



Santa Cruz County Animal Shelter

2200 7th Ave., Santa Cruz, CA 95062

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Melanie Sobel
General Manager

**SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
October 15, 2018 – 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 August 13, 2018 meeting**
- Pg 4 **5.2 Accept reports of the General Manager and the Management Team for August/September 2018**
- Pg 12 **5.3 Accept and file the statistics for the months August/September 2018**
- Pg 14 **5.4 Accept and approve quarterly report for all claims under \$10,000**
- Pg 19 **5.5 Accept and approve Journal Entry payments with the County of Santa Cruz**

6.0 Regular Agenda

- Pg 21 **6.1 General Manager's oral report**
- Pg 22 **6.2 Consider and approve financial report for the months of August/September 2018 and take related actions**
- Pg 27 **6.3 Update on JPA**
- Pg 28 **6.4 Consider request to have two SCCAS Board meetings/year at Watsonville City Hall**

7.0 Adjourn Regular Meeting

EXECUTIVE SESSION – SCCAS BOARD OF DIRECTORS

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

Personnel Evaluation – Melanie Sobel - General Manager

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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

The Board holds all public meetings in accessible facilities. If you wish to attend the meeting and you require special assistance, please contact Juanita Gunter at 831/454-7209 (TDD 831/454-2123) at least 72 hours in advance of the meeting in order to make arrangements. As a courtesy, please attend the meeting smoke and scent free.

Consent Agenda Item 5.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: Approve Minutes of August 13, 2018 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of August 13, 2018.

SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
 Minutes of Monday, August 13, 2018 3:00 PM
 Board of Supervisors Chambers, Fifth Floor
 701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: C=Coburn, P = Phares, S = Shull, Vi = Vides, Mc=McKinley, W=Walpole, F=Flippo, B=Booth, Ca=Carney

First initial indicates maker of motion, second initial indicates the "second"; upper case letter = "yes" vote; lower case letter = "no" vote; () = abstain; // = absent

- 1.0 Call to Order and Roll Call: Board Chair Tamara Vides called the meeting to order at 3:02 pm. Board members Flippo and Walpole were absent. Christina Mowrey was sitting in for Board Member Nicole Coburn.
- 2.0 Introductions: none
- 3.0 Late Additions or changes to agenda: none
- 4.0 ORAL COMMUNICATION – One person addressed the Board on matters unrelated to the day’s Agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the June 11, 2018 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for June and July 2018
 - 5.3 Accepted the statistics for the months of June and July 2018
 - 5.4 Accepted and approved quarterly report for all claims under \$10,000
 - 5.5 Accepted and approved journal entry payments with the County of Santa Cruz for FY17/18 fourth quarter
 - 5.6 Accepted and approved proposed additional fee and fee change to 2018-19 fee schedule
 - 5.7 Authorized General Manager to allocate funds from the Muriel R. Butler Living Trust designated for spay/neuter clinic equipment in the amount of \$20,000
 - 5.8 Approved fixed asset inventory for 2018

Board action on Consent Agenda 5.0: SPCViMcWFBCa

6.0 REGULAR AGENDA

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

Ms. Sobel stated that the campus expansion project is in the permit phase and a neighborhood meeting is scheduled for this week.

The SCCAS Benefit Shop is scheduled to re-open this week in the new location on the corner of 17th Avenue and Felt Street. A Grand Opening event is planned for September.

Ms. Sobel reported that the SCCAS will no longer be able to lease the clinic location previously used in Watsonville. The building formerly used as the Benefit Shop (adjacent to the Santa Cruz Shelter) will be used for the spay/neuter program and as the interim clinic when the current Santa Cruz clinic is remodeled.

A ten-year anniversary Grateful Shelter Festival is planned for October 20. Supervisor Leopold is expected to emcee the event.

There are no current vacancies at the Shelter. One Animal Control Officer is currently on medical leave, one is in training and one is scheduled to start in September.

6.2 Approved financial report for the months of June and July 2018.

Ms. Sobel noted that the revenue for this reporting period exceeded the expected amount and the expenditures were less than expected.

Board action on Regular Agenda Item 6.2: SCPViMcWFBCa

7.0 Regular meeting was adjourned at 3:14 pm.

The next regular meeting is scheduled for Monday, October 15, 2018 in the Board of Supervisors Chambers at 701 Ocean Street.

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: October 15, 2018
 SUBJECT: Reports from the Management Team for the months of August/September 2018

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

- Friends of Watsonville Animal Shelter will no longer provide a space for the Planned Parenthood to operate in South County. Shelter Manager Ben Winkleblack has retrofit the building previously used for the Benefit Shop into a new spay and neuter clinic. The new location will focus on cats but has been designed with versatility in mind and be able to serve dogs in the future. Ben was able to have the new location operation up and running in time and there was no interruption in service after vacating the South County location.
- The SCCAS Foundation received a \$25,000 grant from PetSmart Charities to support the Healthy Pets for All community outreach program.
- On August 7, 2018 SCCAS participated in the Watsonville Night Out event at Callaghan Park providing community members with free dog collars and leashes, dog and cat toys and food and information on low-cost pet spay/neuter.
- On August 21, 2018 SCCAS hosted a Decision Forum for SCCAS volunteers. SCCAS staff provides these discussions on an ongoing basis for volunteers. This is a discussion about our animals, how they come to us, the time spent with us, what is involved with evaluating them before making them available for adoption, and how those tough decisions about euthanasia are made. SCCAS staff encourages an open dialogue between staff and volunteers and will provide these forums every other month.
- On Sunday, August 25, 2018 the Santa Cruz County Animal Shelter and the Santa Cruz County Parks Department hosted their 3rd Annual Parks & Rex POOL PARTY at the Simpkins Family Swim Center. Nearly \$10,000 was raised for Youth Recreation Programs and Animal Welfare Programs. The event featured music, raffle, food and activities featuring inner tubes, Wibit (inflatable play apparatus), Walk-on-Water Balls, stand-up paddle boards, and a climbing wall. Dogs were allowed to swim in a separate pool just for dogs and also enjoyed doggie spa treatments.
- On September 8, 2018 the new Benefit Shop held its grand opening event at its new location at 17th Ave. and Felt St in Santa Cruz. Supervisor Leopold attended and cut the opening ribbon.
- On September 22, SCCAS was the beneficiary the Harvest Hops and Hounds event.
- SCCAS held a calendar contest which raised \$9,000 for the Shelter.
- General Manager Melanie Sobel attended the California Animal Welfare CEO Forum in Berkeley, CA.

- SCCAS continues to partner with Santa Cruz Mountain Brewing for Ales for Tails on the 4th Thursday of every month. These events raise anywhere from \$500-1500 a month and feature adoptable dogs from the shelter.
- SCCAS and Heading Home Animal Rescue are continuing to partner on their "Working Whiskers" program designed to help cats in our community that are not readily adoptable. This program has saved a record number of nonsocial cats from SCCAS. The program has been so successful that in its first 7 months the unsocial cat euthanasia rate went down by more than 2/3 for the entire year of 2016, compared to 2015. Heading Home Animal Rescue, an all volunteer organization with no paid positions, takes more of SCCAS' animals than any other placement partner organization. Over 40% of all animals transferred from SCCAS go into their adoption program.
- Carla Braden, Behavior & Training Coordinator, continues to offer dog training classes, private training, behavior help for new adopters and owners considering surrender, and educational opportunities for staff, volunteers, and community members. Carla is helping SCCAS enhance its outreach on interpretation of dog and cat body language and better understanding of who dogs and cats are, their needs, and how they experience the world.
- SCCAS staff continues to offer training workshops for volunteers on cat behavior, performing dog shows to potential adopters, foster care of animals, and explaining the disposition decisions made on animals regarding health and temperament.
- SCCAS continues to offer community outreach through education and distribution of free resources three times a month to pet owners in the County's most underserved areas: Farmer's Market in Watsonville, St. Francis Soup Kitchen, Mountain Community Resources and Second Harvest in Felton.
- 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.
- In March, 2018, the California Animal Control Directors Association and State Humane Association of California merged to form a single unified Association for private and public animal welfare professionals in California. SCCAS General Manager serves as Vice-President of this newly formed group: California Animal Welfare Association (CAWA).

SCCAS Staff

Sandy Simmons has been hired as an Animal Services Coordinator. Sandy comes with many years of experience in the animal welfare. She has worked as Animal Control Officer, department supervisor, and in the veterinary field.

SCCAS currently has an animal control officer out on extended medical leave.

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 June/July 2018 670 animals were spay/neutered. Also, 187 animals were transferred to our adoption placement partner organizations. The Live Oak Shelter continues to work closely with Sheriff's Work Release, CalWorks and Court Referral for support.

