



## **Santa Cruz County Animal Shelter**

1001 Rodriguez Street, Santa Cruz, CA 95062

580 Airport Boulevard, Watsonville, CA 95076

Phone: (831) 454-7200 Fax: (831) 454-7210

Erika Smart

Interim General Manager

### **SANTA CRUZ COUNTY ANIMAL SHELTER**

#### **BOARD OF DIRECTORS MEETING**

**October 17, 2022 AT 11:00 AM**

**Meeting Location: BOS Chambers, 701 Ocean St., Rm. 525, Santa Cruz, CA 95060**

- 1.0 Call to Order and Roll Call**
- 2.0 Introductions**
- 3.0 Consideration of Late Additions or Changes to the Agenda**
- 4.0 Oral Communications – Any person may address the Santa Cruz County Animal Shelter Board of Directors during the Oral Communications period. All Oral Communications should be directed to items or issues that would be within the jurisdiction of the Santa Cruz County Animal Shelter but not on today’s Agenda. Board members will not take actions or respond immediately to Oral Communications presented, but may choose to follow-up at a later time, either individually or on a subsequent Agenda**
- 5.0 Consent Agenda**
  - 5.1 Approve minutes of the August 8, 2022 meeting**
  - 5.2 Accept reports of the General Manager and the Management Team for the months of August and September 2022**
  - 5.3 Accept and file the statistics for the months August and September 2022**
  - 5.4 Accept and approve quarterly report for all claims under \$10,000**
  - 5.5 Accept and approve journal entry payments with the County of Santa Cruz**
  - 5.6 Accept a gift in the amount of \$21,801.94 from the SCCAS Foundation**
- 6.0 Regular Agenda**
  - 6.1 General Manager’s oral report**
  - 6.2 Consider and approve financial report for Quarter 1 of FY 2022-23**
  - 6.3 Accept and file a report on the General Manager recruitment and approve a salary range increase for the position.**
  - 6.4 Appoint Jeff Gaffney, County Parks Director, to serve as Interim General Manager**
- 7.0 Adjourn Regular Meeting**

**Correspondence**

#### **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: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Approve Minutes of August 8, 2022 Meeting

### Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors meeting of August 8, 2022.

# Santa Cruz County Animal Shelter

## Board of Directors Meeting

### Minutes

August 8, 2022, 11:00am

In-Person Meeting

VOTING KEY: B=Bush, C:Chung, Cl=Clark, Co=Coburn, D=Dally, F=Figuroa, S=Schmidt, T=Thul, V=Vides, W=Walpole

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 11:05 am by ASA Board Vice Chairperson Bush. BM's Clark and Figuroa were not present for the meeting. Sergeant Donny Thul sat in for BM Figuroa.

2.0 Introductions: Sergeant Donny Thul was introduced as a substitute BM's.

3.0 Consideration of late additions or changes to the Agenda: GM Smart informed the Board that Item 6.5 had been updated to reflect change in total request from \$22,000 to \$20,000. Clerk Phares indicated the change had been made the morning of the meeting. The updated item had been posted to the website. Clerk Phares provided the board members with a printed copy of the updated item.

4.0 Oral Communications: None

5.0 Consent Agenda

5.1 Approved minutes of the June 13, 2022 meeting.

5.2 Accepted reports of the General Manager and the Management Team for June and July 2022.

5.3 Accepted and filed the statistics for June and July 2022.

5.4 Accepted and approved quarterly claims report

5.5 Accepted and approved journal entry payments

5.6 Accepted a gift in the amount of \$10,000 from the Silicon Valley Community Foundation

Public Comment: None

Board Comment: None

Board action on Consent Agenda 5.0: Vote: W Co B Ch /Cl/ D /F/ S T V

Item approved unanimously.

