



Santa Cruz County Animal Shelter
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Melanie Sobel
General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER BOARD OF DIRECTORS MEETING

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, the regular meeting of the

SANTA CRUZ COUNTY ANIMAL SHELTER BOARD OF DIRECTORS ON MONDAY, FEBRUARY 8, 2021 AT 11:00 AM

**This meeting will be held via Microsoft Teams Meeting teleconference ONLY
Board Members and ASA Staff Members will be participating remotely via video conference.**

Public Participation: For those wishing to participate via Microsoft Teams, you can join this link: https://teams.microsoft.com/join/19%3ameeting_MzExOWI4ODktZDUxOS00MjEwLWE1NzMtODQwYTNjMDJiMzhi%40thread.v2/0?context=%7b%22Tid%22%3a%2252044d34-04cb-41a4-a0cd-54ae6eefb9f%22%2c%22Oid%22%3a%2297177c28-394c-4e6f-b125-01c7a0c85dfe%22%7d
Or Telephone: +1 916-318-9542 Unites States, Sacramento (Toll)
Conference ID: 789 523 098#

How to comment on agenda items via email before the meeting: Members of the public may provide public comment by sending comments via email to the ASA Clerk at Erika.Anderson@santacruzcounty.us,

- Identify the agenda item number in the subject line of the email.
- Emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time.
- Each emailed comment will be read aloud for up to three minutes.
- Emails received by Erika.Anderson@santacruzcounty.us outside of the comment period outlined above will not be included in the record.

How to comment on agenda items via Teams, during the meeting and prior to the close of public comment on an item:

- You may ask your question aloud, by raising your hand during the comment period for that item and the moderator will call on you using your name or the last 3 digits of your phone number. You will have three minutes of speaking time.

- 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
 - P.1 5.1 Approve minutes of the December 14, 2020 meeting
 - P.4 5.2 Accept reports of the General Manager and the Management Team for December 2020/January 2021
 - P.8 5.3 Accept and file the statistics for the months December 2020/January 2021
 - P.10 5.4 Accept and approve quarterly report for all claims under \$10,000
 - P.15 5.5 Accept and approve journal entry payments with the County of Santa Cruz
 - P.17 5.6 Adopt resolution to accept and appropriate funds in the total amount of \$61,314 from the Santa Cruz County Animal Shelter Foundation (Foundation) for a part-time Extra Help Registered Veterinary Technician and part-time Veterinarian and direct that the checks be deposited
 - P.19 5.7 Adopt resolution to accept and appropriate funds in the total amount of \$17,000 from the Santa Cruz County Animal Shelter donation fund for new computers
 - P.22 5.8 Accept designated and undesignated donations in the total of \$33,872.42 from the Foundation and direct that the checks be deposited
 - P.23 5.9 Accept a gift in the amount of \$10,000 from the Fowler Family (received from Fidelity Charitable)
 - P.24 5.10 Accept a gift in the amount of \$5,250 from the Griffin Family Foundation (received from the Silicon Valley Community Foundation)
 - P.25 5.11 Accept a gift in the amount of \$5,000 from The Capital Group
 - P.26 5.12 Accept and approve renewal of agreement with UCSC for animal control services

6.0 Regular Agenda

P.51 6.1 General Manager's oral report

P. 52 6.2 Consider and approve financial report for the months of December 2020/January 2021 and take related actions

Adjourn Regular Meeting

P. 55 Correspondence

Email from Becky Steinbruner

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 Erika Anderson at 831-454-7229 (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: February 8, 2021
SUBJECT: Approve Minutes of December 14, 2020 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of December 14, 2021.

Santa Cruz County Animal Shelter

Board of Directors Meeting

Minutes of Monday, December 14, 2020, 11:00am

Board of Supervisors Chambers, Fifth Floor

701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: C=COBURN, V=VIDES, M=MCKINLEY, W=WALPOLE, R=RANDOLPH, S=SCHMIDT, CL=CLARK, MC=MCMANIS, E=ESCALANTE

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, Laura Schmidt called the meeting to order at 11:00am and board members attended virtually via teams.

2.0 Introductions: none

3.0 Consideration of Late Additions or Changes to the Agenda: Minutes.

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

5.1 Approved minutes of the October 19, 2020 meeting

5.2 Accepted reports of the General Manager and the Management Team for October/November 2020

5.3 Accepted and filed the statistics for the months October/November 2020

5.4 Approved recommendation of General Manager to set the 2021 Board of Directors’ meeting dates

5.5 Authorized any possible minor changes to the proposed Request for Proposals (RFP) and the release of RFP for legal services to the Santa Cruz County Animal Services Authority (ASA) for a three-year period with possible 1 year extension

5.6 Approved the AUD60 and accept \$8,209.04 in unanticipated revenue to cover part of the cost of the front desk improvements

5.7 Accepted a gift in the amount of \$5,000.00 from Radio Systems Company

5.8 Accepted gifts from the Santa Cruz County Animal Shelter Foundation

Board action on Consent Agenda 5.0: CRMWSECLMC/V/

6.0 Regular Agenda

6.1 General Manager’s oral report

6.2 Considered and approved the financial report for the months of October/November 2020 and take related actions

General Manager reported that the Shelter is open for all services everyday from 10am-6pm. Clients are monitored at point of entry and adhering to social distancing requirements. The Watsonville Shelter opened on July 1, 2020 but closed again mid-July due to low animal population and staff shortages. Ms. Sobel reported that Animal Services is working in

coordination with Equine Evacuation Team of Santa Cruz County to develop further disaster response strategies. Ms. Sobel reported that she and Field Manager Stosuy have been meeting with members of the Fam Bureau and Livestock Producers Association to discuss the Model Ordinance.

The Shelter continues to offer community outreach programs like the Free Pet Food Pantry and Healthy Pets for all so that people in need can receive free pet supplies and veterinary care throughout the County.

Ms. Sobel reported that the full time Veterinarian, Dr. Gleason, was retiring at the end of the Month and the Shelter would continue to maintain relationships with contract Veterinarians for Shelter animal health care and public spay/neuter program. Ms. Sobel also reported that Courtney Nicholas was hired as an Extra Help Animal Care Worker and that there are currently two vacancies that are in recruitment: Extra Help Animal Services Assistant and Substitute Animal Services Assistant.

- 6.2 Approved financial report for the period ending November 30, 2020. General Manager Sobel reported that the financial report ending November 30, 2020 reflected total revenues of \$593,998.00 and expenditures of \$918,319.00. Year to date revenues are \$1,497,690. Year to date expenditures are \$2,471,779.00 and the current total revenues are 63% of a potential 42%. The percentage of current year expenditures is at 43%. Licensing revenues year to date are \$115,092.00 while licensing revenues last year were at \$128,158.00

Regular meeting was adjourned at 11:30am.

The next regular meeting is scheduled for Monday, February 8, 2021 at 11:00am in the Board of Supervisors Chambers, 701 Ocean Street, 5th Floor, Santa Cruz, CA 95060.

ATTEST: _____

Chairperson Schmidt

Erika Anderson, Clerk

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Reports from the Management Team for the Months of December 2020/January 2021

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

Two employees of the Shelter recently tested positive for COVID, requiring major procedural changes, and hours of operation open to the public at the Santa Cruz Shelter were changed to noon to 4:00 pm every day. One employee was part of the animal care team, necessitating testing and temporary quarantining of all animal care staff. Animal care responsibilities were absorbed by Shelter management and some animal control officers during the absence of regular animal care workers. All exposed staff subsequently tested negative. A second instance of COVID affected another employee but she had not been in close contact with any staff members within two days prior to showing symptoms, so no staff quarantine or testing was necessary. We plan to return to regular hours of operation the week of February 8, 2021 and hope to be able to also open the Watsonville four to five days a week. As always, clients are monitored at point of entry adhering to social distancing requirements.

The Shelter faced further challenges with the recent threats of violent winds and debris flow from the heavy rainstorms. The Shelter was not able to use the Graham Hill Road equestrian grounds for emergency housing for evacuated livestock due to the Parks department contracting with PG&E (post CZU Fire). Additionally, there was a lack of cooperation from the Watsonville County Fairgrounds which forced the Shelter and Equine Evacuation to use the Quail Hollow Ranch in Felton as a triage place for evacuated animals. Because Quail Hollow's holding space is limited, Shelter staff and Equine Evacuation volunteers received horses and livestock at the Ranch, then arranged placement for them at private ranches. A horse and a small number of evacuated dogs, cats and rabbits were given refuge at the Shelter, where fortunately the pet population remains low and the adoption rate high.

The Shelter is preparing a detailed report for FEMA and hopes to recoup some of the overhead expenses of in-house care provided to evacuated animals during the CZU Fire.

Field Manager Todd Stosuy and I met for a second time with members of the Farm Bureau and Livestock Producers Association to discuss their issues with the Model Ordinance. We provided additional changes and are awaiting their consideration. I sent a revised draft of the ordinance to Dave Kegebien, CEO of the Watsonville Fairgrounds, on December 9th for his review and requested a meeting. I have not heard back.

I am continuing to work with Robert Tidmore, Project Manager at Department of Public Works, on moving forward with Phase I of the Shelter Expansion project. Will be taking the project to the

Board of Supervisors for bid of Phase I in March, 2021 and I will be coming back to the Shelter Board in April, 2021 with a request to transfer budget funds.

The Request for Proposals (RFP) for legal services to the Santa Cruz County Animal Shelter closed with no bids. However, per County purchasing policy, if nobody replies to the advertised bid, we are allowed to go out and negotiate a contract with whomever meets the criteria for services. I will continue to work on this.

The Santa Cruz County Animal Shelter Foundation funded new outdoor lighting in our dog kennel area, dog play yards and barn.

Thanks to the hard work of our Program and Development Manager, Erika Anderson, the Foundation raised \$109,000 and won \$1000 in prize money for having the most donors. The Foundation will receive an additional \$20,000+ from matching funds pledged during an Santa Cruz Gives promotion. The Foundation raised more than twice last year's total, with stronger challenge grant support and an expanded social media campaign, largely managed by Foundation Board member Nancie Newby. We also benefited from increased print media, with major stories appearing in the Sentinel and the Mercury News.

SCCAS continues to offer community outreach through its Healthy Pets for All program. This program improves the lives of animals and helps keep pets with their owners by providing services and supplies to pet owners who are financially struggling to keep their pets healthy and happy. Basic wellness exams (by a licensed veterinarian), vaccinations, parasite control, spay and neuter vouchers and information, free supplies and food, and referrals and discounts for more advanced vet services are provided. This service is free for all income eligible individuals who have pets. In addition to vet care, shelter staff and volunteers provide supplies and consultation for behavior and enrichment resources.

Statistics

Please see attached.

Melanie Sobel
General Manager

Recommendation:

Accept and file the reports of the management team for the months of December 2020/January 2021.

Board Report

Erika Anderson, Program & Development Manager

February 2021

- Fundraising
 - Held Holiday Live Stream on December 17th where two local musicians donated their time to perform holiday music for shelter animals. This event was in support of our Santa Cruz Gives campaign.
 - We raised \$109,000 through the Santa Cruz Gives campaign with our SCCAS Foundation. In addition, we also won a \$1,000 prize for having the most total individual donors (309 total donors).
- Healthy Pets for All
 - The next free clinic is scheduled for December 19th in Watsonville at the FOWAS spay/neuter clinic.
 - Working with clinic team to utilize PetSmart Charities grant money (\$50,000) to purchase some new supplies for the program.
- Client Services Department
 - I am now overseeing the Client Services Department and looking to improve the following processes:
 - Planned Pethood Spay/neuter Surgery schedule. Currently have a waiting list of more than 100 animals in the community.
 - Customer service and communication skills with the public. During our monthly staff meeting, we will be working to build on these skills to better serve the public.
 - Hiring and training new staff members. We currently have three openings for one full time position, one substitute position, and an extra help position.
 - We are recruiting skilled volunteers and opening a new volunteer opportunity to assist at the front desk. We are developing a handbook with all SOPs for volunteers to easily be able to answer questions from the public to help with the flow during busy times.
- Debris Flow and Fire Evacuations
 - During the Watsonville Fire evacuations, I worked with our AmeriCorps volunteer to set up the Watsonville Fairgrounds for emergency evacuations of live stock animals in the Watsonville area. Luckily, these animals only had to remain at the Fairgrounds for two days before returning home. This was a good “trial” evacuation to help us work on our disaster planning.
 - During the Debris Flow evacuations, we sent out detailed instructions to all of our contacts regarding the importance of preparing for evacuations and leaving as soon as possible. The AmeriCorps volunteer was stationed at Quail Hollow Ranch to assist the Equine Evacuation team. A volunteer delivered supplies to all evac sites.
- Volunteer Program
 - The Volunteer Coordinator and AmeriCorps volunteer are working on creating training videos for all of our volunteer training protocol. Videos are in the editing process and should be able to be used to train new volunteers by March.
 - The SCCAS Foundation funded the purchase of special sweatshirts for volunteers since this year we couldn't have any parties etc. to thank them for all they have helped with.
 - The Volunteer coordinator is also working on a neonate foster program so that staff may train foster volunteers how to manage “bottle babies” so that we no longer have to outsource this specialized foster care.

Animal Control Report
December 2020 and January 2021
Todd Stosuy, Field Services Manager

1. In addition to the areas we regularly patrol for off leash dogs, we also began patrolling Derby Park and Westlake Park in the City of Santa Cruz, as well as Siltanen Community Park in Scotts Valley. This is due to a high number of complaints regarding dogs off leash.
2. Due to continued break ins at the Santa Cruz Shelter purchased security cameras to be installed at various locations around the facility. We were advised by IT that California Code, Government Code § 34090.6 has certain restrictions on where cameras can be placed. We are waiting for them to provide exact details.
3. Due to the COVID pandemic and going back into purple tier in early December, we re-implemented our COVID policy. This Policy has officers only respond to emergencies, including bite investigations, animal cruelty and neglect, sick or injured animals and assisting first responders.
4. The Program and Development Manager and I worked on an After-Action Plan for the CZU Complex Fire. This report highlighted the strengths and weaknesses of our agency in handling the disaster. We have already begun implementing a number of the recommendations, including issuing an Animals in Disaster Response Plan. Both of these documents are available for the Boards review.
5. Due to heavy winds on January 18, 2021, multiple wildfires broke out in our County. We were able to mobilize resources quickly and assisted in evacuating several animals.
6. Heavy rain that began on January 26, 2021 once again required us to prepare for emergency sheltering of animals and animal evacuations. Once again our planning and experience helped us mobilize quickly and be prepared once we were aware that evacuation warnings and orders would be issued.
7. Over the past several months I have represented the Animal Shelter on County-wide Debris Flow Planning meetings, as well as Human Shelter Planning meetings.
8. Officers held several hearings in front of a Hearing Officer regarding 597.1 Post and Pre-Seizure hearings. All hearings were upheld in the Animal Shelter's favor.
9. We issued an Order for Destruction on a dog that mauled a human in the Los Gatos area of Santa Cruz. The dog is in our custody and an appeal hearing is scheduled for mid-February.
10. We issued no orders in December. In January we issued one Habitual Offender Order in unincorporated County and a Public Nuisance Order in the city of Watsonville. In January we also issued a Vicious Animal Order in Bonny Doon and a Destruction Order in Los Gatos area.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Statistics for the Months of December 2020/January 2021

Recommendation:

Accept and file the reports of statistics for the months of December 2020/January 2021.



All jurisdictions combined 11/1/2020 through 12/8/2020

| | CAT | DOG | KITTEN | OTHER | PUPPY | TOTAL |
|----------------------|------------|------------|-----------|------------|-----------|------------|
| Adopted | 64 | 58 | 72 | 46 | 12 | 217 |
| Euthanized | 8 | 9 | 1 | 10 | 1 | 29 |
| Protective Custody | 1 | 13 | 0 | 3 | 2 | 19 |
| Quarantine | 1 | 1 | 0 | 1 | 0 | 3 |
| Safe Hold | 0 | 4 | 0 | 0 | 0 | 4 |
| Returned to Owner | 32 | 74 | 3 | 57 | 2 | 168 |
| Stray | 70 | 85 | 10 | 12 | 4 | 181 |
| Surrendered by Owner | 38 | 31 | 5 | 31 | 2 | 95 |
| Transfer | 15 | 26 | 14 | 45 | 1 | 101 |
| TOTAL | 11 | 17 | 5 | 31 | 7 | 71 |
| | 126 | 163 | 23 | 119 | 16 | 447 |

Intakes of Owner Requested Euthansia from all jurisdictions during 12/13/20 through 2/2/21 = 49

| Patrols by Jurisdiction | Patrols | Total Minutes |
|--------------------------------|----------------|----------------------|
| Captiola | 14 | 516 |
| County of Santa Cruz | 60 | 2161 |
| Scotts Valley | 10 | 307 |
| Watsonville | 8 | 1231 |
| Santa Cruz | 6 | 523 |
| Grand Total | 104 | 3679 |

Total Citations Issues = 37

License Compliance and Revenue

| | Tags Sold | Revenue |
|----------------------|------------------|-------------------|
| Capitola | 32 | \$941.00 |
| County of Santa Cruz | 699 | \$22004.00 |
| Scotts Valley | 74 | \$2282.00 |
| Watsonville | 137 | \$4767.00 |
| Santa Cruz | 264 | \$8457.00 |
| TOTAL | 1207 | \$38480.00 |

Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Approve Second Quarter Report of all Claims under \$10,000 Approved by the General Manager for October 1, 2020 through December 31, 2020.

Recommendation:

Approve the second quarter report of all claims under \$10,000 approved by the General Manager for October 1, 2020 through December 31, 2020.

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 January 1, 2021 through March 31, 2020 will be included on the April 12, 2021 agenda and every quarter thereafter.

DATE: 2/8/21
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.4 October 1, 2020 through December 31, 2020 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 October 1, 2020 through December 31, 2020.

Expenditure Actual Transactions

| Posted | Amount | Description | Vendor No | Vendor Name |
|---|----------|--------------------------------|-----------|--|
| Object 61125 -- UNIFORM REPLACEMENT | | | | |
| 10/1/2020 | 138.60 | STOSUY VEST AND SHIRTS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 61310 -- FOOD | | | | |
| 11/16/2020 | 985.89 | CAT FOOD | V126091 | HILLS PET NUTRITION INC |
| 11/16/2020 | 384.44 | ANIMAL FOOD | V741 | GENERAL FEED & SEED |
| 11/16/2020 | 151.35 | SPW-2847 WATER FOR WAT SHELTER | V34903 | DAMM SOFTWATER SERVICE INC |
| 10/19/2020 | 279.89 | FOOD FOR EVACUAEES' ANIMALS | V14019 | COUNTRY HILLS FEED |
| 10/19/2020 | 817.60 | FOOD FOR EVACUEES' HORSES | V14019 | COUNTRY HILLS FEED |
| 10/19/2020 | 331.46 | FOOD FOR EVACUEES ANIMALS | V14019 | COUNTRY HILLS FEED |
| 10/29/2020 | 404.75 | FOOD FOR EVACUEES ANIMALS | V14019 | COUNTRY HILLS FEED |
| 12/7/2020 | 40.00 | SPW-2847 WATER FOR WATS SHELTE | V34903 | DAMM SOFTWATER SERVICE INC |
| 12/3/2020 | 73.46 | FOOD FOR MEETING | E612154 | SOBEL, MELANIE |
| 10/8/2020 | 895.34 | FOOD FOR ANIMALS AT SC SHELTER | V126091 | HILLS PET NUTRITION INC |
| 10/8/2020 | 255.14 | SPW-2847 DRINKING WATER -WATS | V34903 | DAMM SOFTWATER SERVICE INC |
| 10/15/2020 | 704.13 | FOOD FOR EVACUEES ANIMALS | V741 | GENERAL FEED & SEED |
| 10/15/2020 | 812.70 | FOOD FOR EVACUEES ANIMALS | V14019 | COUNTRY HILLS FEED |
| 12/22/2020 | 500.16 | CAT AND KITTEN FOOD | V126091 | HILLS PET NUTRITION INC |
| 12/22/2020 | 145.92 | BIRD, GUINEA PIG , GERBIL FOOD | V8645 | PET PALS |
| 12/31/2020 | 55.65 | RABBIT & SPECIAL DIET FOOD | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/26/2020 | 122.00 | FOOD FOR EVACUEES' ANIMALS | V14019 | COUNTRY HILLS FEED |
| 10/26/2020 | 716.46 | FOOD FOR EVACUEES ANIMALS | V14019 | COUNTRY HILLS FEED |
| 12/10/2020 | 47.94 | ALFALFA BALES | V741 | GENERAL FEED & SEED |
| Object 61412 -- JANITORIAL SERVICES | | | | |
| 12/10/2020 | 825.00 | 26480 JANITORIAL SVCS | V129185 | ALVAREZ INDUSTRIES INC |
| 11/12/2020 | 825.00 | 26272 OCT JANITORIAL SVCS | V129185 | ALVAREZ INDUSTRIES INC |
| 10/15/2020 | 940.00 | 26056 JANITORIAL SERVICES | V129185 | ALVAREZ INDUSTRIES INC |
| Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV | | | | |
| 11/9/2020 | 87.34 | OIL CHANGE | V39608 | HENLEY PACIFIC SF LLC |
| 11/24/2020 | 128.74 | AIR FILTER AND OIL CHANGE | V39608 | HENLEY PACIFIC SF LLC |
| 10/8/2020 | 514.03 | REPAIRS FOR VEHICLE #331 | V129906 | SPECIALIZED AUTO INC |
| 10/15/2020 | 1,077.88 | BMW REPAIRS | V129906 | SPECIALIZED AUTO INC |
| 10/22/2020 | 128.97 | VEHICLE OIL CHANGE | V39608 | HENLEY PACIFIC SF LLC |
| 10/22/2020 | 87.34 | OIL CHANGE FOR #331 | V39608 | HENLEY PACIFIC SF LLC |
| 12/31/2020 | 29.32 | WIPER BLADES - CROWN VIC | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/30/2020 | 60.99 | TRUCK SUPPLIES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 329.97 | REPAIRS TO VEHICLE #894 | V129906 | SPECIALIZED AUTO INC |
| Object 61725 -- MAINT-OFFICE EQUIPMNT-SERVICES | | | | |
| 12/31/2020 | 139.82 | CANON COPIER CONTRACT SC | V15391 | CANON SOLUTIONS AMERICA INC |
| 10/22/2020 | 139.82 | COPIER USE FEE | V15391 | CANON SOLUTIONS AMERICA INC |
| 12/3/2020 | 139.82 | CANON LEASE | V15391 | CANON SOLUTIONS AMERICA INC |
| Object 61730 -- MAINT-OTH EQUIP-SERVICES | | | | |
| 12/31/2020 | 432.00 | WASHER REPAIR | V41705 | G&G ELECTRIC AND MECHANICAL |
| 10/1/2020 | 124.90 | PODS CONTAINER PICK UP | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 61922 -- OTHER MEDICAL MATERIALS & SUPP | | | | |
| 10/19/2020 | 375.78 | #157635 SNAP TESTS | V10638 | IDEXX DISTRIBUTION INC |
| 10/19/2020 | 322.14 | ADVANTAGE FOR ANIMAL CARE | V41124 | ELANCO US INC |
| 10/19/2020 | 264.87 | GLOVES AND GOWNS | V128735 | PATTERSON VETERINARY SUPPLY INC |
| 11/16/2020 | 308.65 | GOWNS AND GLOVES - CLINIC | V128735 | PATTERSON VETERINARY SUPPLY INC |
| 10/1/2020 | 5,570.90 | WET TABLE FOR CLINIC | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 164.14 | CLARO OTIC SOLUTION | V41124 | ELANCO US INC |
| 10/1/2020 | 159.45 | BAYTRIL TABS | V41124 | ELANCO US INC |
| 10/1/2020 | 644.28 | ADVANTAGE XL DOG - ANIMAL CARE | V41124 | ELANCO US INC |
| 12/10/2020 | 2,343.26 | ANIMAL CARE MED SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 12/10/2020 | 6,189.00 | CLINIC MEDICAL SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 12/10/2020 | 62.41 | OXYGEN FOR CLINIC | V125202 | ANALGESIC SERVICES INC |