Client Services

Client services staff continues to provide excellent customer service while assisting a high volume of clients in person and on the phone. Staff processes adoptions, returns animals to their owners, and schedules spay/neuter appointments, processes licenses, files lost and found reports, processes Administrative Citations, does research and follow up for the daily hold report, and sells merchandise and products to the public such as apparel with our new logo, flea prevention medication and pet identification tags to generate revenue.

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

Animal Control

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

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.

Volunteer and Humane Education Programs

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

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

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

Statistics

Please see attached.
Melanie Sobel
General Manager

Recommendation:

Accept and file the reports of the management team for the months of August/September 2018.

Animal Control Report
August and September 2018
Todd Stosuy, Field Services Manager

1. Officer Rodolfo Manriquez and Officer George DeLeon need to be recognized for their dedication and commitment to the Agency. They worked as the only two officers for the last four months, covering the entire County and contract cities 24 hours a day. This means that when the officers were on duty for their normal work week, they were also on call overnights. This resulted in the officers being on call and on duty for close to 80 hours straight every week. This occurred during the summer which is our busiest season.
2. We now have two new officers, Officer Talia Padilla and Officer Mark Van Der Kroef. They are scheduled to meet the Board at this meeting.
3. Officer Carlos Montes remains off duty on a work related medical. Officer Rodolfo Manriquez is now on light duty due to a work-related medical issue. He may need to go off duty in the near future.
4. Due to the lack of staffing I have still been unable to work on the Model Ordinance Project. I have been in contact with Los Angeles County Animal Care and Control regarding their newly revamped and award-winning ordinances. I am hopeful with our newly trained officers I will be able to begin focusing on it over the next several months.
5. In August we issued 4 Animal Control Warning letters in unincorporated County and one in the City of Watsonville. In August we issued one Habitual Offender letter in unincorporated County and declared 3 dogs Vicious in unincorporated County. In September we issued 1 Animal Control Warning letter in unincorporated County.
6. Officer Talia Padilla attended the mock EOC disaster drill and represented the Agency and our disaster response plans. Officer Padilla worked as an animal care and control officer in San Diego and has years of experience responding to disaster related calls, particularly wildfires.
7. We have begun patrolling the City of Capitola Beach and Wharf, as well as the Live Oak beaches for leash related offenses.
8. We worked with the Probation Department on seizing a dog and 8 chickens from a person who is on probation for felony animal cruelty charges. As part of the probation the person is not allowed to own animals.
9. With our new staffing, we now have an officer assigned to Watsonville 7 days a week to respond to calls and begin proactive outreach.

**Shelter Services Board Report
August and September 2018
By Ben Winkleblack, Shelter Manager**

In the months of August and September 2018:

- 1,510 dog licenses were sold
- 310 animals were adopted
- 187 animals were transferred to another shelter or placement partner
- 1001 animals entered the shelter
- 228 animals were reunited with their owner
- 570 WebLicensing transactions
- 670 spay or neuter procedures
- 183 animals signed up for the Planned Pethood Program

The Shelter welcomes Sandy Simmons to the team as an Animal Services Coordinator. Sandy comes to the team with many years of experience in the Animal Welfare field. She has worked as Animal Control Officer, department supervisor, and in the veterinary field. Sandy has extensive knowledge of the Chameleon database and brings a fresh perspective to our operation.

The partnership with Friends of Watsonville Animal Shelter that provided a space for the Planned Pethood to operate in South County has ended. Shelter staff has retrofit the building located on the Live Oak Shelter property to create a new spay and neuter location. The new location will focus on cats but has been designed with versatility in mind and be able to serve dogs in the future. The spay and neuter operation was up and running in time and there was no interruption in service after vacating the South County location.

Thank you,
Ben Winkleblack

**Program & Development Report
August & September 2018
Sheila Golden, Program and Development Manager**

Events:

SCCAS and SC Parks Department organized the 4th annual Parks and Rex Pool Party Event. There were just under 400 tickets sold and \$10,000 raised, which was split with the Parks Department. The event featured swimming for dogs, stand-up paddle balls, walk-on water balls, ice cream, BBQ pizzas, and more.

The Coastal Dog Owners group hosted Harvest, Hops, and Hounds on September 22nd. The event features dinner under the stars, music, silent auction, and dog shows. All proceeds were split between SCCAS and the non-profit, UnChained. We will find out how much of the proceeds were donated to the shelter later in October.

SCCAS continues to partner with Santa Cruz Mountain Brewing for Ales for Tails on the 4th Thursday of every month. These events bring in anywhere from \$500-1500 a month. \$1 for every beer purchased that day goes to SCCAS. Volunteers show up in the evening with adoptable dogs from the shelter.

The Paws in the Park series, hosted by the Coastal Watershed Commission, WoofPack831, and The Birchbark Foundation, wrapped up in September. SCCAS tabled and brought adoptable dogs to both events in August and September, which is a community dog walk to encourage activity and use of the Santa Cruz Riverwalk. Walks occur every third Sunday of the month.

Education:

Summer camp ended with two weeks in August, serving another 30 youth.

Outreach:

SCCAS hosted two Healthy Pets for All Clinics. On August 24th we held a clinic at the Salvation Army. The Downtown Streets Team helped advertise the services and we were able to provide care, supplies, and food to 22 pets. On September 28th we hosted a clinic at Mountain Community Resources. We cared for over 55 pets and had to turn people away due to time and staffing constraints.

As the word gets out, we are finding clinics to draw more pets and pet-owners. To help us build more capacity we have been writing grants and received one for \$25,000 from Pet-Smart Charities. These funds will be used to help us purchase more supplies and to contract a vet to help coordinate the program.

Media:

We continue to work with the following media

- weekly live Pet of the Week spots continue on KPig radio
- PotW shorts published in Santa Cruz Sentinel and Scotts Valley Press Banner
- Daily social media posts to over 8,000 followers
- monthly noon television spot on KSBW

- monthly Shelter Scoop newsletter sent out to mailing list of 6,000

SCCAS has been working on a new website that will launch in early October.

Promotions and Other:

In August we also ran a Pay it Forward adoption special for cats and bunnies. All cats were \$25 and a “pay it forward” donation of \$25 or more to one of the shelter’s programs. Bunnies were \$15 with a \$15 or more donation.

Volunteer Program

We had two volunteer orientations in August and two in September, gaining an additional 45 volunteers over two months.

Development

SCCAS submitted a \$50,000 PetCo Foundation grant for a new van to support transport from Watsonville for public spay and neuter.

SCCAS submitted a \$5,000 grant to Pets for the Homeless to support the Healthy Pets for All Program.

The SCCAS Foundation received a \$25,000 grant from PetSmart Charities to support the Healthy Pets for All Program.

SCCAS Foundation was selected for shopping bag tokens at the West Side and Capitola New Leaf. We received over \$500 in one month from tokens.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: Statistics for the Months of August and September 2018

Recommendation:

Accept and file the reports of statistics for the months of August and September 2018.



All Jurisdictions Combined 8/1/18 through 9/30/18

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Total Intake	271	315	270	106	39	1,001

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	47	56	148	37	22	310
Died	0	1	4	1	0	6
Euthanized	91	48	33	19	1	192
Returned to Owner	33	177	11	1	6	228
Transferred	76	14	67	28	2	187
Total Outcome	247	296	263	86	31	923

Intakes of Owner Requested Euthanasia From All Jurisdictions During 8/1/18 to 9/30/18 = **114**

Animals on hand on September 30, 2018 = 259

Patrols by Jurisdiction	Patrols	Total Minutes
County of Santa Cruz	105	3,069
Capitola	8	202
Watsonville	41	1,393
Santa Cruz	10	188
Scotts Valley	4	150
Live Oak and E. Cliff Beaches	19	501
Total Citations issued	93	

License Compliance and Revenue

	Tags Sold	Revenue
CAPITOLA	50	\$1,552
COUNTY	927	\$27,322
SANTA CRUZ	274	\$7,965
SCOTTS VALLEY	77	\$2,248
WATSONVILLE	182	\$5,521
TOTAL	1,510	\$44,608

Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: First Quarter Report of all Claims under \$10,000 approved by the General Manager for July 1, 2018 through September 30, 2018

Recommendation:

Approve the first quarter report of all claims under \$10,000 approved by the General Manager for July 1, 2018 through September 30, 2018.

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 October 1, 2018 through December 31, 2018 will be included in the February 2019 agenda.

DATE: 10/15/18
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.4 July 1, 2018 through September 30, 2018 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 July 1, 2018 through September 30, 2018.

