENTAL MARCH MADESS PROMO 3/26 PETTY CASH	
6/29/2012	234.80	*REIM EXP MARCH MADNESS3/23/12 COSTCO/WHOLE FM MELANIE SOBEL	
Total Sub-Object 3451	302.04		
Sub-Object 3484 - DUPLICATING SERVICES			
4/11/2012	879.95	*DON INST POSTERS ENVELOPES FLYERS IN 00000799 BLUE HERON DESIGN GROUP	
6/14/2012	361.91	*BUS CRD PTRR ENV BANNER INV00000826*	BLUE HERON DESIGN GROUP
Total Sub-Object 3484	1,241.86		
Sub-Object 3489 - PC SOFTWARE PURCHASES			
6/11/2012	96.57	*BAY TREE BOOKSTORE LGHTRM SOFTWARE 3/8/12*	PETTY CASH
Total Sub-Object 3489	96.57		
Sub-Object 3491 - POSTAGE			
4/9/2012	1.23	POSTAGE 2012-MARCH	COUNTY OF SANTA CRUZ POSTAGE
5/22/2012	493.31	*MAIL STATION 2/11/2012 4/30/12 IN49054950*	PITNEY BOWES
6/14/2012	1,071.53	*MAIL STAT POST REFILL MAY 2012 P700/SN FCAPRIL1:THE PITNEY BOWES BANK, INC. DBA PURCHASE	THE PITNEY BOWES BANK, INC. DBA PURCHASE
7/3/2012	24.93	*MAIL STAT FINANCE CHARGE JUNE 2012*	US BANK CORPORATE CAL CARD
6/11/2012	11.21	#42460445557085060512#	
Total Sub-Object 3491	1,602.21		
Sub-Object 3493 - SUPPLIES			
6/29/2012	252.04	*CUST 9506006 LEASH 0277489 IN**0277666-IN* Q	CAMPBELL PET COMPANY
4/4/2012	465.50	WAREHOUSE CHARGES FOR MONTH ENDING MARCH; COUNTY OF SANTA CRUZ GSD	
5/2/2012	242.40	WAREHOUSE CHARGES FOR MONTH ENDING APRIL 2c COUNTY OF SANTA CRUZ GSD	
6/6/2012	238.00	WAREHOUSE CHARGES FOR MONTH ENDING MAY 201 COUNTY OF SANTA CRUZ GSD	
6/6/2012	357.30	WAREHOUSE CHARGES FOR MONTH ENDING MAY 201 COUNTY OF SANTA CRUZ GSD	

6/12/2012	300.00	ESTIMATED WAREHOUSE CHARGES FOR MONTH END	COUNTY OF SANTA CRUZ GSD
6/12/2012	350.00	ESTIMATED WAREHOUSE CHARGES FOR MONTH END	COUNTY OF SANTA CRUZ GSD
5/3/2012	83.67	*CUST 3503076 IN511758147 EVIDENCE BAGS*	GALLS, AN ARAMARK COMPANY, LLC
6/29/2012	776.53	*VET SANITIZER/DEGREASER 6/14/2012 IN 25464*	HEALTH TECHNOLOGY DBA ANIMAL HEALTH &
7/3/2012	323.79	*RECEIPT BOOKS 6/18/2012 INV 1175535-1*	INNERWORKINGS INC
4/11/2012	49.49	*ORDER 42880456 PADS INV 5202096*	MEDICAL ARTS PRESS
4/4/2012	59.53	*VISTA PRINT ENDORSEMENT STAMPS 3/16/2012*	PETTY CASH
4/24/2012	5.78	*SAVEMART VINEGAR 4/12/12*	PETTY CASH
4/24/2012	9.74	*STAPLES CLOCK CALENDAR 3/30/12*	PETTY CASH
4/24/2012	16.25	*COSTCO REBBIT GREENS 4/9/12*	PETTY CASH
4/24/2012	16.25	*DOLLAR TREE BLEACH 4/16/12*	PETTY CASH
6/28/2012	1,143.41	*PET CARRIERS 6/14/12 IN105922*	PETTY CASH
5/23/2012	486.06	*AC13431555 MARCH IN112833826**112703163*	SPECIALTIES INC
5/15/2012	458.88	#42460445557085060312#	STAPLES CONTRACT & COMMERCIAL INC DBA
5/17/2012	53.20	#42460445557085060412#	US BANK CORPORATE CAL CARD
5/17/2012	256.44	#42460445557085060412#	US BANK CORPORATE CAL CARD
6/11/2012	255.75	*42460445557085060512*	US BANK CORPORATE CAL CARD
5/30/2012	867.30	*CUST ID 208595 LEADS 4/26/12 IN 25056*	WATER STREET CONNECTION INC DBA REGAL

Total Sub-Object 3493 7,067.31
Sub-Object 3520 - BANKING SERVICES

4/13/2012	255.76	BANK FEES - WATSONVILLE	COUNTY OF SANTA CRUZ TAX-TREASURER
4/13/2012	301.07	BANK FEES - WEB	COUNTY OF SANTA CRUZ TAX-TREASURER
4/13/2012	958.70	BANK FEES - SANTA CRUZ	COUNTY OF SANTA CRUZ TAX-TREASURER
5/8/2012	201.01	BANK FEES - WEB	COUNTY OF SANTA CRUZ TAX-TREASURER
5/8/2012	201.87	BANK FEES - WATSONVILLE	COUNTY OF SANTA CRUZ TAX-TREASURER
5/8/2012	765.79	BANK FEES - SANTA CRUZ	COUNTY OF SANTA CRUZ TAX-TREASURER
6/6/2012	149.77	BANK FEES- WEB	COUNTY OF SANTA CRUZ TAX-TREASURER
6/6/2012	263.31	BANK FEES- WATSONVILLE	COUNTY OF SANTA CRUZ TAX-TREASURER
6/6/2012	989.11	BANK FEES- SANTA CRUZ	COUNTY OF SANTA CRUZ TAX-TREASURER
6/13/2012	33.55	BANK FEES- WEB	COUNTY OF SANTA CRUZ TAX-TREASURER

Total Sub-Object 3520 4,119.94
Sub-Object 3575 - DATA PROCESSING SERVICES

4/9/2012	2.24	CICS 2012-MARCH	COUNTY OF SANTA CRUZ ISD
4/11/2012	3,836.00	2012- March Network Connection Fee	COUNTY OF SANTA CRUZ ISD
5/8/2012	55.36	CICS 2012-APRIL	COUNTY OF SANTA CRUZ ISD
5/21/2012	3,836.00	2012- April Network Connection Fee	COUNTY OF SANTA CRUZ ISD
5/30/2012	3,836.00	2012- June Network Connection Fee	COUNTY OF SANTA CRUZ ISD
5/30/2012	3,836.00	2012- May Network Connection Fee	COUNTY OF SANTA CRUZ ISD
6/1/2012	3,836.00	2012- May Network Connection Fee	COUNTY OF SANTA CRUZ ISD
6/1/2012	3,836.00	2012- June Network Connection Fee	COUNTY OF SANTA CRUZ ISD
6/11/2012	(3,836.00)	Reverse duplicate May- 2012- Network Conn. Fee	COUNTY OF SANTA CRUZ ISD
6/11/2012	(3,836.00)	Reverse duplicate June- 2012- Network Conn. Fee	COUNTY OF SANTA CRUZ ISD
6/12/2012	4.80	CICS 2012-MAY	COUNTY OF SANTA CRUZ ISD
6/13/2012	4.80	CICS 2012-JUNE ESTIMATE	COUNTY OF SANTA CRUZ ISD

Total Sub-Object 3575 15,411.20
Sub-Object 3665 - PROF & SPECIAL SERV-OTHER

4/9/2012	24.35	*ACCT ANIMS 1-03/31/2012 WATER WA SHELTER*	ALL PURE WATER
5/21/2012	34.25	*ACCT ANIMS 1 04/30/12 WATER WA SHELTER *	ALL PURE WATER
6/14/2012	39.20	*ACCT ANIMS 1 5/31/2012 WATER WA SHELTER*	ALL PURE WATER
4/25/2012	45.00	*6/24/2012 SPRING DOG FESTIVAL BOOTH *	CAPITOLA DOG OWNERS GROUP DBA COASTAL
5/30/2012	75.00	*SERV CALL 5/15/12 IN105335 ZONE 17 EMG GATE*	DOYLE POLAND DBA SUPERIOR ALARM CO

4/9/2012 800.00 *IN 60 S/N VOUCHERS 3/25/2012*
 4/24/2012 1,200.00 *IN61 S/N VOUCHERS 4/9/12*
 4/17/2012 66.17 *AC 157635 LAB MAR 2012 IN 0312157635*
 6/6/2012 169.26 *ACCT157635 LAB APRIL 2012 IN0412157635*
 6/12/2012 203.10 *AC157635 LAB MAY 2012 IN0512157635*
 5/3/2012 1,000.00 *ACCT7446 DEADPICKUP MAR2012 IN 630972*
 5/3/2012 1,700.00 *AC6451 DEADPICKUP MAR 2012 IN630971*
 5/30/2012 1,000.00 *AC7446 DEADPICKUP MAR 2012 IN634424*
 5/30/2012 1,700.00 *AC6451 DEADPICKUP APR 12 INV 634423*
 6/21/2012 1,000.00 *ACCT7446 DEADPICKUP MAY 2012 INV 638105*
 6/21/2012 1,700.00 *ACCT6451 DEADPICKUP MAY 2012 INV 638104*
 5/30/2012 179.01 *AC1 6970815247 3/26/12 3/26/13*
 4/30/2012 63.84 *AC6108507 WASHARPS05 TO 07 2012 IN3001818069*
 6/12/2012 56.52 *AC 6108507 SCSHARPS 06 2012 IN 3001854963*
 Total Sub-Object 3763 11,055.70