## 6.0 Regular Agenda

### 6.1 General Manager's Report –

- Campus expansion project completed and spaces are occupied.
- Landscaping project in front of Shelter completed (funded by Foundation)
- Both shelters fully open for regular hours, adoptions end at 5 pm
- Chamber of Commerce open house a success
- 90 Cats available for adoption; 200 animals in foster to adopt status pending spay/neuter surgery due to lack of vet services. We continue to work with contract vets including Dr. Jeff Fankhauser utilizing his new clinic in Prunedale. A big concern is the suspension of Planned Pethood low cost spay/neuter program
- Fundraising: completed annual calendar contest raising \$20,000
- Completed the summer camp program, brought in \$10,800
- Continue monthly Healthy Pets for All community pop-up clinics
- Personnel: numerous job openings including 3 Animal Control Officers, Registered Vet Technician, Extra Animal Health Specialist, and Extra Help Animal Services Assistant
- New contract with Humane Wildlife Control to cover emergency after hours calls while we are short-handed
- Scheduling Animal Control Ordinances

Board Comment: BM Dally: how fast can Animal Control Officers be trained? GM Smart: about two months. BM Vides: with ACO shortage, is Watsonville receiving coverage? GM Smart: with full staffing we have officer dedicated to Watsonville. Currently one officer is covering the whole county. BM Coburn: What has been the call volume to Humane Wildlife Control for after hours response. GM Smart: only one call in two months requiring emergency. BM Bush: Thanked GM Smart for the tour of the Santa Cruz Shelter.

### 6.2 Approved financial report for the months of June and July 2022.

Public Comment: None

Board Comment: BM Chung: are revenues lower than usual? GM Smart: there is an ebb and flow in revenues, especially licensing revenues. We run a rabies report that will help us identify new info for residents that may not have licensed their dog yet. BM Vides: offered to include a spot in the City of Watsonville's newsletter reminder residents to license their dogs. The newsletter goes out to all residents. GM Smart: said she would that would be great and will follow up with her.

Board action on Regular Agenda Item 6.2: Vote: V Ch /Cl/ Co D /F/ S T W

Item approved unanimously.

### 6.3 Considered the General Manager's revised budget for FY 2022-23

GM Sobel reviewed the budget key points:

- No change to member contributions
- Propose to fund a new full-time Animal Services Coordinator to manage the Shelter foster program and a full-time Animal Care Worker to provide coverage when we have staff out sick or on vacation. The ASC will run the foster care
- Added \$5,500 for increased cost of Chameleon
- Added \$32,500 for GM recruitment contract
- Added \$1,000 for small tools
- Added \$20,000 for a new security camera system
- Added \$28,755 for specialized cages and equipment for new animal control vehicle
- Anticipating \$70,000 in additional revenue from the SCCAS Foundation

Public Comment: None

Board Comment:

BM Coburn: how many vehicles does the Shelter own and how old are they?

Clerk Phares: roughly six vehicles most were purchased between 2007 and 2010. SCCAS does not anticipate replacing any vehicles in the next two years. Also, we do not fund replacement through the County vehicle replacement program so new vehicles would need to be completely funded at the time of purchase.

BM Chung: The SCCAS Foundation will be funding part of the cost of the new Animal Services Coordinator this year, how will you fund it in future years?

GM Smart: the SCCAS Foundation would have the capacity to support the position in future years, it will depend on SCCAS Foundation members.

BM Chung: Will the new Animal Services Coordinator's foster program oversight increase revenue due to increasing the rate of adoption?

GM Smart: I don't know at this moment, but I can see a large fund-raising campaign to support the foster program.

BM Vides: the report is unclear as it sounds like two FTE's are being added but the report indicates one FTE. Will salary savings cover future expenses. Also, what happened to animal licenses budget.

Clerk Phares: we moved the licensing revenues to a new section to match where we are actually booking the revenues. There is no difference to the budget revenue.

BM Vides: Is SCCAS confident it can fund the two positions on an ongoing basis?

GM Smart: Yes, donations are increasing, the SCCAS Foundation funding can be better utilized for this type of support as it wants to support the operations of the Shelter.

Clerk Phares: SCCAS is reliant on extra help staff and overtime to cover staffing shortfalls. Our goal to hire more full-time staff and pare back on extra help and overtime. Salary savings from this year will cover the two positions. In future years, if we feel we will not make budget we would hold vacant positions open in order to ensure we make budget.

BM Vides: the budget summary is unclear as it indicates adding 1.0 FTE but SCCAS is asking for 2.0 FTE.