Expenditure Actual Transactions

Posted	Amount	Description	Vendor No	Vendor Name
Object 61115 -- POLICE SAFETY EQUIP-REPLACE				
9/11/2018	112.45	WINDOW PUNCHES	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 61125 -- UNIFORM REPLACEMENT				
8/9/2018	32.69	UNIFORM REPLACEMENT - BOOTS	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
8/9/2018	872.91	ACO UNIFORM - VEST	V107901	SUMMIT UNIFORMS CORP
8/16/2018	1,199.57	UNIFORM/GEAR FOR NEW ACO	V107901	SUMMIT UNIFORMS CORP
9/11/2018	349.98	SCRUB TOPS	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/13/2018	872.91	VEST FOR ACO MANRIQUEZ	V107901	SUMMIT UNIFORMS CORP
9/13/2018	221.78	UNIFORM BOOTS/GLOVES	V107901	SUMMIT UNIFORMS CORP
Object 61310 -- FOOD				
7/16/2018	46.83	SPW-2847 DRINKING WATER -WATS	V34903	DAMM SOFTWATER SERVICE INC
7/17/2018	1,217.93	CAT/KITTEN/DOG/PUPPY FOOD	V126091	HILLS PET NUTRITION INC
7/17/2018	419.73	ALFALFA/GRASS BALES - SC	V741	GENERAL FEED & SEED
7/23/2018	54.96	FRESH GREENS-RABBITS @ SHELTER	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/6/2018	457.90	ADULT DOG/CAT AND KITTEN FOOD	V126091	HILLS PET NUTRITION INC
8/6/2018	20.88	SPW-2847 DRINKING WATER -WATS	V34903	DAMM SOFTWATER SERVICE INC
8/16/2018	586.40	SHAVINGS/GRASS BALE/BARN DRY	V741	GENERAL FEED & SEED
9/13/2018	608.64	DOG/CAT/PUPPY/KITTEN FOOD	V126091	HILLS PET NUTRITION INC
9/13/2018	62.40	SPW-2847 DRINKING WATER - WATS	V34903	DAMM SOFTWATER SERVICE INC
9/17/2018	35.00	GEEKS PELLETS FOR SC SHELTER	V741	GENERAL FEED & SEED
Object 61412 -- JANITORIAL SERVICES				
7/16/2018	825.00	JANITORIAL SERVICES SC SHELTER	V129185	CLEAN BUILDING MAINTENANCE COMPANY
8/20/2018	825.00	#20430 JANITORIAL SERVICES	V129185	CLEAN BUILDING MAINTENANCE COMPANY
9/18/2018	825.00	#20609 JANITORIAL SERVICES SC	V129185	CLEAN BUILDING MAINTENANCE COMPANY
Object 61525 -- LIABILITY INSURANCE				
7/16/2018	37,200.18	LIABILITY INSURANCE - FY18-19	V122952	SDRMA
Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV				
7/16/2018	395.99	REPAIR DOOR LOCK-VEHICLE #894	V129906	SPECIALIZED AUTO INC
7/16/2018	339.51	BLOWER MOTOR/BRAKE LIGHT #800	V129906	SPECIALIZED AUTO INC
7/17/2018	714.86	FRONT BRAKES ASA VEHICLE #106	V128987	SPOORENBERG INC
8/20/2018	70.04	OIL CHANGE - ASA VEHICLE #331	V129038	ALLEN BROTHERS OIL INC
9/20/2018	144.00	TOW SERVICE ASA VEHICLE #800	V113428	AUTO CARE TOWING
Object 61725 -- MAINT-OFFICE EQUIPMNT-SERVICES				
7/24/2018	70.36	COPY MACHINE USE FEE - SC	V15391	CANON SOLUTIONS AMERICA INC
8/27/2018	58.64	COPIER USE FEE - SC SHELTER	V15391	CANON SOLUTIONS AMERICA INC
9/27/2018	96.18	COPIER USE FEE - SC SHELTER	V15391	CANON SOLUTIONS AMERICA INC
Object 61730 -- MAINT-OTH EQUIP-SERVICES				
8/6/2018	85.00	FIRE EXTINGUISHER MAINT - WATS	V126121	TRI-COUNTY FIRE PROTECTION
Object 61731 -- MAINT-OTH EQUIP-SUPPLIES				
7/17/2018	131.41	REPAIR PARTS FOR PRESSURE WASH	V126022	THE HOSE SHOP
8/30/2018	268.00	HARDWARE	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 61835 -- FACILITIES MAINT-GENERAL-SERV				
7/26/2018	2,840.00	CLEANUP/MULCH NEW BENEFIT SHOP	V37013	KENNETH W. FOSTER
8/6/2018	272.00	SERVICE FOR AIR HANDLER - SC	V127948	AIRTEC SERVICE
Object 61845 -- MAINT-STRUCT/IMPS/GRDS-OTH-SRV				
7/16/2018	41.97	DUPLICATE KEYS FOR SC SHELTER	V109597	REEDER, STEPHEN
Object 61922 -- OTHER MEDICAL MATERIALS & SUPP				
7/17/2018	106.46	OXYGEN TANKS FOR VET CLINIC SC	V125202	ANALGESIC SERVICES INC
7/17/2018	789.34	BUPRENORPHINE/PONAZURIL	V129835	ROADRUNNER PHARMACY INC BIN#920073
7/19/2018	1,019.25	NOBIVAC/EXAM GLOVES/SYRINGES	V120453	MWI VETERINARY SUPPLY CO
7/19/2018	2,646.96	MONOCRYL/MISC MEDICAL-CLINIC	V120453	MWI VETERINARY SUPPLY CO
8/7/2018	371.29	NOBIVAC/EXAM GLOVES - SC	V120453	MWI VETERINARY SUPPLY CO
8/7/2018	4,260.51	MISC MEDICAL SUPPLIES - CLINIC	V120453	MWI VETERINARY SUPPLY CO
8/16/2018	80.07	OXYGEN CYLINDERS FOR CLINIC	V125202	ANALGESIC SERVICES INC
8/16/2018	480.23	METRONIDAZOLE/BUPRENORPHINE	V129835	ROADRUNNER PHARMACY INC BIN#920073

