



Santa Cruz County Animal Shelter

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Melanie Sobel
General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER BOARD OF DIRECTORS MEETING October 18, 2021 AT 11:00 AM

Meeting Location: Board Chambers, 701 Ocean St., Room 525, Santa Cruz, CA

- 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 August 9, 2021 meeting**
 - p.4 **5.2 Accept reports of the General Manager and the Management Team for August and September 2021**
 - p.9 **5.3 Accept and file the statistics for the months August and September 2021**
 - p.12 **5.4 Accept and approve quarterly report for all claims under \$10,000**
 - p.16 **5.5 Accept and approve journal entry payments with the County of Santa Cruz for the first quarter of FY 2021-22**
 - p.18 **5.6 Accept a gift in the amount of \$10,000 from an anonymous donor**
 - p.19 **5.7 Accept a gift in the amount of \$12,000 from the Santa Cruz County Animal Shelter Foundation**
 - p.20 **5.8 Approve an AUD-74 and authorize the General Manager to transfer appropriations in the amount of \$20,000 from Capital Improvement Fund to build new fences and fix gates on existing fences at the Santa Cruz shelter location, and authorize the General Manager to contract with Abercherli Fencing Company to perform the work**
 - p.23 **5.9 Approve a .20 FTE increase in the Accountant II position**

- 6.0 Regular Agenda**
 - p.24 **6.1 General Manager’s oral report**
 - p.25 **6.2 Consider and approve financial report for the months of August and September 2021 and take related actions**
 - p.30 **6.3 Consider the Animal Shelter Model Ordinance, adopt resolution recommending the adoption of the ordinance by each member jurisdiction and direct the General Manager to take related actions**

7.0 Adjourn Regular Meeting

p.104 **Correspondence**

JAVMA Article

San Francisco Chronicle Article

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 Joe Phares at 831/454-7206 (TDD 831/454-2123) at least 72 hours in advance of the meeting in order to make arrangements. As a courtesy, please attend the meeting smoke and scent free.

Consent Agenda Item 5.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Approve Minutes of August 9, 2021 Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of August 9, 2021.

Santa Cruz County Animal Shelter

Board of Directors Meeting

Minutes of Monday, August 9, 2021, 11:00am

TEAMS Meeting

VOTING KEY: Se=Serino, V=Vides, M=McKinley, W=Walpole, R=Randolph, Sc=Schmidt, C=Clark, D=Dally, E=Escalante

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

Abbreviations: Board Member (BM), General Manager (GM), Field Services Manager (FSM)

1.0 Call to Order and Roll Call: Meeting was called to order at 11:03am by ASA Board Chair Walpole. BM Coburn was not present for the meeting and was represented by Deputy CAO Melodye Serino. BM Vides was not present at roll call but did join the meeting later. BM Clark was not present.

2.0 Introductions: None

3.0 Consideration of late additions or changes to the Agenda: None

4.0 Oral Communications: None

5.0 Consent Agenda

5.1 Approved minutes of the June 14, 2021 meeting

5.2 Accepted reports of the General Manager and the Management Team for June and July 2021

5.3 Accepted and filed the statistics for the months June and July 2021

5.4 Accepted and approved quarterly report for all claims under \$10,000

5.5 Accepted and approved journal entry payments with the County of Santa Cruz

5.6 Approved fixed asset inventory for 2021

5.7 Approved funding for Animal Care Worker and Animal Services Coordinator positions

5.8 Accepted a donation in the amount of \$17,000 from the Santa Cruz County Animal Shelter Foundation

5.9 Accepted a donation in the amount of \$10,000 donation from the Robert and Robin Fox Fund via the Silicon Valley Community Foundation

Public Comment: None

Board Comment: None

Board action on Consent Agenda 5.0: Item approved unanimously.

Vote: SC SE /V/ M W R /C/ D E

6.0 Regular Agenda

6.1 General Manager's Report - GM Sobel

6.2 Approved financial report for the months of June and July 2021.

Public Comment: None

Board Comment: BM McKinley inquired if there was any staffing at the Watsonville Shelter while it is closed. GM Sobel stated no regular client services or animal care staffing and but that staff were scheduled to check in daily to determine if any animals were dropped off by law enforcement. FSM Stosuy stated that he does have an Animal Control Officer based at the Watsonville Shelter four days per week with no coverage on the other three days.

Board action on Regular Agenda Item 6.2: Item approved unanimously.

Vote: Se Sc V M W R /C/ D E

6.3 Consider and approve report on audit of Santa Cruz County Animal Shelter for the year ended June 30, 2020

GM Sobel: stated that the audit did not report any negative findings.

Public Comment: None

Board Comment: None

Board action on Regular Agenda Item 6.3: Item approved unanimously.

Vote: Se R V M W R /C/ D E

7.0 Adjourn Board Meeting at 11:15 am

The next regular meeting is scheduled for Monday, October 18, 2021 at 11am to be held either exclusively on MS TEAMS or using a hybrid in-person/TEAMS model.

ATTEST: _____
Chairperson: Chief Stephen Walpole

Clerk: Joe Phares

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Reports from the Management Team for the Months of August through September 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.

Discussion:

Currently, out of 33.5 FTE positions, the SCCAS has 6.5 vacant positions and 3 positions on long-term medical leave. Front desk staffing is down 2.5 positions and Animal Control staffing is down 3 Animal Control Officers. Due to staff shortage, the Watsonville Shelter will remain closed (the Watsonville shelter requires two staff members to operate fully open to the public). However, one Animal Control Officer is specifically assigned to the Watsonville area every day due to high volume of field service requests; the Watsonville Shelter is checked every day for pick-up of animals possibly dropped off by Watsonville Police Department overnight; and SCCAS continues to provide Healthy Pets for All free pop-up veterinary clinics in the City of Watsonville. The Santa Cruz shelter location will continue to temporarily have restricted business hours open to the public from noon to 5:00 pm every day until further notice. Staff will retain their normal schedules and we will still be receiving stray and owner surrendered animals as we normally do from 7:00 am to 6:00 pm every day.

Registered Veterinary Technician Leanne Cronquist has been promoted to the Animal Services Coordinator position. Client Service Representative Jennifer Gordon has been promoted to the Animal Services Coordinator position. SCCAS, in collaboration with the County Personnel Department, is actively recruiting and hiring for all vacancies. SCCAS is actively trying to fill long-term medical leaves Substitute positions and is working on adding more Extra-Help and Student Worker positions to fill staffing needs. The County Personnel Department is exploring holding a career fair specifically for SCCAS.

The Shelter's Planned Pethood free and low-cost spay/neuter program continues to be temporarily suspended due to lack of contract veterinarian staffing for spay/neuter surgeries. Recruitments and an RFP process are in progress for veterinary services. Currently we have a retired veterinarian working twice a week, four hours a day and three other veterinarians coming in for six to eight hour shifts once or twice a month. Also, our One Stop low-cost vaccine and microchip program has been suspended due to low staffing.

SCCAS had a groundbreaking ceremony on September 10, 2021 for Phase I of the Shelter Expansion project. Attendees included County Administrative Officer Carlos Palacios, Assistant County Administrative Officer Nicole Colburn, Chief Walpole, Deputy Chief Bernie Escalante, Captain Andrew Dally, Santa Cruz County Animal Shelter Foundation Board members, and representatives from Santa Cruz County Bank. Phase I includes renovation and expansion of the main Shelter building to increase space and modernize the clinic and add new sunny, bright bunny and cat adoption rooms. The Board of Supervisors approved the bid process for Phase I on April

13, 2021. Phase I total costs are \$1,830,000: The County is funding \$1,342,000, the Shelter is funding \$97,000 from restricted funds and the Santa Cruz County Animal Shelter Foundation is funding \$391,000.

On Saturday, August 21, 2021 the Santa Cruz County Animal Shelter and the Santa Cruz County Parks Department hosted their 6th Annual their Parks & Rex POOL PARTY at the Simpkins Family Swim Center. The event featured music, raffle, food and activities featuring inner tubes, Wibit (inflatable play apparatus), Walk-on-Water Balls, stand-up paddle boards, and a climbing wall. Dogs were allowed to swim in a separate pool just for dogs.

Santa Cruz Mountain Brewing has resumed their Ales for Tails events benefiting SCCAS on the 4th Thursday of every month. These events raise anywhere from \$500-1500 a month and feature adoptable dogs from the Shelter.

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.

Recommendation:

Accept and file the reports of the management team for the months of August – September 2021.

Shelter Services Board Report
August and September 2021
Rodolfo Manriquez, Shelter Manager

In the months of August and September 2021:

- 1,298 licenses were sold
- 775 animals entered the shelter
- 118 were returned to the owner
- 109 were transferred to rescue, placement partner
- 326 animals were adopted

As a new manager at the Shelter, I've been working closely with the Animal Care and Clinic departments, learning their functions and goals to implement improvements and best practices, if needed. With several vacancies in our department, I have been filling in to cover staff shifts.

Since our full-time Veterinarian retired, we have been working with different part-time contract veterinarians to provide spay and neuter and medical attention to animals in our care. I also oversee all services provided by our after-hours emergency contract veterinary services: Santa Cruz Veterinary Clinic.

The construction of the new cat/rabbit area and improvement of our clinic has started. We have improvised our offices and areas as temporary rabbit, small animal, and cat rooms.

I am overseeing the Foster Care program that we have at the Shelter and helping our Client Services department interact with people in English and Spanish (I am familiar with the Latin community, especially Mexican Culture). I also assist at Heathy Pets for All clinics provided to South County residents.

Animal Control Report
August and September 2021
Todd Stosuy, Field Services Manager

1. In the June/July 2021 Board Report I mentioned that I attended a preliminary hearing in criminal court for a woman we issued an arrest warrant on for killing and embalming her dog. The case is now scheduled for Jury Trial on October 12, 2021.
2. Due to our short staffing, we are doing very infrequent patrols of County and City Parks for off leash violations.
3. I am currently interviewing candidates for our two open Animal Control Officer positions. We remain short staffed due to these two open positions, as well as another officer off work on long term medical disability. Currently we are operating 24 hours a day, seven days a week with two officers and myself. We have stopped responding to injured and sick wild animal calls after hours. CHP and State Parks have offered assistance with these types of calls both during business hours and after hours.
4. We received word from the District Attorney's that a subject we filed charges against last year regarding cockfighting pled guilty to two misdemeanors and was sentenced to searchable probation. We will be following up periodically during his probation to ensure he does not own or possess and fighting cocks.
5. In August we declared a dog a Habitual Offender in unincorporated Live Oak and also declared a dog a Public Nuisance in the City of Watsonville. In August we declared a dog a Vicious Animal in the City of Santa Cruz.
6. In August we assisted the Watsonville Police Department with the seizure of two dogs that were abandoned on a property from a trespasser.
7. In August we assisted Santa Cruz County Probation in seizing a dog and a cat from a juvenile probationer. Santa Cruz County Superior Court issued an order to have the animals removed.
8. We assisted the Santa Cruz County Sheriff's Office in dispatching a horse via gunshot. The horse was running loose and had two of its legs broken when it ran over a railroad trestle. The animal owner was on scene and signed one of our euthanasia forms. The Sheriff's Office requested our officer be with the deputy that fired the gun to ensure it was done humanely.
9. We offered a position of Animal Control Officer II to a retired Federal Fish and Wildlife Police Officer, but during his pre-employment check declined the position due to family medical reasons.

Board Report

Erika Smart, Program & Development Manager

October 2021

- Fundraising
 - Ales for Tails is back on the last Thursday of the month at Santa Cruz Mountain Brewing. Volunteers bring Shelter dogs to the brewery from 4-7 and SCMB donates a dollar from every beer sold.
 - 2022 Calendar Contest raised over \$15,000
 - Pints for Pups event at Steel Bonnet Brewery August 29th. Raised over \$200 and a Shelter dog was adopted because of the event.
 - Groundbreaking Celebration September 10th to celebrate the start of construction at the Santa Cruz Shelter. Major donors, board members, and community members came to the event.
 - Paint Your Pet raised \$1400 for Shelter animals. The event sold out and over 40 people attended and participated in the fundraiser.
 - Upcoming:
 - Doggie Date Night: Hocus Pocus movie night in Brommer St. Park.
 - Subaru Adoption Event and Fundraiser: Subaru matching donations for every dog adopted during October.
 - Accepted into Santa Cruz Gives holiday fundraising campaign
- Humane Education
 - Special tours for Girl Scout groups
- Healthy Pets for All
 - Thursday, August 26th 12:30pm-2:30pm at the Santa Cruz County Animal Shelter (back parking lot) 2260 7th Ave. Vaccines only: rabies (cats & dogs), DA2pp, FVRCP.
 - Thursday, September 16th 10am-2pm with Housing Matters in the Coral St. Plaza in Downtown Santa Cruz.
 - Wednesday, November 3rd 10am-2pm with Mountain Community Resource Center, Felton.
 - Utilizing \$50,000 Petsmart Charities grant to purchase new supplies and provide free spay/neuter surgery appointments.
- Volunteer Program
 - We have started recruiting new volunteers and officially holding volunteer orientations virtually and in person. In coordination with our Americorps volunteer, we have been able to create video trainings that will be a great benefit to the program moving forward.
 - We are working with VIP to get all our volunteer records up to date.
 - Hosting in person trainings including special trainings for volunteers

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Statistics for the Months of August and September 2021

Recommendation:

Accept and file the reports of statistics for the months of August and September 2021.



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

Kennel Statistics Report
 Animals Taken Into Shelter from 08/01/21 to 09/30/21
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adoption Return	3	5	10	4	0	22
D2D	1	1	0	0	0	2
Protective Custody	0	20	1	0	0	21
Quarantine	0	2	0	2	0	4
Safe Hold	1	1	2	0	0	4
Stray	135	101	192	47	8	483
Surrendered by Owner	37	44	32	99	3	215
Transfer	0	14	7	0	3	24
TOTAL	177	188	244	152	14	775

Kennel Statistics Report
 Animals That Left Shelter from 08/01/21 to 09/30/21
All Jurisdictions Combined

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
Adopted	61	59	142	52	12	326
Died	1	0	0	2	0	3
Euthanized	52	18	12	65	0	147
Missing	0	0	0	2	0	2
Returned to Owner	20	84	14	0	0	118
Transferred to Another Shelter	14	23	16	54	2	109
TOTAL	148	184	184	175	14	705

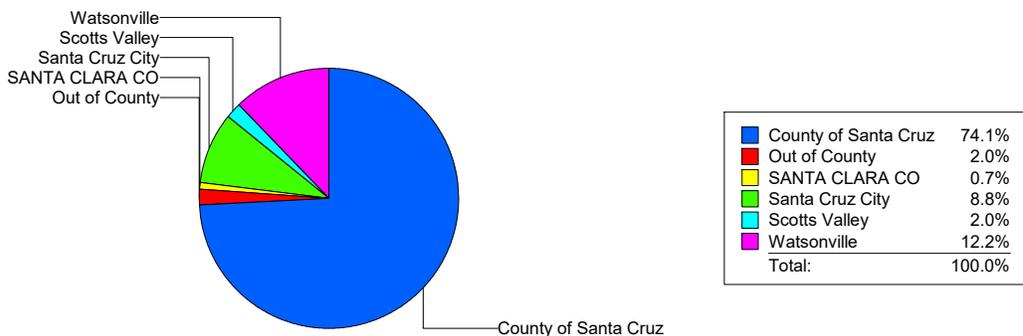
Intakes of Owner Requested Euthanasia From All Jurisdictions During 8/1/2021 to 9/30/2021 =

92

**Euthanasia Totals from
8/1/2021 to 9/30/2021
All Jurisdictions Combined**

<u>Reason for Euth</u>	<u>Animal type</u>				Total
	CAT	DOG	KITTEN	OTHER	
	0	0	1	2	3
< 8 Weeks	5	0	0	0	5
Aggressive	1	7	0	4	12
Bite	0	0	0	3	3
Bite Hx	0	2	0	2	4
Geriatric	1	1	0	0	2
Medical	18	3	4	3	28
Observed Behavior	0	2	0	16	18
Parvo	0	1	0	0	1
Prewean	7	0	0	0	7
Space	0	0	0	26	26
Suffering	7	2	2	0	11
Unsocial	13	0	5	8	26
Wildlife	0	0	0	1	1
Total	52	18	12	65	147

Monthly Percentage of Euthanasia by Jurisdiction



CO:County, SC:Santa Cruz City, CP:Capitola, SV:Scotts Valley, OO:Out of County, UC:UCSC, WA:Watsonville

Animals on hand on September 30, 2021 = 210

Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Approve First Quarter Report of all Claims under \$10,000 Approved by the General Manager for July 1, 2021 through September 30, 2021

Recommendation:

Approve the first quarter report of all claims under \$10,000 approved by the General Manager for July 1, 2021 through September 30, 2021.

Discussion:

As recommended by the Santa Cruz County Auditors-Controllers Office management letter dated 11/17/2010 SCCAS has resumed provision of the quarterly report of all authorized claims under and in excess of \$10,000 which have been approved and forwarded to the Controller of the Authority for payment.

The next quarterly report of expenditures for October 1, 2021 through December 31, 2021 will be included on the February 2022 agenda and every quarter thereafter.

DATE: 10/18/21
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.4 July 1, 2021 through September 30, 2021 Claims Report

The following SCCAS claims under \$10,000 have been approved by the General Manager without prior Board of Directors action, and submitted to the County Auditor-Controller for payment from the Operating Budget for the period of July 1, 2021 through September 30, 2021.

Expenditure Actual Transactions					
Posted	Document	Amount	Description	Vendor No	Vendor Name
Object 61115 -- POLICE SAFETY EQUIP-REPLACE					
08/16/21	2021 0722	68.89	DUTY BELT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 61310 -- FOOD					
07/01/21	EX700004RV	(162.08)	ACCRUE MWI 20210630144746		
07/01/21	EX700004RV	(132.16)	ACCRUE GENERAL FEED		
07/22/21	2021 0709	132.16	HEN SCRATCH, HAY, ALFALFA	V741	GENERAL FEED & SEED
08/03/21	2021 0712	36.95	GREENS FOR RABBITS	E615209	NICHOLAS, COURTNEY
08/09/21	2021 0725	404.64	CAT, KITTEN, PUPPY FOOD	V126091	HILLS PET NUTRITION INC
08/10/21	2021 0727	22.97	GREENS FOR RABBIES	E615209	NICHOLAS, COURTNEY
08/16/21	2021 0722	705.57	KITTEN FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0806	49.39	GREENS FOR RABBITS	E615209	NICHOLAS, COURTNEY
08/20/21	2021 0809	313.48	HEN SCRATCH, STRAW, GEEKS PELL	V741	GENERAL FEED & SEED
08/27/21	2021 0818	121.89	PARKS & REX FOOD AND BEVERAGES	E614284	ANDERSON, ERIKA
09/02/21	2021 0821	23.96	GREENS FOR RABBITS	E615209	NICHOLAS, COURTNEY
09/02/21	2021 0825	39.30	RABBIT FOOD	E613142	MANRIQUEZ, RODOLFO
09/03/21	2021 0825	154.91	CAT, KITTEN, PUPPY FOOD	V126091	HILLS PET NUTRITION INC
09/10/21	000204901	16.50	ACCT#SPW2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
09/10/21	000198513	8.00	ACCT#SPW2847 DRINKING WATER	V34903	DAMM SOFTWATER SERVICE INC
09/10/21	000201881	8.00	ACCT#SPW2847 DRINKING WATER	V34903	DAMM SOFTWATER SERVICE INC
09/10/21	000204036	8.00	ACCT#SPW2847 DRINKING WATER	V34903	DAMM SOFTWATER SERVICE INC
09/21/21	2021 0916	41.90	RABBIT FOOD	E613142	MANRIQUEZ, RODOLFO
09/21/21	2021 0919	20.52	RABBIT FOOD	E612154	SOBEL, MELANIE
09/23/21	2021 0823	781.56	CAT AND RABBIT FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 61412 -- JANITORIAL SERVICES					
08/13/21	28123	875.00	INV 28123 JULY JANITORIAL SVCS	V129185	ALVAREZ INDUSTRIES INC
09/10/21	28317	875.00	INV#28317 JANITORIAL SERVICES	V129185	ALVAREZ INDUSTRIES INC
Object 61525 -- LIABILITY INSURANCE					
07/19/21	70531	45,984.22	21-22 LIABILITY INSURANCE	V122952	SDRMA
Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV					
08/13/21	2021 0531	(2,819.29)	TIRES, BRAKE PADS, FRONT END W	V128987	SPOORENBERG INC
08/13/21	2021 0531	2,819.29	TIRES, BRAKE PADS, FRONT END W	V128987	SPOORENBERG INC
08/20/21	0101024	1,347.11	NEW TIRES/OIL CHANGE #106	V129906	SPECIALIZED AUTO INC
08/23/21	DU80969	(30.00)	Battery Core Refund	C99999	DEP
Object 61725 -- MAINT-OFFICE EQUIPMNT-SERVICES					
07/26/21	27056622	139.66	SC COPIER CONTRACT	V15391	CANON SOLUTIONS AMERICA INC
09/03/21	27210585	139.66	CANON LEASE	V15391	CANON SOLUTIONS AMERICA INC
09/21/21	27356734	164.66	COPIER LEASE	V15391	CANON SOLUTIONS AMERICA INC
Object 61730 -- MAINT-OTH EQUIP-SERVICES					
08/20/21	20499	1,125.00	CLINIC EQUIP CERTIFICATION	V121223	VETEQUIP INC
Object 61922 -- OTHER MEDICAL MATERIALS & SUPP					
07/01/21	EX700004RV	(76.25)	ACCRUE IDEXX 2021 0630		
07/01/21	EX700004RV	(5,089.69)	ACCRUE MWI 33918117 33864086		
07/01/21	EX700004RV	(130.93)	ACCRUE PATTERSON 3013477612		
07/01/21	EX700004RV	(2,792.21)	ACCRUE PATTERSON 3013497682		
07/01/21	EX700004RV	(62.34)	ACCRUE ASI 329050		
07/22/21	2021 0630	76.25	SNAP TESTS JUNE 2021	V10638	IDEXX DISTRIBUTION INC
08/02/21	000198892	28.00	SPW2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
08/02/21	252640	171.05	MEDICAL LABELS	V41790	PARA-MEDICAL LABELS OF COOO KAMONGA INC
08/02/21	000201069	4.50	SPW2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
08/09/21	2021 0725	3,792.70	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
08/16/21	2021 0725	2,959.22	MEDS, CONTROLLED SUBSTANCE LOG	V128735	PATTERSON VETERINARY SUPPLY INC
08/16/21	2021 0801	171.10	OXYGEN FOR CLINIC	V125202	ANALGESIC SERVICES INC
08/16/21	2021 0801	26.40	OXYGEN CYLINDER RENTAL	V125202	ANALGESIC SERVICES INC
08/20/21	13149057	19.27	METACAM	V38957	BOEHRINGER INGELHEIM ANIMAL HEALTH USA INC
08/23/21	000202655	34.50	SPW-2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
08/30/21	000203337	14.00	DISTILLED WATER FOR CLINIC	V34903	DAMM SOFTWATER SERVICE INC
09/03/21	2021 0825	5,967.39	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/10/21	2021 0831	626.31	ACCT#157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
Object 62112 -- CASH SHORTAGES					
07/26/21	DU80264	5.00	Cash Shortage	C99999	DEP
09/27/21	DU81811	35.00	SHORTAGE	C99999	DEP
Object 62221 -- POSTAGE					
08/09/21	2021 0725	1,917.50	POSTAGE FOR METER	V15715	THE PITNEY BOWES BANK INC

Posted	Document	Amount	Description	Vendor No	Vendor Name
09/10/21	3104983208	134.53	PITNEY BOWES LEASE	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES
Object 62222 -- SUBSCRIPTIONS/PERIODICALS					
08/16/21	2021 0722	179.88	ADOBE SUBSCRIPTION	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62223 -- SUPPLIES					
07/01/21	EX700004RV	(95.88)	ACCRUE PET PALS 062621		
07/01/21	EX700004RV	(3,527.56)	ACCRUE US BANK 2021 0725		
07/26/21	2021 0129	67.87	FLASHLIGHT, KEY, LED LIGHTS	E613142	MANRIQUEZ, RODOLFO
08/09/21	2021 0722	16.32	FOURESCENT LIGHT BULBS FOR BS	E611671	MOREY, DANA
08/10/21	2021 0727	42.48	POOLS FOR DUCKS	E615209	NICHOLAS, COURTNEY
08/13/21	2021 0727	530.17	PET CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
08/16/21	2021 0722	203.78	SUMMER CAMP SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	2,390.52	DOOR CLOSERS, BATTERIES, FAUCE	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	350.46	CATCH POLES, CAR BATTERY	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	41.47	SHOVELS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	151.51	DRYER KIT, WASTEBASKETS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	2,169.59	GLOVES, COLLARS, BOWLS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/16/21	2021 0722	513.23	DRAIN STRAINERS, PLUMBING SUPP	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/20/21	8063077672	319.41	CASH DRAWER, PENS, RECEIPT BOO	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
09/23/21	2021 0823	746.07	ADOPTION VESTS, SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/23/21	2021 0823	390.95	KEYS, BATTERIES, TONER	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/23/21	8063426883	471.62	TONER, RECEIPT BOOKS, PENS	V14384	STAPLES CONTRACT AND COMMERCIAL INC.
09/23/21	2021 0823	38.04	PET SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/23/21	2021 0823	272.10	LITTER PANS, PET CARRIERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/23/21	2021 0823	99.81	SHARPS CONTAINERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62310 -- BANKING SERVICES					
07/01/21	EX700004RV	(69.51)	ACCRUE JUNE PYPAL FEES		
07/07/21	DU79863	69.51	June PPL Fees	C99999	DEP
07/26/21	DU80260	225.06	BANK FEES WEB 070221	C99999	DEP
07/26/21	DU80264	2,265.53	Bank Fees SC 070221	C99999	DEP
08/10/21	DU80674	91.75	July PayPal Fees	C99999	DEP
08/26/21	DU81106	236.29	Bank Fees Web 080321	C99999	DEP
09/01/21	DU81256	70.88	August PayPal Fees	C99999	DEP
09/21/21	DU81651	145.66	Bank Fees SC 081921	C99999	DEP
09/27/21	DU81811	698.46	BANK FEES SC 092321	C99999	DEP
09/29/21	DU81868	225.22	Bank Fees Web 090321	C99999	DEP
Object 62317 -- CONSULT/MGT/PC SERVICES					
07/20/21	20059	169.05	JUNE WEB LICENSE FEES	V11567	HLP INC
08/16/21	00002381	275.64	21-22 WEB HOSTING	V115600	BLUE HERON DESIGN GROUP
08/20/21	20209	142.80	WEBLICENSE TRANSACTIONS	V11567	HLP INC
08/30/21	20270	3,840.00	HLP WEBLICENSE SERVICES	V11567	HLP INC
09/27/21	20353	119.70	MONTHLY WEB TRANSACTION FEES	V11567	HLP INC
Object 62381 -- PROF & SPECIAL SERV-OTHER					
07/01/21	EX700004RV	(2,000.00)	ACCRUE BARTEL 21-377		
07/01/21	EX700004RV	(269.62)	ACCRUE IDEXX 2021 0630		
07/19/21	158551	79.50	WATS ALARM MONITORING	V2295	POLAND, DOYLE
07/19/21	158774	87.00	ALARM MONITORING	V2295	POLAND, DOYLE
07/19/21	158775	148.50	ALARM MONITORING	V2295	POLAND, DOYLE
07/19/21	2021 0713	1,200.00	HUMANE ED 0705-0709	V42276	SMART, GARRETT
07/20/21	2021 0629	46.00	WATS ANNUAL ALARM FREE	V9813	WATSONVILLE POLICE DEPARTMENT
07/22/21	21-377	2,000.00	20-21 ACTUARIAL SERVICES	V42103	BARTEL ASSOCIATES LLC
07/22/21	2021 0630	269.62	LAB WORK - JUNE 2021	V10638	IDEXX DISTRIBUTION INC
07/26/21	07192021	1,920.00	BENEFIT SHOP MGMT 0701-0724	V37693	GOODMAN, LEA M
08/02/21	2021 0723	1,200.00	HUMANE ED COORDINAT 0719-0723	V42276	SMART, GARRETT
08/16/21	62923	61.40	SHREDDING SERVICES	V12521	SANTA CRUZ RECORDS MANAGEMENT
08/16/21	8578	450.00	FREEZER PICK UP SERVICES	V35604	FLINTSTONE ENTERPRISES
08/16/21	2021 0731	75.34	LAB WORK A283686	V10638	IDEXX DISTRIBUTION INC
08/19/21	8798	1,870.00	CREMATION SERVICES	V37591	THOMPSON, TRENT
08/20/21	08182021	1,920.00	BENEFIT SHOP MGMT 0725-0822	V37693	GOODMAN, LEA M
08/30/21	627026	191.25	FIRE ALARM SERVICE	V129086	FIRST ALARM
09/10/21	8596	300.00	PICK UP SERVICES	V35604	FLINTSTONE ENTERPRISES
09/10/21	2021 0831	269.22	ACCT#157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
09/17/21	8847	1,205.00	CREMATION SERVICES	V37591	THOMPSON, TRENT
09/21/21	09202021	1,920.00	BENEFIT SHOP MANAGEMENT	V37693	GOODMAN, LEA M
09/21/21	159874	79.50	WATS ALARM MONITORING	V2295	POLAND, DOYLE
Object 62399 -- VETERINARIAN SERVICES					
07/01/21	EX700001RV	421.50	ACCRUE SVCH FEES		
07/07/21	DU79864	(421.50)	SCVH Fees	C99999	DEP
07/19/21	DU80104	(134.50)	SCVH Fees	C99999	DEP
07/23/21	1018	3,111.25	JULY VET SERVICES	V41376	KEIL, JENNIFER
07/26/21	DU80264	(224.50)	SCVH Fees	C99999	DEP
08/02/21	DU80430	(226.88)	SCVH Fees	C99999	DEP
08/10/21	DU80652	(343.00)	SCVH Fees	C99999	DEP