Clerk Phares: the personnel summary is reflecting total FTEs, whether funded or unfunded, so our total FTE's is only increasing by 1.0 FTE in that table. However, you are correct there are two newly funded positions.

BM Schmidt: recommended the motion be amended to adopt the revised budget with staff providing a report clarifying the FTE's being added as well as the impact of the new positions on future budgets appropriation.

BM Vides: asked the County definition of "unfunded position".

BM Coburn: explained that it means the position exists but is not funded for the current year.

BM Schmidt: restated the motion

Board action on Regular Agenda Item 6.3: Vote: S Co B Ch /Cl/ D /F/ T V W

Item approved unanimously.

6.4 Considered and approved a lease agreement with the City of Watsonville for continued use of the Watsonville Animal Shelter Facility.

Public Comment: None

Board Comment:

BM Coburn: SCCAS has a capital reserve budget for the Santa Cruz Shelter. SCCAS should consider a capital reserve budget for Watsonville. BM Coburn recommends SCCAS authorize a study to assess Watsonville capital improvements needs. The capital reserve budget may need to be increased to account for Watsonville needs.

GM Smart: SCCAS has a major donor that is interested in funding capital improvement projects for the Watsonville Shelter. An assessment report would be helpful to identify key projects to be funded.

BM Chung: stated that SCCAS should improve the Watsonville Shelter to create a more inviting atmosphere, similar to what has been done to the Santa Cruz Shelter.

BM Coburn: moved to approve the recommended action and requested that the SCCAS staff obtain a capital improvement study and return to the Board with the results of the study and the impacts on future budgets.

Board action on Regular Agenda Item 6.3: Vote: Co D Ch /CI/ D /F/ S T V W

Item approved unanimously.

6.5 Considered and Approved an agreement a proposal from Bandit Systems Inc. for the purchase and installation of a new security camera system.

GM Smart: increasing vandalism and inappropriate client behavior have necessitated installation and use of a security camera system.

BM Bush: Is the system monitored.

Clerk Phares: No. It was cost-prohibitive to have it monitored.

BM Schmidt: recommended pooling resources to obtain volume pricing.

BM Chung: expressed concern for staff safety and wondered how staff feel about cameras and safety.

GM Smart: staff have expressed the desire to have a camera system.

Public Comment:

Board Comment:

Vote: T D B Ch /CI/ Co /F/ S V W

Item approved unanimously.

7.0 Adjourn Board Meeting at 11:57 am

The next regular meeting is a Special Board Meeting scheduled for September 26, 2022 at 8 am at the Sheriff Community Room located at 5200 Soquel Ave., Santa Cruz. The meeting will be held in person.

ATTEST: \_\_\_\_\_  
Vice Chairperson: Jon Bush

\_\_\_\_\_  
Clerk: Joe Phares



## Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Reports from the Management Team for August and September 2022

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. Shelter statistics for this period are attached.

### General:

This will serve as my final report with Animal Services as my last day will be November 4<sup>th</sup>. I've accepted a position with City of Santa Cruz as the Communications Manager. I'm excited for this new opportunity and thankful for the support of the JPA Board during the time I have worked with the Shelter. I plan to remain a volunteer with the Santa Cruz County Animal Shelter Foundation where I currently serve as the Board President, and I already have our email marketing campaigns and social media calendars set up for end of year giving and look forward to working with the Foundation in this capacity.

The Santa Cruz and Watsonville Shelters remain open with regular hours. The Shelter's Planned Pethood free and low-cost spay/neuter program is suspended until we can secure more Veterinary and Registered Veterinary Technicians (RVT). Additionally, we have over 200 Shelter animals waiting for surgery. Most of these animals are in foster homes and we will finalize their adoption after they are altered. We have also suspended the One Stop low-cost vaccination program until further notice. The October Healthy Pets for All clinic was cancelled due to lack of staff resources. There is one more clinic scheduled for this year in November and I'm hopeful that the Shelter Manager will continue this program as it ultimately keeps animals out of the Shelter. We continue to work with a retired veterinarian, who performs surgeries twice a week, four hours a day and three other veterinarians coming in for six to eight hour shifts once or twice a month. We are also working with Dr. Jeff Fankhauser out of his new low-cost clinic in Prunedale and have utilized our transport vehicle to send animals for surgery. Due to an alarming uptick in spread of Zoonotic diseases, which staff has related to the new kennels purchased this year, the Santa Cruz County Animal Shelter Foundation agreed to purchase Stainless Steel kennels which have been ordered and we should receive them in 7-12 weeks.

