



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

June 8, 2015 – 3:00 p.m.

Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

- 1.0 Call to Order and Roll Call
- 2.0 Introductions
- 3.0 Consideration of Late Additions or Changes to the Agenda
- 4.0 Oral Communications – Any person may address the Santa Cruz County Animal Shelter Board of Directors during the Oral Communications period. All Oral Communications should be directed to items or issues that would be within the jurisdiction of the Santa Cruz County Animal Shelter but not on today's Agenda. Board members will not take actions or respond immediately to Oral Communications presented, but may choose to follow-up at a later time, either individually or on a subsequent Agenda.
- 5.0 Consent Agenda
 - Pg 1 5.1 Approve minutes of the April 13, 2015 meeting
 - Pg 5 5.2 Accept reports of the General Manager and the Management Team for April/May 2015
 - Pg 11 5.3 Accept and file the statistics for the months April/May 2015
 - Pg 14 5.4 Appoint officers of the Board of Directors for FY 2015-16
 - Pg 17 5.5 Approve continuing agreements for FY 2015-16
 - Pg 19 5.6 Accept and approve contract with City of Capitola for animal sheltering services for FY 2015-16
 - Pg 27 5.7 Continue to next meeting the revision of SCCAS policy and procedures #210 and #220
- 6.0 Regular Agenda
 - Pg 28 6.1 General Manager's oral report
 - Pg 29 6.2 Consider and approve financial report for the months of April/May 2015 and take related actions
 - Pg 34 6.3 Consider and approve the General Manager's proposed budget for FY 2015-16
- 7.0 Adjourn Regular Meeting

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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

The Board holds all public meetings in accessible facilities. If you wish to attend the meeting and you require special assistance, please contact Rosanne Mayclin at 831/454-7205 (TDD 831/454-2123) at least 72 hours in advance of the meeting in order to make arrangements. As a courtesy, please attend the meeting smoke and scent free.

Consent Agenda Item 5.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Approve Minutes of April 13, 2015 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of April 13, 2015.

**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING**
Minutes of Monday, April 13, 2015 3:00 PM
Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, V = Vega, S = Shull, C = Clark, W = Weiss,
Mc=McCartney, L = Lansdowne

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: Lt. Greg Lansdowne called the meeting to order at 3:05 pm. Board member Vega was absent.
- 2.0 Introductions: none
- 3.0 Late Addition or changes to agenda: Ms. Sobel noted that page 74 audit letter was not the current letter for this year's audit. She also noted that the Exhibit A budget spread sheet was inadvertently omitted from the packet. Hard copy was given to each Board member.
- 4.0 ORAL COMMUNICATION – one person addressed the Board on matters unrelated to the day's agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the February 9, 2015 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for February 2015 and March 2015
 - 5.3 Accepted statistics for the months of February 2015 and March 2015
 - 5.4 Accepted and approved quarterly report for all claims under \$10,000
 - 5.5 Accepted and approved Journal Entry payments with the County of Santa Cruz
 - 5.6 Authorized General Manager to appropriate funds from the unassigned fund balance for development and education program services in the amount of \$46,500
 - 5.7 Authorized General Manager to sign contract for education program services with Julie Hitchcock for a term through June 30, 2016
 - 5.8 Continued to next meeting the revision of SCCAS policy and procedures #210 and #220

Board Member Joe Phares congratulated Ms. Sobel on her appointment to the Board of the California Animal Control Directors Association.

Board Action on Consent Agenda items 5.1 through 5.8
MCPSWMcL/V/

6.0 REGULAR AGENDA

- 6.1 General Manager's Oral report presented by Melanie Sobel.

Melanie Sobel presented 12-year old Aiden Tapiz and his dog Lego a certificate in recognition of their work as a service dog team as part of Operation Freedom Paws.

6.2 Approved financial reports for the months of February 2015 and March 2015.

Ms. Sobel noted that based on estimated actuals, the year-end deficit is estimated at \$220,460. The original budgeted deficit was at \$332,197.

Board action on Regular Agenda Item 6.2: WMPSCMcL/V/

6.3 Consider General Manager's proposed budget for FY 2015-16

Ms. Sobel presented three different proposed budget plans: Plan A reflects a 2% member contribution increase, Plan B reflects a 4% member contribution increase and Plan C a 6% member contribution increase. All three plans use the unassigned reserve fund balances from SB-90 funds and a small amount from the Muriel R. Butler trust fund.

Ms. Sobel noted that this includes a 9.9% salary and benefit increase as a result of adding one new Animal Control Officer position and increasing the rate of pay of the registered vet techs based on a recent desk audit.

She also noted that the two contract positions in the budget are not under salaries and benefits. They are under professional and special services and are funded through the bequest ASA received. The hope is that the new positions in development and education will help grow existing programs, provide community outreach and bring in additional revenue and grants.

Revenue and general donations are currently up, in addition to revenue from the Cottage Shop and the new summer camp programs.

Ms. Sobel is also requesting minor changes to the fee schedule, eliminating the current owner surrender fee for Santa Cruz County residents. She is also recommending adding a \$1 service fee for dog licenses processed by mail.

The Board questioned Officer Todd Stosuy regarding the work flow, resource allocation and scope of work of the Animal Control Department.

Four members of the public addressed the Board regarding the need to increase funding for the Animal Control Department, the need to increase fines for violations, and giving their support for the proposed fee changes.

Board member Mauriello suggested eliminating the fine for failure to display license tag.

Board member Phares encouraged approval of the 6% member contribution increase.

Motion was made to further discuss the budget proposals at the June 8, 2015 meeting.
CMPSWMcL/V/

6.4 Consider and approve report on Audit of SCCAS for the year ended June 30, 2014

Board Action on Regular Agenda Item 6: motion was made to approve the report on the audit. WSMPCMcL/V/

Ms. Sobel introduced ASA staff, Tricia Breen to the Board and spoke about her years of shelter experience, her animal behavior evaluation skills and the great mentoring and outreach programs she has initiated with shelter staff and volunteers. Ms. Sobel thanked Ms. Breen for her outstanding service to the Santa Cruz County Animal Shelter.

- 7.0 Meeting adjourned at 3:53pm. Next regular meeting is scheduled for June 8, 2015 at 3:00pm.

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: June 8, 2015
 SUBJECT: Reports from the Management Team for the months of April/May 2015

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

- In April, SCCAS started its new "ONE STOP" low-cost rabies vaccination, microchip and dog license program at its facility at 2200 7th Avenue in Santa Cruz. The goal of the new program is to increase public awareness of the importance of vaccinating, licensing and providing identification for companion animals. The program provides a low-cost, convenient way for pet owners to comply with California State Statutes and be a responsible pet owner.
- On April 25, 2015 SCCAS was one of the recipients of proceeds generated from the Wine & Wet Noses event at MacDorsa Park. The event raised \$4,000 in donations for SCCAS.
- On May 9, 2015 SCCAS participated in The Human Race which generated \$18,300 in donations. SCCAS was the second highest fundraising participant.
- On May 17, 2015 SCCAS participated in the annual Spring Dog Festival at Anna Jean Cummings Park.
- SCCAS staff continues to offer training workshops for volunteers on cat behavior, performing dog shows to potential adopters, foster care of animals, and explaining the disposition decisions made on animals regarding health and temperament.
- SCCAS continues to offer the "Dude, Where's My Cat?" program offering free spay/neuter for all resident cats in Santa Cruz County with purchase of microchip (including registration), rabies and FVRCP vaccinations, all for a total of only \$5. The \$15,000 grant obtained from the California Dept. of Food and Agriculture funds the free spay/neuter surgeries.
- SCCAS continues to offer the "Planned Pethood South" program providing free spay/neuter for all cats that reside in zip code 95076 with purchase of a microchip (includes registration), rabies and FVRCP vaccinations, all for a total of \$5. The PetSmart Charities grant for \$86,000 funds the free spay/neuter surgeries. In September 2014, SCCAS added a free case of canned cat food for participants of this program. This program is advertised twice a month in the Register Pajaronian for one year and in Aptos Life and Capitola Life once a month for a year. It also has been advertised weekly in La Ganga Newspaper.
- SCCAS continues its partnership program, Canines Teaching Compassion, with the nonprofit organization UnChained. UnChained partners with local schools and organizations to help reduce violence in our homes, schools and communities by implementing humane education and innovative animal-assisted therapy programs, in an effort to teach children and adults the values of respect, empathy, good citizenship and kindness towards one another.

- SCCAS continues a free targeted humane education program for this school year with 82 after school presentations reaching 970 students from preschool to 6th grade in Watsonville and Freedom public schools. SCCAS volunteer Julie Hitchcock, who is bilingual and has been a teacher in the Watsonville public school system for 17 years, is conducting the presentations which include topics such as: Pets and People: Needs We Share; What a Dog Needs; Safe Interactions with Dogs; Adopting a Pet; Learning to See Dogs as Individuals; Pet Overpopulation; Dog Bite Prevention; and Careers in Animal Welfare. This program reaches some of the most underserved areas in South County.
- Heading Home Rescue, Animal Shelter Relief and Four Paws to Love continue to take SCCAS' cats and kittens, many with medical issues and too young for adoption, into their adoption programs. This partnership continues to increase SCCAS' animal transfer rate significantly and directly helps increase SCCAS' live animal release rate.
- Santa Cruz SPCA continues to assist SCCAS with taking animals into their adoption program. This directly helps increase SCCAS's live animal release rate.
- Friends of 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.
- Project Purr continues to assist SCCAS with unsocial cat placement. 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 General Manager writes a column on animal welfare issues for the bimonthly Shampoochez newsletter.
- SCCAS serves as a Board member on the California Animal Control Directors Association.

SCCAS Staff

SCCAS is currently recruiting for an Animal Care Worker vacancy due to the incumbent's promotion, an Animal Care Technician vacant position and a Program and Development Manager position.

Watsonville Shelter

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

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

Live Oak Shelter

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

At the clinic at the Live Oak shelter location in the months of April/May 2015, 577 animals were spay/neutered. Also, 139 animals were transferred to our adoption placement partner organizations. The Live Oak Shelter continues to work closely with Sheriff's Work Release, CalWorks and Court Referral for support.

Client Services

Client Services has added two front desk stations at the Santa Cruz shelter location to accommodate the increase in programs and services offered to the public.

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, processes Administrative Citations, does research and follow up for the daily hold report, and sells merchandise and products to the public such as apparel with our new logo, flea prevention medication and pet identification tags to generate revenue.