Posted	Document	Amount	Description	Vendor No	Vendor Name
08/13/21	232476	200.99	VET SVCS - NOVA ACCT 42376	V42498	KOPLOY, JEANNE
08/16/21	2021 0731	1,952.10	JULY VET SERVICES	V108476	SANTA CRUZ VETERINARY HOSPITAL
08/16/21	DU80794	(69.60)	SCVH Fees	C99999	DEP
08/26/21	DU81107	(140.00)	SCVH Fees	C99999	DEP
08/30/21	15209	416.90	VET SERVICES FOR PIG	V123183	LARGE ANIMAL VETERINARY SERVICE OF SANTA CRUZ INC
09/03/21	2021 0827	570.00	VET SERVICES 082721	V38012	MATSUKI, PETER MAKOTO
09/08/21	DU81363	(302.25)	SCVH Fees	C99999	DEP
09/10/21	233407	129.50	ACCT#42376 A284648 RADIOGRAPHS	V42498	KOPLOY, JEANNE
09/10/21	233408	204.63	ACCT#42376 BLUEBELL RADIOGRAPH	V42498	KOPLOY, JEANNE
09/15/21	DU81528	(124.00)	SCVH Fees	C99999	DEP
09/21/21	2021 0831	2,893.57	AUGUST EMERGENCY VET SERVICES	V108476	SANTA CRUZ VETERINARY HOSPITAL
09/21/21	DU81651	(371.00)	SCVH Fees	C99999	DEP
09/27/21	DU81811	(313.82)	SCVH FEES	C99999	DEP
Object 62710 -- FIELD EQUIPMENT					
09/23/21	2021 0823	134.23	MASKS, CORDS FOR MC SCANNER	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62801 -- ADVERTISING & PROMOTION SUPP					
09/23/21	2021 0823	449.00	VET JOB POSTING	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/23/21	2021 0823	75.00	JOB ADVERTISEMENT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62920 -- GAS, OIL, FUEL					
08/16/21	73381111	1,392.98	FUEL FOR FLEET	V14942	WEX BANK
09/10/21	73908644	1,385.32	FUEL FOR FLEET	V14942	WEX BANK
Object 63070 -- UTILITIES					
07/01/21	EX700004RV	(65.76)	ACCRUE PG&E ANNEX 070821		
07/19/21	2021 0708	82.00	ANNEX PG&E 607-0706 2021	V129169	PACIFIC GAS AND ELECTRIC CO
07/19/21	2021 0711	83.96	ACCT#33115 INTERNET	V125912	THE INTERNET STORE INC
07/23/21	2021 0713	2,514.32	SANTA CRUZ PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
07/26/21	2021 0714	619.65	WATSONVILLE PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
08/02/21	2021 0727 1	977.66	SC SHELTER UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/02/21	2021 0727 2	40.73	ANNEX UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/02/21	2021 0727 3	53.27	SC SHELTER UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/13/21	2021 0729	573.46	WATSONVILLE UTILITIES	V100856	WATSONVILLE CITY UTILITIES
08/16/21	0005543380	273.98	TRASH/RECYCLE - BENEFIT SHOP	V124657	GREENWASTE RECOVERY INC
08/16/21	0005543056	1,002.11	TRASH/RECYCLE - SC	V124657	GREENWASTE RECOVERY INC
08/19/21	2021 0808	60.68	ANNEX PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
08/20/21	2021 0812	1,390.09	SC PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
08/23/21	2021 0811	83.96	ACCT33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
08/30/21	2021 0813	447.50	WATSONVILLE PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/03/21	2021 0826 1	1,009.25	SC SHELTER WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/03/21	2021 0826 2	28.69	ANNEX WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/03/21	2021 0826 3	85.24	SC SHELTER WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/10/21	0005617426	273.98	TRASH/RECYLCLE PICK UP-BENEFIT	V124657	GREENWASTE RECOVERY INC
09/10/21	0005617105	1,310.16	TRASH/RECYCLE PICK UP	V124657	GREENWASTE RECOVERY INC
09/17/21	2021 0908	70.77	ANNEX PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/17/21	2021 0910	84.89	ACCT#33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
09/21/21	2021 0913	2,730.94	SANTA CRUZ PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/21/21	2021 0914	511.36	WATS PG&E INVOICE	V129169	PACIFIC GAS AND ELECTRIC CO
09/24/21	2021 0902	594.47	WATS WATER/SEWER	V100856	WATSONVILLE CITY UTILITIES
09/27/21	DU81811	(150.00)	TRASH SHARE JULY, AUG, SEP	C99999	DEP

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: First Quarter Report of all Journal Entries made to the County of Santa Cruz and Interfaces for the County ISD Telecom Services for July 1, 2021 through September 30, 2021.

Recommendation:

Accept the first quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services for July 1, 2021 through September 30, 2021.

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 October 1, 2021 through December 31, 2021 will be included on the February 2022 agenda and every quarter thereafter.

DATE: 10/18/2021
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Melanie Sobel, General Manager
 SUBJECT: Item 5.5 July 1, 2021 through September 30, 2021 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, 2021 through September 30, 2021.

Expenditure Actual Transactions

Posted	Document	Amount	Description	Department
7/19/2021	JV220020	2,824.50	SCR911 - JULY RADIO SVCS	SANTA CRUZ REGIONAL 911
8/23/2021	JV220129	2,824.50	RADIO SERVICES - AUG 2021	SANTA CRUZ REGIONAL 911
8/31/2021	JV220161	<u>2,824.50</u>	SCR911 SEPT RADIO SERVICES	SANTA CRUZ REGIONAL 911
Department Total		8,473.50		
7/1/2021	EX420007RV	(4,051.10)	JUNE 2021 ESTIMATE TELEPHONE C	ISD-TELECOM
7/1/2021	EX420007RV	(194.12)	JUNE 2021 ESTIMATE TELEPHONE C	ISD-TELECOM
7/13/2021	IB220010	4,136.47	JUNE 2021 TELEPHONE CHGS	ISD-TELECOM
7/13/2021	IB220010	181.30	JUNE 2021 TELEPHONE CHGS	ISD-TELECOM
9/1/2021	IB220035	146.65	JULY 2021 TELEPHONE CHGS	ISD-TELECOM
9/1/2021	IB220035	<u>3,154.35</u>	JULY 2021 TELEPHONE CHGS	ISD-TELECOM
Department Total		3,373.55		
7/1/2021	EX330006RV	(1,301.20)	ESTIMATES MONTH 6/2021	GSD-WHAREHOUSE
8/27/2021	GS220002	<u>554.20</u>	WAREHOUSE CHARGES MONTH 7/2021	GSD-WHAREHOUSE
Department Total		(747.00)		
8/2/2021	JV13222	160.00	ANIMAL CONTROL OFF I/II CONT	PERSONNEL
8/2/2021	JV13222	<u>160.00</u>	REG VETERINARY TECH CONT	PERSONNEL
Department Total		320.00		
8/1/2021	JCOSTPLAN2122A	41,886.25	1ST QTR COST PLAN CHARGES	COUNTY OF SANTA CRUZ
8/31/2021	JV220158	102,010.00	SCCAS OPER TRF TO CAP PROJ FD	COUNTY OF SANTA CRUZ
8/31/2021	JV220159	<u>49,417.25</u>	1ST QTR 21-22 CERTS LEASE PMT	COUNTY OF SANTA CRUZ
Department Total		193,313.50		

Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: \$10,000 Anonymous Donation

Recommendation:

Accept an anonymous donation in the amount of \$10,000 and direct that the check be deposited.

Consent Agenda Item 5.7

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Accept a Donation in the Amount of \$12,000 from the Santa Cruz County Animal Shelter Foundation and Direct that the Check be Deposited

Recommendation:

Accept a donation in the amount of \$12,000 from the Santa Cruz County Animal Shelter Foundation and direct that the check be deposited.

Discussion:

The Santa Cruz County Animal Shelter Foundation matched donations with licenses for July and August 2021.

Consent Agenda Item 5.8

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Approve an AUD74 Authorizing the General Manager to Transfer Appropriations in the Amount of \$20,000 to Fund New Fencing, and Authorize the General Manager to Contract with Abercherli Fencing Company to Perform the Work

Background:

The Santa Cruz County Animal Shelter developed a plan to replace old, under-sized wooden fencing with new heavy-gauge, black galvanized steel fencing and gates in several areas of the Santa Cruz Shelter site. SCCAS obtained estimates from three fencing contractors in compliance with County purchasing guidelines. Abercherli Fencing Company submitted the lowest estimate at \$16,635 which includes an \$1,800 option of removing and hauling away existing pressure-treated wooden fencing. Additionally, SCCAS would like to add contingency funding of \$3,365 for potential change orders in the event other fencing items on the property need to be addressed. SCCAS would like to proceed with engaging Abercherli to complete the project.

Recommendation:

Approve an AUD74 and authorize the General Manager to transfer appropriations in the amount of \$20,000 from the Capital Reserve Fund into the Buildings and Improvements budget line for the purchase of new fencing at the Santa Cruz Shelter location.

Authorize the General Manager to enter into an agreement with Abercherli Fencing Company to perform the fencing project per the attached Proposal dated September 12, 2021, with a base proposal amount of \$16,335, and a contingency amount of \$3,365, for a total amount not to exceed \$20,000.

COUNTY OF SANTA CRUZ
 REQUEST FOR TRANSFER OR REVISION
 OF BUDGET APPROPRIATIONS AND / OR FUNDS

Department: Animal Shelter
Fund No. 76124
TO: Board of Supervisors
Requires 4/5 vote:

Date: October 12, 2021

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending - June 30, 2022

AUDITORS USE ONLY	
DOCUMENT #	AMOUNT
	20,000

Batch #	
Date	Keyed By:

			GL KEY	OBJECT	JL CODE	Amount	Account Description
						702860	86110
TRANSFER	To						
	From		076124	MEMO ONLY		\$ 20,000	FUND BALANCE 76124001 GL 344

Explanation: ALLOCATE \$20,000 FROM THE CAPITAL RESERVE FUND FOR NEW FENCING AT THE SANTA CRUZ SHELTER SHELTER.

SEE SCCAS 10/18/21 ITEM THAT AUTHORIZED THE SCCAS GM TO ALLOCATE FUNDS FROM AVAILABLE FUND BALANCE FOR THE PURCHASE OF NEW FENCING AT THE SANTA CRUZ SHELTER.

DocuSigned by:
 Name X melanie sobel 10/12/2021 Title General Manager
D4D5C16CD51B4B3...

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated above.

Auditor-Controller, by _____ Deputy Date _____

Administrative Officer's Action: () Recommended to Board () Approved () Not Recommended or Approved

Administrative Officer _____ Date _____

State of California } ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered in the minutes of said Board on

_____ 20_____, By _____, Deputy Clerk

(A-C) * Decs: _____ Item _____ - Budget Transfer
 BRD. NAME AGENDA DATE Item No.

Distribution:

Ph 831-476-2255
License # 563143

PROPOSAL
ABACHERLI FENCE CO
3125 Porter St.
Soquel, Ca. 95073

Fax 831-476-2962

e-mail abacherlifence@cruzio.com

Chain Link and Iron Specialists

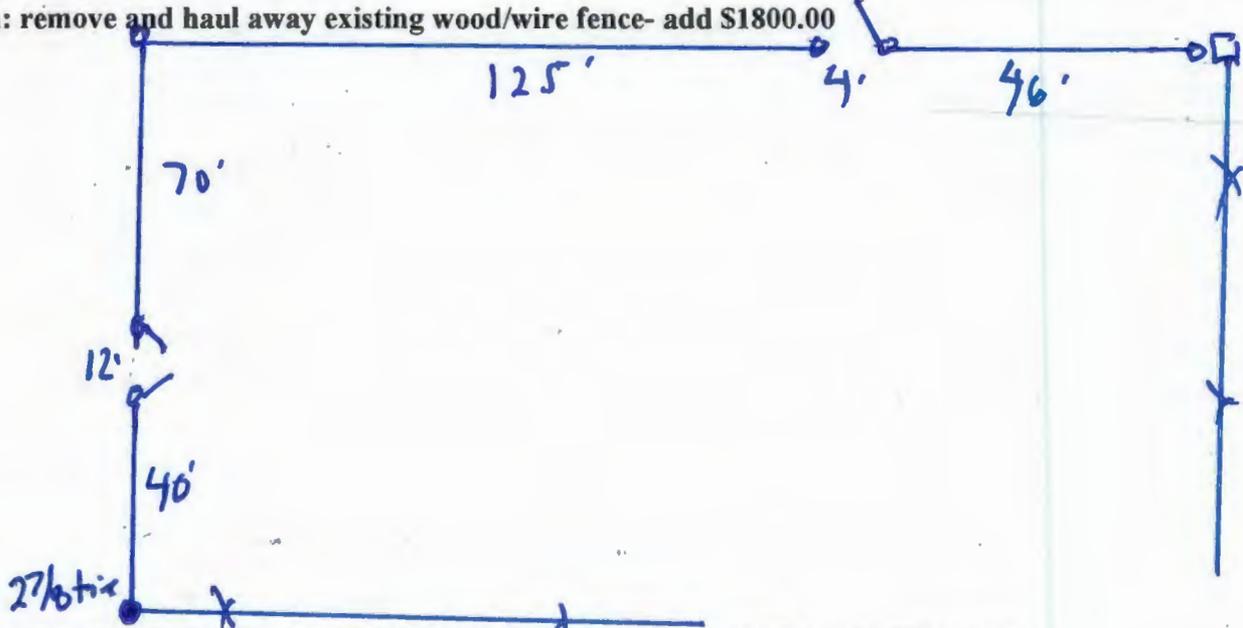
www.abacherlifence.com

Commercial & Residential
Free Estimates Fast Service

Proposal Submitted To: Joe		Phone: 454-7200		Date: 9/12/2021			
Santa Cruz Animal Shelter		Job Name & Location:					
1001 Rodriguez St.		Estimator: Ed					
Santa Cruz, CA		Mobile: 498-6563					
We hereby submit specifications and estimates for:		Email: joephares@santacruzcounty.us					
Footage	297'	Line post	1 7/8"	Gate frame	1 5/8"	Gate	4' x 6' single swing
Height	6'	End post	2 3/8"	Top rail	1 5/8"	Gate	12' x 6' double swing
Fabric	2"-8ga black extruded	Gate post		Bottom wire	7 gauge	Gate	

All black material

Option: remove and haul away existing wood/wire fence- add \$1800.00



NOTE: DUE TO THE VOLATILITY OF STEEL PRICES, PRICE MAY CHANGE

WE PROPOSE hereby furnish material and labor-complete in accordance with above specifications, for the sum of:		\$14,835.00
PAYMENT to be made as follows:	Payment on completion	AUTHORIZED SIGNATURE:
Abacherli Fence Co is not responsible for damage to underground services. Any cost incurred in collection of monies due to the company shall be the liability of purchasers, including reasonable attorney's fees and all costs of collection.		Note: this proposal can be withdrawn by us if not accepted with
ACCEPTANCE OF PROPOSAL -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.		
If proposal is accepted, please sign and return.	SIGNATURE AND DATE	

Consent Agenda Item 5.9

TO: Santa Cruz County Animal Shelter Board of Directors
 FROM: Melanie Sobel, General Manager
 DATE: October 18, 2021
 SUBJECT: Approve Increase in Accountant II Staffing from .5 FTE to .70 FTE

Recommendation:

Approve a .20 full-time equivalent (FTE) increase in the Accountant II position, and direct the General Manager to work with the Personnel Department to process this staffing change.

Discussion:

Historically, the Accountant II position has been funded at .50 FTE. With the retirement and subsequent unfunding of the Administrative Aide position in Fiscal Year 2020-21, SCCAS increased the Accountant II FTE from .50 to .80. For the FY 2021-22 budget, with the hiring of a newly created Administrative Services Officer II position, the Accountant II FTE was returned to .50 FTE. However, as a result of an ongoing staffing shortfall in client services due to staff leaves of absences and vacancies, the Accountant II has taken on greatly expanded licensing activities for SCCAS. Additionally, the Accountant II duties have grown due to an increase in other SCCAS administrative activities including: fundraising accounting requirements, reporting, and analysis; expenditure claims processing; and Chameleon reporting. In order to allow adequate work time for the Accountant II to appropriately manage these increased responsibilities, and avoid utilizing overtime, SCCAS endeavors to increase the Accountant II position from .5 to .70 FTE, which represents an increase of 8 hours per week.

The annualized cost of this .20 FTE increase in the Accountant II staff time is \$17,659. SCCAS anticipates this added cost will be offset by salary savings.

	GL Key	Range	Classification	FTE	Position Code
Current	702810	HV	Accountant II	.50	UB4001XD
Requested	702810	HV	Accountant II	.70	UB4001ND
			Total FTE Increase:	.20	

Regular Agenda Item 6.1

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 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: Animal Services Authority Board of Directors
FROM: Melanie Sobel, General Manager
DATE: October 18, 2021
SUBJECT: Financial Report for the period from August 1, 2021 through September 30, 2021

Recommendation:

Approve the Financial Report as presented for the period from August 1, 2021 through September 30, 2021

Discussion:

The Financial Report period from August 1, 2021 through September 30, 2021 reflects total revenues of \$567,687 and expenditures of \$666,617. YTD Revenues are \$1,164,229. YTD Expenditures are \$868,871. Current total revenues are 27% of a potential 25%. The percentage of current year expenditures is at 18%.

Licensing revenues YTD are \$66,251. At this point last year licensing revenues were \$66,263.

**Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2021-2022
For Months Ending September 30, 2021**

Revenues:	2021-2022 Final Budget	2021-2022 Est/Actuals	2021-2022 YTD Actuals	YTD Remaining	2020-2021 YTD Actuals
ANIMAL LICENSES	\$285,000	\$285,000	\$66,251	\$218,749	\$66,263
INTEREST	\$17,000	\$17,000	\$2,163	\$14,837	\$5,747
RENTS & CONCESSIONS	\$700	\$700	\$34	\$666	\$20
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$200	\$0
ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0
FED-FEMA	\$0	\$0	(\$0)	\$0	\$0
FED-CARES ACT CRF FUNDING	\$0	\$0	\$0	\$0	(\$58,059)
HUMANE SERVICES	\$250,000	\$250,000	\$50,372	\$199,629	\$68,145
ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$389	\$2,211	\$489
COST RECOVERY-OTHER	\$5,500	\$5,500	\$803	\$4,697	\$275
MEMBER CONTRIBUTION	\$3,044,606	\$3,044,606	\$943,682	\$2,100,924	\$1,623,778
CHARGES FOR CURRENT SERVICES	\$14,000	\$14,000	\$0	\$14,000	\$0
ADMIN FINE FEES	\$5,000	\$5,000	\$2,038	\$2,962	\$2,156
GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$0	\$15,000	\$0
ANIMAL MICROCHIP FEES	\$20,000	\$20,000	\$1,945	\$18,055	\$4,456
ANIMAL RABIES FEES	\$18,000	\$18,000	\$2,577	\$15,423	\$4,034
ANIMAL SPAY&NEUTER FEES	\$100,000	\$100,000	\$4,590	\$95,410	\$28,194
SALES-OTHER-TAXABLE	\$70,000	\$70,000	\$14,393	\$55,607	\$11,803
CASH OVERRAGES	\$0	\$0	\$3	(\$3)	\$8
CONTRIBUTIONS and DONATIONS	\$400,000	\$400,000	\$68,538	\$331,462	\$163,579
INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0
NSF CHECKS	\$0	\$0	(\$50)	\$50	\$0
NSF CHECKS-RETURNED CHECK FEE	\$0	\$0	\$0	\$0	\$0
OTHER REVENUE	\$40,000	\$40,000	\$6,501	\$33,499	\$5,704
UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0
BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$4,287,606	\$4,287,606	\$1,164,229	\$3,123,377	\$1,926,592

Less Expenditures:

Salaries and Benefits	\$3,017,236	\$3,017,236	\$519,205	\$2,498,031	\$690,747
Services and Supplies	\$1,184,757	\$1,184,757	\$205,770	\$978,987	\$240,483
Other Uses	\$167,422	\$167,422	\$41,886	\$125,536	\$15,847
Fixed Assets	\$60,000	\$60,000	\$0	\$0	\$0
Operating Transfers Out	\$102,010	\$102,010	\$102,010	\$0	\$101,000
TOTAL EXPENDITURES:	\$4,531,425	\$4,531,425	\$868,871	\$3,602,554	\$1,048,077

Plus Contingency:

TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$178,857	\$178,857	\$0	\$178,857	\$0
	\$4,710,282	\$4,710,282	\$868,871	\$3,781,411	\$1,048,077

NET REVENUES OVER (UNDER) EXPENDITURE **(\$422,676)** **(\$422,676)** **\$295,358** **(\$658,034)** **\$878,514**

BEGINNING FUND BALANCE - UNDESIGNATED \$978,146 \$978,146 \$978,146 \$978,146 \$659,250
(unaudited ending balance from 6/30/21)

ENDING FUND BALANCE - UNDESIGNATED \$555,470 \$555,470 \$1,273,504 \$320,112 \$1,537,764

ANIMAL LICENSE DETAIL

	2020-21 YTD Actuals	2019-20 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$2,182	\$2,053	\$129
LICENSES - SANTA CRUZ	\$14,066	\$13,795	\$271
LICENSES- SCOTTS VALLEY	\$3,498	\$3,314	\$184
LICENSES- COUNTY	\$40,230	\$39,584	\$646
LICENSES- WATSONVILLE	\$6,275	\$7,517	(\$1,242)

* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/21 is \$472,501 (Unaudited)

* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/21 is \$900 (Unaudited)

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

**As of 9/30/21 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28**

Pos + = UP
Neg () = DOWN

Acct	Acct Title	21-22 Final Budget	21-22 Adj. Budget	August Actuals	September Actuals	21-22 YTD Actuals	YTD Remaining	25%	25%	20-21 YTDActuals	COMPARE	September Actuals	20-21 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized		THRU SEP PY ACTUALS		
51000	SALARIES & BENF	\$3,017,236	\$3,017,236	\$186,198	\$178,811	\$519,205	\$2,498,031	17.21%	25.17%	\$690,747	(\$171,542)	\$272,975	\$2,744,589
61000	SERVICES & SUPL	\$1,184,757	\$1,184,757	\$127,033	\$30,678	\$205,770	\$978,987	17.37%	20.81%	\$240,483	(\$34,713)	\$57,258	\$1,155,463
70000	OTHER CHARGES	\$167,422	\$167,422	\$41,886	\$0	\$41,886	\$125,536	25.02%	25.00%	\$15,847	\$26,039	\$0	\$63,391
86110	BUILDINGS AND IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$60,000	\$60,000	\$0	\$0	\$0	\$60,000	0.00%	0.00%	\$0	\$0	\$0	\$0
90000	OTHER FINANCING USES	\$102,010	\$102,010	\$102,010	\$0	\$102,010	\$0	100.00%	0.00%	\$0	\$102,010	\$0	\$101,000
98700	CONTINGENCIES	\$178,857	\$178,857	\$0	\$0	\$0	\$178,857	0.00%	0.00%	\$0	\$0	\$0	\$0
51000-98700	TOTAL EXPENDITURES	\$4,710,282	\$4,710,282	\$457,127	\$209,490	\$868,871	\$3,841,411	18.45%	40.47%	\$947,077	(\$78,206)	\$330,234	\$4,064,443
40100-42500	TOTAL REVENUES	\$4,287,606	\$4,287,606	\$266,604	\$301,083	\$1,164,229	\$3,123,377	27.15%	43.96%	\$1,926,592	(\$762,362)	\$557,790	\$4,382,289
	NET COST	\$422,676	\$422,676	\$190,523	(\$91,593)	(\$295,358)	\$718,034	-69.88%	308.17%	(\$979,514)	(\$684,156)	(\$227,556)	(\$317,846)
51000	REGULAR PAY-PER	1,756,193	1,756,193	\$110,470	\$103,543	\$317,222	\$1,438,971	18.06%	28.49%	\$464,558	(\$147,336)	\$187,814	1,630,768
51005	OVERTIME PAY-PE	4,159	4,159	\$748	\$2,415	\$4,187	(\$28)	100.68%	74.08%	\$3,993	\$194	\$3,876	5,391
51010	REGULAR PAY-EXT	56,234	56,234	\$3,896	\$6,504	\$13,215	\$43,019	23.50%	19.01%	\$9,728	\$3,487	\$2,331	51,175
51040	DIFFERENTIAL PAY	31,366	31,366	\$1,847	\$2,118	\$5,399	\$25,967	17.21%	21.06%	\$5,099	\$300	\$1,750	24,210
52010	OASDI-SOCIAL SE	132,675	132,675	\$8,753	\$8,605	\$25,579	\$107,096	19.28%	29.59%	\$36,502	(\$10,923)	\$14,785	123,342
52015	RETIREMENT	482,434	482,434	\$29,412	\$28,367	\$84,640	\$397,794	17.54%	24.56%	\$92,640	(\$8,000)	\$31,512	377,259
53010	EMPLOYEE INSURA	474,586	474,586	\$31,071	\$27,261	\$68,962	\$405,624	14.53%	17.27%	\$78,226	(\$9,264)	\$30,909	452,855
53015	UNEMPLOYMENT IN	3,964	3,964	\$0	\$0	\$0	\$3,964	0.00%	0.00%	\$0	\$0	\$0	3,964
54010	WORKERS COMPENS	75,625	75,625	\$0	\$0	\$0	\$75,625	0.00%	0.00%	\$0	\$0	\$0	75,625
51000	SALARIES & BENF	\$3,017,236	\$3,017,236	\$186,198	\$178,811	\$519,205	\$2,498,031	17.21%	25.17%	\$690,747	(\$171,542)	\$272,975	\$2,744,589
61115	POLICE SAFETY EQUIPMENT	500	500	\$69	\$0	\$69	\$431	13.78%	0.00%	\$0	\$69	\$0	0
61125	UNIFORM REPLACEMENT	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	10.70%	\$160	(\$160)	\$0	1,500
61215	RADIO SERVICES	35,000	35,000	\$5,649	\$0	\$8,474	\$26,527	24.21%	23.81%	\$8,332	\$142	\$2,777	35,000
61220	TELECOM SERVICES	46,000	46,000	\$0	\$3,301	\$3,374	\$42,626	7.33%	18.17%	\$8,358	(\$4,984)	\$4,158	46,000
61310	FOOD	10,000	10,000	\$1,655	\$1,103	\$2,595	\$7,405	25.95%	23.19%	\$4,175	(\$1,579)	\$2,977	18,000
61412	JANITORIAL SERVICES	10,000	10,000	\$875	\$875	\$1,750	\$8,250	17.50%	16.50%	\$1,650	\$100	\$825	10,000
61525	LIABILITY INSURANCE	60,000	60,000	\$0	\$0	\$45,984	\$14,016	76.64%	100.00%	\$57,173	(\$11,189)	\$0	57,173
61535	OTHER INSURANCE	4,012	4,012	\$0	\$0	\$0	\$4,012	0.00%	0.00%	\$0	\$0	\$0	4,154
61720	MAINT-MOBILE EQUIPMENT-SERV	10,000	10,000	\$1,317	\$0	\$1,317	\$8,683	13.17%	3.80%	\$304	\$1,013	\$0	8,000
61725	MAINT-OFFICE EQUIPMENT	1,000	1,000	\$0	\$304	\$444	\$556	44.40%	28.25%	\$469	(\$25)	\$140	1,662
61730	MAINT-OTHER EQUIP-SVCS	2,000	2,000	\$1,125	\$0	\$1,125	\$875	56.25%	0.00%	\$0	\$1,125	\$0	2,000
61731	MAINT-OTHER EQUIP-SUP	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	12.13%	\$121	(\$121)	\$0	1,000
61835	FACILITIES MAINT	18,000	18,000	\$0	\$0	\$0	\$18,000	0.00%	3.60%	\$720	(\$720)	\$720	20,000
61845	MAINT STRUCT IM	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	58.28%	\$583	(\$583)	\$571	1,000
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61920	MEDICAL, DENTAL & LAB SUPPLIES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61922	OTHER MEDICAL MATERIALS	110,000	110,000	\$7,221	\$6,594	\$5,739	\$104,261	5.22%	19.69%	\$24,616	(\$18,877)	\$14,946	125,000
62020	MEMBERSHIPS	2,000	2,000	\$0	\$0	\$0	\$2,000	0.00%	0.00%	\$0	\$0	\$0	3,197
62111	MISCELLANEOUS EXPENSES	14,000	14,000	\$0	\$0	\$0	\$14,000	0.00%	0.00%	\$0	\$0	\$0	14,000