SCCAS has recently filled six out of seven staffing vacancies. Two staff started in September and the other four staff are all expected to start work by the end of October. The positions are: Animal Control Officer I (three positions), Animal Control Officer I – Substitute Appointment, Animal Health Specialist – Substitute Appointment, and Animal Health Specialist – Extra Help. This leaves only a Registered Veterinary Technician still under recruitment. The RVT position has been extremely difficult to recruit for and has been under continuous recruitment since Fall 2021. SCCAS has opted to hold off on recruiting for the two positions that were newly funded as part of the FY 2022-23 revised budget approved by the JPA in August. These positions will be reviewed once a new General Manager has been hired.

The Shelter continues to be full, and Shelter staff feels that we are operating at critical capacity and exceeding our overall capacity for care. Because of this we continue to promote adoption specials for all animals and during the last reporting period, 507 animals were adopted, 51%

more than the last reporting period and we transferred 168 animals to placement partners. The ASA Leadership team that works on animal evaluations met and discussed the Shelter's capacity for care and length of stay. This information was also presented to volunteers as part of a larger discussion of what makes an animal adoptable from our agency. Our statistics show that the average length of stay is at 35 days for dogs, 48 days for cats, and 53 days for pocket pets. The staff's goal is to get this down to an average of 2 weeks. This will improve overall quality of life for animals in our care and ultimately get more animals adopted. Additionally, UC Davis Shelter Veterinary Medical research highlights that shelter staff will spend approximately 15 minutes per animal for healthy animals and 35 minutes per animal for sick animals (per day). This information can help determine how many specialty medical cases we can accommodate with our current staffing to meet the needs of every animal admitted to our shelter. I hope that the new General Manager will work with staff and facilitate reaching these goals.

**Statistics:**

Please see attached.

**Recommendation:**

Accept and file the reports of the management team for the months of August and September 2022.

Shelter Services Board Report  
August and September 2022  
Rodolfo Manriquez, Shelter Manager

In the months of August and September 2022:

1,328 licenses were sold

1,125 animals entered the shelter

186 were return to owner

168 were transferred to a rescue placement partner

507 animals were adopted: 51% more than the last reporting period

SCCAS is has recently filled six out of its seven staffing vacancies. Two staff started in September and the other four staff are all expected to start work by the end of October. The positions are: Animal Control Officer I (three positions), Animal Control Officer I – Substitute Appointment, Animal Health Specialist – Substitute Appointment, and Animal Health Specialist – Extra Help. This leaves only a Registered Veterinary Technician still under recruitment. The RVT position has been extremely difficult to recruit for and has been under continuous recruitment since Fall 2021. SCCAS has opted to hold off on recruiting for the two positions that were newly funded as part of the FY 2022-23 revised budget approved by your Board in August. These positions will be reviewed once a new General Manager has been hired.

SCCAS continues to purchase veterinary equipment to furnish our new veterinary surgery suite. SCCAS has purchased surgery tables, oxygen concentrators, anesthesia machines, and other equipment in July and August that we are expecting to receive prior to the new year. There have been significant supply chain delays. Once this equipment is received and installed, SCCAS can begin performing spay/neuter and other procedures in the new suite. The SCCAS Foundation funded the purchase of new stainless steel cat condos for our adoptable cat rooms. They are expected to arrive in December.