Sub-Object 3763 - VETERINARIAN SERVICES

6/29/2012 350.00 ACCT 30142 S/N MAY 759759 759754 ADOBE ANIMAL HOSPITAL
 6/29/2012 380.00 AC 30142 S/N MAR 758093 758249 758305 758294 ADOBE ANIMAL HOSPITAL
 6/29/2012 382.00 AC30142 S/N MAR 757682 757848 757849 757880 ADOBE ANIMAL HOSPITAL
 6/29/2012 477.03 AC30142 S/N MAR 757881 757979 758098 ADOBE ANIMAL HOSPITAL
 5/14.00 AC 30142 S/N MAY 759518 759520 759519 759760 ADOBE ANIMAL HOSPITAL
 6/29/2012 561.94 AC 30142 S/N MAR 758296 758548 758550 758549 ADOBE ANIMAL HOSPITAL
 6/29/2012 600.06 AC 30142 S/N APR 758877 758875 758876 758941 ADOBE ANIMAL HOSPITAL
 6/29/2012 676.00 AC30142 S/N APR 759940 759241 759237 759242 ADOBE ANIMAL HOSPITAL
 7/3/2012 187.00 *AC30142 S/N JUNE 2012 761053**761051* ADOBE ANIMAL HOSPITAL
 7/3/2012 272.00 *AC30142 S/N JUNE 2012 760609**760611**760839* ADOBE ANIMAL HOSPITAL
 7/3/2012 325.00 *AC30142 S/N JUNE 2012 760840 **760841**761052* ADOBE ANIMAL HOSPITAL
 7/3/2012 31.00 *ANI ID A088829 JUNE 20 2012* ANIMUS INC DBA ANIMAL HOSPITAL OF SOQUEL
 7/3/2012 106.00 *ANI ID A174524**A174525**A174526 MARCH 23 2012* ANIMUS INC DBA ANIMAL HOSPITAL OF SOQUEL
 6/14/2012 87.00 *BEAU 1/6/12 1/31/12 ANIMAL ID A70900* ANN GRATZKE DVM DBA OPHTHALMOLOGY FOR
 6/12/2012 157.74 *ACCT 587 6/6/12 HORSES INV 2699* COAST EQUINE VETERINARY SERVICES
 4/24/2012 1,400.00 *IN HOUSE VET MARCH 2012* ED C WIESER
 6/28/2012 2,250.00 *IN HOUSE VET FEB 2012* ED C WIESER
 4/2/2012 3,800.00 *IN HOUSE VET PP MAY 2012* ED C WIESER
 6/28/2012 2,475.00 *IN HOUSE VET 3/19/2012 3/23/2012* JOAN FREED, DVM
 4/5/2012 1,980.00 *IN HOUSE VET 3/26/2012 3/29/2012* JOAN FREED, DVM
 4/17/2012 2,475.00 *IN HOUSE VET 4/2/2012 4/6/2012* JOAN FREED, DVM
 4/17/2012 2,475.00 *IN HOUSE VET 4/2/2012 4/6/212* JOAN FREED, DVM
 4/24/2012 2,475.00 *IN HOUSE VET 4/9/12 4/13/12* JOAN FREED, DVM
 5/9/2012 1,980.00 *IN HOUSE VET 4/16/12 4/19/12* JOAN FREED, DVM
 5/14/2012 2,475.00 *IN HOUSE VET 04/30/2012-05/4/2012* JOAN FREED, DVM
 5/29/2012 2,475.00 *IN HOUSE VET 5/7/2012 5/11/2012* JOAN FREED, DVM
 5/30/2012 2,475.00 *IN HOUSE VET 5/14/2012 5/18/2012* JOAN FREED, DVM
 6/5/2012 1,980.00 *IN HOUSE VET 5/21/2012 5/24/2012* JOAN FREED, DVM
 6/11/2012 1,980.00 *IN HOUSE VET 5/29/2012 6/1/2012* JOAN FREED, DVM
 6/12/2012 2,475.00 *IN HOUSE VET 6/4/2012 6/8/2012* JOAN FREED, DVM
 6/25/2012 1,485.00 *IN HOUSE VET 6/11/12 6/13/12* JOAN FREED, DVM
 7/3/2012 2,475.00 *IN HOUSE VET 6/18/2012 6/22/2012* JOAN FREED, DVM
 6/29/2012 495.00 *MARCH 2012 RELIEF VET SERV S/N IN 1627* MY PERSONAL VET INC
 6/29/2012 495.00 *MAY 2012 RELIEF VET SERV S/N IN 1628* MY PERSONAL VET INC
 6/29/2012 495.00 *JUNE 2012 RELIEF VET SERV S/N IN 1629* MY PERSONAL VET INC

4/11/2012 1,147.10 *IN 1130201222 EMERG VET SERV DEC 2011* SANTA CRUZ VETERINARY HOSPITAL
 5/23/2012 1,026.44 *IN 02292012 EMERGENCY VET SERVIC FEB 2012* SANTA CRUZ VETERINARY HOSPITAL
 6/11/2012 980.16 *IN01312012 EMERGENCY VET SERV JAN 2012* SANTA CRUZ VETERINARY HOSPITAL
 6/12/2012 120.00 *AC6207 VET MAY 2012 IN 130364* SUMMIT VETERINARY HOSPITAL DBA FLYING J
 6/12/2012 300.00 *AC6207 VET APR 2012 INV128811**128816* SUMMIT VETERINARY HOSPITAL DBA FLYING J

Total Sub-Object 3763 49,295.47
 Sub-Object 3800 - EQUIPMENT LEASE & RENT
 4/30/2012 37.10 *4006963778* AC 1356178-1393067 12/5-4/4/12 CANON BUSINESS SOLUTIONS, INC.
 4/30/2012 83.82 *4006864393**4006808638**4006864574**4006808768* CANON BUSINESS SOLUTIONS, INC.
 4/30/2012 788.40 *6745727800**674578128* 001-0079555-001 4-5/12 CANON BUSINESS SOLUTIONS, INC.
 5/18/2012 0.00 AC:001-0079555-001 INV: 6745665131 2/2/12 CANON BUSINESS SOLUTIONS, INC.
 5/18/2012 501.80 COPIER LEASE 3/18-4/18/12 + ANNUAL PROPERTY TAX CANON BUSINESS SOLUTIONS, INC.
 6/22/2012 37.99 #4007127706# COPIES 5/5-6/4/12 SC SHELTER CANON BUSINESS SOLUTIONS, INC.
 6/22/2012 80.35 *4007127706* COPIES 4/5-5/4/12 SC SHELTER CANON BUSINESS SOLUTIONS, INC.
 6/22/2012 394.20 *6745851151* LEASE 6/18-7/18/12 CANON BUSINESS SOLUTIONS, INC.

Total Sub-Object 3800 1,923.66
 Sub-Object 3820 - FIELD EQUIPMENT
 5/15/2012 346.77 *42460445557085060312* US BANK CORPORATE CAL CARD
 Total Sub-Object 3820 346.77

Sub-Object 3935 - INVENTORY MATERIALS PURCHASED
 6/5/2012 1,212.76 *ACCT7123999 MAY INV1105348587* BAYER HEALTHCARE LLC
 5/14/2012 786.15 *SCAS691-APPARAL-PRINT T-SHIRTS/BANDANAS-4/27 JOSEPH G BUGNA JR DBA BANANA PROMOTIONS
 Total Sub-Object 3935 2,008.91

Sub-Object 3976 - SPECIAL MISC EXPENSE-SUPPLIES
 6/12/2012 6.73 *MAR WA ID IN USORD00167907* RED DINGO INC
 6/12/2012 12.88 *MAY SC ID INV USORD00174814* RED DINGO INC
 6/12/2012 165.85 *MAR/APR SC ID IN USORD00167906**USORD00171406 RED DINGO INC
 Total Sub-Object 3976 185.46

Sub-Object 4154 - EDUCATION & TRAINING(REPT)
 4/3/2012 225.00 REIMB APHE CONF 3/1/12 J WALKER JEN WALKER
 5/22/2012 40.00 *HUMANE SOCIETY UNIVERSITY 4/10/12* PETTY CASH
 7/3/2012 37.00 *CHAMBER OF COMMERCE WIB LUNCH M SOBEL 6/7/11;PETTY CASH
 Total Sub-Object 4154 302.00

Sub-Object 4162 - LODGING
 4/3/2012 105.59 REIMB APHE CONF 3/1/12 J WALKER JEN WALKER
 5/21/2012 415.25 WINKLEBLACK CHAMELEON CONF 2012 BENJAMIN WINKLEBLACK
 Total Sub-Object 4162 520.84

Sub-Object 4164 - MEALS
 5/21/2012 32.89 WINKLEBLACK CHAMELEON CONF 2012 BENJAMIN WINKLEBLACK
 Total Sub-Object 4164 32.89
 Sub-Object 4166 - MILEAGE
 4/3/2012 39.29 REIMB SOBEL 3/27/12 MILEAGE MELANIE SOBEL
 4/6/2012 179.27 MILEAGE REIMBURSEMENT JEN WALKER
 5/23/2012 147.63 REIMB MILEAGE J WALKER APRIL 2012 JEN WALKER
 6/11/2012 14.32 MILEAGE 5/19/12 SANTIAGO FERRER
 6/15/2012 58.58 MILEAGE REIMBURSEMENT JUANITA GUNTER
 6/15/2012 199.80 MILEAGE SEPT/2011 - MAR/2012 ROSANNE MAYCLIN
 Total Sub-Object 4166 638.89

Sub-Object 4168 - TRAVEL-OTHER(NON-REPT)
 5/15/2012 349.60 #42460445557085060312# US BANK CORPORATE CAL CARD
 5/17/2012 447.54 *42460445557085060412* US BANK CORPORATE CAL CARD

Consent Agenda Item 5.7

TO: Animal Services Authority Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: Gross Pay Adjustment for Animal Service Technician Allegra Bertozzi-Hebb

Recommendation:

Approve a gross pay adjustment for Animal Service Technician Allegra Bertozzi-Hebb in the approximate amount of \$735.29.

Discussion:

Ms. Bertozzi-Hebb evaluation and step increase were due on March 3, 2012. They were delayed because of an oversight by the Animal Care Supervisor. The estimated total amount due Ms. Bertozzi-Hebb is \$735.29. The adjustment is over 90 days past due which is past the time period allowed for an adjustment to be made administratively. Board approval is required for this gross pay adjustment.

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: August 13, 2012
SUBJECT: Financial Report for the period ending July 31, 2012

Recommendation:

Approve the Financial Report as presented for the period ending July 31, 2012.

Discussion:

The Financial Report ending July 31, 2012 reflects total revenues of \$69,379 and expenditures of \$208,948. Current total revenues are 2% of a potential 8%. The percentage of current year expenditures is at 6%.

Licensing revenues YTD are \$21,889. At this point last year licensing revenues were \$18,356.