| | | | | |
|--|----------|--------------------------------|---------|---|
| 10/22/2020 | 2,180.25 | CLINIC SUPPLIES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/12/2020 | 1,719.63 | ANIMAL CARE SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 11/12/2020 | 3,410.36 | CLINIC SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 11/12/2020 | 86.00 | OXYGEN FOR CLINIC | V125202 | ANALGESIC SERVICES INC |
| 11/12/2020 | 997.02 | BUPRENORPHINE DOXYCYCLINE | V129835 | ROADRUNNER PHARMACY INC |
| 12/17/2020 | 1,381.60 | GLOVES, GOWNS, PRAZIQUANTEL | V128735 | PATTERSON VETERINARY SUPPLY INC |
| 12/17/2020 | 322.14 | ADVANTAGE FOR DOGS | V41124 | ELANCO US INC |
| 12/17/2020 | 1,075.28 | BUPRENORPHINE, | V129835 | ROADRUNNER PHARMACY INC |
| 10/15/2020 | 763.55 | MISC. ANIMAL CARE SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 10/15/2020 | 3,562.04 | MISC CLINIC MEDICAL SUPPLIES | V120453 | MWI VETERINARY SUPPLY CO |
| 10/8/2020 | 153.22 | OXYGEN TANKS FOR VET CLINIC | V125202 | ANALGESIC SERVICES INC |
| 10/8/2020 | 348.69 | PONAZURIL/PRAZIQUANTEL-CLINIC | V129835 | ROADRUNNER PHARMACY INC |
| 12/3/2020 | 159.45 | BAYTRIL TASTE TABS - CLINIC | V41124 | ELANCO US INC |
| Object 62020 -- MEMBERSHIPS | | | | |
| 12/10/2020 | 1,482.00 | CSDA MEMBERSHIP | V123263 | CALIFORNIA SPECIAL DISTRICT ASSOCIATION |
| 11/30/2020 | 150.00 | ZABALZA CA CERTIFICATION | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 300.00 | STOSUY DELEON STATE CERTIFICAT | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 62111 -- MISCELLANEOUS EXPENSE-SERVICES | | | | |
| 12/31/2020 | 340.85 | LANDFILL FEES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/5/2020 | 35.15 | LANDFILL FEE FOR DUMPING | E614284 | ANDERSON, ERIKA |
| 12/7/2020 | 1,068.96 | APN-02646102 PROPERTY TAXES | V30487 | COUNTY TAX COLLECTOR |
| Object 62112 -- CASH SHORTAGES | | | | |
| 12/11/2020 | 2.00 | Cash Shortage | C99999 | DEP |
| Object 62214 -- DUPLICATING SERVICES | | | | |
| 10/19/2020 | 2,035.47 | ENVELOPES/CARDS/RENEWALS | V115600 | BLUE HERON DESIGN GROUP |
| 12/10/2020 | 319.41 | Renewal Notices, Holiday Flyer | V115600 | BLUE HERON DESIGN GROUP |
| Object 62221 -- POSTAGE | | | | |
| 11/9/2020 | 2,018.50 | POSTAGE | V15715 | THE PITNEY BOWES BANK INC |
| 10/1/2020 | 8.00 | CERTIFIED LETTER | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 370.66 | POSTAGE METER INK | V4194 | PITNEY BOWES |
| 12/31/2020 | 166.45 | POSTAGE | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/22/2020 | 36.30 | POSTCARD STAMPS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 12/22/2020 | 114.78 | POSTAGE METER LEASE | V129092 | PITNEY BOWES GLOBAL FINANCIAL SERVICES |
| Object 62223 -- SUPPLIES | | | | |
| 11/12/2020 | 600.44 | CAT CARRIERS | V127179 | BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC |
| 10/22/2020 | 25.06 | MONITOR SPLITTER | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/22/2020 | 3,271.32 | SUPPLIES FOR FIRE EVACUEES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/22/2020 | 427.90 | PADLOCKS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/22/2020 | 531.80 | SOAP AND PUMPS | V124747 | HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC |
| 12/31/2020 | 2,792.05 | POSTCARDS,BUTTON MAKER,CHAIRS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 12/31/2020 | 865.24 | TONER, CALENDARDS, STICKY NOTE | V14384 | STAPLES CONTRACT AND COMMERCIAL INC. |
| 12/17/2020 | 388.38 | PET CARRIERS | V127179 | BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC |
| 12/22/2020 | 40.78 | CAT LITTER, LITTER PANS | V8645 | PET PALS |
| 12/31/2020 | 475.91 | WOODLAMP, MOP SUPPLIES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/8/2020 | 375.27 | CAT CARRIERS | V127179 | BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC |
| 10/1/2020 | 272.03 | HPFA SUPPLIES | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 271.95 | HAND SANITIZER/PET BOWLS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/30/2020 | 1,731.50 | BIRD NETTING, FLY TRAPS, FENCE | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 815.39 | SOAP/DETERGENT/PUMP | V124747 | HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC |
| 12/10/2020 | 130.69 | Renovation Signage | V115600 | BLUE HERON DESIGN GROUP |
| 10/19/2020 | 211.71 | MISC OFFICE SUPPLIES | V14384 | STAPLES CONTRACT AND COMMERCIAL INC. |
| 11/24/2020 | 73.19 | BATTERIES, PENS, RUBBERBANDS | V14384 | STAPLES CONTRACT AND COMMERCIAL INC. |
| 11/24/2020 | 11.42 | PACKING TAPE | E611671 | MOREY, DANA |
| 11/5/2020 | 4,750.00 | MICROCHIPS | V37541 | DATAMARS INC |
| 10/5/2020 | 42.97 | water for Vet Clinic | V103789 | COUNTY OF SANTA CRUZ AUDITOR-CONTROLLER |
| 12/8/2020 | 602.70 | WAREHOUSE CHARGES MONTH 8/2020 | | |
| Object 62310 -- BANKING SERVICES | | | | |
| 12/22/2020 | 109.83 | VALERO LATE CHARGE | V14942 | WEX BANK |
| 12/22/2020 | 50.37 | VALERO INTEREST | V14942 | WEX BANK |
| 10/8/2020 | 5.63 | COVETRUS LATE CHARGE | V127179 | BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC |
| 10/8/2020 | 383.21 | September PayPal Fees | C99999 | DEP |
| 10/8/2020 | 250.56 | Bank Fees SC 092420 | C99999 | DEP |
| 10/1/2020 | 2.00 | CAL CARD LATE FEE | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/24/2020 | 107.98 | Bank Fees LB 100220 | C99999 | DEP |
| 11/24/2020 | 143.13 | Bank Fees LB 110320 | C99999 | DEP |

| | | | | |
|---|------------|--------------------------------|---------|---|
| 11/20/2020 | 41.34 | 2020 1028-1112 PAYANYWHERE FEE | C99999 | DEP |
| 11/13/2020 | 176.27 | October PayPal Fees | C99999 | DEP |
| 11/13/2020 | 281.16 | 101520 SC Bank Fees | C99999 | DEP |
| 12/9/2020 | 138.13 | November PayPal Fees | C99999 | DEP |
| 12/23/2020 | 50.07 | 2020 1204-1221 PayAnywhere Fee | C99999 | DEP |
| 12/11/2020 | 38.62 | 2020 1113-1203 PA Fees | C99999 | DEP |
| Object 62317 -- CONSULT/MGT/PC SERVICES | | | | |
| 11/24/2020 | 111.65 | October WebLicense Fees | V11567 | HLP INC |
| 10/22/2020 | 129.50 | SEPTEMBER WEB TRANSACTIONS | V11567 | HLP INC |
| 12/31/2020 | 131.95 | Web License Transactions - Nov | V11567 | HLP INC |
| Object 62381 -- PROF & SPECIAL SERV-OTHER | | | | |
| 10/26/2020 | 1,600.00 | BENEFIT SHOP MANAGEMENT | V37693 | GOODMAN, LEA M |
| 10/26/2020 | 550.00 | HORSE BOARDING - ZIGGY | V41293 | CARN, BIANCA |
| 11/30/2020 | (158.00) | Rabies Testing Fee | C99999 | DEP |
| 12/10/2020 | 4,008.18 | HOLIDAY MAILER | V128069 | VILLAGE INSTANT PRINTING INC |
| 12/10/2020 | 170.00 | Website Maint & Updates | V115600 | BLUE HERON DESIGN GROUP |
| 12/10/2020 | 343.00 | LAB WORK | V10638 | IDEXX DISTRIBUTION INC |
| 12/31/2020 | 87.00 | ALARM MONITORING - SC | V2295 | POLAND, DOYLE |
| 12/31/2020 | 297.00 | ALARM MONITORING | V2295 | POLAND, DOYLE |
| 12/31/2020 | 239.67 | BIO-WASTE PICK UP SC SHELTER | V14496 | STERICYCLE ENVIRONMENTAL SOLUTIONS INC |
| 12/31/2020 | 79.50 | ALARM MONITORING | V2295 | POLAND, DOYLE |
| 10/22/2020 | 400.00 | HORSE BOARD FOR ZIGGY | V41354 | LYDON, ELIZABETH HOPE |
| 12/22/2020 | 1,600.00 | BENEFIT SHOP MANAGEMENT | V37693 | GOODMAN, LEA M |
| 12/17/2020 | 300.00 | COOLER PICK UP | V35604 | FLINTSTONE ENTERPRISES |
| 11/19/2020 | 1,006.47 | POSTAGE FOR HOLIDAY MAILER | V128069 | VILLAGE INSTANT PRINTING INC |
| 12/3/2020 | 790.00 | OCTOBER CREMATION SERVICES | V37591 | THOMPSON, TRENT |
| 11/24/2020 | 1,600.00 | BENEFIT SHOP MGMT 1024-1121 | V37693 | GOODMAN, LEA M |
| 10/19/2020 | 800.00 | BENEFIT SHOP PAINTING | V41327 | SERILLA, JANICE |
| 11/24/2020 | 450.00 | OCTOBER CREMATION SERVICES | V35604 | FLINTSTONE ENTERPRISES |
| 11/5/2020 | 83.00 | SHREDDING SERVICES | V12521 | SANTA CRUZ RECORDS MANAGEMENT |
| 10/19/2020 | 474.19 | #157635 LAB WORK | V10638 | IDEXX DISTRIBUTION INC |
| 11/16/2020 | 565.97 | OCTOBER LAB WORK | V10638 | IDEXX DISTRIBUTION INC |
| 11/9/2020 | 2,000.00 | ACTUARIAL VALUATION | V123801 | BARTEL ASSOCIATES LLC |
| 11/9/2020 | 125.04 | BIO-WASTE PICK UP - WATSONVILL | V14496 | STERICYCLE ENVIRONMENTAL SOLUTIONS INC |
| 12/7/2020 | 4,780.00 | WATSONVILLE LANDSCAPING | V41612 | JERRY ALLISON LANDSCAPING INC. |
| Object 62399 -- VETERINARIAN SERVICES | | | | |
| 10/27/2020 | (1,100.00) | OCT. BOARD FOR HORSES | V41293 | CARN, BIANCA |
| 12/7/2020 | 2,498.36 | OCTOBER VET SERVICES | V108476 | SANTA CRUZ VETERINARY HOSPITAL |
| 12/7/2020 | 4,583.75 | NOVEMBER VET SVCS | V41376 | KEIL, JENNIFER |
| 10/29/2020 | 1,100.00 | OCT. BOARD FOR HORSES | V41293 | CARN, BIANCA |
| 10/29/2020 | (176.00) | SCVH Fees | C99999 | DEP |
| 11/9/2020 | 1,933.92 | HORSE NEUTER - ZIGGY | V41314 | STEINBECK COUNTRY EQUINE CLINIC INC |
| 11/9/2020 | 1,591.25 | OCTOBER VET SERVICES | V41376 | KEIL, JENNIFER |
| 10/14/2020 | 489.60 | RADIOGRAPHS AND ULTRASOUND | V128367 | COAST EQUINE VETERINARY SERVICES INC |
| 10/16/2020 | (95.50) | SCVH Fees | C99999 | DEP |
| 10/23/2020 | (103.25) | SCVH Fees | C99999 | DEP |
| 12/11/2020 | (96.75) | SCVH Fees | C99999 | DEP |
| 12/23/2020 | (118.34) | SCVH FEES | C99999 | DEP |
| 10/19/2020 | 998.94 | VET SVCS A273628 MARISA | V8622 | ANIMAL HOSPITAL OF SOQUEL |
| 11/13/2020 | (100.00) | SCVH Fees | C99999 | DEP |
| 11/24/2020 | 340.20 | WATER MONITOR NECROPSY | V8622 | ANIMAL HOSPITAL OF SOQUEL |
| 11/24/2020 | 20.73 | VET CARE FOR CHICKEN | V8622 | ANIMAL HOSPITAL OF SOQUEL |
| 11/24/2020 | 40.72 | CHICKEN CYTOLOGY | V8622 | ANIMAL HOSPITAL OF SOQUEL |
| 11/20/2020 | (100.00) | SCVH Fees | C99999 | DEP |
| 12/3/2020 | 509.64 | VET SERVICES - DONKEY/ROOSTER | V123183 | LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC |
| 12/3/2020 | 226.24 | VET SERVICES - GOATS | V123183 | LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC |
| 12/3/2020 | 2,388.02 | SEPTEMBER VET SERVICES | V108476 | SANTA CRUZ VETERINARY HOSPITAL |
| 10/8/2020 | 582.62 | VET SVCS FOR HORSE & DONKEY | V123183 | LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC |
| 10/8/2020 | 350.00 | HORSE DISPOSAL | V41283 | HENDERSON, ADAM L. |
| 10/15/2020 | 466.00 | HORSE VET SERVICES | V41300 | WELLS, KACIE JENNINE |
| 10/15/2020 | 406.00 | RED HEIFER VET SVCS | V41300 | WELLS, KACIE JENNINE |
| 10/15/2020 | 1,100.00 | OCT. BOARD FOR HORSES | V41293 | CARN, BIANCA |
| 10/15/2020 | 405.00 | HORSE VET SERVICES | V41300 | WELLS, KACIE JENNINE |
| 10/15/2020 | 2,632.50 | VET SERVICES SEPTEMBER 2020 | V38841 | FANKHAUSER, JEFFREY |
| 10/22/2020 | 2,299.00 | VET SERVICES - HORSES | V41300 | WELLS, KACIE JENNINE |

| | | | | |
|---|------------|------------------------------|---------|---|
| 12/4/2020 | (105.25) | SCVH Fees | C99999 | DEP |
| 12/22/2020 | 945.00 | VET SVCS 100220 | V38841 | FANKHAUSER, JEFFREY |
| 12/22/2020 | 5,628.75 | VET SVCS 1202-1214 | V41376 | KEIL, JENNIFER |
| 11/19/2020 | 2,280.00 | NOVEMBER VET SERVICES | V41376 | KEIL, JENNIFER |
| 12/10/2020 | 246.78 | GEORGE (PIG) VET SVCS | V123183 | LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC |
| 12/10/2020 | 5,805.00 | VET SVCS 1016-1204 2020 | V38841 | FANKHAUSER, JEFFREY |
| 10/1/2020 | 433.00 | VET SVCS FOR PAINT GELDING | V41267 | ADOBE EQUINE VETERINARY SERVICES INC |
| 10/1/2020 | 230.00 | AVIAN SPECIALITY SERVICES | V41257 | STERN, HILARY SHOLA |
| 10/1/2020 | 778.35 | VET SVCS FOR BLACK STALLION | V128367 | COAST EQUINE VETERINARY SERVICES INC |
| 10/1/2020 | 360.76 | VET SVCS FOR ZIGGY | V128367 | COAST EQUINE VETERINARY SERVICES INC |
| 10/1/2020 | (489.60) | RADIOGRAPHS AND ULTRASOUND | V128367 | COAST EQUINE VETERINARY SERVICES INC |
| 10/1/2020 | 80.00 | CHICKEN EMERGENCY EXAM | V8622 | ANIMAL HOSPITAL OF SOQUEL |
| Object 62500 -- EQUIPMENT LEASE & RENT | | | | |
| 11/19/2020 | 32.00 | PALLET JACK RENTAL | E614284 | ANDERSON, ERIKA |
| Object 62710 -- FIELD EQUIPMENT | | | | |
| 10/1/2020 | 268.75 | MICROCHIP SCANNER - FIELD | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 11/30/2020 | 131.35 | SNAKE/CAT TONGS REPLACE | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/22/2020 | 109.85 | WATER FOR ANIMALS IN PLACE | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 12/31/2020 | 333.49 | CONTROL POLE, GUN LOCK | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 62801 -- ADVERTISING & PROMOTION SUPP | | | | |
| 11/30/2020 | 2,725.79 | WATSONVILLER SHELTER SIGN | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 62842 -- INVENTORY MATERIALS PURCHASED | | | | |
| 12/10/2020 | 340.86 | Static Clings | V115600 | BLUE HERON DESIGN GROUP |
| 10/15/2020 | 2,076.90 | SHELTER CALENDARS | V30302 | GORDON BERNARD COMPANY LLC |
| Object 62857 -- SPECIAL MISC EXPENSE-SUPPLIES | | | | |
| 10/8/2020 | 24.00 | SEPTEMBER ID TAGS | V127862 | RED DINGO INC |
| Object 62920 -- GAS, OIL, FUEL | | | | |
| 12/22/2020 | 954.30 | 69037842 FUEL CHARGES | V14942 | WEX BANK |
| 10/22/2020 | 1,618.22 | FUEL FOR ASA FLEET 0907-1006 | V14942 | WEX BANK |
| 11/30/2020 | 80.09 | GAS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 10/1/2020 | 60.12 | GAS | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| 12/8/2020 | (1,457.56) | FUEL CHARGES | V14942 | WEX BANK |
| 12/8/2020 | 1,457.56 | FUEL CHARGES | V14942 | WEX BANK |
| 11/16/2020 | 1,457.56 | FUEL CHARGES | V14942 | WEX BANK |
| Object 62928 -- TRAVEL-OTHER(NON-REPT) | | | | |
| 10/22/2020 | 6.00 | BRIDGE TOLL | V998506 | U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506 |
| Object 63070 -- UTILITIES | | | | |
| 11/12/2020 | 3,379.88 | PG&E FOR SC SHELTER | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 11/12/2020 | 1,002.11 | TRASH/RECYCLE SC SHELTER | V124657 | GREENWASTE RECOVERY INC |
| 10/22/2020 | 513.64 | PG&E FOR WATS SHELTER | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 12/17/2020 | 220.28 | PG&E - ANNEX | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 12/22/2020 | 701.10 | SANTA CRUZ PG&E | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 12/22/2020 | 350.74 | WATSONVILLE PG&E | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 10/15/2020 | 273.98 | TRASH/RECYCLING BENEFIT SHOP | V124657 | GREENWASTE RECOVERY INC |
| 10/15/2020 | 556.38 | WATER/SEWER - WATS SHELTER | V100856 | WATSONVILLE CITY UTILITIES |
| 10/15/2020 | 1,159.97 | TRASH/RECYCLING - SC SHELTER | V124657 | GREENWASTE RECOVERY INC |
| 10/15/2020 | 3,016.66 | PG&E SC SHELTER | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 10/15/2020 | 144.37 | PG&E FOR ANNEX | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 10/8/2020 | 66.83 | WATER/SEWER - SC SHELTER | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 10/8/2020 | 40.73 | WATER/SEWER - SHELTER ANNEX | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 10/8/2020 | 774.26 | WATER/SEWER - SC SHELTER | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 12/10/2020 | 273.98 | TRASH/RECYLCE - BENEFIT SHOP | V124657 | GREENWASTE RECOVERY INC |
| 12/10/2020 | 54.29 | ANNEX UTILITIES | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 12/10/2020 | 625.10 | SC SHELTER UTILITIES | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 12/10/2020 | 1,002.11 | TRASH/RECYCLE SC SHELTER | V124657 | GREENWASTE RECOVERY INC |
| 12/10/2020 | 531.95 | WATS SHELTER WATER/SEWER | V100856 | WATSONVILLE CITY UTILITIES |
| 11/16/2020 | 532.06 | WATER/SEWER-WATSONVILLE | V100856 | WATSONVILLE CITY UTILITIES |
| 11/16/2020 | 273.98 | TRASH/RECYCLE - BENEFIT SHOP | V124657 | GREENWASTE RECOVERY INC |
| 11/16/2020 | 110.13 | PG&E FOR ANNEX | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 11/24/2020 | 405.69 | PG&E FOR WATSONVILLE | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 11/24/2020 | 46.19 | PG&E FOR ANNEX | V129169 | PACIFIC GAS AND ELECTRIC CO |
| 11/5/2020 | 54.29 | WATER/SEWER FOR ANNEX | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 11/5/2020 | 489.50 | WATER/SEWER-SC SHELTER | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 11/5/2020 | 53.27 | WATER/SEWER - SC SHELTER | V125932 | SANTA CRUZ MUNICIPAL UTILITIES |
| 10/29/2020 | 3,863.01 | PG&E SC SHELTER | V129169 | PACIFIC GAS AND ELECTRIC CO |

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2020
SUBJECT: Second Quarter Report of all Journal Entries made to the County of Santa Cruz and Interfaces for the County ISD Telecom Services for October 1, 2020 through December 31, 2020

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 October 1, 2020 through December 31, 2020.