Animal Control Report  
August and September 2022  
Todd Stosuy, Field Services Manager

1. Our two new officers, Athena Del Rosario and Cynthia Meidinger, are in training and progressing well. Cynthia has a background in dog behavior and worked at the Santa Clara Animal Shelter for six years as an Animal Care Worker. Athena has a background in Environmental Law from UCSC, was a volunteer with Marine Mammal Rescue and coached the woman's soccer team while at UCSC. They will be attending PC 832 class in October to become authorized to issue citations, make arrests and serve warrants.
2. We made a job offer to a third candidate, and she has accepted. She is currently undergoing the background and hiring process through the County. We are also interviewing for a substitute position for our officer who has been out on long-term medical. We have a strong candidate in mind and hope to make a job offer soon.
3. With the assistance of Santa Cruz Police, we seized an aggressive dog from the Benchlands. The dog had attacked and bitten two separate people. The owner requested an appeal hearing and the seizure was deemed justified for public safety. The dog was humanely euthanized.
4. With the assistance of the Sheriff's Department, we seized an aggressive dog in Boulder Creek that had attacked several people. The animal owner has appealed the seizure and euthanasia order and we will be holding hearings in October.
5. We are assisting several residential communities in the City of Watsonville with trapping cats. Several of the locations have cats sick with Panleukopenia and ringworm.
6. I did a presentation at Santa Cruz City Council regarding the new Unified Animal Ordinance.
7. I attended a 40-hour POST training and was certified as a Tactical Baton instructor. It has been difficult finding training in baton for new officers, so now I can provide POST certified instruction to our new hires free of charge.

Board Report  
Erika Smart, Interim General Manager  
Program & Development  
August and September 2022

- Fundraising
  - Santa Cruz Gives: the Foundation is once again participating in SC Gives, the community giving campaign. Last year we brought in over \$130,000 and this year our goal is to exceed \$150,000. The campaign launches on November 16<sup>th</sup>.
  - Santa Cruz Subaru: working with SC Subaru to promote adoptable pets and they are donating \$100 per dog/cat that is adopted during the month of October.
  - Events:
    - Adoption event every Sunday at Greater Purpose Brewing.
    - Adoption event last Thursday of every month at Santa Cruz Mountain Brewing.
    - Parks and Rex: partnership event with County Parks raised \$18,421 for both organizations with over 423 people (and pets) in attendance.
    - Adoption events at REI and Patagonia stores every other month.
    - Adoption events at Capitola Starbucks once per month.
    - KPIG fundraiser at El Vaquero Winery October 2<sup>nd</sup>.
    - Doggie Date Night with County Parks October 7<sup>th</sup>.
    - Barktoberfest with Brunos October 15<sup>th</sup>.
- Healthy Pets for All
  - August clinic was held in Watsonville in partnership with City of Watsonville Parks department and served over 80 animals.
  - September clinic was held in Santa Cruz at the East Cliff Village Apartments.
- Volunteer Program Hosted volunteer meeting to discuss adoptability of shelter pets, length of stay, and capacity for care. (see below graphic created).

# WHAT MAKES

An Animal Adoptable?



**1**

## BEHAVIOR FOR SHELTER DOGS

- Overall, high quality of life - Happy, friendly, manageable behavior for all adopters
- Social with people
- Social / neutral with other dogs
- No stress in kennel or when left alone
- Any resource guarding must be manageable
- No fearful behavior that impacts quality of life

**2**

## BEHAVIOR FOR SHELTER CATS

- Enjoys being social with people
- Can be handled and taken out of kennel
- Good litter box habits

**3**

## HEALTH

- Can be handled to receive vet care
- We may be able to treat some medical issues that have a START and END
- Overall, good quality of life

**4**

## HISTORY

- Information provided at intake about behavior and medical state in the prior home
- Animal Control history

**5**

## STAFF & VOLUNTEER OBSERVATIONS

- In kennel behavior and medical . Does the animal look healthy & happy?
- Out in the world observations. How does the pet do in a foster home or at events?

*Our mission is to adopt out safe, social, and healthy companion animals that are manageable in the average home.*

### **Consent Agenda Item 5.3**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Statistics for the Months of August and September 2022

Recommendation:

Accept and file the statistical report for the months of August and September 2022.