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2011-12**

As of 6/30/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2011-12 Adj. Budget	2011-12 Est./Actuals	June Actuals	2011-12 YTD Actuals	YTD Remaining	100%		2010-11 YTD Actuals
							Percentage of CY Budget Actualized	Percentage of PY Budget Actualized	
3100-9700	TOTAL EXPENDITURES	\$3,420,861	\$3,274,785	\$301,610	\$3,242,597	\$32,188	99.02%	136.95%	\$3,205,065
100-2500	TOTAL REVENUES	\$3,156,715	\$3,154,184	\$241,809	\$3,114,698	\$39,486	98.75%	106.01%	\$3,099,532
	NET COST	\$264,146	\$120,601	(\$59,801)	\$127,899	(\$7,298)	53.68%	94.40%	\$105,533
3100	REGULAR PAY-PER OVERTIME PAY-PE	1,222,312	1,214,707	\$163,840	\$1,217,810	(\$3,103)	100.26%	96.33%	\$1,119,356
3105	REGULAR PAY-EXT	14,114	4,849	\$33	\$1,468	\$3,381	30.26%	6.00%	\$2,012
3110	DIFFERENTIAL PAY	31,551	31,069	\$3,865	\$33,428	(\$2,359)	0.00%	111.41%	\$89,130
3140	OASDI-SOCIAL SE	23,523	20,435	\$2,710	\$19,969	\$466	97.72%	84.41%	\$19,414
3155	RETIREMENT	95,340	94,876	\$12,814	\$94,675	\$201	99.79%	94.51%	\$92,901
3160	EMPLOYEE INSURA	230,374	230,147	\$31,316	\$228,388	\$1,759	99.24%	99.57%	\$194,753
3165	UNEMPLOYMENT IN	336,242	345,425	\$15,093	\$330,455	\$14,970	95.67%	129.99%	\$337,976
3170	WORKERS COMPENS	9,605	7,471	\$0	\$7,471	(\$0)	100.00%	310.07%	\$20,319
		107,403	98,801	\$0	\$98,801	(\$0)	100.00%	92.05%	\$94,096
3100	SALARIES & BENEF	\$2,070,464	\$2,047,780	\$229,670	\$2,032,465	\$15,315	99.25%	100.45%	\$1,969,957
3215	POLICE SAFETY EQUIPMENT	1,000	1,900	\$0	\$1,829	\$71	96.27%	129.67%	\$3,300
3225	RADIO SERVICES	2,000	2,000	\$0	\$1,744	\$256	87.21%	128.77%	\$3,863
3235	TELECOM SERVICES	29,000	27,000	\$2,319	\$27,047	(\$47)	100.18%	77.95%	\$25,334
3240	FOOD	26,000	8,000	\$4,602	\$8,736	\$985	96.48%	101.55%	\$28,434
3250	JANITORIAL SERVICES	8,000	10,000	\$954	\$7,015	\$985	87.69%	49.99%	\$8,498
3262	LIABILITY INSURANCE	10,000	10,000	\$1,456	\$8,736	\$1,264	87.36%	133.08%	\$9,828
3295	OTHER INSURANCE	28,000	30,882	\$0	\$30,519	\$363	98.83%	89.14%	\$27,187
3305	MAINT-OFFICE EQUIPMENT	0	1,000	\$0	\$0	\$1,000	0.00%	0.00%	\$0
3355	MAINT-OTHER EQUIP-SVCS	800	800	\$0	\$345	\$455	43.10%	0.00%	\$644
3360	MAINT-OTHER EQUIP-SVCS	3,000	3,000	\$1,769	\$4,659	(\$1,659)	155.29%	215.51%	\$3,233
3361	FACILITIES MAINT	500	500	\$0	\$315	\$185	0.00%	0.00%	\$0
3395	MAINT STRUCT IM	37,000	52,000	\$4,052	\$55,385	(\$3,385)	106.51%	732.20%	\$35,146
3405	OTHER MEDICAL MATERIALS	15,558	30,000	\$0	\$29,189	\$811	97.30%	5.71%	\$343
3432	MEMBERSHIPS	125,000	105,000	\$13,896	\$106,530	(\$1,530)	101.46%	146.73%	\$116,408
3450	MISCELLANEOUS EXPENSES	1,000	1,150	\$0	\$1,155	(\$5)	100.43%	107.79%	\$1,051
3451	CASH SHORTAGES	8,000	12,500	\$235	\$9,724	\$2,776	77.79%	8.63%	\$1,735
3452	DUPLICATING SVCS	\$0	\$0	\$0	\$113	(\$113)	0.00%	0.00%	\$0
3484	PC SOFTWARE PURCHASES	4,000	1,500	\$1,145	\$2,618	(\$1,118)	174.54%	68.73%	\$4,468
3489		\$0	\$2,200	\$97	\$2,212	(\$12)	0.00%	0.00%	\$517

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2011-12

As of 6/30/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2011-12 Adj. Budget	2011-12 Est./Actuals	June Actuals	2011-12 YTD Actuals	YTD Remaining	Percentage of CY Budget Actualized	Percentage of PY Budget Actualized	2010-11 YTD Actuals
3491	POSTAGE	8,000	8,000	\$1,108	\$8,017	(\$17)	100.21%	100%	\$1,535
3492	SUBSCRIPTIONS/PERIODICALS	400	400	\$0	\$383	\$17	95.66%	100%	\$375
3493	SUPPLIES	57,000	60,000	\$3,997	\$61,492	(\$1,492)	102.49%	100%	\$43,942
3496	INVENTORIALBLE ITEMS	2,560	0	\$0	\$0	\$0	0.00%	0.00%	\$0
3505	ACCOUNTING & AUDITING	17,000	17,000	\$0	\$16,401	\$599	96.47%	100%	\$16,023
3520	BANKING SERVICES	0	16,000	\$1,436	\$15,500	\$500	0.00%	0.00%	\$0
3535	COMPUTER PROF SVCS	500	1,200	\$0	\$0	\$1,200	0.00%	0.00%	\$245
3545	CONSULT/MGT/PC SVCE.	18,000	18,000	\$0	\$17,316	\$684	96.20%	100%	\$22,151
3547	COUNTY COUNSEL	0	0	\$0	\$0	\$0	0.00%	0.00%	\$0
3550	COUNTY OVERHEAD	0	0	\$0	\$0	\$0	0.00%	0.00%	\$0
3575	DATA PROCESSING	47,000	55,000	(\$7,672)	\$46,493	\$8,507	84.53%	100%	\$50,492
3665	PROF & SPECIAL	128,831	95,000	\$3,584	\$84,886	\$10,114	89.35%	100%	\$125,839
3763	VETERINARIAN SERVICES	173,500	173,500	\$22,307	\$182,724	(\$9,224)	105.32%	100%	\$132,347
3800	EQUIPMENT RENTS & LEASES-	7,500	5,000	\$513	\$4,683	\$317	93.66%	100%	\$7,126
3810	RENTS & LEASES-	198,942	198,942	\$0	\$197,669	\$1,273	99.36%	100%	\$200,975
3820	FIELD EQUIPMENT	1,500	1,500	\$0	\$347	\$1,153	23.12%	100%	\$591
3835	ADVERTISING & PROMOTION	2,500	1,500	\$0	\$452	\$1,048	30.10%	100%	\$1,659
3935	INVENTORY MATERIALS PURCHA	20,000	20,000	\$1,213	\$18,368	\$1,632	0.00%	0.00%	\$0
3976	SPECIAL MISC EXP-SUPPLIES	0	2,000	\$208	\$926	\$1,074	0.00%	0.00%	\$0
4110	SUBSCRIPTIONS/BOOKS	500	500	\$0	\$483	\$17	96.59%	100%	\$367
4120	TOWING	0	0	\$0	\$0	\$0	0.00%	0.00%	\$0
4154	TRAVEL-EDUCATION	3,500	1,500	\$37	\$657	\$843	43.80%	100%	\$1,998
4162	TRAVEL-LODGING	750	750	\$0	\$738	\$12	98.35%	100%	\$1,453
4164	TRAVEL-MEALS	600	600	\$0	\$192	\$408	32.01%	100%	\$257
4166	TRAVEL-MILEAGE	4,000	2,000	\$273	\$1,374	\$626	68.72%	100%	\$1,457
4168	TRAVEL-OTHER	100	1,100	\$0	\$1,031	\$69	93.74%	100%	\$1,299
4170	REGISTRATIONS	0	250	\$0	\$250	\$0	0.00%	0.00%	\$0
4175	SERVICE CENTER	35,000	36,000	\$7,786	\$39,109	(\$3,109)	108.64%	100%	\$38,836
4180	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	0.00%	0.00%	\$0
4310	UTILITIES	86,000	86,000	\$6,628	\$86,627	(\$627)	100.73%	100%	\$86,252
4830	PRINCIPAL ON LEASE PURCHASES	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0
3200	SERVICES & SUPPLIES	\$1,112,541	\$1,118,174	\$71,940	\$1,101,301	\$16,873	98.49%	100%	\$1,015,209
5980	COUNTY OVERHEAD (see 3550)	\$95,947	\$95,947	\$0	\$95,947	\$0	100.00%	100%	\$147,118
6101	OPERATING TRSF OUT	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0
6100	OTHER USES	\$95,947	\$95,947	\$0	\$95,947	(\$0)	100.00%	100%	\$147,118
8404	EQUIPMENT	\$12,884	\$12,884	\$0	\$12,884	(\$0)	0.00%	95.70%	\$72,780
8400	FIXED ASSETS	\$12,884	\$12,884	\$0	\$12,884	(\$0)	0.00%	95.70%	\$72,780