Discussion:

The Santa Cruz Auditor-Controller's Office management letter dated January 3, 2013 recommended the Shelter Manager review all JE 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 January 1, 2021 through March 31, 2021 will be included on the April 12, 2021 agenda and every quarter thereafter.

DATE: 2/8/2021
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.5 October 1, 2020 through December 31, 2020 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, 2020 through September 30, 2020.

Expenditure Actual Transactions

| Posted | Document | Amount | Description | Department |
|------------------|-----------|-----------|--------------------------------|-------------------------|
| 11/8/2020 | JV210289 | 2,777.25 | NOVEMBER RADIO CHARGES | SANTA CRUZ REGIONAL 911 |
| 10/12/2020 | JV210202 | 2,777.25 | SCR911 SERVICES OCTOBER 2020 | SANTA CRUZ REGIONAL 911 |
| 12/3/2020 | JV210363 | 2,777.25 | SCR911 DECEMBER SERVICES | SANTA CRUZ REGIONAL 911 |
| 12/31/2020 | JV210425 | 2,777.25 | RADIO SVCS JANUARY 2021 | SANTA CRUZ REGIONAL 911 |
| Department Total | | 11,109.00 | | |
| 12/3/2020 | IB210234 | 3,918.04 | NOVEMBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| 12/3/2020 | IB210234 | 187.93 | NOVEMBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| 11/21/2020 | IB210192 | 3,945.88 | OCTOBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| 11/21/2020 | IB210192 | 197.45 | OCTOBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| 10/14/2020 | IB210140 | 3,937.96 | SEPTEMBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| 10/14/2020 | IB210140 | 201.98 | SEPTEMBER 2020 TELEPHONE CHGS | ISD-TELECOM |
| Department Total | | 12,389.24 | | |
| 10/20/2020 | JV12794 | 4,154.00 | FY 20.21 LIAB/PROPERTY CHGS | PERSONNEL |
| Department Total | | 4,154.00 | | |
| 11/5/2020 | GS210232 | 539.92 | Q1 2021 Bld/Equip Mntc SC ASA | GSD |
| Department Total | | 539.92 | | |
| 10/20/2020 | IB210162 | 29.34 | 1-ESD AudioConfGCC ShrdSvr ALN | ISD - PC |
| 10/6/2020 | IB210146 | 221.78 | 1-LVO THUNDERBOLT DOCK GEN 2 U | ISD - PC |
| 11/24/2020 | IB210222 | 305.73 | 3-4Y LVO PROTECT (ONSITE+KYD+P | ISD - PC |
| 12/4/2020 | IB210239 | 3,005.07 | 3-LVO M720Q I7-8700T 256/16 W1 | ISD - PC |
| Department Total | | 3,561.92 | | |
| 10/26/2020 | IB210170 | 6,860.00 | December 2020 Network Connecti | ISD |
| 10/26/2020 | IB210169 | 6,860.00 | November 2020 Network Connecti | ISD |
| 10/26/2020 | IB210168 | 6,860.00 | October 2020 Network Connectio | ISD |
| 10/26/2020 | IB210167 | 6,860.00 | September 2020 Network Connect | ISD |
| 10/26/2020 | IB210166 | 6,860.00 | August 2020 Network Connection | ISD |
| 10/26/2020 | IB210165 | 6,860.00 | July 2020 Network Connection F | ISD |
| Department Total | | 41,160.00 | | |
| 11/29/2020 | JV210333 | 180.00 | MEDICAL WASTE FEE - SC SHELTER | HEALTH SERVICES |
| 11/29/2020 | JV210334 | 180.00 | MEDICAL WASTE FEE - WATS SHEL | HEALTH SERVICES |
| Department Total | | 360.00 | | |
| 11/10/2020 | JV210294 | 49,417.25 | 2ND QTR 2021 CERTS LEASE PMT | COUNTY OF SANTA CRUZ |
| 10/1/2020 | JCOSTPLAI | 15,847.25 | 2ND QTR COST PLAN CHARGES | COUNTY OF SANTA CRUZ |
| Department Total | | 65,264.50 | | |

Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Adopt Resolution to Accept and Appropriate Funds in the Total Amount of \$61,314 from the Santa Cruz County Animal Shelter Foundation (Foundation) for a Part-time Extra Help Registered Veterinary Technician and Part-time Veterinarian and Direct that the Checks be Deposited

Recommendation:

Adopt resolution to accept and appropriate funds in the total amount of \$61,314 from the Santa Cruz County Animal Shelter Foundation (Foundation) for a part-time Extra Help Registered Veterinary Technician and part-time Veterinarian and direct that the checks be deposited.

BEFORE THE BOARD OF DIRECTORS
OF THE SANTA CRUZ COUNTY ANIMAL SHELTER

Resolution No. 2021-3

On the motion of Board Member _____
Duly seconded by Board Member _____
The following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is the recipient of funds, in the amount of \$61,314.00, from the Santa Cruz County Animal Shelter Foundation and various donors for the part-time contract veterinarian and extra-help Registered Veterinary Technician positions; and

WHEREAS, the above-referenced funds are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the Santa Cruz County Animal Shelter; and

WHEREAS, pursuant to Government Code section 29130(b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Directors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor- Controller-Treasurer-Tax Collector accept the amount of \$61,314.00 for use by the Santa Cruz County Animal Shelter for the part-time contract veterinarian and extra-help Registered Veterinary Technician positions.

| <u>GL Key</u> | <u>Revenue Object</u> | <u>IL Key</u> | <u>IL Object</u> | <u>Acct Name</u> | <u>Amount</u> |
|---------------|-----------------------|---------------|------------------|------------------|---------------------|
| <u>702810</u> | <u>42372</u> | | | | <u>\$ 61,314.00</u> |

and that such funds be and are hereby appointed as follows:

| <u>GL Key</u> | <u>Expenditure Object</u> | <u>IL Key</u> | <u>IL Object</u> | <u>Acct Name</u> | <u>Amount</u> |
|---------------|---------------------------|---------------|------------------|------------------|---------------------|
| <u>702850</u> | <u>62399</u> | | | | <u>\$ 30,000.00</u> |
| <u>702810</u> | <u>51010</u> | | | | <u>\$ 31,314.00</u> |

PASSED AND ADOPTED BY THE Board of Directors of the Santa Cruz County Animal Shelter, this 8th day of February, 2021 by the following vote (requires four-fifths vote for approval):

AYES: MEMBERS _____
NOES: MEMBERS _____
ABSENT: MEMBERS _____

ATTEST:

Chair of the Board

Clerk of the Board

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been)(will be)received within the current fiscal year.

By: _____
Department Head

Date: _____

Consent Agenda Item 5.7

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Adopt Resolution to Accept and Appropriate Funds in the Total Amount of \$17,000 from the Santa Cruz County Animal Shelter Donation Fund for New Computers

Recommendation:

Adopt resolution to accept and appropriate funds in the total amount of \$17,000 from the Santa Cruz County Animal Shelter donation fund for new computers.

Melanie Sobel

From: Erika Anderson
Sent: Tuesday, February 2, 2021 11:25 AM
To: Melanie Sobel
Subject: FW: PC and Monitor costs

From: Leslie Smith <Leslie.Smith@santacruzcounty.us>
Sent: Friday, January 22, 2021 10:05 AM
To: Erika Anderson <Erika.Anderson@santacruzcounty.us>
Subject: PC and Monitor costs

I have calculated the total for 12 PC's and then 12 PC's and 12 monitors. The PC and monitor quote is what you need to have that all-in-one workstation I was telling you about. I think the question is, is 12 enough. Below is a picture I found, you can see the only thing that takes up space on the desk is the monitor, the tiny PC slides all the way back into the back of the monitor so you don't even see it.

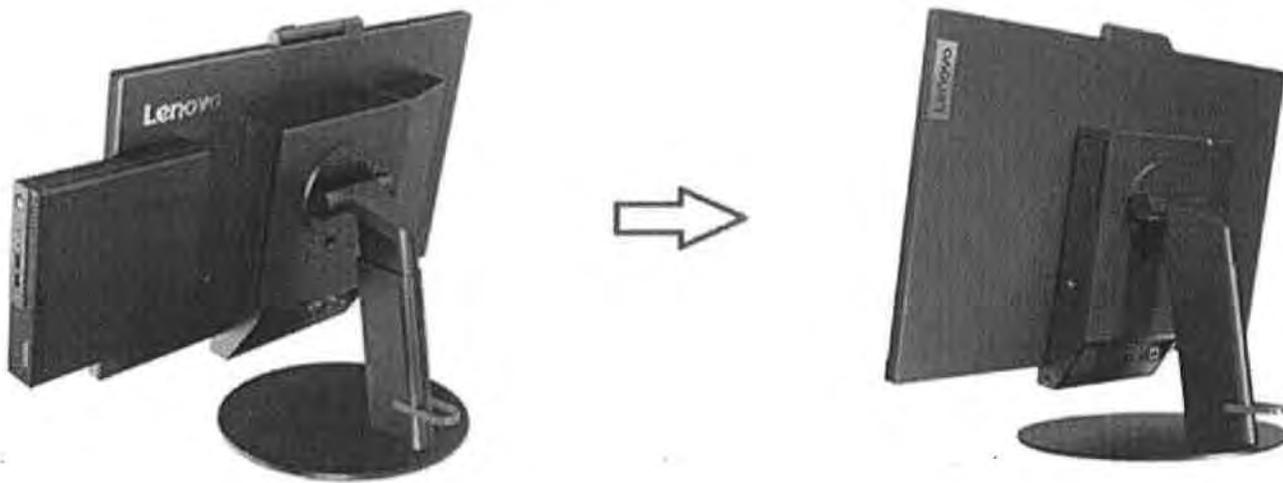
12 PC's - \$13,356.36

12 PC's and 12 Monitors which makes an "All-in-one" desktop - \$17,087.16

https://santacruzcountyca-my.sharepoint.com/:x/g/person/isditsteam_co_santa_cruz_ca_us/EUqLbba8Hw9Jnd9g4ldou9wB5kMyIKW3G_4FPDBkTuMhMA?rttime=-JH3-vm-2Eg

1,018.79 1,113.03 10T7008CUS Standard Desktop - Lenovo ThinkCentre M720q - Tiny - Core i7 8700T 2.4 GHz - 16GB RAM - SSD 256GB, 4Yr Premier NBD

280.00 310.90 11GCPAR1US Lenovo ThinkCentre TIO24Gen4Touch - LED monitor - Full HD (1080p) - 23.8" - For use with M720q Tiny desktop



BEFORE THE BOARD OF DIRECTORS
OF THE SANTA CRUZ COUNTY ANIMAL SHELTER

Resolution No. 2021-4

On the motion of Board Member _____
Duly seconded by Board Member _____
The following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is the recipient of funds, in the amount of \$ 17,000.00, from various donors for the purchase of new computers; and

WHEREAS, the above-referenced funds are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the Santa Cruz County Animal Shelter; and

WHEREAS, pursuant to Government Code section 29130(b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Directors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor- Controller-Treasurer-Tax Collector accept the amount of \$ 17,000.00 for use by the Santa Cruz County Animal Shelter for the purchase of new computers.

| <u>GL Key</u> | <u>Revenue Object</u> | <u>JL Key</u> | <u>JL Object</u> | <u>Acct Name</u> | <u>Amount</u> |
|---------------|-----------------------|---------------|------------------|------------------|---------------------|
| <u>702810</u> | <u>42372</u> | | | | <u>\$ 17,000.00</u> |

and that such funds be and are hereby appointed as follows:

| <u>GL Key</u> | <u>Expenditure Object</u> | <u>JL Key</u> | <u>JL Object</u> | <u>Acct Name</u> | <u>Amount</u> |
|---------------|---------------------------|---------------|------------------|------------------|---------------------|
| <u>702810</u> | <u>62226</u> | | | | <u>\$ 17,000.00</u> |

PASSED AND ADOPTED BY THE Board of Directors of the Santa Cruz County Animal Shelter, this 8th day of February, 2021 by the following vote (requires four-fifths vote for approval):

AYES: MEMBERS _____
NOES: MEMBERS _____
ABSENT: MEMBERS _____

ATTEST:

Chair of the Board

Clerk of the Board

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been)(will be)received within the current fiscal year.

By: _____
Department Head

Date: _____

Consent Agenda Item 5.8

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Accept Designated and Undesignated Donations in the Total of \$33,872.42 from the Foundation and Direct that the Checks be Deposited

Recommendation:

Accept designated and undesignated donations in the total of \$33,872.42 from the Foundation and direct that the checks be deposited.

Donations received from the Santa Cruz County Animal Shelter Foundation:

- \$25,000 in funds for: honoring its Green Envelope matching pledge for October 2020 through January 2021 and its dog license gift double matching pledge for December 2020 and January 2021; CZU Fire relief expenses; dog harnesses for Healthy Pets for All program; and funds for logo sweatshirts for volunteers and staff
- \$8,872.42 for clinic equipment

Consent Agenda Item 5.9

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Accept a Gift in the Amount of \$10,000 from the Fowler Family (received from Fidelity Charitable)

Recommendation:

Accept a gift in the amount of \$10,000 from the Fowler Family (received from Fidelity Charitable)

Consent Agenda Item 5.10

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Accept a Gift in the Amount of \$5,250 from the Griffin Family Foundation
(received from the Silicon Valley Community Foundation)

Recommendation:

Accept a gift in the amount of \$5,200 from the from the Griffin Family Foundation
(received from the Silicon Valley Community Foundation)

Consent Agenda Item 5.11

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Accept a Gift in the Amount of \$5,000 from the The Capital Group

Recommendation:

Accept a gift in the amount of \$5,000 from the Capital Group

Consent Agenda Item 5.12

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
SUBJECT: Accept and Approve Renewal of Agreement with UCSC for Animal Control Services

Recommendation:

Accept and approve renewal of agreement with UCSC for animal control services.



**UNIVERSITY
OF
CALIFORNIA**

Purchasing Agreement # 138163756

The Agreement to furnish certain goods and services described herein and in the documents referenced herein (“Goods and/or Services”) is made by and between The Regents of the University of California, a California public corporation (“UC”) on behalf of the University of California, Santa Cruz, and the supplier named below (“Supplier”). This Agreement is binding only if it is negotiated and executed by an authorized representative with the proper delegation of authority.

1. Statement of Work/Scope

Supplier agrees to perform the Services listed in Exhibit A (“Statement of Work”) and any other documents referenced in the Incorporated Documents section herein, at the prices set forth in the Statement of Work and any other documents referenced in the Incorporated Documents section herein. Unless otherwise provided in the Agreement, UC will not be obligated to purchase a minimum amount of Goods and/or Services from Supplier.

2. Term of Agreement/Termination

- a) The term of the Agreement will be from July 1, 2019 and through December 31, 2023 and is subject to earlier termination as provided below. It may be extended upon the agreement of the parties.
- b) UC may terminate the Agreement for convenience by giving Supplier at least 30 calendar days' written notice.
- c) UC or Supplier may terminate the Agreement for cause by giving the other party at least 15 days' notice to cure a breach of the Agreement (Cure Period). If the breaching party fails to cure the breach within the Cure Period, the non-breaching party may immediately terminate the Agreement.

3. Purchase Order; Advance Payments

Unless otherwise provided in the Agreement, Supplier may not begin providing Goods and/or Services until UC approves a Purchase Order for the Goods and/or Services.

4. Invoicing Method

All invoices must clearly indicate the following information:

- California sales tax as a separate line item;
- Shipping costs as a separate line item;
- UC Purchase Order or Release Number;
- Description, quantity, catalog number and manufacturer number of the item ordered;
- Net cost of each item;
- Any pay/earned/dynamic discount;
- Reference to original order number for all credit memos issued;

Supplier will submit invoices following the designated invoice method directly to UC Accounts Payable Departments at each UC Location, unless UC notifies the Supplier otherwise by amendment to the Agreement.

Settlement Method and Terms

Notwithstanding the provisions of Article 3 of the Terms and Conditions of Purchase, the Settlement Method and Terms will be as follows: 30Net.



5. Notices

As provided in the UC Terms and Conditions of Purchase, notices may be given by email, which will be considered legal notice only if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – [insert, as the case may be, Supplier name or University of California]. If a physical format notice is required, it must be sent by overnight delivery or by certified mail with return receipt requested, at the addresses specified below.

To UCSC:

| | |
|----------------|--|
| Name | Procurement Services |
| Phone | 831-459-2311 |
| Email | buy4me@ucsc.edu |
| Address | 1156 High Street, Santa Cruz, CA 95064 |

To Supplier:

| | |
|----------------|--|
| Name | |
| Phone | |
| Email | |
| Address | |

6. Intellectual Property, Copyright and Patents

The Goods and/or Services involve Work Made for Hire

The Goods and/or Services **do not** involve Work Made for Hire

7. Patient Protection and Affordable Care Act (PPACA)

Because the Services involve temporary or supplementary staffing, they are subject to the PPACA warranties in the T&Cs.

The Services do not involve temporary or supplementary staffing, and they are not subject to the PPACA warranties in the T&Cs.

8. Prevailing Wages

Supplier is not required to pay prevailing wages when providing the Services.

9. Fair Wage/Fair Work

Supplier is not required to pay the UC Fair Wage (defined as \$13 per hour as of 10/1/15, \$14 per hour as of 10/1/16, and \$15 per hour as of 10/1/17) when providing the Services.

10. Insurance

Deliver the PDF version of the Certificate of Insurance to UC’s Buyer, by email with the following text in the Subject field: CERTIFICATE OF INSURANCE – Santa Cruz County Animal Service Authority.



11. Records about Individuals

Records created pursuant to the Agreement that contain personal information about individuals (including statements made by or about individuals) may become subject to the California Information Practices Act of 1977, which includes a right of access by the subject individual. While ownership of confidential or personal information about individuals is subject to negotiated agreement between UC and Supplier, records will normally become UC’s property, and subject to state law and UC policies governing privacy and access to files. When collecting the information, Supplier must inform the individual that the record is being made, and the purpose of the record. Use of recording devices in discussions with employees is permitted only as specified in the Statement of Work.

12. Amendments to UC Terms and Conditions of Purchase

N/A

13. Incorporated Documents

This Agreement and its Incorporated Documents contain the entire agreement between the Parties, in order of the below precedent, concerning its subject matter and shall supersede all prior or other agreements, oral and written declarations of intent and other legal arrangements (whether binding or non-binding) made by the Parties in respect thereof.

- a. UC Terms and Conditions of Purchase, revised 2/27/2020
- b. Exhibit A: Provision of Services

14. Entire Agreement

The Agreement and its Incorporated Documents contain the entire Agreement between the parties and supersede all prior written or oral agreements with respect to the subject matter herein.

This Agreement can only be signed by an authorized representative with the proper delegation of authority.

**THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA, ON
BEHALF OF ITS SANTA CRUZ CAMPUS**

Santa Cruz County Animal Service Authority

(Signature)

(Signature)

(Printed Name, Title)

(Printed Name, Title)

(Date)

(Date)

EXHIBIT A
PROVISION OF SERVICES

1. Basic Services are described as animal control services provided by an ASA Animal Control Officer during regular business hours for which officers are on an assigned shift. Basic services will be requested by UCSC when UCSC's regular animal control officer is not available, and when University Police personnel cannot act as backup. The hourly rate for Basic Services (during times when an Officer is on an assigned shift, as specified by a monthly schedule will be provided that lists daily shift hours) is charged at:
 - FY 2019-20 \$90.00 per hour, with a two-hour minimum for each call for service.
 - FY 2020-21 \$90.00 per hour, with a two-hour minimum for each call for service.
 - FY 2021-22 \$90.00 per hour, with a two-hour minimum for each call for service.
 - FY 2022-23 \$90.00 per hour, with a two-hour minimum for each call for service.