8/16/2018	3,720.58	NOBIVAC/KETAMINE/GLOVES	V128735	PATTERSON VETERINARY SUPPLY INC
8/20/2018	211.41	SNAP PARVO TESTS - ANIMAL CARE	V10638	IDEXX DISTRIBUTION INC
8/20/2018	80.60	FATAL PLUS SOLUTION - CLINIC	V120920	VORTECH PHARMACEUTICALS
8/20/2018	152.66	FRONTLINE SPRAY - VET CLINIC	V121660	MERIAL LIMITED
8/30/2018	288.60	FATAL PLUS FOR VET CLINIC	V120920	VORTECH PHARMACEUTICALS
9/6/2018	1,202.07	NOBIVAC/EXAM GLOVES	V120453	MWI VETERINARY SUPPLY CO
9/6/2018	4,171.23	MONOCRYL/MISC. MEDICAL-CLINIC	V120453	MWI VETERINARY SUPPLY CO
9/20/2018	77.35	OXYGEN TANK FOR VET CLINIC SC	V125202	ANALGESIC SERVICES INC
9/24/2018	1,756.40	SNAP FIV/FELV TESTS	V10638	IDEXX DISTRIBUTION INC
Object 62214 -- DUPLICATING SERVICES				
9/11/2018	131.65	PRINTING - FLYERS AND POSTERS	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/13/2018	604.00	FORMS FOR FIELD OFFICER USE	V115600	BLUE HERON DESIGN GROUP
9/13/2018	690.96	ASA BUSINESS CARDS, POST CARDS	V115600	BLUE HERON DESIGN GROUP
Object 62219 -- PC SOFTWARE PURCHASES				
8/9/2018	75.00	Mail chmp	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
8/30/2018	305.38	ADOBE, MAILCHIMP, CRUZIO FEES	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	75.00	MAILCHIMP MONTHLY FEE	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62221 -- POSTAGE				
8/30/2018	2,018.50	POSTAGE METER REFILL - SC	V15715	THE PITNEY BOWES BANK INC
Object 62223 -- SUPPLIES				
7/16/2018	67.75	TONER FOR NETWORK PRINTER SC	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
7/17/2018	5,425.00	1000 MICROCHIPS FOR SC SHELTER	V120475	INTERVET INC
7/17/2018	833.75	150 MICROCHIPS FOR SC SHELTER	V120475	INTERVET INC
7/17/2018	21.00	TONER FOR NETWORK PRINTER WATS	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
7/17/2018	309.97	ANIMAL CARE SUPPLIES - SC	V13677	ORCHARD SUPPLY HARDWARE
7/19/2018	100.00	LITTER PANS FOR ANIMAL CARE	V32621	FURLONE, JUSTIN
7/23/2018	8.70	DUPLICATE KEYS-FIELD DEPT SAFE	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	1,740.00	6,000 DOG LICENSE TAGS	V34353	PET HUB INC
7/23/2018	47.68	ART SUPPLIES-ASA CAMP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	68.50	PAINTING SUPPLIES-BENEFIT SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	31.17	LOCK & DUPLICATE KEYS-SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	59.23	PAINT-BENEFIT SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	54.49	FOLDING WAGON-BENEFIT SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	92.35	PAINT/FAUCET HEAD-BENEFIT SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/23/2018	50.30	PLUMBING PARTS-ANIMAL CARE DEP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
7/26/2018	143.80	OFFICE SUPPLIES/PRINTER INK SC	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
7/30/2018	530.18	PELLETS FOR ANIMAL CARE DEPT.	V13677	ORCHARD SUPPLY HARDWARE
8/7/2018	74.99	WALL STRAPS/FELT/BROOM RACK	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/7/2018	25.04	SOIL/POTTING MIX/FERTILIZER	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/7/2018	40.18	DISTILLED WATER	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/9/2018	440.73	MISC. ANIMAL CARE SUPPLIES	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
8/16/2018	22.90	TONER FOR NETWORK PRINTER-WATS	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
8/16/2018	81.84	TONER FOR NETWORK PRINTER -SC	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
8/20/2018	299.66	TONER/MISC SUPPLIES - SC	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
8/20/2018	2,917.73	DETERGENT/BLEACH - ANIMAL CARE	V124747	HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC
8/27/2018	124.52	LUMBER-CABINET-BENEFIT SHOP	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/30/2018	893.57	MISC. ANIMAL CARE SUPPLIES-SC	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
8/30/2018	2,798.56	MISC MATERIALS - BENEFIT SHOP	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/4/2018	682.27	WOOD PELLETS - ANIMAL CARE	V13677	ORCHARD SUPPLY HARDWARE
9/11/2018	329.75	ADOPTION MATERIALS/LANDSCAPING	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	20.58	PADLOCK/IRON/BOARD RACK	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
9/11/2018	223.43	TRUCK BATTERY/TRAILER BATTERY	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	174.49	MISC. ANIMAL CARE SUPPLIES	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/20/2018	298.00	MICROCHIP SCANNER - VET CLINIC	V120475	INTERVET INC
9/20/2018	298.00	MICROCHIP SCANNER -ANIMAL CARE	V120475	INTERVET INC
9/20/2018	298.00	MICROCHIP SCANNER-CLIENT SVCS	V120475	INTERVET INC
9/24/2018	49.27	TONER FOR NETWORK PRINTER - SC	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
9/24/2018	18.74	TONER FOR NETWORK PRINTER-WATS	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
9/27/2018	224.95	RABBIT SUPPLIES - SC SHELTER	V8645	PET PALS
Object 62317 -- CONSULT/MGT/PC SERVICES				
7/30/2018	76.30	WEBLICENSING FEE JUNE 2018	V11567	HLP INC
7/30/2018	3,840.00	WEBLICENSING ANNUAL USE FEE	V11567	HLP INC
8/20/2018	90.65	WEBLICENSING TRANSACTION FEE	V11567	HLP INC
9/4/2018	14,649.60	CHAMELEON SOFTWARE ANNUAL FEE	V11567	HLP INC
9/24/2018	95.20	WEBLICENSING MONTHLY FEE	V11567	HLP INC

Object 62381 -- PROF & SPECIAL SERV-OTHER

7/16/2018	800.00	BENEFIT SHOP MANAGEMENT SVCS	V32345	DUNN, LEILA
7/17/2018	600.00	PICK UP SERVICE - SC SHELTER	V35604	FLINTSTONE ENTERPRISES
7/17/2018	218.28	BIO-WASTE DISPOSAL-SC SHELTER	V14496	STERICYCLE ENVIRONMENTAL SOLUTIONS INC
7/17/2018	400.00	PICK UP SERVICE - WATS SHELTER	V35604	FLINTSTONE ENTERPRISES
7/19/2018	439.69	LAB DIAGNOSTICS - VET CLINIC	V10638	IDEXX DISTRIBUTION INC
7/24/2018	114.39	BIO WASTE DISPOSAL - WATS	V14496	STERICYCLE ENVIRONMENTAL SOLUTIONS INC
7/26/2018	800.00	BENEFIT SHOP MANAGEMENT	V32345	DUNN, LEILA
7/30/2018	115.00	026-063-01 REMODEL REVIEW	V116886	CENTRAL FIRE PROTECTION DIST
8/9/2018	800.00	BENEFIT SHOP MANAGEMENT	V32345	DUNN, LEILA
8/13/2018	3,360.00	EDUCATION COORDINATOR - JULY	V36009	WALKER, JEN LAURE
8/13/2018	(158.00)	Rabies Testing Fee - skunk	C99999	DEP
8/20/2018	477.17	DIAGNOSTICS SERVICES - CLINIC	V10638	IDEXX DISTRIBUTION INC
8/21/2018	600.00	PICK UP SERVICE - SC SHELTER	V35604	FLINTSTONE ENTERPRISES
8/21/2018	400.00	PICK UP SERVICE - WATS SHELTER	V35604	FLINTSTONE ENTERPRISES
8/21/2018	800.00	BENEFIT SHOP MANAGEMENT SVCS	V32345	DUNN, LEILA
8/27/2018	(158.00)	Rabies Testing Fee A245403	C99999	DEP
8/27/2018	1,286.49	Calendar Contest Fees	C99999	DEP
8/30/2018	1,560.00	DEVELOPMENT CONSULTANT	V37259	BURBRIDGE JR, BENJAMIN LAWRENCE
9/4/2018	1,736.25	ASA SUMMER CAMP ASSISTANT 2018	V37261	BORGMAN, EVA
9/4/2018	1,372.50	ASA SUMMER CAMP ASSISTANT 2018	V37262	HUTCHISON, LINDSEY ROSE
9/4/2018	525.00	ASA SUMMER CAMP ASSISTANT 2018	V37263	MCNALLY, ARIELLA NAOMI
9/4/2018	2,820.00	HUMANE EDUCATION COORDINATOR	V36009	WALKER, JEN LAURE
9/6/2018	(158.00)	Rabies Testing Fee A250022	C99999	DEP
9/11/2018	5,120.00	ANIMAL BEHAVIOR CONSULTING	V33107	BRADEN, CARLA
9/11/2018	5,120.00	ANIMAL BEHAVIOR CONSULTING	V33107	BRADEN, CARLA
9/13/2018	593.75	DESIGN WORK FOR ASA EVENT	V115600	BLUE HERON DESIGN GROUP
9/13/2018	800.00	BENEFIT SHOP MANAGEMENT	V32345	DUNN, LEILA
9/24/2018	215.51	LAB TESTS FOR VET CLINIC	V10638	IDEXX DISTRIBUTION INC
9/27/2018	800.00	BENEFIT SHOP MANAGEMENT SVCS	V32345	DUNN, LEILA
Object 62399 -- VETERINARIAN SERVICES				
7/16/2018	1,289.26	AFTER HOURS EMERGENCY VET CARE	V108476	SANTA CRUZ VETERINARY HOSPITAL
7/17/2018	3,731.25	SPAY/NEUTER VET SERVICES	V36909	HANSON-KAO, SHARON K.
7/17/2018	2,212.50	SPAY/NEUTER VET SERVICES	V36589	SULLENBERGER, ERIKA A
7/19/2018	1,875.00	SPAY/NEUTER VET SERVICES	V36589	SULLENBERGER, ERIKA A
8/6/2018	2,887.50	SPAY/NEUTER VET SERVICES	V36589	SULLENBERGER, ERIKA A
8/8/2018	(260.74)	Pacific Vet Fees for A250212	C99999	DEP
8/8/2018	(312.25)	SCVH Fees for A250212	C99999	DEP
8/9/2018	389.00	EYE SURGERY FOR KITTEN A249493	V129854	OPHTHALMOLOGY FOR ANIMALS INC
8/20/2018	(281.92)	SCVH Fees A245096 HHAR	C99999	DEP
8/27/2018	847.49	EMERGENCY AFTER HOURS VET SVCS	V108476	SANTA CRUZ VETERINARY HOSPITAL
8/27/2018	260.74	EMERGENCY VET SERVICES	V13385	PACIFIC VETERINARY SPECIALISTS
9/11/2018	3,412.50	SPAY/NEUTER VET SERVICES	V36909	HANSON-KAO, SHARON K.
9/17/2018	3,712.50	SPAY/NEUTER VET SERVICES	V36909	HANSON-KAO, SHARON K.
9/17/2018	4,537.50	SPAY/NEUTER VET SERVICES	V36589	SULLENBERGER, ERIKA A
9/27/2018	441.60	EXAM/TREATMENT FOR HORSE	V123183	LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC
9/27/2018	2,212.50	SPAY/NEUTER VET SERVICES	V36589	SULLENBERGER, ERIKA A
Object 62500 -- EQUIPMENT LEASE & RENT				
8/9/2018	190.68	PODS LEASE FEE -- BENEFIT SHOP	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
8/30/2018	190.68	PODS LEASE FEE - BENEFIT SHOP	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	190.68	PODS LEASE FEE - BENEFIT SHOP	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62710 -- FIELD EQUIPMENT				
7/23/2018	76.85	BULLETS-ACO FIREARMS TRAINING	V103789	SANTA CRUZ AUDITOR-CONTROLLER, COUNTY OF
8/9/2018	109.06	CONTROL POLE - ANIMAL CONTROL	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	542.26	NETS, SNARES, CATCH POLES	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62801 -- ADVERTISING & PROMOTION SUPP				
7/23/2018	613.00	PRINT AD FOR ASA CRITTER CAMP	V129044	NUZ INC
8/20/2018	350.00	PRINT AD IN SC SENTINEL - JULY	V126191	SANTA CRUZ SENTINEL
8/27/2018	432.00	ASA PLACEMENT PARTNERS SALUTE	V104107	REGISTER PAJARONIAN
9/11/2018	619.20	ASA LOGO PROMO MATERIALS	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/27/2018	444.00	PRINT AD -BENEFIT SHOP OPENING	V129044	NUZ INC
Object 62842 -- INVENTORY MATERIALS PURCHASED				
8/30/2018	8,362.51	ASA LOGO TEES FOR RESALE	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
9/11/2018	973.26	ASA LOGO TEE SHIRTS FOR RESALE	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62857 -- SPECIAL MISC EXPENSE-SUPPLIES				