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

As of 9/30/21 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	21-22 Final Budget	21-22 Adj. Budget	August Actuals	September Actuals	21-22 YTD Actuals	YTD Remaining	25%	25%	20-21 YTD Actuals	COMPARE THRU SEP PY ACTUALS	September Actuals	20-21 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
62112	CASH SHORTAGES	0	0	\$0	\$35	\$40	(\$40)	0.00%	0.00%	\$0	\$40	\$0	3
62214	DUPLICATING SVCS.	3,500	3,500	\$0	\$0	\$0	\$3,500	0.00%	0.00%	\$0	\$0	\$0	4,500
62217	MISC NONINVENTORIABLE ITEMS EXPENSE	0	0	\$0	\$0	\$0	\$0	0.00%	#DIV/0!	\$0	\$0	\$0	0
62219	PC SOFTWARE PURCHASES	6,500	6,500	\$0	\$0	\$0	\$6,500	0.00%	99.50%	\$6,476	(\$6,476)	\$0	6,509
62221	POSTAGE	12,000	12,000	\$1,918	\$135	\$2,052	\$9,948	17.10%	17.78%	\$2,133	(\$81)	\$115	12,000
62222	SUBSCRIPTIONS/PERIODICALS	125	125	\$180	\$0	\$180	(\$55)	143.90%	0.00%	\$0	\$180	\$0	1,050
62223	SUPPLIES	75,000	75,000	\$7,283	\$2,019	\$4,445	\$70,555	5.93%	5.08%	\$3,301	\$1,144	\$832	65,000
62225	NON-PC SOFTWARE	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	\$0	\$0	250
62226	INVENTORIABLE ITEMS	5,000	5,000	\$0	\$0	\$0	\$5,000	0.00%	20.58%	\$6,126	(\$6,126)	\$2,129	29,767
62301	ACCOUNTING & AUDITING	15,000	15,000	\$0	\$0	\$0	\$15,000	0.00%	0.00%	\$0	\$0	\$0	15,000
62310	BANKING SERVICES	13,000	13,000	\$328	\$1,140	\$3,959	\$9,041	30.45%	24.94%	\$3,492	\$467	\$2,934	14,000
62316	COMPUTER PROF SVCS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	20,000	20,000	\$18,942	\$120	\$19,230	\$770	96.15%	85.37%	\$18,782	\$449	\$3,960	22,000
62318	COUNTY COUNSEL	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62325	DATA PROCESSING	82,320	82,320	\$0	\$0	\$0	\$82,320	0.00%	3.51%	\$2,890	(\$2,890)	\$0	82,320
62330	DPW SERVICES - GENERAL MONEY	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62381	PROF & SPECIAL	125,000	125,000	\$5,768	\$3,774	\$13,023	\$111,977	10.42%	20.45%	\$13,292	(\$270)	\$6,410	65,000
62399	VETERINARIAN SERVICES	170,000	170,000	\$18,671	\$2,687	\$24,109	\$145,891	14.18%	7.05%	\$11,624	\$12,485	\$4,681	165,000
62500	EQUIPMENT RENTS & LEASES-	0	0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	32
62610	RENTS & LEASES-	200,000	200,000	\$49,417	\$0	\$49,417	\$150,583	24.71%	25.00%	\$49,417	\$0	\$0	197,669
62710	FIELD EQUIPMENT	1,200	1,200	\$0	\$134	\$134	\$1,066	11.19%	2.92%	\$57	\$78	\$0	1,936
62801	ADVERTISING & PROMOTION	2,500	2,500	\$320	\$524	\$844	\$1,656	33.76%	0.00%	\$0	\$844	\$0	5,973
62842	INVENTORY MATERIALS PURCHASED	20,000	20,000	\$0	\$0	\$0	\$20,000	0.00%	0.00%	\$0	\$0	\$0	12,500
62857	SPECIAL MISC EXP-SUPPLIES	500	500	\$0	\$0	\$0	\$500	0.00%	0.53%	\$8	(\$8)	\$0	1,500
62890	SUBSCRIPTIONS/BOOKS	500	500	\$0	\$0	\$0	\$500	0.00%	#DIV/0!	\$0	\$0	\$0	0
62893	TOWING	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62914	TRAVEL-EDUCATION	2,500	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$0	\$0	\$0	1,206
62920	GAS, OIL, FUEL	16,000	16,000	\$1,393	\$1,385	\$2,778	\$13,222	17.36%	16.82%	\$3,027	(\$249)	\$1,754	18,000
62922	TRAVEL-LODGING	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	#DIV/0!	\$0	\$0	\$0	0
62924	TRAVEL-MEALS	500	500	\$0	\$0	\$0	\$500	0.00%	#DIV/0!	\$0	\$0	\$0	0
62926	TRAVEL-MILEAGE	500	500	\$0	\$0	\$0	\$500	0.00%	#DIV/0!	\$0	\$0	\$0	0
62928	TRAVEL-OTHER	100	100	\$0	\$0	\$0	\$100	0.00%	14.35%	\$14	(\$14)	\$0	100
62930	REGISTRATIONS	250	250	\$0	\$0	\$0	\$250	0.00%	113.00%	\$1,652	(\$1,652)	\$1,462	1,462
62935	SERVICE CENTER	0	0	\$0	\$0	\$0	\$0	0.00%	#DIV/0!	\$0	\$0	\$0	0
62940	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
63070	UTILITIES	85,000	85,000	\$4,903	\$6,550	\$14,687	\$70,313	17.28%	13.57%	\$11,531	\$3,156	\$5,867	85,000
74230	PRINCIPAL ON LEASE PUCHASES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61000	SERVICES & SUPPLIES	\$1,184,757	\$1,184,757	\$127,033	\$30,678	\$205,770	\$978,987	17.37%	20.81%	\$240,483	(\$206,255)	\$57,258	\$1,155,463

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

As of 9/30/21 from ONESolution
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	21-22 Final Budget	21-22 Adj. Budget	August Actuals	September Actuals	21-22 YTD Actuals	YTD Remaining	25%	25%	20-21 YTD Actuals	COMPARE THRU SEP PY ACTUALS	September Actuals	20-21 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
75315	COUNTY OVERHEAD (see 3550)	\$167,422	\$167,422	\$41,886	\$0	\$41,886	\$125,536	25.02%	25.00%	\$15,847	\$0	\$0	\$63,391
70000	OTHER CHARGES	\$167,422	\$167,422	\$41,886	\$0	\$41,886	\$125,536	25.02%	25.00%	\$15,847	\$26,039	\$0	\$63,391
86204	EQUIPMENT	\$60,000	\$60,000	\$0	\$0	\$0	\$60,000	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$60,000	\$60,000	\$0	\$0	\$0	\$60,000	0.00%	0.00%	\$0	\$0	\$0	\$0
90000	OPERATING TRSF OUT	\$102,010	\$102,010	\$102,010	\$0	\$102,010	\$0	100.00%	0.00%	\$0	\$102,010	\$0	\$101,000
90000	OTHER FINANCING USES	\$102,010	\$102,010	\$102,010	\$0	\$102,010	\$0	100.00%	0.00%	\$0	\$102,010	\$0	\$101,000
98700	APPROP FOR CONTINGENCIES	\$178,857	\$178,857	\$0	\$0	\$0	\$178,857	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$178,857	\$178,857	\$0	\$0	\$0	\$178,857	0.00%	0.00%	\$0	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40230	ANIMAL LICENSES	\$285,000	\$285,000	\$25,906	\$23,065	\$66,251	\$218,749	23.25%	22.85%	\$66,263	(\$12)	\$22,283	\$290,000
40430	INTEREST	\$17,000	\$17,000	\$715	\$713	\$2,163	\$14,837	12.72%	35.92%	\$5,747	(\$3,584)	\$1,953	\$16,000
40440	RENTS & CONCESS	\$700	\$700	\$34	\$0	\$34	\$666	4.86%	19.78%	\$20	\$14	\$0	\$100
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$0	\$0	\$200	0.00%	#DIV/0!	\$0	\$0	\$0	\$0
40872	ST-MANDATED COST REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41093	FED-FEMA	\$0	\$0	\$86,802	\$0	(\$0)	\$0	0.00%	0.00%	\$0	(\$0)	\$0	\$86,802
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41148	FED-CARES ACT CRF FUNDING	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	(\$58,059)	\$58,059	\$0	\$0
41510	HUMANE SERVICES	\$250,000	\$250,000	\$20,616	\$20,246	\$50,372	\$199,628	20.15%	30.29%	\$68,145	(\$17,773)	\$25,324	\$225,000
42010	ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$213	\$126	\$389	\$2,211	14.96%	24.45%	\$489	(\$100)	\$145	\$2,000
42022	COST RECOVERY-OTHER	\$5,500	\$5,500	\$271	\$459	\$803	\$4,697	14.60%	9.17%	\$275	\$528	\$0	\$3,000
42044	MEMBER CONTRIBUTION	\$3,044,606	\$3,044,606	\$70,207	\$224,404	\$943,682	\$2,100,924	31.00%	56.53%	\$1,623,778	(\$680,096)	\$390,113	\$2,872,279
42047	OTHER CHARGES CURRRENT SERVICES	\$14,000	\$14,000	\$0	\$0	\$0	\$14,000	0.00%	0.00%	\$0	(\$0)	(\$20,029)	\$11,550
42073	ADMINISTRATIVE FINE FEES	\$5,000	\$5,000	\$1,350	\$588	\$2,038	\$2,962	40.76%	28.75%	\$2,156	(\$118)	\$263	\$7,500
42074	GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$0	\$0	\$0	\$15,000	0.00%	0.00%	\$0	\$0	\$0	\$15,000
42202	ENDOWMENT CARE	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$20,000	\$20,000	\$420	\$525	\$1,945	\$18,055	9.73%	26.21%	\$4,456	(\$2,511)	\$1,210	\$17,000
42206	ANIMAL RABIES FEES	\$18,000	\$18,000	\$912	\$672	\$2,577	\$15,423	14.32%	25.21%	\$4,034	(\$1,457)	\$1,218	\$16,000
42207	ANIMAL SPAY&NEUTER FEES	\$100,000	\$100,000	(\$129)	(\$115)	\$4,590	\$95,410	4.59%	26.85%	\$28,194	(\$23,604)	\$7,965	\$105,000
42234	SALES-OTHER-TAXABLE	\$70,000	\$70,000	\$6,612	\$6,043	\$14,393	\$55,607	20.56%	15.74%	\$11,803	\$2,591	\$5,181	\$75,000
42362	CASH OVERAGES	\$0	\$0	\$1	\$2	\$3	(\$3)	0.00%	8.59%	\$8	(\$5)	\$0	\$93
42372	CONTRIBUTIONS AND DONATIONS	\$400,000	\$400,000	\$50,318	\$22,749	\$68,538	\$331,462	17.13%	27.26%	\$163,579	(\$95,042)	\$119,451	\$600,000
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42380	NSF CHECKS	\$0	\$0	\$0	\$0	(\$50)	\$50	0.00%	0.00%	\$0	(\$50)	\$0	(\$35)
42381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	#DIV/0!	\$0	\$0	\$0	\$0
42384	OTHER REVENUE	\$40,000	\$40,000	\$2,357	\$1,606	\$6,501	\$33,499	16.25%	14.26%	\$5,704	\$797	\$2,712	\$40,000
42390	UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42981	LICENSES - CAPITOLA	\$0	\$0	\$1,025	\$722	\$2,182	(\$2,182)	0.00%	0.00%	\$2,053	\$129	\$822	\$0
42982	LICENSES - SANTA CRUZ	\$0	\$0	\$5,676	\$4,792	\$14,066	(\$14,066)	0.00%	0.00%	\$13,795	\$271	\$4,568	\$0
42983	LICENSES- SCOTTS VALLEY	\$0	\$0	\$1,574	\$1,099	\$3,498	(\$3,498)	0.00%	0.00%	\$3,314	\$184	\$1,405	\$0
42984	LICENSES- COUNTY	\$0	\$0	\$15,328	\$14,231	\$40,230	(\$40,230)	0.00%	0.00%	\$39,584	\$646	\$12,620	\$0
42986	LICENSES- WATSONVILLE	\$0	\$0	\$2,303	\$2,221	\$6,275	(\$6,275)	0.00%	0.00%	\$7,517	(\$1,242)	\$2,868	\$0
40100-42500	REVENUES	\$4,287,606	\$4,287,606	\$266,604	\$301,083	\$1,164,229	\$3,123,377	27.15%	43.96%	\$1,926,592	(\$762,362)	\$557,790	\$4,382,289

Regular Agenda Item 6.3

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Melanie Sobel, General Manager and Todd Stosuy, Field Manager
DATE: October 18, 2021
SUBJECT: Consider Animal Shelter Model Ordinance, Adopt Resolution
Recommending the Adoption of the Ordinance by Each Member
Jurisdiction and Direct General Manager to Take Related Actions

Recommendation:

Consider Animal Shelter Model Ordinance, adopt resolution recommending the adoption of the ordinance by each member jurisdiction and direct General Manager to take related actions.

Discussion:

Staff is proposing an updated and revised Animal Shelter Model Ordinance for all member jurisdictions that includes best practices, well-balanced, substantive and procedural regulations and consistency applied and enforced equally on a county-wide basis.

Since the initial review by your Board of the draft Santa Cruz County Model Animal Ordinance on February 10, 2020, Field Manager Todd Stosuy and I have met and/or communicated with all Santa Cruz County Board of Supervisors, the Director to the Board of the California Rodeo, the Fairgrounds CEO and Board, members of the Farm Bureau, Horseman's Association, Livestock Association, 4-H Club and the Santa Cruz County Coalition of Family Farms and Homesteads.

The following major changes were made to address the concerns of these groups:

- 6.04.020 Definitions:
 - Added “does not include livestock” to definition of “domestic animal”
 - Added a definition of “livestock guardian dog”
 - Deleted the definition of “animal exhibitions”
 - Added “rabbits raised for commercial purposes are considered livestock” to definition of “livestock”
- 6.04.120 Sale or adoption of dogs, cats, and rabbits
 - Exempted “rabbits used for commercial purposes”
- 6.04.140 Biomedical livestock animal treatment standards:
 - Added section (D):
(D) These provisions only affect animals used in biomedical livestock operations and not to commercial farming operations.

- 6.04.160 Animal Care Requirements
 - Exempted “livestock”
 - Deleted section W for animal owners and animal facilities. This section had read:
(W) It shall be unlawful for any owner or person having the charge, care, control, or possession of an animal to stake out, herd, or graze it upon any lot or land in any manner so that such animal may be or go beyond the boundary of such lot or land. No owner shall stake or tie or leave staked or tied within 100 feet of an inhabited residence any horse, cow, or goat in an open lot without the written consent of the occupant of such residence.

- 6.04.164 Maintenance of fowl, goats, rabbits, and guinea pigs
 - Added “free range animals”
 - Removed “goats”
 - Deleted section D in its entirety. This section (D) had read:
(D) No part of any such house, coop, or runway shall be less than twenty-five (25) feet from any dwelling or place of business occupied by human beings for dwelling or business purposes without the written consent of the occupant of such dwelling or place of business.

- 6.04.220 Sale of live animals prohibited in public venues other than pet shops
 - Exempted “4H, Future Farmers of America and other educational groups”
 - Exempted “sales between private parties at the Santa Cruz County Fairgrounds, on private property or online auctions”

- 6.04.250 Prohibition on Using Live Animals for Entertainment Purposes
 - Deleted in its entirety

- 6.08.011 Microchip of dogs, cats, and rabbits
 - Added the exemption “(3) Rabbits used for commercial purposes, rabbits defined as livestock or rabbits used for educational purposes such as FFA or 4H”

- 6.08.100 Animal facility licenses section
 - Removed “stockyards” and “slaughterhouses” from section (A)(1)
 - Added “This section does not apply to equestrian boarding facilities” to section (A)(1)

- 6.08.100 Animal facility licenses
 - Added a six month grace period on obtaining an animal facility license in section (B)
 - Changed misdemeanor to infraction. This section now reads:
(B) General Requirements. A person, including a new owner of an existing organization or business, cannot conduct or operate an animal facility within the unincorporated area of the County without first obtaining

a license from the Director and any other applicable agency. The Animal Shelter shall serve notice on all animal facilities within the County regarding the licensing process and allow six months for the application process from the date notified. Operation of an animal facility without a license constitutes an infraction.

- 6.08.100 Animal facility licenses
 - Changed “residence” to “business or organization” in sections (C)(1) and (C)(2)
- 6.08.110 Rooster Facility licenses
 - Changed to “6.08.110 Male Old English Game, male Game Bird or male Game Cock facility licenses”
 - Deleted the 4H record keeping requirements from this section—(4)(b) and (d)
- 6.10.030 Mandatory spaying/neutering
 - Added exemption “(5) Rabbits used for commercial purposes, rabbits defined as livestock or rabbits used for educational purposes such as FFA or 4H”
- 6.12.090 Excessive animal noise
 - Added “Livestock guardian dogs actively working to protect their flock are exempt from this section” to section (A)
- 6.12.130 Livestock or wild game mammals—Threat or injury by animals prohibited
 - Added “Livestock guardian dogs actively working to protect their flock are exempt from this section”
- Added 6.12.138: Animal control officers present at rodeos and similar events. Animal control officers shall be present at all rodeos and similar events to ensure that animals participating in or being utilized in those types of events are not tortured, tormented or treated with cruelty as such terms are defined in Section 599(b) of the California Penal Code or as defined by local ordinance.
- 6.12.145 Restrictions on Roosters
 - Changed to “6.12.145 Restrictions on male Old English Game, male Game Bird or male Game Cock”
- 6.12.150 Wild animals
 - Added “This does not include legal hunting or fishing with a valid license from the California Department of Fish and Wildlife. This section does not prevent owners of livestock or domesticated animals to shoot a wild animal that is caught in the act of attacking their domestic animal or livestock” to section (C)

- 6.14.020 Feeding, sale and release of waterfowl and pigeons prohibited.
 - Added “intentionally” to section (A). This section now reads:
(A) It is prohibited to intentionally feed waterfowl or pigeons, or to intentionally place or release food which may be consumed by waterfowl or pigeons. It is also prohibited for any adult to allow any minor in their care or custody to allow such feeding by the minor.

Issued Revised 107/1120/21

MODEL ORDINANCE

CHAPTER 6.04 – GENERAL PROVISIONS

CHAPTER 6.08 – LICENSING

CHAPTER 6.10 – REGULATION OF ANIMAL BREEDING

CHAPTER 6.12 – ANIMAL CONTROL

CHAPTER 6.14 – WATERFOWL AND PIGEONS – REGULATIONS CONCERNING
FEEDING, SALE AND RELEASE

CHAPTER 6.17 – WILD RODENTS AND VERMIN

CHAPTER 6.18 – AMERICAN BULLFROG PROHIBITIONS

CHAPTER 6.19 – REGULATION OF DANGEROUS ANIMALS

CHAPTER 6.20 – IMPOUNDMENT OF ANIMALS

CHAPTER 6.24 – ENFORCEMENT AUTHORITY AND ALTERNATIVES

CHAPTER 6.26 – ADMINISTRATIVE APPEALS

**Chapter 6.04
GENERAL PROVISIONS**

Sections:

- 6.04.010 Title for citation.**
- 6.04.020 Definitions.**
- 6.04.030 Director of Animal Services—Office established.**
- 6.04.040 Director of Animal Services—Powers and duties.**
- 6.04.050 Director of Animal Services—Delegation of duties.**
- 6.04.054 Interference with an animal control officer.**
- 6.04.060 Animal shelter.**
- 6.04.080 Stray animals.**
- 6.04.090 Animal bite reporting.**
- 6.04.100 Quarantine of biting dogs and cats.**
- 6.04.110 Impoundment of other biting animals.**
- 6.04.120 Sale or adoption of dogs, cats, and rabbits.**
- 6.04.130 Spaying or neutering of adopted animals.**
- 6.04.140 Biomedical livestock animal treatment standards.**
- 6.04.150 Public Spay and Neuter Clinic—Establishment—Services and fees.**
- 6.04.160 Animal care—Requirements for animal owners and animal facilities.**
- 6.04.164 Maintenance of fowl, goats, rabbits and guinea pigs.**
- 6.04.170 Capture and custody of animals.**
- 6.04.180 Inhumane treatment—Enforcement of State law.**
- 6.04.190 Right of entry for inspection.**
- 6.04.200 Authorization of property owners to capture domestic animals.**
- 6.04.210 Statements by animal owners—Requirements.**
- 6.04.220 Sale of live animals prohibited in public venues other than pet shops.**
- 6.04.230 Transportation of wild animals.**
- 6.04.240 Furnishing animals for research purposes.**
- 6.04.250 Prohibition on using live animals for entertainment purposes.**

6.04.010 Title for citation.

This title shall be known as the “Animal Services Ordinance.”

6.04.020 Definitions.

For the purpose of this title, unless it is plainly evident from the context that a different meaning is intended, the following words and terms are defined as follows:

- (A) "Adoption" means the establishment or transfer of an animal's ownership.
- (B) "Alter" means to spay or neuter.
- (C) "Animal" means any mammal, bird, reptile, fish or other vertebrate creature, domestic or wild.
- ~~(D) "Animal exhibitions" means to present any animal for public view, for the purpose of entertainment, sale or competition, and includes but is not limited to rodeos, circuses, zoos and animal auctions.~~
- ~~(DE)~~ "Animal care center" or "animal shelter" means a place where animals impounded by the Director are placed for their humane care and keeping.
- ~~(FE)~~ "Animal Shelter" or "Shelter" means the Santa Cruz County Animal Shelter.
- ~~(GE)~~ "Approved rabies vaccine" means a rabies vaccine approved by the California Department of Public Health.
- ~~(HG)~~ "At large", when used in reference to an animal, means:
- (1) Any dog found off the owner's premises that is not under actual physical restraint or control, such as a leash, tether, or in the grasp of a competent person; or
 - (2) Any livestock or wild animal as referred to in SCCC [6.12.120](#) that is not confined by a leash, tether, adequate fencing, or under other adequate physical custody or control.
- ~~(H)~~ "Bucking strap" or "flank strap" means any device, strap or object generally made of leather and sometimes padded with a woolen lining, which is placed around the flank regions of a horse or bull, behind the rib cage and just forward of the hind legs, and which is tightened immediately before the animal is scheduled to perform.
- ~~(J)~~ "Cat" means any member of *Felis domesticus* and shall be considered personal property, to the extent permitted by law.
- ~~(JK)~~ "Competition cat" means a cat used to show, compete, or breed, and which is a breed registered with the Cat Fanciers Association ("CFA") or other valid registry approved by the Director, and which meets one of the following requirements:
- (1) Within the last 365 days, the cat has competed in at least one cat show approved by a national registry or the Director;

(2) The cat has earned a conformation title from a purebred cat registry; or

(3) The owner or custodian of the cat is a member of a purebred cat breed club, approved by the Director, which enforces a code of ethics that includes restrictions on breeding cats with genetic defects or life-threatening health problems.

~~(KL)~~ "Competition dog" means a dog used to show, compete, or breed, and which is a breed registered with the American Kennel Club ("AKC"), United Kennel Club ("UKC"), American Dog Breeders Association ("ADBA"), or other valid registry approved by the Director, and which meets one of the following requirements:

(1) Within the last 365 days, the dog has competed in at least one dog show or sporting competition approved by a national registry or the Director;

(2) The dog has earned a conformation, obedience, agility, carting, herding, protection, rally, sporting, working, or other title from a purebred dog registry referenced above or other registry or dog sport association approved by the Director; ~~-or of~~

(3) The owner or custodian of the dog is a member of a purebred dog breed club, approved by the Director, which enforces a code of ethics that includes restrictions on breeding dogs with genetic defects or life-threatening health problems.

~~(LM)~~ "Department" means the public agency supervised by the Director of Animal Services, responsible for providing animal services in the unincorporated area of Santa Cruz County and operating and managing the Animal Shelter.

~~(MN)~~ "Director," unless otherwise stated, means the Director of Animal Services or their designated representative.

~~(ON)~~ "Director of Animal Services" means the independent contractor or employee of the public agency responsible for supervising the Department and having custody and control of the Animal Shelter and of animals therein. The Director may also be referred to as the General Manager of the Animal Shelter.

~~(PO)~~ "Dog" means any member of *Canis familiaris* or any combination of *Canis familiaris* and other *Canis* species including, but not limited to, dog hybrids.

~~(PQ)~~ "Dog hybrid" means any animal which is a cross-breed between a member of the *Canis familiaris* family and a member of a different *Canidae* family such as wolves or coyotes.

(R) "Domestic Animal" is defined as cats, dog, and other small animals intended to live inside a residential home and does not include livestock.

~~(SR)~~ "Habitual offender" shall mean that the offending animal has had three or more violations, involving separate incidences, of any provision of this title.

~~(IS)~~ "Impounded" means having been received into the custody of the animal shelter, or of any authorized agent or representative thereof, or of any duly sworn law enforcement officer in the course of their duty.

~~(UT)~~ "Livestock" means animals kept for husbandry, including but not limited to horses, mules, goats, burros, asses, cattle, sheep, swine and poultry. Rabbits raised for commercial purposes are considered livestock.

(V) A livestock guardian dog is a dog type bred for the purpose of protecting livestock from predators. Livestock guardian dogs stay with the group of animals they protect as a full-time member of the flock or herd.

~~(UW)~~ "Owner" means any person who intentionally and continually provides care or sustenance for any animal, has title to or an interest in, or harbors or has control of any animal, including, but not limited to, a dog or cat, including any person who keeps or harbors the animal with the permission of the owner, such as a custodian or caretaker.

~~(VX)~~ "Person" means any natural person, association, partnership or corporation.

(Y) "Pet shop" means any person, firm or corporation engaged in a commercial business where small animals are kept for the purpose of either wholesale or retail sale. "Pet shop" does not include any place or premises not operated as a commercial business and where pet animals are only occasionally sold.

~~(XZ)~~ "Protective custody" means the status of any animal impounded by an animal control officer acting under the direction of a peace officer, or when an animal control officer acts to enforce a provision of the California Penal Code.