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

**Kennel Statistics Report**  
 Animals Taken Into Shelter from 08/01/22 to 09/30/22  
**All Jurisdictions Combined**

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
<b>Adoption Return</b>	2	2	0	0	1	<b>5</b>
<b>Born@Shelt</b>	0	0	13	6	0	<b>19</b>
<b>Pph</b>	0	10	1	0	0	<b>11</b>
<b>Protective Custody</b>	0	27	0	4	3	<b>34</b>
<b>Quarantine</b>	1	1	0	3	0	<b>5</b>
<b>Safe Hold</b>	0	2	0	0	0	<b>2</b>
<b>Stray</b>	209	160	262	23	26	<b>680</b>
<b>Surrendered by Owner</b>	104	82	90	62	25	<b>363</b>
<b>Transfer</b>	0	1	0	0	5	<b>6</b>
<b>TOTAL</b>	<b>316</b>	<b>285</b>	<b>366</b>	<b>98</b>	<b>60</b>	<b>1,125</b>

**Kennel Statistics Report**  
 Animals That Left Shelter from 08/01/22 to 09/30/22  
**All Jurisdictions Combined**

	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL
<b>Adopted</b>	84	97	227	54	45	<b>507</b>
<b>Died</b>	2	1	3	1	0	<b>7</b>
<b>Euthanized</b>	85	42	43	20	3	<b>193</b>
<b>Missing</b>	1	1	1	0	0	<b>3</b>
<b>Pph</b>	0	6	0	0	0	<b>6</b>
<b>Returned to Owner</b>	48	130	2	2	4	<b>186</b>
<b>Transferred to Another Shelter</b>	52	22	70	20	4	<b>168</b>
<b>TOTAL</b>	<b>272</b>	<b>299</b>	<b>346</b>	<b>97</b>	<b>56</b>	<b>1,070</b>

Intakes of Owner Requested Euthanasia From All Jurisdictions During 08/01/22 to 09/30/22 =

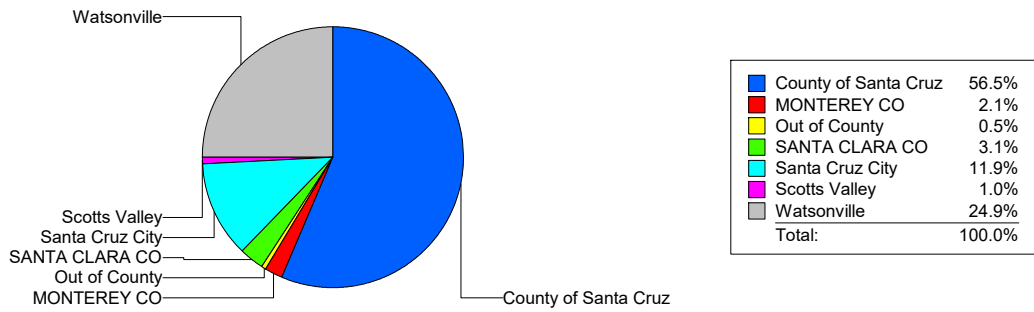
72



Euthanasia Totals from  
08/01/22 to 09/30/22  
**All Jurisdictions Combined**

<u>Reason for Euth</u>	<u>Animal type</u>					Total
	CAT	DOG	KITTEN	OTHER	PUPPY	
	1	1	0	4	0	6
< 8 Weeks	1	0	0	0	0	1
Aggressive	0	16	2	1	0	19
Bite Hx	2	5	0	0	1	8
Fail2Thrv	1	0	3	0	0	4
Feline AIDS	1	0	0	0	0	1
Field Hist	0	2	0	0	0	2
Geriatric	1	1	0	0	0	2
Ken Stress	0	1	0	0	0	1
Medical	14	1	5	3	0	23
Observed Behavior	7	9	0	0	0	16
Panleuk	0	0	1	0	0	1
Parvo	0	3	0	0	2	5
Prewean	0	0	5	0	0	5
Ringworm	12	0	3	0	0	15
Space	1	0	0	2	0	3
Suffering	5	1	0	0	0	6
Unsocial	38	2	25	10	0	75
<b>Total</b>	<b>84</b>	<b>42</b>	<b>44</b>	<b>20</b>	<b>3</b>	<b>193</b>