2. Additional Animal Control Services are described as support services provided by an ASA Animal Control Officer for emergencies (as defined in the list that follows) after regular business hours for which no officers are on an assigned shift, and which require an on-call ASA Officer to respond. The hourly rate for Emergency After-Hour Services is charged at:
 - FY 2019-20 \$130.00 per hour, with a two-hour minimum charge for each call for service.
 - FY 2020-21 \$130.00 per hour, with a two-hour minimum charge for each call for service.
 - FY 2021-22 \$130.00 per hour, with a two-hour minimum charge for each call for service.
 - FY 2022-23 \$130.00 per hour, with a two-hour minimum charge for each call for service.

3. Emergency calls, which are responded to after hours, are defined as the following:
 - Aggressive dogs attacking people or other animals - If the dog is potentially injuring a human.
 - Injured domestic animal- Before paging the on call officer, Campus Police should ask the RP to transport the animal to Santa Cruz Veterinary Hospital at 2585 Soquel in Santa Cruz, 475-5400. If the RP cannot transport, Campus Police should ask the RP to place a box or hamper over the animal to ensure it does not wander away. The animal will be transported to Santa Cruz Veterinarian Hospital or another emergency clinic for emergency treatment.
 - Injured wild animal – Before paging us, Campus Police will ask the RP to place a box or hamper over the animal to ensure it does not wander away. In the case of a large or aggressive wild injured animal (deer or coyote) Campus Police will ask the RP to standby on scene with the injured animal and place a blanket over the animal if possible.
 - Protective Custody – We can be paged for any request of Police, Sheriff, Fire or Medical

- Loose Livestock – We will respond to livestock at large calls only if the animals are on a major road and a safety issue for humans traveling on that road.
4. In providing animal control services, ASA will:
- Provide uniformed personnel and communications devices including radio and cell phone;
 - Provide a single point of contact to request services;
 - Maintain detailed incident reports in the ASA's Animal Control software application for a minimum of two years;
 - Provide billing and accounting services for invoices and payments
 - Provide transport to and arrange for emergency treatment of injured animal

Attachment A



ARTICLE 1 – GENERAL

The equipment, materials, or supplies (“Goods”) and/or services (“Services”) furnished by Supplier (together, the “Goods and Services”) and covered by the UC Purchase Order (“PO”) and/or other agreement (which, when combined with these Terms and Conditions and any other documents incorporated by reference, will constitute the “Agreement”) are governed by the terms and conditions set forth herein. As used herein, the term “Supplier” includes Supplier and its sub-suppliers at any tier. As used herein, “UC” refers to The Regents of the University of California, a corporation described in California Constitution Art. IX, Sec. 9, on behalf of the UC Locations identified in the Agreement and/or the PO. UC and Supplier individually will be referred to as “Party” and collectively as “Parties.” Any defined terms not defined in these Terms and Conditions of Purchase will have the meaning ascribed to such term in any of the other documents incorporated in and constituting the Agreement. No other terms or conditions will be binding upon the Parties unless accepted by them in writing. Written acceptance or shipment of all or any portion of the Goods, or the performance of all or any portion of the Services, covered by the Agreement, will constitute Supplier’s unqualified acceptance of all of the Agreement’s terms and conditions. The terms of any proposal referred to in the Agreement are included and made a part of the Agreement only to the extent the proposal specifies the Goods and/or Services ordered, the price therefor, and the delivery thereof, and then only to the extent that such terms are consistent with the terms and conditions of the Agreement.

ARTICLE 2 – TERM AND TERMINATION

- A. As applicable, the term of the Agreement (“Initial Term”) will be stated in the Agreement. Following the Initial Term, the Agreement may be extended by written mutual agreement.
- B. UC’s obligation to proceed is conditioned upon the appropriation of state, federal and other sources of funds not controlled by UC (“Funding”). UC will have the right to terminate the Agreement without damage, penalty, cost or further obligation in the event that through no action or inaction on the part of UC, the Funding is withdrawn.
- C. UC may, by written notice stating the extent and effective date thereof, terminate the Agreement for convenience in whole or in part, at any time. The effective date of such termination shall be consistent with any requirements for providing notice specified in the Agreement, or immediate if no such terms are set forth in the Agreement. As specified in the termination notice, UC will pay Supplier as full compensation the pro rata Agreement price for performance through the later of the date that (i) UC provided Supplier with notice of termination or (ii) Supplier’s provision of Goods and/or Services will terminate.
- D. UC may by written notice terminate the Agreement for Supplier’s breach of the Agreement, in whole or in part, at any time, if Supplier refuses or fails to comply with the provisions of the Agreement, or so fails to make progress as to endanger performance and does not cure such failure within five (5) business days, or fails to supply the Goods and/or Services within the time specified or any written extension thereof. In such event, UC may purchase or otherwise secure Goods and/or Services and, except as otherwise provided herein, Supplier will be liable to UC for any excess costs UC incurs thereby.
- E. UC’s Appendix – Data Security, Appendix – BAA, and/or Appendix – GDPR will control in the event that one or more appendices are incorporated into the Agreement and conflicts with the provisions of this Article.

ARTICLE 3 – PRICING, INVOICING METHOD, AND SETTLEMENT METHOD AND TERMS.

Pricing is set forth in the Agreement or Purchase Order, and the amount UC is charged and responsible for shall not exceed the amount specified in the Agreement unless UC has given prior written approval. Unless otherwise agreed in writing by UC, Supplier will use the invoicing method and payment settlement method (and will extend the terms applicable to such settlement method) set forth in UC’s Supplier Invoicing, Terms & Settlement Matrix. UC will pay Supplier, upon submission of acceptable invoices, for Goods and/or Services provided and accepted. Invoices must be itemized and reference the Agreement or Purchase Order number. UC will not pay shipping, packaging or handling expenses, unless specified in the Agreement or Purchase Order. Unless otherwise provided, freight is to be FOB destination. Any of Supplier’s expenses that UC agrees to reimburse will be reimbursed under UC’s Travel Policy, which may be found at <http://www.ucop.edu/central-travel-management/resources/index.html>. Where applicable, Supplier will pay all taxes imposed on Supplier in connection with its performance under the Agreement, including any federal, state and local income, sales, use, excise and other taxes or assessments. Notwithstanding any other provision to the contrary, UC will not be responsible for any fees, interest or surcharges Supplier wishes to impose.



ARTICLE 4 – INSPECTION.

The Goods and/or Services furnished will be exactly as specified in the Agreement, free from all defects in Supplier's performance, design, skill and materials, and, except as otherwise provided in the Agreement, will be subject to inspection and test by UC at all times and places. If, prior to final acceptance, any Goods and/or Services furnished are found to be incomplete, or not as specified, UC may reject them, require Supplier to correct them at the sole cost of Supplier, or require provision of such Goods and/or Services at a reduction in price that is equitable under the circumstances. If Supplier is unable or refuses to correct such deficiencies within a time UC deems reasonable, UC may terminate the Agreement in whole or in part. Supplier will bear all risks as to rejected Goods and/or Services and, in addition to any costs for which Supplier may become liable to UC under other provisions of the Agreement, will reimburse UC for all transportation costs, other related costs incurred, or payments to Supplier in accordance with the terms of the Agreement for unaccepted Goods and/or Services and materials and supplies incidental thereto. Notwithstanding final acceptance and payment, Supplier will be liable for latent defects, fraud or such gross mistakes as amount to fraud.

ARTICLE 5 – ASSIGNED PERSONNEL; CHARACTER OF SERVICES

Supplier will provide the Services as an independent contractor and furnish all equipment, personnel and materiel sufficient to provide the Services expeditiously and efficiently, during as many hours per shift and shifts per week, and at such locations as UC may so require. Supplier will devote only its best-qualified personnel to work under the Agreement. Should UC inform Supplier that anyone providing the Services is not working to this standard, Supplier will immediately remove such personnel from providing Services and he or she will not Oagain, without UC's written permission, be assigned to provide Services. At no time will Supplier or Supplier's employees, sub-suppliers, agents, or assigns be considered employees of UC for any purpose, including but not limited to workers' compensation provisions. Supplier shall not have the power nor right to bind or obligate UC, and Supplier shall not hold itself out as having such authority. Supplier shall be responsible to UC for all Services performed by Supplier's employees, agents and subcontractors, including being responsible for ensuring payment of all unemployment, social security, payroll, contributions and other taxes with respect to such employees, agents and subcontractors.

ARTICLE 6 – WARRANTIES

In addition to the warranties set forth in Articles 11, 12, 17, 23, 24, 25 and 26 herein, Supplier makes the following warranties. Supplier acknowledges that failure to comply with any of the warranties in the Agreement will constitute a material breach of the Agreement and UC will have the right to terminate the Agreement without damage, penalty, cost or further obligation.

- A. General Warranties. Supplier represents, warrants and covenants that: (i) Supplier is free to enter into this Agreement and that Supplier is not, and will not become, during the Term, subject to any restrictions that might restrict or prohibit Supplier from performing the Services or providing the Goods ordered hereunder; (ii) Supplier will comply with all applicable laws, rules and regulations in performing Supplier's obligations hereunder; (iii) the Goods and/or Services shall be rendered with promptness and diligence and shall be executed in a skilled manner by competent personnel, in accordance with the prevailing industry standards; and if UC Appendix Data Security is NOT included:(iv) Supplier has developed a business interruption and disaster recovery program and is executing such program to assess and reduce the extent to which Supplier's hardware, software and embedded systems may be susceptible to errors or failures in various crisis (or force majeure) situations; (v) if Supplier uses electronic systems for creating, modifying, maintaining, archiving, retrieving or transmitting any records, including test results that are required by, or subject to inspection by an applicable regulatory authority, then Supplier represents and warrants that Supplier's systems for electronic records are in compliance; and (vi) Supplier agrees that the Goods and/or Services furnished under the Agreement will be covered by the most favorable warranties Supplier gives to any customer for the same or substantially similar goods or services, or such other more favorable warranties as specified in the Agreement. The rights and remedies so provided are in addition to and do not limit any rights afforded to UC by any other article of the Agreement.
- B. Permits and Licenses. Supplier agrees to procure all necessary permits or licenses and abide by all applicable laws, regulations and ordinances of the United States and of the state, territory and political subdivision or any other country in which the Goods and/or Services are provided.
- C. Federal and State Water and Air Pollution Laws. Where applicable, Supplier warrants that it complies with the requirements in UC Business and Finance Bulletin BUS-56 (Materiel Management; Purchases from Entities Violating State or Federal Water or Air Pollution Laws). Consistent with California Government Code 4477, these requirements do not permit UC to contract with entities in violation of Federal or State water or air pollution laws.
- D. Web Accessibility Requirements. As applicable to the Supplies and/or Services being provided under the Agreement, Supplier warrants that:



1. It complies with California and federal disability laws and regulations; and
 2. The Goods and/or Services will conform to the accessibility requirements of WCAG 2.0AA.
 3. Supplier agrees to promptly respond to and resolve any complaint regarding accessibility of its Goods and/or Services;
- E. General Accessibility Requirements. Supplier warrants that:
1. It will comply with California and federal disability laws and regulations;
 2. Supplier will promptly respond to remediate to any identified accessibility defects in the Goods and Services to conform to WCAG 2.0 AA; and
 3. Supplier agrees to promptly respond to and use reasonable efforts to resolve and remediate any complaint regarding accessibility of its Goods and/or Services.
- F. Warranty of Quiet Enjoyment. Supplier warrants that Supplier has the right of Quiet Enjoyment in, and conveys the right of Quiet Enjoyment to UC for UC's use of, any and all intellectual property that will be needed for Supplier's provision, and UC's use of, the Goods and/or Services provided by Supplier under the Agreement.
- G. California Child Abuse and Neglect Reporting Act ("CANRA"). Where applicable, Supplier warrants that it complies with CANRA.
- H. Debarment and Suspension. Supplier warrants that it is not presently debarred, suspended, proposed for debarment, or declared ineligible for award of federal contracts or participation in federal assistance programs or activities.
- I. UC Trademark Licensing Code of Conduct. If the Goods will bear UC's name (including UC campus names, abbreviations of these names, UC logos, UC mascots, or UC seals) or other trademarks owned by UC, Supplier warrants that it holds a valid license from UC and complies with the Trademark Licensing Code of Conduct policy, available at <http://policy.ucop.edu/doc/3000130/TrademarkLicensing>.
- J. Outsourcing (Public Contract Code section 12147) Compliance. Supplier warrants that if the Agreement will displace UC employees, no funds paid under the Agreement will be used to train workers who are located outside of the United States, or plan to relocate outside the United States as part of the Agreement. Additionally, Supplier warrants that no work will be performed under the Agreement with workers outside the United States, except as described in Supplier's bid. If Supplier or its sub-supplier performs the Agreement with workers outside the United States during the life of the Agreement and Supplier did not describe such work in its bid, Supplier acknowledges and agrees that (i) UC may terminate the Agreement without further obligation for noncompliance, and (ii) Supplier will forfeit to UC the amount UC paid for the percentage of work that was performed with workers outside the United States and not described in Supplier's bid.

ARTICLE 7 – INTELLECTUAL PROPERTY, COPYRIGHT, PATENTS, AND DATA RIGHTS

- A. Goods and/or Services Involving Work Made for Hire.
1. Unless UC indicates that the Goods and/or Services do not involve work made for hire, Supplier acknowledges and agrees that any deliverables provided to UC by Supplier in the performance of the Agreement, and any intellectual property rights therein, (hereinafter the "Deliverables") will be owned by UC. The Deliverables will be considered "work made for hire" under U.S. copyright law and all right, title, and interest to and in such Deliverables including, but not limited to, any and all copyrights or trademarks, will be owned by UC. In the event that it is determined that UC is not the owner of such Deliverables under the "work made for hire" doctrine of U.S. copyright law, Supplier hereby irrevocably assigns to UC all right, title, and interest to and in such Deliverables and any copyrights or trademarks thereto.
 2. The Deliverables must be new and original. Supplier must not use any pre-existing copyrightable or trademarked images, writings, or other proprietary materials (hereinafter "Pre-Existing Materials") in the Deliverables without UC's prior written permission. In the event that Supplier uses any Pre-Existing Materials in the Deliverables in which Supplier has an ownership interest, UC is hereby granted, and will have, a non-exclusive, royalty-free, irrevocable, perpetual, paid-up, worldwide license (with the right to sublicense) to make, have made, copy, modify, make derivative works of, use, perform, display publicly, sell, and otherwise distribute such Pre-Existing Materials in connection with the Deliverables.
 3. Whenever any invention or discovery is made or conceived by Supplier in the course of or in connection with the Agreement, Supplier will promptly furnish UC with complete information with respect thereto and UC will have the sole power to determine whether and where a patent application will be filed and to determine the disposition of title to and all rights under any application or patent that may result.
 4. Supplier is specifically subject to an obligation to, and hereby does, assign all right, title and interest in any such intellectual property rights to UC as well as all right, title and interest in tangible research products embodying any such inventions whether the inventions are patentable or not. Supplier agrees to promptly execute any additional documents or forms that UC may require in order to effectuate such assignment.
- B. Goods and/or Services Not Involving Work Made for Hire.



1. If the Goods and/or Services do not involve work made for hire, and in the event that Supplier uses any Pre-Existing Materials in the Deliverables in which Supplier has an ownership interest, UC is hereby granted, and will have, a non-exclusive, royalty-free, irrevocable, perpetual, paid-up, worldwide license (with the right to sublicense) to make, have made, copy, modify, make derivative works of, use, perform, display publicly, sell, and otherwise distribute such Pre-Existing Materials in connection with the Deliverables.
 2. The Deliverables must be new and original. Supplier must not use any Pre-Existing Materials in the Deliverables without UC's prior written permission.
 3. Whenever any invention or discovery is made or conceived by Supplier in the course of or in connection with the Agreement, Supplier will promptly furnish UC complete information with respect thereto and UC will have the sole power to determine whether and where a patent application will be filed and to determine the disposition of title to and all rights under any application or patent that may result.
 4. Supplier is specifically subject to an obligation to, and hereby does, assign all right, title and interest in any such intellectual property rights to UC as well as all right, title and interest in tangible research products embodying any such inventions whether the inventions are patentable or not. Supplier agrees to promptly execute any additional documents or forms that UC may require in order to effectuate such assignment.
- C. General. Should the Goods and/or Services become, or in Supplier's opinion be likely to become, the subject of a claim of infringement of any patent, copyright, trademark, trade name, trade secret, or other proprietary or contractual right of any third party, Supplier will provide written notice to UC of the circumstances giving rise to such claim or likely claim. In the event that UC receives notice of a claim of infringement or is made a party to or is threatened with being made a party to any claim of infringement related to the Goods and/or Services, UC will provide Supplier with notice of such claim or threat. Following receipt of such notice, Supplier will either (at Supplier's sole election) (i) procure for UC the right to continue to use the affected portion of the Goods and/or Services, or (ii) replace or otherwise modify the affected portion of the Goods and/or Services to make them non-infringing, or obtain a reasonable substitute product for the affected portion of the Goods and/or Services, provided that any replacement, modification or substitution under this paragraph does not effect a material change in the Goods and/or Services' functionality. If none of the foregoing options is reasonably acceptable to UC, UC will have the right to terminate the Agreement without damage, penalty, cost or further obligation.
- D. UC Rights to Institutional Information. Institutional Information shall belong exclusively to UC and unless expressly provided, this Agreement shall not be construed as conferring on Supplier any patent, copyright, trademark, license right or trade secret owned or obtained by UC. Any right for Supplier to use Institutional Information is solely provided on a non-exclusive basis, and only to the extent required for Supplier to provide the Goods or Services under the Agreement. As used herein, "Institutional Information" means any information or data created, received, and/or collected by UC or on its behalf, including but not limited to application logs, metadata and data derived from such data.

ARTICLE 8 – INDEMNITY AND LIABILITY

To the fullest extent permitted by law, Supplier will defend, indemnify, and hold harmless UC, its officers, employees, and agents, from and against all losses, expenses (including, without limitation, reasonable attorneys' fees and costs), damages, and liabilities of any kind resulting from or arising out of the Agreement, including the performance hereunder of Supplier, its officers, employees, agents, sub-suppliers, or anyone directly or indirectly employed by Supplier, or any person or persons under Supplier's direction and control, provided such losses, expenses, damages and liabilities are due or claimed to be due to the acts or omissions of Supplier, its officers, employees, agents, sub-suppliers, or anyone directly or indirectly employed by Supplier, or any person or persons under Supplier's direction and control. UC agrees to provide Supplier with prompt notice of any such claim or action and to permit Supplier to defend any claim or action, and that UC will cooperate fully in such defense. UC retains the right to participate in the defense against any such claim or action, and the right to consent to any settlement, which consent will not unreasonably be withheld.

In the event Appendix DS applies to this Agreement, Supplier shall reimburse or otherwise be responsible for any costs, fines or penalties imposed against UC as a result of Supplier's Breach of Institutional Information and/or failure to cooperate with UC's response to such Breach. As used herein, "Breach" means: (1) any disclosure of Institutional Information to an unauthorized party or in an unlawful manner; (2) unauthorized or unlawful acquisition of information that compromises the security, confidentiality or integrity of Institutional Information and/or IT Resources; and (3) the acquisition, access, use, or disclosure of Protected Health Information or medical information in a manner not permitted under the Health Insurance Portability and Accountability Act (HIPAA) or California law. "IT Resources" means IT infrastructure, cloud services, software, and/or hardware with computing and/or networking capability that is Supplier owned/managed, or UC-owned, or a personally owned device that stores Institutional Information, is connected to UC systems, is connected to UC networks, or is used for UC business.