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2011-12

As of 6/30/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2011-12		June Actuals	2011-12		YTD Remaining	100%		2010-11 YTD Actuals
		Adj. Budget	Est./Actuals		YTD Actuals	Percentage of CY Budget Actualized		Percentage of PY Budget Actualized		
9700	CONTINGENCIES	\$129,025	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0
0100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0
0230	ANIMAL LICENSES	\$324,366	\$284,180	\$27,532	\$272,448	\$11,732	\$0	95.87%	146.02%	\$268,676
0430	INTEREST	\$3,000	\$3,600	\$230	\$4,007	(\$407)	(\$407)	111.29%	9.53%	\$2,479
0440	RENTS & CONCESS	\$2,500	\$2,500	\$0	\$2,256	\$244	\$244	90.23%	1.49%	\$249
0441	RENTAL DEPOSIT/FORFEIT REVE	\$0	\$140	\$0	\$140	\$0	\$0	0.00%	0.00%	\$0
0894	STATE-OTHER	\$0	\$9,000	\$0	\$9,000	\$0	\$0	0.00%	42.86%	\$7,171
1096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0
1510	HUMANE SERVICES	\$388,000	\$305,000	\$29,915	\$305,617	(\$617)	\$0	0.00%	0.00%	\$0
2010	ADMINISTRATIVE SERVICES	\$0	\$1,500	\$120	\$1,380	\$120	\$120	0.00%	0.00%	\$0
2022	COST RECOVERY-OTHER	\$0	\$3,059	\$3,940	\$6,999	(\$3,940)	(\$3,940)	0.00%	0.00%	\$0
2044	MEMBER CONTRIBUTION	\$2,163,849	\$2,163,849	\$116,829	\$2,163,849	\$0	\$0	100.00%	844.43%	\$2,111,072
2047	OTHER CHARGES CURRRENT SE	\$0	\$170	\$124	\$294	(\$124)	(\$124)	0.00%	0.00%	\$0
2073	ADMINISTRATIVE CITATION FEES	\$50,000	\$0	\$0	\$100	(\$100)	(\$100)	0.00%	0.00%	\$0
2205	ANIMAL MICROCHIP FEES	\$0	\$10,500	\$1,979	\$11,566	(\$1,066)	(\$1,066)	0.00%	0.00%	\$0
2206	ANIMAL RABIES FEES	\$0	\$4,500	\$635	\$4,957	(\$457)	(\$457)	0.00%	0.00%	\$0
2207	ANIMAL SPAY&NEUTER FEES	\$0	\$116,000	\$12,667	\$116,865	(\$865)	(\$865)	0.00%	0.00%	\$0
2334	SALES-OTHER-TAXABLE	\$0	\$11,500	\$896	\$10,741	\$759	\$759	0.00%	0.17%	\$422
2362	CASH OVERAGES	\$0	\$0	\$20	\$37	(\$37)	(\$37)	0.00%	0.12%	\$291
2372	CONTRIBUTIONS AND DONATION	\$150,000	\$198,686	\$33,753	\$160,423	\$38,263	\$38,263	80.74%	102.83%	\$257,074
2380	NSF CHECKS	\$0	\$0	\$0	(\$169)	\$169	\$169	0.00%	-0.02%	(\$518)
2381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.03%	\$680
2384	OTHER REVENUE	\$75,000	\$40,000	\$13,169	\$44,189	(\$4,189)	(\$4,189)	110.47%	354.18%	\$99,169
2500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0
2981	LICENSES - CAPITOLA	\$0	\$0	\$787	\$6,843	(\$6,843)	(\$6,843)	0.00%	0.00%	\$7,783
2982	LICENSES - SANTA CRUZ	\$0	\$0	\$4,387	\$47,028	(\$47,028)	(\$47,028)	0.00%	0.00%	\$46,022
2983	LICENSES- SCOTTS VALLEY	\$0	\$0	\$1,693	\$14,784	(\$14,784)	(\$14,784)	0.00%	0.00%	\$16,296
2984	LICENSES- COUNTY	\$0	\$0	\$17,606	\$171,219	(\$171,219)	(\$171,219)	0.00%	0.00%	\$166,334
2986	LICENSES- WATSONVILLE	\$0	\$0	\$3,059	\$32,574	(\$32,574)	(\$32,574)	0.00%	0.00%	\$32,241
100-2500	REVENUES	\$3,156,715	\$3,154,184	\$241,809	\$3,114,698	\$39,486	\$39,486	98.75%	106.01%	\$3,099,532

**Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2011-12
For Months Ending June 30, 2012**

Revenues:	2011-12 Adj. Budget	2011-12 Est/Actuals	2011-12 YTD Actuals	YTD Remaining	2010-11 YTD Actuals
ANIMAL LICENSES	\$324,366	\$284,180	\$272,448	\$11,732	\$268,676
INTEREST	\$3,000	\$3,600	\$4,007	(\$407)	\$2,479
RENTS & CONCESSIONS	\$2,500	\$2,500	\$2,256	\$244	\$249
RENTAL DEPOSIT/FORFEIT REVENUE	\$0	\$140	\$140	\$0	\$0
STATE-OTHER	\$0	\$9,000	\$9,000	\$0	\$7,171
HUMANE SERVICES	\$388,000	\$305,000	\$305,617	(\$617)	\$352,766
ADMINISTRATIVE SERVICES	\$0	\$1,500	\$1,380	\$120	\$0
COST RECOVERY-OTHER	\$0	\$3,059	\$6,999	(\$3,940)	\$0
MEMBER CONTRIBUTION	\$2,163,849	\$2,163,849	\$2,163,849	\$0	\$2,111,072
CHARGES FOR CURRENT SERVICES	\$0	\$170	\$294	(\$124)	\$0
ADMIN FINE FEES	\$50,000	\$0	\$100	(\$100)	\$0
ANIMAL MICROCHIP FEES	\$0	\$10,500	\$11,566	(\$1,066)	\$0
ANIMAL RABIES FEES	\$0	\$4,500	\$4,957	(\$457)	\$0
ANIMAL SPAY&NEUTER FEES	\$0	\$116,000	\$116,865	(\$865)	\$0
SALES-OTHER-TAXABLE	\$0	\$11,500	\$10,741	\$759	\$422
CASH OVERRAGES	\$0	\$0	\$37	(\$37)	\$291
CONTRIBUTIONS and DONATIONS	\$150,000	\$198,686	\$160,423	\$38,263	\$257,074
NSF CHECKS	\$0	\$0	(\$169)	\$169	(\$518)
NSF CHECKS-RETURNED CHECK FEES	\$0	\$0	\$0	\$0	\$680
OTHER REVENUE	\$75,000	\$40,000	\$44,189	(\$4,189)	\$99,169
TOTAL REVENUES:	\$3,156,715	\$3,154,184	\$3,114,698	\$39,486	\$3,099,532

Less Expenditures:

Salaries and Benefits	\$2,070,464	\$2,047,780	\$2,032,465	\$15,315	\$1,969,957
Services and Supplies	\$1,112,541	\$1,118,174	\$1,101,301	\$16,873	\$1,015,209
Other Uses	\$95,947	\$95,947	\$95,947	(\$0)	\$147,118
Fixed Assets	\$12,884	\$12,884	\$12,884	(\$0)	\$0
TOTAL EXPENDITURES:	\$3,291,836	\$3,274,785	\$3,242,597	\$32,188	\$3,132,284

Plus Contingency:

	\$129,025	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$3,420,861	\$3,274,785	\$3,242,597	\$32,188	\$3,132,284

NET REVENUES OVER (UNDER) EXPENDITURE	(\$264,146)	(\$120,601)	(\$127,899)	\$7,298	(\$32,753)
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BEGINNING FUND BALANCE - UNDESIGNATED (audited ending balance from 6/30/11)	\$0	\$0	\$0	\$0	\$181
ENDING FUND BALANCE - UNDESIGNATED	(\$264,146)	(\$120,601)	(\$127,899)	\$7,298	(\$32,572)
Est. Transfer from SB90 Reserve for 2011-12	\$238,279	\$138,430	\$139,242	\$0	
Est. Transfer from B. Jean Reserve for 2011-12	\$22,171	\$22,171	\$28,657	(\$6,486)	
ENDING FUND BALANCE - UNDESIGNATED*	(\$3,696)	\$40,000	\$40,000	\$812	(\$32,572)

ANIMAL LICENSE DETAIL

	2011-12 YTD Actuals	2010-11 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$6,843	\$7,783	(\$940)
LICENSES - SANTA CRUZ	\$47,028	\$46,022	\$1,006
LICENSES- SCOTTS VALLEY	\$14,784	\$16,296	(\$1,512)
LICENSES- COUNTY	\$171,219	\$166,334	\$4,885
LICENSES- WATSONVILLE	\$32,574	\$32,241	\$333

* Fund Balance Committed for SB 90 Claims as of 6/30/12 is \$808,345 (Unaudited) after set aside for 11-12 of \$139,242

* Fund Balance Assigned for B. Jean as of 6/30/12 is \$546,992 (Unaudited) after increase of \$40,000 received in 11-12.

(see increased donations from B. Jean received in revenues and designated by the Board to the B. Jean Assignment)