~~(YAA)~~ "Service Animal" means an animal, such as a guide dog, seeing-eye dog, signal dog, or miniature horse, which is trained by a person licensed under California Business and Professions Code Section 7200 et seq., to do work or perform tasks for the benefit of a person with a disability, as defined in Code of Federal Regulations, Title 28, Part 35, including but not limited to 28 C.F.R. 35.104 and 28 C.F.R. 35.136 and California Code of Civil Procedure Section 54.1(b)(6)(C). Such tasks include, but are

not limited to, guiding persons with impaired vision, alerting persons with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.

~~(ZBB)~~ “Sexually unproductive” means being incapable of reproduction by reason of age or physical condition, or incapable of being subjected to a medical procedure to be rendered unproductive and certified by a licensed veterinarian as such.

~~(AACC)~~ – “Unidentified dog” means any dog that does not have an identification tag, tattoo, or microchip that is securely fastened to, displayed upon and/or implanted in the animal.

~~(BBDD)~~ “Unlicensed dog” means any dog for which a current license has not been paid or to which the tag provided for in this title is not attached.

~~(CGEE)~~ “Wild animal” means a non-domesticated, exotic, or dangerous animal including, but not limited to, the following: wild/domestic animal hybrids, other mammals, wildfowl, fish, and reptiles.

6.04.030 Director of Animal Services—Office established.

The Office of Director of Animal Services is established. The Director of Animal Services may be either a person, firm, association or corporation hired by the County of Santa Cruz, or an employee of a separate public agency such as the Santa Cruz County Animal Services Authority. Broad experience, education and/or training in the fields of animal control or animal management is desirable. If the Director of Animal Services is employed directly by the County of Santa Cruz, the Director shall receive such compensation as shall be established by contract executed by the Board of Supervisors or by employee salary resolution.

6.04.040 Director of Animal Services—Powers and duties.

The Director of Animal Services shall supervise the animal shelter, and the care of animals impounded therein, and shall administer and enforce the sections of this chapter and applicable State laws relative to animal control.

6.04.050 Director of Animal Services—Delegation of duties.

Whenever a power is granted to, or a duty is imposed upon, the Director of Animal Services, the power may be exercised by a person authorized by the Director unless this chapter or an applicable law expressly provides otherwise.

6.04.054 Interference with an animal control officer.

No individual may interfere with an animal control officer in the legal performance of their duties. This includes, but is not limited to, striking or attempting to strike the animal control officer, providing the

animal control officer with false information, taking or attempting to take any animal from any animal control officer in the legal performance of their duties, from any official vehicle used by the Department to transport animals, or from the Department without proper authority, or to taking or damaging any County property used in conjunction with the legal performance of the animal control officer's duties.

6.04.060 Animal shelter.

All animals which are subject to being impounded as provided in this title shall be kept and safely held in a suitable building or enclosure which shall be known and designated as the "Santa Cruz County Animal Shelter", where they shall be either provided for adoption or humanely euthanized as authorized in this title.

6.04.080 Stray animals.

(A) Every person except the Director or a designated deputy taking possession of any animal at large shall, within eight hours thereafter, give notice to the Santa Cruz County Animal Shelter of:

- (1) The fact that they have the animal in their possession;
- (2) A complete description of the animal, including tattoos or other distinguishing marks, if any;
- (3) The license number of the animal, if any, and the county or city that issued the license, or, alternatively, that the animal has no visible license; and
- (4) The place where the animal is confined.

(B) The Director shall pick up and shall thereupon hold and care for the animal in the same manner as though the Director had found the animal at large and impounded it.

6.04.090 Animal bite reporting.

Whenever any person has knowledge that an animal has bitten any person, the person having such knowledge shall report that fact forthwith to the Director or the County Health Officer. The report shall state the name and address of the person bitten, the time and place the person was bitten, and the location, description, and ownership of the animal involved.

6.04.100 Quarantine of biting dogs and cats.

(A) Whenever there is reason to believe that any dog or cat has bitten a person, except as otherwise set forth in subsection (D), below, the owner of that animal shall quarantine the animal for a period of 10

days. Whenever there is reason to believe that any other kind of animal has bitten a person, the Director shall consult with the County Health Officer before deciding whether to order the animal quarantined.

(B) Unless the biting animal's owner has proof of a current rabies shot, and the enforcement officer determines that the owner has the proper facilities in which to confine the animal adequately, biting dogs and cats shall be immediately quarantined at the owner's expense at the animal shelter, at a veterinary facility, or at a boarding kennel. If a vaccination is determined to be necessary, the animal shall be vaccinated at the owner's expense.

(C) If the owner of the animal fails to quarantine it and keep it confined for the period required, the Director shall impound the animal for the required period and charge the owner for the impounding and keeping of the animal in accordance with SCCC 6.20.030.

(D) Dogs or cats which have been isolated in strict confinement under proper care and under observation of a licensed veterinarian, in the shelter, a veterinary hospital, or other adequate facility in a manner approved by the County Health Officer, may be released from isolation by the County Health Officer after five days of veterinary observation if upon conducting a thorough physical examination on the fifth day or more after infliction of the bite, the observing veterinarian certifies that there are no clinical signs or symptoms of any disease. Notwithstanding the foregoing provisions, the County Health Officer may authorize, with the permission of the owner and other legal restrictions permitting, the humane euthanasia of a biting dog or cat for the purpose of laboratory examination for rabies using the fluorescent rabies antibody (FRA) test in an approved public health laboratory.

6.04.110 Impoundment of other biting animals.

In conjunction with the County Health Officer, the Director may order the impoundment of any animal other than a dog or cat which has bitten any person.

6.04.120 Sale or adoption of dogs, cats, and rabbits.

(A) Any person who provides or offers any dog, cat, or rabbit to the public, whether or not for compensation, shall provide to the prospective owner, free of charge, information relating to the vaccination status of the dog, cat, or rabbit. In addition, the person shall supply to the prospective owner, free of charge, information related to pet care and ownership, including information on County laws pertaining to animal control and spay/neuter programs available in the County. This information will be prepared and made available either free of charge ~~or at cost determined~~ by the Director. This does not include rabbits that are defined as livestock.

(B) Any person offering a dog for sale, barter, exchange or adoption, whether or not for compensation, shall disclose to any prospective owner, information regarding the licensing requirements of the County applicable to such animal.

(C) No person shall present any dog, cat, or rabbit for sale, barter, exchange or adoption, whether or not for compensation, in any public place. "Public place" includes, but is not limited to, streets, highways, sidewalks, carnivals, shopping malls, flea markets and areas in front of commercial establishments. This prohibition shall not apply to any animal rescue or humane organization or agency recognized by the Director.

(D) No person shall give away any dog or cat as a prize or as an inducement to enter any contest, lottery, drawing, game or competition.

(E) No person shall give away any dog, cat, or rabbit as an inducement to enter a place of business, ~~or to enter into a business arrangement.~~

(F) No person shall sell, barter, exchange or offer for adoption, whether or not for compensation, any dog, cat, or rabbit to any person who is under the age of 18, without the written permission of the minor's parent or legal guardian.

(G) An animal that is known to be suffering from or afflicted with a contagious or infectious disease shall not be transferred, sold, bartered, or disposed of without first disclosing to the person to whom the same is transferred, sold, bartered, or disposed of that such animal is so diseased, nor shall such animal be or knowingly allowed to come into contact with any animal of another person without their knowledge or permission.

6.04.130 Spaying or neutering of adopted animals.

Unless a licensed veterinarian states in writing that the date specified in the adoption agreement is inappropriate for the animal in question, any person adopting an unspayed or unneutered dog, cat, or rabbit from any animal shelter, humane society, or SPCA shelter or animal welfare or rescue group in the unincorporated area of the County shall have the animal spayed or neutered on or before a date specified in the adoption agreement. On submission of a written statement from a licensed veterinarian to the officer at the shelter responsible for ensuring compliance with this section, the adoption agreement will be modified accordingly.

6.04.140 Biomedical livestock animal treatment standards.

The following provisions shall apply to those animals used in a biomedical livestock operation issued a development permit pursuant to SCCC [13.10.647](#):

(A) No person shall use any procedure for animal care or treatment unless it is consistent with the most recently enacted or published provisions of the Federal Animal Welfare Act, the National Research Council's "Guide for the Care and Use of Laboratory Animals," and the American Veterinary Medical Association Euthanasia Guidelines. In the event of a conflict between these standards concerning the method of euthanasia to be applied, the standards contained in the American Veterinary Medical Association Euthanasia Guidelines shall prevail.

(B) No person shall perform a dehorning, disbudding or castration on an animal without the use of local or general anesthetic.

(C) Notwithstanding the standards established by subsection (A) of this section, euthanasia shall be performed by either a licensed veterinarian, a registered veterinary technician, or a euthanasia technician trained and certified as prescribed by the State Humane Association of California. [Ord. 4524 § 1, 1998].

(D) These provisions only affect animals used in biomedical livestock operations and not to commercial farming operations.

6.04.150 Public Spay and Neuter Clinic—Establishment—Services and fees.

(A) The Director may establish a clinic where dogs, cats, and rabbits can be spayed or neutered upon payment of the applicable fees.

(B) A person requesting that a dog, cat, or rabbit be spayed or neutered must provide written consent to the procedure and confirm in writing that they are the owner of the animal. A custodian who is not the owner of the dog, cat, or rabbit must provide written authorization from the owner of the animal. The owner's written authorization must contain a waiver of liability of the County, the Santa Cruz County Animal Services Authority, and any employees of those agencies for injury or death to an animal arising from the requested procedure, or any related services.

(C) The owner or custodian of the animal must pick up the animal on the return date stated by the Director or be subject to a reasonable board-and-care fee starting the day after the return date. An animal that is not picked up within 14 days after the return date is deemed abandoned and the Director may provide it for adoption or humanely euthanize it.

6.04.160 Animal care—Requirements for animal owners and animal facilities.

A person who owns a domesticated animal or who owns or operates an animal facility must comply with each of the following conditions, violation of which constitutes a misdemeanor (this section does not apply to livestock):

(A) Housing facilities for animals must be structurally sound and maintained in good repair to protect the animals from injury, contain the animals, and restrict the entrance of other animals.

- (B) All animals must be supplied with sufficient wholesome food and fresh water suitable for the age, species, and nutritional requirements of the animal. Animals must have access at all times to potable water, unless otherwise directed by a veterinarian. All animal food must be properly stored to prevent contamination, infestation by vermin, and exposure to the elements.
- (C) Animals must be groomed and kept in a manner that is not injurious to their health. All animal buildings or enclosures must be maintained in a clean and sanitary condition to control odors and prevent the spread of disease.
- (D) All animals must be maintained in a manner that eliminates excessive noise and nighttime noise.
- (E) No animals may be without attention for more than 14 consecutive hours; whenever an animal is left unattended at a commercial animal facility, the telephone number of the Department, or the name, address, and telephone number of the responsible person, must be posted in a conspicuous place at the front of the property.
- (F) Animals may not be neglected, teased, abused, mistreated, annoyed, tormented, or in any manner made to suffer.
- (G) No condition may be maintained or permitted that is or could be injurious to the animals.
- (H) Tethering of animals is prohibited except as permitted under California Health and Safety Code Section 122335, SCCC 6.12.022 and SCCC 6.12.025.
- (I) Animal buildings and enclosures must be constructed and maintained to prevent escape of animals. All reasonable precautions must be taken to protect the animals and the public.
- (J) An animal facility must isolate sick animals so as to not endanger the health of other animals.
- (K) A building or enclosure for animals must be kept in a sanitary condition and in good repair and must be constructed of material easily cleaned. The building must be properly ventilated to prevent drafts and to remove odors. Heating and cooling must be provided to meet the physical needs of the animals, with sufficient light to allow observation of the animals and proper sanitation. ~~An animal facility must be equipped with working smoke alarms and have means of fire suppression, such as a sprinkler system in each room where animals are kept, or functioning fire extinguishers.~~
- (L) An animal must be taken to a veterinarian for examination or treatment if the Director orders the owner to do so.
- (M) All animal enclosures, including but not limited to rooms, cages, and kennel runs, must be of a sufficient size to provide adequate and proper accommodations for the animals housed there. An enclosure with a wire bottom may be used temporarily for dogs, and only if it complies with Health and Safety Code Sections 122065 and 122065.5. If enclosures such as crates and other mobile containers

are stacked upon one another, or on a surface other than the floor, the crates/containers must be securely fastened and designed and arranged so that there is no danger of an enclosure falling, the animals do not have direct access to one another, and waste from one enclosure cannot be transmitted to another enclosure. Food and water containers must be secured to prevent spillage. Crates may be stacked no more than two high.

(N) A violation of an ordinance must be corrected within the time specified by the Director.

(O) Proper shelter and protection from the weather must be provided at all times.

(P) An animal must not be given any alcoholic beverage or illegal drug. An animal must not be given any legal drug unless prescribed by a veterinarian.

(Q) Animals that are natural enemies, temperamentally unsuited, or otherwise incompatible must not be housed together or so near to each other as to cause injury, fear, or torment. Two or more animals can be housed together if they do not harm each other.

(R) Any ~~tack~~, equipment, device, substance, or material that is, or could be, injurious or cause unnecessary cruelty to an animal may not be used.

(S) Working animals must be given adequate rest periods. Confined or restrained animals must be given appropriate exercise.

(T) An animal that is weak, exhausted, sick, injured, lame, or otherwise unfit may not be worked or used.

(U) An animal that the Department has suspended from use may not be worked or used until released by the Department.

(V) A person may not violate any condition imposed by the Director on any license issued by the Department.

~~(W) — It shall be unlawful for any owner or person having the charge, care, control, or possession of an animal to stake out, herd, or graze it upon any lot or land in any manner so that such animal may be or go beyond the boundary of such lot or land. No owner shall stake or tie or leave staked or tied within 100 feet of an inhabited residence any horse, cow, or goat in an open lot without the written consent of the occupant of such residence.~~

~~(W)(X)~~ No person shall have, keep, or harbor any animal which is known or believed to be infected with any dangerous or communicable disease or which is afflicted with any painful disease which is believed by such person to be incurable except as otherwise provided in this title.

6.04.164 Maintenance of fowl, ~~goats~~, rabbits, and guinea pigs.

It shall be unlawful for any person to keep or maintain within the unincorporated area of the County, or cause to be kept or maintained, any chickens, ducks, geese, pigeons, or other fowl or any ~~goats~~, rabbits, or guinea pigs, except under the following conditions:

(A) Such fowl and animals shall under no circumstances be permitted to run at large. ~~They shall be confined, but shall be~~ at all times to the owner's property and be provided confined within a suitable house or coop with an enclosed runway. ~~Free range animals are permitted, but must remain on the owner's property.~~

(B) Such house or coop and runway shall be at all times maintained in a clean and sanitary condition and ~~shall be cleaned once a week or more often if necessary and~~ shall at all times be free from offensive odors.

(C) Such house or coop shall be ~~predator-proof, well limewashed or painted once each year or more often if necessary.~~

~~(D) No part of any such house, coop, or runway shall be less than twenty-five (25) feet from any dwelling or place of business occupied by human beings for dwelling or business purposes without the written consent of the occupant of such dwelling or place of business.~~

6.04.170 Capture and custody of animals.

The Director is authorized to capture and take into custody:

- (A) Any animal being kept or maintained in violation of a State statute or local ordinance;
- (B) Dogs and other animals running at large in violation of a State statute or local ordinance;
- (C) Sick, injured, stray, unwanted, neglected or abandoned animals;
- (D) Unvaccinated dogs;
- (E) Animals relinquished to the Director or the Animal Shelter; and
- (F) Animals for which the owner or custodian is unable to care because of imprisonment, illness, bankruptcy litigation, or other contingency, or in cases in which the owner or custodian cannot be found.

6.04.180 Inhumane treatment—Enforcement of State law.

The Director will enforce the California Penal Code provisions relating to the inhumane treatment of animals and take possession of abandoned or neglected animals in accordance with the law.

6.04.190 Right of entry for inspection.

(A) The Director or a law enforcement officer may enter a building or property to inspect the premises for violation of this title only if:

- (1) The owner or occupant of the building or property consents to the entry and inspection after the Director or law enforcement officer presents their credentials and explains the reasons for the entry and inspection;
- (2) The Director or the law enforcement officer obtains a warrant for the entry and inspection of the building or property under California Code of Civil Procedure Sections 1822.50 to 1822.57 or California Penal Code Section 830.9; or
- (3) The Director or law enforcement officer has reasonable cause to believe that the keeping of an animal on the property is so dangerous that an immediate inspection is necessary to safeguard an animal or public health and safety and there is insufficient time to obtain a search warrant given the safety concerns. Under these circumstances, the Director or law enforcement officer may use reasonable means to immediately enter and inspect the building or property after presenting their credentials to the owner or occupant and requesting entry, if it is possible under the circumstances.

(B) This section does not prohibit the Director or a law enforcement officer from entering property for the purpose of capturing an animal running at large in violation of this title or another applicable law.

6.04.200 Authorization of property owners to capture domestic animals.

Any person who finds any domestic animal upon their property without permission, or on public property in violation of this title, may use any reasonable and humane means to capture the animal and deliver it to the Director for impoundment. The Director shall encourage any person intending to capture an animal to first attempt to notify the animal's owner, if the owner's identity is known.

6.04.210 Statements by animal owners—Requirements.

No person owning or having charge, care or control of any dog, cat or other animal shall fail or refuse to state their true name and residence address, or to exhibit evidence of any vaccination or license certificate when requested to do so by the Director, the Health Officer, or any peace officer of this County.

6.04.220 Sale of live animals prohibited in public venues other than pet shops.

Outside of licensed pet shops, live animals may not be displayed, sold, or promoted for sale in public venues such as a swap meet, flea market, farmers market, or other public venue. "Live animal" includes, but is not limited to, dogs, cats, birds, fish, poultry, rabbits, and livestock. This does not include educational events or activities venues such as 4H or Future Farmers of America or-Nor does it exclude sales between private parties at the Santa Cruz County Fairgrounds, on private property or online auctions.

6.04.230 Transportation of wild animals.

A person transporting a wild animal through the unincorporated area of Santa Cruz County must take adequate precautions to protect the public and must notify the Sheriff's Office and the Department if an animal escapes from the person's custody or control.

6.04.240 Furnishing animals for research purposes.

The Director shall not furnish any animals from the Animal Shelter for research purposes.

6.04.250 Prohibition on using live animals for entertainment purposes.

~~(A) Purpose. The use of animals as a form of amusement or entertainment in events such as circuses or rodeos is detrimental to the safety of the animals and the public, including children and trainers. Wild animals pose a significant danger to audience members, trainers, and the public at large. Travel or confinement impairs the animals' physical, psychological, and social needs, while close confinement, lack of exercise, pressure to perform, and other physical requirements of performing render the animals unable to express natural behaviors and socialize appropriately. In addition, the training techniques, devices, or agents used to make the animals perform are often abusive, cruel, and/or stressful, causing suffering to the animals and creating a greater threat to the public. Finally, the display of animals at events such as circuses and rodeos is not an adequate educational forum for children.~~

~~(B) Definitions. For purposes of this section, the following definitions apply:~~

~~(1) "Animals" means all vertebrate animals including, but not limited to, elephants, lions, bears, primates, tigers, camels, monkeys, leopards, horses, cats, and dogs.~~

~~(2) "Ankus" or "bullhook" means a wooden stick with a sharp, pointed hook at the end, used to control animal behavior.~~

~~(3) "Display" means a circus or rodeo event, or any other exhibition or act (e.g., roadside zoos) where an animal participates in performances for the amusement or entertainment of an audience. Display does not include presenting or showing animals for strictly educational purposes.~~

~~(C) Specific Prohibitions.~~

~~(1) The advertisement of animals used in displays for amusement or entertainment purposes is prohibited.~~

~~(2) The display of animals in an act that engages the animal in unnatural behavior, or in an act in which the animal is wrestled, fought, mentally or physically harassed, or displayed in a manner that abuses the animal or causes the animal mental or physical stress is prohibited.~~

~~(3) Use of an ankus or bullhook to control animal behavior is prohibited.~~

(D)—Violation. Violation of this section is a misdemeanor, punishable by a fine of \$1,000, or six months imprisonment in the County jail, or by both such fine and imprisonment.

Chapter 6.08 LICENSING

Sections:

- 6.08.005 Dog identification.**
- 6.08.010 Dog licensing requirements and term of license.**
- 6.08.011 Microchip of dogs, cats, and rabbits.**
- 6.08.015 Display of tags—License nontransferable.**
- 6.08.020 Vaccination—Requirements.**
- 6.08.024 Certificate of antirabies vaccination.**
- 6.08.040 Licensing authority.**
- 6.08.050 Fees—Licenses, duplicate tags, and transfers of ownership.**
- 6.08.070 Penalty fees.**
- 6.08.074 Waiver or reduction of license fees.**
- 6.08.076 Dog licensing compliance programs—Vendor fees.**
- 6.08.080 Dogs with licenses from other jurisdictions.**
- 6.08.090 Licenses not required for specified animals.**
- 6.08.100 Animal facility licenses.**
- 6.08.110 Rooster facility licenses.**

6.08.005 Dog identification.

Each dog shall have an identification tag, tattoo or microchip, and such identification must be securely fastened to and/or displayed upon the dog at all times, except while the dog is confined to the owner's premises or while displayed in an exhibition.

6.08.010 Dog licensing requirements and term of license.

- (A) Dogs shall be licensed within 30 days of reaching the age of four months, or within 30 days of acquisition by the owner, whichever occurs later.
- (B) Licenses shall be valid for at least 12 months from the date of issuance and shall be issued upon payment of the fee set by resolution of the Board of Supervisors.
- (C) Licenses issued under prior existing County ordinances shall remain valid until expiration.
- (D) No license shall be issued unless proof of antirabies vaccination is presented and is valid for the license period. The Director may accept payment for the license fee for a dog that has not been vaccinated against rabies, if the owner or custodian has the dog vaccinated within 30 days of payment and submits written proof of vaccination to the Director.

(E) A license may be sold for less than the full 12-month license period if the antirabies vaccination expires prior to the full license period. Fees for partial-term licenses will be prorated on a monthly basis, with a minimum fee of \$5.00 to cover administrative costs.

6.08.011 Microchip of dogs, cats, and rabbits.

(A) Microchip Requirement. All dogs, cats, and rabbits over the age of three months must be implanted with an identifying microchip. Nothing in this section supersedes, eliminates, or alters the licensing requirements of this chapter.

(B) Exemptions. The microchip requirements shall not apply to any of the following:

(1) A dog, cat, or rabbit with a high likelihood of suffering serious bodily injury, if implanted with the microchip identification, due to the health conditions of the animal. The owner must obtain written confirmation of that fact from a California licensed veterinarian. If the dog, cat, or rabbit is able to be safely implanted with an identifying microchip at a later date, the date must be stated in the written confirmation.

(2) A dog, cat, or rabbit that is kenneled or trained in the County of Santa Cruz but is owned by an individual that does not reside in the County of Santa Cruz. The owner must keep and maintain the animal in accordance with the applicable laws and ordinances of the jurisdiction in which the owner of the animal permanently resides, including but not limited to the applicable licensing and rabies vaccination requirements of that jurisdiction.

(3) Rabbits used for commercial purposes, rabbits defined as livestock or rabbits used for educational purposes such as FFA or 4H.

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(C) Transfer, Sale of Dogs, Cats, and Rabbits.

(1) An owner who offers any dog, over the age of three months, for sale, trade, or adoption must provide the microchip identification number and the valid dog license number with the offer of sale, trade or adoption. The license and microchip numbers must appear on a document transferring the dog to the new owner.

(2) An owner who offers any cat or rabbit, over the age of four months, for sale, trade, or adoption must provide the microchip identification number with the offer of sale, trade or adoption. The microchip number must appear on a document transferring the cat or rabbit to the new owner.

(D) Impounded Animals. When an impounded dog, cat, or rabbit is without microchip identification, the Animal Shelter shall, at the expense of the owner, implant microchip identification in the animal before releasing it to the owner.

(E) Fees for Microchip Identification. The fee for the identifying microchip shall be included in the cost of adoption when adopting a dog, cat, or rabbit from the Animal Shelter.

(F) Allocation of Fees and Fines Collected. All costs, fees and fines collected under this section shall be paid to the Animal Shelter for the purpose of defraying the cost of the implementation and enforcement of this chapter.

6.08.015 Display of tags—License nontransferable.

(A) License tags shall be securely displayed upon dogs at all times, except when the dog is confined to the owner's premises or displayed in an exhibition.

(B) A license is not transferable to another dog and shall be void upon transfer of a licensed dog to another owner; provided, however, that a new license may be purchased for the required license replacement fee as set by resolution of the Board of Supervisors.

6.08.020 Vaccination—Requirements.

(A) Every owner of any dog, other than a dog hybrid, over the age of three months or older, within the unincorporated area of Santa Cruz County shall, at intervals specified by the California Department of Public Health, procure the vaccination of the dog by a licensed veterinarian with an approved canine antirabies vaccine and administered according to the vaccine label, unless a licensed veterinarian determines, on an annual basis, that a rabies vaccination would endanger the dog's life due to disease or other considerations that the veterinarian can verify and document. Every owner of a dog hybrid over the age of three months within the County is required to provide proof of annual rabies vaccination with an inactivated canine rabies product.

(B) Exemptions.

(1) A request for an exemption from the requirements of this section shall be submitted on an approved form developed by the California Department of Public Health and shall include a signed statement by a licensed veterinarian explaining the inadvisability of the vaccination and a signed statement by the dog owner affirming that the owner understands the consequences and accepts all liability associated with owning a dog that has not received the canine antirabies vaccine. The request shall be timely submitted to the County Health Officer, who may issue an exemption from the canine antirabies vaccine.

(2) The County Health Officer shall report exemptions issued pursuant to this section to the California Department of Public Health.

(3) A dog that is exempt from the vaccination requirements of this section shall be considered unvaccinated.

(4) A dog that is exempt from the vaccination requirements of this section shall, at the discretion of the County Health Officer or the Officer's designee, be confined to the premises of the owner, keeper, or harbinger, and when off the premises, shall be on a leash the length of which shall not exceed six feet and shall be under the direct physical control of an adult. A dog that is exempt from the provisions of this section shall not have contact with a dog or cat that is not currently vaccinated against rabies.

6.08.024 Certificate of antirabies vaccination.

(A) Any veterinarian who vaccinates or causes or directs to be vaccinated in the unincorporated area of the County of Santa Cruz any dog with the antirabies vaccine shall:

(1) Use a certificate approved by the Animal Shelter to certify that such animal has been vaccinated; and

(2) Send a copy of the completed certificate to the Animal Shelter within 30 days from the date the dog is vaccinated.

(B) If the dog is vaccinated for rabies by a veterinarian located outside the County of Santa Cruz, the owner/guardian or person with a right to control the dog must submit a copy of the vaccination certificate to the Animal Shelter within 30 days from the date that the dog is vaccinated or brought into the unincorporated area of the County, whichever date is later in time.

6.08.040 Licensing authority.

The Department shall serve as the Pet Licensing Authority for the County..

6.08.050 Fees—Licenses, duplicate tags, and transfers of ownership.

(A) Fees for licenses, duplicate tags and transfers of ownership shall be as established by resolution of the Board of Supervisors.

(B) The full amount of such fees will be payable for any portion of the calendar year. The license issuer shall keep a record of the name and address of the owner, and the number and date of issuance of the certificate and tag.

6.08.070 Penalty fees.

(A) A penalty fee, as set by resolution of the Board of Supervisors, shall be charged for late renewal of a license. "Late renewal" is defined as the first day of the month past the due date.

(B) A penalty fee, as set by resolution of the Board of Supervisors, shall be charged to any owner who fails to apply for an initial Santa Cruz County license within the times specified in this chapter.

(C) Any penalty shall be in addition to the applicable license fee and payable at the time the license is issued or renewed.

6.08.074 Waiver or reduction of license fees.

(A) Fees shall be waived for licenses issued for any dog documented as having been appropriately trained and actually being used as a service dog such as a guide dog, hearing dog, or seizure alert dog. A service dog license shall be valid for the life of the dog, or so long as the dog remains the property of the person issued the license and is still providing the services documented on the application.