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

Animal Control

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

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

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

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

Volunteer and Humane Education Programs

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

Volunteers continue to assist in community outreach by SCCAS by taking adoptable dogs to venues. Also, Watsonville volunteers continue to provide an information table at the Cabrillo Farmer's Markets to promote shelter cats.

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

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

Statistics

Please see attached.
Melanie Sobel
General Manager

Recommendation:

Accept and file the reports of the management team for the months of April/May 2015.

**Animal Control Report
April and May 2015
Todd Stosuy, Field Services Manager**

1. Animal Control Officer Carla Braden conducted training for the County Planning Department regarding bite safety from canines. Due to the overwhelming positive response from attendees, she has been asked to teach the class to over 200 people at an upcoming Vector Control Continuing Education Conference in San Leandro. Officer Braden is a Pat Miller dog behaviorist.
2. We continue to conduct proactive patrols on the Live Oak beaches, as well as other County and City Parks, for off leash violations.
3. During downtime officers have begun going Door to Door in select areas of Watsonville City promoting the free 95076 cat spay/neuter program as well as the June 6 Healthy Dogs Shots Fair.
4. The Humane Society of the United States has provided us access to use their Pets for Life database program to begin tracking our successes with the Volunteer Outreach Door to Door Program. This opportunity is usually only given to Pets for Life Mentor City's. We are fortunate that they have allowed us usage for our program.
5. We received a final restitution check from a 2011 felony case that involved torture and mistreatment of a dog. The suspect was convicted at the time and sentenced to jail and probation.
6. We continue to work leads on the case that occurred on Minto Road in February 2015 where a dog and her puppy were thrown from a car while stuffed in sandbags.
7. We investigated the stabbing of a Chihuahua in the City of Watsonville. We worked with Watsonville Police on the investigation and it resulted in an arrest.
8. We are currently investigating a case where a male subject allegedly threw a cat to the ground in the City of Santa Cruz. We should be filing charges with the District Attorney's Office in the next few weeks.
9. We investigated the suspicious dumping of a deceased dog on the side of the road in unincorporated Watsonville. The dog appeared to have been shot with a gun and had fight wounds all over his body. With the help of Shelter Veterinarian Doctor Gleason a necropsy was performed. We were able to rule out gunshot as cause of death and were also able to confirm the dog had not been used in dog fighting. At this point the case remains open and no leads have developed nor has an owner come forward.
10. In April a bat tested positive for rabies in the upper Westside of Santa Cruz. We worked closely with the Health Services Agency on public notification.
11. Officers have assisted in Humane Education classes at several Watsonville City Schools in April and May.
12. In April we deemed one dog a Habitual Offender in the City of Santa Cruz and one dog Vicious in unincorporated County. In May we deemed two dogs Habitual offenders, as well as one dog Vicious in unincorporated County.

**Shelter Services Board Report
April and May 2015
By Ben Winkleblack, Shelter Manager**

In the months of April and May:

- 1,749 dog licenses were sold
- 262 animals were adopted
- 139 animals were transferred to another shelter or rescue agency
- 831 animals entered the shelter
- 174 animals were reunited with their owner
- 502 WebLicensing transactions
- 167 Grant funded spay and neuter surgeries

The veterinary team performed 577 surgeries in the months of April and May. The Client Services Staff signed 372 clients up to have their pets spayed or neutered through the Planned Pethood Program, Dude Where is My Cat Program, or the 95076 Cat Program.

The postcard style license renewals are continuing to steer clients towards online renewal and saving on postage and paper waste.

The shelter has transferred in 150 egg laying hens from a rescue partner. The shelter has been successful adopting them to the community. The hens were once part of a commercial egg farm and were to be culled but instead are providing eggs for their new families in the community.

Animal intake for all species for the report period has decreased 13% when compared to the same time period last year. The number of animals adopted has increased but the number of animals transferred to a rescue partner has decreased when compared to the same time period last year.

Thank you,
Ben Winkleblack

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Statistics for the Months of April/May 2015

Recommendation:

Accept and file the reports of statistics for the months of April/May 2015



12

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

All Jurisdictions Combined 4/1/15 through 5/31/15

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Total Intake	235	279	154	118	45	831
	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	42	79	45	65	31	262
Died	1	0	0	1	1	3
Euthanized	58	46	10	8	8	130
Returned to Owner	29	127	5	5	8	174
Transferred	71	17	23	26	2	139
Total Outcome	201	269	83	105	50	708

Intakes of Owner Requested Euthanasia From All Jurisdictions During 4/1/15 to 5/31/15 = 36
 Animals on hand on May 31, 2015 = 200

Patrols by Jurisdiction	Patrols	Total Minutes
County of Santa Cruz	64	3,477
City of Santa Cruz	5	68
Watsonville	27	982
Live Oak and E. Cliff Beaches	6	111

Time spent on and number of activity April and May 2015

Type	Total	Time hr:mm
Driving	879	247:06
Investigations	420	92:47
Bite investigation	266	31:22
Report	270	503:27
Owned Animal	232	47:53
Stray Animal	116	22:45
Kenneling	65	46:03
Animal Transport	107	18:45
Bark Investigation	58	2:45
Dead Pick up	41	3:12
Extra Serve	25	15:43
Wild	36	8:30
Yard Check	39	5:02
Assist Public	17	6:09
Door2Door	15	6:40
Protective Custody	15	11:19
Rescue	6	0:41
IPtct	11	1:29
Other	4	0:55

Public	2	1:16
Total	2,624	1073:49
Total Officer Time		1442:45
Total Citations issued	71	

License Compliance and Revenue

	Tags Sold	Revenue
CAPITOLA	61	\$1,982
COUNTY	1,078	\$31,848
OTHER	0	\$0
SANTA CRUZ	290	\$8,672
SV	95	\$2,933
WATSONVILLE	225	\$6,661
TOTAL	1,749	\$52,096

Consent Agenda Item 5.4

TO: Animal Services Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: June 8, 2015
 SUBJECT: ASA Board Officer Positions for FY2015-16

Recommendation: Appoint Officers of the Santa Cruz County Animal Services Authority Board of Directors as recommended by the General Manager, effective for the first meeting of 2015-16.

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

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

Based on this rotation, the Officers of the Board of Directors are the following for 2015-16:

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

For your reference, the following information is provided:

Board Rotation for 2014-15

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

Board Rotation for 2013-14

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

Board Rotation for 2012-13

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

Board Rotation for 2011-12

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

Board Rotation for 2010-11

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

Board Rotation for 2009-10

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

Board Rotation for 2008-09

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

Board Rotation for 2007-08

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

Board Rotation for 2006-07

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

Board Rotation for 2005-2006

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

Board Rotation for 2004-2005

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

Board Rotation for 2003-2004

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

Board Rotation for 2002-2003

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

Consent Agenda Item 5.5

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Approve Continuing Agreements for FY 2015-16

Recommendation:

Approve the continuing agreements for vendor contracts over \$10,000 for FY 2015-16.

EXPENDITURES AGREEMENTS TO BE RENEWED FOR FISCAL YEAR 2015-2016 OVER \$10,000

Department Title	Index Code	Object Code	Vendor (Contractor) Name	Amount	Description
Animal Services Authority	702810	62610	County of Santa Cruz	197,670	Live Oak Shelter Lease
Animal Services Authority	702810	61525	SDRMA	29,500	Liability Insurance
Animal Services Authority	702810	61215	SCCECC	29,000	Dispatch Services with NETCOM
Animal Services Authority	702810	62317	HLP, Inc	19,000	Chameleon Software Support
Animal Services Authority	702850	62399	Micaela Collins, DVM	37,500	Substitute Veterinarian Services
Animal Services Authority	702810	62381	Julie Hitchcock	31,200	Humane Educator
Animal Services Authority	702810	62381	Anastasia Torres-Gil	49,000	Outreach and Development

Consent Agenda Item 5.6

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Contract for Animal Shelter Services for City of Capitola

Recommendation:

Authorize the General Manager to sign the contract for animal shelter services for City of Capitola for July 1, 2015 to June 30, 2016.

**AGREEMENT BETWEEN SANTA CRUZ COUNTY ANIMAL SERVICES
AUTHORITY AND THE CITY OF CAPITOLA FOR ANIMAL SHELTER SERVICES**

This Agreement is entered into on July 1, 2015, between the SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY, a joint powers authority organized and existing under the laws of the State of California by the County of Santa Cruz and the Cities of Santa Cruz, Scotts Valley and Watsonville, hereinafter referred to as "ASA" and the City of Capitola, hereinafter referred to as "CITY".

W I T N E S S E T H

WHEREAS, it is beneficial for the ASA to provide consolidated animal shelter and animal control services on a county-wide basis; and

WHEREAS, the CITY has requested the ASA to provide certain animal shelter services; and

WHEREAS, the ASA is willing to provide such services provided that the CITY reimburses the ASA for all costs incurred in providing such services; and

WHEREAS, it is necessary and desirable that the parties enter into the Agreement as set forth below;

NOW, THEREFORE, IT IS HEREBY AGREED between the CITY and Animal Services as follows:

1. Term. This agreement shall commence on July 1, 2015 and terminate on June 30, 2016.

2. Obligations of the Parties.

(a) The ASA will provide animal shelter services to the CITY as set forth in EXHIBIT A, attached hereto and incorporated herein by reference.

(b) In consideration for the services provided by the ASA, the CITY shall make payments as provided in Paragraph 3.

3. Payment. By mutual agreement of both parties, services as described within EXHIBIT A of this agreement will be billed by the ASA at a flat rate of \$22,000 in four equal installments of \$5,500 on a quarterly basis and will be payable by the CITY within thirty (30) days of receipt of invoice. If an animal needs veterinary treatment pursuant to California Penal Code Section 597.1(c), the CITY will pay for all costs incurred at the veterinary hospital or the ASA. If an animal is euthanized by the ASA, the CITY will pay current euthanasia and disposal fees to the ASA. The ASA's 2015-16 fees are listed within EXHIBIT B of this agreement.

4. Notice. All notices, demands, requests, consents, approvals, waivers, or communications ("notices") that either party desires or is required to give to the other party or any other person shall be in writing and either personally served or sent by prepaid postage, first class mail. Notices shall be addressed as appears below for each party, provided that if either party gives notice of a change of name or address, notices to the giver of that notice shall thereafter be given as demanded in that notice.