ARTICLE 9 – INSURANCE

Supplier, at its sole cost and expense, will insure its activities in connection with providing the Goods and/or Services and obtain, keep in force, and maintain the following insurance with the minimum limits set forth below, unless UC specifies otherwise:

- A. Commercial Form General Liability Insurance (contractual liability included) with limits as follows:
 1. Each Occurrence \$ 1,000,000
 2. Products/Completed Operations Aggregate \$ 2,000,000
 3. Personal and Advertising Injury \$ 1,000,000
 4. General Aggregate \$ 2,000,000
- B. Business Automobile Liability Insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit of not less than one million dollars (\$1,000,000) per occurrence. (Required only if Supplier drives on UC premises or transports UC employees, officers, invitees, or agents in the course of supplying the Goods and/or Services to UC.)
- C. If applicable, Professional Liability Insurance with a limit of two million dollars (\$2,000,000) per occurrence or claim with an aggregate of not less than two million dollars (\$2,000,000). If this insurance is written on a claims-made form, it will continue for three years following termination of the Agreement. The insurance will have a retroactive date of placement prior to or coinciding with the effective date of the Agreement.
- D. Workers' Compensation as required by applicable state law and Employer's Liability with limits of one million dollars (\$1,000,000) per occurrence. Workers' Compensation as required by applicable state law and Employer's Liability with limits of one million dollars (\$1,000,000) per occurrence.
- E. If applicable, Supplier Fidelity Bond or Crime coverage for the dishonest acts of its employees in a minimum amount of one million dollars (\$1,000,000). Supplier will endorse such policy to include a "Regents of the University of California Coverage" or "Joint Payee Coverage" endorsement. UC and, if so requested, UC's officers, employees, agents and sub-suppliers will be named as "Loss Payee, as Their Interest May Appear" in such Fidelity Bond.
- F. In the event Appendix DS applies to this Agreement, Supplier, at its sole cost and expense, will obtain, keep in force, and maintain one or more insurance policies that provide coverage for technology, professional liability, data protection, and/or cyber liability. Typically referred to as Privacy, Technology and Data Security Liability, Cyber Liability, or Technology Professional Liability insurance, it will cover liabilities for financial loss due to the acts, omissions, or intentional misconduct of Supplier, its officers, employees, agents, sub-suppliers, or anyone directly or indirectly employed by Supplier, or any person or persons under Supplier's direction and control, in connection with the performance of this Agreement, as well as all Supplier costs, including damages it is obligated to pay UC or any third party, that are associated with any confirmed or suspected Breach or compromise of Institutional Information. In some cases, Professional Liability policies may include some coverage for data breaches or loss of Institutional Information. Regardless of the type of policy(ies) in place, such coverage will include without limitation: (i) costs to notify parties whose data were lost or compromised; (ii) costs to provide credit monitoring and credit restoration services to parties whose data were lost or compromised; (iii) costs associated with third party claims arising from the confirmed or suspected Breach or loss of Institutional Information, including litigation costs and settlement costs; (iv) any investigation, enforcement, fines and penalties, or similar miscellaneous costs; and (v) any payment made to a third party as a result of extortion related to a confirmed or suspected Breach. The following insurance coverage is based on the highest Protection Level Classification of Institutional Information identified in Exhibit 1 to Appendix DS:
 1. P1 - This insurance policy must have minimum limits of \$500,000 each occurrence and \$500,000 in the aggregate.
 2. P2 - This insurance policy must have minimum limits of \$1,000,000 each occurrence and \$1,000,000 in the aggregate.
 3. P3 and P4, less than 70,000 records - this insurance policy must have minimum limits of \$5,000,000 each occurrence and \$5,000,000 in the aggregate.
 4. P3 and P4, 70,000 or more records - this insurance policy must have minimum limits of \$10,000,000 each occurrence and \$10,000,000 in the aggregate.
 Protection Level Classifications are defined in the UC Systemwide Information Security Classification of Information and IT Resources: <https://security.ucop.edu/policies/institutional-information-and-it-resource-classification.html>
- G. Additional other insurance in such amounts as may be reasonably required by UC against other insurable risks relating to performance. If the above insurance is written on a claims-made form, it will continue for three years following termination of the Agreement. The insurance will have a retroactive date of placement prior to or coinciding with the effective date of the Agreement. If the above insurance coverage is modified, changed or cancelled, Supplier will provide UC with not less than fifteen (15) days' advance written notice of such modification, change, or cancellation, and will promptly obtain replacement coverage that complies with this Article.
- I. The coverages referred to under A and B of this Article must include UC as an additional insured. It is understood that the coverage and limits referred to under A, B and C of this Article will not in any way limit Supplier's liability. Supplier will furnish UC with certificates



of insurance (and the relevant endorsement pages) evidencing compliance with all requirements prior to commencing work under the Agreement. Such certificates will:

1. Indicate that The Regents of the University of California has been endorsed as an additional insured for the coverage referred to under A and B of this Article. This provision will only apply in proportion to and to the extent of the negligent acts or omissions of Supplier, its officers, agents, or employees.
2. Include a provision that the coverage will be primary and will not participate with or be excess over any valid and collectible insurance or program of self-insurance carried or maintained by UC.

ARTICLE 10 – USE OF UC NAME AND TRADEMARKS

Supplier will not use the UC name, abbreviation of the UC name, trade names and/or trademarks (i.e., logos and seals) or any derivation thereof, in any form or manner in advertisements, reports, or other information released to the public, or place the UC name, abbreviations, trade names and/or trademarks or any derivation thereof on any consumer goods, products, or services for sale or distribution to the public, without UC's prior written approval. Supplier agrees to comply at all times with California Education Code Section 92000.

ARTICLE 11 – FEDERAL FUNDS

Supplier who supplies Goods and/or Services certifies and represents its compliance with the following clauses, as applicable. Supplier shall promptly notify UC of any change of status with regard to these certifications and representations. These certifications and representations are material statements upon which UC will rely.

- A. For commercial transactions involving funds on a federal contract (federal awards governed by the FAR), the following provisions apply, as applicable:
 1. FAR 52.203-13, Contractor Code of Business Ethics and Conduct;
 2. FAR 52.203-17, Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights;
 3. FAR 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements;
 4. FAR 52.219-8, Utilization of Small Business Concerns;
 5. FAR 52.222-17, Non-displacement of Qualified Workers;
 6. FAR 52.222-21, Prohibition of Segregated Facilities;
 7. FAR 52.222-26, Equal Opportunity;
 8. FAR 52.222-35, Equal Opportunity for Veterans;
 9. FAR 52.222-36, Equal Opportunity for Workers with Disabilities;
 10. FAR 52.222-37, Employment Reports on Veterans;
 11. FAR 52.222-40, Notification of Employee Rights Under the National Labor Relations Act;
 12. FAR 52.222-41, Service Contract Labor Standards;
 13. FAR 52.222-50, Combating Trafficking in Persons;
 14. FAR 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment - Requirements;
 15. FAR 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services - Requirements;
 16. FAR 52.222-54, Employment Eligibility Verification;
 17. FAR 52.222-55, Minimum Wages Under Executive Order 13658;
 18. FAR 52.222-62, Paid Sick Leave under Executive Order 13706;
 19. FAR 52.224-3, Privacy Training;
 20. FAR 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations;
 21. FAR 52.233-1, Disputes; and
 22. FAR 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels.
- B. For non-commercial transactions involving funds on a federal contract, the UC Appendix titled '*Federal Government Contracts Special terms and Conditions (Non-Commercial Items or Services)*' and located at www.ucop.edu/procurement-services/policies-forms/index.html is hereby incorporated herein by this reference.
- C. For transactions involving funds on a federal grant or cooperative agreement (federal awards governed by eCFR Title 2, Subtitle A, Chapter II, Part 200) the following provisions apply, as applicable:



1. Rights to Inventions. If Supplier is a small business firm or nonprofit organization, and is providing experimental, development, or research work under this transaction, Supplier must comply with the requirements of 3 CFR Part 401, "Rights to Inventions Made by nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements".
 2. Clean Air Act. Supplier agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
 3. Byrd Anti-Lobbying. Supplier certifies that it will not, and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.
 4. Procurement of Recovered Materials. If Supplier is a state agency or agency of a political subdivision of a state, then Supplier must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.
- D. In these provisions, the term "contractor" as used therein will refer to Supplier, and the terms "Government" or "Contracting Officer" as used therein will refer to UC. Where a purchase of items is for fulfillment of a specific U.S. Government prime or subcontract, additional information and/or terms and conditions may be included in an attached supplement. By submitting an invoice to UC, Supplier is representing to UC that, at the time of submission:
1. Neither Supplier nor its principals are presently debarred, suspended, or proposed for debarment by the U.S. government (see FAR 52.209-6);
 2. Supplier has filed all compliance reports required by the Equal Opportunity clause (see FAR 52.222-22); and
 3. Any Supplier representations to UC about U.S. Small Business Administration or state and local classifications, including but not limited to size standards, ownership, and control, are accurate and complete.
 4. Byrd Anti-Lobbying. Supplier certifies that it will not, and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

ARTICLE 12 – EQUAL OPPORTUNITY AFFIRMATIVE ACTION

Supplier will abide by the requirements set forth in Executive Orders 11246 and 11375. Where applicable, Supplier will comply with 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a), incorporated by reference with this statement: **"This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability."** With respect to activities occurring in the State of California, Supplier agrees to adhere to the California Fair Employment and Housing Act. Supplier will provide UC on request a breakdown of its labor force by groups as specified by UC, and will discuss with UC its policies and practices relating to its affirmative action programs. Supplier will not maintain or provide facilities for employees at any establishment under its control that are segregated on a basis prohibited by federal law. Separate or single-user restrooms and necessary dressing or sleeping areas must be provided, however, to ensure privacy.

ARTICLE 13 – LIENS

Supplier agrees that upon UC's request, Supplier will submit a sworn statement setting forth the work performed or material furnished by sub-suppliers and material men, and the amount due and to become due to each, and that before the final payment called for under the Agreement, will upon UC's request submit to UC a complete set of vouchers showing what payments have been made for such work performed or material furnished. Supplier will promptly notify UC in writing, of any claims, demands, causes of action, liens or suits brought to its attention that arise out of the Agreement. UC will not make final payment until Supplier, if required, delivers to UC a complete release of all liens arising out of the Agreement, or receipts in full in lieu thereof, as UC may require, and if required in either case, an affidavit that as far as it has knowledge or information, the receipts include all the labor and materials for which a lien could be filed; but Supplier may, if any sub-supplier refuses to furnish a release or receipt in full, furnish a bond satisfactory to UC to indemnify it against any claim by lien or otherwise. If any lien or claim remains unsatisfied after all payments are made, Supplier will refund to UC all monies that UC may be compelled to pay in discharging such lien or claim, including all costs and reasonable attorneys' fees.



ARTICLE 14 – PREMISES WHERE SERVICES ARE PROVIDED

- A. Cleaning Up. Supplier will at all times keep UC premises where the Services are performed and adjoining premises free from accumulations of waste material or rubbish caused by its employees or work of any of its sub-suppliers, and, at the completion of the Services; will remove all rubbish from and about the premises and all its tools, scaffolding, and surplus materials, and will leave the premises "broom clean" or its equivalent, unless more exactly specified. In case of dispute between Supplier and its sub-suppliers as to responsibility for the removal of the rubbish, or if it is not promptly removed, UC may remove the rubbish and charge the cost to Supplier.
- B. Environmental, Safety, Health and Fire Protection. Supplier will take all reasonable precautions in providing the Goods and Services to protect the health and safety of UC employees and members of the public and to minimize danger from all hazards to life and property, and will comply with all applicable environmental protection, health, safety, and fire protection regulations and requirements (including reporting requirements). In the event that Supplier fails to comply with such regulations and requirements, UC may, without prejudice to any other legal or contractual rights of UC, issue an order stopping all or any part of the provision of the Goods and/or Services; thereafter a start order for resumption of providing the Goods and/or Services may be issued at UC's discretion. Supplier will not be entitled to make a claim for extension of time or for compensation or damages by reason of or in connection with such stoppage. Supplier will have sole responsibility for the safety of all persons employed by Supplier and its sub-suppliers on UC premises, or any other person who enters upon UC premises for reasons relating to the Agreement. Supplier will at all times maintain good order among its employees and all other persons who come onto UC's premises at Supplier's request and will not engage any unfit or unskilled person to provide the Goods and/or Services. Supplier will confine its employees and all other persons who come onto UC's premises at Supplier's request or for reasons relating to the Agreement and its equipment to that portion of UC's premises where the Services are to be provided or to roads leading to and from such work sites, and to any other area which UC may permit Supplier to use. Supplier will take all reasonable measures and precautions at all times to prevent injuries to or the death of any of its employees or any other person who enters upon UC premises at Supplier's request. Such measures and precautions will include, but will not be limited to, all safeguards and warnings necessary to protect workers and others against any conditions on the premises that could be dangerous and to prevent accidents of any kind whenever the Goods and/or Services are being provided in proximity to any moving or operating machinery, equipment or facilities, whether such machinery, equipment or facilities are the property of or are being operated by, Supplier, its sub-suppliers, UC or other persons. To the extent compliance is required, Supplier will comply with all relevant UC safety rules and regulations when on UC premises.
- C. Tobacco-free Campus. UC is a tobacco-free institution. Use of cigarettes, cigars, oral tobacco, electronic cigarettes and all other tobacco products is prohibited on all UC owned or leased sites.

ARTICLE 15 – LIABILITY FOR UC - FURNISHED PROPERTY

Supplier assumes complete liability for any materials UC furnishes to Supplier in connection with the Agreement and Supplier agrees to pay for any UC materials Supplier damages or otherwise is not able to account for to UC's satisfaction. UC furnishing to Supplier any materials in connection with the Agreement will not, unless otherwise expressly provided in writing by UC, be construed to vest title thereto in Supplier.

ARTICLE 16 – COOPERATION

Supplier and its sub-suppliers, if any, will cooperate with UC and other suppliers and will so provide the Services that other cooperating suppliers will not be hindered, delayed or interfered with in the progress of their work, and so that all of such work will be a finished and complete job of its kind.

ARTICLE 17 – ADDITIONAL TERMS APPLICABLE TO THE FURNISHING OF GOODS

The terms in this Article have special application to the furnishing of Goods:

- A. Price Decreases. Supplier agrees immediately to notify UC of any price decreases from its suppliers, and to pass through to UC any price decreases.
- B. Declared Valuation of Shipments. Except as otherwise provided in the Agreement, all shipments by Supplier under the Agreement for UC's account will be made at the maximum declared value applicable to the lowest transportation rate or classification and the bill of lading will so note.
- C. Title. Title to the Goods purchased under the Agreement will pass directly from Supplier to UC at the f.o.b. point shown, or as otherwise specified in the Agreement, subject to UC's right to reject upon inspection.



- D. Changes. Notwithstanding the terms in Article 34, Amendments, UC may make changes within the general scope of the Agreement in drawings and specifications for specially manufactured Goods, place of delivery, method of shipment or packing of the Agreement by giving notice to Supplier and subsequently confirming such changes in writing. If such changes affect the cost of or the time required for performance of the Agreement, UC and Supplier will agree upon an equitable adjustment in the price and/or delivery terms. Supplier may not make changes without UC's written approval. Any claim of Supplier for an adjustment under the Agreement must be made in writing within thirty (30) days from the date Supplier receives notice of such change unless UC waives this condition in writing. Nothing in the Agreement will excuse Supplier from proceeding with performance of the Agreement as changed hereunder. Supplier may not alter or misbrand, within the meaning of the applicable Federal and State laws, the Goods furnished.
- E. Forced, Convict and Indentured Labor. Supplier warrants that no foreign-made Goods furnished to UC pursuant to the Agreement will be produced in whole or in part by forced labor, convict labor, or indentured labor under penal sanction. If UC determines that Supplier knew or should have known that it was breaching this warranty, UC may, in addition to terminating the Agreement, remove Supplier from consideration for UC contracts for a period not to exceed one year. This warranty is in addition to any applicable warranties in Articles 6 and 11.
- F. Export Control. Supplier agrees to provide UC (the contact listed on the Purchase Order) with written notification that identifies the export-controlled Goods and such Goods' export classification if any of the Goods is export-controlled under the International Traffic in Arms Regulations (ITAR) (22 CFR §§ 120-130), the Export Administration Regulations (15 CFR §§ 730-774) 500 or 600 series, or controlled on a military strategic goods list. Supplier agrees to provide UC (the contact listed on the Purchase Order) with written notification if Supplier will be providing information necessary for the operation, installation (including on-site installation), maintenance (checking), repair, overhaul, and refurbishing of the Goods that is beyond a standard user manual (i.e. "Use" technology as defined under the EAR 15 CFR § 772.1), or "Technical Data" (as defined under the ITAR 22 CFR § 120.10).

ARTICLE 18 – CONFLICT OF INTEREST

Supplier affirms that, to the best of Supplier's knowledge, no UC employee who has participated in UC's decision-making concerning the Agreement has an "economic interest" in the Agreement or Supplier. A UC employee's "economic interest" means:

- A. An investment worth \$2,000 or more in Supplier or its affiliate;
- B. A position as director, officer, partner, trustee, employee or manager of Supplier or its affiliate;
- C. Receipt during the past 12 months of \$500 in income or \$440 in gifts from Supplier or its affiliate; or
- D. A personal financial benefit from the Agreement in the amount of \$250 or more.

In the event of a change in these economic interests, Supplier will provide written notice to UC within thirty (30) days after such change, noting such changes. Supplier will not be in a reporting relationship to a UC employee who is a near relative, nor will a near relative be in a decision making position with respect to Supplier.

ARTICLE 19 – AUDIT REQUIREMENTS

The Agreement, and any pertinent records involving transactions relating to this Agreement, is subject to the examination and audit of the Auditor General of the State of California or Comptroller General of the United States or designated Federal authority for a period of up to five (5) years after final payment under the Agreement. UC, and if the underlying grant, cooperative agreement or federal contract so provides, the other contracting Party or grantor (and if that be the United States or an instrumentality thereof, then the Comptroller General of the United States) will have access to and the right to examine Supplier's pertinent books, documents, papers, and records involving transactions and work related to the Agreement until the expiration of five (5) years after final payment under the Agreement. The examination and audit will be confined to those matters connected with the performance of the Agreement, including the costs of administering the Agreement.

ARTICLE 20 – PROHIBITION ON UNAUTHORIZED USE OR DISCLOSURE OF INSTITUTIONAL INFORMATION

- A. Prohibition on Access, Use and Disclosure of Institutional Information. Supplier will not access, use or disclose Institutional Information, other than to carry out the purposes for which UC disclosed the Institutional Information to Supplier, except as required by applicable law, or as otherwise authorized in writing by UC prior to Supplier's disclosure. Supplier shall have the limited right to disclose Institutional Information to Supplier's employees provided that: (i) Supplier shall disclose only such Institutional Information as is necessary for the Supplier to perform its obligations under this Agreement, and (ii) Supplier informs such employees of the obligations governing the access, use and disclosure of Institutional Information prior to Supplier's disclosure. Supplier shall be liable



for any breach of this Agreement by its employees. For avoidance of doubt, this provision prohibits Supplier from using for its own benefit Institutional Information and any information derived therefrom. For the avoidance of doubt, the sale of Institutional Information is expressly prohibited.

- B. Compliance with Applicable Laws and Industry Best Practices. Supplier agrees to comply with all applicable state, federal, and foreign laws, as well as industry best practices, governing the collection, access, use, disclosure, safeguarding and destruction of Institutional Information. Supplier agrees to protect the privacy and security of Institutional Information according to all applicable laws and industry best practices, and no less rigorously than it protects its own information, but in no case less than reasonable care.
- C. Confidential Institutional Information. Supplier agrees to hold UC's Confidential Institutional Information, and any information derived therefrom, in strict confidence. Confidential Institutional Information shall be defined as any Institutional Information which is (i) marked as "Confidential" at the time of disclosure; (ii) if disclosed orally, identified at the time of such oral disclosure as confidential, and reduced to writing as "Confidential" within thirty (30) days of such oral disclosure; and (iii) if not marked as "Confidential," information that would be considered by a reasonable person in the relevant field to be confidential given its content and the circumstances of its disclosure. Confidential Information will not be considered confidential to the extent that: (i) Supplier can demonstrate by written records was known to Supplier prior to the effective date of the Agreement; (ii) is currently in, or in the future enters, the public domain other than through a breach of the Agreement or through other acts or omissions of Supplier; (iii) is obtained lawfully from a third party; or (iv) is disclosed under the California Public Records Act or legal process. For the avoidance of doubt, as applicable to Supplier's Services, Confidential Institutional Information may include any information that identifies or is capable of identifying a specific individual, including but not limited to:
1. Personally identifiable information,
 2. Protected Health Information as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the HIPAA regulations (including, but not limited to 45 C.F.R. § 160.103),
 3. Medical information as defined by California Civil Code § 56.05,
 4. Cardholder data,
 5. Student records, or
 6. Individual financial information that is subject to laws restricting the use and disclosure of such information, including but not limited to:
 - a. Article 1, Section 1 of the California Constitution; the California Information Practices Act (Civil Code § 1798 *et seq.*);
 - b. The federal Gramm-Leach-Bliley Act (15 U.S.C. §§6801(b) and 6805(b)(2));
 - c. The federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232g);
 - d. The federal Fair and Accurate Credit Transactions Act (15 U.S.C. § 1601 *et seq.*);
 - e. The Fair Credit Reporting Act (15 U.S.C. § 1681 *et seq.*), and
 - f. Applicable international privacy laws, including, but not limited to the General Data Protection Regulation.
- D. Required Disclosures of Institutional Information. If Supplier is required by a court of competent jurisdiction or an administrative body to disclose Institutional Information, Supplier will notify UC in writing immediately upon receiving notice of such requirement and prior to any such disclosure (unless Supplier is prohibited by law from doing so), to give UC an opportunity to oppose or otherwise respond to such disclosure. To the extent Supplier still required to disclose Institutional Information, Supplier will furnish only that portion that is legally required and will exercise all reasonable efforts to obtain reliable assurance that confidential treatment will be afforded to any Confidential Institutional Information.
- E. No Offshoring. Supplier's transmission, transportation or storage of Institutional Information outside the United States, or access of Institutional Information from outside the United States, is prohibited except with prior written authorization by UC.
- F. Conflict in Terms. UC's Appendix – Data Security, Appendix – BAA, and/or Appendix GDPR will control in the event that one or more appendices is incorporated into the Agreement and conflicts with the provisions of this Article.
- G. Acknowledgement. Supplier acknowledges that remedies at law would be inadequate to protect UC against any actual or threatened breach of this Section by Supplier, and, without prejudice to any other rights and remedies otherwise available to UC, Supplier agrees to the granting of injunctive relief in UC's favor without proof of actual damages.

ARTICLE 21 – UC WHISTLEBLOWER POLICY

UC is committed to conducting its affairs in compliance with the law, and has established a process for reporting and investigating suspected improper governmental activities. Please visit <http://www.ucop.edu/uc-whistleblower/> for more information.



ARTICLE 22 – SUSTAINABLE PROCUREMENT GUIDELINES

Supplier will conduct business using environmentally, socially, and economically sustainable products and services (defined as products and services with a lesser or reduced effect on human health and the environment, and which generate benefits to the University as well as to society and the economy, while remaining within the carrying capacity of the environment), to the maximum possible extent consistent with the Agreement, and with the University of California Sustainable Practices Policy (<https://policy.ucop.edu/doc/3100155>) and the University of California Sustainable Procurement Guidelines:

(<https://www.ucop.edu/procurement-services/files/sustainableprocurementguidelines.pdf>).

In accordance with the University of California Sustainable Practices Policy, Supplier will adhere to the following requirements and standards, as applicable. Supplier acknowledges that failure to comply with any of the sustainability standards and requirements in the Agreement will constitute a material breach of the Agreement and UC will have the right to terminate the Agreement without damage, penalty, cost or further obligation.