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13

As of 07/31/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2012-13 Final Budget	CY Encumb	July Actuals	2012-13 YTD Actuals	YTD Remaining	8%		2011-12 YTD Actuals	COMPARE		Jul-11 Actuals	2011-12 Est./Actuals
							Percentage of CY Budget Actualized	Percentage of PY Budget Actualized		THRU JULY PY ACTUALS	ACTUALS		
3100-9700	TOTAL EXPENDITURES	\$3,532,425	\$0	\$208,948	\$208,948	\$3,323,477	5.92%	10.40%	\$243,437	(\$34,489)	\$244,420	\$3,274,785	
100-2500	TOTAL REVENUES	\$3,371,614	\$0	\$69,379	\$69,379	\$3,302,235	2.06%	1.79%	\$52,320	\$17,060	\$52,320	\$3,154,184	
	NET COST	\$160,811	(\$0)	\$139,569	\$139,569	\$21,242	86.79%	158.47%	\$191,117	\$51,548	\$192,100	\$120,601	
3100	REGULAR PAY-PER OVERTIME PAY-PE	1,300,969	\$0	\$68,755	\$68,755	\$1,232,214	5.28%	6.51%	\$75,625	(\$6,870)	\$75,625	1,214,707	
3105	REGULAR PAY-EXT	14,114	\$0	\$2	\$2	\$14,112	0.01%	0.81%	\$270	(\$268)	\$270	4,849	
3140	DIFFERENTIAL PAY	31,551	\$0	\$2,068	\$2,068	\$29,483	0.00%	3.09%	\$2,469	(\$401)	\$2,469	31,069	
3150	OASDI-SOCIAL SE	23,523	\$0	\$1,072	\$1,072	\$22,451	4.56%	5.18%	\$1,191	(\$119)	\$1,191	20,435	
3155	RETIREMENT	103,911	\$0	\$5,380	\$5,380	\$98,531	5.18%	6.17%	\$6,066	(\$686)	\$6,066	94,876	
3160	EMPLOYEE INSURA	259,161	\$0	\$13,190	\$13,190	\$245,971	5.09%	7.57%	\$14,806	(\$1,616)	\$14,806	230,147	
3165	UNEMPLOYMENT IN	339,509	\$0	\$15,485	\$15,485	\$324,024	4.56%	2.71%	\$7,058	\$8,427	\$7,058	345,425	
3170	WORKERS COMPENS	10,318	\$0	\$0	\$0	\$10,318	0.00%	0.00%	\$0	\$0	\$0	7,471	
		129,978	\$0	\$0	\$0	\$129,978	0.00%	0.00%	\$0	\$0	\$0	98,801	
3100	SALARIES & BENF	\$2,213,034	\$0	\$105,952	\$105,952	\$2,107,082	4.79%	5.48%	\$107,485	(\$1,533)	\$107,485	\$2,047,780	
3215	POLICE SAFETY EQUIPMENT	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	1,900	
3225	UNIFORM REPLACEMENT	2,000	\$0	\$0	\$0	\$2,000	0.00%	0.00%	\$0	\$0	\$0	2,000	
3235	RADIO SERVICES	28,000	\$0	\$2,204	\$2,204	\$25,796	7.87%	6.78%	\$2,204	(\$0)	\$2,204	27,000	
3240	TELECOM SERVICES	28,000	\$0	(\$2,463)	(\$2,463)	\$30,463	-8.80%	7.89%	\$2,208	(\$4,671)	\$2,208	27,000	
3250	FOOD	8,000	\$0	\$970	\$970	\$7,030	12.12%	2.81%	\$477	\$493	\$477	8,000	
3262	JANITORIAL SERVICES	10,000	\$0	\$0	\$0	\$10,000	0.00%	0.00%	\$0	\$0	\$0	10,000	
3295	LIABILITY INSURANCE	30,882	\$0	\$30,029	\$30,029	\$853	97.24%	87.47%	\$26,679	\$3,350	\$26,679	30,882	
3305	OTHER INSURANCE	1,215	\$0	\$0	\$0	\$1,215	0.00%	0.00%	\$0	\$0	\$0	1,000	
3355	MAINT-OFFICE EQUIPMENT	800	\$0	\$0	\$0	\$800	0.00%	0.00%	\$113	(\$113)	\$113	800	
3360	MAINT-OTHER EQUIP-SVCS	3,000	\$0	\$0	\$0	\$3,000	0.00%	0.00%	\$0	\$0	\$0	3,000	
3361	MAINT-OTHER EQUIP-SVCS	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	500	
3395	FACILITIES MAINT	31,667	\$0	\$126	\$126	\$31,541	0.40%	17.44%	\$837	(\$711)	\$837	52,000	
3405	MAINT STRUCT IM	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$0	\$0	\$0	30,000	
3432	OTHER MEDICAL MATERIALS	125,000	\$0	\$5,619	\$5,619	\$119,381	4.49%	20.81%	\$16,511	(\$10,892)	\$16,511	105,000	
3450	MEMBERSHIPS	1,200	\$0	\$125	\$125	\$1,075	10.42%	0.00%	\$0	\$125	\$0	1,150	
3451	MISCELLANEOUS EXPENSES	5,700	\$0	\$0	\$0	\$5,700	0.00%	0.00%	\$0	\$0	\$0	12,500	

Pos + = UP
Neg () = DOWN

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13

As of 07/31/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2012-13 Final Budget	CY Encumb	July Actuals	2012-13 YTD Actuals	YTD Remaining	8%		2011-12 YTD Actuals	COMPARE THRU JULY PY ACTUALS	Jul-11 Actuals	2011-12 Est./Actuals
							Percentage of CY Budget Actualized	Percentage of PY Budget Actualized				
3452	CASH SHORTAGES	\$0	\$0	\$20	\$20	(\$20)	0.00%	0.00%	\$0	\$20	\$0	\$0
3484	DUPLICATING SVCS	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$0	\$0	\$0	1,500
3489	PC SOFTWARE PURCHASES	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$1,108	(\$1,108)	\$1,108	\$2,200
3491	POSTAGE	8,000	\$0	\$0	\$0	\$8,000	0.00%	4.34%	\$440	(\$440)	\$440	8,000
3492	SUBSCRIPTIONS/PERIODICALS	400	\$0	\$0	\$0	\$400	0.00%	0.00%	\$0	\$0	\$0	400
3493	SUPPLIES	60,000	\$0	\$430	\$430	\$59,570	0.72%	6.78%	\$3,953	(\$3,523)	\$3,953	60,000
3496	INVENTORIALBLE ITEMS	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$0	\$0	\$0	0
3505	ACCOUNTING & AUDITING	17,000	\$0	\$0	\$0	\$17,000	0.00%	0.00%	\$0	\$0	\$0	17,000
3520	BANKING SERVICES	17,000	\$0	\$1,325	\$1,325	\$15,675	7.80%	0.00%	\$0	\$0	\$971	16,000
3535	COMPUTER PROF SVCS	1,200	\$0	\$0	\$0	\$1,200	0.00%	0.00%	\$0	\$0	\$0	1,200
3545	CONSULT/MGT/PC SVCE	18,000	\$0	\$0	\$0	\$18,000	0.00%	0.00%	\$0	\$0	\$0	18,000
3547	COUNTY COUNSEL	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
3550	COUNTY OVERHEAD	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
3575	DATA PROCESSING	50,000	\$0	\$23	\$23	\$49,977	0.05%	1.10%	\$0	(\$426)	\$449	55,000
3665	PROF & SPECIAL	105,000	\$0	\$1,852	\$1,852	\$103,148	1.76%	15.79%	\$10,650	(\$8,798)	\$10,650	95,000
3763	VETERINARIAN SERVICES	165,000	\$0	\$12,405	\$12,405	\$152,595	7.52%	9.88%	\$13,946	(\$1,541)	\$13,946	173,500
3800	EQUIPMENT RENTS & LEASES-	5,000	\$0	\$394	\$394	\$4,606	7.88%	4.65%	\$394	\$0	\$394	5,000
3810	RENTS & LEASES-	198,842	\$0	\$49,417	\$49,417	\$149,425	24.85%	25.34%	\$49,417	\$0	\$49,417	198,942
3820	FIELD EQUIPMENT	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$0	1,500
3835	ADVERTISING & PROMOTION	1,500	\$0	\$0	\$0	\$1,500	0.00%	1.25%	\$25	(\$25)	\$25	1,500
3935	INVENTORY MATERIALS PURCH	7,500	\$0	\$3,076	\$3,076	\$4,424	41.02%	0.00%	\$0	\$3,076	\$0	20,000
3976	SPECIAL MISC EXP-SUPPLIES	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$12	2,000
4110	SUBSCRIPTIONS/BOOKS	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	500
4120	TOWING	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
4154	TRAVEL-EDUCATION	3,500	\$0	\$0	\$0	\$3,500	0.00%	0.00%	\$0	\$0	\$0	1,500
4162	TRAVEL-LODGING	750	\$0	\$0	\$0	\$750	0.00%	0.00%	\$0	\$0	\$0	750
4164	TRAVEL-MEALS	600	\$0	\$0	\$0	\$600	0.00%	0.00%	\$0	\$0	\$0	600
4166	TRAVEL-MILEAGE	3,000	\$0	\$0	\$0	\$3,000	0.00%	1.40%	\$56	(\$56)	\$56	2,000
4168	TRAVEL-OTHER	100	\$0	\$0	\$0	\$100	0.00%	0.00%	\$0	\$0	\$0	1,100
4170	REGISTRATIONS	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	250
4175	SERVICE CENTER	36,000	\$0	\$0	\$0	\$39,237	0.00%	0.00%	\$0	(\$3,237)	\$0	36,000
4180	TRAVEL ADVANCES	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
4310	UTILITIES	87,000	\$0	\$681	\$681	\$86,319	0.78%	8.21%	\$6,485	(\$5,804)	\$6,485	86,000
4830	PRINCIPAL ON LEASE PURCHASES	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
3200	SERVICES & SUPPLIES	\$1,075,856	\$0	\$102,997	\$102,997	\$972,859	9.57%	13.24%	\$135,952	(\$35,814)	\$136,935	\$1,118,174