7/31/2018	31.00	PET ID TAGS SOLD AT SHELTER	V127862	RED DINGO INC
Object 62914 -- EDUCATION & TRAINING(REPT)				
8/30/2018	208.50	PC832 ARREST/FIREARMS TRAINING	V37215	BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
Object 62920 -- GAS, OIL, FUEL				
7/17/2018	882.41	FUEL FOR ASA FLEET - 244.1 GAL	V121773	VALERO MARKETING AND SUPPLY COMPANY
8/16/2018	1,246.85	FUEL FOR ASA FLEET - 342.8 GAL	V121773	VALERO MARKETING AND SUPPLY COMPANY
9/24/2018	1,422.70	FUEL FOR ASA FLEET - 391.7 GAL	V121773	VALERO MARKETING AND SUPPLY COMPANY
Object 62922 -- LODGING				
9/11/2018	942.40	LODGING DURING TRAINING	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 62924 -- MEALS				
8/21/2018	188.00	MEAL PER DIEM - PC832 TRAINING	E614070	VAN DER KROEF, MARK
8/21/2018	178.00	MEAL PER DIEM - PC832 TRAINING	E614070	VAN DER KROEF, MARK
Object 62930 -- REGISTRATIONS (NON REPT)				
8/30/2018	550.00	CONFERENCE REGISTRATION FEE	V124770	U S BANK CORPORATE PAYMENT SYSTEMS
Object 63070 -- UTILITIES				
7/16/2018	821.98	WATER/SEWER - SC SHELTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
7/16/2018	59.48	WATER/SEWER FOR SC SHELTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
7/16/2018	24.21	WATER/SEWER FOR BENEFIT SHOP	V125932	SANTA CRUZ MUNICIPAL UTILITIES
7/16/2018	871.16	WATER/SEWER/TRASH-WATSONVILLE	V100856	WATSONVILLE CITY UTILITIES
7/19/2018	25.11	PG&E - BENEFIT SHOP	V129169	PACIFIC GAS AND ELECTRIC CO
7/19/2018	3,577.23	PG&E FOR SANTA CRUZ SHELTER	V129169	PACIFIC GAS AND ELECTRIC CO
7/24/2018	851.38	GREENWASTE RECO TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
7/24/2018	209.97	TRASH/RECYCLING - BENEFIT SHOP	V124657	GREENWASTE RECOVERY INC
7/24/2018	146.12	BUSINESS INTERNET - SC SHELTER	V12280	COMCAST CABLE COMMUNICATIONS
8/7/2018	800.20	WATSONVILLE CIT V100856	V100856	WATSONVILLE CITY UTILITIES
8/9/2018	882.72	WATER/SEWER SERVICES - SC	V125932	SANTA CRUZ MUNICIPAL UTILITIES
8/9/2018	23.60	WATER/SEWER SERVICES - SC	V125932	SANTA CRUZ MUNICIPAL UTILITIES
8/9/2018	24.57	WATER/SEWER - EDUCATION CENTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
8/16/2018	146.12	BUSINESS INTERNET - SC SHELTER	V12280	COMCAST CABLE COMMUNICATIONS
8/20/2018	891.23	TRASH/RECYCLING - SC SHELTER	V124657	GREENWASTE RECOVERY INC
8/20/2018	209.97	GREENWASTE RECO V124657	V124657	GREENWASTE RECOVERY INC
8/21/2018	23.93	PG&E FOR EDUCATION CENTER	V129169	PACIFIC GAS AND ELECTRIC CO
8/23/2018	2,389.16	PG&E - SANTA CRUZ SHELTER	V129169	PACIFIC GAS AND ELECTRIC CO
9/11/2018	1,062.15	WATER/SEWER FOR SC SHELTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
9/13/2018	24.75	WATER/SEWER FOR SC SHELTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
9/13/2018	38.52	WATER/SEWER FOR SC SHELTER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
9/13/2018	153.24	WI-FI SET UP AND MONTHLY FEE	V125912	THE INTERNET STORE INC
9/24/2018	956.00	WATER/SEWER/TRASH - WATS	V100856	WATSONVILLE CITY UTILITIES
9/27/2018	73.12	WI-FI FOR SANTA CRUZ SHELTER	V125912	THE INTERNET STORE INC

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: First Quarter Report of all Journal Entries made to the County of Santa Cruz and Interfaces for the County ISD Telecom Services for July 1, 2018 through September 30, 2018.

Recommendation:

Accept the first quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services for July 1, 2018 through September 30, 2018.

Discussion:

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

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

The next quarterly report of Journal Entries and interfaces for October 1, 2018 through December 31, 2018 will be included on the February 2019 agenda and every quarter thereafter.

DATE: 10/15/2018
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.5 July 1, 2018 through September 30, 2018 County Journal Entry Report

The following SCCAS journal entry claims are for services paid directly to Santa Cruz County and submitted to the County Auditor-Controller for payment from the Operating Budget for the period July 1, 2018 through September 30, 2018.

Expenditure Actual Transactions

Posted	Amount	Description	Department
7/24/2018	2,587.59	SCR911 JULY 2018	SANTA CRUZ REGIONAL 911
8/10/2018	2,587.59	SCR911 AUGUST 2018	SANTA CRUZ REGIONAL 911
9/13/2018	2,587.59	SCR911 SEPT. 2018	SANTA CRUZ REGIONAL 911
Department Total	7,762.77		
7/3/2018	3,942.80	JUNE 2018 ACT TELEPHONE CHGS	ISD - TELECOM
7/3/2018	62.11	JUNE 2018 ACT TELEPHONE CHGS	ISD - TELECOM
8/8/2018	62.58	JULY 2018 TELEPHONE CHGS	ISD - TELECOM
8/8/2018	4,023.93	JULY 2018 TELEPHONE CHGS	ISD - TELECOM
9/6/2018	4,241.03	AUGUST 2018 TELEPHONE CHGS	ISD - TELECOM
9/6/2018	66.88	AUGUST 2018 TELEPHONE CHGS	ISD - TELECOM
Department Total	12,399.33		
8/7/2018	71.00	GIS LABOR 2018-JULY	ISD - PC
8/23/2018	6,039.00	Office 365 Gov E3 Licenses	ISD - PC
Department Total	6,110.00		
7/3/2018	367.25	WAREHOUSE CHARGES MONTH 6/18	GSD - WAREHOUSE
8/2/2018	133.00	WAREHOUSE CHARGES MONTH 7/18	GSD - WAREHOUSE
8/2/2018	616.00	WAREHOUSE CHARGES MONTH 7/18	GSD - WAREHOUSE
8/2/2018	270.30	WAREHOUSE CHARGES MONTH 7/18	GSD - WAREHOUSE
9/4/2018	1,160.95	WAREHOUSE CHARGES MONTH 8/18	GSD - WAREHOUSE
Department Total	2,547.50		
7/9/2018	31.36	PayPal Fees 0617-0630	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/9/2018	1,738.63	June Bank Fees SC	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/9/2018	426.76	June Bank Fees Watsonville	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/20/2018	501.45	June Bank Fees LockBox	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
7/27/2018	4.00	ACH Block Fee 072018	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/6/2018	1,594.99	Santa Cruz Bank Fees July	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/8/2018	55.71	July PayPal Fees	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/8/2018	584.32	July Bank Fees LockBox	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/8/2018	480.18	July Bank Fees - Watsonville	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
8/27/2018	4.00	ACH Block Fee 082018	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2018	1,714.48	Santa Cruz Bank Fees August	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2018	141.31	August PayPal Fees	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/6/2018	375.72	Watsonville Bank Fees - August	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/21/2018	4.00	ACH Block Fee 092018	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
9/27/2018	595.24	August Bank Fees Web	TREASURER-TAX COLLECTOR (BANK OF THE WEST)
Department Total	8,252.15		
8/8/2018	15.00	ANIMAL HEALTH SPECIALIST	PERSONNEL
8/8/2018	40.00	ANIMAL CONTROL OFFICER	PERSONNEL
8/28/2018	3,119.00	FY 18.19 LIAB/PROPERTY CHARGES	PERSONNEL
Department Total	3,174.00		
7/17/2018	49,417.25	1st Qtr CERTS Lease Pmt SCCAS	COUNTY OF SANTA CRUZ
9/1/2018	47,907.00	1ST COST PLAN CHARGES	COUNTY OF SANTA CRUZ
Department Total	97,324.25		

