

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

Minutes of Monday, April 8, 2019, 11:00 AM
Santa Cruz County Board of Supervisors Chambers
701 Ocean Street, 5th Floor, Santa Cruz, CA 95060

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

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 11:03am. Board Member Walpole was absent.
- 2.0 Introductions: ASA General Manager introduced new Program and Development Manager Erika Anderson.
- 3.0 Late Additions or changes to agenda: Ms. Sobel noted two changes to page 40, Summary of Exhibit A. Changes in Expenditures Services and Supplies should show "3% increase". The 66% increase in overhead should be deleted. The correct figure for this line is "47% decrease".
- 4.0 ORAL COMMUNICATION – Two members of the public addressed the Board on matters not related to today's agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the February 11, 2019 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for February and March 2019
 - 5.3 Accepted the statistics for the months of February and March 2019
 - 5.4 Approved quarterly report for all claims under \$10,000
 - 5.5 Approved journal entry payments with the County of Santa Cruz
 - 5.6 Authorized General Manager to accept a gift in the amount of \$7,083.41 from the Santa Cruz County Animal Shelter Foundation and direct that the check be deposited
 - 5.7 Authorized General Manger to accept a gift in the amount of \$5,000 from the Tom and Debby martin Giving Fund and direct that the check be deposited
 - 5.8 Authorized General Manager to accept a gift in the amount of \$5,000 from the Capitola Dog Owners Group and direct that the check be deposited
 - 5.9 Approved changes and additions to the FY 2018-19 fee schedule

Board Member Coburn asked if the fee schedule changes are to take effect immediately. General Manager Sobel indicated that the department wishes to implement the new fees right away.

Board action on Consent Agenda 5.0: SBCViMc/W/FCaR

6.0 REGULAR AGENDA

6.1 General Manager's Oral report

The General Manager reported that the new mobile spay/neuter van was able to accommodate 118 animals for surgery during February and March 2019. Ms. Sobel thanked Board Member Vides for her help securing the location for this important program.

Ms. Sobel stated that the Shelter has applied for public art application project to paint a mural on the new Benefit Shop at 17th Avenue and Felt Street. The application has been approved and local artist Janice Sevilla has offered to paint an animal-themed mural on the exterior of the Shop pro bono.

General Manager Sobel noted that two ASA employees won County employee recognition awards this year. Linda Puzziferro, Front Desk Supervisor and Ben Winkleblack, Shelter Manager both won awards for their outstanding work this year.

Board Chair Vides thanked the General Manger for the Dude, Where's My Cat article. Ms. Vides stated that she has received many comments and thanks from Watsonville residents about this program.

6.2 Approved financial report for the months of February and March 2019.

General Manager Sobel reported that for the period ending March 31, 2019 Shelter revenues are at 81% of a potential 75%. She also noted that expenditures are at 66%. Licensing revenue is down for this reporting period and staff is unsure why this is. The Shelter is considering possibly issuing citations for failure to license in order to help increase compliance.

Board action on Regular Agenda Item 6.2: SFCViMc/W/BCaR

6.3 Consider General Manager's proposed budget for FY2019-20

General Manager Sobel explained that she has prepared three different proposed budget plans for the Board to review: Plan A is a 2% increase; Plan B is a 4% increase and Plan C is a 6% increase. Ms. Sobel recommended approval of Plan B, 4% increase.

Ms. Sobel indicated that the 47% decrease in the County overhead amount was due to an adjustment in the prior year for legal services that were charged at an incorrect rate. It was noted that revenue is down due in part to the loss of the Watsonville spay/neuter clinic space. The Department hopes to add more large dog surgery days to the schedule in order to help increase revenue. Ms. Sobel also indicated that the department is hoping to secure more private funds and grants to fund shelter programs long term.

Board Members will consider the budget proposals and return at the June meeting for a vote.

There was no public comment on Item 6.3.

6.4 Informational item on status of drafting model animals ordinance

General Manager Sobel thanked Shelter Counsel Jason Heath for his help with the review and editing process for the model ordinance. She stated that the recently revised Los Angeles County ordinance was used as a basis for the draft of the new model ordinance. The goal is to have consistency across the jurisdictions served and provide greater clarity for the public and enforcement agencies.

Counselor Heath noted that it is recommended that each jurisdiction adopt the County ordinance, so input from each jurisdiction is helpful during the process if they wish to suggest specific changes to the ordinance. Possible formation of a sub-committee for the review process was suggested. Counselor Heath suggested that all interested parties send their recommendations to General Manager Sobel now in order to bring staff recommendation to the next meeting to allow for public comment on the formation of a sub-committee.

Two members of the public commented on the draft of the model ordinance and indicated that they will submit comments to the General Manager for review.

7.0 Regular meeting was adjourned at 11:50 am.

The next regular meeting is scheduled for Monday, June 10, 2019 at 11:00am at the Santa Cruz County Board of Supervisors Chambers.