Pos + = UP
Neg () = DOWN

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2012-13

As of 07/31/12 from FAMIS
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2012-13 Final Budget	CY Encumb	July Actuals	2012-13 YTD Actuals	YTD Remaining	8%		2011-12 YTD Actuals	COMPARE THRU JULY PY ACTUALS		Jul-11 Actuals	2011-12 Est./Actuals
							Percentage of CY Budget Actualized	Percentage of PY Budget Actualized		Pos + = UP Neg () = DOWN	Pos + = UP Neg () = DOWN		
5980	COUNTY OVERHEAD (see 3550)	\$107,672	\$0	\$0	\$0	\$107,672	0.00%	0.00%	\$0	\$0	\$0	\$0	\$95,947
6101	OPERATING TRSF OUT	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
6100	OTHER USES	\$107,672	\$0	\$0	\$0	\$107,672	0.00%	0.00%	\$0	\$0	\$0	\$0	\$95,947
8404	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$12,884
8400	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$12,884
9695	APPROP FOR CONTINGENCIES	\$135,863	\$0	\$0	\$0	\$135,863	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
9700	CONTINGENCIES	\$135,863	\$0	\$0	\$0	\$135,863	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
230	ANIMAL LICENSES	\$338,462	\$0	\$21,889	\$21,889	\$316,573	6.47%	9.98%	\$18,356	\$0	\$0	\$18,356	\$284,180
430	INTEREST	\$3,000	\$0	\$0	\$0	\$3,000	0.00%	0.93%	\$243	(\$243)	\$0	\$243	\$3,600
440	RENTS & CONCESS	\$2,500	\$0	\$78	\$78	\$2,422	3.11%	0.00%	\$0	\$78	\$0	\$78	\$2,500
441	RENTAL DEPOSIT/FORFEIT REVE	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$140
984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$9,000
1096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
1510	HUMANE SERVICES	\$311,207	\$0	\$25,924	\$25,924	\$285,283	8.33%	13.47%	\$33,673	(\$7,749)	\$0	\$33,673	\$305,000
2010	ADMINISTRATIVE SERVICES	\$0	\$0	\$120	\$120	(\$120)	0.00%	0.00%	\$0	\$120	\$0	\$120	\$1,500
2022	COST RECOVERY-OTHER	\$0	\$0	\$447	\$447	(\$447)	0.00%	0.00%	\$0	\$447	\$0	\$447	\$3,059
2044	MEMBER CONTRIBUTION	\$2,217,945	\$0	\$0	\$0	\$2,217,945	0.00%	0.00%	\$0	\$0	\$0	\$0	\$2,163,849
2047	OTHER CHARGES CURRRENT SE	\$0	\$0	\$124	\$124	(\$124)	0.00%	0.00%	\$0	\$124	\$0	\$124	\$170
2073	ADMINISTRATIVE FINE FEES	\$25,000	\$0	\$0	\$0	\$25,000	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
2205	ANIMAL MICROCHIP FEES	\$7,500	\$0	\$1,237	\$1,237	\$6,263	16.49%	0.00%	\$0	\$1,237	\$0	\$1,237	\$10,500
2206	ANIMAL RABIES FEES	\$5,000	\$0	\$449	\$449	\$4,551	8.98%	0.00%	\$0	\$449	\$0	\$449	\$4,500
2207	ANIMAL SPAY&NEUTER FEES	\$126,000	\$0	\$7,230	\$7,230	\$118,770	5.74%	0.00%	\$0	\$7,230	\$0	\$7,230	\$116,000
2334	SALES-OTHER-TAXABLE	\$15,000	\$0	\$795	\$795	\$14,205	5.30%	0.00%	\$0	\$795	\$0	\$795	\$11,500
2362	CASH OVERAGES	\$0	\$0	\$23	\$23	(\$23)	0.00%	0.00%	\$0	\$23	\$0	\$23	\$0
2372	CONTRIBUTIONS AND DONATION	\$270,000	\$0	\$7,649	\$7,649	\$262,351	2.83%	0.00%	\$0	\$7,649	\$0	\$7,649	\$198,886
2380	NSF CHECKS	\$0	\$0	\$0	\$0	(\$0)	0.00%	-0.02%	(\$472)	\$472	\$0	(\$472)	\$0
2381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
2384	OTHER REVENUE	\$50,000	\$0	\$3,415	\$3,415	\$46,585	6.83%	1.86%	\$520	\$2,895	\$0	\$520	\$40,000
2500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0	\$0
2981	LICENSES - CAPITOLA	\$0	\$0	\$323	\$323	(\$323)	0.00%	0.00%	\$0	\$323	\$0	\$323	\$0
2982	LICENSES - SANTA CRUZ	\$0	\$0	\$3,797	\$3,797	(\$3,797)	0.00%	0.00%	\$564	(\$241)	\$0	\$564	\$0
2983	LICENSES - SCOTT'S VALLEY	\$0	\$0	\$1,082	\$1,082	(\$1,082)	0.00%	0.00%	\$2,561	\$1,236	\$0	\$2,561	\$0
2984	LICENSES - COUNTY	\$0	\$0	\$13,545	\$13,545	(\$13,545)	0.00%	0.00%	\$1,313	(\$231)	\$0	\$1,313	\$0
2986	LICENSES - WATSONVILLE	\$0	\$0	\$3,142	\$3,142	(\$3,142)	0.00%	0.00%	\$11,850	\$1,695	\$0	\$11,850	\$0
100-2500	REVENUES	\$3,371,614	\$0	\$69,379	\$69,379	\$3,302,235	2.06%	1.79%	\$52,320	\$17,060	\$2,068	\$52,320	\$3,154,184

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

Revenues:	2012-13 Final Budget	2012-13 YTD Actuals	YTD Remaining	2011-12 YTD Actuals
ANIMAL LICENSES	\$338,462	\$21,889	\$316,573	\$18,356
INTEREST	\$3,000	\$0	\$3,000	\$243
RENTS & CONCESSIONS	\$2,500	\$78	\$2,422	\$0
INTERGOVERNMENTAL REVENUES	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$311,207	\$25,924	\$285,284	\$33,673
ADMINISTRATIVE SERVICES	\$0	\$120	(\$120)	\$0
COST RECOVERY-OTHER	\$0	\$447	(\$447)	\$0
MEMBER CONTRIBUTION	\$2,217,945	\$0	\$2,217,945	\$0
CHARGES FOR CURRENT SERVICES	\$0	\$124	(\$124)	\$0
ADMIN FINE FEES	\$25,000	\$0	\$25,000	\$0
ANIMAL MICROCHIP FEES	\$7,500	\$1,237	\$6,263	\$0
ANIMAL RABIES FEES	\$5,000	\$449	\$4,551	\$0
ANIMAL SPAY&NEUTER FEES	\$126,000	\$7,230	\$118,770	\$0
SALES-OTHER-TAXABLE	\$15,000	\$795	\$14,205	\$0
CASH OVERRAGES	\$0	\$23	(\$23)	\$0
CONTRIBUTIONS and DONATIONS	\$270,000	\$7,649	\$262,351	\$0
NSF CHECKS	\$0	\$0	\$0	(\$472)
OTHER REVENUE	\$50,000	\$3,415	\$46,585	\$520
BOND PROCEEDS	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$3,371,614	\$69,379	\$3,302,235	\$52,320

Less Expenditures:

Salaries and Benefits	\$2,213,034	\$105,952	\$2,107,082	\$107,485
Services and Supplies	\$1,075,856	\$102,997	\$972,859	\$135,952
Other Uses	\$107,672	\$0	\$107,672	\$0
Fixed Assets	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$3,396,562	\$208,948	\$3,187,614	\$243,437

Plus Contingency:

	\$135,863	\$0	\$135,863	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$3,532,425	\$208,948	\$3,323,477	\$243,437

NET REVENUES OVER (UNDER) EXPENDITURE	(\$160,811)	(\$139,569)	(\$21,242)	(\$191,117)
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BEGINNING FUND BALANCE - UNDESIGNATED	(\$39,218)	(\$39,218)	(\$39,218)	\$0
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(unaudited ending balance from 6/30/12)

ENDING FUND BALANCE - UNDESIGNATED	(\$200,029)	(\$178,787)	(\$60,460)	(\$191,117)
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Est. Transfer from SB90/B.JEAN Designations	\$200,029	\$0	\$0	\$0
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ENDING FUND BALANCE - UNDESIGNATED	\$0	(\$178,787)	(\$60,460)	(\$191,117)
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ANIMAL LICENSE DETAIL

	2012-13 YTD Actuals	2011-12 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$323	\$564	(\$241)
LICENSES - SANTA CRUZ	\$3,797	\$2,561	\$1,236
LICENSES- SCOTTS VALLEY	\$1,082	\$1,313	(\$231)
LICENSES- COUNTY	\$13,545	\$11,850	\$1,695
LICENSES- WATSONVILLE	\$3,142	\$2,068	\$1,074

* Fund Balance Committed for SB 90 Claims received and set aside as of 6/30/12 is \$947,587 (Unaudited) before 11-12 adjus

* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/12 is \$506,992 (Unaudited) before 11-12 adjustments

* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/12 is \$700 (Unaudited)

Regular Agenda Item 6.2

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: August 13, 2012
 SUBJECT: Off-Leash Area Access for Dogs in Santa Cruz County

Recommendation:

SCCAS recommends each jurisdiction in Santa Cruz County review locations that can be designated for off-leash areas for dogs and where possible increase off leash times and locations.

Discussion:

Santa Cruz County Animal Shelter (SCCAS) believes in creating safe, compassionate communities for people and their pets. SCCAS advocates for creating planned, organized sharing of public space along with public education information on responsible dog ownership (licensing, spay/neuter and picking up and disposing of feces), understanding canine communication, body language and manners, and positive reinforcement training. The benefits of allowing access to public open space for dogs apply not only to dogs and their owners but also to the wider community and to those responsible for urban animal management.

Benefits of designated areas for off-leash dogs, their owners and the community:

- Reduces the likelihood that dogs will be let loose in other recreational areas where they could infringe on the rights of other public space users
- Cuts down on illegal off-leash use, making dog averse people more comfortable in public spaces because there is less chance of encountering off-leash dogs in unauthorized areas
- Achieves higher levels of compliance by dog owners with relevant laws if there are more equitable set parameters in place for use of public space--punitive leash laws generally result in non-compliance
- Reduces the resources law enforcement and animal control officials must spend on enforcing leash laws, allowing them to devote their time to other areas of crime prevention, public safety and animal rescue
- Promotes happier, healthier dogs with acceptable behavior by providing socialization, physical and mental stimulation, lessons in communication with other dogs (usually impeded by a leash) and on-going experiences in an outside world
- Builds a sense of community and tends to enforce the basic rules of dog ownership such as cleaning up after one's dog and always controlling one's dog's behavior
- Encourages people to exercise, promoting physical and mental health, and stimulates social interaction with other people

As you know, the Santa Cruz County Animal Shelter Board of Directors does not currently have authority over land use designation in Santa Cruz County. Additionally, there is significant opposition to having dogs off-leash on Santa Cruz County beaches due to public safety concerns as well as the potential environmental impact on native wildlife. Despite these concerns, there is a definite need in Santa Cruz County for increased locations and times for off-leash area access for dogs. Because SCCAS does not have authority to make these land use decisions, SCCAS would like to reconsider the proposal for designating areas for dogs off-leash on Santa Cruz County beaches and recommends each jurisdiction in Santa Cruz County review locations that can be designated for off-leash areas for dogs and where possible increase off leash times and locations.

The following is a list of current dog off-leash designated areas in Santa Cruz County:

City of Santa Cruz Dog Off-Leash Areas

DeLaveaga Park: Service road into Lower DeLaveaga Park. Designated off-leash times are sunrise to sunset. Take Market Street past Gruenwald Court.

Frederick Street Park: The off-leash area is clearly marked by signs and a split rail fence. Off-leash times are sunrise to sunset. The area is located at 168 Frederick Street (Frederick at Broadway).

Grant Street Park: The off-leash area is clearly marked with signs. Off-leash times are sunrise to sunset. The area is located at 180 Grant Street.

Mitchell's Cove Beach: Dogs are allowed off-leash before 10 a.m. and after 4 p.m. The beach is located near West Cliff Drive and Almar Avenue.