(B) License fees for dogs owned by persons aged 65 or older shall be reduced by the amount equal to the license fee for a sexually unproductive dog for one dog per household.

(C) A fee may be waived by the Director if they determine that payment of such fee would create an extreme financial hardship for the animal owner or the adopting party.

6.08.076 Dog licensing compliance programs—Vendor fees.

(A) The Department may establish a program to promote dog licensing compliance by training and authorizing outside sales persons and vendors to sell licenses to the public at specified places or areas throughout the County.

(B) The Department may deduct a fee, as set by resolution of the Board of Supervisors, from each license fee collected by the Department, to cover commissions paid to outside sales persons. Commissions shall only be deducted from licenses actually sold by outside sales persons.

(C) The Department may also deduct a fee, as set by resolution of the Board of Supervisors, from each license fee collected by the Department, to cover fees paid to license vendors. The vendor fee shall only be deducted from licenses actually sold by vendors.

6.08.080 Dogs with licenses from other jurisdictions.

A dog displaying a current license from a jurisdiction outside the unincorporated area of Santa Cruz County, but within the State, shall be licensed locally within thirty (30) days of being housed in the unincorporated area. If licensed locally within thirty (30) days of being housed in the unincorporated area,

and if the dog remains in the possession of the owner to whom the license was originally issued, the owner shall not pay any license or transfer fees associated with such licensure.

6.08.090 License not required for specific animals.

A license is not required for the keeping of the following animals as pets: birds; domestic rodents (e.g., mice, rats, guinea pigs, hamsters, and chinchillas); fish; cats; non-venomous reptiles less than six feet in length; and rabbits.

6.08.100 Animal facility licenses.

(A) Definitions. For purposes of this section, the words and terms set forth below are defined as follows:

(1) "Animal facility" means any premises used by an animal-related business or organization, including a non-profit humane organization, grooming shop, kennel, pet shop, stockyard, slaughterhouse, stable, domestic animal boarding facility, or domestic animal breeding facility. This section does not apply to equestrian boarding facilities.

(2) "Animal Facility Grade Card" means a card issued by the Director, showing the letter grade earned by an animal facility, as stated in the most recent Animal Facility Inspection Report. The letter grade received by the facility is based on the final score reflected on the grade card.

(3) "Animal Facility Inspection Report" means the report of the Director stating the conditions existing at the facility at the time of the inspection.

(4) "Boarding facility" means an animal facility used for the care and temporary boarding, including day care, of dogs, cats, and other animals normally kept as pets, in return for money or other consideration. "Boarding facility" does not include an animal hospital that only boards animals receiving medical treatment.

(5) "Breeding facility" means an animal facility that breeds dogs, cats, or other animals normally kept as pets, for sale or exchange.

(6) "Domestic Animal" is defined as cats, dog, and other small animals intended to live inside a residential home and does not include livestock.

(7) "Kennel" means any site meeting the definition of a kennel under SCCC 13.10.700-K. For the purposes of this section, "kennel" shall not include any place or premises not operated as a commercial business and where pet animals are only occasionally sold, boarded, groomed, or trained.

(B) General Requirements. A person, including a new owner of an existing organization or business, cannot conduct or operate an animal facility within the unincorporated area of the County without first obtaining a license from the Director and any other applicable agency. The Animal Shelter shall serve notice on all animal facilities within the County regarding the licensing process and allow six months for the application process from the date notified. Operation of an animal facility without a license constitutes an infraction, misdemeanor.

(C) Requirements for Specific Animals.

(1) Dogs. It is unlawful to keep more than three dogs at any residence business or organization without an animal facility license. For purposes of this section, a service dog serving a person who is disabled within the meaning of Government Code Section 12926(i) or (j) is not counted toward the number of dogs kept or maintained. If a dog at an animal facility is kept as a pet and is not kept exclusively in a kennel run or cage, that dog must be separately licensed as set forth above in Section 6.08.010.

(2) Cats. It is unlawful to keep more than five cats at any residence business or organization without an animal facility license. Each cat must be kept primarily indoors.

(D) License Application.

(1) A person who seeks to operate an animal facility must file an application with the Director and pay the required fee. The fee is non-refundable.

(2) A person who operated an animal facility without the required license must pay the required penalty in addition to the license fee.

(3) An animal shelter maintained and operated by a Society for the Prevention of Cruelty to Animals duly incorporated under Title 1, Division 2, Part 4, of the California Corporations Code shall not pay license fees.

(E) Inspection of Premises. Prior to issuing or renewing a license, the Director will inspect the relevant premises and, at their discretion, conduct any further investigation necessary regarding the application. If an initial license or renewal fee has been paid within the preceding 12 months, and a re-inspection is necessary to determine compliance with licensing requirements, the licensee shall pay a re-inspection fee.

(F) License Issuance.

(1) The Director shall issue a license if the following requirements are met:

(a) The maintenance of the animals at the facility will not violate any federal law, state law, or ordinance of the County of Santa Cruz, or constitute a menace to the health, peace, or safety of the community;

(b) The applicant has received confirmation from the County Planning Director that the maintenance of the animals at the facility will not violate a zoning ordinance or other land-use plan; and

(c) The applicant has not had an animal facility license denied or revoked within the County of Santa Cruz within the 12-month period before the date of the application. However, the Director may issue a license within that 12-month period if the applicant can show that the grounds for the denial or revocation no longer exist.

(2) If a ground exists to deny a license, the Director may issue the license subject to conditions rather than denying it.

(G) License Term. The term of an animal facility license is 12 months following the date of issuance, unless sooner revoked by the Director, or unless the licensee changes the location of the facility or sells or otherwise transfers ownership of the animal facility, in which case the license shall terminate immediately.

(H) Display of License. The holder of an animal facility license must post the current license in a conspicuous place at the premises.

(I) License Suspension or Revocation. The Director may suspend or revoke a license for violation of any provision of this Code, or State or Federal law, relating to the care and treatment of animals; or if it becomes clear that false statements were made to obtain the license; or if the facility changes locations.

(J) License Renewal. If the holder of an animal facility license wishes to continue operations after the license term expires, the holder must file a renewal application and pay the required renewal fee before their current license expires. A person who has not applied for a renewal license within 30 days after their prior license expired must obtain a new license and pay the applicable fees and penalties.

(K) Inspection and Grading Authority. The Director is authorized to inspect an animal facility at any time, grade the conditions at the facility, and report any relevant findings in an Animal Facility Inspection Report. The Director shall issue a letter grade based on the findings reflected on the Animal Facility Grade Card and in the Animal Facility Inspection Report. The Director is authorized to take appropriate licensing or other legal action as a result of their findings.

(L) Animal Facility Grading.

(1) Purpose and Basis for Grading. The Director shall grade animal facilities to provide notice to the public of the conditions at the facility at the time of the most recent inspection. The grading

standards shall be set forth in the Animal Facility Inspection Report. The Report shall be available to the public upon request.

(2) Metric for Grading. The letter grade reflected in the Animal Facility Inspection Report is based on the facility's level of compliance with applicable Federal and State laws, local ordinances, and stated internal policies relating to the care and treatment of animals. The grade is based on the facility's score as follows:

- (a) Grade of A: 90% and above;
- (b) Grade of B: 80% to 89%;
- (c) Grade of C: 70% to 79%.

A score of 70% is the minimum grade required to maintain a license in good standing. A score of less than 70% will result in denial of an original or renewal application or suspension or revocation of an animal facility license.

(3) Display of Grading Card.

(a) The facility is required to post the Animal Facility Grade Card as follows:

- (i) In the front window of the facility within five feet of the front door;
- (ii) In a display case mounted on the outside front wall of the facility within five feet of the front door;
- (iii) In a location as determined by the Director to ensure proper notice to the general public and to patrons; or
- (iv) If an animal facility is operated in the same building or space or shares a common customer entrance as a separate business, in the initial customer contact area, or in a location determined by the Director.

(b) The Animal Facility Grade Card must not be defaced, marred, camouflaged, hidden, or removed. Except as provided in sub-section (c), below, it is unlawful to operate an animal facility unless the Animal Facility Grade Card is displayed as required by this section.

(c) The Director may waive posting of the Animal Facility Grade Card when the animal facility consists of animals maintained solely as personal pets that are not used to breed, show, sell, adopt, or otherwise transfer ownership or custody.

(M) Records Required for Each Animal.

(1) The operator of an animal facility must keep the following records available on the premises for inspection:

- (a) The name and current contact information of the owner of each animal kept at the facility;
- (b) The date the animal entered and left the facility, including any animal that died while at the facility;
- (c) The reason that the animal was at the facility, such as for boarding, sale, breeding, or grooming; and
- (d) The description of the animal, including its age, breed, sex, color, and other available identifying information, such as an animal license number, tattoo, or microchip registration number.

(2) A current, valid rabies certificate must be maintained for every dog and cat older than four months of age while the dog or cat is kept at the animal facility. Vaccination records must be provided to a new owner upon transfer.

(3) Any animal facility selling dogs and/or cats to the public must post a notice containing the breeder's name, address, and license number on each dog or cat's cage. If the breeder's name is not known, the name and address of the person from whom the dog or cat was obtained must be displayed.

(4) A violation of any requirement of this sub-section is a misdemeanor.

(N) Liability of Licensees for Acts of Employees. Licensees are liable for the acts and omissions of individuals employed at the facility.

(O) Miscellaneous Requirements.

(1) Provision of Lists of Animals Sold. Licensees must complete and maintain a form provided by the Department listing all animals sold and submit it to the Department upon demand.

(2) Advertisements for Sale. An advertisement for the sale or adoption of an animal must include the animal facility license number or breeding license number of the seller.

6.08.110 ~~Rooster~~ Male Old English Game, male Game Bird or male Game Cock facility licenses.

(A) ~~Obtaining a License. A rooster facility license may only be issued to a person approved by the Director who complies with the following requirements:~~ (A) Obtaining a License. A Male Old English Game, male Game Bird or male Game Cock ~~rooster~~ facility license may only be issued to a person who

resides in a Residential Agricultural Zone District in Santa Cruz County, is approved by the Director and complies with the following requirements:

(1) A person who seeks to keep or maintain more male Old English Games, male Game Birds or male Game Cocks ~~roosters~~ than allowed under SCCC 6.12.145 must file an application for a rooster facility license and pay the required fee.

(2) The number of additional male Old English Games, male Game Birds or male Game Cocks ~~roosters~~ allowed to be kept with a ~~rooster facility~~ license will be determined according to several factors relating to the public health, welfare, and safety, including but not limited to the following: parcel size, proximity to neighbors, sanitation, and ability to meet animal care standards. No more than 25-10 male Old English Game, male Game Bird or male Game Cock~~roosters~~ may be kept or maintained on any property with a ~~rooster facility~~ license.

(3) Any person who seeks a ~~rooster facility~~ license is subject to an onsite inspection of the premises by an animal control officer, State Humane Officer, or peace officer upon demand.

(4) A person who seeks a ~~rooster~~ facility license as part of a local chapter of 4-H or Future Farmers of America (FFA) must meet all of the following requirements:

(a) Provide written proof of current membership in 4-H or FFA to the licensing official;

~~(b) Provide written documentation and approval of a 4-H or FFA project that involves the roosters to the licensing official. The approval must be from 4-H, the County 4-H Advisor, or the FFA. The documentation must state the nature of the project, the number of roosters required by the project, the breed of each rooster, the duration of the project, the purpose of keeping the roosters, and the address where the roosters are kept and maintained;~~

~~(be) The male Old English Games, male Game Birds or male Game Cocks roosters on the property are designated in the 4-H or FFA project documentation; and~~

~~(d) The number of roosters on a single property does not exceed the number of roosters specified in the 4-H or FFA project documentation.~~

(B) Fees and Penalties. The amount charged for a ~~rooster facility~~ license and the amount charged for penalties for exceeding the license limitations and late renewal of the license will be determined by resolution of the Board of Supervisors and set forth in the Santa Cruz County Unified Fee Schedule.

**Chapter 6.10
REGULATION OF ANIMAL BREEDING**

Sections:

- 6.10.010 Findings.**
- 6.10.020 Definitions.**
- 6.10.030 Mandatory spaying/neutering.**
- 6.10.040 Care of feral cats.**
- 6.10.050 Unaltered animal certification—Administration.**
- 6.10.060 Use of certification revenue.**
- 6.10.070 Penalty for violation.**
- 6.10.080 Enforcement responsibility.**
- 6.10.090 Severability.**

6.10.010 Findings.

The Board of Supervisors finds and declares that a program for mandatory spaying/neutering of cats and dogs combined with a certification system for unaltered cats and dogs owned, harbored or kept within the unincorporated areas of Santa Cruz County is a reasonable and effective means of reducing the population of homeless or stray cats and dogs, reducing the need to humanely euthanize healthy cats and dogs, and providing for the health, safety and welfare of the public.

6.10.020 Definitions.

- (A) "Director" means the Director of Animal Services or their designated representative.
- (B) "Feral cat" means any undomesticated member of *Felis domesticus*.
- (C) "Feral cat colony" means a group of two or more feral cats.
- (D) "Unaltered animal certification" means a written authorization, issued annually by the Director, giving permission to maintain an unaltered dog, cat, or rabbit. Fees for the certification shall be established by resolution of the Board of Supervisors.

6.10.030 Mandatory spaying/neutering.

- (A) No person shall own, harbor or keep within the unincorporated area of Santa Cruz County, a dog, cat, or domestic rabbit over the age of six months, which has not been spayed or neutered unless such person holds an unaltered animal certification for the animal issued pursuant to SCCC 6.10.050.

(B) Any person intentionally providing care or sustenance for a dog, cat, or rabbit shall be deemed the owner of such dog, cat, or rabbit and shall comply with this section.

(C) The following animals are exempt from the provisions of this section:

(1) Dogs documented as having been appropriately trained and actually being used by public law enforcement agencies for law enforcement activities, or dogs designated as breeding stock by an appropriate agency or organization approved by the Director after consultation with knowledgeable professionals;

(2) Dogs documented as having been appropriately trained and actually being used by search and rescue agencies for search and rescue activities, or dogs designated as breeding stock by an appropriate agency or organization approved by the Director after consultation with knowledgeable professionals;

(3) Dogs or cats certified by a licensed veterinarian as having a health reason for not being spayed/neutered; and

(4) Dogs which are appropriately trained and actually being used for herding of other animals, or as livestock guardian dogs, or dogs designated as breeding stock by an appropriate agency or organization approved by the Director after consultation with knowledgeable professionals.

(5) Rabbits used for commercial purposes, rabbits defined as livestock or rabbits used for educational purposes such as FFA or 4H.

6.10.040 Care of feral cats.

It is unlawful for any person within the unincorporated area of the County to intentionally provide food, water or other forms of sustenance to a feral cat colony unless the person also performs the following acts and furnishes the Director with a signed statement verifying such performance:

(A) The person shall register with the Director as caring for feral cats;

(B) The person shall regularly provide water, shelter, and a sufficient quantity of wholesome food for the cat colony, including on weekends and holidays;

(C) The person shall regularly and frequently humanely trap those cats over the age of eight weeks and have them spayed or neutered by a licensed veterinarian;

- (D) The person shall arrange to have all trapped cats tested for feline leukemia and feline immune deficiency virus, and to have those who test positive humanely euthanized or isolated indoors;
- (E) The person shall ensure that all trapped cats have their ears tipped by a licensed veterinarian at the same time they receive spay/neuter surgery;
- (F) The person shall arrange to have all trapped cats vaccinated for rabies in addition to any other vaccination or immunization requirement imposed by the State; and
- (G) The person shall provide veterinary care for sick or injured cats.

6.10.050 Unaltered animal certification—Administration.

(A) The Director shall administer a certification program to allow for unaltered dogs, cats or rabbits ~~animals~~ over the age of six months when the Director determines that the following conditions have been met:

- (1) The animal-dog, cat or rabbit is examined annually by a licensed veterinarian and is following the preventative health care program recommended by the veterinarian;
- (2) The Director has not received a complaint, signed under penalty of perjury, stating that the applicant, custodian, or licensee has allowed an unaltered dog, cat, or rabbit to run loose or escape, or has neglected it or another animal;
- (3) The applicant or licensee has not been cited or had an animal impounded for violating a State law or local ordinance relating to the care and control of animals;
- (4) A court or agency of appropriate jurisdiction has not determined that the dog, cat, or rabbit is a nuisance, or that the animal is a potentially dangerous or vicious animal under a State law or local ordinance;
- (5) The animal is properly housed and cared for as follows:
 - (a) The animal is provided a sufficient quantity of wholesome food and fresh water,
 - (b) The animal is provided shelter that will allow the animal to stand up, turn around, and lay down without laying in their feces and the area where the animal is kept is properly cleaned and disinfected,
 - (c) If the animal is a dog, it must be fully contained on the owner's property and be provided appropriate exercise,

(d) The animal owner otherwise complies with any applicable State law concerning the care and housing of animals;

(6) The owner furnishes the Director with a signed statement agreeing to the following conditions:

(a) The unaltered female dog, cat, or rabbit will have no more than one litter per year, or five litters in her lifetime;

(b) Offspring of the unaltered animal will not be sold or adopted until they are at least eight weeks of age;

(c) Records will be kept documenting how many offspring were produced and who adopted or purchased them;

(7) The dog for whom the unaltered animal certification is sought is currently licensed as required by SCCC [6.08](#);

(8) Another unaltered dog license held by the applicant has not been revoked; and

(9) The license application does not contain a material misrepresentation of fact.

(10) This section does not apply to rabbits defined as livestock.

(B) Any person advertising to the public the availability of any dog, cat, or rabbit subject to certification pursuant to this chapter for adoption, sale, barter or other transfer must prominently display their unaltered animal certification number in the advertisement. The certification number shall also be provided to any person adopting or purchasing any dog, cat, or rabbit subject to certification pursuant to this chapter that is bred in the unincorporated area of the County.

(C) Any owner of an unspayed or unneutered dog, cat, or rabbit who has been cited for failing to obtain an unaltered animal certification shall have their citation dismissed if they are subsequently issued an unaltered animal certification, or if there is proof that the animal has been spayed or neutered within 30 days of the issuance of the citation.

(D) Any owner who is denied an unaltered animal certification or whose certification is revoked by the Director for failure to comply with the requirements of this section may appeal such denial or revocation as set forth in SCCC 6.26.

6.10.060 Use of certification revenue.

(A) All certification revenue collected pursuant to this chapter, unless otherwise specified, shall be applied by the Animal Shelter as follows:

- (1) To recover and/or offset the costs for the enforcement, administration and support of this chapter;
- (2) To advance the purposes of this chapter by providing for the spaying and neutering of animals, and/or providing for the testing and immunization of feral cats.

6.10.070 Penalty for violation.

(A) Except as otherwise provided, any person violating or causing or permitting the violation of this chapter shall be deemed guilty of an infraction and shall be punished by a fine in accordance with SCCC 6.24.080(A).

(B) Any person who has been cited for their first violation of SCCC 6.10.040 shall not be subject to a fine but may be ordered to comply with the requirements of said section.

6.10.080 Enforcement responsibility.

The Director of Animal Services shall be responsible for the enforcement and administration of this chapter.

6.10.090 Severability.

The provisions of this chapter are severable. If any section, paragraph, sentence, phrase or word of this chapter is declared invalid for any reason by a court of competent jurisdiction, such invalidity thereof shall not affect the validity of any other portion of this chapter, which shall remain in full force and effect.

**Chapter 6.12
ANIMAL CONTROL**

Sections:

- 6.12.010 Dogs at large prohibited.**
- 6.12.020 Leash required for dogs off premises.**
- 6.12.022 Control of dogs in public places.**
- 6.12.025 Restrictions on dog tethering.**
- 6.12.030 Safety of animals in moving motor vehicles.**
- 6.12.040 Safety of animals in parked motor vehicles.**
- 6.12.080 Animal defecation prohibited as specified.**
- 6.12.085 Leaving dead animals in public places prohibited.**
- 6.12.090 Excessive animal noise.**
- 6.12.100 Harassment, threat or injury by animals.**
- 6.12.110 Dogs killing domesticated animals or other dogs.**
- 6.12.120 Owner's control and management of livestock.**
- 6.12.130 Livestock or wild game mammals—Threat or injury by animals prohibited.**
- 6.12.132 Cinches, saddle girths, and bucking and flanking straps.**
- 6.12.134 Electric prods.**
- 6.12.136 Bloodless bullfights prohibited.**
- 6.12.138 Animal control officers present at rodeos and similar events.**
- 6.12.139 Food poisoning prohibited.**
- 6.12.140 Unrestrained potentially dangerous and vicious animals prohibited.**
- 6.12.145 Restrictions on roosters.**
- 6.12.150 Wild animals.**
- 6.12.155 Use of steel-jawed leghold traps.**
- 6.12.160 Violation—Evidence.**

6.12.010 Dogs at large prohibited.

(A) It is unlawful for the owner of any dog, licensed or not, to permit or allow such dog to be at large anywhere in the unincorporated area of Santa Cruz County when there is reasonable cause to believe that the dog has caused or is likely to cause harm to persons or property, or other nuisances such as urinating, defecating, dumping garbage, digging or making noise on the property of others.

(B) The owner of any dog found in violation as described above may be contacted by an animal control officer or peace officer and issued a citation for the violation. If the owner is not present, and there is no reasonable way to secure the dog to the owner's property to prevent subsequent violations, it may be

impounded. If a dog is impounded from the property where the owner is not present, a notice of such impound will be left with information about the nature of the impound, the name and address of the impounding agency, and an indication of the ultimate disposition of the dog if it is not reclaimed within a specified period of time.

6.12.020 Leash required for dogs off premises.

It is unlawful for the owner of any dog, whether licensed or unlicensed, to permit or allow such dog to be away from the premises of its owner at any time if not under actual physical restraint and control, such as a leash, tether, or in the grasp of a person.

6.12.022 Control of dogs in public places.

Any person who owns or has custody, control, or possession of a dog in a public place shall abide by the following:

- (A) The dog shall at all times be on leash, except at legally designated dog off-leash areas.
- (B) The dog shall at all times be accompanied by its owner or the person that has custody, control, or possession of the dog and shall at no time be left unattended for more than 15 minutes.
- (C) The dog shall at no time be tied or tethered to any pole, bench, planter, or other structure or object on the street or sidewalk or to any structure in the public right-of-way for more than 15 minutes.
- (D) Any dog showing a propensity for aggression when tethered shall not be allowed to be unattended for any period of time and must be at all times physically connected by leash to the owner or other person who has custody, control or possession of the dog.

6.12.025 Restrictions on dog tethering.

In addition to the restrictions set forth in Health and Safety Code Section 122335, the following requirements apply to any dogs attached to a tether, running line, pulley, or trolley system (together "tether system"):

- (A) The tether system shall not allow a dog to reach an object or hazard, including but not limited to a window sill, edge of a pool, fence, public road or highway, porch, or terrace railing that poses a substantial risk of injury or strangulation to such dog if the dog were to walk into or jump over such object or hazard.
- (B) The tether system shall not have weights attached or contain metal chain links more than one quarter of an inch thick.

- (C) The tether system shall have swivels on both ends to prevent twisting and tangling.
- (D) The tether system shall allow the dog to walk at least ten feet in any one direction, excluding the length of such dog as measured from the tip of the dog's nose to the base of the dog's tail.
- (E) The dog may not be attached to a tether system outside in periods of extreme weather, including but not limited to extreme heat or cold, thunderstorms, or lightning.
- (F) The tether system must be connected to the dog by a commercially available buckle type collar or body harness made of nylon or leather that is of sufficient size to adequately and safely restrain the dog.

6.12.030 Safety of animals in moving motor vehicles.

No person shall transport or carry on any public highway or public roadway any dog or other animal in a motor vehicle unless the animal is safely enclosed within the vehicle, or if traveling in an unenclosed vehicle (including but not limited to convertibles, pick-up and flat-bed trucks), the animal is confined by a container, cage or other device that will prevent the animal from falling from or jumping from the motor vehicle.

6.12.040 Safety of animals in parked motor vehicles.

No person shall leave any animal in any standing or parked vehicle in such a way as to endanger the animal's health, safety or welfare due to heat, cold, lack of adequate ventilation, or lack of food or water, or other circumstances that could reasonably be expected to cause suffering, disability, or death to the animal. An animal control officer, State Humane Officer, or law enforcement officer is hereby authorized to use reasonable force to remove the animal from the vehicle whenever ~~it appears~~ there is reasonable belief that the animal's health, safety or welfare is or will be endangered.

6.12.080 Animal defecation prohibited as specified.

It is unlawful for the owner of any animal to allow or permit such animal to defecate on any public property or improved private property, other than that of the owner. It is the responsibility of the animal's owner to properly dispose of any solid waste resulting from an act in violation of this section.

6.12.085 Leaving dead animals in public places prohibited.

It is unlawful for any person to place or leave the body of any dead animal in any street, park, or public place. The bodies of any dead animals shall be promptly removed as directed by any animal control officer. In the event the County knows the identity of the owner of such dead animal and it is necessary for the County to remove the animal, the owner shall pay the costs of the removal. The charges to be paid for removal of dead animals shall be set by resolution of the Board of Supervisors.

6.12.090 Excessive animal noise.

(A) Prohibition. It is unlawful for an owner of an animal to allow the animal to emit any excessive noise after the Department has issued a written notice of an excessive noise complaint. For purposes of this section, the term “excessive noise” means a noise that is unreasonably annoying, disturbing, or offensive to a person with ordinary sensibilities, or which unreasonably interferes with the comfortable enjoyment of life or property. Livestock guardian dogs actively working to protect their flock are exempt from this section.

(B) Complaints. All complaints to the Department regarding violations of subsection (A) must be made in writing, signed under penalty of perjury, and must include the name, address, and telephone number of the complainant(s), as well as the address of the animal owner and a description of the noise, including the date(s) and approximate times of the excessive noise.

(C) Violations. Notwithstanding other provisions of this code, the following penalties apply to violations of this section:

- (1) First violation. The Department will issue a written notice to the owner of the animal advising of the noise complaint after it receives a verifiable written complaint. The notice will order the owner to abate the excessive noise within 10 days of the notice (“compliance date”).
- (2) Second violation. A second violation occurs if the animal's owner fails to stop the excessive noise by the compliance date. A second violation is an infraction punishable by a fine of up to \$100.
- (3) Third violation. A third violation occurs if the animal's owner fails to stop the excessive noise within 10 days after the notice of the second violation is mailed. A third violation is an infraction punishable by a fine of up to \$200.
- (4) Subsequent violations. Each subsequent violation after the third violation within one year of the original complaint is an additional infraction punishable by a fine of up to \$500.

6.12.100 Harassment, threat or injury by animals.

It is unlawful for the owner of any dog or other animal to suffer or permit the same to annoy and harass, chase, threaten to inflict or inflict injury of any kind on any person.

6.12.110 Dogs killing domesticated animals or other dogs.

It is unlawful for the owner of any dog or other domesticated animal to suffer or permit the same to cause the death of another dog or other domesticated animal, except where the offending animal is acting in self-defense, or where the incident occurs on the property of the owner of the offending animal. The Director may impound any dog or domesticated animal found at large in violation of this section, and the

Director may declare the dog or domesticated animal to be a potentially dangerous or vicious animal and take appropriate further action as authorized under this code.

6.12.120 Owner’s control and management of livestock.

Persons owning or having care, custody or control of any ox, steer, bull, cow, horse, calf, sheep, goat, hog, or other livestock animal, including any wild animal as defined in California Fish and Game Code Section 2118 that is kept as livestock, shall not:

- (A) Permit such animal to be at large in the unincorporated areas of the County;
- (B) Cause or permit any such animal to be pastured, herded, staked or tied in any street, lane, alley, park or other public place;
- (C) Tie, stake or pasture, or permit the tying, staking or pasturing of any such animal upon any private property within the unincorporated areas of the County without the consent of the owner or occupant of such property, or in such a way as to permit any such animal to trespass upon any street or public place or upon any such private property; or
- (D) Permit any such animal to be or remain during the nighttime secured by a stake or secured in any manner other than by enclosing such animal in a pen, corral, or barn sufficient and adequate to restrain the animal.