## 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, 2022 = 271

### Animals Taken Into the Shelter From All Jurisdictions Combined Y-T-D Beginning 07/01/15

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
<b>Adoption Return</b>	79	183	57	20	26	<b>365</b>
<b>Born@Shelt</b>	13	0	130	89	5	<b>237</b>
<b>D2D</b>	11	19	1	3	2	<b>36</b>
<b>Evacuation</b>	205	94	12	268	0	<b>579</b>
<b>Pph</b>	113	118	33	0	11	<b>275</b>
<b>Protective Custody</b>	118	913	28	624	77	<b>1,760</b>
<b>Quarantine</b>	48	123	14	71	4	<b>260</b>
<b>Safe Hold</b>	13	43	3	1	0	<b>60</b>
<b>Stray</b>	6,227	7,840	5,050	1,451	830	<b>21,398</b>
<b>Surrendered by Owner</b>	2,313	2,718	1,713	2,612	532	<b>9,888</b>
<b>Transfer</b>	54	246	188	891	95	<b>1,474</b>
<b>Total</b>	<b>9,194</b>	<b>12,297</b>	<b>7,229</b>	<b>6,030</b>	<b>1,582</b>	<b>36,332</b>

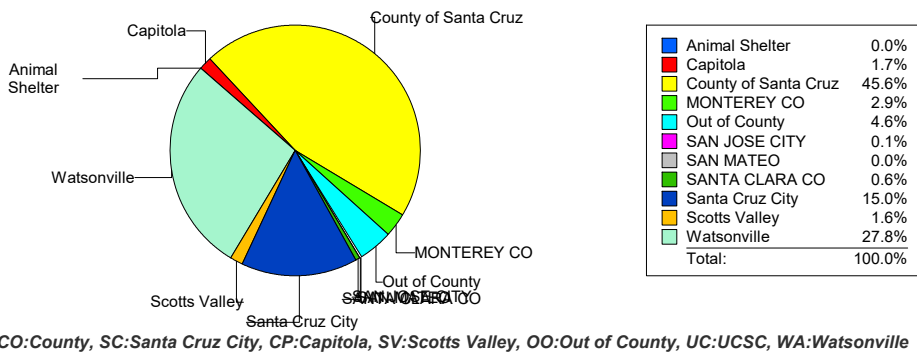
**Animals That Left the Shelter From All Jurisdictions  
Combined Y-T-D Beginning 7/1/2015**

	CAT	DOG	KITTEN	OTHER	PUPPY	Total
<b>Adopted</b>	2,714	3,226	4,362	2,249	1,050	<b>13,601</b>
<b>Died</b>	52	11	54	51	1	<b>169</b>
<b>Disposal*</b>	732	263	58	187	8	<b>1,248</b>
<b>Euthanized</b>	2,327	1,643	740	997	98	<b>5,805</b>
<b>Missing</b>	8	3	2	8	0	<b>21</b>
<b>Pph</b>	50	57	19	0	4	<b>130</b>
<b>Returned to Owner</b>	1,541	6,039	132	788	177	<b>8,677</b>
<b>Transferred to Another Shelt</b>	1,758	922	1,491	1,659	122	<b>5,952</b>
<b>Wildlife Relocated</b>	0	1	0	5	0	<b>6</b>
<b>Total</b>	<b>9,182</b>	<b>12,165</b>	<b>6,858</b>	<b>5,944</b>	<b>1,460</b>	<b>35,609</b>

\* Doa intakes and euthansia requests are not included in these overall stats. The exception are the disposals which may be listed above. These are dead animals that were confiscated for investigation and then disposed of after completion of investigation.

**Y-T-D Percentage of Intake Total By Jurisdiction**

\*



### **Consent Agenda Item 5.4**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Approve Fourth Quarter Report of all Claims under \$10,000 Approved by the General Manager for July 1, 2022 through September 30, 2022

**Recommendation:**

Approve the first quarter report of all claims under \$10,000 approved by the General Manager for July 1, 2022 through September 30, 2022.

**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, 2022 through December 31, 2022 will be included on the February, 2023 agenda and every quarter thereafter.

DATE: 10/17/22  
 TO: Board of Directors, Santa Cruz County Animal Shelter  
 FROM: Erika Smart, Interim General Manager  
 SUBJECT: Item 5.4 July 1, 2022 through September 30, 2022 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, 2022 through September 30, 2022.

