

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

Minutes of Monday, June 10, 2019, 11:00 AM
Santa Cruz County Board of Supervisors Chambers
701 Ocean Street, 5th Floor, Santa Cruz, CA 95060

VOTING KEY: C=Coburn, V= Vides, M=McKinley, W=Walpole, F=Flippo, B=Booth, Ca=Carney,
R=Randolph, S=Schmidt

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 11:02am. Lt. Warren Barry sat in for Board Member Flippo. Board Member Booth was absent.

2.0 Introductions: none

3.0 Late Additions or changes to agenda: none

4.0 ORAL COMMUNICATION – none

5.0 CONSENT AGENDA

5.1 Approved minutes of the April 8, 2019 ASA Board Meeting

5.2 Accepted reports of the General Manager and Management Team for April and May 2019

5.3 Accepted the statistics for the months of April and May 2019

5.4 Appointed officers of the Board of Directors for FY 2019-20

5.5 Approved continuing agreements for FY 2019-20

5.6 Authorized General Manager to sign contract for NetCom contract services from July 1, 2019 to June 30, 2022

5.7 Authorized General Manager to sign contract for Humane Educator from July 1, 2019 to July 31, 2019

5.8 Authorized General Manager to submit RFP for audit services

5.9 Accepted and approved \$10,420 received from the Community Foundation of Santa Cruz County

Board action on Consent Agenda 5.0: C/F/VMWBCaRS

6.0 REGULAR AGENDA

6.1 General Manager's Oral report

General Manager Melanie Sobel reported that the Shelter's spring direct mail campaign has brought in more than \$25,000. The SCCAS Foundation will match the donations with \$25,000. This revenue is going into a rollover account to be used specifically for the mobile spay/neuter program.

Ms. Sobel reported that she, Jason Heath and Todd Stosuy continue to work on the model ordinance changes. She invited the Board to submit any comments or additions to her so she can re-introduce a draft for the August 2019 Board meeting.

General Manager Sobel wrote an op ed piece for the Santa Cruz Sentinel in response to a letter to the editor that had been published recently. The op ed piece was sent to Shelter supporters including the person who wrote the letter to the editor.

6.2 Approved financial report for the months of April and May 2019.

Ms. Sobel requested approval for a transfer of funds from the salaries and benefits lineitem to the services and supplies lineitem to cover a shortfall. General Manager Sobel reported that revenue is currently 91% of a potential 92% and expenditures are at 81% of potential 92%. Licensing revenue is down by about \$3,000 compared to this time last year. Shelter staff hopes that it will increase by the end of the year and are looking into possible reasons for the decrease in license revenue.

Board action on Regular Agenda Item 6.2: C/F/VMWBCaRS

6.3 Approved General Manager's proposed budget for FY2019-20, Plan B 4% increase.

General Manager Sobel recommended approval of Proposed Budget Plan B which shows a 4% increase. The proposed budget includes \$100,000 to the asset reserve fund.

Board Member Coburn inquired about potential options available to help boost license revenue including a multi-year dog license. Ms. Sobel stated that she feels the biggest problem is public awareness since many residents do not know they are required to license their dog. In addition, there is the misperception that the rabies tag is a dog license. Board Member Coburn suggested reporting back on licensing strategies such as cat licensing and multi-year licenses. Board Member Vides offered space in the Watsonville City newsletter to promote dog licensing as well.

Board Member Vides expressed concerns about the continued dependence on the use of the reserve funds that are not replenished, and suggested staff work on budget preparation to determine ways to not depend so heavily on reserve funds.

Board Member Coburn suggested a motion to approve the 4% budget increase with the additional direction that staff return in August with a report on different licensing options.

Ms. Sobel noted that the Shelter has the option to raise fees in order to increase revenue and stated that the license fees have not been raised in several years. Ms. Sobel stated that the Shelter sometimes will waive fees for owners in cases of financial hardship in order to return animals to their owners.

There was no public comment on Item 6.3.

Board action on Regular Agenda Item 6.3: CaSCVMW/F/BR

7.0 Regular meeting was adjourned at 11:23 am.

The next regular meeting is scheduled for Monday, August 12, 2019 at 11:00am at the Watsonville City Council Chambers, 275 Main Street, 4th Floor.