Authority: General Manager
 Santa Cruz County Animal Services Authority
 2200 7th Avenue
 Santa Cruz, CA 95062

City: Chief of Police
 City of Capitola
 422 Capitola Avenue
 Capitola, CA 95010

5. Mutual Indemnification. It is agreed that the ASA shall defend, hold harmless, and indemnify the CITY, its officers and employees, from any and all claims for injuries or damages to persons and/or property, which arises out of the terms and conditions of this Agreement and which results from the negligent act or omissions of the ASA, its officers, and/or employees.

It is further agreed that the CITY shall defend, hold harmless, and indemnify the ASA, its officers and employees, from any and all claims for injuries or damages to persons and/or property, which arises out of the terms and conditions of this Agreement and which results from the negligent act or omissions of the CITY, its officers, and/or employees.

In the event of concurrent negligence of the ASA, its officers and/or employees, and the CITY, its officers and/or employees, then the liability for any and all claims for injuries or damages

to persons and/or property, which arises out of the terms and conditions of this Agreement, shall be apportioned according to the California theory of comparative negligence.

In the event of a dispute as to indemnification between the ASA and the CITY, the payment of monies or apportionment of fault, as specified herein, the parties agree to select an arbitrator and be bound by the determination of the arbitrator. If the parties cannot agree on the selection of an arbitrator, they shall contact the Santa Cruz County Arbitration Administrator pursuant to Cal. Rules of Court 1617, and select an arbitrator from the randomly selected list of names provided, and shall be entitled to preemptory challenges as specified in Cal. Rules of Court 1605.

The arbitration shall be conducted according to Cal. Rules of Court 1600 st. seq., which governs Judicial Arbitration Rules for Civil Cases. The findings of the arbitrator shall be binding on all parties to the arbitration.

The duty of the ASA and the CITY to indemnify and save harmless as set forth herein shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

6. Insurance.

(a) Each party shall furnish the other with certificates of insurance evidencing the required coverage. These certificates shall specify or be endorsed to provide that thirty (30) days notice must be given, in writing, to the other party of any pending change in the limits of liability or of any cancellation or modification of the policy.

(b) Each party shall have in effect, during the entire life of this Agreement, Workers' Compensation an employer liability insurance providing full statutory coverage. Each party certifies that it is aware of the provisions of Labor Code Section 3700 which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of the code.

(c) Each Party shall take out and maintain during the entire life of this Agreement such bodily injury liability and property damage liability insurance as shall protect it from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from the performance of services under the Agreement. Such insurance shall be combined single-limit bodily injury and property damage for each occurrence and shall include comprehensive liability of at least \$ 1,000,000.00.

(d) In the event of a breach of any provisions of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the non-breaching party at its option may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work or obligations pursuant to this Agreement.

7. Inspection of Records. All records, books, reports, and documentation maintained by the ASA related to performance under the Agreement shall be open for inspection by the CITY upon demand at reasonable times.

8. Merger Clause. This Agreement, including the attached EXHIBIT "A" sets forth the entire Agreement between the parties. No subsequent alteration or variations shall be valid unless made in writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives have affixed their hands on the day and year in the Agreement first above written.

Dated: _____

General Manager
Santa Cruz County Animal Shelter

APPROVED AS TO FORM:

Attorney for the Animal Shelter

Dated: _____

Chief of Police
City of Capitola

EXHIBIT A
PROVISION OF SERVICES

1. Animal shelter services – The CITY will collect and transport animals to the Animal Shelter located at 2200 7th Avenue, Santa Cruz, CA 95062 where the ASA will provide the following services:
 - Impounding and boarding of dogs, cats and other animals;
 - Veterinary care for impounded animals;
 - Euthanasia services;
 - Quarantine services;
 - Spay/neuter services for impounded animals;
 - Licensing and microchipping services; and
 - Adoption and transfer services.

EXHIBIT B
2015-16 FEES

1. Medical Fees

Medical groom	\$45
Medical nail trim	\$15
Medication dispensed	\$20
Vet procedure	\$25
Rabies	\$14
Medical bath	\$20
Wound prep	\$35

2. Euthanasia and Disposal Fees

Euthanasia	\$50 plus disposal
Disposal of dead animals	\$30, up to 19 lbs
	\$40, 20-69 lbs
	\$55, 70-99 lbs
	\$70, 100 lbs and up

Consent Agenda Item 5.7

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 13, 2015
SUBJECT: Continue to next meeting the revision of SCCAS policy and procedures
#210 and #220

Recommendation:

Continue to next meeting the revision of SCCAS policy and procedures #210 and #220.

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: General Manager's Oral Report

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

Regular Agenda Item 6.2

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Financial Report for the period ending May 31, 2015

Recommendation:

Approve the Financial Report as presented for the period ending May 31, 2015 including the Estimated/Actuals for FY 2014-15.

Discussion:

The Financial Report ending May 31, 2015 reflects total revenues of \$83,027 and expenditures of \$314,820. YTD revenues are \$3,294,248. YTD expenditures are \$3,213,371. Current total revenues are 97% of a potential 92%. The percentage of current year expenditures is at 90%.

Licensing revenues YTD are \$305,300. At this point last year licensing revenues were \$303,237.

The Financial Report reflects the estimated/actual expenditures and revenues based on current YTD actual through May and an estimate through June 30, 2015 based on experience and expectations.

Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2014-15
For Months Ending May 31, 2015

Revenues:	2014-15 Adj. Budget	2014-15 Est/Actuals	2014-15 YTD Actuals	YTD Remaining	2013-14 YTD Actuals
ANIMAL LICENSES	\$340,000	\$335,000	\$305,300	\$29,700	\$303,237
INTEREST	\$6,500	\$12,800	\$11,570	\$1,230	\$6,690
RENTS & CONCESSIONS	\$1,800	\$208	\$208	\$0	\$1,746
RENTAL DEPOSIT/FORFEIT REVENUE	\$0	\$160	\$160	\$0	\$140
ST-MANDATED COST REIMBURSEMENT	\$0	\$4,749	\$4,749	\$0	\$0
HUMANE SERVICES	\$300,000	\$280,000	\$255,588	\$24,412	\$250,291
ADMINISTRATIVE SERVICES	\$1,000	\$1,200	\$1,070	\$130	\$980
COST RECOVERY-OTHER	\$5,000	\$7,500	\$7,223	\$277	\$5,097
MEMBER CONTRIBUTION	\$2,262,304	\$2,262,304	\$2,262,304	\$0	\$2,217,945
CHARGES FOR CURRENT SERVICES	\$24,000	\$50,000	\$48,461	\$1,539	\$11,345
ADMIN FINE FEES	\$15,000	\$19,500	\$18,080	\$1,420	\$8,179
GRANT SERVICES-NON INTERGOV	\$0	\$6,125	\$6,125	\$0	\$137,945
ANIMAL MICROCHIP FEES	\$24,000	\$22,500	\$21,075	\$1,426	\$22,900
ANIMAL RABIES FEES	\$10,000	\$7,000	\$6,325	\$675	\$5,660
ANIMAL SPAY&NEUTER FEES	\$115,000	\$149,000	\$141,392	\$7,608	\$95,847
SALES-OTHER-TAXABLE	\$15,000	\$33,000	\$30,052	\$2,948	\$12,561
CASH OVERRAGES	\$0	\$13	\$13	\$0	\$55
CONTRIBUTIONS and DONATIONS	\$225,000	\$170,000	\$156,393	\$13,607	\$1,408,815
NSF CHECKS	\$0	(\$87)	(\$87)	\$0	(\$71)
NSF CHECKS-RETURNED CHECK FEE	\$0	\$160	\$160	\$0	\$200
OTHER REVENUE	\$34,000	\$32,000	\$18,088	\$13,912	\$35,881
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$411
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$3,378,604	\$3,393,132	\$3,294,248	\$98,884	\$4,525,853

Less Expenditures:

Salaries and Benefits	\$2,507,006	\$2,494,980	\$2,249,150	\$245,830	\$2,062,412
Services and Supplies	\$996,601	\$959,949	\$852,980	\$106,969	\$821,663
Other Uses	\$111,242	\$111,242	\$111,242	\$0	\$119,907
Fixed Assets	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$3,614,849	\$3,566,171	\$3,213,371	\$352,800	\$3,003,982

Plus Contingency:

TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$142,452	\$0	\$0	(\$0)	\$0
	\$3,757,301	\$3,566,171	\$3,213,371	\$352,800	\$3,003,982

NET REVENUES OVER (UNDER) EXPENDITURE	(\$378,697)	(\$173,039)	\$80,877	(\$253,916)	\$1,521,871
--	--------------------	--------------------	-----------------	--------------------	--------------------

BEGINNING FUND BALANCE - UNDESIGNATED (audited ending balance from 6/30/14)	\$1,934,628	\$1,934,628	\$1,934,628	\$1,934,628	\$0
---	-------------	-------------	-------------	-------------	-----

ENDING FUND BALANCE - UNDESIGNATED	\$1,555,931	\$1,761,589	\$2,015,505	\$1,680,712	\$1,521,871
---	-------------	-------------	-------------	-------------	-------------

ANIMAL LICENSE DETAIL

	2014-15 YTD Actuals	2013-14 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$9,285	\$8,446	\$839
LICENSES - SANTA CRUZ	\$52,282	\$55,058	(\$2,776)
LICENSES- SCOTTS VALLEY	\$17,309	\$17,756	(\$447)
LICENSES- COUNTY	\$189,523	\$185,599	\$3,924
LICENSES- WATSONVILLE	\$36,901	\$36,378	\$523

* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/14 is \$552,080 (Audited)

* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/14 is \$700 (Audited)