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
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 Animal Services Authority Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: Financial Report for the period ending September 30, 2018

Recommendation:

Approve the Financial Report as presented for the period ending September 30, 2018.

Discussion:

The Financial Report ending September 30, 2018 reflects total revenues of \$1,183,090 and expenditures of \$797,707. YTD Revenues are \$1,955,452. YTD Expenditures are \$1,022,078. Current total revenues are 44% of a potential 25%. The percentage of current year expenditures is at 21%.

Licensing revenues YTD are \$71,147. At this point last year licensing revenues were \$74,002.

**Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2018-2019
For Months Ending September 30, 2018**

Revenues:	2018-19 Final Budget	2018-19 Est/Actuals	2018-19 YTD Actuals	YTD Remaining	2017-18 YTD Actuals
ANIMAL LICENSES	\$350,000	\$350,000	\$71,147	\$278,853	\$74,002
INTEREST	\$31,000	\$31,000	\$9,919	\$21,081	\$6,068
RENTS & CONCESSIONS	\$200	\$200	\$34	\$166	\$35
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$70	\$130	\$0
ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0
HUMANE SERVICES	\$305,000	\$305,000	\$66,598	\$238,403	\$84,429
ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$885	\$1,715	\$760
COST RECOVERY-OTHER	\$9,500	\$9,500	\$1,160	\$8,340	\$2,275
MEMBER CONTRIBUTION	\$2,972,305	\$2,972,305	\$1,659,359	\$1,312,946	\$1,483,004
CHARGES FOR CURRENT SERVICES	\$32,000	\$32,000	\$1,631	\$30,369	(\$144)
ADMIN FINE FEES	\$20,000	\$20,000	\$1,371	\$18,630	\$3,439
GRANT SERVICES-NON INTERGOV	\$0	\$0	\$523	(\$523)	\$0
ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$4,870	\$17,130	\$3,622
ANIMAL RABIES FEES	\$18,000	\$18,000	\$4,770	\$13,230	\$3,528
ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$22,995	\$108,005	\$22,058
SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$9,663	\$55,337	\$14,585
CASH OVERRAGES	\$0	\$0	\$2	(\$2)	\$5
CONTRIBUTIONS and DONATIONS	\$416,700	\$416,700	\$94,307	\$322,393	\$53,265
INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0
NSF CHECKS	\$0	\$0	\$68	(\$68)	(\$50)
NSF CHECKS-RETURNED CHECK FEE	\$0	\$0	\$30	(\$30)	\$0
OTHER REVENUE	\$38,000	\$38,000	\$6,050	\$31,950	\$7,345
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$4,413,505	\$4,413,505	\$1,955,452	\$2,458,053	\$1,758,225

Less Expenditures:

Salaries and Benefits	\$3,151,425	\$3,175,770	\$712,416	\$2,463,354	\$633,679
Services and Supplies	\$1,141,349	\$1,141,349	\$261,755	\$879,594	\$277,230
Other Uses	\$191,626	\$191,626	\$47,907	\$143,719	\$28,804
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Operating Transfers Out	\$100,000	\$100,000	\$0	\$100,000	\$0
TOTAL EXPENDITURES:	\$4,584,400	\$4,608,745	\$1,022,078	\$3,586,667	\$939,713

Plus Contingency:

	\$175,708	\$175,708	\$0	\$175,708	\$0
TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$4,760,108	\$4,784,453	\$1,022,078	\$3,762,375	\$939,713

NET REVENUES OVER (UNDER) EXPENDITURE (\$346,603) (\$370,948) \$933,374 (\$1,304,322) \$818,512

BEGINNING FUND BALANCE - UNDESIGNATED (unaudited ending balance from 6/30/18) \$1,117,347 \$1,117,347 \$1,117,347 \$1,117,347 \$1,283,900

ENDING FUND BALANCE - UNDESIGNATED \$770,744 \$746,399 \$2,050,721 (\$186,975) \$2,102,412

ANIMAL LICENSE DETAIL

	2017-18 YTD Actuals	2016-17 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$2,210	\$2,452	(\$242)
LICENSES - SANTA CRUZ	\$12,848	\$12,906	(\$58)
LICENSES- SCOTTS VALLEY	\$3,747	\$3,872	(\$125)
LICENSES- COUNTY	\$43,087	\$46,398	(\$3,311)
LICENSES- WATSONVILLE	\$9,255	\$8,374	\$881

* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/18 is \$521,191 (Unaudited)

* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/18 is \$900 (Unaudited)