Pacheco Dog off-leash area: This area is completely fenced and the off-leash times are sunrise to sunset. The area is located at Pacheco Avenue and Prospect Heights.

Ocean View Park: The off-leash area is clearly marked with signs. Off-leash times are sunrise to sunset. The area is located at 102 Ocean View Avenue.

University Terrace Park: This area is fenced and off-leash times are sunrise to sunset. The designated off-leash area is located at the second entrance at Nobel Drive and Meder Street.

- Dogs are not allowed at the Wharf, Cowell Beach, Main Beach, Laurel Park, Pacific Avenue and San Lorenzo Park.
- Dog owners must be in full control of their dogs at all times. Control must be immediate. Dog owners are financially responsible for any damage caused by their dog to public property. SCMC 8.14.200.2

- Dog owners must clean up all of their dog's defecation and must carry dog defecation removal devices at all times. SCMC 8.14.215

Unincorporated Santa Cruz County - Dog Off-Leash Area

Polo Grounds Dog Park. Location: 2255 Huntington Avenue, Aptos, California. Directions: From the south take Hwy 1 to Rio Del Mar Blvd exit and turn right at the end of the ramp. Turn right again onto Soquel Drive but then continue straight onto Huntington Drive, which then veers left. Huntington is the left for again after a short way. The Polo Grounds County Park entrance will suddenly be on your left at the top of a small hill in the road. You'll know almost immediately you're in the right place. Fenced, off-leash area, including partitioned small dog section. Open sunrise to sunset.

City of Scotts Valley Off-Leash Dog Area

Lodato Park. Location: Highway 17 to Green Hills Road. 408-438-3251.

Sky Park Dog Park. Location: 361 Kings Village Rd, Scotts Valley, CA. Directions: From Highway 17 take the Mount Hermon Road exit. Turn right onto Kings Village Road. At the T intersection with Bluebonnet Lane, turn left to continue on Kings Village Road. Turn into the first paved parking lot on the left.

City of Watsonville Off-Leash Dog Area

Pinto Lake County Park. Location: 757 Green Valley Road

August 7, 2012

To: Animal Shelter Board of Directors
Re: Proposal to change the law to allow off-leash time for dogs on Live Oak beach (30th Ave. to Moran Lake Beach)

Did you move to, or stay in Santa Cruz County to live because it is near the ocean? So did I, and I suspect many or most of our residents have the same story. So we pay our taxes here and pay the higher cost of living here, because it is worth it.

Do you hope to retire here and continue to enjoy the benefits of being near that beautiful Monterey Bay?... maybe even take frequent or occasional walks along the shore, enjoying the sights and sounds of the waves and the abundant wildlife? What if you are retired and single? Might you have a dog for companionship and protection? And if you do, wouldn't it make sense to take your dog with you to the beach for a great walk and exercise and to re-energize yourself and your dog?

As a senior woman who lives with my animals for companionship and protection, I would not feel safe to take a walk on the beach alone, unless it was somewhat populated with people that seemed friendly or at least non-threatening. Unfortunately, that type of situation is not always possible to predict in advance, since in my case, I must get in my car and drive at least 15 minutes to get to the nearest beach. Since most of you are younger males, this concept may be hard to wrap your mind around. So think: your mother or grandmother, alone, taking an early morning or evening walk on the beach. Wouldn't you feel better knowing that she had her faithful dog off-leash walking with her? Or should she just stay home in order to be safe?

I am asking you to support me and the many older folks with dogs who like to get out and get fresh air and exercise for themselves with their dogs at the beach. You can do this by recommending the proposal to the Board of Supervisors to change the existing law that will allow us to have our dogs off-leash at the Live Oak beach before 10:00 a.m. and after 4:00 p.m.

Thank you for your time and consideration.
Elaine Rohlfes

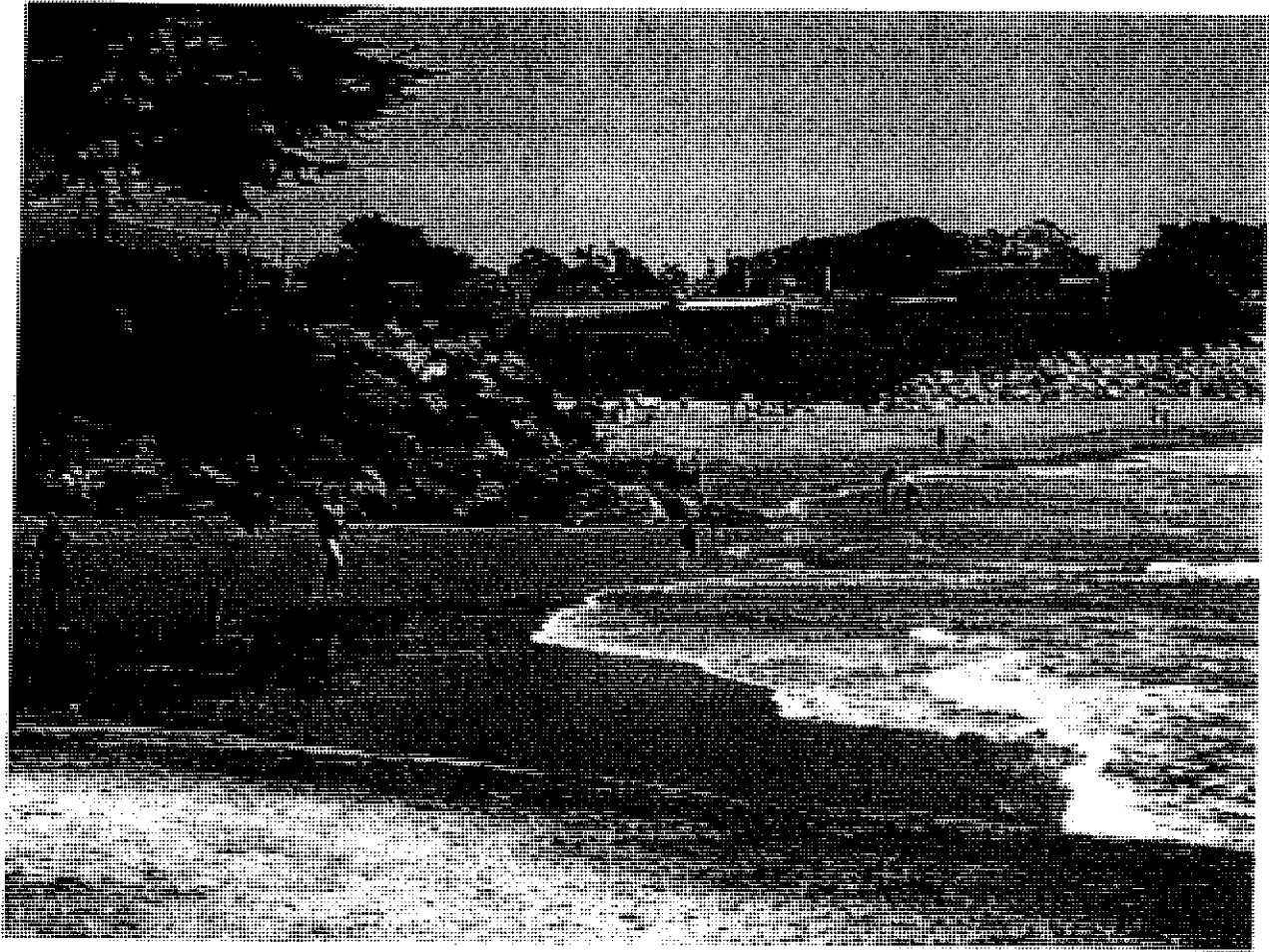
RECEIVED
JUN 26 2012
County Administrative Office

Dogs Running Amok!!!
June 22, 2012

Dear County Animal Control Board Official

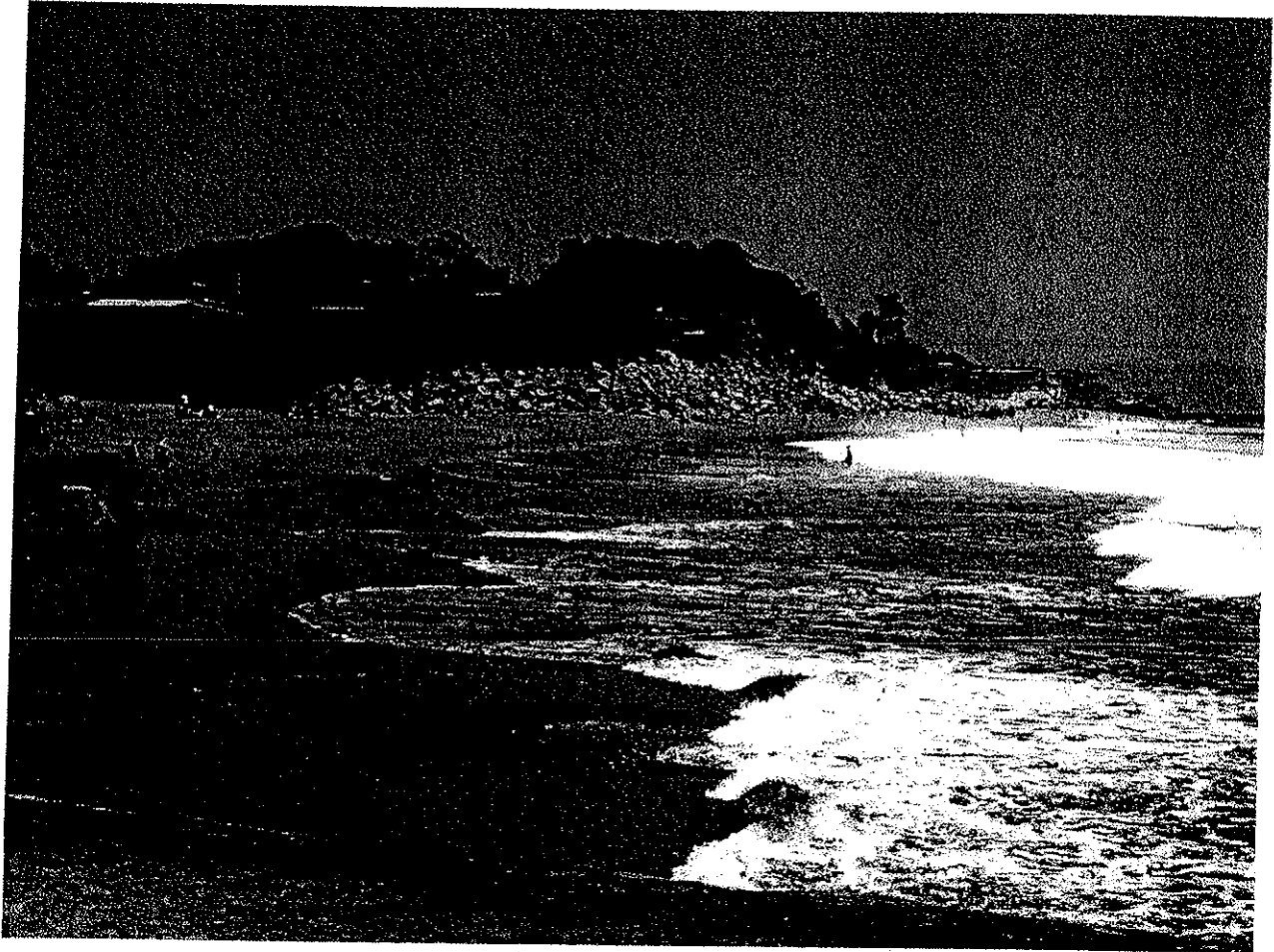
What's with the recent spate of dogs running amok on the SC county beaches with no apparent enforcement? It appears as though the county agencies have kowtowed to the dog-owners and are allowing full access to off-leash dogs on the county beaches.