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2014-2015

As of 6/3/15 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2014-15 Adj. Budget	2014-15 Est./Actuals	April Actuals	May Actuals	2014-15 YTD Actuals	YTD Remaining	92%		2013-14 YTD/Actuals	COMPARE		
								Percentage of CY EAs Actualized	Percentage of PY Budget Actualized		THRU MAY PY ACTUALS	May Actuals	2013-14 Est./Actuals
51000	SALARIES & BENEF	\$2,507,006	\$2,494,980	\$188,737	\$272,878	\$2,219,160	\$245,830	90.15%	92.15%	\$2,082,412	\$186,737	\$218,631	\$2,288,015
51000	REGULAR PAY-PER	1,520,184	1,498,199	\$120,650	\$187,137	\$1,335,130	\$163,069	89.12%	90.05%	\$1,224,816	\$110,314	\$151,406	1,360,180
51005	OVERTIME PAY-PE	4,850	2,235	\$168	\$88	\$1,993	\$242	89.17%	100.01%	\$1,423	\$570	\$139	1,423
51010	REGULAR PAY-EXT	30,604	44,255	\$4,032	\$4,982	\$41,714	\$2,541	94.26%	91.61%	\$25,046	\$16,668	\$2,158	27,340
51040	DIFFERENTIAL PAY	11,640	24,888	\$2,209	\$2,797	\$22,291	\$2,597	89.57%	91.42%	\$16,161	\$6,129	\$1,734	17,579
52010	OASDI-SOCIAL SE	118,385	116,205	\$9,379	\$14,718	\$103,685	\$12,520	89.23%	89.83%	\$93,972	\$9,713	\$11,677	104,609
52015	RETIREMENT	286,484	274,339	\$21,716	\$32,143	\$244,505	\$29,834	89.13%	90.31%	\$235,698	\$8,807	\$28,122	260,995
53010	EMPLOYEE INSURA	403,481	403,481	\$30,584	\$31,013	\$368,454	\$35,027	91.32%	99.94%	\$360,375	\$8,079	\$23,395	360,594
53015	UNEMPLOYMENT IN	6,950	6,950	\$0	\$0	\$6,950	(\$0)	100.00%	94.82%	\$5,011	\$1,939	\$0	5,285
54010	WORKERS COMPENS	124,428	124,428	\$0	\$0	\$124,428	(\$0)	100.00%	100.00%	\$99,910	\$24,518	\$0	99,910
51000	SALARIES & BENEF	\$2,507,006	\$2,494,980	\$188,737	\$272,878	\$2,219,160	\$245,830	90.15%	92.15%	\$2,082,412	\$186,737	\$218,631	\$2,288,015
61175	POLICE SAFETY EQUIPMENT	500	300	\$162	\$0	\$162	\$138	54.17%	0.00%	\$0	\$162	\$0	500
61125	UNIFORM REPLACEMENT	2,000	3,300	\$0	\$0	\$2,759	\$541	83.62%	100.01%	\$2,064	\$695	\$1,103	2,064
61215	RADIO SERVICES	28,000	28,000	\$2,313	\$2,313	\$25,439	\$2,561	90.85%	91.84%	\$26,174	(\$735)	\$2,714	28,500
61220	TELECOM SERVICES	26,000	26,000	\$2,114	\$628	\$16,606	\$9,394	63.87%	81.08%	\$21,080	(\$4,474)	\$2,090	26,000
61310	FOOD	7,500	8,000	\$541	\$0	\$6,552	\$708	91.16%	86.77%	\$6,508	\$785	\$232	7,500
61412	JANITORIAL SERVICES	9,000	9,000	\$728	\$0	\$6,552	\$2,448	72.80%	80.89%	\$7,280	(\$728)	\$728	9,000
61525	LIABILITY INSURANCE	32,000	32,519	\$0	\$0	\$32,519	\$0	100.00%	100.00%	\$32,197	\$322	\$0	32,197
61535	OTHER INSURANCE	2,002	2,002	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61725	MAINT-OFFICE EQUIPMENT	1,300	600	\$44	\$55	\$476	\$124	69.46%	62.39%	\$417	\$59	\$46	1,300
61730	MAINT-OFFICE EQUIP-SVCS	3,000	2,500	\$420	\$0	\$2,255	\$245	90.19%	62.39%	\$1,248	\$1,007	\$357	3,000
61731	MAINT-OTHER EQUIP-SUP	1,320	3,000	\$0	\$0	\$2,357	\$633	78.91%	86.38%	\$732	\$1,636	\$224	2,000
61835	FACILITIES MAINT	36,000	19,000	\$3,319	\$212	\$14,705	\$4,295	77.39%	86.38%	\$22,458	(\$7,754)	\$3,062	36,000
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	2,500	1,500	\$0	\$0	\$1,089	\$411	72.60%	90.78%	\$7,262	(\$6,173)	\$0	8,000
61920	MEDICAL, DENTAL & LAB SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61922	OTHER MEDICAL MATERIALS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62020	MEMBERSHIPS	100,000	92,500	\$7,671	\$3,288	\$79,227	\$13,273	85.65%	89.99%	\$89,993	(\$10,766)	\$9,689	100,000
62020	MEMBERSHIPS	1,200	1,696	\$0	\$0	\$1,696	\$0	100.00%	100.00%	\$1,450	\$246	\$0	1,450
62111	MISCELLANEOUS EXPENSES	10,000	8,500	\$0	\$0	\$7,125	\$1,375	83.82%	91.36%	\$7,583	(\$458)	\$0	8,300

Pos + = UP
Neg (-) = DOWN

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2014-2015

As of 5/31/15 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2014-15 Adj. Budget	2014-15 Est./Actuals	April Actuals	May Actuals	2014-15 YTD Actuals	YTD Remaining	Percentage of CY EAs Actualized	Percentage of FY Budget Actualized	2013-14 YTD Actuals	COMPARE THRU MAY PY ACTUALS (\$'11)	May Actuals	2013-14 Est./Actuals
62112	CASH SHORTAGES												
62214	DUPPLICATING SVCS.	5,000	4,000	\$1,103	\$0	\$3,057	\$0	76.42%	0.00%	\$5,412	(\$11)	\$0	\$0
62219	MISC NONINVENTORABLE ITEMS EXPENSE	0	1,090	\$0	\$0	\$1,090	\$0	99.99%	90.21%	\$869	(\$2,355)	\$376	6,000
62221	PC SOFTWARE PURCHASES	2,500	1,500	\$0	\$0	\$1,008	\$492	67.20%	0.00%	\$1,625	\$221	\$0	869
62222	POSTAGE	8,000	7,500	\$17	\$0	\$7,429	\$71	99.09%	81.23%	\$10,380	(\$617)	\$335	\$2,000
62223	SUBSCRIPTIONS/PERIODICALS	100	125	\$0	\$0	\$125	\$0	100.00%	90.26%	\$0	(\$2,950)	\$2,000	11,500
62225	SUPPLIES	80,000	63,000	\$3,265	\$766	\$53,235	\$9,765	84.50%	88.30%	\$68,871	\$125	\$0	0
62226	NON-PC SOFTWARE	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	(\$15,637)	\$3,109	78,000
62301	INVENTORABLE ITEMS	13,037	15,500	\$0	\$0	\$14,281	\$1,219	92.14%	38.06%	\$3,030	\$0	(\$224)	0
62310	ACCOUNTING & AUDITING	13,000	13,000	\$0	\$0	\$5,300	\$7,700	40.77%	96.92%	\$12,389	\$11,251	\$2,695	3,030
62316	BANKING SERVICES	22,000	25,000	\$2,820	\$2,380	\$22,088	\$2,912	88.35%	90.88%	\$18,176	(\$7,089)	\$0	12,400
62317	COMPUTER PROF SVCS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$1,426	20,000
62318	CONSULTMG/PC SVCE.	19,000	19,500	\$0	\$88	\$19,352	\$148	99.24%	100.00%	\$19,039	\$0	\$0	0
62325	COUNTY COUNSEL	0	0	\$112	\$38	\$0	\$0	0.00%	0.00%	\$0	\$313	\$54	19,039
62328	DATA PROCESSING	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62381	PROF & SPECIAL	50,000	54,500	\$4,532	\$13,590	\$54,434	\$66	99.88%	92.25%	\$53,507	\$0	\$0	0
62399	VETERINARIAN SERVICES	111,500	110,000	\$6,705	\$4,797	\$86,351	\$23,649	78.50%	90.46%	\$67,845	\$927	\$12,263	58,000
62500	EQUIPMENT RENTS & LEASES-	75,000	80,000	\$3,814	\$7,857	\$74,667	\$5,333	93.33%	89.29%	\$60,714	\$18,506	\$3,786	75,000
62510	RENTS & LEASES-	0	340	\$0	\$0	\$0	\$340	0.00%	98.55%	\$2,365	\$13,963	\$6,056	68,000
62610	FIELD EQUIPMENT	198,842	198,842	\$0	\$0	\$0	\$340	0.00%	100.00%	\$2,365	(\$2,365)	\$0	2,400
62801	ADVERTISING & PROMOTION	1,200	1,000	\$49,417	\$0	\$197,669	\$1,173	99.41%	74.57%	\$148,268	\$49,401	\$16	198,842
62842	INVENTORY MATERIALS PURCHASED	2,000	2,700	\$0	\$0	\$762	\$238	68.18%	100.00%	\$1,386	(\$625)	\$110	1,386
62857	SPECIAL MISC EXP-SUPPLIES	14,000	20,000	\$344	\$0	\$1,841	\$859	95.14%	99.20%	\$9,514	(\$7,673)	\$6,760	10,000
62890	SUBSCRIPTIONS/BOOKS	500	500	\$23	\$56	\$300	\$200	80.04%	68.03%	\$16,865	\$1,210	\$2,513	17,000
62893	TOWING	500	500	\$0	\$0	\$403	\$97	80.88%	100.00%	\$204	\$0	\$0	300
62914	TRAVEL-EDUCATION	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$434	(\$31)	\$0	434
62922	TRAVEL-LODGING	3,000	750	\$0	\$0	\$0	\$0	0.00%	99.92%	\$0	\$0	\$0	0
62924	TRAVEL-MEALS	750	1,200	\$570	\$0	\$450	\$300	60.00%	99.92%	\$2,398	(\$1,948)	\$869	2,400
62926	TRAVEL-MILEAGE	500	500	\$21	\$0	\$1,097	\$103	91.42%	65.93%	\$989	\$108	\$0	1,500
62928	TRAVEL-OTHER	1,500	1,100	\$179	\$463	\$21	\$479	4.12%	54.80%	\$219	(\$199)	\$0	400
62930	REGISTRATIONS	100	800	\$68	\$140	\$862	\$238	78.36%	69.70%	\$348	\$513	\$0	500
62935	SERVICE CENTER	0	335	\$0	\$0	\$742	\$58	92.78%	0.00%	\$1,135	(\$393)	\$0	0
62940	TRAVEL ADVANCES	25,000	20,000	\$2,871	\$1,147	\$335	\$0	100.00%	0.00%	\$0	\$335	\$0	1,200
63070	UTILITIES	0	0	\$0	\$0	\$17,892	\$2,108	89.46%	80.48%	\$16,095	\$1,797	\$0	0
74230	PRINCIPAL ON LEASE PURCHASES	87,000	78,000	\$5,402	\$0	\$69,845	\$8,155	89.55%	91.41%	\$73,124	(\$3,279)	\$7,395	20,000
61000	SERVICES & SUPPLIES	\$996,601	\$959,949	\$98,881	\$41,942	\$852,980	\$143,621	88.86%	86.97%	\$821,563	\$214,047	\$71,525	\$944,804