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2018-2019**

As of 9/30/18 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	2018-19 Final Budget	2018-19 Adj. Budget	August Actuals	September Actuals	2018-19 YTD Actuals	YTD Remaining	25%	25%	2017-18 YTD Actuals	COMPARE THRU SEP PY ACTUALS	September Actuals	2017-18 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
51000	SALARIES & BENF	\$3,151,425	\$3,175,770	\$376,454	\$218,159	\$712,416	\$2,463,354	22.43%	22.04%	\$633,679	\$78,737	\$195,326	\$2,875,488
61000	SERVICES & SUPL	\$1,141,349	\$1,141,349	\$74,196	\$80,990	\$261,755	\$879,594	22.93%	25.42%	\$277,230	(\$15,475)	\$110,648	\$1,090,788
70000	OTHER CHARGES	\$191,626	\$191,626	\$0	\$47,907	\$47,907	\$143,719	25.00%	25.00%	\$28,804	\$19,104	\$28,804	\$115,214
86110	BUILDINGS AND IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
90000	OTHER FINANCING USES	\$100,000	\$100,000	\$0	\$0	\$0	\$100,000	0.00%	0.00%	\$0	\$0	\$0	\$100,000
98700	CONTINGENCIES	\$175,708	\$175,708	\$0	\$0	\$0	\$175,708	0.00%	0.00%	\$0	\$0	\$0	\$0
51000-98700	TOTAL EXPENDITURES	\$4,760,108	\$4,784,453	\$450,651	\$347,056	\$1,022,078	\$3,762,375	21.36%	40.15%	\$939,713	\$82,365	\$334,777	\$4,181,490
40100-42500	TOTAL REVENUES	\$4,413,505	\$4,413,505	\$582,320	\$600,770	\$1,955,452	\$2,458,053	44.31%	44.27%	\$1,758,225	\$197,227	\$542,226	\$3,971,823
	NET COST	\$346,603	\$370,948	(\$131,670)	(\$253,713)	(\$933,374)	\$1,304,322	-251.62%	-390.39%	(\$818,512)	\$114,862	(\$207,450)	\$209,667
51000	REGULAR PAY-PER	1,880,698	1,880,698	\$194,215	\$135,304	\$405,582	\$1,475,116	21.57%	23.69%	\$412,705	(\$7,123)	\$132,323	1,742,107
51005	OVERTIME PAY-PE	3,880	3,880	\$310	\$410	\$717	\$3,163	18.49%	12.39%	\$541	\$176	\$451	4,367
51010	REGULAR PAY-EXT	62,527	86,872	\$9,125	\$6,578	\$18,622	\$68,250	21.44%	26.31%	\$17,935	\$687	\$7,003	68,176
51040	DIFFERENTIAL PAY	29,197	29,197	\$3,154	\$2,186	\$6,312	\$22,885	21.62%	22.67%	\$6,706	(\$394)	\$2,389	29,577
52010	OASDI-SOCIAL SE	141,117	141,117	\$15,709	\$10,980	\$32,739	\$108,378	23.20%	23.93%	\$32,707	\$32	\$10,712	136,683
52015	RETIREMENT	394,033	394,033	\$39,591	\$29,549	\$82,769	\$311,264	21.01%	23.46%	\$78,478	\$4,291	\$25,517	334,449
53010	EMPLOYEE INSURA	562,566	562,566	\$36,943	\$33,152	\$88,267	\$474,299	15.69%	16.33%	\$84,607	\$3,660	\$16,932	517,980
53015	UNEMPLOYMENT IN	5,413	5,413	\$5,413	\$0	\$5,413	(\$0)	100.00%	0.00%	\$0	\$5,413	\$0	6,128
54010	WORKERS COMPENS	71,994	71,994	\$71,994	\$0	\$71,994	(\$0)	100.00%	0.00%	\$0	\$71,994	\$0	36,021
51000	SALARIES & BENF	\$3,151,425	\$3,175,770	\$376,454	\$218,159	\$712,416	\$2,463,354	22.43%	22.04%	\$633,679	\$78,737	\$195,326	\$2,875,488
61115	POLICE SAFETY EQUIPMENT	500	500	\$0	\$112	\$112	\$388	22.49%	0.00%	\$0	\$112	\$0	500
61125	UNIFORM REPLACEMENT	2,500	2,500	\$2,105	\$1,445	\$3,550	(\$1,050)	141.99%	47.21%	\$253	\$3,297	\$79	535
61215	RADIO SERVICES	29,208	29,208	\$2,588	\$2,588	\$7,763	\$21,445.23	26.58%	25.00%	\$7,522	\$241	\$5,015	30,088
61220	TELECOM SERVICES	46,000	46,000	\$4,087	\$4,308	\$8,380	\$37,620	18.22%	16.45%	\$7,777	\$602	\$3,956	47,272
61310	FOOD	9,000	9,000	\$1,065	\$706	\$1,826	\$7,174	20.29%	26.81%	\$2,467	(\$641)	\$2,097	9,200
61412	JANITORIAL SERVICES	10,000	10,000	\$825	\$825	\$1,650	\$8,350	16.50%	20.21%	\$3,916	(\$2,266)	\$0	19,374
61525	LIABILITY INSURANCE	32,519	32,519	\$0	\$0	\$37,200	(\$4,681)	114.40%	99.86%	\$34,465	\$2,735	\$0	34,515
61535	OTHER INSURANCE	1,000	1,000	\$3,119	\$0	\$3,119	(\$2,119)	311.90%	0.00%	\$0	\$3,119	\$0	3,022
61720	MAINT-MOBILE EQUIPMENT-SERV	10,000	10,000	\$70	\$144	\$214	\$9,786	2.14%	3.77%	\$339	(\$125)	\$253	9,000
61725	MAINT-OFFICE EQUIPMENT	900	900	\$59	\$96	\$225	\$675	25.02%	22.01%	\$198	\$27	\$57	900
61730	MAINT-OTHER EQUIP-SVCS	2,000	2,000	\$85	\$0	\$85	\$1,915	4.25%	7.19%	\$288	(\$203)	\$0	4,000
61731	MAINT-OTHER EQUIP-SUP	1,000	1,000	\$268	\$0	\$268	\$732	26.80%	0.41%	\$4	\$264	\$0	1,000
61835	FACILITIES MAINT	18,000	18,000	\$272	\$0	\$3,112	\$14,888	17.29%	-6.76%	(\$1,218)	\$4,330	\$125	18,000
61845	MAINT STRUCT IM	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	4.50%	\$27	(\$27)	\$0	600
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61920	MEDICAL, DENTAL & LAB SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61922	OTHER MEDICAL MATERIALS	96,000	96,000	\$9,646	\$7,207	\$10,998	\$85,002	11.46%	29.08%	\$27,913	(\$16,915)	\$18,298	96,000
62020	MEMBERSHIPS	2,000	2,000	\$0	\$0	\$0	\$2,000	0.00%	0.00%	\$0	\$0	\$0	1,959
62111	MISCELLANEOUS EXPENSES	10,500	10,500	\$0	\$0	\$0	\$10,500	0.00%	2.22%	\$225	(\$225)	\$150	10,123

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2018-2019**

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**As of 9/30/18 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28**

Pos + = UP
Neg () = DOWN

Acct	Acct Title	2018-19 Final Budget	2018-19 Adj. Budget	August Actuals	September Actuals	2018-19 YTD Actuals	YTD Remaining	25%	25%	2017-18 YTDActuals	COMPARE	September Actuals	2017-18 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized		THRU SEP PY ACTUALS		
62112	CASH SHORTAGES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	21
62214	DUPLICATING SVCS.	3,500	3,500	\$0	\$1,427	\$1,427	\$2,073	40.76%	2.55%	\$127	\$1,299	\$16	5,000
62217	MISC NONINVENTORIAL ITEMS EXPENSE	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	202
62219	PC SOFTWARE PURCHASES	5,500	5,500	\$6,419	\$75	\$6,419	(\$919)	116.72%	0.00%	\$0	\$6,419	\$0	5,711
62221	POSTAGE	10,000	10,000	\$2,019	\$0	\$2,019	\$7,982	20.19%	21.92%	\$2,192	(\$173)	\$114	10,000
62222	SUBSCRIPTIONS/PERIODICALS	125	125	\$0	\$0	\$0	\$125	0.00%	261.54%	\$327	(\$327)	\$327	125
62223	SUPPLIES	68,000	68,000	\$8,739	\$3,778	\$20,885	\$47,115	30.71%	26.06%	\$17,722	\$3,163	\$8,667	68,000
62225	NON-PC SOFTWARE	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	\$0	\$0	250
62226	INVENTORIAL ITEMS	1,200	1,200	\$0	\$0	\$0	\$1,200	0.00%	85.13%	\$4,211	(\$4,211)	\$4,211	4,947
62301	ACCOUNTING & AUDITING	13,500	13,500	\$0	\$0	\$0	\$13,500	0.00%	-41.48%	(\$5,600)	\$5,600	\$0	13,500
62310	BANKING SERVICES	30,000	30,000	\$2,719	\$2,831	\$5,509	\$24,491	18.36%	19.00%	\$5,701	(\$192)	\$2,623	30,000
62316	COMPUTER PROF SVCS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	20,000	20,000	\$91	\$14,745	\$18,752	\$1,248	93.76%	93.81%	\$18,762	(\$10)	\$3,934	20,000
62318	COUNTY COUNSEL	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62325	DATA PROCESSING	71,770	71,770	\$71	\$0	\$71	\$71,699	0.10%	16.15%	\$11,532	(\$11,461)	\$11,532	71,424
62330	DPW SERVICES - GENERAL MONEY	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62381	PROF & SPECIAL	216,700	216,700	\$8,968	\$18,945	\$30,000	\$186,700	13.84%	22.11%	\$32,055	(\$2,055)	\$17,102	145,000
62399	VETERINARIAN SERVICES	95,000	95,000	\$3,530	\$14,317	\$19,721	\$75,279	20.76%	23.49%	\$21,844	(\$2,122)	\$12,923	93,000
62500	EQUIPMENT RENTS & LEASES-	0	0	\$381	\$191	\$381	(\$381)	#DIV/0!	24.96%	\$572	(\$191)	\$381	2,292
62610	RENTS & LEASES-	198,842	198,842	\$0	\$0	\$49,417	\$149,425	24.85%	25.00%	\$49,417	\$0	\$0	197,669
62710	FIELD EQUIPMENT	1,200	1,200	\$109	\$542	\$586	\$614	48.87%	38.87%	\$389	\$198	\$389	1,000
62801	ADVERTISING & PROMOTION	1,000	1,000	\$837	\$1,063	\$2,513	(\$1,513)	251.32%	0.00%	\$0	\$2,513	\$0	2,000
62842	INVENTORY MATERIALS PURCHASED	20,000	20,000	\$8,363	\$973	\$9,336	\$10,664	46.68%	30.94%	\$6,742	\$2,594	\$6,742	21,789
62857	SPECIAL MISC EXP-SUPPLIES	500	500	\$0	\$0	\$31	\$469	6.20%	3.62%	\$23	\$9	\$0	621
62890	SUBSCRIPTIONS/BOOKS	500	500	\$0	\$0	\$0	\$500	0.00%	25.00%	\$125	(\$125)	\$0	500
62893	TOWING	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62914	TRAVEL-EDUCATION	2,500	2,500	\$209	\$0	\$209	\$2,292	8.34%	0.00%	\$0	\$209	\$0	774
62920	GAS, OIL, FUEL	14,000	14,000	\$1,247	\$1,423	\$2,670	\$11,330	19.07%	27.47%	\$3,846	(\$1,176)	\$1,390	14,000
62922	TRAVEL-LODGING	1,200	1,200	\$0	\$942	\$942	\$258	78.53%	0.00%	\$0	\$942	\$0	2,335
62924	TRAVEL-MEALS	500	500	\$366	\$0	\$366	\$134	73.20%	0.00%	\$0	\$366	\$0	367
62926	TRAVEL-MILEAGE	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	1,000
62928	TRAVEL-OTHER	100	100	\$0	\$0	\$0	\$100	0.00%	0.00%	\$0	\$0	\$0	178
62930	REGISTRATIONS	335	335	\$550	\$0	\$550	(\$215)	164.18%	50.25%	\$500	\$50	\$500	995
62935	SERVICE CENTER	0	0	\$0	\$0	\$0	\$0	0.00%	#DIV/0!	\$0	\$0	\$0	0
62940	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
63070	UTILITIES	92,000	92,000	\$5,392	\$2,308	\$11,448	\$80,552	12.44%	24.53%	\$22,567	(\$11,120)	\$9,765	92,000
74230	PRINCIPAL ON LEASE PUCHASES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61000	SERVICES & SUPPLIES	\$1,141,349	\$1,141,349	\$74,196	\$80,990	\$261,755	\$879,594	22.93%	25.42%	\$277,230	\$63,261	\$110,648	\$1,090,788