cc: Melani
f



As noted in the photos, taken as we walk the beaches between Sunny Cove and Moran Lake, there are packs of dogs running off-leash. Just the day before yesterday, I observed a woman with a pack of four dogs, all off-leash walking along the beach about 50 yards in front of me. As she was busy talking with another dog owner, she lost track of one of her dogs that was defecating on the beach right in front of us. She certainly wasn't going to interrupt her conversation to worry about the feces and just kept walking. Where are all these "responsible owners"?

On another trip, I witnessed a dog grab a kid's sweatshirt who was running along the beach. His hood was bouncing up and down which attracted the dog. The dog grabbed on to the hood of the kid's sweatshirt and knocked the kid to the ground. The owner ran up and quote—unquote said: "He's never done that before".....



It's time to stop talking and instead start enforcing the law before something nasty happens. "Dogs on beaches, belong on leashes"

Robert Malbon
154 26th Ave
Santa Cruz, CA 95062

June 4, 2012

Melanie Sobel
 SC County Animal Shelter
 2200 7th Street
 Santa Cruz, CA 95062

Subject: Report for May 19th through June 3rd

Reference: Dogs on Live Oak Beaches

The following data were collected for short strolls along the beach between Moran Lake and Corcoran Lagoon about lunch time.

Saturday, May 19th
 Dogs off-leash = 9
 Dogs on-leash = 4
 Uncollected feces = 1

Dogs off-leash = 10
 Dogs on-leash = 0
 Uncollected feces = 0

Sunday, May 20th
 Dogs off-leash = 12
 Dogs on-leash = 2
 Uncollected feces = 0 (a first!)

Friday, May 25th
 Dogs off-leash = 14
 Dogs on-leash = 2
 Uncollected feces = 2
 Uncontrolled pack of dogs running by lagoon knocked down a jogger, no serious injury

Monday, May 21st
 No data

Saturday, May 26th
 Dogs off-leash = 10
 Dogs on-leash = 3
 Uncollected feces = 1

Tuesday, May 22nd
 Dogs off-leash = 9
 Dogs on-leash = 4
 Uncollected feces = 2

Sunday, May 27th
 Dogs off-leash = 8
 Dogs on-leash = 0
 Uncollected feces = 0

Wednesday, May 23rd
 Dogs off-leash = 12
 Dogs on-leash = 2
 Uncollected feces = 2
 Thursday, May 24th

Monday, May 28th

No data

Tuesday, May 29th

Dogs off-leash = 11

Dogs on-leash = 1

Uncollected feces = 2

Two off-leash dogs reared a picnic blanket picnicker had to pick up a piece of driftwood to drive one of the dogs off owner too far away to control dogs.

Wednesday, May 30th

Dogs off-leash = 12

Dogs on-leash = 2

Uncollected feces = 3

Thursday, May 31st

Dogs off-leash = 8

Dogs on-leash = 2

Uncollected feces = 0

Friday, June 1st

Dogs off-leash = 12

Dogs on-leash = 0

Uncollected feces = 2

Saturday, June 2nd

Dogs off-leash = 11

Dogs on-leash = 1

Uncollected feces = 1

Dog dragging large hunk of driftwood knocks over a kid who wasn't looking. Kid's mom upset and dog owner just jogs off.

Sunday, June 3rd

Dogs off-leash = 13

Dogs on-leash = 2

Uncollected feces = 2

Horrific dog fight on beach. Aggressive dog had no collar, no leash and an uncooperative owner. Other dog owners upset but owner refused to answer any questions and sufficiently intimidated me not to take any photos.

There does not appear to be any enforcement of any kind. What do we need to do to step up the patrols again. There does not seem to be anyone monitoring the beach area between Sunny Cove and Moran Lake. Any thoughts?

Jeri Bethesda

155 26th Ave

Santa Cruz, CA 95062

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

From: Joan Fuhry [mailto:joanfuhry@yahoo.com]

Sent: Tuesday, August 07, 2012 9:42 PM

To: Melanie Sobel

Subject: Aug. 13 SCCAS Board Mtg.

Hello Melanie:

I won't be able to attend the August 13th meeting, but did want to have this correspondence forwarded to the Board for consideration.

I am a member of LOOLA--Live Oak Off-Leash Advocates, with a 3-year old pointer/whippet mix named Daisy, whom I adopted from Animal Services a year and a half ago. I adore her! She's the greatest dog. However, like many dogs, if she is bored or ignored, or insufficiently exercised, she can get into trouble. She needs vigorous outdoor exercise at least 2x per day.

Three or four walks on a leash just doesn't cut it--she's got WAY too much energy for that. This is why it's SO important to have LARGE off-leash areas for me to exercise her.

We live in a condo with a patio, no yard. I'm 60 years old, and can't run a few miles with my dog alongside as I used to do when I was younger. Daisy needs BIG spaces close by where I can take her to exercise. I take her to the beach or the park 2x/day and walk her another 2x per day on the days I DON'T work. On the days I work, she gets walked 3x and run at a park or the beach after I get home from work.

It's not OK for me to feel like a criminal and skulk around trying to exercise a dog that you folks worked so hard to get adopted (everyone thought she was a pit bull, because she looks like a pit mix--but I tested her DNA and she has no pit in her). And I enjoy my time at the beach by watching her enjoy herself swimming and playing with other dogs and chasing her ball. Like the other LOOLA folks, I am careful to pick up after her and prevent her from annoying other beachgoers.

We need the SCCAS Board's support for off-leash beaches and park areas all throughout the County that do not require the consumption of vast quantities of fossil fuels to reach! We need your support because otherwise people won't adopt the big dogs that come in, because they can't be exercised properly. Wonderful dogs like Daisy would go begging for a family and possible be euthanized! How awful is that?

The beach is a safe, enclosed place for dogs to run where they are not in danger of being run over by cars. We believe the beach can be shared by dogs and people to the enjoyment of all.

There are many ways to skin this cat:

designating specific beaches as "dog beaches", establishing off-leash hours on beaches, etc.

Please help us provide the quality care for dogs that is one of the missions of your organization by ACTIVELY supporting us with the County Board of Supervisors and by laying off the tickets, and let us have our rights to the enjoyment of our natural resources too!

Very sincerely

Joan Fuhry
1750 Garza Ln
Santa Cruz, CA 95062

Re: Advocacy for Off-Leash Hours at Live Oak Beaches
SCCAS Board of Directors Meeting Aug. 13, 2012

I enjoy my time at the beach with my family, whether it be with my husband, children, grandchildren or my dog but there is always one constant in my visits and that is my dog, who is very much a part of my family. I started the on-line petition for off-leash hours for my dog Pippin and all the other dogs that love to play an unfettered game of fetch or frisbee, socialize and play with other dogs or just take a dip in the ocean. These activities are all essential to a dog's healthy mental and physical development and are impossible if tethered to a leash. My dog would most certainly perish without his twice daily games of fetch!

Some people have proposed that dog parks would be a viable solution for off-leash activities but for many dogs, including my own, they are not. Many dogs simply do not fare well in the chaotic fenced environment of a dog park.

For over 20 years dog owners have used the long stretch of beach from 20th Ave. to Moran Beach for exercising their dogs off-leash. In the 12 years that I have lived here, I have seen an improvement in the attitude of local dog owners in regard to their responsibilities as such. The majority of people walking the beach in the morning are dog owners. Many including myself will pick up trash left by beach goers from the day before. I invite people who oppose the off-leash hours to do the same. You'll see that dog waste is a very small problem when compared to the huge amounts of trash left behind by the large number of people who visit the beach every day during the summer. Sadly and too often some of this debris gets swept out into the ocean. There are also those people who set off fireworks throughout the summer, and children who chase birds and surfers and skim boarders who interact with marine wildlife. All these activities have an impact on our beach but are not banned. There will always be people who act irresponsibly and so it is with dog owners as well. However, to deny an activity on a shared resource to a very large segment of the community for the irresponsible actions of a few is unfair. At this time, Live Oak Off Leash Advocates (LOOLA) has collected approximately 1500 signatures on Pippin's Petition advocating off-leash hours. Change takes time and I believe that if we are able to compromise on this issue there will be more peer pressure for irresponsible dog owners to perform to par. As a responsible dog owner, I would welcome heavy fines for those who do not pick up after their dogs as well as for those who do not control an unruly or aggressive one.

I relish the moments that I enjoy with Pippin on the beach. The interaction that we experience is in many ways similar to that of parent and child. And as with children, I think at times there is almost nothing more gratifying or therapeutic than sharing in the simple joy of a dog at play. So for me, this issue is as much about the two legged animal that I am as the four legged one. I don't think I'm alone when I speak of these feelings. The beach has provided a wonderful forum for dog owners to socialize and bond while their furry 'kids' play.

I feel blessed to live near this beautiful natural resource that is our beach and I would very much like to continue to enjoy it with my dog in the only way that a dog can truly enjoy a wide open space. Please consider the off leash hours as a fair compromise to serve the entire community.

Marion Morris – Live Oak, Santa Cruz