- A. **Sustainability Marketing Standards.** Supplier sustainability related claims, where applicable, must meet UC recognized certifications and standards set forth in the UC Sustainable Procurement Guidelines and/or meet the standards of Federal Trade Commission's (FTC) Green Guides.
- B. **Electronic Transfer of Supplier Information.** Suppliers, when interacting with the UC, shall be prohibited from providing hard copies of presentations, marketing material, or other informational materials. Suppliers will be required to present all information in electronic format that is easily transferable to UC staff. Materials may be provided in hard copy or physical format if specifically required or requested by a UC representative.
- C. **Packaging Requirements.** All packaging must be compliant with the Toxics in Packaging Prevention Act (AB 455) and must meet all additional standards and requirements set forth in the UC Sustainable Practices Policy. In addition, UC requires that all packaging meet at least one of the criteria listed below:
 1. Uses bulk packaging;
 2. Uses reusable packaging (e.g. totes reused by delivery service for next delivery);
 3. Uses innovative packaging that reduces the weight of packaging, reduces packaging waste, or utilizes packaging that is a component of the product;
 4. Maximizes recycled content and/or meets or exceeds the minimum post-consumer content level for packaging in the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines;
 5. Uses locally recyclable or certified compostable material.
- D. **Foodservice Foam Ban.** As of 2018, the University no longer allows packaging foam or expanded polystyrene (EPS) for takeaway containers or other food service items, in any University-owned or -operated food service facility.
- E. **Product Packaging Foam Ban.** Beginning January 1st, 2020, the University will prohibit all contracted and non-contracted suppliers from selling or distributing packaging foam (other than that utilized for laboratory supply or medical packaging) to UC campuses. Packaging foam is defined as any open or closed cell, solidified, polymeric foam used for cushioning or packaging, including but not limited to: low-density polyethylene foam, polypropylene foam, polystyrene foam (i.e. expanded polystyrene (EPS)), polyurethane foam, polyethylene foam, polyvinyl chloride (PVC) foam, and microcellular foam. Not included in this ban are easily biodegradable, plant-based foams such as those derived from corn or mushrooms.
- F. **E-Waste Recycling Requirements.** All recyclers of UC electronic equipment must be e-Steward certified by the Basel Action Network (BAN).
- G. **Hosted and Punch-out Catalog Requirements.** Suppliers enabled with eProcurement hosted catalog functionality must clearly identify products with UC-recognized certifications, as defined by the UC Sustainable Procurement Guidelines, in both hosted and punch-out catalog e-procurement environments.

ARTICLE 23 – PATIENT PROTECTION AND AFFORDABLE CARE ACT (PPACA) EMPLOYER SHARED RESPONSIBILITY

If the Services involve Supplier furnishing UC with temporary or supplementary staffing, Supplier warrants that:

- A. If Supplier is an Applicable Large Employer (as defined under Treasury Regulation Section 54.4980H-1(a)(4)):
 1. Supplier offers health coverage to its full-time employees who are performing Services for UC;
 2. Supplier's cost of enrolling such employees in Supplier's health plan is factored into the fees for the Services; and
 3. The fees for the Services are higher than what the Services would cost if Supplier did not offer health coverage to such full-time employees.



- B. If Supplier is not an Applicable Large Employer (as defined above):
1. Supplier offers group health coverage to its full-time employees who are performing Services for UC and such coverage is considered Minimum Essential Coverage (as defined under Treasury Regulation Section 1-5000A-2) and is Affordable (as defined under Treasury Regulation Section 54.4980H-5(e)); or
 2. Supplier's full-time employees who are performing services for UC have individual coverage and such coverage satisfies the PPACA requirements for mandated individual coverage.

Supplier acknowledges that UC is relying on these warranties to ensure UC's compliance with the PPACA Employer Shared Responsibility provision.

ARTICLE 24 - PREVAILING WAGES

Unless UC notifies Supplier that the Services are not subject to prevailing wage requirements, Supplier will comply, and will ensure that all sub-suppliers comply, with California prevailing wage provisions, including but not limited to those set forth in Labor Code sections 1770, 1771, 1771.1, 1772, 1773, 1773.1, 1774, 1775, 1776, 1777.5, and 1777.6. For purposes of the Agreement, the term "sub-supplier" means a person or firm, of all tiers, that has a contract with Supplier or with a sub-supplier to provide a portion of the Services. The term sub-supplier will not include suppliers, manufacturers, or distributors. Specifically, and not by way of limitation, if apprenticeship occupations are involved in providing the Services, Supplier will be responsible for ensuring that Supplier and any sub-suppliers comply with Labor Code Section 1777.5. Supplier and sub-supplier may not provide the Services unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5 and 1771.1. Notwithstanding the foregoing provisions, Supplier will be solely responsible for tracking and ensuring proper payment of prevailing wages regardless if Services are partially or wholly subject to prevailing wage requirements. In every instance, Supplier will pay not less than the UC Fair Wage (defined as \$13 per hour as of 10/1/15, \$14 per hour as of 10/1/16, and \$15 per hour as of 10/1/17) for Services being performed at a UC Location (defined as any location owned or leased by UC).

The California Department of Industrial Relations (DIR) has ascertained the general prevailing per diem wage rates in the locality in which the Services are to be provided for each craft, classification, or type of worker required to provide the Services. A copy of the general prevailing per diem wage rates will be on file at each UC Location's procurement office, and will be made available to any interested party upon request. Supplier will post at any job site:

- A. Notice of the general prevailing per diem wage rates, and
- B. Any other notices required by DIR rule or regulation.

By this reference, such notices are made part of the Agreement. Supplier will pay not less than the prevailing wage rates, as specified in the schedule and any amendments thereto, to all workers employed by Supplier in providing the Services. Supplier will cause all subcontracts to include the provision that all sub-suppliers will pay not less than the prevailing rates to all workers employed by such sub-suppliers in providing the Services. The Services are subject to compliance monitoring and enforcement by the DIR. Supplier will forfeit, as a penalty, not more than \$200 for each calendar day or portion thereof for each worker that is paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any portion of the Services provided by Supplier or any sub-supplier. The amount of this penalty will be determined pursuant to applicable law. Such forfeiture amounts may be deducted from the amounts due under the Agreement. If there are insufficient funds remaining in the amounts due under the Agreement, Supplier will be liable for any outstanding amount remaining due. Supplier will also pay to any worker who was paid less than the prevailing wage rate for the work or craft for which the worker was employed for any portion of the Services, for each day, or portion thereof, for which the worker was paid less than the specified prevailing per diem wage rate, an amount equal to the difference between the specified prevailing per diem wage rate and the amount which was paid to the worker. Review of any civil wage and penalty assessment will be made pursuant to California Labor Code section 1742.

ARTICLE 25 – FAIR WAGE/FAIR WORK

If the Agreement is for Services that will be performed at one or more UC Locations, does not solely involve furnishing Goods, and are not subject to extramural awards containing sponsor-mandated terms and conditions, Supplier warrants that it is in compliance with applicable federal, state and local working conditions requirements, including but not limited to those set forth in Articles 11, 12 and 14 herein, and that Supplier pays its employees performing the Services no less than the UC Fair Wage. Supplier agrees UC may conduct such UC Fair Wage/Fair Work interim compliance audits as UC reasonably requests, as determined in UC's sole discretion. Supplier agrees to post UC



Fair Wage/Fair Work notices, in the form supplied by UC, in public areas (such as break rooms and lunch rooms) frequented by Supplier employees who perform Services.

For Services rendered (actual spend) not subject to prevailing wage requirements in excess of \$100,000 in a year (under the Agreement or any combination of agreements for the same service), Supplier will (i) at Supplier's expense, provide an annual independent verification (<https://www.ucop.edu/procurement-services/for-suppliers/fwfw-resources-suppliers.html>) performed by a licensed public accounting firm (independent accountant) or the Supplier's independent internal audit department (<http://na.theiia.org/standards-guidance/topics/Pages/Independence-and-Objectivity.aspx>) in compliance with UC's required verification standards and procedures (<https://www.ucop.edu/procurement-services/for-suppliers/fwfw-resources-suppliers.html>), concerning Supplier's compliance with this provision, and (ii) ensure that in the case of a UC interim audit, its independent accountant/independent internal auditor makes available to UC its UC Fair Wage/Fair Work work papers for the most recent verification period. Supplier agrees to provide UC with a UC Fair Wage/Fair Work verification annually, in a form acceptable to UC, no later than ninety days after the end of the 12-month period in which \$100,000 in spend is reached.

The Fair Wage Fair Work annual independent verification requirement does not extend to contracts for professional services or consulting for which pre-certification has been provided to UC (<https://www.ucop.edu/procurement-services/for-suppliers/fwfw-resources-suppliers.html>). Please see the UC Procurement/Supply Chain Management Policy BUS-43 (<https://www.ucop.edu/procurement-services/policies-forms/business-and-finance/index.html>) for the definition of professional services and consulting.

ARTICLE 26 – MEDICAL DEVICES

This Article applies when the Goods and/or Services involve UC purchasing or leasing one or more medical devices from Supplier, or when Supplier uses one or more medical devices in providing Goods and/or Services to UC.

Medical Device as used herein will have the meaning provided by the U.S. Food and Drug Administration ("FDA") and means an instrument, apparatus, implement, machine, contrivance, implant, in vitro reagent, or other similar or related article, including a component part, or accessory which is: (i) recognized in the official National Formulary, or the United States Pharmacopoeia, or any supplement to them; (ii) intended for use in the diagnosis of disease or other conditions, or in the cure, mitigation, treatment, or prevention of disease, in humans or other animals, or (iii) intended to affect the structure or any function of the body of humans or other animals, and which does not achieve any of its primary intended purposes through chemical action within or on the body of humans or other animals and which is not dependent upon being metabolized for the achievement of any of its primary intended purposes.

Supplier warrants that prior to UC's purchase or lease of any Medical Device or Supplier's use of any Medical Device in providing Goods and/or Services hereunder, Supplier will: (i) perform security testing and validation for each such Goods and/or Services or Medical Device, as applicable; (ii) perform security scans to detect malware on any software embedded within any Goods and/or Services or Medical Device, as applicable, in order to verify that the software does not contain any known malware; (iii) conduct a vulnerability scan encompassing all ports and fuzz testing; and (iv) provide UC with reports for (i) – (iii). Supplier warrants that any Good or Medical Device is compliant with FDA's most current guidance or regulation for the quality system related to the cybersecurity and the Management of Cybersecurity in Medical Devices, and that Supplier will maintain compliance with any updates to such guidance or regulations.

Throughout Supplier's performance of this Agreement, Supplier will provide UC with reasonably up-to-date patches, firmware and security updates for any Medical Device provided to UC, and any other Medical Device used in the course of providing Services, as applicable. All such patches and other security updates will be made available to UC within thirty (30) days of its commercial release or as otherwise recommended by Supplier or Supplier's sub-supplier, whichever is earlier.

Supplier warrants that all software and installation media not specifically required for any Medical Device used by Supplier or Goods and/or Services delivered to UC under this Agreement as well as files, scripts, messaging services and data will be removed from all such Goods and/or Services or Medical Device following installation, and that all hardware ports and drivers not required for use or operation of such Goods and/or Services or Medical Device will be disabled at time of installation. In addition, Medical Devices must be configured so that only Supplier-approved applications will run on such Medical Devices.



Supplier agrees that UC may take any and all actions that it, in its sole discretion, deems necessary to address, mitigate and/or rectify any real or potential security threat, and that no such action, to the extent such action does not compromise device certification, will impact, limit, reduce or negate Supplier's warranties or any of Supplier's other obligations hereunder.

Supplier warrants that any Medical Device provided to UC, and any other Medical Device used in the course of providing such Goods and/or Services, meet and comply with all cyber-security guidance and similar standards promulgated by the FDA and any other applicable regulatory body.

If the Goods and/or Services entail provision or use of a Medical Device, Supplier will provide UC with a completed Manufacturer Disclosure Statement for Medical Device Security (MDS2) form for each such Medical Device before UC is obligated to purchase or lease such Medical Device or prior to Supplier's use of such device in its performance of Services. If Supplier provides an MDS2 form to UC concurrently with its provision of Goods and/or Services, UC will have a reasonable period of time to review such MDS2 form, and if the MDS2 form is unacceptable to UC, then UC in its sole discretion may return the Goods or terminate the Agreement with no further obligation to Supplier.

ARTICLE 27 – FORCE MAJEURE

Neither Party will be liable for delays due to causes beyond the Party's control (including, but not restricted to, war, civil disturbances, earthquakes, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather).

ARTICLE 28 – ASSIGNMENT AND SUBCONTRACTING

Except as to any payment due hereunder, Supplier may not assign or subcontract the Agreement without UC's written consent. In case such consent is given, the assignee or subcontractor will be subject to all of the terms of the Agreement.

ARTICLE 29 – NO THIRD-PARTY RIGHTS

Nothing in the Agreement, express or implied, is intended to make any person or entity that is not a signer to the Agreement a third-party beneficiary of any right created by this Agreement or by operation of law.

ARTICLE 30 – OTHER APPLICABLE LAWS

Any provision required to be included in a contract of this type by any applicable and valid federal, state or local law, ordinance, rule or regulations will be deemed to be incorporated herein.

ARTICLE 31 – NOTICES

A Party must send any notice required to be given under the Agreement by overnight delivery or by certified mail with return receipt requested, to the other Party's representative at the address specified by such Party.

ARTICLE 32 – SEVERABILITY

If a provision of the Agreement becomes, or is determined to be, illegal, invalid, or unenforceable, that will not affect the legality, validity or enforceability of any other provision of the Agreement or of any portion of the invalidated provision that remains legal, valid, or enforceable.

ARTICLE 33 – WAIVER

Waiver or non-enforcement by either Party of a provision of the Agreement will not constitute a waiver or non-enforcement of any other provision or of any subsequent breach of the same or similar provision.

ARTICLE 34 – AMENDMENTS

The Parties may make changes in the Goods and/or Services or otherwise amend the Agreement, but only by a writing signed by both Parties' authorized representatives. In the event there is a Material Change to the Agreement, the parties agree to meet and confer in good faith in order to modify the terms of the Agreement. A Material Change as used herein refers to:



- A. A change to the scope of Goods and/or Services to be provided by Supplier, as agreed to by UC;
- B. A change in the Institutional Information Supplier is required to create, receive, maintain or transmit in performance of the Agreement, such that the Protection Level Classification of such Institutional Information changes;
- C. Changes in the status of the parties;
- D. Changes in flow down terms from external parties; and
- E. Changes in law or regulation applicable to this Agreement.

Each party shall notify the other party upon the occurrence of a Material Change.

ARTICLE 35 – GOVERNING LAW AND VENUE

California law will control the Agreement and any document to which it is appended. The exclusive jurisdiction and venue for any and all actions arising out of or brought under the Agreement is in a state court of competent jurisdiction, situated in the county in the State of California in which the UC Location is located or, where the procurement covers more than one UC Location, the exclusive venue is Alameda County, California.

ARTICLE 36 – ASSISTANCE IN LITIGATION OR ADMINISTRATIVE PROCEEDINGS

Supplier will make itself and its employees, subcontractors, or agents assisting Supplier in the performance of its obligations reasonably available to UC at no cost to UC to testify as witnesses, or otherwise, in the event of investigations, or proceedings against UC, its directors, officers, agents, or employees relating to the Goods or Services.

ARTICLE 37 – SUPPLIER TERMS

Any additional terms that Supplier includes in an order form or similar document will be of no force and effect, unless UC expressly agrees in writing to such terms.

ARTICLE 38 – SURVIVAL CLAUSE

Upon expiration or termination of the Agreement, the following provisions will survive: WARRANTIES; INTELLECTUAL PROPERTY, COPYRIGHT, PATENTS, AND DATA RIGHTS; INDEMNITY AND LIABILITY; USE OF UC NAMES AND TRADEMARKS; LIABILITY FOR UC-FURNISHED PROPERTY; COOPERATION; TERMS APPLICABLE TO THE FURNISHING OF GOODS; AUDIT REQUIREMENTS; PROHIBITION ON UNAUTHORIZED USE OR DISCLOSURE OF INSTITUTIONAL INFORMATION; GOVERNING LAW AND VENUE, and, to the extent incorporated into the Agreement, the terms of the APPENDIX–DATA SECURITY, APPENDIX–BAA, and/or APPENDIX–GDPR.

ARTICLE 39 – CONTRACTING FOR COVERED SERVICES

Covered Services, for the purpose of this Agreement, are defined as work customarily performed by bargaining unit employees at the University in the categories of services described in Regents Policy 5402, and American Federation of State, County, and Municipal Employees (AFSCME) Collective Bargaining Agreement Article 5. Covered Services include, but are not necessarily limited to, the following services: cleaning, custodial, janitorial, or housekeeping services; food services; laundry services; grounds keeping; building maintenance (excluding skilled crafts); transportation and parking services; and security services.

Unless UC notifies Supplier that the Services are not Covered Services, Supplier warrants that it is in compliance with applicable federal, state and local working conditions requirements, including but not limited to those set forth in in other Articles of the Agreement. In accordance with Regents Policy 5402 and AFSCME Collective Bargaining Agreement Article 5, Supplier also warrants that it pays its employees performing the Covered Services at UC locations the equivalent value of the wages and benefits – as determined in the Wage and Benefit Parity Appendix – received by UC employees providing similar services at the same, or nearest UC location.

Supplier agrees UC may conduct such compliance audits as UC reasonably requests, and determined at UC's sole discretion. Supplier agrees to post UC Contracting for Covered Services notices, in the template supplied by UC, in a prominent and accessible place (such as break rooms and lunch rooms) where it may be easily seen by workers who perform Covered Services. The term "Supplier" includes Supplier and its Sub-Suppliers at any tier. Supplier also agrees to:



UNIVERSITY
OF
CALIFORNIA

Terms and Conditions of Purchase

- (a) upon UC's request, provide verification of an independent audit performed by Supplier's independent auditor or independent internal audit department (<http://na.theiia.org/standards-guidance/topics/Pages/Independence-and-Objectivity.aspx>) and at Supplier's expense; and
- (b) ensure that, in the case of a UC interim audit, Supplier's auditor makes available to UC its Contracting for Covered Services work papers for the most recently audited time period. Supplier agrees to provide UC requested verification, in a form acceptable to UC, no later than ninety days after receiving UC's request.

Attachment B



Wage and Benefit Parity Appendix

This Appendix # 1 to the "Purchasing Agreement # 136677061" ("Agreement") is entered into between The Regents of the University of California (UC) and Supplier.

| Job Title | Location | 2020 Wage and Benefit Parity Rate |
|----------------------|----------|-----------------------------------|
| Linen Service Worker | SCCMP | \$30.02 |

In connection with the Agreement between Supplier and The Regents of the University of California, Supplier agrees to the UC Contracting for Covered Services Article 39 in the Terms & Conditions. As per this Article, Supplier is required to pay the equivalent of UC wages and benefits to employees providing services to UC under this agreement. By signing this appendix, Supplier agrees to pay the wage and benefit parity rates listed above to Supplier's employees, and employees of Sub-Suppliers at any tier, performing work at a UC location.

I declare that the foregoing statement is true and correct, and I am aware that if I present any material matter as true which I know to be false, the agreement may be subjected to termination.

All other terms, conditions and provisions of the Agreement shall remain in full force and effect.

This Amendment is signed by the parties' duly authorized representatives, and shall be effective as of October 16, 2020.

MISSION LINEN SUPPLY

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ON BEHALF OF ITS SANTA CRUZ CAMPUS

By: _____

Name: _____

Title: _____

Date: _____

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: February 8, 2021
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: February 8, 2021
SUBJECT: Financial Report for the Period Ending January 31, 2021

Recommendation:

Approve the Financial Report as presented for the period ending January 31, 2021 including the Estimated/Actuals for FY 2020-21.

Discussion:

The Financial Report ending January 31, 2021 reflects total revenues of \$289,245 and expenditures of \$651,947. YTD revenues are \$2,811,279. YTD expenditures are \$1,616,657. Current total revenues are 70% of a potential 58%. The percentage of current year expenditures is at 58%.

Licensing revenues YTD are \$159,241. At this point last year licensing revenues were \$179,100.

The Financial Report reflects the estimated/actual expenditures and revenues based on current YTD actual through January and an estimate for February – June based on experience and expectations.

SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
 2020-2021

| Acct | Acct Title | 20-21 Final Budget | 20-21 Adj. Budget | 20-21 Est./Actuals | December Actuals | January Actuals | 2020-21 YTD Actuals | YTD Remaining | 58% | 58% | 2019-20 YTD Actuals | COMPARE THRU JAN PY ACTUALS | January Actuals | 2019-20 Est./Actuals | |
|-------------|---------------------------------------|-----------------------|----------------------|-----------------------|---------------------|--------------------|------------------------|------------------|--|---------------------------------------|------------------------|-----------------------------------|--------------------|-------------------------|---------------|
| | | | | | | | | | Percentage of CY Budget Actualized | Percentage of PY Eas Actualized | | | | | |
| 51000 | SALARIES & BENF | \$3,315,874 | \$2,952,213 | \$2,883,142 | \$299,619 | \$213,769 | \$1,779,820 | \$1,103,322 | 60.29% | 60.35% | \$1,974,209 | (\$194,389) | \$349,661 | \$3,271,240 | (\$1,103,322) |
| 61000 | SERVICES & SUPL | \$1,047,757 | \$1,053,757 | \$1,086,467 | \$76,531 | \$62,027 | \$604,828 | \$481,639 | 57.40% | 55.92% | \$593,620 | \$11,208 | \$56,371 | \$1,061,634 | (\$481,639) |
| 70000 | OTHER CHARGES | \$63,391 | \$63,391 | \$63,391 | \$0 | \$0 | \$31,695 | \$31,697 | 50.00% | 75.00% | \$77,403 | (\$45,709) | \$25,801 | \$103,204 | (\$31,697) |
| 86110 | BUILDINGS AND IMPROVEMENTS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 42.70% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 86204 | FIXED ASSETS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | #DIV/0! | 0.00% | \$32,474 | (\$32,474) | \$0 | \$32,474 | \$0 |
| 90000 | OTHER FINANCING USES | \$101,000 | \$101,000 | \$101,000 | \$0 | \$0 | \$101,000 | \$0 | 100.00% | 0.00% | \$100,000 | \$1,000 | \$0 | \$100,000 | \$0 |
| 98700 | CONTINGENCIES | \$181,121 | \$166,814 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 51000-98700 | TOTAL EXPENDITURES | \$4,709,143 | \$4,337,175 | \$4,134,000 | \$376,150 | \$275,797 | \$2,517,343 | \$1,616,657 | 58.04% | 118.69% | \$2,777,707 | (\$260,364) | \$431,833 | \$4,568,552 | (\$1,616,657) |
| 40100-42500 | TOTAL REVENUES | \$4,170,322 | \$4,018,279 | \$4,160,079 | \$177,957 | \$111,288 | \$2,811,279 | \$1,348,800 | 69.96% | 77.81% | \$3,499,680 | (\$688,401) | \$631,036 | \$4,497,849 | (\$1,348,800) |
| | NET COST | \$538,821 | \$318,896 | (\$26,079) | \$198,193 | \$164,508 | (\$293,936) | \$267,857 | -92.17% | -1021.13% | (\$721,973) | (\$428,037) | (\$199,204) | \$70,703 | (\$267,857) |
| 51000 | REGULAR PAY-PER | 1,954,631 | 1,644,064 | 1,721,163 | \$196,131 | \$138,795 | \$1,049,571 | \$671,591.75 | 63.84% | 58.01% | \$1,130,566 | (\$80,995) | \$224,289 | 1,948,836 | (\$671,592) |
| 51005 | OVERTIME PAY-PE | 4,159 | 4,159 | 5,955 | \$289 | \$45 | \$5,052 | \$903 | 121.48% | 91.02% | \$3,328 | \$1,725 | \$928 | 3,656 | (\$903) |
| 51010 | REGULAR PAY-EXT | 56,234 | 80,388 | 50,298 | \$6,695 | \$3,548 | \$30,501 | \$19,797 | 37.94% | 80.68% | \$64,834 | (\$34,333) | \$12,543 | 80,356 | (\$19,797) |
| 51040 | DIFFERENTIAL PAY | 31,366 | 31,366 | 23,935 | \$3,055 | \$1,842 | \$14,074 | \$9,861 | 44.87% | 63.00% | \$18,794 | (\$4,720) | \$3,855 | 29,833 | (\$9,861) |
| 52010 | OASDI-SOCIAL SE | 146,703 | 135,970 | 134,199 | \$13,639 | \$10,831 | \$80,571 | \$53,628 | 59.26% | 58.57% | \$89,733 | (\$9,163) | \$18,283 | 153,208 | (\$53,628) |
| 52015 | RETIREMENT | 500,562 | 464,225 | 387,823 | \$45,522 | \$27,772 | \$227,208 | \$160,615 | 48.94% | 58.73% | \$268,024 | (\$40,816) | \$54,107 | 456,352 | (\$160,615) |
| 53010 | EMPLOYEE INSURA | 542,630 | 512,452 | 480,180 | \$34,288 | \$30,935 | \$293,255 | \$186,925 | 57.23% | 61.74% | \$322,870 | (\$29,615) | \$35,657 | 522,938 | (\$186,925) |
| 53015 | UNEMPLOYMENT IN | 3,964 | 3,964 | 3,964 | \$0 | \$0 | \$3,964 | (\$0) | 100.00% | 100.00% | \$4,416 | (\$452) | \$0 | 4,416 | \$0 |
| 54010 | WORKERS COMPENS | 75,625 | 75,625 | 75,625 | \$0 | \$0 | \$75,625 | (\$0) | 100.00% | 100.00% | \$71,645 | \$3,980 | \$0 | 71,645 | \$0 |
| 51000 | SALARIES & BENF | \$3,315,874 | \$2,952,213 | \$2,883,142 | \$299,619 | \$213,769 | \$1,779,820 | \$1,103,322 | 60.29% | 60.35% | \$1,974,209 | (\$194,389) | \$349,661 | \$3,271,240 | (\$1,103,322) |
| 61115 | POLICE SAFETY EQUIPMENT | 500 | 500 | 500 | \$0 | \$0 | \$0 | \$500 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | (\$500) |
| 61125 | UNIFORM REPLACEMENT | 1,500 | 1,500 | 1,500 | \$0 | \$0 | \$299 | \$1,201 | 19.94% | 95.96% | \$3,049 | (\$2,750) | \$38 | 3,177 | (\$1,201) |
| 61215 | RADIO SERVICES | 35,000 | 35,000 | 35,000 | \$5,555 | \$0 | \$19,441 | \$15,559 | 55.55% | 58.11% | \$18,820 | \$621 | \$2,689 | 32,388 | (\$15,559) |
| 61220 | TELECOM SERVICES | 46,000 | 46,000 | 46,000 | \$4,106 | \$4,964 | \$25,711 | \$20,289 | 55.89% | 49.60% | \$24,379 | \$1,332 | \$4,069 | 49,154 | (\$20,289) |
| 61310 | FOOD | 10,000 | 10,000 | 18,000 | \$863 | \$2,779 | \$14,679 | \$3,321 | 146.79% | 74.71% | \$9,550 | \$5,128 | \$336 | 12,784 | (\$3,321) |
| 61412 | JANITORIAL SERVICES | 10,000 | 10,000 | 10,000 | \$825 | \$825 | \$5,065 | \$4,935 | 50.65% | 54.55% | \$4,950 | \$115 | \$825 | 9,075 | (\$4,935) |
| 61525 | LIABILITY INSURANCE | 60,000 | 60,000 | 60,000 | \$0 | \$0 | \$57,173 | \$2,827 | 95.29% | 99.71% | \$42,904 | \$14,269 | \$500 | 43,027 | (\$2,827) |
| 61535 | OTHER INSURANCE | 4,012 | 4,012 | 4,154 | \$0 | \$0 | \$4,154 | \$0 | 103.54% | 0.00% | \$2,964 | \$1,190 | \$0 | 2,964 | \$0 |
| 61720 | MAINT-MOBILE EQUIPMENT-SERV | 10,000 | 10,000 | 8,000 | \$29 | \$391 | \$3,140 | \$4,860 | 31.40% | 35.70% | \$3,085 | \$55 | \$0 | 8,642 | (\$4,860) |
| 61725 | MAINT-OFFICE EQUIPMENT | 1,000 | 1,000 | 1,200 | \$280 | \$140 | \$1,029 | \$171 | 102.86% | 50.58% | \$1,158 | (\$130) | \$0 | 2,290 | (\$171) |
| 61730 | MAINT-OTHER EQUIP-SVCS | 2,000 | 2,000 | 2,000 | \$432 | \$1,275 | \$1,832 | \$168 | 91.61% | 26.68% | \$1,914 | (\$82) | \$0 | 7,174 | (\$168) |
| 61731 | MAINT-OTHER EQUIP-SUP | 1,000 | 1,000 | 1,000 | \$0 | \$0 | \$121 | \$879 | 12.13% | 99.98% | \$2,856 | (\$2,734) | \$0 | 2,856 | (\$879) |
| 61835 | FACILITIES MAINT | 18,000 | 18,000 | 15,000 | \$0 | \$0 | \$12,260 | \$13,740 | 7.00% | 1.58% | \$205 | \$1,055 | \$0 | 12,922 | (\$13,740) |
| 61845 | MAINT STRUCT IM | 1,000 | 1,000 | 1,000 | \$0 | \$0 | \$583 | \$417 | 58.28% | 0.00% | \$0 | \$583 | \$0 | 889 | (\$417) |
| 61846 | MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 61920 | MEDICAL, DENTAL & LAB SUPPLIES | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 61922 | OTHER MEDICAL MATERIALS | 95,000 | 95,000 | 120,000 | \$11,533 | \$12,207 | \$69,387 | \$50,613 | 73.04% | 59.90% | \$57,595 | \$11,793 | \$5,337 | 96,150 | (\$50,613) |
| 62020 | MEMBERSHIPS | 2,000 | 2,000 | 2,700 | \$1,482 | \$765 | \$2,697 | \$3 | 134.85% | 0.00% | \$0 | \$2,697 | \$0 | 1,946 | (\$3) |
| 62111 | MISCELLANEOUS EXPENSES | 10,500 | 10,500 | 14,000 | \$1,410 | \$42 | \$13,175 | \$825 | 125.47% | 99.12% | \$9,261 | \$3,914 | \$0 | 9,344 | (\$825) |
| 62112 | CASH SHORTAGES | 0 | 0 | 2 | \$2 | \$0 | \$2 | \$0 | 0.00% | 50.00% | \$20 | (\$18) | \$0 | 39 | \$0 |
| 62214 | DUPLICATING SVCS. | 3,500 | 3,500 | 3,500 | \$319 | \$0 | \$2,355 | \$1,145 | 67.28% | 81.47% | \$3,942 | (\$1,587) | \$0 | 4,838 | (\$1,145) |
| 62217 | MISC NONINVENTORIAL ITEMS EXPENSE | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 76.32% | \$4,244 | (\$4,244) | \$4,244 | 5,561 | \$0 |
| 62219 | PC SOFTWARE PURCHASES | 5,500 | 5,500 | 6,506 | \$0 | \$0 | \$6,506 | \$0 | 118.28% | 96.63% | \$7,301 | (\$796) | \$85 | 7,556 | (\$0) |
| 62221 | POSTAGE | 10,000 | 10,000 | 10,000 | \$281 | \$263 | \$5,111 | \$4,889 | 51.11% | 57.35% | \$4,546 | \$565 | \$2,133 | 7,926 | (\$4,889) |
| 62222 | SUBSCRIPTIONS/PERIODICALS | 125 | 125 | 125 | \$0 | \$0 | \$0 | \$125 | 0.00% | #DIV/0! | \$0 | \$0 | \$0 | 0 | (\$125) |
| 62223 | SUPPLIES | 75,000 | 78,000 | 65,000 | \$5,296 | \$10,274 | \$32,505 | \$32,495 | 41.67% | 61.50% | \$46,155 | (\$13,650) | \$2,253 | 75,047 | (\$32,495) |
| 62225 | NON-PC SOFTWARE | 250 | 250 | 250 | \$0 | \$0 | \$0 | \$250 | 0.00% | #DIV/0! | \$0 | \$0 | \$0 | 0 | (\$250) |
| 62226 | INVENTORIAL ITEMS | 5,000 | 5,000 | 28,000 | \$3,005 | \$1,046 | \$10,483 | \$17,517 | 209.65% | 99.98% | \$767 | \$9,716 | \$0 | 767 | (\$17,517) |
| 62301 | ACCOUNTING & AUDITING | 13,500 | 13,500 | 13,500 | \$0 | \$0 | \$0 | \$13,500 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 14,800 | (\$13,500) |
| 62310 | BANKING SERVICES | 13,000 | 13,000 | 13,000 | \$387 | \$2,110 | \$7,380 | \$5,620 | 56.77% | 78.05% | \$10,363 | (\$2,983) | \$1,844 | 13,278 | (\$5,620) |
| 62316 | COMPUTER PROF SVCS | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 62317 | CONSULT/MGT/PC SVCE. | 22,000 | 22,000 | 22,000 | \$132 | \$137 | \$19,292 | \$2,708 | 87.69% | 89.20% | \$19,533 | (\$241) | \$0 | 21,898 | (\$2,708) |
| 62318 | COUNTY COUNSEL | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 62325 | DATA PROCESSING | 82,320 | 82,320 | 82,320 | \$0 | \$0 | \$44,500 | \$38,270 | 53.51% | 50.00% | \$41,160 | \$2,890 | \$0 | 82,320 | (\$38,270) |
| 62330 | DPW SERVICES - GENERAL MONEY | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 62381 | PROF & SPECIAL | 80,000 | 80,000 | 75,000 | \$12,694 | \$3,574 | \$39,418 | \$35,582 | 49.27% | 66.94% | \$55,459 | (\$16,042) | \$5,569 | 82,848 | (\$35,582) |
| 62399 | VETERINARIAN SERVICES | 100,000 | 100,000 | 100,000 | \$22,511 | \$8,226 | \$59,116 | \$40,884 | 59.12% | 42.29% | \$41,367 | \$17,749 | \$15,119 | 97,809 | (\$40,884) |
| 62500 | EQUIPMENT RENTS & LEASES- | 0 | 0 | 32 | \$0 | \$0 | \$32 | \$0 | #DIV/0! | 48.05% | \$1,063 | (\$1,031) | \$192 | 2,212 | \$0 |
| 62610 | RENTS & LEASES- | 200,000 | 200,000 | 200,000 | \$0 | \$0 | \$98,835 | \$101,166 | 49.42% | 50.11% | \$99,275 | (\$440) | \$0 | 198,109 | (\$101,166) |
| 62710 | FIELD EQUIPMENT | 1,200 | 1,200 | 1,200 | \$333 | \$103 | \$1,003 | \$197 | 83.61% | 14.65% | \$421 | \$582 | \$0 | 2,874 | (\$197) |
| 62801 | ADVERTISING & PROMOTION | 2,500 | 2,500 | 2,726 | \$0 | \$0 | \$2,726 | \$0 | 109.03% | 51.68% | \$1,084 | \$1,642 | \$375 | 2,098 | (\$0) |
| 62842 | INVENTORY MATERIALS PURCHASED | 20,000 | 20,000 | 15,000 | \$341 | \$2,027 | \$4,445 | \$10,555 | 22.22% | 65.32% | \$20,349 | (\$15,904) | \$0 | 31,155 | (\$10,555) |
| 62857 | SPECIAL MISC EXP-SUPPLIES | 500 | 500 | 1,500 | \$0 | \$1,362 | \$1,394 | \$106 | 278.89% | 4.67% | \$76 | \$1,319 | \$0 | 1,617 | (\$106) |
| 62890 | SUBSCRIPTIONS/BOOKS | 500 | 500 | 500 | \$0 | \$0 | \$0 | \$500 | 0.00% | 1.67% | \$8 | (\$8) | \$8 | 459 | (\$500) |
| 62893 | TOWING | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 62914 | TRAVEL-EDUCATION | 2,500 | 2,500 | 2,500 | \$0 | \$0 | \$0 | \$2,500 | 0.00% | 27.80% | \$285 | (\$285) | \$285 | 1,025 | (\$2,500) |
| 62920 | TRAVEL-EDUCATION | 15,000 | 18,000 | 17,000 | \$954 | \$1,291 | \$8,326 | \$8,674 | 46.25% | 54.94% | \$10,659 | (\$2,333) | \$1,683 | 14,310 | (\$8,674) |

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2020-2021**

54

As of 1/31/21 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

| Acct | Acct Title | 20-21 Final Budget | 20-21 Adj. Budget | 20-21 Est./Actuals | December Actuals | January Actuals | 2020-21 YTD Actuals | YTD Remaining | 58% | 58% | 2019-20 YTD Actuals | COMPARE THRU JAN PY ACTUALS | January Actuals | 2019-20 Est./Actuals | |
|-------------|---------------------------------|-----------------------|----------------------|-----------------------|---------------------|--------------------|------------------------|------------------|--|---------------------------------------|------------------------|-----------------------------------|--------------------|-------------------------|---------------|
| | | | | | | | | | Percentage of CY Budget Actualized | Percentage of PY Eas Actualized | | | | | |
| 62922 | TRAVEL-LODGING | 1,500 | 1,500 | 0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 0.00% | \$0 | \$0 | \$0 | 368 | \$0 |
| 62924 | TRAVEL-MEALS | 500 | 500 | 0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 99.69% | \$91 | (\$91) | \$0 | 91 | \$0 |
| 62926 | TRAVEL-MILEAGE | 500 | 500 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 95 | \$0 |
| 62928 | TRAVEL-OTHER | 100 | 100 | 100 | \$0 | \$0 | \$20 | \$80 | 20.35% | 0.00% | \$0 | \$20 | \$0 | 8 | (\$80) |
| 62930 | REGISTRATIONS | 250 | 250 | 1,652 | \$0 | \$0 | \$1,652 | \$0 | 660.80% | 68.36% | \$155 | \$1,498 | \$0 | 226 | \$0 |
| 62935 | SERVICE CENTER | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | #DIV/0! | \$0 | \$0 | \$0 | 0 | \$0 |
| 62940 | TRAVEL ADVANCES | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 63070 | UTILITIES | 85,000 | 85,000 | 85,000 | \$3,760 | \$8,388 | \$40,436 | \$44,564 | 47.57% | 46.10% | \$42,610 | (\$2,175) | \$8,783 | 92,427 | (\$44,564) |
| 74230 | PRINCIPAL ON LEASE PUCHASES | 0 | 0 | 0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | 0 | \$0 |
| 61000 | SERVICES & SUPPLIES | \$1,047,757 | \$1,053,757 | \$1,086,467 | \$76,531 | \$62,027 | \$604,828 | \$481,639 | 57.40% | 55.92% | \$593,620 | (\$183,181) | \$56,371 | \$1,061,634 | (\$481,639) |
| 75315 | COUNTY OVERHEAD (see 3550) | \$63,391 | \$63,391 | \$63,391 | \$0 | \$0 | \$31,695 | \$31,697 | 50.00% | 75.00% | \$77,403 | \$0 | \$25,801 | \$103,204 | (\$31,697) |
| 700000 | OTHER CHARGES | \$63,391 | \$63,391 | \$63,391 | \$0 | \$0 | \$31,695 | \$31,697 | 50.00% | 75.00% | \$77,403 | (\$45,709) | \$25,801 | \$103,204 | (\$31,697) |
| 86204 | EQUIPMENT | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | #DIV/0! | 42.70% | \$32,474 | (\$32,474) | \$0 | \$32,474 | \$0 |
| 86204 | FIXED ASSETS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | #DIV/0! | 0.00% | \$32,474 | (\$32,474) | \$0 | \$32,474 | \$0 |
| 90000 | OPERATING TRSF OUT | \$101,000 | \$101,000 | \$101,000 | \$0 | \$0 | \$101,000 | \$0 | 100.00% | 131.49% | \$100,000 | \$1,000 | \$0 | \$100,000 | \$0 |
| 90000 | OTHER FINANCING USES | \$101,000 | \$101,000 | \$101,000 | \$0 | \$0 | \$101,000 | \$0 | 100.00% | 0.00% | \$100,000 | \$1,000 | \$0 | \$100,000 | \$0 |
| 98700 | APPROP FOR CONTINGENCIES | \$181,121 | \$166,814 | \$0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 98700 | CONTINGENCIES | \$181,121 | \$166,814 | \$0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 40100 | PROPERTY TAXES | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 40230 | ANIMAL LICENSES | \$225,000 | \$300,000 | \$270,000 | \$17,413 | \$26,736 | \$159,241 | \$110,759 | 53.08% | 59.39% | \$179,110 | (\$19,869) | \$32,004 | \$301,588 | (\$110,760) |
| 40430 | INTEREST | \$30,000 | \$40,000 | \$21,000 | \$1,226 | \$0 | \$10,248 | \$10,752 | 25.62% | 61.86% | \$24,244 | (\$13,996) | \$3,725 | \$39,193 | (\$10,752) |
| 40440 | RENTS & CONCESS | \$700 | \$700 | \$100 | \$0 | \$0 | \$43 | \$57 | 6.21% | 82.59% | \$142 | (\$99) | \$45 | \$172 | (\$57) |
| 40441 | RENTAL DEPOSIT/FORFEIT REVENUE | \$200 | \$200 | \$200 | \$0 | \$0 | \$0 | \$200 | 0.00% | 50.00% | \$70 | (\$70) | \$70 | \$140 | (\$200) |
| 40872 | ST-MANDATED COST REIMBURSEMENT | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 40984 | STATE-OTHER | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 41096 | INTERGOVERNMENTAL REV | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 41148 | FED-CARES ACT CRF FUNDING | \$0 | \$0 | \$0 | \$0 | \$0 | (\$58,059) | \$58,059 | 0.00% | 0.00% | \$0 | (\$58,059) | \$0 | \$58,059 | \$0 |
| 41510 | HUMANE SERVICES | \$200,000 | \$250,000 | \$250,000 | \$12,305 | \$17,978 | \$142,733 | \$107,267 | 57.09% | 64.49% | \$160,858 | (\$18,125) | \$22,625 | \$249,436 | (\$107,267) |
| 42010 | ADMINISTRATIVE SERVICES | \$2,600 | \$2,600 | \$2,000 | \$116 | \$151 | \$1,121 | \$879 | 43.12% | 66.82% | \$1,925 | (\$804) | \$280 | \$2,881 | (\$879) |
| 42022 | COST RECOVERY-OTHER | \$5,500 | \$5,500 | \$2,500 | \$0 | \$0 | \$1,436 | \$1,064 | 26.10% | 73.37% | \$4,020 | (\$2,584) | \$151 | \$5,479 | (\$1,064) |
| 42044 | MEMBER CONTRIBUTION | \$3,191,322 | \$2,872,279 | \$2,872,279 | \$0 | \$0 | \$2,008,595 | \$863,684 | 69.93% | 85.74% | \$2,736,304 | (\$727,708) | \$502,309 | \$3,191,421 | (\$863,684) |
| 42047 | OTHER CHARGES CURRRENT SERVICES | \$20,000 | \$20,000 | \$0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 100.00% | \$2,775 | (\$2,775) | \$2,000 | \$2,775 | \$0 |
| 42073 | ADMINISTRATIVE FINE FEES | \$10,000 | \$12,000 | \$5,000 | \$19 | \$544 | \$2,881 | \$2,119 | 24.01% | 53.42% | \$6,717 | (\$3,836) | \$140 | \$12,575 | (\$2,119) |
| 42074 | GRANT SERVICES-NON INTERGOV | \$15,000 | \$15,000 | \$8,000 | \$0 | \$1,287 | \$2,915 | \$5,085 | 0.00% | 0.00% | \$15,000 | (\$12,085) | \$5,720 | \$15,000 | (\$5,085) |
| 42202 | ENDOWMENT CARE | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 42205 | ANIMAL MICROCHIP FEES | \$20,000 | \$18,000 | \$18,000 | \$1,225 | \$890 | \$9,626 | \$8,374 | 53.48% | 65.90% | \$10,561 | (\$935) | \$1,525 | \$16,027 | (\$8,374) |
| 42206 | ANIMAL RABIES FEES | \$18,000 | \$15,000 | \$16,000 | \$1,076 | \$1,086 | \$9,242 | \$6,758 | 61.61% | 64.69% | \$9,938 | (\$696) | \$1,686 | \$15,363 | (\$6,758) |
| 42207 | ANIMAL SPAY&NEUTER FEES | \$100,000 | \$100,000 | \$110,000 | \$9,885 | \$3,480 | \$57,889 | \$52,111 | 57.89% | 59.98% | \$61,942 | (\$4,053) | \$10,411 | \$103,272 | (\$52,111) |
| 42234 | SALES-OTHER-TAXABLE | \$30,000 | \$65,000 | \$70,000 | \$8,921 | \$2,392 | \$38,482 | \$31,518 | 59.20% | 67.21% | \$43,099 | (\$4,617) | \$6,605 | \$64,122 | (\$31,518) |
| 42362 | CASH OVERRAGES | \$0 | \$0 | \$0 | \$10 | \$0 | \$79 | (\$79) | 0.00% | 81.71% | \$57 | \$22 | \$3 | \$70 | \$79 |
| 42372 | CONTRIBUTIONS AND DONATIONS | \$262,000 | \$262,000 | \$475,000 | \$124,330 | \$53,783 | \$409,940 | \$65,060 | 156.47% | 59.50% | \$225,000 | \$184,941 | \$39,891 | \$378,152 | (\$65,060) |
| 42375 | INSURANCE PROCEEDS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 42380 | NSF CHECKS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | (\$0) | 0.00% | 417.46% | (\$263) | \$263 | (\$200) | (\$63) | \$0 |
| 42381 | NSF CHECKS-RETURNED CHECK | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$40 | \$0 |
| 42384 | OTHER REVENUE | \$40,000 | \$40,000 | \$40,000 | \$1,433 | \$2,962 | \$14,867 | \$25,133 | 37.17% | 43.14% | \$18,181 | (\$3,315) | \$2,047 | \$42,147 | (\$25,133) |
| 42390 | UNCLAIMED MONEY-ESCHEATED | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 42500 | BOND PROCEEDS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% | \$0 | \$0 | \$0 | \$0 | \$0 |
| 42981 | LICENSES - CAPITOLA | \$0 | \$0 | \$0 | \$584 | \$522 | \$4,421 | (\$4,421) | 0.00% | 0.00% | \$6,360 | (\$1,939) | \$667 | \$0 | \$4,421 |
| 42982 | LICENSES - SANTA CRUZ | \$0 | \$0 | \$0 | \$3,850 | \$5,759 | \$32,620 | (\$32,620) | 0.00% | 0.00% | \$31,920 | \$700 | \$5,811 | \$0 | \$32,620 |
| 42983 | LICENSES- SCOTTS VALLEY | \$0 | \$0 | \$0 | \$925 | \$2,005 | \$10,142 | (\$10,142) | 0.00% | 0.00% | \$9,997 | \$145 | \$1,813 | \$0 | \$10,142 |
| 42984 | LICENSES- COUNTY | \$0 | \$0 | \$0 | \$9,767 | \$15,762 | \$94,137 | (\$94,137) | 0.00% | 0.00% | \$109,220 | (\$15,083) | \$19,536 | \$0 | \$94,137 |
| 42986 | LICENSES- WATSONVILLE | \$0 | \$0 | \$0 | \$2,287 | \$2,688 | \$17,921 | (\$17,921) | 0.00% | 0.00% | \$21,613 | (\$3,692) | \$4,177 | \$0 | \$17,921 |
| 40100-42500 | REVENUES | \$4,170,322 | \$4,018,279 | \$4,160,079 | \$177,957 | \$111,288 | \$2,811,279 | \$1,348,800 | 69.96% | 77.81% | \$3,499,680 | (\$688,401) | \$631,036 | \$4,497,849 | (\$2,811,279) |