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2018-2019**

26

**As of 9/30/18 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28**

Pos + = UP
Neg () = DOWN

Acct	Acct Title	2018-19 Final Budget	2018-19 Adj. Budget	August Actuals	September Actuals	2018-19 YTD Actuals	YTD Remaining	25%	25%	2017-18 YTD Actuals	COMPARE THRU SEP PY ACTUALS	September Actuals	2017-18 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY Eas Actualized				
75315	COUNTY OVERHEAD (see 3550)	\$191,626	\$191,626	\$0	\$47,907	\$47,907	\$143,719	25.00%	25.00%	\$28,804	\$0	\$28,804	\$115,214
700000	OTHER CHARGES	\$191,626	\$191,626	\$0	\$47,907	\$47,907	\$143,719	25.00%	25.00%	\$28,804	\$19,104	\$28,804	\$115,214
86204	EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
90000	OPERATING TRSF OUT	\$100,000	\$100,000	\$0	\$0	\$0	\$100,000	0.00%	0.00%	\$0	\$0	\$0	\$100,000
90000	OTHER FINANCING USES	\$100,000	\$100,000	\$0	\$0	\$0	\$100,000	0.00%	0.00%	\$0	\$0	\$0	\$100,000
98700	APPROP FOR CONTINGENCIES	\$175,708	\$175,708	\$0	\$0	\$0	\$175,708	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$175,708	\$175,708	\$0	\$0	\$0	\$175,708	0.00%	0.00%	\$0	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40230	ANIMAL LICENSES	\$350,000	\$350,000	\$25,315	\$24,693	\$71,147	\$278,853	20.33%	24.67%	\$74,002	(\$2,855)	\$29,420	\$300,000
40430	INTEREST	\$31,000	\$31,000	\$3,608	\$3,444	\$9,919	\$21,081	32.00%	20.93%	\$6,068	\$3,851	\$2,146	\$29,000
40440	RENTS & CONCESS	\$200	\$200	\$34	\$0	\$34	\$166	16.89%	17.65%	\$35	(\$2)	\$0	\$200
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$0	\$70	\$130	35.00%	0.00%	\$0	\$70	\$0	\$200
40872	ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41510	HUMANE SERVICES	\$305,000	\$305,000	\$18,656	\$26,806	\$66,598	\$238,402	21.84%	30.37%	\$84,429	(\$17,831)	\$23,944	\$278,000
42010	ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$328	\$287	\$885	\$1,715	34.04%	21.71%	\$760	\$125	\$295	\$3,500
42022	COST RECOVERY-OTHER	\$9,500	\$9,500	\$447	\$311	\$1,160	\$8,340	12.21%	23.94%	\$2,275	(\$1,114)	\$829	\$9,500
42044	MEMBER CONTRIBUTION	\$2,972,305	\$2,972,305	\$493,512	\$470,438	\$1,659,359	\$1,312,946	55.83%	54.10%	\$1,483,004	\$176,356	\$433,288	\$2,741,168
42047	OTHER CHARGES CURRRENT SERVICES	\$32,000	\$32,000	\$481	\$875	\$1,631	\$30,369	5.10%	-0.51%	(\$144)	\$1,775	\$0	\$28,000
42073	ADMINISTRATIVE FINE FEES	\$20,000	\$20,000	\$425	\$596	\$1,371	\$18,630	6.85%	29.90%	\$3,439	(\$2,068)	\$1,014	\$11,500
42074	GRANT SERVICES-NON INTERGOV	\$0	\$0	\$0	\$523	\$523	(\$523)	0.00%	0.00%	\$0	\$523	\$0	\$1,870
42202	ENDOWMENT CARE	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$22,000	\$22,000	\$1,180	\$1,585	\$4,870	\$17,130	22.14%	21.95%	\$3,622	\$1,248	\$1,512	\$16,500
42206	ANIMAL RABIES FEES	\$18,000	\$18,000	\$1,120	\$1,742	\$4,770	\$13,230	26.50%	21.38%	\$3,528	\$1,242	\$1,415	\$16,500
42207	ANIMAL SPAY&NEUTER FEES	\$131,000	\$131,000	\$5,648	\$5,720	\$22,995	\$108,005	17.55%	23.72%	\$22,058	\$937	\$8,974	\$93,000
42234	SALES-OTHER-TAXABLE	\$65,000	\$65,000	\$2,464	\$6,440	\$9,663	\$55,337	14.87%	22.44%	\$14,585	(\$4,921)	\$6,058	\$65,000
42362	CASH OVERAGES	\$0	\$0	\$0	\$1	\$2	(\$2)	0.00%	12.50%	\$5	(\$3)	\$0	\$40
42372	CONTRIBUTIONS AND DONATIONS	\$416,700	\$416,700	\$27,078	\$55,322	\$94,307	\$322,393	22.63%	15.67%	\$53,265	\$41,041	\$32,326	\$340,000
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42380	NSF CHECKS	\$0	\$0	\$0	\$68	\$68	(\$68)	0.00%	32.26%	(\$50)	\$118	(\$50)	(\$155)
42381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$30	\$30	(\$30)	0.00%	#DIV/0!	\$0	\$30	\$0	\$0
42384	OTHER REVENUE	\$38,000	\$38,000	\$2,025	\$1,890	\$6,050	\$31,950	15.92%	19.33%	\$7,345	(\$1,295)	\$1,056	\$38,000
42390	UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42981	LICENSES - CAPITOLA	\$0	\$0	\$1,177	\$680	\$2,210	(\$2,210)	0.00%	0.00%	\$2,452	(\$242)	\$1,116	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$4,959	\$4,381	\$12,848	(\$12,848)	0.00%	0.00%	\$12,906	(\$58)	\$5,294	\$0
42983	LICENSES- SCOTTS VALLEY	\$0	\$0	\$1,165	\$1,291	\$3,747	(\$3,747)	0.00%	0.00%	\$3,872	(\$125)	\$1,655	\$0
42984	LICENSES- COUNTY	\$0	\$0	\$14,869	\$15,510	\$43,087	(\$43,087)	0.00%	0.00%	\$46,398	(\$3,311)	\$17,412	\$0
42986	LICENSES- WATSONVILLE	\$0	\$0	\$3,145	\$2,831	\$9,255	(\$9,255)	0.00%	0.00%	\$8,374	\$881	\$3,943	\$0
40100-42500	REVENUES	\$4,413,505	\$4,413,505	\$582,320	\$600,770	\$1,955,452	\$2,458,053	44.31%	44.27%	\$1,758,225	\$197,227	\$542,226	\$3,971,823

Regular Agenda Item 6.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: Update on JPA

General Manager will present an update on the JPA.

Regular Agenda Item 6.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 15, 2018
SUBJECT: Consider request to have two SCCAS Board meetings per year at
Watsonville City Hall

Consider request to have two SCCAS Board meeting per year at the Watsonville City Hall.