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2014-2015

As of 5/31/15 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Acct	Acct Title	2014-15		2014-15		April	May	2014-15		YTD	Percentage of CY EA's Actualized	Percentage of PY Budget Actualized	2013-14 YTD Actuals	COMPARE THRU MAY PY ACTUALS	May Actuals	2013-14 Est./Actuals
		Adj. Budget	Est./Actuals	Est./Actuals	Actuals			YTD Actuals	Remaining							
75315	COUNTY OVERHEAD (see 3550)	\$111,242	\$111,242	\$27,811	\$0	\$0	\$0	\$111,242	\$0	(\$0)	100.00%	100.00%	\$119,907	\$0	\$0	\$119,907
90001	OPERATING TRSF OUT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
90000	OTHER USES	\$111,242	\$111,242	\$27,811	\$0	\$0	\$0	\$111,242	\$0	(\$0)	100.00%	100.00%	\$119,907	\$111,242	\$0	\$119,907
86204	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	APPROP FOR CONTINGENCIES	\$142,452	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$142,452	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
40230	ANIMAL LICENSES	\$340,000	\$395,000	\$31,681	\$0	\$0	\$0	\$305,300	\$29,700	(\$0)	91.13%	90.52%	\$303,237	\$0	\$0	\$335,000
40430	INTEREST	\$6,500	\$12,800	(\$587)	\$0	\$0	\$0	\$11,570	\$1,230	(\$0)	90.39%	102.93%	\$6,690	\$2,063	\$25,710	\$6,500
40440	RENTS & CONCESS	\$1,800	\$208	\$64	\$0	\$0	\$0	\$208	\$0	(\$0)	99.83%	96.98%	\$1,746	\$4,880	\$991	\$6,500
40441	RENTAL DEPOSIT/FOREFEIT REVENUE	\$0	\$160	\$0	\$0	\$0	\$0	\$160	\$0	(\$0)	100.00%	100.00%	\$140	\$1,746	\$0	\$1,800
40872	ST-MANDATED COST REIMBURSEMENT	\$0	\$4,749	\$0	\$0	\$0	\$0	\$4,749	\$0	(\$0)	100.00%	100.00%	\$0	\$20	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$4,749	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
41510	HUMANE SERVICES	\$300,000	\$280,000	\$20,991	\$0	\$0	\$0	\$255,588	\$24,412	(\$0)	91.28%	92.70%	\$250,291	\$0	\$0	\$270,000
42010	ADMINISTRATIVE SERVICES	\$1,000	\$1,200	\$70	\$0	\$0	\$0	\$1,070	\$130	(\$0)	89.17%	98.00%	\$980	\$5,297	\$22,598	\$1,000
42022	COST RECOVERY-OTHER	\$5,000	\$7,500	\$924	\$0	\$0	\$0	\$7,223	\$277	(\$0)	96.31%	92.67%	\$5,097	\$90	\$80	\$5,500
42044	MEMBER CONTRIBUTION	\$2,262,304	\$2,262,304	\$226,230	\$0	\$0	\$0	\$2,262,304	\$1,539	(\$0)	100.00%	100.00%	\$2,217,945	\$2,126	\$743	\$2,217,945
42073	OTHER CHARGES CURRENT SERVICES	\$24,000	\$50,000	\$16,373	\$0	\$0	\$0	\$48,461	\$1,539	(\$0)	96.92%	92.16%	\$11,345	\$37,116	\$0	\$17,000
42074	ADMINISTRATIVE-NON INTERGOV	\$15,000	\$19,500	\$2,035	\$0	\$0	\$0	\$18,080	\$1,420	(\$0)	92.72%	91.90%	\$8,179	\$9,901	\$1,254	\$8,900
42205	GRANT SERVICES-FINE FEES	\$0	\$6,125	\$0	\$0	\$0	\$0	\$6,125	\$0	(\$0)	100.00%	100.00%	\$137,945	\$1,700	\$1,499	\$137,945
42206	ANIMAL MICROCHIP FEES	\$24,000	\$22,500	\$1,665	\$0	\$0	\$0	\$21,075	\$675	(\$0)	90.36%	94.33%	\$22,900	\$37,116	\$475	\$24,500
42207	ANIMAL RABIES FEES	\$10,000	\$7,000	\$796	\$0	\$0	\$0	\$6,325	\$675	(\$0)	94.89%	92.16%	\$5,660	\$665	\$475	\$6,000
42234	SALES-OTHER-TAXABLE	\$115,000	\$149,000	\$10,070	\$0	\$0	\$0	\$141,392	\$7,608	(\$0)	91.07%	89.72%	\$95,847	\$45,545	\$9,960	\$104,000
42362	CASH OVERAGES	\$15,000	\$33,000	\$4,690	\$0	\$0	\$0	\$30,052	\$2,948	(\$0)	99.15%	99.15%	\$12,561	\$17,491	\$1,604	\$14,000
42372	CONTRIBUTIONS AND DONATIONS	\$0	\$13	\$0	\$0	\$0	\$0	\$13	\$0	(\$0)	0.00%	0.00%	\$55	\$17,491	\$0	\$14,000
42380	NSF CHECKS	\$225,000	\$170,000	\$8,544	\$0	\$0	\$0	\$156,393	\$13,607	(\$0)	92.00%	98.52%	\$55	\$45,545	\$1,604	\$14,000
42381	NSF CHECKS-RETURNED CHECK	\$0	(\$87)	(\$29)	\$0	\$0	\$0	(\$87)	\$0	(\$0)	100.00%	100.00%	(\$13,607)	(\$42)	\$0	\$0
42384	OTHER REVENUE	\$0	\$160	\$0	\$0	\$0	\$0	\$160	\$0	(\$0)	0.00%	0.00%	\$200	\$17,491	\$0	\$160
42390	UNCLAIMED MONEY-ESCHEATED	\$34,000	\$32,000	\$1,415	\$0	\$0	\$0	\$31,585	\$215	(\$0)	99.91%	99.91%	\$35,881	\$441	\$4,023	\$39,000
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
42961	LICENSES - CAPITOLA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$1,394	\$0	\$0	\$0	\$9,285	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$411
42983	LICENSES - SCOTT'S VALLEY	\$0	\$0	\$5,264	\$0	\$0	\$0	\$2,282	\$0	(\$0)	0.00%	0.00%	\$8,446	\$0	\$0	\$0
42984	LICENSES - COUNTY	\$0	\$0	\$1,756	\$0	\$0	\$0	\$17,309	\$0	(\$0)	0.00%	0.00%	\$55,058	\$2,776	\$4,922	\$6,500
42986	LICENSES - WATSONVILLE	\$0	\$0	\$18,849	\$0	\$0	\$0	\$189,523	\$0	(\$0)	0.00%	0.00%	\$189,523	\$3,924	\$869	\$0
40100-42500	REVENUES	\$3,378,604	\$3,393,132	\$324,932	\$83,927	\$3,294,248	\$98,894	\$3,294,248	\$98,894	(\$36,901)	97.09%	97.97%	\$4,525,853	(\$1,231,605)	\$77,222	\$4,619,501

Pos + = UP
Neg (-) = DOWN

Regular Agenda Item 6.3

TO: Santa Cruz County Board of Directors
FROM: Melanie Sobel, General Manager
DATE: June 8, 2015
SUBJECT: Proposed Budget 2015-16

Recommendation:

Consider adopting the Proposed Budget 2015-16 – Plan A with a 2% increase status quo member contribution, Plan B with a 4% increase to member contributions or Plan C with a 6% increase to member contributions. All plans use unassigned reserve balance funds to cover increased net cost. Consider using remaining SB90 funds in conjunction with a 4% increase to member contributions for any additional net cost increases after revenues.

Discussion:

Staff developed the following Proposed Budget 2015-16 for review and consideration (Exhibit A). Exhibit B outlines the Schedule of Member Contributions with population changes, Exhibit C provides the Personnel Summary, and Exhibit D provides the Proposed Fee Schedule 2015-16 with changes in fees.

Plan A reflects a 2% increase to member contributions and support for current levels of service with existing staff and recommends continuing to use unassigned reserve balance funds to cover increased net costs. The Estimated Actuals for FY 2014-15 reflect a deficit of \$222,460. The projected \$1,712,168 of unassigned reserve balance funds can carry forward to cover the deficit of \$644,496 for Plan A, which proposes using remaining SB90 funds of \$472,386 and other remaining funds of \$21,796. Under Plan A, the gift from the Muriel R. Butler living trust funds \$150,314 of one-time expenses including development and education contracts.

Plan B reflects a 4% increase to member contributions and support for current levels of service with existing staff and recommends continuing to use unassigned reserve funds to cover increased net costs. The projected \$1,712,168 of unused unassigned reserve funds can carry forward to cover the deficit of \$599,250 for Plan B, which proposes using remaining SB90 funds of \$472,386 and other remaining funds of \$21,796. Under Plan B, the gift from the Muriel R. Butler living trust funds \$105,068 of one-time expenses including development and education contracts.

Plan C reflects a 6% increase to member contributions and support for current levels of service with existing staff and recommends continuing to use unassigned reserve funds to cover increased net costs. The projected \$1,712,168 of unassigned reserve balance funds can carry forward to cover the deficit of \$554,004 for Plan C, which proposes using remaining SB90 funds of \$472,386 and other remaining funds of \$21,796. Under Plan C, the gift from the Muriel R. Butler living trust funds \$59,822 of one-time expenses including development and education contracts.

Alternatives to using reserve funds could be reducing staff, shelter hours open to the public or services to the community. Staff reductions could result in fewer opportunities to generate new revenue through grants and programs.

Salaries and Benefits projected for 2015-16 are based on reports provided by County Personnel. The 9.9% increase in Salaries and Benefits supports current staff and funds an additional Animal Control Officer. The officer will offer support to shorten response times, increase proactive patrols and provide outreach and educational programs, such as the Door-to-Door program. Two contractors for development coordination and education coordination have been added under Professional and Special Services (3665). Both contractors are being funded through the gift from the Muriel R. Butler living trust.

Revenues continue to increase through growing programs and services. The Planned Pethood low-cost spay/neuter program, which uses existing staff, continues to grow and generate revenue. Licensing revenue to date has increased 2.4% compared to last year. General donations to date have increased 3.3% compared to last year due to increased shelter exposure in the community, more special events, and online and direct mail giving campaigns. Revenue line item Charges for Current Services (2047) will increase in 2015-16 due to added educational programs and seminars for the public. Sales and Other Taxable (2334) will increase due to sales from The Cottage Shop.