6.12.130 Livestock or wild game mammals—Threat or injury by animals prohibited.

It is unlawful for the owner of any animal to allow the animal, under any circumstances, to chase, threaten to inflict, or inflict injury of any kind on any wild game mammals, as defined in California Fish and Game Code Section [3950](#), or on any domestic livestock, including cows, sheep, horses and chickens. [Livestock guardian dogs actively working to protect their flock are exempt from this section.](#)

6.12.132 Cinches, saddle girths, and bucking and flanking straps.

No sharp or cutting objects in cinch, saddle girth or flank straps shall be permitted. Only sheepskin-lined flanking straps shall be used on bucking stock and those straps shall be of the quick-release type. Flank straps shall be placed on an animal so the sheepskin-covered portion is over both the flanks and belly of the animal. Flanking straps shall be released immediately upon the completion of any event in which they are employed. Bucking or flanking straps shall not be overtightened, or otherwise used to torment, torture or practice any cruelty on any animal, as such terms are defined in California Penal Code Section [599](#)(b).

6.12.134 Electric prods.

The use of electric prods shall not be permitted to torture, torment or practice cruelty on any animal, as such terms are defined in California Penal Code Section [599](#)(b).

6.12.136 Bloodless bullfights prohibited.

Bloodless bullfights are prohibited.



Animal control officers shall be present at all rodeos and similar events to ensure that animals participating in or being utilized in those types of events are not tortured, tormented or treated with cruelty as such terms are defined in Section 599(b) of the California Penal Code or as defined by local ordinance.

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6.12.139 Food poisoning prohibited.

No person shall place, leave, or expose, in any place accessible to birds, fowl, dogs, cats, or any domestic animal, with the intent to kill or harm such birds, fowl, or animals, any edible item which has in any manner been treated or prepared with any poisonous substance or ingredient.

6.12.140 Unrestrained potentially dangerous or vicious animals prohibited.

It is unlawful to permit any potentially dangerous or vicious animal to go unrestrained. Any potentially dangerous or vicious animal may be required by written order of the Director to be confined to its owner's premises and allowed at liberty only under the direct control of its owner while on a leash and properly muzzled to prevent harm or injury to the public.

6.12.145 Restrictions on male Old English Game, male Game Bird or male Game Cock on roosters.

(A) Purpose. The purpose of this section is to limit the number of roosters that may be kept on a single property to reduce public nuisances, illegal cockfighting, and the raising of birds used for cockfighting, and to protect the health and safety of the County's residents. For purposes of this section a single property is defined as any parcel or combination of parcels operated as one unit.

(B) Male Old English Game, male Game Bird or male Game Cock Rooster Keeping Requirements.

- (1) It is unlawful to keep or maintain on any single property more ~~roosters~~ male Old English Games, male Game Birds or male Game Cocks than are listed in the following table without a ~~rooster facility~~ license issued under SCCC 6.08.110.

Size of Property	Maximum number of roosters
Less than one-half acre	2
One-half acre to one acre	4
One to five acres	6
More than five acres	10

(2) This section does not apply to commercial poultry ranches whose primary commodity is the production of eggs or meat for sale and which are regulated by the United States Department of Agriculture (USDA) Food Safety Inspection Service, or government-operated animal shelters or other animal welfare organizations that employ humane officers as described in California Corporations Code Section 14502.

(3) Each individual male Old English Game, male Game Bird or male Game Cock rooster over the number listed in the table above for the applicable size of a single property constitutes a separate violation.

(4) The construction and location of rooster cages or coops must not conflict with the requirements of any building code or setback line and must be at least 50 feet from any residence other than the owner's residence.

(5) Nothing in this section may be construed as authorizing the keeping of ~~roosters~~ male Old English Game, male Game Bird or male Game Cock in violation of any other applicable law or ordinance.

6.12.150 Wild animals.

(A) Prohibition. No person shall possess, keep or have care, custody or control of any animal belonging to a "wild species," as defined in California Fish and Game Code Section [2118](#), anywhere in the unincorporated area of the County.

(B) Exemption. This section shall not apply to persons having a valid, unexpired permit from the California Department of Fish and Wildlife under Fish and Game Code Section [2150](#) et seq., to possess a wild animal as enumerated in, or designated pursuant to, California Code of Regulations, Title 14, Section 671, on the effective date of the ordinance codified in this chapter.

(C) Injuring wildlife prohibited. No person shall willfully injure, kill, capture, or take any wildlife within the unincorporated area of Santa Cruz County. "Wildlife" includes mammals and birds of any kind which live in the wild, except for rodent pests. This section does not apply to any County employees or Animal Shelter employees acting within the scope of their employment for the protection of public health and safety. This does not include legal hunting or fishing with a valid license from the California Department of Fish and Wildlife. This section does not prevent owners of livestock or domesticated animals to shoot a wild animal that is caught in the act of attacking their domestic animal or livestock.

6.12.155 Use of steel-jawed leghold traps.

It is unlawful for any person to set, trigger, activate or otherwise use, or cause to be set, triggered, activated or used, any steel-jawed leghold trap to be used for the capture of any animal, except to address rodent infestation as set forth in California Health and Safety Code Section 116125.

6.12.160 Violation—Evidence.

Proof that an animal was found at large in violation of any of the provisions of this chapter, together with proof that the person accused was the owner of such animal at the time, shall constitute prima facie evidence that the person allowed or permitted the animal to be at large or otherwise act in violation of the provisions of this chapter.

Chapter 6.14
WATERFOWL AND PIGEONS – REGULATIONS CONCERNING FEEDING, SALE AND RELEASE

Sections:

6.14.010 Definitions.

6.14.020 Feeding, sale and release of fowl prohibited.

6.14.030 Exceptions.

6.14.010 Definitions.

For purposes of this chapter, the terms set forth below are defined as follows:

(A) "Release" means to set free.

(B) "Waterfowl" means and refers to any ducks, geese, or other birds which can be found in Santa Cruz County and which have used the waterways as a habitat or are reasonably capable of using the waterways as a habitat.

6.14.020 Feeding, sale and release of waterfowl and pigeons prohibited.

(A) It is prohibited to [intentionally](#) feed waterfowl or pigeons, or to [intentionally](#) place or release food which may be consumed by waterfowl or pigeons. It is also prohibited for any adult to allow any minor in their care or custody to allow such feeding by the minor.

(B) It is prohibited to sell or offer to sell (or conduct a business in which there is a sale or offer to sell) live waterfowl or pigeons as pets or for release.

(C) It is prohibited to abandon or release any waterfowl or pigeons.

6.14.030 Exceptions.

The Director may grant permission to feed or release waterfowl upon a showing of some health, wildlife management, or stream management reason that sufficiently justifies the activity.

**Chapter 6.17
WILD RODENTS AND VERMIN**

Sections:

6.17.010 Feeding wild rodents and vermin prohibited.

6.16.020 Penalty.

6.17.010 Feeding wild rodents and vermin prohibited.

It is prohibited on any street or sidewalk, or in any other outdoor place open to the public including but not limited to parks and beaches, to feed any wild rodent or vermin, or to place or release food which may be consumed by wild rodents or vermin, without the express written permission of the Director. It is also prohibited for any adult to allow any minor in their care or custody to allow such feeding by the minor. As used in this section, the terms "wild rodent" and "vermin" include rats and mice but do not include domesticated pets that reside indoors on the private premises of the owners.

6.17.020 Penalty.

A violation of this chapter shall constitute an infraction.

Chapter 6.18
AMERICAN BULLFROG PROHIBITIONS

Sections:

6.18.010 Findings.

6.18.020 Prohibitions.

6.18.030 Enforcement.

6.18.010 Findings.

(A) American bullfrogs (*Rana catesbeiana*; also known as *Lithobates catesbeianus*) are not native to Santa Cruz County.

(B) American bullfrogs are widely regarded as one of the world's most harmful invasive species.

(C) American bullfrogs cause significant and lasting damage to the County's ecosystems by preying on native wildlife, spreading harmful infectious diseases, and competing with native wildlife for limited food resources.

(D) Efforts to eradicate or manage feral American bullfrog populations are expensive.

(E) American bullfrogs delay or prevent the recovery of many of the County's legally protected endangered species, such as the California red-legged frog and California tiger salamander.

(F) The presence of American bullfrog populations forms a significant obstacle to amphibian conservation efforts in Santa Cruz County.

6.18.020 Prohibitions.

The importation, purchase, sale, or offering to purchase or sell an American bullfrog in the unincorporated area of the County of Santa Cruz is prohibited. This section shall apply to all sales, regardless of whether the seller is a commercial business or a private individual.

6.18.030 Enforcement.

A violation of this chapter shall be considered an infraction punishable in accordance with the provisions of SCCC 6.24.080(A).

Chapter 6.19
REGULATION OF DANGEROUS ANIMALS

Sections:

6.19.010 Definitions.

6.19.020 Habitual offender, potentially dangerous, and vicious animals.

6.19.010 Definitions.

For purposes of this chapter, the words and terms set forth below are defined as follows:

(A) "Enclosure" means a fence or structure that will prevent the entry of young children and that will confine a potentially dangerous or vicious animal, in conjunction with other measures that may be required to be taken by the owner or custodian of the animal. "Confine" means that the enclosure must be designed to prevent the animal from escaping.

(B) "Habitual offender" shall mean an animal that has had three or more violations, involving separate incidences, of any provision of this title.

(C) "Owner" means the person who owns an animal and includes any person who has or maintains custody of the animal with the owner's permission.

(D) "Potentially dangerous animal" means any of the following:

(1) An animal that on two separate occasions within the prior 36-month period engages in any unprovoked behavior, off the property of the owner, that requires a defensive action to prevent bodily injury to a person, domestic animal, or livestock;

(2) An animal that, when unprovoked, bites a person or otherwise engages in aggressive behavior causing a non-severe injury; or

(3) An animal that, when unprovoked, has killed, seriously bitten, inflicted injury, or otherwise caused injury to a domestic animal or livestock off the property of the owner.

(E) "Severe injury" means any physical harm to a human being that results in a serious illness or injury, including but not limited to a major fracture, muscle tears, or disfiguring lacerations requiring multiple sutures or corrective cosmetic surgery.

(F) "Vicious animal" means any of the following:

(1) An animal that engages in or has been bred or trained to engage in exhibitions of fighting;

(2) An animal that, when unprovoked, in an aggressive manner, inflicts severe injury on or kills a person; or

(3) An animal previously designated as and currently listed as a potentially dangerous animal in Santa Cruz County, or to be a dangerous animal in another jurisdiction, which, after its owner has been notified of that designation, continues the behavior described in subsection (D) above, or is maintained in violation of a stipulation, an administrative decision, a court order, or restrictions placed upon it by another jurisdiction.

6.19.020 Habitual offender, potentially dangerous, and vicious animals.

(A) Director's Authority to Determine Animal to be Habitual Offender, Potentially Dangerous, or Vicious.

(1) The Director is hereby authorized to declare an animal to be a habitual offender, potentially dangerous, or vicious based on the animal meeting the definition of those terms as set forth in this chapter.

(2) Exceptions. No animal may be determined to be potentially dangerous or vicious under this chapter if:

(a) The injury or damage is sustained by a person who, at the time the injury or damage was sustained, was committing a willful trespass or other tort upon premises occupied by the owner of the animal, or was teasing, tormenting, abusing, or assaulting the animal, or was committing or attempting to commit a crime;

(b) The animal was protecting or defending a person from an unjustified attack or assault within the immediate vicinity of the animal;

(c) The injury was sustained by an animal that, at the time of the injury, initiated an attack against the animal; or

(d) The injury was sustained by an animal while the animal was working as a hunting, herding, or predator-control animal while under the control of its owner and the injury was to a type of animal appropriate to the work of the animal.

(B) Consequences of Habitual Offender Determination. Upon declaring an animal to be a habitual offender, the Director may impose reasonable conditions which are designed to cease further violations of this Code. To the extent possible, the conditions should be narrowly designed to address the specific violation at issue. In the alternative, and if necessary, the Director may impound the animal and humanely euthanize it as set forth in SCCC 6.20.040.

(C) Consequences of Potentially Dangerous Animal Determination. Upon declaring an animal to be potentially dangerous, the Director shall impose the following conditions:

(1) The animal must be properly licensed, microchipped, and vaccinated at the owner's expense before release to its owner. If the animal was not impounded, the animal owner must provide proof that the animal is licensed, microchipped, and vaccinated within 14 calendar days after the Director's determination is served on the owner. The Department may include the designation in the registration records of the animal.

(2) The animal, while on the owner's property, must be kept indoors or in a securely fenced yard or enclosure from which the animal cannot escape, and into which children cannot enter. The Department must inspect and give written approval of the yard or enclosure before the animal is released to its owner. If the animal was not impounded, the Department must inspect and give written approval of the yard or enclosure within 14 calendar days after the Director's determination is served on the owner.

(3) The animal may be off the owner's premises only if it is muzzled with a Department-approved basket muzzle and restrained by a substantial leash, not exceeding six feet in length, and at all times under the control of an adult capable of restraining and controlling the animal (the muzzle and leash requirement applies only to dogs). At no time may the animal be left unattended while off the owner's premises.

(4) The owner of the animal must notify the Department immediately if the animal is at large or has committed an attack on any person, domestic animal, or livestock. If the animal no longer resides with the owner or has been transferred to another person, the owner must advise the Department of the animal's new location in writing, under penalty of perjury, and provide a copy of the Director's determination to the new owner. Each subsequent owner must provide each new owner with a copy of the Director's determination during the effective period of the determination. Likewise, if the animal is moved to another jurisdiction, the owner is required to provide the animal control authorities in the new jurisdiction with a copy of the Director's determination during the effective period of the determination.

(5) For dogs, the owner of the dog and the dog must complete a Department-approved obedience course for a minimum of ten hours of training, at the owner's expense, within 60 calendar days of the Director's determination. If the dog was impounded, the course must be approved by the Department before the release of the dog to the owner. If the dog was not

impounded, the owner must obtain approval of the course within 14 calendar days after the Director's determination.

(6) If the animal was impounded, it must be spayed or neutered at the expense of the owner before release. If the animal was not impounded, the animal owner must provide proof that the animal has been spayed or neutered within 30 calendar days after the Director's determination is served on the animal's owner.

(7) The owner of the animal may be required to maintain general liability insurance covering property damage and bodily injury caused by an animal declared to be potentially dangerous, with a combined single limit of \$300,000 per occurrence. If required to maintain insurance, the owner must show proof of insurance within 14 calendar days after the Director's determination is served on the animal's owner.

(8) If the animal is impounded, all charges for services performed by the Department and all fines must be paid before the release of the animal to its owner or within 14 days after the services are performed or the charges and fines are ordered to be paid. If the owner does not take possession of the animal and pay the charges and fines within 14 calendar days after the services are performed or the charges and fines are ordered to be paid, the animal will be deemed abandoned and may be humanely euthanized by the Department as set forth in this chapter.

(9) The Director may impose additional conditions that are necessary to protect the public safety and welfare.

(D) Consequences of Vicious Animal Determination. The following consequences apply to an animal determined by the Director to be vicious.

(1) An animal determined to be a vicious animal may be humanely euthanized by the Department when it is found, after the opportunity for an appeal hearing pursuant to subsection (F), below, that the release of the animal would create a significant threat to the public health, safety, or welfare.

(2) If it is determined that an animal found to be vicious will not be euthanized, the Director shall impose the conditions set forth above for potentially dangerous animals, the conditions required by this section, and any other conditions necessary to protect the public health, safety, and welfare.

(3) A vicious animal must be kept in an enclosure that is sealed on all sides and locked with a padlock when not under the immediate control of the owner. The Director may require that the enclosure have a top and a cement floor. If the animal was impounded, the enclosure must be approved by the Department in writing before the release of the animal to the owner. If the animal was not impounded, the animal owner must obtain the written approval of the Department within 14 calendar days after the Director's determination is served on the animal owner.

(4) The owner of a vicious animal must give written notice of the vicious animal determination to the local branch of the United States Post Office and to all utility companies providing services to the premises where the animal is kept. If the animal was impounded, the owner must provide a copy of the notices to the Department before the animal is released from impound. If the animal was not impounded, the animal owner must provide a copy of the required notices to the Department within 14 calendar days of the Director's determination.

(5) The owner of the animal must post one or more signs on the premises, at a location(s) approved by the Department, stating that a vicious animal resides on the premises. The sign(s) must be posted within 14 calendar days after the Director's determination.

(6) The owner of an animal determined to be a vicious animal may be prohibited from owning, keeping, possessing, controlling, or having custody of any animal for a period of up to three years, if the Director determines that ownership or possession of an animal by that person would create a significant threat to the public health, safety, or welfare.

(E) Notice to Owner of Director's Determination.

(1) Upon declaring an animal a habitual offender, potentially dangerous, or vicious, the Director shall serve upon the owner of the animal either personally or either by first-class mail with return receipt requested or priority mail a written notice that such animal shall be humanely euthanized or otherwise subject to appropriate conditions upon the expiration of the appeal period unless the owner requests an appeal hearing pursuant to SCCC 6.26.

(2) The notice shall contain (a) the name, business address, and telephone number of the person providing the notice; (b) the authority for the order; (c) a description of the animal, including any known identification upon the animal; (d) a copy of the complainant's statement and report of the Director, if any; (e) a statement from the Director specifying whether the animal should be humanely euthanized or proposing conditions as outlined above; and (f) notice of the owner's right to request an appeal hearing pursuant to SCCC 6.26. Having served the notice, the

Director shall detain the animal at the owner's expense until the animal is humanely euthanized, appropriate conditions outlined above have been implemented, or an appeal hearing is held.

(F) Appeal of Director's Determination or Conditions Imposed. Parties may appeal a decision of the Director under this chapter as set forth in SCCC 6.26.

(G) Violation of Conditions Imposed on Habitual Offender, Potentially Dangerous, and Vicious Animals.

(1) The failure to comply with any condition imposed upon a potentially dangerous or vicious animal is a misdemeanor punishable by a fine not exceeding \$1,000 or by imprisonment in the County Jail for a period not to exceed six months, or by both a fine and imprisonment.

(2) A violation of any condition imposed upon a potentially dangerous or vicious animal may be the subject of a civil action for injunctive relief to enjoin the person who violated the condition. The filing and prosecution of such an action does not limit the authority or ability of the County to take any other action permitted by law.

Chapter 6.20 IMPOUNDMENT OF ANIMALS

Sections:

6.20.010 Impoundment of animals at large and animals posing an immediate threat to health and safety.

6.20.020 Care of impounded animals.

6.20.030 Charges for impoundment.

6.20.040 Managing impounded animals.

6.20.050 Reclaiming impounded animals.

6.20.060 Recordkeeping requirements.

6.20.010 Impoundment of animals at large and animals posing an immediate threat to health and safety.

(A) It shall be the duty of the Director to impound on sight, after making such investigation as is reasonable under the circumstances for the purpose of locating the owner, any animal found at large in violation of any of the provisions of this title or of Division 14 of the California Food and Agricultural Code (commencing with Section 30501), and to keep any such animal so impounded as provided in this chapter.

(B) An animal control or law enforcement officer may seize and impound an animal when probable cause exists that the animal poses an immediate threat to public safety. The owner of the animal is liable for the impound fee and costs if the animal is determined to be potentially dangerous or vicious. The fees and costs must be paid before the release of the animal, but no later than 14 days after the animal is available to be released.

(C) When an animal has been impounded under subsection (B) and it is not contrary to public safety, the Director may allow the animal to be confined at the owner's expense in a Department-approved animal or veterinary facility.

6.20.020 Care of impounded animals.

The Director shall ensure that impounded animals are provided with proper and sufficient wholesome food and fresh water suitable for the age, species, and nutritional requirements of the animal. Food shall be of a nature compatible with the dietary habits and needs of the animal. Animals must have access at all times to potable water, unless otherwise directed by a veterinarian. All animal food must be properly stored to prevent contamination, infestation by vermin, and exposure to the elements.

6.20.030 Charges for impoundment.

(A) Basic Charges.

(1) The Director shall charge, and collect from the owner, the charges for impounding animals as established by resolution of the Board of Supervisors.

(2) For dogs, cats, and rabbits impounded for the first time, the Director may waive the impounding fee for any unaltered dog, cat, or rabbit when, prior to the release of the animal, the reclaiming owner volunteers their animal for spaying or neutering and deposits the fees for the spaying or neutering with the Director.

(3) Upon the second or subsequent impoundment of a dog, cat, or rabbit, the Director may not waive the impounding fee for any such unaltered animal. Prior to the release of this subsequently impounded dog, cat, or rabbit, the Director shall require that the animal be spayed or neutered and shall require the owner to pay the impounding fee as established by resolution of the Board of Supervisors, and to deposit the fees for the spaying or neutering with the Director.

(a) The Director shall serve upon the owner of the animal either personally or either by first-class mail with return receipt requested or priority mail, written notice that said animal shall be spayed or neutered upon the expiration of the appeal period, unless the owner requests an administrative hearing.

(b) The notice shall contain: (i) the name, business address and telephone number of the person providing the notice; (ii) the authority for the order to spay or neuter the animal; (iii) a description of the animal, including any known identification upon the animal; (iv) a statement that the cost of caring and treating any animal is a lien on the animal, and that the animal shall not be returned to its owner until the charges are paid; and (v) notice of the owner's right to request an administrative hearing to appeal the Director's order under the provisions of SCCC 6.26. Having served such notice, the Director shall continue to detain the animal at the owner's expense until a hearing is held or the animal is spayed or neutered.

(c) The owner shall pay all impound charges required by law before the animal is released from the shelter. If the owner refuses to make such payment, the Director shall manage the animal as provided in SCCC 6.20.040.

(B) Daily Costs.

In addition to the charges specified in subsection (A), the Director shall charge and collect from the owner the reasonable cost incurred in caring for and housing the impounded animal, as established by resolution of the Board of Supervisors.

(C) **Appealing Charges For Impoundment.**

(1) Whenever an owner objects to payment of impound charges on the ground that the impoundment of their animal was not lawfully accomplished as provided in this title, the owner may appeal the decision under the provisions of SCCC 6.26.

(2) If no hearing is requested within 48 hours after impoundment, or if a hearing is held and the hearing officer determines that the animal was lawfully impounded, the owner shall pay all impound charges required by law before the animal is released from the Animal Shelter. If the owner refuses to make such payment, the Director shall make the animal available for adoption or humanely euthanize it as provided in SCCC 6.20.040. If, after hearing, the Director determines that the animal was not lawfully impounded, the animal shall be returned to its owner and no impound charges of any kind shall be imposed.

6.20.040 Managing impounded animals.

(A) **Impounding Pet Based on Owner's Request.** It shall be the duty of the Director to impound any domestic animal pet at the request of the owner when the owner delivers the pet to the Director.

(B) **Humanely Euthanizing Dangerous or Infirm Animals.** The Director is authorized, directed and empowered to humanely euthanize any animal lawfully impounded which is dangerous to keep impounded or is, by reason of disease or injury, appropriate for humane euthanizing.

(C) **Adoption of Impounded Animals.** Unless impounded animals without proper identification are redeemed within 72 hours, or animals with proper identification or under protective custody status are redeemed within seven days, they may be offered for adoption by the Director, provided all reasonable effort has been made to notify the owner of the animal. The adopter shall not be given possession of any dog or dogs, including dogs under six months of age, until they have deposited with the Director a sum sufficient to cover the cost of a rabies vaccination for any dog which does not have a current vaccination.

(D) **Humanely Euthanizing Unclaimed Impounded Animals.**

(1) The Director may humanely euthanize any animal lawfully impounded without proper identification which remains unclaimed by its owner, if any, for more than 72 hours excluding legal holidays.

(2) Stray dogs and cats with proper identification or under protective custody status that are impounded by the Director shall be held for a minimum of seven days. During the period that the animal is held, the Director shall attempt to inform the owner of the location of the impounded animal and how the owner may claim the animal. If telephone contact is unsuccessful, the owner shall be notified by mail sent to the last recorded address of the owner. Seven days after mailed notice is sent, the Director may humanely euthanize the animal if it remains unclaimed.

(3) Humane euthanizing of unclaimed livestock shall be performed in accordance with the provisions of the California Food and Agricultural Code.

6.20.050 Reclaiming impounded animals.

The owner of any impounded animal shall have the right to reclaim the animal at any time prior to the lawful disposition thereof, provided payment is made to the Director of the costs and charges specified for the impounding and keeping of the animal; and provided further, that as to any dog without a current license, a deposit is made with the Director to cover the license fee and the cost of a rabies vaccination.

6.20.060 Recordkeeping requirements.

The Director shall keep a record of the number of all animals impounded showing in detail in the case of each animal the description, dates of receipt, the date and manner of disposal, the name of any person redeeming or adopting, and any fees and charges received on account thereof.

Chapter 6.24
ENFORCEMENT AUTHORITY AND ALTERNATIVES

Sections:

- 6.24.010 Director of Animal Services—Arrest powers.**
- 6.24.020 Director of Animal Services—Animal capture or dispatch powers.**
- 6.24.030 Director of Animal Services—Investigation and inspection authority.**
- 6.24.040 Badges for Director of Animal Services and deputies.**
- 6.24.050 Interference with Director of Animal Services prohibited.**
- 6.24.060 Enforcement alternatives.**
- 6.24.070 Administrative citations.**
- 6.24.080 Violation—Non-administrative penalties.**
- 6.24.090 Severability.**

6.24.010 Director of Animal Services—Arrest powers.

Pursuant to the provisions of California Penal Code Section [830.9](#), the Director of Animal Services is authorized to arrest a person without a warrant whenever they have reasonable cause to believe that the person has committed a misdemeanor in their presence which is a violation of this title or State law relative to animal control and care. Upon making such an arrest, the Director shall release the person arrested pursuant to Penal Code Section [853.6](#), the provisions of which are adopted by reference as part of this section. The Director is further authorized to issue citations for any violation of this title or State law relative to animal control and care.

6.24.020 Director of Animal Services—Animal capture or dispatch powers.

The Director of Animal Services is expressly authorized, when acting in the course and scope of their official duties, to capture or, if no other reasonably effective means of control is available, to humanely euthanize any animal found at large and annoying, harassing, chasing, or threatening to inflict or inflicting injury of any kind on a person, any wild game mammals as defined in California Fish and Game Code Section 3950, or any domestic livestock, including cows, sheep, horses and chickens.

6.24.030 Director of Animal Services—Investigation and inspection authority.

The Director of Animal Services is empowered to investigate, inspect, and take necessary actions to:

- (A) Stop all practices that cause animal torment or torture, or practices of cruelty on any animal, as such terms are defined in California Penal Code Section [599b](#).
- (B) Ensure that pet shops and kennels are meeting minimum standards for animal housing and care and operations are properly licensed; and

(C) Ensure compliance with the biomedical livestock animal treatment standards set forth in SCCC 6.04.140.

Subject to the approval of the Board of Supervisors, the Director shall have the authority to promulgate regulations to enforce this section.

6.24.040 Badges for Director of Animal Services and deputies.

The Director of Animal Services and their designated deputies, while engaged in the execution of their duties, shall wear in plain view a badge having, in the case of the Director, the words “Director of Animal Services,” and in the case of the deputy, the words “Animal Control Officer” engraved therein.

6.24.050 Interference with Director of Animal Services prohibited.

It is unlawful for any person to resist or interfere with the Director of Animal Services or their designated deputy in the discharge of their official duties.

6.24.060 Enforcement alternatives.

Violation of animal control regulations shall be enforced through one or more of the following remedies:

- (A) Abatement as a public nuisance pursuant to this title and SCCC [1.14](#).
- (B) Criminal prosecution.
- (C) Administrative citation for the recovery of civil penalties and enforcement costs pursuant to SCCC 6.24.070 and [1.12](#).
- (D) Civil action for injunction, civil penalties, or other appropriate remedies provided by law including, but not limited to, SCCC [1.12](#).
- (E) Any other remedies provided by law.

6.24.070 Administrative citations.

- (A) Purpose. The purpose of this section is to provide a clear and explicit process for issuing administrative citations to those persons violating the animal control regulations set forth in the Santa Cruz County Code related to the protection of the health, safety and welfare of animals.
- (B) Scope. This chapter sets forth procedures for issuing and adjudicating administrative citations to those persons violating animal control regulations in the unincorporated area of Santa Cruz County.
- (C) Director's Authority to Issue Citation. The Director may issue an administrative citation assessing a civil penalty to any person violating any provision of this title.