Melanie Sobel

From: Becky Steinbruner <ki6tkb@yahoo.com>
Sent: Wednesday, February 3, 2021 2:05 PM
To: Melanie Sobel
Cc: Becky Steinbruner
Subject: Fw: Why Are NO Evacuated Animals From CZU Fire Debris Hazard Areas Allowed at the Santa Cruz County Fairgrounds?

******CAUTION:**This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. ****

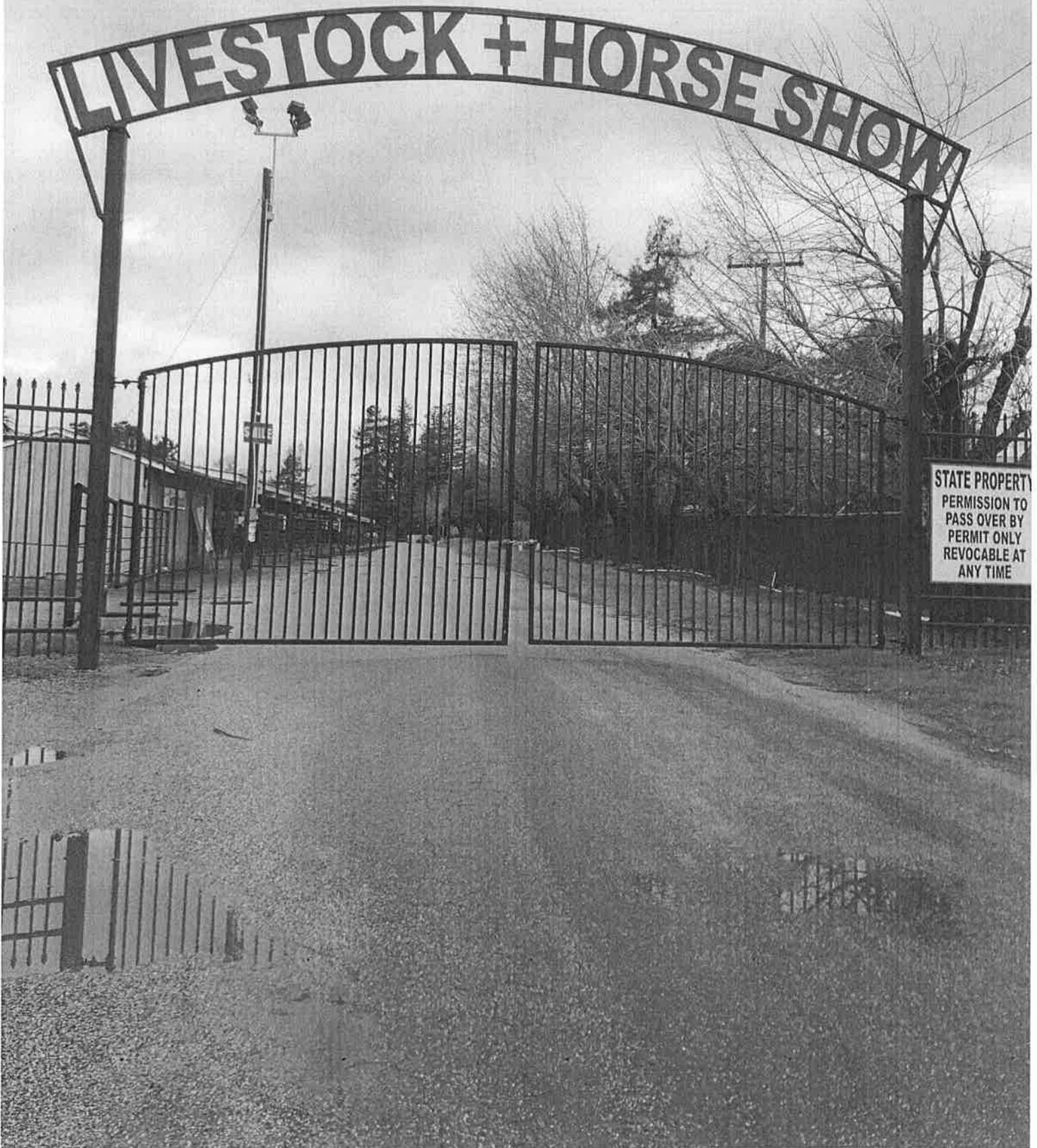
Dear Ms. Sobel,

I appreciate your quick response regarding my request to place a discussion of last week's Debris Flow Evacuation efforts on your agency's Board agenda. I respectfully request that the correspondence below be included in the Board packet.

The chaos that occurred last week when 5,000 people complied with County /CalFire evacuation orders was shocking. The fact that County Equine Evacuation teams were told only Sunday at 3pm that the Fairgrounds was not available for animal shelter was appalling.

Although it was stated the Fairgrounds was available to receive evacuated animals by Wednesday (see Sentinel report of January 26: <https://www.santacruzsentinel.com/2021/01/26/equine-evacuation-helps-find-temporary-homes-for-san-lorenzo-valley-horses/>

the livestock gates were closed and locked, and animal pens were barricaded and inaccessible. (see photos attached).





 **Cole Kawata**
 Jessica Ayala I was helping at the fairgrounds the other day. There was a lot to prep for. The staff needed time to prepare. Hopefully everything will be ready before things get too bad.  2

1 wk Like Reply More

 **Kari Hood**
 Cole Kawata it's too late. The bulk of the storm is at midnight, in 2 hours.  2

1 wk Like Reply More

 Write a reply...



 **Kari Hood**
 I am in a debris flow danger zone and am currently evacuated with my mama goat and her very new baby in a crate in my van. The county did not have any safe options for her where I could stay with them or close by to oversee their needs.  1

1 wk Like Reply More

 **Jamie Lafolette**
 Do you need a place for your goats I know of lots of private facility's willing to take animals  1

last Wed Like Reply More

On Tuesday, January 26, I testified before the County Board of Supervisors that I was concerned about the news that the Fairgrounds was not available for animal evacuations. Assistant County Administrative Officer, Ms. Coburn, announced a telephone number that those needing assistance could call, and recognized that Equine Evac. teams were "triaging" animals to private locations throughout the County, using Quail Hollow Ranch County Park as headquarters.

I called the number she provided (831) 708-8998 and spoke with the Equine Evacuation leader who answered from the Quail Hollow Park location. She said the Fairgrounds were still not available, but did not know why.

When I mentioned the news that the Fairgrounds would be ready Wednesday, she let me know that the Equine Evac. teams were halting further trailering that afternoon (Tuesday) at 4pm because the storm conditions due to strike that evening would make it too hazardous for volunteers. She informed me that Animal Services was sheltering many goats and chickens, and a very limited number of animals were sheltered at the Quail Hollow Ranch facilities.

Answers provided in the e-mail thread below by Mr. Beaton seem different than the information provided by Fairgrounds Manager Dave Kegebein. What I hope the Animal Services Board can help me understand during public discussion is why such chaos occurred when the County has been warning the public about impending debris flow hazard evacuations?

What part does Animal Services play in the chain of command for these emergencies? How can we all work together to ensure the next evacuation, if ordered, will happen more smoothly, and that the 5,000 evacuees and their animals who were left without any emergency shelter at the Fairgrounds will have safe, free shelter in order to be out life-threatening danger.

Thank you for your work and consideration of this matter.

Sincerely,
Becky Steinbruner

David Kegebein <dave@bestberrys.com>
To: Becky Steinbruner
Cc: Francesconi, Mike@CDFA
Mon, Feb 1 at 5:32 PM

Becky,

I have been and continue to be in continuous communication with Santa Cruz County's Office of Emergency Services.

The Santa Cruz County Fairgrounds is always available to support our community in any way feasible.

You lengthy e-mail is way too long for me to respond line by line - I am a slow typist !

Bottom line is the fairgrounds was notified of a potential need for animal evacuations at approximately 4pm on Sunday January 24th.

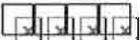
By noon on Monday (with the help of several volunteers and our very limited staff) January 25th we cleared out barns & set up equipment to receive animals if necessary.

Unfortunately the dedicated volunteers of the Equine Evacuation Organization never communicated with me directly so perhaps there was some misunderstanding.

You have commented on several occasions about allowing campers to stay at the fairgrounds for free.

I would like to explain Fairgrounds economics to you when you are ready.

My schedule is somewhat adjustable this week if you want to visit in person on Wednesday or Thursday.

I promise to be on my best behavior 

Dave

----- Forwarded Message -----

From: Michael Beaton <michael.beaton@santacruzcounty.us>

To: Becky Steinbruner <ki6tkb@yahoo.com>

Cc: Bruce McPherson <Bruce.McPherson@santacruzcounty.us>; Manu Koenig <Manu.Koenig@santacruzcounty.us>; Greg Caput <Greg.Caput@santacruzcounty.us>; Ryan Coonerty <Ryan.Coonerty@santacruzcounty.us>; Zach Friend <Zach.Friend@santacruzcounty.us>; Tony Gregorio <Tony.Gregorio@santacruzcounty.us>; Rachel Dann <Rachel.Dann@santacruzcounty.us>; Gine Johnson <Gine.Johnson@santacruzcounty.us>; JM Brown <JM.Brown@santacruzcounty.us>; mike.francesconi@cdfa.ca.gov <mike.francesconi@cdfa.ca.gov>; Nicole Coburn <Nicole.Coburn@santacruzcounty.us>

Sent: Wednesday, February 3, 2021, 12:49:56 PM PST

Subject: RE: Why Are NO Evacuated Animals From CZU Fire Debris Hazard Areas Allowed at the Santa Cruz County Fairgrounds?

Thanks Becky,

To help clarify a tad, The county did not make a request for use of the fairgrounds for evacuees besides the use of the fine arts building. For the request of equine services at the fair grounds request looks like we were notified Sunday at 3pm that the fairgrounds were not going to be available as it required set up. We received confirmation on Monday at about noon that the fairgrounds was ready to start receiving animals.

Hope this helps



Thank you,

Michael Beaton, MBA, CIA
Director of General Services
Office of Emergency Services

831-454-2714

From: Becky Steinbruner <ki6tkb@yahoo.com>

Sent: Tuesday, February 2, 2021 8:32 PM

To: Michael Beaton <Michael.Beaton@santacruzcounty.us>

Cc: Bruce McPherson <Bruce.McPherson@santacruzcounty.us>; Manu Koenig <Manu.Koenig@santacruzcounty.us>; Greg Caput <Greg.Caput@santacruzcounty.us>; Ryan Coonerty <Ryan.Coonerty@santacruzcounty.us>; Zach Friend <Zach.Friend@santacruzcounty.us>; Tony Gregorio <Tony.Gregorio@santacruzcounty.us>; Rachel Dann <Rachel.Dann@santacruzcounty.us>; Gine Johnson <Gine.Johnson@santacruzcounty.us>; JM Brown <JM.Brown@santacruzcounty.us>; mike.francesconi@cdfa.ca.gov

Subject: Re: Why Are NO Evacuated Animals From CZU Fire Debris Hazard Areas Allowed at the Santa Cruz County Fairgrounds?

****CAUTION: This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email.****

Dear Mr. Beaton,

Thank you for responding to my question regarding the Fairgrounds availability for last week's Debris Flow evacuations.

When did the County request that the Fairgrounds make facilities available for evacuees and their animals?

Sincerely,

Becky Steinbruner

On Tuesday, February 2, 2021, 01:19:32 PM PST, Michael Beaton <michael.beaton@santacruzcounty.us> wrote:

Good Afternoon Becky,

Thank you for your inquiry, I apologize if you feel I was not responding in a timely manner. I re-read your inquiry and only see one question that you are asking with a lot of statements. To respond to the only question I saw "Why isn't the Fairgrounds available?"

The Fairgrounds was available for use and we did utilize the fairgrounds for evacuated populations as you stated below. No request that we made to the fairgrounds was denied. We requested and were granted use of a building to house a displaced board and care. We requested use of the stables and pens for animals, the Fair identified that the facilities for the animals had to be prepared and would take a day before they could safely start taking animals. Due to the timing of that setup the County utilized alternate facilities such as quail hollow and private facilities. The Fair did let us know that the stables and pens were ready to start taking animals on that Monday however, we decided to continue to use the alternate facilities.

I also understand the fairgrounds director has also offered a meeting with you to discuss any concerns you might have. After your discussions with the Fairgrounds director, if you would like further clarification of the use of that site, please let me know your availability I would love the opportunity to meet and discuss.

Thank you ,

Michael Beaton, MBA, CIA, Director

GENERAL SERVICES DEPARTMENT

Emergency and General Services

County of Santa Cruz

831-454-2714

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From: Becky Steinbruner <ki6tkb@yahoo.com>

Sent: Thursday, January 28, 2021 5:18 PM

To: Michael Beaton <Michael.Beaton@santacruzcounty.us>

Cc: Bruce McPherson <Bruce.McPherson@santacruzcounty.us>; Manu Koenig <Manu.Koenig@santacruzcounty.us>; Greg Caput <Greg.Caput@santacruzcounty.us>; Ryan Coonerty <Ryan.Coonerty@santacruzcounty.us>; Zach Friend <Zach.Friend@santacruzcounty.us>; Tony Gregorio <Tony.Gregorio@santacruzcounty.us>; Rachel Dann <Rachel.Dann@santacruzcounty.us>; Gine Johnson <Gine.Johnson@santacruzcounty.us>; JM Brown <JM.Brown@santacruzcounty.us>

Subject: Re: Why Are NO Evacuated Animals From CZU Fire Debris Hazard Areas Allowed at the Santa Cruz County Fairgrounds?

******CAUTION:**This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email.****

Dear Mr. Beaton,

I have not received a response from you regarding my concerns about the lack of emergency evacuation shelter being offered at the Santa Cruz County Fairgrounds for the 5,000 people who evacuated under County order this week, or their animals.

Today, I visited the Fairgrounds to observe the livestock area. The livestock gate is closed and locked. It was also closed and locked yesterday, when the Fairgrounds said it would be ready to accept evacuated animals. Please see the photos below.

The limited number of stalls set up that could be in use are all empty.

Also troubling is that the only debris flow evacuees at the Fairgrounds is a private care facility for developmentally disabled adults. They are staying in the Fine Arts Building. This may be the same private care facility that sheltered there during the CZU Fires in August and September. No other debris flow evacuees were being sheltered.

The Crosetti Building is being used for COVID vaccinations, which just began on Monday, at the same time as the debris flow evacuations were ordered. The tents inside that have been in place for many months for COVID surges and that were used for families evacuated in the CZU FIRE, were all empty and moved to one side to allow space for the vaccination effort.

There are 10 tents set up out in the large parking lot for drive-up COVID vaccinations but are not in use.

The Harvest Building, which provided shelter for CZU Fire evacuees in August and September, is rented for a hot tub and spa show all this week and into the weekend. This building contains the County-financed industrial kitchen that was installed to provide mass feeding in emergencies.

I observed today that the Fairgrounds RV campgrounds, housing many CZU Fire evacuees whose homes burned and have no other place to go, are still very, very full. The lower campground is immediately adjacent to the horse barns that the Fairgrounds Manager deemed too muddy and unsafe, and therefore not available for debris flow evacuation animal shelter. However, those Fire victims continue to be required to pay \$900-\$950/month to stay there.

I am glad the debris flows did not happen in Santa Cruz County and that the County has today reduced the evacuation order to evacuation warnings. However, I am concerned that if next week's storms require evacuation again, many will not leave due to lack of personal funds to be able to afford staying in a hotel again, as they were forced to do if they had no RV or other resources. Many people simply slept in their vehicles with their pets. Many may not want to have their animals scattered all over the County again, as was the only choice available for the County's Equine Evacuation teams.

Because the Santa Cruz County Fairgrounds failed to be ready, and seemingly refused to allow evacuees and their animals free shelter under the terms of the valid 30-year contract held with the County, people may choose to stay home when future storms bring debris flow risk, and may suffer truly life-threatening situations.

What has happened is unacceptable, and has caused many people additional trauma.

Please respond. Thank you.

Sincerely,

Becky Steinbruner

On Monday, January 25, 2021, 11:32:00 PM PST, Becky Steinbruner <ki6tkb@yahoo.com> wrote:

Dear Mr. Beaton,

Today I learned from a neighbor who is involved in the Santa Cruz Equine Evacuation group that the Santa Cruz County Fairgrounds is refusing to accept any animals that must be evacuated due to debris flow danger. No horses can be taken to the Graham Hill Showgrounds either, because PG&E has leased the property 100%.

A few horses were taken to the Quail Hollow County Park stables, but that space is very limited.

Why isn't the Fairgrounds available? The County has a valid 30-year contract with the Fairgrounds to provide emergency shelter during disasters. The Board has continued to approve 30-day extensions on the County's Resolution declaring a health emergency due to debris flow.

Please investigate this and pressure the Fairgrounds manager, Mr. Dave Kegebein, to comply with the terms of the contract, and respect the needs of those who are ordered to evacuate.

Thank you.

Sincerely,

Becky Steinbruner

831-685-2915