The budget maintains a minimal amount of services and supplies for the average population in the shelters and accepts fixed costs based on current operations for the shelter lease, county overhead, telephone and data processing, service center charges for vehicles, and janitorial services. Staff continues to count on volunteer and public/non-profit support. The budget contains the required 4% Contingency that will be needed for any unanticipated costs or revenue shortfalls.

The proposed fee schedule for 2015-16 eliminates owner surrender fees for animals residing in Santa Cruz County. Current owner surrender fees will apply to out of County residents. This initiative is aligned with the philosophy of our "open-door" shelter being a safe haven for all animals in the community. The "Beverly Fund" will be established help offset costs associated with the care and housing of unwanted animals. Also, there will now be a \$1.00 administrative fee for processing dog licenses through the mail (to cover envelope and postage costs). Residents are encouraged to use our online dog licensing program to save paper, postage and labor costs. We have also switched to postcard license renewal mailings to save on paper and postage. In addition, the failure to display license fee was removed at the request of the SCCAS Board.

In summary, staff recommends Plan B which considers increased costs in general operations and is a well balanced approach to meet the current needs of the community. SCCAS continues the movement toward a higher live animal release rate and institution of progressive, long-term approaches to address pet overpopulation in Santa Cruz County. With current staff and service levels, SCCAS can continue to work towards implementing revenue generating programs to help offset ongoing expenditures.

In considering SCCAS's future, the use of one-time funds for general operations is not sustainable and must be phased out. At least a 6% increase to member contributions will be proposed in 2016-17. In addition, SCCAS is required to create a capital reserve for

replacement and major maintenance for the Live Oak animal shelter and vehicles and is working on a policy and reserve for this purpose.

SANTA CRUZ COUNTY ANIMAL SHELTER
PROPOSED BUDGET FOR FISCAL YEAR 2015-16

Exhibit A

Accounts	Actuals			Budget	Adj. Budget		Est./Actuals	Difference	UPDATE A			UPDATE B			UPDATE C		
	2011-12	2012-13	2013-14		2014-15	2014-15			2014-2015	Adj Budget to EAS	2% Increase Proposal 2015-16	4% Increase Proposal 2015-16	6% Increase Proposal 2015-16	4% Increase Change from 2014-2015			
SALARIES AND BENEFITS																	
3100 -- REGULAR PAY-PERMANENT	1,217,810	1,328,323	1,360,405	1,520,184	1,520,184	1,496,566	(23,618)	1,708,627	1,708,627	1,708,627	188,443						
3105 -- OVERTIME PAY-PERMANENT	1,468	1,183	1,496	4,850	4,850	2,329	(2,521)	3,880	3,880	3,880	(970)						
3110 -- REGULAR PAY-EXTRA HELP	33,428	28,723	28,106	30,604	30,604	48,122	17,518	52,686	52,686	52,686	22,082						
3140 -- DIFFERENTIAL PAY	19,989	19,404	17,727	11,640	11,640	25,685	14,045	26,190	26,190	26,190	14,550						
3150 -- OASDI-SOCIAL SECURITY	94,675	102,527	104,435	118,385	118,385	115,476	(2,909)	134,991	134,991	134,991	16,806						
3155 -- PERS	228,388	252,133	261,389	286,484	286,484	304,252	(12,504)	304,252	304,252	304,252	17,768						
3160 -- EMPLOYEE INSURANCE AND BENEFITS	330,455	383,859	391,925	403,481	403,481	429,369	25,888	434,065	434,065	434,065	30,584						
3165 -- UNEMPLOYMENT INSURANCE	7,471	10,318	5,011	6,950	6,950	6,950	0	5,538	5,538	5,538	(1,412)						
3170 -- WORKERS COMPENSATION INSURANCE	98,801	129,978	99,910	124,428	124,428	124,428	0	85,722	85,722	85,722	(38,706)						
SUBTOTAL SALARIES AND BENEFITS	2,032,465	2,256,448	2,270,404	2,507,006	2,507,006	2,522,905	15,899	2,755,951	2,755,951	2,755,951	248,945						
SERVICES AND SUPPLIES																	
3215 -- POLICE SAFETY EQUIP-REPLACE	1,829	43	0	500	500	500	0	500	500	500	0						
3225 -- UNIFORM REPLACEMENT	1,744	580	2,084	2,000	2,000	3,300	1,300	2,500	2,500	2,500	500						
3235 -- RADIO	27,047	26,445	28,428	28,000	28,000	28,000	0	28,000	28,000	28,000	0						
3240 -- TELECOM SERVICES	26,048	24,810	25,261	26,000	26,000	26,000	0	26,000	26,000	26,000	0						
3250 -- FOOD	7,015	7,596	7,899	7,500	7,500	7,500	0	7,500	7,500	7,500	0						
3282 -- JANITORIAL SERVICES	8,736	8,909	8,736	9,000	9,000	9,000	0	9,000	9,000	9,000	0						
3295 -- LIABILITY INSURANCE	30,519	31,296	32,247	32,000	32,000	32,519	519	32,519	32,519	32,519	0						
3305 -- Other INSURANCE	0	0	0	2,002	2,002	2,002	0	2,927	2,927	2,927	925						
3355 -- MAINT-OFFICE EQUIPMENT-SERVICES	345	694	559	3,000	3,000	600	(700)	600	600	600	(700)						
3360 -- MAINT-OTHER EQUIPMENT-SERVICES	4,659	3,199	1,248	3,000	3,000	2,000	(1,000)	2,000	2,000	2,000	(1,000)						
3361 -- MAINT-OTHER EQUIPMENT-SUPPLIES	315	116	732	500	500	1,680	1,180	1,500	1,500	300							
3395 -- FACILITIES MAINT-GENERAL-SERVICES	55,385	58,731	27,092	36,000	36,000	22,000	(14,000)	22,000	22,000	22,000	(14,000)						
3405 -- MAINT-STRUCTIMPS/GRDS-OTHER-SERVICES	29,189	5,096	7,334	2,500	2,500	2,500	0	2,500	2,500	2,500	0						
3430 -- MEDICAL, DENTAL & LAB SUPPLIES	0	57	0	0	0	0	0	0	0	0	0						
3432 -- OTHER MEDICAL MATERIALS & SUPPLIES	0	17	3	0	0	0	0	0	0	0	0						
3450 -- MEMBERSHIPS	108,530	99,143	108,569	100,000	100,000	100,000	0	100,000	100,000	100,000	0						
3451 -- MISCELLANEOUS EXPENSE-SERVICES	1,155	1,916	1,450	1,200	1,200	1,696	496	1,500	1,500	1,500	300						
3452 -- CASH SHORTAGES	9,724	17,388	7,583	10,000	10,000	8,500	(1,500)	8,500	8,500	8,500	(1,500)						
3484 -- DUPLICATING SERVICES	113	37	22	0	0	0	0	0	0	0	0						
3487 -- MISC NONINVENTORIAL ITEMS EXPENSE	2,618	3,460	6,206	5,000	5,000	4,000	(1,000)	4,000	4,000	4,000	(1,000)						
3489 -- PC SOFTWARE PURCHASES	0	0	869	0	0	1,090	1,090	0	0	0	0						
3491 -- POSTAGE	2,212	2,018	1,625	2,500	2,500	2,500	0	2,500	2,500	2,500	0						
3492 -- SUBSCRIPTIONS/PERIODICALS	8,017	8,443	10,380	8,000	8,000	7,500	(500)	7,000	7,000	7,000	0						
3493 -- SUPPLIES	383	26	0	100	100	125	25	7,000	7,000	7,000	(1,000)						
3495 -- NON-PC SOFTWARE	61,492	70,446	85,774	80,000	80,000	78,000	(2,000)	75,000	75,000	75,000	(5,000)						
3496 -- INVENTORIAL ITEMS	0	0	0	250	250	250	0	250	250	250	0						
3505 -- ACCOUNTING AND AUDITING FEES	0	4,017	3,030	6,800	6,800	13,800	763	6,800	6,800	6,800	0						
3520 -- BANKING FEES	16,401	17,664	12,388	13,000	13,000	13,000	0	13,000	13,000	13,000	0						
3535 -- COMPUTER PROF SERVICES	15,500	18,593	19,844	22,000	22,000	22,700	700	24,000	24,000	24,000	2,000						
3545 -- CONSULTING/PC SERVICES	0	0	0	0	0	0	0	0	0	0	0						
3547 -- COUNTY COUNSEL	17,316	14,756	19,039	19,000	19,000	19,250	250	19,250	19,250	19,250	250						
3550 -- COUNTY OVERHEAD - RECLASSIFIED	0	0	0	0	0	0	0	0	0	0	0						
3575 -- DATA PROCESSING SERVICES	46,493	49,960	53,510	50,000	50,000	50,000	0	50,000	50,000	50,000	0						
3665 -- PROF & SPECIAL SERV-OTHER	84,886	93,920	74,387	65,000	65,000	111,500	46,500	147,000	147,000	147,000	82,000						
3670 -- GIS SERVICES	0	0	0	0	0	0	0	0	0	0	0						
3763 -- VETERINARIAN SERVICES	0	0	0	0	0	0	0	0	0	0	0						
3800 -- EQUIPMENT LEASE & RENT	182,724	143,842	72,924	75,000	75,000	77,000	2,000	77,000	77,000	77,000	0						
3810 -- RENTS & LEASES-STRUC IMP & GRNDS	4,683	4,774	2,365	0	0	0	0	0	0	0	0						
3820 -- FIELD EQUIPMENT	197,669	197,669	197,665	198,842	198,842	198,842	0	198,842	198,842	198,842	0						
3835 -- ADVERTISING & PROMOTION SUPPLIES	347	181	1,919	1,200	1,200	1,200	0	1,200	1,200	1,200	0						
3935 -- INVENTORY MATERIALS PURCHASED	452	1,306	10,055	2,000	2,000	2,000	0	2,000	2,000	2,000	0						
3976 -- SPECIAL MISC EXPENSE - SUPPLIES	18,368	19,358	17,349	14,000	14,000	20,000	6,000	20,000	20,000	20,000	6,000						
4110 -- SUBSCRIPTIONS BOOKS & ED MATERIALS	926	331	230	500	500	500	0	500	500	500	0						
4120 -- TOWING	483	633	434	500	500	500	0	500	500	500	0						
4154 -- EDUCATION & TRAINING	0	0	0	0	0	0	0	0	0	0	0						
4162 -- LODGING	657	1,615	2,398	3,000	3,000	1,500	(1,500)	2,500	2,500	2,500	0						
4164 -- MEALS	738	846	989	750	750	1,200	450	1,200	1,200	1,200	(500)						
	192	289	219	500	500	500	0	500	500	500	0						