(1) Civil penalties established pursuant to this chapter shall be imposed and collected as set forth herein including, but not limited to, SCCC [1.12](#).

(2) Each provision of this title that is violated constitutes a separate offense. Each and every day a violation of any provision of this title exists constitutes a separate and distinct offense.

(3) A civil penalty assessed by an administrative citation shall be payable directly to the Santa Cruz County Animal Shelter.

(4) Civil penalties assessed by an administrative citation shall be collected in accordance with the procedures specified in this chapter and SCCC [1.12](#).

(D) Procedure for Issuing Citation.

(1) When a violation of any of the provisions of this title is identified, the Director shall identify the owner or responsible party and may issue them an administrative citation. A responsible party shall be deemed to be the person who is in immediate control of the animal or activity that constitutes a violation.

(2) The administrative citation shall be issued on a form titled "Administrative Citation" and shall contain the following information:

(a) The date, approximate time, and address or definite description of the location where the violation was observed.

(b) The provisions of this title violated and a description of the violation.

(c) A description of the action required to correct the violation.

(d) An order to the owner or responsible party to correct the violation within a time specified and an explanation of the consequences of failure to correct the violation.

(e) The amount of monetary penalty for each violation.

(f) An explanation of how the penalty shall be paid and directing that it be made payable to the Santa Cruz County Animal Shelter, the time period within which it shall be paid, and the address at which the penalty payment shall be remitted or mailed.

-(g) A statement regarding the right to appeal the administrative citation, including the time within which the appeal must be filed, and the place to obtain a notice of appeal and request for administrative citation appeal hearing form.

(h) The name and signature of the officer issuing the administrative citation and, if possible, the signature of the owner or responsible party acknowledging receipt of the citation.

(3) A single administrative citation may charge a violation for one or more days on which a violation exists, and for the violation of one or more provisions of this title.

(E) Service of Administrative Citations.

(1) The Director shall issue any required notice of the violation to the owner or responsible party in the following manner:

(a) Personal Service. The Director shall attempt to locate and personally serve the owner or responsible party and, if possible, obtain the signature of the owner or responsible party on the administrative citation. If the owner or responsible party served refuses or fails to sign the citation, the failure or refusal to sign shall not affect the validity of the citation or subsequent proceedings and the Director shall make service of the citation as otherwise provided herein.

(b) Mail. If for any reason the Director is unable to personally serve the citation on the owner or responsible party, the citation shall be mailed to the owner or responsible party either by first class mail, postage prepaid, or priority mail, with a declaration of service under penalty of perjury. The declaration of service shall be made by the person mailing the citation showing the date and manner of service by mail and reciting the name and address of the citation addressee. The failure of any owner, responsible party, or person with an interest in the animal, where applicable, to receive a properly addressed citation shall not affect the validity of any proceeding under this chapter. Service of the citation in the manner described above shall be effective on the date of mailing.

(c) Posting of Citation. As an alternative to service by mail, and if the Director is unable for any reason to personally serve the owner or responsible party, the Director may post the citation by affixing the citation to a surface in a conspicuous location on any real property in which the owner or responsible party has a legal interest, and such posting shall be deemed effective service. Failure of a posted citation to remain in place after

posting shall in no way affect the validity of the citation or the proceeding. Service shall be deemed effective pursuant to posting on the date that the citation is actually posted.

(2) The failure of any owner or responsible party to receive any notice served in accordance with this section will not affect the validity of any proceedings taken under this chapter when the owner or responsible party has actual notice of these proceedings.

(F) Opportunity to Correct Violation. Upon the service of an administrative citation for a correctible violation, the owner or responsible party shall be allowed seven days to correct or remedy the violation, except 30 days are allowed to correct a spay/neuter violation. If the owner or responsible party properly corrects the violation, they shall not be assessed a civil penalty. If the owner or responsible party fails to correct or remedy the violation, civil penalties shall be assessed from the date written upon the citation. This section shall not be construed to waive any fee or payment that would ordinarily be required pursuant to this title.

(G) Satisfaction of Administrative Citation.

(1) Upon receipt of an administrative citation, the owner or responsible party must do the following:

(a) Pay the civil penalty to the Santa Cruz County Animal Shelter; and

(b) Demonstrate to the Director that the violation has been corrected or remedied, if the violation is of such a nature that it can be remedied. The Director may not accept payment of a civil penalty unless the owner or responsible party has demonstrated that the violation has been corrected or remedied. If the violation is corrected or remedied within the time set forth in subsection (F) of this section (correctible violation), no civil penalty shall be imposed.

(2) If an owner or responsible party fails to properly correct or remedy a continuing violation in accordance with subsection (F) of this section or otherwise, the owner or responsible party shall pay the accrued civil penalty amount to the Santa Cruz County Animal Shelter. Penalty amounts shall continue to accrue as specified until the date the owner or responsible party satisfies the administrative citation or files a notice of appeal. Payment of an accrued penalty shall not excuse or discharge the owner's responsibility to correct or remedy the cited violation, nor shall it bar further enforcement action by the Director.

(H) Appeal of Administrative Citation. Administrative citations may be appealed as set forth in SCCC 6.26.

(I) Penalties and Costs Assessed.

(1) The Department may establish a civil penalty schedule setting forth the penalty to be assessed by an administrative citation for violation of a particular provision of this title in accordance with Government Code Section [53069.4\(a\)\(1\)](#) and may, in connection therewith, also authorize the reductions specified therein for timely payment.

(2) If the animal owner or responsible party fails to correct the violation, subsequent administrative citations may be issued for the same continuing violation. The amount of the penalty shall increase at a rate specified in subsection (3) of this section or the civil penalty schedule provided for in subsection (1) of this section.

(3) Except as otherwise provided by subsection (4) of this section, the civil penalty assessed by administrative citation for violation of a provision of this title shall be as follows:

(a) First administrative citation—\$100.00;

(b) Second administrative citation within one year for violation of the same code section—\$200.00;

(c) Third or subsequent administrative citation within one year for violation of the same code section—\$500.00.

(4) The civil penalty assessed by the administrative citation for the following violations shall be as set forth below:

(a) Failure to display license (each dog): \$50.00.

(b) Dog off leash, first offense: \$50.00.

(c) Dog off leash, second offense within one year: \$100.00.

(d) Dog off leash, third offense within one year: \$150.00.

(e) Failure of owner to pick up after dog or cat defecating: \$100.00.

(f) Permitting livestock to trespass, per offense: \$200.00.

(5) Payment of the civil penalty shall not excuse the failure to correct the violation nor shall it bar further enforcement action by the Department. All assessed penalties and enforcement costs assessed shall be payable to the Santa Cruz County Animal Shelter.

(6) Penalties collected in the manner described in this section may be deposited in an animal shelter fund or other appropriate designated account.

(J) Failure to Pay Civil Penalties.

(1) Any person who fails to pay a civil penalty imposed pursuant to this chapter shall owe a debt to the Department. To enforce the debt the Director may file a claim with the small claims court or pursue any other legal remedy to collect the amount owed.

(2) Any person who fails to pay any civil penalty imposed pursuant to this chapter on or before the penalty payment due date shall also be liable in any action brought by the Department for all costs incurred in securing payment of the delinquent amount, including, but not limited to, administrative costs and attorney fees. Such collection costs are in addition to any required costs, penalties, interest and late charges.

(3) In addition to all of the procedures set forth in this section, the Director shall have the ability and discretion to impose necessary conditions, to forgive portions of a debt or penalty owed to the Department under this chapter, and to otherwise coordinate collection and enforcement efforts. A written finding explaining the basis for each action taken pursuant to this subsection shall be prepared and maintained by the Director.

(K) Civil or Criminal Actions Not Affected by Administrative Citation. An administrative citation issued pursuant to this chapter shall not prejudice or adversely affect any other action, civil or criminal, that may be brought to abate a public nuisance or violation or prevent the County from seeking compensation for damages suffered. A civil or criminal action may be brought concurrently with any other process regarding the same public nuisance or violation.

6.24.080 Violation—Non-administrative penalties.

(A) Violation of any of the provisions of this title, except for violation of SCCC 6.04.090, 6.04.100, 6.04.250, 6.08.100(B) and (M), 6.12.110, 6.12.132, 6.12.134, 6.12.136, 6.12.140, 6.12.155, 6.19.020(G), and 6.24.050, is an infraction punishable by a fine not exceeding \$100.00 for a first violation, a fine not exceeding \$200.00 for a second violation of the same code provision that occurs within one year of the first violation, and a fine not exceeding \$500.00 for each additional violation of the same code provision that occurs within one year of the first violation.

(B) Violation of any of the provisions of SCCC 6.04.090, 6.04.100, 6.04.250, 6.08.100(B) and (M), 6.12.110, 6.12.132, 6.12.134, 6.12.136, 6.12.140, 6.12.155, 6.19.020(G), and 6.24.050 is a misdemeanor and punishable as such by fine and/or imprisonment.

6.24.090 Severability.

If any provision of this chapter or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of this chapter that can be given effect without the invalid provision or application, and to this end the provisions of this chapter are declared to be severable.

**Chapter 6.26
ADMINISTRATIVE APPEALS**

Sections:

6.26.010 Actions subject to administrative appeal.

6.26.020 Appeal procedures.

6.26.030 Costs of appeal.

6.26.010 Actions subject to administrative appeal.

(A) The following actions or decisions of the Director are subject to administrative appeal pursuant to the provisions of this chapter:

- (1) Denial, conditional issuance, suspension, or revocation of an animal facility license.
- (2) Declaring an animal to be a habitual offender, potentially dangerous, or vicious.
- (3) Order to humanely euthanize or impose other conditions upon an animal based on a habitual offender, potentially dangerous, or vicious designation.
- (4) Notice that an impounded animal will be spayed or neutered.
- (5) Impound charges.
- (6) Denial or revocation of unaltered animal certification for failure to comply with SCCC 6.10.050.
- (7) Administrative citation.

(B) All other actions or decisions of the Director are final when issued or made and are not subject to further administrative appeal.

6.26.020 Appeal procedures.

(A) Filing an Appeal.

- (1) An owner or responsible party wishing to appeal a decision of the Director on an action subject to administrative appeal may do so by completing a notice of appeal and request for appeal hearing form and filing it with the Santa Cruz County Animal Shelter. Any appeal must include a detailed written explanation of the grounds for appeal.

(2) Time Deadlines for Filing Appeal. All appeals must be filed within the time frames set forth in the following table:

Denial, conditional issuance, suspension, or revocation of an animal facility license (SCCC 6.26.010(A)(1).)	14 calendar days from the date the decision is communicated to the appellant.
Declaring an animal to be a habitual offender, potentially dangerous, or vicious. (SCCC 6.26.010(A)(2).)	72 hours from the date the decision is communicated to the appellant.
Order to humanely euthanize or impose other conditions upon an animal based on a habitual offender, potentially dangerous, or vicious designation. (SCCC 6.26.010(A)(3).)	72 hours from the date the decision is communicated to the appellant.
Notice that an impounded animal will be spayed or neutered. (SCCC 6.26.010(A)(4).)	72 hours from the date the decision is communicated to the appellant.
Impound charges. (SCCC 6.26.010(A)(5).)	48 hours from the date impound charges are communicated to the appellant.
Denial or revocation of unaltered animal certification for failure to comply with SCCC 6.10.050. (SCCC 6.26.010(A)(6).)	10 calendar days from the date of the decision.
Administrative citation. (SCCC 6.26.010(A)(7).)	10 calendar days from the date the citation is issued.

(3) The filing of a notice of appeal does not stay, postpone or excuse the owner or responsible party's duty to correct or remedy a violation. If the administrative hearing officer upholds an administrative citation, the applicable penalty shall accrue as of the date on the administrative citation.

(4) The failure to submit a timely and complete notice of appeal shall terminate a person's right to appeal, result in a failure to exhaust administrative remedies, and the Director's decision shall not be subject to further administrative appeal.

(5) For an appeal concerning an impounded animal, at the same time the appeal is filed the appellant must pay the cost of the care and housing of the animal for the time period during which the appeal is pending. Appeals shall not be accepted without advance payment of such costs. Costs shall be assessed in 14-day increments and must be regularly maintained on an on-going

basis in order to continue the appeal process. If costs are not timely paid, the appeal shall be considered abandoned. Any excess collected costs shall be returned to the animal's owner as determined by the administrative hearing officer or the Director.

(B) Administrative Hearing Officers.

The Department shall provide independent contractor hearing officers to conduct administrative appeal hearings, to issue subpoenas, to receive evidence, to administer oaths, to rule on questions of law and the admissibility of evidence, to prepare a record of the proceedings, to issue enforcement orders with regard to violations of this title, and to provide for the recovery of enforcement costs, any civil penalties and any other costs of abatement as a personal obligation of the owner or responsible party violating, causing, permitting or continuing any violation.

(C) Notice of Administrative Appeal Hearing.

Upon receipt of a timely and complete notice of appeal, the Director shall provide written notice of the time, date and location of a hearing before the administrative hearing officer by personal service or either by first class mail, postage prepaid, or priority mail, including a copy of the affidavit or certificate of mailing, to the appellant at least 10 days prior to the date of the administrative hearing. The hearing officer shall be designated by the Director. The notice period may be collapsed to 48 hours in the discretion of the Director, where the Director determines it is necessary to hold a hearing on an expedited basis.

(D) Administrative Hearing Officer Disqualification.

Administrative hearing officers shall be licensed attorneys of the State Bar of California in good standing. Administrative hearing officers shall disqualify themselves from serving as hearing officers in a particular matter where they have a conflict of interest within the meaning of the Political Reform Act (California Government Code Section [87100](#) et seq.), and shall otherwise comply with the disqualification provisions of Canon 3.E. of the Code of Judicial Ethics. The notice of hearing shall identify the administrative hearing officer designated to conduct the hearing and advise the appellant of their right to submit within 10 business days of the date of the notice of hearing a written objection to the designated hearing officer. In the event of such a disqualification, a new administrative hearing officer shall be randomly selected from the panel of alternate hearing officers established by the Department. Each party shall have the right to disqualify one administrative hearing officer for a particular matter.

(E) Hearing Procedures.

(1) Failure to Appear. The failure of the appellant to appear at the administrative appeal hearing or, in the alternative, to present written or demonstrative evidence supporting their position, shall

constitute an abandonment of the appeal and an admission that the Director's decision (including the amount of any civil penalty) is appropriate.

(2) Requirements for Taking Testimony. In any appeal hearing before an administrative hearing officer, oral testimony offered as evidence shall be taken only on oath or affirmation, and the hearing officer, their clerk, or other designee shall have the power to administer oaths and affirmations. Oaths of witnesses may be given individually or to a group. Witnesses shall be asked to raise their right hands and to swear or affirm that the testimony they shall give will be the truth, the whole truth, and nothing but the truth.

(3) Appellant's Evidence. The appellant shall be given the opportunity to testify and present witnesses and evidence concerning the alleged violation.

(4) Department's Evidence. Any documents submitted by the Director shall constitute prima facie evidence of the respective facts contained in those documents.

(5) Only Relevant Evidence Considered. The administrative hearing officer shall only consider evidence relevant to the decision being appealed.

(6) Recording of Hearing. The administrative hearing officer shall not be required to provide transcripts of hearings but shall be required to tape record the hearings and make the recordings of the hearings available for a fee.

(7) Continuances. The administrative hearing officer may continue the administrative hearing for good cause as determined by the administrative hearing officer.

(8) Administrative Interpretations. In conducting the hearing, the administrative hearing officer shall consider as controlling the previously established interpretation of any provision of this title by the officials charged with its enforcement unless that interpretation is shown to be clearly erroneous or unauthorized.

(9) Administrative Hearing Officer Decisions.

(a) At the conclusion of the administrative hearing, the administrative hearing officer shall have the authority, subject to the limitations set forth in this chapter, to render a decision, supported by written findings, which:

(i) Reverses the decision of the Director;

(ii) Determines whether the appellant has committed, maintained or permitted an alleged violation of this title;

(iii) Orders the appellant to pay the total verified amount of the enforcement costs, impound charges, and any other abatement costs associated with a violation of this title by a date certain;

(iv) Orders the appellant to pay civil penalties for any violations of this title by a date certain;

(v) Orders action to be taken to correct any violation by the appellant;

(vi) Determines whether any enforcement costs, other abatement costs, and civil penalties are to be the personal obligation of the appellant.

(b) In determining the amount of civil penalties to be assessed against the appellant, which would otherwise be an infraction or a misdemeanor, the administrative hearing officer shall take into consideration the following:

(i) The extent to which the appellant knowingly and willingly committed the violation;

(ii) The magnitude of the violation;

(iii) Any prior history of related violations by the appellant;

(iv) The financial ability of the appellant to pay based on submitted documentation; and

(v) Any corrective action voluntarily undertaken by the appellant prior to the hearing to eliminate the violation and any other mitigating circumstances justifying a reduction of the amount of the penalties.

(c) The decision of the administrative hearing officer shall be final when issued in writing and shall be thereafter immediately enforceable. The decision of the administrative hearing officer shall include a statement of the judicial appeal rights of any party to the proceeding as set forth in subsection (9)(d) of this section.

(d) The decision of the administrative hearing officer shall be subject to judicial review. The administrative hearing officer shall submit the decision to the Director pursuant to the

provisions of Government Code Section [53069.4](#). Pursuant to Section 53069.4 a notice of appeal must be filed with the Santa Cruz County Superior Court Clerk, together with the applicable appeal fee, within 20 days after service of the administrative hearing officer's decision by first class mail, postage prepaid, including a copy of the affidavit or certificate of mailing. Any person filing a Superior Court appeal shall serve a copy of the notice of appeal in person or by first class mail on the administrative hearing officer with a copy to the Director. Within 15 days after the Superior Court sets a date for the appeal hearing, the administrative hearing officer shall forward to the court the file of the hearing together with the subject notice of violation, the notice of administrative appeal hearing before an administrative hearing officer, and the decision of the administrative hearing officer. If a Superior Court appeal is not timely filed in accordance with this subsection, all persons shall thereafter be barred from commencing or prosecuting any such action or proceeding concerning the underlying violation or asserting any defense of invalidity or unreasonableness of the administrative hearing officer's decision, proceedings, determinations or actions taken in connection therewith.

(e) The County Counsel, upon receipt of a final decision of an administrative hearing officer which orders payment of civil penalties or payment of enforcement costs or other abatement costs, or upon obtaining authorization from the Director, may, in addition to any other collection procedures provided by this chapter, prepare and file a civil action in any court of competent jurisdiction to obtain compliance with the administrative decision and the provisions of this code, and to recover the civil penalties and costs of enforcement provided by this chapter, as well as for injunctive relief or any other available legal remedy. In addition, the Director may prepare and file small claims actions in this regard or pursue collection by any available legal remedy.

(f) In the event a civil action is initiated to obtain enforcement of the decision of the administrative hearing officer, and judgment is entered to enforce the decision, the person against whom the order of enforcement has been entered shall be liable to pay the County's total costs of enforcement, including reasonable attorney fees.

(g) The remedies and civil penalties provided for in this chapter shall be in addition to any other remedies and penalties provided for by law.

6.26.030 Costs of appeal.

(A) The appellant is responsible for paying the costs for the administrative appeal process, unless the Director's decision is reversed on appeal.

(B) At the time the appellant files a notice of appeal with the Animal Shelter, the appellant shall place a deposit of \$250. The deposit shall be applied to those costs on appeal set forth in the Unified Fee Schedule. If the costs of the administrative appeal exceed \$250, the appellant shall supplement the deposit such that all appellate fees have been received before a decision on the administrative appeal is issued.

(C) If the Director's decision is reversed on appeal, all costs assessed to the appellant shall be returned to the appellant.

BEFORE THE SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY
BOARD OF DIRECTORS, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Director:
Duly seconded by Director:
The following resolution is adopted:

**RESOLUTION RECOMMENDING THE ADOPTION OF A MODEL ANIMAL
SERVICES ORDINANCE FOR ALL MEMBER JURISDICTIONS**

WHEREAS, each jurisdiction that is a member of the Santa Cruz County Animal Services Authority (“ASA”) has its own separate ordinance for regulating animals and the conduct of animal owners, including different procedural and substantive regulations; and

WHEREAS, having different ordinances for animal services apply in similarly situated and adjacent jurisdictions causes confusion for the public and inefficiencies for staff, and inhibits uniformity and consistency across the County with regard to regulations, enforcement, and appeals that are more properly applied on a County-wide basis; and

WHEREAS, updating each jurisdiction’s animal services ordinances to account for best practices and revising them for consistency with each other would benefit the residents of all municipalities within Santa Cruz County as well as the unincorporated area of the County, and would increase efficiency and improve the provision of animal services; and

WHEREAS, the Board of Directors has determined that the Model Ordinance attached hereto as Exhibit A contains a well-balanced compilation of animal services regulations that include best practices and substantive and procedural regulations that can be applied and enforced equally on a County-wide basis;

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Board of Directors of the Santa Cruz County Animal Services Authority that:

- 1) The chapters in the Model Ordinance attached hereto as Exhibit A contain the substantive and procedural regulations appropriate for the provision of animal services throughout Santa Cruz County, including the unincorporated area and each of the municipal jurisdictions contained in the County; and
- 2) The staff of the ASA should take all necessary actions to present a copy of the Model Ordinance to each ASA member jurisdiction and encourage that each member jurisdiction consider adopting the Model Ordinance by repealing or revising their existing regulatory codes and replacing them with the chapters set forth in the Model Ordinance.

PASSED AND ADOPTED by the Board of Directors of the Santa Cruz County Animal Services Authority, this _____ day of _____, 2019 by the following vote:

AYES: Directors
NOES: Directors
ABSENT: Directors

Chair of the Animal Services Authority Board

ATTEST: _____
Secretary of the Board

Approved as to Form:

Attorney for the Santa Cruz County ASA

Are we in a veterinary workforce crisis?

Understanding our reality can guide us to a solution

*Commentary by Matthew Salois, PhD, AVMA's Chief Economist,
and Gail Golab, PhD, DVM, MANZCVS, DACAW, AVMA's Chief Veterinary Officer*

While the delta and lambda variants of SARS-CoV-2 continue to challenge us, we also see hints of post-pandemic normalcy with the return of some in-person meetings, reopened retail establishments, and get-togethers with extended family and friends. Despite these positive signs of recovery, many of us in the veterinary profession are still reeling, professionally and personally, from the pandemic's effects on our practices, patients, and clients. Stress continues to run high, and our teams are feeling overworked and overwhelmed.

Our practices aren't running in quite the same way as before the pandemic. New workflows, operating procedures, and safety protocols have been implemented. Many hospitals are operating with fewer team members and dealing with higher turnover. Emergency clinics appear to be having an especially difficult time remaining fully staffed as they are inundated with a continuous stream of patients—both urgent and nonurgent cases. Pet owners, too, are feeling the crunch. They're having to wait longer to get appointments and to be seen for emergencies.

To determine where we go from here, it's crucial to let the data inform us. Where is this busyness coming from? Is it an aftereffect of the pet adoption boom suggested to have occurred during the pandemic? Are our teams truly seeing more patients than ever before? Or are other things happening that make it feel this way?

WAS THERE REALLY A 'PANDEMIC PET' ADOPTION BOOM?

One prevailing view is that veterinary practices are particularly busy because they're managing an influx of new patients stemming from the pet adoptions that "skyrocketed" during the pandemic. The belief that pet adoptions soared in 2020 needs to be further explored.

What the data show

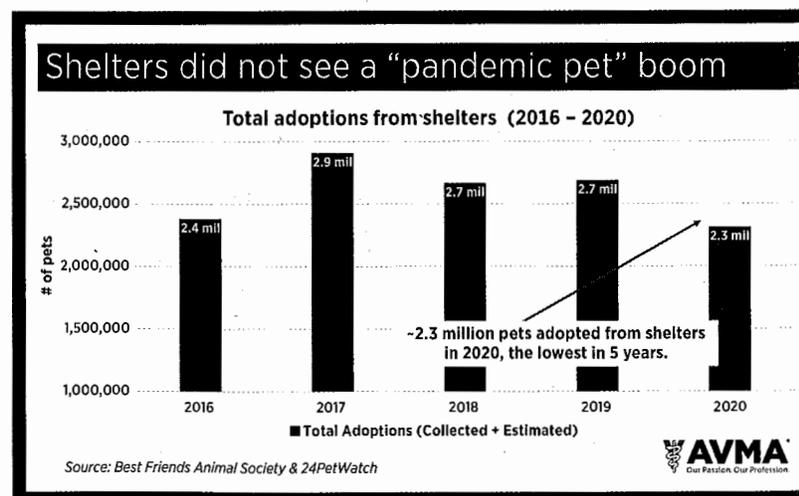
While shelters aren't the only source of new pet adoptions, they're the primary source, according to the 2017-2018 AVMA Pet Ownership and Demographics Sourcebook.¹ Second is receiving a pet from a friend or

relative, followed by a breeder (dogs) or taking in a stray (cats). With this in mind—and recognizing that data on pet acquisition from nonshelter sources are difficult to obtain and in some cases are nonexistent—it makes sense to consider shelter data as a harbinger for what may have happened to the pet population during the pandemic.

When we look at transactional data from animal shelters, pandemic pet adoptions may not have been as dramatic as the media portrayed. The number of pets adopted from shelters in 2020 was the lowest in five years, based on data from over 4,000 shelters across the country. According to 24PetWatch² and Best Friends Animal Society,³ there were an estimated 2.3 million adoptions (46% dogs and 54% cats) in 2020, compared with approximately 2.8 million (49.5% dogs and 50.5% cats) in 2019. That's nearly 450,000 fewer animals adopted in 2020 than in 2019.

The reason for this decrease is simply there was a smaller pool of animals available. Shelters saw 32% fewer dog intakes and 23% fewer cat intakes. Fewer people were relinquishing their pets, and animal control was less active in picking up strays. Finally, spay-neuter programs have been effective in keeping populations down.

It also took longer to adopt a pet during the pandemic. Shifting adoption visits to virtual appointments and later only allowing a limited number of physical visits meant that fewer potential pet adopters could be accommodated.



The result: The adoption rate—or percentage of available pets that were adopted—was up, but the actual number of pets adopted was down substantially.

According to early 2020 Packaged Facts data, from before COVID-19 restrictions, most dogs were acquired from a shelter or welfare organization (32% of respondents), followed closely by obtaining dogs from a family member or friend (31%) and then from a breeder (19%).⁴ In 2021, these numbers have shifted to 26%, 23%, and 23%, respectively. While new dog owners obtained more of their pets from breeders in 2021 than in prior years, given the time it takes to breed new litters, it is unlikely that breeders were able to increase the supply of new puppies substantively during the peak demand period of March through July 2020. Importantly, this is national-level data, and local experiences may vary.

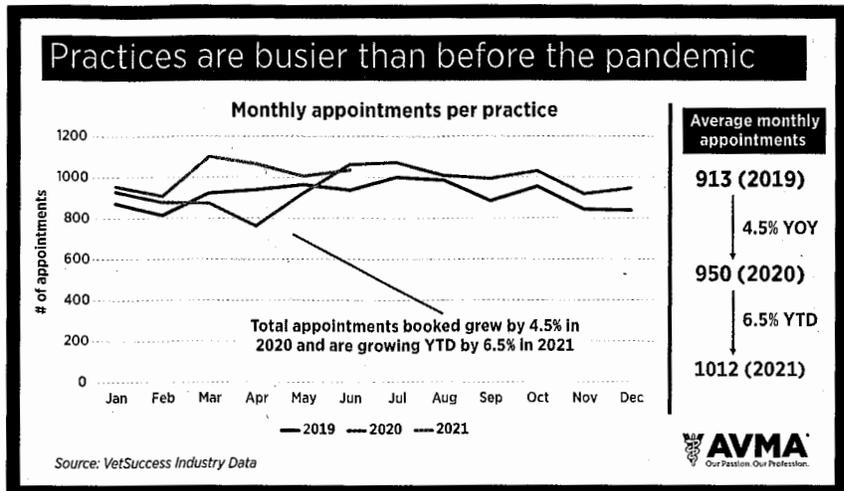
The data from Packaged Facts are also consistent with information presented during the Animalytix 2021 Mid-Year Market Update.⁵ A market research survey conducted by M/A/R/C Research indicated that 32% of pet owners welcomed a new pet during the pandemic. The top three sources of new pets were shelters or rescues (29%), family or friends (24%), and pet stores (22%). The experts at Animalytix also noted that pets obtained from family or friends are generally not new pets but are re-homed pets. Many (perhaps most) pets adopted from shelters are re-homed pets as well. All of this is consistent with the general idea that there was not an epic rise in the total population of dogs and cats in 2020 in the U.S.