SANTA CRUZ COUNTY ANIMAL SHELTER
PROPOSED BUDGET FOR FISCAL YEAR 2015-16

Exhibit A

Accounts	Actuals 2011-12	Actuals 2012-13	Actuals 2013-14	Budget 2014-15	Adj. Budget 2014-15	Est./Actuals 2014-2015	Difference Adj Budget to EAS	UPDATE			4% Increase Change from 2014-2015	
								A 2% Increase Proposal 2015-16	B 4% Increase Proposal 2015-16	C 6% Increase Proposal 2015-16		
4166 - MILEAGE												
4168 - TRAVEL-OTHER	1,374	302	348	1,500	1,500	750	(750)	1,000	1,000	1,000	0	(500)
4170 - REGISTRATIONS	1,031	52	1,135	100	100	535	435	100	100	100	0	0
4175 - SERVICE CENTER CHARGES	280	0	140	0	0	335	335	335	335	335	0	335
4180 - TRAVEL ADVANCES	39,109	41,570	18,700	25,000	25,000	19,000	(6,000)	20,000	20,000	20,000	0	(5,000)
4310 - UTILITIES	86,627	84,702	81,948	0	0	82,000	(3,000)	82,000	82,000	82,000	0	(5,000)
4630 - PRINCIPAL ON LEASE PURCHASES	0	0	0	0	0	0	0	0	0	0	0	0
SUBTOTAL SERVICES AND SUPPLIES	1,101,301	1,044,826	955,119	943,044	950,101	978,694	28,593	1,004,648	1,004,648	1,004,648	0	(5,000)
6980 - COUNTY OVERHEAD (See prev. 3580)	95,947	107,672	119,907	111,242	111,242	111,242	0	145,272	145,272	145,272	0	34,030
8404 - FIXED ASSETS	13,884	0	0	0	0	0	0	0	0	0	0	0
9695 - APPROPRIATIONS FOR CONTINGENCY	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	3,243,597	3,408,946	3,345,429	3,703,744	3,710,801	3,612,841	(97,960)	4,062,106	4,062,106	4,062,106	0	358,362
REVENUES												
0100 - PROPERTY TAX-CURRENT SEC-GEN	0	0	0	0	0	0	0	0	0	0	0	0
0230 - ANIMAL LICENSES	272,448	332,929	338,297	340,000	340,000	340,000	0	345,000	345,000	345,000	0	5,000
0430 - INTEREST	4,007	3,582	7,625	6,500	6,500	13,400	6,900	14,000	14,000	14,000	0	7,500
0440 - RENTS & CONCESSIONS	2,256	1,281	1,746	1,800	1,800	1,800	0	200	200	200	0	(1,600)
0441 - RENTAL DEPOSIT/REFREIT REVENUE	140	140	140	0	0	160	160	160	160	160	0	160
0872 - STATE MANDATED REIMBURSEMENTS	0	0	0	0	0	4,749	4,749	0	0	0	0	0
0894 - STATE-OTHER	9,000	0	0	0	0	0	0	0	0	0	0	0
1096 - FED OTHER	0	0	0	0	0	0	0	0	0	0	0	0
1510 - HUMANE SERVICES	305,617	299,087	280,573	300,000	300,000	290,000	(10,000)	290,000	290,000	290,000	0	(10,000)
2010 - ADMINISTRATIVE SERVICES	1,380	1,040	1,120	1,000	1,000	1,200	200	1,200	1,200	1,200	0	200
2022 - COST RECOVERY-OTHER	6,999	5,597	5,660	5,000	5,000	7,500	2,500	7,500	7,500	7,500	0	2,500
2044 - MEMBER CONTRIBUTIONS	2,163,849	2,217,945	2,217,945	2,262,304	2,262,304	2,262,304	0	2,307,550	2,352,796	2,398,042	90,492	29,000
2047 - CHARGES FOR CURRENT SERVICES	294	2,100	16,345	15,000	15,000	50,000	26,000	53,000	53,000	53,000	0	29,000
2073 - ADMIN FINE FEES	100	3,825	11,699	15,000	15,000	18,000	3,000	25,000	25,000	25,000	0	10,000
2074 - GRANT SERVICES-NON INTERGOV	0	0	135,199	0	0	6,125	6,125	0	0	0	0	0
2205 - ANIMAL MICROCHIP FEES	11,566	22,779	24,885	24,000	24,000	21,000	(3,000)	24,000	24,000	24,000	0	(2,000)
2206 - ANIMAL RABIES FEES	4,957	6,754	6,114	10,000	10,000	6,000	(4,000)	8,000	8,000	8,000	0	(2,000)
2207 - ANIMAL SPAY & NEUTER FEES	116,865	76,269	108,245	115,000	115,000	140,000	25,000	110,000	110,000	110,000	0	(5,000)
2334 - SALES OTHER TAXABLE	10,741	12,923	13,748	15,000	15,000	24,000	9,000	28,000	28,000	28,000	0	13,000
2362 - CASH OVERAGES	37	42	160	0	0	12	12	0	0	0	0	0
2372 - CONTRIBUTIONS AND DONATIONS	160,423	184,025	143,016	225,000	225,000	170,000	(55,000)	170,000	170,000	170,000	0	(55,000)
2380 - NSF CHECKS	(169)	(173)	(25)	0	0	(29)	(29)	0	0	0	0	0
2381 - NSF CHECK FEES	0	360	240	0	0	160	160	0	0	0	0	0
2384 - OTHER REVENUE	44,189	46,317	52,207	34,000	34,000	34,000	0	34,000	34,000	34,000	0	0
2500 - UNCLAIMED MONEY-ESCHEATED	0	0	411	0	0	0	0	0	0	0	0	0
2961 - LICENSES-CAPITOLA CITY	0	0	0	0	0	0	0	0	0	0	0	0
2962 - LICENSES-SANTA CRUZ CITY	6,843	8,971	9,418	0	0	0	0	0	0	0	0	0
2963 - LICENSES-SCOTT'S VALLEY CITY	47,028	59,954	61,099	0	0	0	0	0	0	0	0	0
2984 - LICENSES-COUNTY SANTA CRUZ	14,784	17,514	19,309	0	0	0	0	0	0	0	0	0
2986 - LICENSES-WATSONVILLE	171,219	206,791	206,471	0	0	0	0	0	0	0	0	0
TOTAL REVENUES	3,114,699	3,216,822	4,662,498	3,378,604	3,378,604	3,390,381	11,777	3,417,610	3,462,856	3,508,102	84,252	274,110
EXPENDITURES LESS REVENUES	128,898	192,124	(1,307,069)	325,140	332,197	222,460	(109,737)	644,496	599,250	554,004	84,252	274,110

SANTA CRUZ COUNTY ANIMAL SHELTER
 PROPOSED BUDGET FOR FISCAL YEAR 2015-16

Exhibit A

Accounts	Actuals 2011-12	Actuals 2012-13	Actuals 2013-14	Budget 2014-15	Adj. Budget 2014-15	Est./Actuals 2014-2015	Difference Adj Budget to EAS	A	B	C	4% Increase Change from 2014-2015
								UPDATE 2% Increase Proposal 2015-16	UPDATE 4% Increase Proposal 2015-16	UPDATE 6% Increase Proposal 2015-16	
Positions Authorized											
Positions Unfunded				33.50	33.50	33.50		33.50	33.50	33.50	0.00
Beginning Fund Balance 2014-15				5.00	5.00	5.00		4.00	4.00	4.00	-1.00
Less Est./Actuals Net Cost				1,934,628	1,934,628	1,934,628					
Total Projected Fund Balance 6/30/15				325,140	332,197	222,460					
Proposed Net Cost 2015-16				1,609,488	1,602,431	1,712,168		1,712,168	1,712,168	1,712,168	
Estimated Fund Balance 6/30/16								644,496	599,250	554,004	
Balance of SB90 Funds 2014-15								1,067,672	1,112,918	1,158,164	
Less Assigned to Budget Deficit				648,346	648,346	648,346					
Total Projected SB90 Balance 6/30/15				325,140	332,197	175,960					
Assigned to Budget Deficit 2015-16				323,206	316,149	472,386		472,386	472,386	472,386	
Estimated SB90 Balance 6/30/16								472,386	472,386	472,386	
Balance of Butler Gift 2014-15				1,264,486	1,264,486	1,264,486		0	0	0	
Less Appropriated in Current Year						46,500					
Total Projected Gift Balance 6/30/15						1,217,986		1,217,986	1,217,986	1,217,986	
Proposed Appropriation 2015-16								172,110	126,864	81,618	
Estimated Gift Balance 6/30/16								1,045,876	1,091,122	1,136,368	
Total Budget Funded by SB90 and Gift				222,460				644,496	599,250	554,004	

Schedule of Local Government Contributions

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Plan A		Plan B		Plan C	
							2015-16	2015-16 Over (Under) Prior Year	2015-16	2015-16 Over (Under) Prior Year	2015-16	2015-16 Over (Under) Prior Year
County of Santa Cruz	1,200,449	1,139,121	1,168,288	1,170,768	1,169,547	1,194,595	2% Increase	Over (Under)	4% Increase	Over (Under)	6% Increase	Over (Under)
Santa Cruz	457,878	438,609	449,468	480,989	483,407	491,131	1,222,977	28,382	1,246,957	52,362	1,270,937	76,342
Watsonville	459,826	434,762	445,231	461,986	460,741	469,656	499,411	8,279	509,203	18,072	518,995	27,864
Scotts Valley	104,028	98,580	100,862	104,202	104,250	106,922	476,128	6,473	485,464	15,809	494,800	25,144
Total Contributions	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,262,304	109,034	2,112	111,172	4,250	113,310	6,388
Percent Change		-5.0%	2.5%	2.5%	0.0%	2.0%	2.307,550	45,246	2,352,796	90,492	2,398,042	135,738
							2.0%	4.0%	4.0%	6.0%	6.0%	
Total SCCAS Net Cost	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,262,304	Plan A	Over (Under)	Plan B	Over (Under)	Plan C	Over (Under)
Member Contributions	2,222,181	2,111,072	2,163,849	2,217,945	2,217,945	2,262,304	2,307,550	45,246	2,352,796	90,492	2,398,042	135,738
							2,307,550	45,246	2,352,796	90,492	2,398,042	135,738
DOF E-1 as of 1/1/15												
County	133,790		133,790	53.0%								
Santa Cruz	63,789	(9,155)	54,634	21.6%								
Watsonville	52,087		52,087	20.6%								
Scotts Valley	11,928		11,928	4.7%								
Population Total	261,594	(9,155)	252,439	100.0%								

Deducts

UCSC

Net

% of Total

**2015-16 County of Santa Cruz Proposed Budget
Allowed and Recommended Positions**

Exhibit C 41

INDEX	POSITION	Salary Range	2014-15 Allowed	2014-15 Mid-Year	2014-15 Total	2015-16 Request	2015-16 Recomm	Change From 14-15	2015-16 Unfunded
ANIMAL SERVICES									
702800	General Manager	9B	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Field Manager	D8	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Shelter Manager	D8	1.00		1.00	1.00	1.00	0.00	0.00
	Prog and Dev Mgr - Animal Shelter	DK	0.00	1.00	1.00	1.00	1.00	0.00	0.00
	Veterinarian	BC	1.00		1.00	1.00	1.00	1.00	0.00
	Animal Svcs Coord-PIO/volunteers	DO	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Coord-Animal Care	DO	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Coord-Watsonville	DO	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Coord-Client Svcs	DO	1.00		1.00	1.00	1.00	0.00	0.00
	Admin Aide	JJ	1.00		1.00	1.00	1.00	0.00	0.00
	Accountant II	HV	0.50		0.50	0.50	0.50	0.00	0.00
	Clerk II/III	28/FB	1.00		1.00	1.00	1.00	0.00	0.00
	Bldg Maint Work II	R8	1.00		1.00	1.00	1.00	0.00	1.00
	Animal Control Officer I/II	D4/D6	6.00		6.00	6.00	6.00	0.00	1.00
	Animal Svcs Cik Disp	FC	1.00		1.00	1.00	1.00	0.00	0.00
	Animal Svcs Assistant	CD	5.50		5.50	5.50	5.50	0.00	0.50
	Registered Veterinary Technician	ZF	0.00		0.00	2.00	2.00	2.00	0.00
	Animal Health Specialist/Animal Care Worker	D5/D2	9.50	(1.00)	8.50	6.50	6.50	(3.00)	0.50
	TOTAL		33.50	0.00	33.50	33.50	33.50	0.00	4.00

Extend all limited term positions until June 30, 2016

Adoption Fees

Current 2014-15

Proposed 2015-16

Dogs	Puppies 2-6 months	\$195
	Adults 7 mon-6 yrs	\$130
	Sr. Adult 6 yrs+	\$60
Cats	Kittens 2-12 months	\$120
	Adults 1-6 yrs	\$100
	Sr. Adult 6 yrs+	\$55
Rabbits		\$50
Rodents		\$25
Small caged birds		\$25
Exotic birds (i.e. parrots)		\$75
Small Livestock	Goats	\$75
Large Livestock	Cow	\$100
Horse		\$250
Chicken/Rooster		\$10

Adoption Hold Fee, until 5:00 p.m. next business day, not applicable to adoption, non-refundable

Cat	\$20
Dog	\$25

Adoption fee for rescue/non-profit agencies is equal to the cost of the spay/neuter for only adoptable animals
 Adoption fee for rescue/non-profit agencies for Rabbits \$20
 Adoption fee for rescue/non-profit agencies include a microchip

Impound Fees

		Altered	* Unaltered
Cat	First Impound	\$ 30	\$ 30 + Penalty \$ 35
	Second Impound	\$ 50	\$ 50 + Penalty \$ 50
	Third Impound	\$ 75	\$ 75 + Penalty \$100
	Fourth/Subsequent	\$ 75	\$ 75 + Penalty \$100
Dog	First Impound	\$ 75	\$ 75 + Penalty \$ 35
	Second Impound	\$ 115	\$115 + Penalty \$ 50
	Third Impound	\$ 195	\$195 + Penalty \$100
	Fourth/Subsequent	\$ 225	\$225 + Penalty \$100

*Unaltered animal penalty fee provided under California Food and Agriculture Code section 30804.7 and 31751.7

Livestock:	Large: First Impound	\$200
	Second/Subsequent	\$250
	Small: First Impound	\$75
	Second/Subsequent	\$125
	A.C. Officer Services	\$75 /hour min.2 hours (after hrs)

Board Fees - Daily

Cats	\$20
Dogs	\$25
Other	\$25

	Current 2014-15	Proposed 2015-16
License Fees – Dogs		
Altered - one year	\$29	
Unaltered - one year	\$100 with Unaltered Animal Certificate	
Late Penalty	\$15	
Senior Citizen (65+) - one year, altered (waived for one dog)	\$29	
Potentially Dangerous/Vicious dog – one year	\$200	
Unaltered Animal Certificate -- one time	\$250	
Exemption from Unaltered Animal Certificate	\$15 plus license fee	
Administrative fee for mailed licenses		\$1
License Fees – Cats		
Unaltered Animal Certificate	\$250	
Late Penalty	\$15	
Failure to license-if impounded	\$30	
Feral Cat Colony Registration Fee	\$20	
Quarantine Fees		
Home Quarantine (Field Check)	\$75	
Shelter Quarantine	\$50 plus board fees	
Service Fees		
Microchip	\$15	
Microchip for impounded dogs and cats	\$25	
Dog/Cat trap rental	\$10	
Dog Humane Trap Deposit	\$255	
Cat Humane Trap Deposit	\$70	
Pick-Up Animal in a Trap	\$75	
Pick-Up of Owned Animal	\$75	
Pick-up and Disposal of Deceased Animal on Private Property	\$85	
Use of Livestock Trailer	\$100/\$150	(1st /2nd time)
Medical Fees		
Medical groom	\$45	
Medical nail trim	\$15	
Medication dispensed	\$20	
Vet procedure	\$25	
Rabies	\$14	
Medical bath	\$20	
Wound prep	\$35	
Owner Surrender of Animal Residing in Santa Cruz County		
Owner Surrender of Dog	\$50	\$0
Owner Surrender of Cat	\$35	\$0
Owner Surrender of Rabbit	\$25	\$0
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$55	\$0
small rodents	\$15 \$35	\$0
Large livestock	\$10 \$25	\$0
small livestock	\$100	\$0
Large Exotic	\$75	\$0
	\$55	\$0
Owner Surrender of Animal Residing Outside of Santa Cruz County		
Owner Surrender of Dog	\$50	\$50
Owner Surrender of Cat	\$35	\$35
Owner Surrender of Rabbit	\$25	\$25
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$55	\$55
small rodents	\$15-\$35	\$15-\$35
Large livestock	\$10-\$25	\$10-\$25
small livestock	\$100	\$100
Large Exotic	\$75	\$75
	\$55	\$55

	Current 2014-15	Proposed 2015-16
Protective Custody Fee		
Owner Arrest		\$75 /hour min.(2 hours after hrs)
Confiscate/Humane		\$75 /hour min.(2 hours after hrs)
Emergency Hospital		\$25
Owner Requested Euthanasia		\$50 Plus Disposal
Disposal of Owned Dead Animals		\$30 Up to 19 lbs \$40 20 – 69 lbs \$55 70 – 99 lbs \$70 100 – Up
Refund Processing Fee		\$25
Animal Control Officer Services		\$75/hour
Field Return of Owned Animal		\$75 unaltered penalty fee if applicable
Spay/Neuter Fees for Impounded Animals		
Cats		
	Neuter	\$55
	Spay	\$80
Dogs		
	Neuter 30 lbs/under	\$100
	Neuter 50 lbs/under	\$110
	Neuter 75 lbs/under	\$120
	Neuter 99 lbs/under	\$130
	Neuter +100 lbs	\$150
	Spay 30 lbs/under	\$100
	Spay 50 lbs/under	\$120
	Spay 75 lbs/under	\$130
	Spay 99 lbs/under	\$160
	Spay +100 lbs	\$190
Planned Pethood Spay/Neuter Fees		
	Dog	\$100
	Cat	\$50
	Rabbit	\$75
	"Fix-a-Pit" Program all Pit Bulls & Chihuahuas	\$50
	Animals over 100 lbs., in heat, pregnant or cryptorchid add	\$20
Fees for Additional Required Services		
	Microchip	\$15
	License	\$29
	Rabies	\$10
	Late drop-off fee	\$20
	Late pick-up fee	\$40/night
	Blood panel	\$55
<u>ONE STOP Fees with Purchase of License</u>		
	Rabies	\$10
	Microchip	\$15

	Current 2014-15	Proposed 2015-16
Nuisance Abatement Appeals Fee (County)	\$75	
Non-sufficient Funds Check Fee	\$40	
Puppy Training Deposits	\$100-\$200	
Training Room Rental Fees	\$22	

FINES FOR VIOLATIONS OF ANIMAL ORDINANCE – ADMINISTRATIVE CITATION PROGRAM

***Failure to license**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

****Failure to microchip**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

*****Failure to provide rabies vaccination,**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

Failure to display license (each dog)

\$50	\$0
------	-----

******Failure to spay or neuter dog or cat over 6 months, unless owner holds unaltered animal certificate**

First offense	\$250
Second offense	\$500
Third offense	\$750

Dog running at large, first offense	\$100
Dog running at large, second offense	\$200
Dog running at large, third offense	\$250

Dog off leash, first offense	\$50
Dog off leash, second offense	\$150
Dog off leash, third offense	\$250

Safety of animal in parked vehicle	\$250
------------------------------------	-------

Failure of owner to pick up after dog or cat defecating	\$100
---	-------

Habitual noisy animals (6.12.090)	\$100
-----------------------------------	-------

Permitting livestock to trespass, per offense	\$200
---	-------

All first offense recommended penalties not subject to cure will be reduced by 50% if they are paid in full by 5:00 p.m. of the first business day following issuance.

*Citations for failure to license will be dismissed if cured within 7 calendar days, including day of issuance

**Citations for failure to microchip will be dismissed if cured within 7 calendar days, including day of issuance

***Citations for failure to provide rabies vaccination will be dismissed if cured within 7 calendar days, including day of issuance

****Citations for failure to spay or neuter dog or cat over 6 months, unless owner holds unaltered animal certificate will be dismissed if ASA receives evidence that animal was spayed or neutered within 30 calendar days, including day of issuance.