VETERINARY DEMAND: IS IT SKYROCKETING?

Various media outlets have reported a substantial increase in demand for veterinary services, hypothesizing that it is because of the suggested adoption boom of pandemic pets. This has led to concerns voiced about a shortage of veterinary personnel and a workforce crisis. While it's true that demand for veterinary services has increased since the pandemic, transactional data, once again, show a more balanced picture.

What the data show

According to national data on 4,000-plus veterinary practices from analytics company VetSuccess,⁶ the average number of appointments booked increased 4.5% from 2019 to 2020. Appointments increased 6.5% between January and June 2021, compared with the same period in 2020.

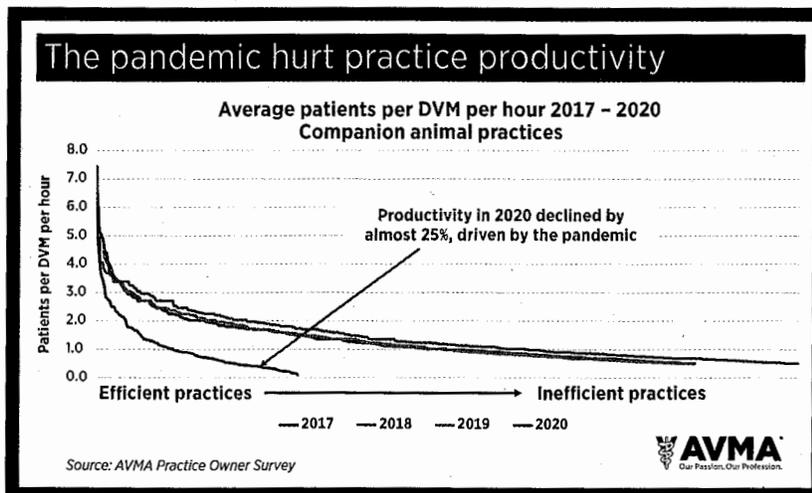


These numbers demonstrate healthy and encouraging growth but aren't consistent with what is being reported in the media. Recognizing that emergency and urgent care clinics appear to have taken on substantial additional demands from clients and patients, the AVMA is conducting a deeper analysis of the data for this practice segment. However, looking at the summary data currently available, which includes emergency and urgent care clinics, it's difficult to conclude that an increase in visits—albeit strong—is the only reason for the stress the veterinary workforce is currently experiencing.

Data from VetSuccess also demonstrate that the majority of revenue growth is coming from existing clients, not new clients or new pets. Specifically, clients are spending more per veterinary visit in 2020 than in prior years, with three key factors behind this trend.⁷ The first is that the number of line items per visit has expanded, indicating that clients are asking for more veterinary products and services. The second is that clients are opting for higher-value products and services. And lastly, average prices have continued to increase as well. While new clients are certainly a factor—and there has been a notable increase in the volume of new patients compared with last year or even the year prior—the data clearly show that existing clients contribute the bulk of practice revenue growth. This is also consistent with data presented in the Animalytix 2021 Mid-Year Market Update, which showed that the impact of new pets on revenue growth has been declining over time since the summer of 2020.⁵

PRACTICE PRODUCTIVITY AND STAFF ATTRITION

The uptick in veterinary appointments described above is just one factor contributing to veterinary teams' increased busyness. Taken alone, it doesn't seem to be enough to explain why practices are facing such difficulty serving clients and meeting demand for services. While more



business does create more busyness, there are other factors related to the pandemic and the economy that appear to be contributing to our current reality.

What the data show

According to data from the AVMA Census of Veterinarians and Veterinary Practice Owners, veterinarians saw fewer patients per hour and average productivity declined by almost 25% in 2020, compared with 2019.⁸ While there are many ways to define productivity, a commonly used metric is total output per hour of work. Within the context of veterinary care, the average number of patients per veterinarian per hour is a good indicator of productivity within the practice.

That means, if a typical veterinarian saw four patients per hour before COVID-19, that same veterinarian could only see three patients per hour during the pandemic. When we look at this decrease in productivity, combined with the increase in appointments discussed above, we can better understand the source and scope of our workforce challenges. They aren't just the result of an uptick in business. What the data suggest is that the apparent increased work effort experienced in our practices is also largely tied to productivity gaps.

Here's an illustration: Let's say a practice typically sees 100 patients a week. If the practice sees a 5% increase in business, it's now seeing 105 patients per week. However, concurrent with business demand, efficiency has dropped by 25%, so the practice can only effectively see about 78 patients a week. Healthy growth coupled with substantial declines in productivity can generate client backlogs.

A decrease in productivity can also mean that more resources are needed to effectively see the same number of patients per hour. For example, by extending the number of working hours by staff members or leveraging more staff members to meet demand for veterinary care by clients.

COVID-19 has created a challenging 18-plus months for our practices, and many are still wrestling with the tangible changes it triggered. During the pandemic's earliest months, veterinary practices operated as essential businesses, seeing only urgent cases. This created a substantial backlog in wellness visits. As restrictions loosened, patients started returning for routine examinations and preventive care. Meanwhile, clients were spending more time at home with their pets, which gave them the opportunity to spot health issues more readily and to think about veterinary care more

generally. Many also had more disposable income—from stimulus payments and reduced spending in other areas—that they could now allocate to pet care.

All the while, practices quickly adapted with new COVID-safety protocols to ensure the continued provision of quality patient care. But these same changes also limited team efficiency and productivity. Transitioning to curbside care, splitting staff members into rotating teams, and sanitizing examination rooms and other surfaces throughout the clinic between visits are just a few of the changes that impacted how practices delivered veterinary services.

Many practices also have struggled with losses of staff members. Whether a team member became sick, had to quarantine, or needed to stay home for child care or other personal reasons, operating with a suboptimal number of employees only made a challenging situation worse.

Although data show that veterinary appointments are growing in 2021, it's important to remember that many practices are still playing catch-up with patients that have been seen in over a year, and teams still aren't working at peak productivity because of lingering effects of COVID-19.

It's well known that high turnover also hurts productivity and efficiency. Employee turnover and attrition remain high in veterinary medicine, especially when compared with other health care professions. The average turnover for veterinarians is twice as high as it is for physicians in medical practice.^{9,10} And veterinary technicians have one of the highest turnovers of all health care positions compared.^{9,11}

HOW TO SOLVE TEAM BURNOUT: ADDRESSING THE ROOT CAUSE

The irregular flow of patients and clients from the height of the pandemic to now, combined with the disruption of

COVID-19 to practice operations, declining productivity, and higher turnover, are causing many team members to feel overworked and overstretched. Veterinary health care teams are burnt out—and understandably so.

If we want a successful remedy, we need to address root causes. A knee-jerk reaction to today's busyness might be to hire more people. In reality, improving team productivity, employee engagement, opportunities for professional development, and employee longevity are far more effective approaches. A study of human medical practices demonstrated that when efficiency is enhanced through improved work processes and engaged employees, burnout is reduced and job satisfaction improves.¹²

If we don't address the primary sources of burnout, we'll never fix the problem itself—no matter how many new veterinarians or veterinary technicians we add to the workforce. Instead, we need to implement innovative and lasting approaches that harness technology, better utilize staff members, and engage our teams.

One way to do this is to make sure we're using our existing employees—especially veterinary technicians—to full capacity and paying them accordingly. This means familiarizing ourselves with the duties veterinary technicians are legally allowed to perform in each state and identifying opportunities to use more of our veterinary technicians' considerable skills. This can help us free up veterinarians for more of the work that fully uses their advanced veterinary medical education. The whole practice operates more efficiently.

Inefficient staff utilization hurts our practices in other ways, too. It's well known that when credentialed veterinary technicians are not efficiently utilized, they're likely to feel less engaged. And while productivity certainly plays a role in employee burnout, the environment in which we work is just as—if not more—important. Devoting more attention

to engaging employees, building teams, honing leadership skills, and paying staff members appropriately for the services they deliver have proven to be effective at reducing job dissatisfaction and lowering staff turnover.

AVOIDING KNEE-JERK REACTIONS

Some approaches have been proposed that may seem to make sense, especially in the short term, but the reality is that we still don't have a complete picture of what is happening in our economy and how that influences our labor force needs. We know, for example, that lingering concerns from COVID-19 continue to influence decisions to return to work—putting pressure on the labor supply—and we don't know how long that will last. Moreover, positive upward momentum in demand may be temporary, which could also impact our future labor force needs. Lastly, none of the proposed approaches is likely to address the root causes of our challenges around productivity and turnover. Let's take a deeper dive.

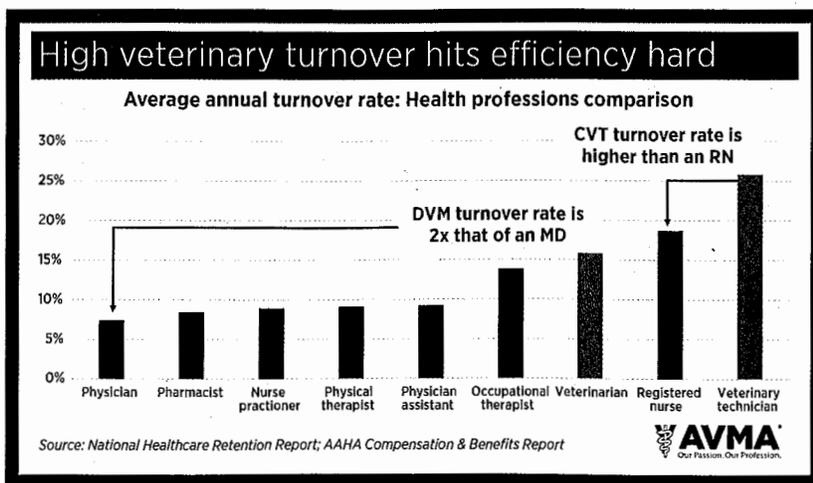
Adding more veterinarians

It's important to be clear: There is a need for more food animal and public health veterinarians, especially in underserved rural areas. This very real problem requires its own set of solutions, including expanding the Veterinary Medicine Loan Repayment Program to remove the federal withholding tax on service awards and to make more funds available to recruit veterinarians to states experiencing shortages.

However, adding veterinarians to the companion animal sector is unlikely to address the profession's current workforce issues for a variety of reasons. First, while there were more veterinary visits in 2021, it's critical to note that we don't yet know if these increases are permanent. It's possible that temporary, cyclical economic factors are influencing demand—factors such as increased disposable income and owners spending more time at home with

their pets. Additionally, the backlog caused by delayed veterinary services adds to the current demand for veterinary care. All of this takes time to work through.

The post-pandemic economic recovery is not going to be a smooth process. Markets and consumer reactions to business conditions are expected to remain volatile—at least for the next several months.¹³ This means we cannot expect business conditions today to be the same a year from now or even a few months from now.



Aside from the pandemic recovery, there are several other factors impacting the veterinary market. We know that some veterinarians want to reduce the number of hours they work each week. This could be contributing to increased feelings of effort and exertion at work. According to a 2020 AVMA survey,¹⁴ about 30% of companion animal veterinarians said they wanted to work fewer hours, compared with 23%-24% from 2017-19. The top two reasons were work-life balance and mental health, including stress, anxiety, and burnout.

Adding veterinarians to the market may seem like a logical way to address the challenges we're feeling right now, but such an approach is aimed more at symptoms than root causes. Becoming more efficient or reducing turnover won't be achieved simply by adding more people to the profession. Better work-life balance and improved mental health require a critical assessment of team engagement, work culture, and practice leadership.

The question of additional roles

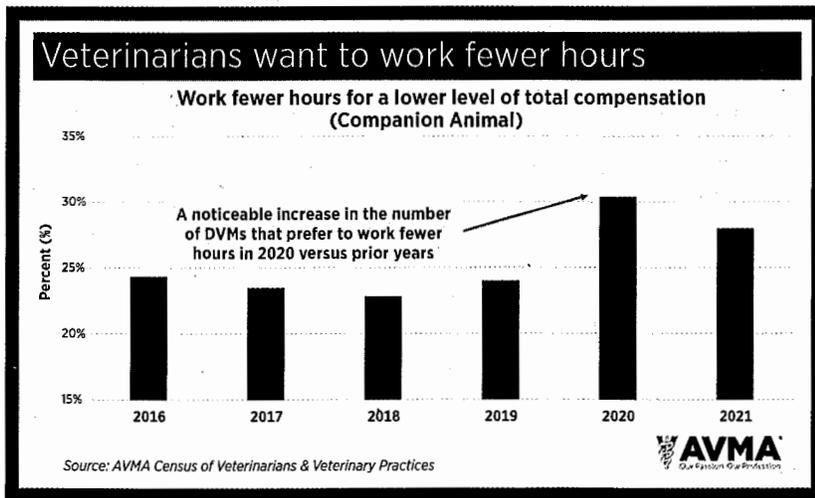
Adding a new type of veterinary professional who operates between credentialed veterinary technicians and veterinarians has been suggested as a way to reduce workforce stress and improve efficiency. One version of this midlevel veterinary professional—described as a veterinary professional associate or advanced practice registered veterinary nurse¹⁵—would be able to diagnose, prognose, prescribe, and perform surgery at some limited level, all under the supervision of a veterinarian. A second version—described as a veterinary extender—would have duties that stop short of extending into the scope of practice for a licensed veterinarian. The scope of practice for this individual is not well defined, but appears to be related to management of the clinical aspects of the practice.

Unfortunately, no comprehensive, quantitative analysis has looked at the extent to which such professionals are needed and whether they would be utilized appropriately. Furthermore, it is unclear how their skills might differ from the competencies already provided by veterinarians and other team members, particularly credentialed veterinary technicians, veterinary technician specialists, and practice managers.

Despite these informational gaps, there are efforts to move ahead with this concept, with some in the industry crafting a curriculum for use in midlevel veterinary professional programs at AVMA Council on Education-accredited veterinary colleges that would lead to a master's degree. While the proposed roles differ, as currently shared, the curriculum includes coursework that would seem to support the graduate being able to diagnose, prescribe, and perform certain types of surgery, as well as limited management and leadership training. Some basic science and math prerequisites must be completed for matriculation, but it has been said that an associate's or bachelor's degree may not be required for the veterinary extender model. What would be required for the veterinary professional associate or advanced practice registered veterinary nurse model is not clear.

Beyond not having a firm indication that this additional professional is needed, other risks are the lack of programmatic accreditation pathways to evaluate such a degree (programmatic accreditation is different from institutional [regional] accreditation at the university level) and the absence of statutory or regulatory frameworks—both the state and federal levels—that would allow this midlevel professional to legally practice and provide clear expectations for type and amount of oversight. Until these issues are addressed, veterinarians, practices, patients, and clients will face questions around quality of care and accountability, and graduates of midlevel professional educational programs will be faced with uncertain futures.

The AVMA is conducting research to determine whether there is a need for additional types of team members. This research entails economic modeling on the distribution of veterinarians by region to determine whether and where shortages may exist and what the impact of adding a midlevel professional might be. At the same time, the AVMA is conducting a study to better understand what approaches and actions are needed to improve the utilization of veterinarians.



technicians, team engagement, and practice productivity. A thorough assessment of the overall market is necessary before making any efforts to develop any new position within the veterinary profession.

Instead of adding a new veterinary position, it makes sense and is a more efficient use of resources to first be sure all current veterinary positions are being used fully. Work by the AVMA Veterinary Economics Division has demonstrated that practices that are more efficient tend to use veterinary technicians' full skill sets more than practices that are less efficient. Unfortunately, many practices don't appropriately make use of the breadth of skill and education that credentialed veterinary technicians already bring to the table. Instead of creating a new type of staff member, we would serve our clients and patients more effectively and more efficiently by fully utilizing our credentialed veterinary technicians and veterinary technician specialists. At the same time, we would free up veterinarians for the work that uses more of their advanced veterinary and specialty education—things such as diagnosing, prognosing, prescribing medication, and performing surgery.

You can find tips for fully utilizing veterinary technicians at avma.org/TechnicianUtilization.

Solutions you can implement now

Clearly, there are questions that need to be answered before we can successfully understand our true veterinary workforce needs, such as the following:

- Is the increase in demand for veterinary services we experienced between mid-2020 and now here to stay, or do we expect this to soften as we move through economic recovery?
- What are the barriers to effective utilization of veterinary technicians, how do we ensure they are appropriately compensated, and how can we improve engagement of our veterinary health care teams to boost productivity and reduce turnover?
- What would be the economic impact of introducing midlevel professionals, what is the right accreditation pathway to evaluate such a program, and what statutory and regulatory changes may be necessary to allow them to perform their role with the appropriate responsibility and oversight?

Work is ongoing to answer these questions. And yet we also recognize that veterinary practices need approaches they can implement today to address the challenges they face. There are solution-oriented strategies in the short term that can help our practices manage today's turbulence. It comes down to the following three things: technology, talent, and teams.

- **Technology:** You can leverage technology to automate and streamline management and administrative processes within the practice, such as inventory control, vendor management and purchasing, accounting and financial standardization, and more. There are many digital solutions out there that can help make practice workflows more efficient (e.g., VetSuccess, AVMA Direct Connect, VitusVet). And don't forget tools of telehealth. They support workflow and practice efficiency and provide opportunities for better client communication and care continuity.
- **Talent:** By focusing on fostering talent, you can empower employees to perform the full range of work they've been trained and are qualified to do. This means offloading nonmedical tasks—such as entering data, coordinating appointments, answering phones, and record keeping—from clinical staff to nonclinical staff. Credentialed veterinary technicians, for example, should be spending less time answering phones and cleaning examination rooms and more time administering vaccines and assisting with preoperative preparation and surgery. Look at the entire health care team to identify and tap the skills, strengths, capabilities, and passions of each team member.
- **Teams:** We need to support our teams by creating inclusive, healthy workplaces that nurture individual and workplace wellbeing. We can start by honing our individual leadership abilities. A recent study of human medical practices showed a strong relationship between leadership quality and employee wellbeing.¹⁶ Medical practices with leadership that was described as seeking to inform, engage, inspire, develop, and recognize their staffs' efforts and accomplishments had more job satisfaction and less burnout.

Leveraging technology, nurturing talent, and supporting the team are all things we can do right now.

THE BOTTOM LINE: WHERE DO WE GO FROM HERE?

The stress and pressure veterinary professionals are dealing with today are both real and prevalent. While the increase in demand for veterinary care that many practices have experienced is a part of the challenge, impacts to productivity and issues of staff turnover make the situation even more difficult and complex. By taking a data-informed view that evaluates the national veterinary experience, we can be confident that the right steps are taken to successfully navigate the challenges confronting the veterinary profession. While you take steps to leverage technology, foster talent, and support your teams, the AVMA is committed to supporting you and your practice in the best ways possible.

The AVMA is working on several fronts to ensure practices can make strategic and well-thought-out decisions that lead to great results. We are providing the following:

1. Data and transparency. We believe that finding the right solution is more important than adopting an oversimplified solution. That's why we seek to balance the dialogue on these topics by providing a data-informed approach to the challenges that the veterinary profession is facing. We tap the expertise of our Veterinary Economics Strategy Committee and have invested in a Veterinary Economics Division to help us make sure we are collecting the right data and generating the best actionable insights to support veterinary medicine.

2. Tools to help practices increase productivity. The AVMA has developed materials to help support practice management, leverage technology, and simplify workflow—all of which can lead to improved productivity and reduced turnover. Examples include the following:

- Resources on how to improve utilization of veterinary technicians.
- Continuing education on veterinary business issues.
- Veterinary market reports on pet ownership and veterinary economics.
- Financial tools to support practice management, including the market share calculator, profit-loss estimator, and the Veterinary Industry Tracker.
- Guidelines and resources for the use of telehealth in veterinary practice.

3. Resources to support mental health and wellbeing.

The wellbeing of veterinary professionals is one of the most important issues facing the profession, with practice teams, business owners, veterinary colleges, organizations, and individuals all having an important role to play. Wellbeing is a key focus of the AVMA, with great effort put into securing information and developing resources to support the veterinary community. These include the following:

- The Workplace Wellbeing Certificate Program.
- QPR suicide prevention training.
- CE webinars and educational videos on workplace wellbeing.
- A full-time AVMA employee, Jen Brandt, PhD, dedicated to supporting wellbeing initiatives in veterinary medicine.

By relying on a variety of sources of leading industry research and data, we can be sure our collective view of the current situation is grounded in facts. This also provides confidence that the recommendations we make are

deliberative and comprehensive and will help us all alle the stress we and our clients are feeling, better support teams, deliver great patient care, and return to feeling about our work—now and well into the future.

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As animal hospitals struggle with vet shortages, pet owners worry about access to care



On a recent August day, Leti Luna noticed that her cat Henry wasn't his usual self. The 11-year-old feline had suffered from hyperthyroidism for some time, and his medications had done a decent job of maintaining his quality of life. But suddenly, it was clear that Henry's health was tanking.

Luna rushed Henry to his usual veterinarian less than two blocks away from home, but the vet was overwhelmed with other patients and couldn't see Henry. Desperate for help, Luna, president of Günter's Legacy Animal Shelter in Vallejo, drove to an emergency pet clinic in Cordelia, where she was told it would be a three-hour wait.

"They told me the best decision was to let him go," Luna said. "It was frustrating to say the least."

The frantic search for emergency veterinary care has in recent months become a familiar process for Luna and other animal shelter administrators across the Bay Area and throughout the country.

"It's been one adventure after another trying to get these dogs into emergency centers when they have emergencies, and we're not the only ones," she said.

Pet owners across the region say they are frustrated and concerned about a worsening shortage of available pet care providers, especially in time-sensitive emergencies. Many have taken to social media to chronicle their distressing experiences trying to find care for their beloved companions, describing long trips to distant cities and nightmare wait times, sometimes upward of six hours.

For many, the anxiety was fueled in early September by San Francisco SPCA's announcement that it would shut down or reduce emergency care hours at its two locations in the city, citing staff shortages. Effective Sept. 13, emergency services would be discontinued at the Pacific Heights hospital, which previously offered 24/7 emergency care. The Mission hospital would shorten emergency hours to 8 a.m. to noon every day, from its previous 8 a.m. to 6 p.m. schedule.

Those kinds of changes — and the ensuing challenges that pet owners and shelter administrators are facing — are the result of a mix of circumstances,

including COVID-19, that in the past couple of years have wreaked havoc on an already stressed and short-handed veterinary industry, according to area vets.

"We wanted to keep both of those services open but we were just inundated," said Jennifer Scarlett, president of SFSPCA. "The team is just chronically stretched to the point where a lot of staff were having a huge amount of stress, and between that and the nursing and veterinary shortage ... we just couldn't staff it any longer."

Normally, SFSPCA might expect to have about 120 certified veterinary nurses on staff. These days, its two hospitals are operating about 20 to 30 nurses short. SAGE San Francisco — which was Animal Internal Medicine & Specialty Services, or AIMSS, until recently — is supposed to offer emergency services 24/7, but about 30% of the time, it cannot receive new patients overnight because of staffing shortages as it transitions from AIMSS to SAGE, said Beth Kollar, regional director at SAGE Veterinary Centers on the West Coast.

Many animal hospitals have stopped accepting new patients as they make their way through a backlog of appointments with fewer employees. Even for existing patients, the wait for a standard wellness appointment can be weeks, and for a specialist, up to a couple of months.

Both SFSPCA and SAGE, like many others, are relying on "relief veterinarians" from other locations to help fill shifts, but it's not a sustainable model, Kollar said.

"It is a lack of providers and there's no lever to pull on that, unfortunately," she said. "I wish there was a way to suddenly increase the number of vets in the area, but there's not."

Vets are often having to triage during emergency care hours, giving preference to pets in more severe condition. Some animal hospitals will admit pets in life-threatening condition regardless of emergency hours or staffing levels.

Meanwhile, demand for veterinary services has soared, creating a "perfect storm," Kollar said.

While pet adoptions across the country do not appear to have risen during the pandemic, overall pet ownership and the number of vet appointments booked have, according to the American Veterinary Medical Association. Working from home has allowed many pet owners to notice health issues in their animals that they may not have spotted otherwise, and they have scheduled 6.5% more appointments so far in 2021 than at this point last year, according to the AVMA.

Despite the increased demand, veterinarians say the shortage of care providers is really a symptom of underlying problems within the veterinary industry, and the still-raging pandemic has only exacerbated them.

COVID-19 has generated a host of challenges that have generally made vets less efficient, compounding the existing staff shortages. Curbside-pickup policies and an array of workflow changes forced by the pandemic mean that appointments take longer on average. Quarantining and contact tracing, paired with a newfound hypersensitivity to illness, have sometimes resulted in groups of vets and nurses having to take days off at a time. Previously, it was common for them to go to work when they were sick, Kollar said.

Some vets and nurses have taken breaks in their careers, needing to stay home as their children learned remotely. For those who have stayed in the field, burnout from a backlog of appointments and making up for absent staff has made work physically and emotionally draining.

"Everyone is just working their tails off trying to take care of all these animals," Kollar said.

But even before the coronavirus arrived, many veterinarians were already struggling. According to a 2018 study published in the *Journal of the American Veterinary Medical Association*, vets and veterinary nurses suffer from relatively high rates of depression, anxiety and compassion fatigue. Female veterinarians were 3.5 times as likely, and male veterinarians 2.1 times as likely, to die from suicide as the general population.

Much of that stress, Kollar said, comes from the unique nature of the job and the people who choose to do it. Veterinarians care deeply about animals, and it can be especially difficult for them when they cannot treat a pet or when the owner is unable or unwilling to pay for treatment. They sometimes face harassment from pet owners frustrated about the price of treatment, and unlike doctors for humans, sometimes have to euthanize their patients.

"There's the stress of working long hours and then there's the stress of working long hours and not being able to serve people," Scarlett said.

Turnover among vets in the United States stands at about 16% — twice that of physicians in medical practice. Turnover among veterinary nurses is at about 26%, according to the AVMA.

"Veterinary medicine is tough," said Virginia Donohue, executive director of San Francisco Animal Care and Control, which used to rely on SFSPCA's emergency clinics for the animals in its shelter and is now struggling to find replacements.

"It's a tough, tough field to be in, but they're essential," Donohue said. "We really, really need them."

A 2020 study out of Banfield Pet Hospital, a national veterinary practice chain, predicted that a "critical shortage" of veterinarians could cause an estimated 75 million pets in the U.S. to lose access to veterinary care by 2030.

"We have to do something about the way we work," Scarlett said. "The level of mental illness, attrition and suicide in our profession cannot go on, so we have to think about: How do we create the future of work so that we stay in this field?"

One possible solution could be veterinary telemedicine, Scarlett said. In California, per rules set by the state's Veterinary Medical Board, vets can use telemedicine only to see an animal they have already seen in person within the past 12 months, and only for the condition for which that animal was originally seen.

But advocates, including Scarlett, argue that expanding it to serve more pets could benefit the animals, their owners and vets themselves by creating more opportunities for relatively quick appointments.

To help make up for its reduced emergency hours, SFSPCA partnered with a third-party vendor called Vet Triage, a "video tele-triage service" that connects pet owners to Vet Triage veterinarians. For a \$50 fee, the vet can help the owner determine whether there is an emergency, or provide guidance for possible at-home care.

Until the vet shortage ends — “This is not going to go away in a heartbeat,” Scarlett warned — pet owners can take steps to reduce the chances of emergencies and be prepared in case there is one.

Be proactive, Kollar urged. Schedule wellness appointments weeks ahead of time and make a list of emergency care centers near your home. Keep your animals safe by hiding the kinds of things that most often land pets in the emergency room: chocolate, grapes and THC products, to name a few.

If you do have to take your pet to an emergency clinic, be ready for an hours-long wait. Bring a phone charger, food and something to keep you busy.

“It’s been a tough year and a half for everybody, and everyone here has been scrambling to keep up with everything,” Kollar said. “Know that everyone is doing the best they can.”

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