Expenditure Actual Transactions

Posted	Document	Amount	Description	Vendor No	Vendor Name
Object 61310 -- FOOD					
07/15/22	000224081	35.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
07/19/22	2022 0622	1,161.66	DOG AND CAT FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/29/22	000225022	35.00	ACCT SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
08/05/22	242790842	401.68	CAT FOOD	V126091	HILLS PET NUTRITION INC
08/05/22	2656891	88.94	CAT FOOD	V8645	PET PALS
08/05/22	242790847	451.59	CAT AND KITTEN FOOD	V126091	HILLS PET NUTRITION INC
08/05/22	2670284	201.61	MISC ANIMAL FOOD	V8645	PET PALS
08/08/22	2682266	224.16	CAT FOOD	V8645	PET PALS
08/08/22	2022 0722	466.32	RABBIT, DOG, CAT FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2022 0722	97.95	PET FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2677857	72.56	PET FOOD	V8645	PET PALS
08/08/22	000225572	8.00	WATER DISPENSER RENTAL FEE	V34903	DAMM SOFTWARE SERVICE INC
08/09/22	2022 0723	13.98	DRINKING WATER	E613142	MANRIQUEZ, RODOLFO
08/19/22	242958730	302.15	CAT/KITTEN/PUPPY FOOD	V126091	HILLS PET NUTRITION INC
08/19/22	000226426	13.00	SPW 2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
08/19/22	242974114	329.29	KITTEN/CAT/PUPPY FOOD	V126091	HILLS PET NUTRITION INC
08/19/22	000226229	43.00	SPW 2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
08/23/22	103441	38.98	GEEKS PELLETS/HEN SCRATCH	V741	GENERAL FEED & SEED
08/23/22	415636	111.14	STRAW RICE/GRASS BALES	V741	GENERAL FEED & SEED
08/23/22	104154	107.88	GRASS BALES	V741	GENERAL FEED & SEED
08/23/22	105262	222.27	GRASS BALE/STRAW RICE	V741	GENERAL FEED & SEED
08/23/22	104152	124.67	STRAW RICE/GRASS BALE/HEN SCRA	V741	GENERAL FEED & SEED
08/23/22	000227270	79.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
08/23/22	2691753	1,530.36	CANNED DOG FOOD	V8645	PET PALS
08/23/22	416462	97.95	GEEKS PELLETS/HEN SCRATCH	V741	GENERAL FEED & SEED
09/06/22	000228121	8.00	SPW2847 DISPENSER RENTAL FEE	V34903	DAMM SOFTWARE SERVICE INC
09/06/22	242983885	80.17	PET FOOD FOR SHELTER ANIMALS	V126091	HILLS PET NUTRITION INC
09/12/22	2022 0822	2,215.75	CAT, DOG, RABBIT FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	2022 0822	20.97	DRINKING WATER	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	000228658	27.00	SPW2847 DRINKING WATER SC	V34903	DAMM SOFTWARE SERVICE INC
09/20/22	2638909	29.42	PTG KMR POWDER	V8645	PET PALS
09/20/22	2678521	14.15	BIRD FOOD	V8645	PET PALS
09/27/22	000229939	43.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
09/28/22	243400144	169.91	KITTEN FOOD	V126091	HILLS PET NUTRITION INC
Object 61412 -- JANITORIAL SERVICES					
08/08/22	30495	875.00	INV #30495 JANITORIAL SVCS	V129185	ALVAREZ INDUSTRIES INC
09/09/22	30705	875.00	INV#30705 JANITORIAL SVCS	V129185	ALVAREZ INDUSTRIES INC
Object 61525 -- LIABILITY INSURANCE					
07/01/22	72276	50,473.12	22-23 PROPERTY/LIAB INSURANCE	V122952	SDRMA
Object 61720 -- MAINT-MOBILE EQUIPMENT-SERV					
07/19/22	2022 0622	121.25	SIDE VIEW MIRRORS - 894	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/01/22	2022 0722	67.43	VEHICLE REPAIR WORK	V129906	SPECIALIZED AUTO INC
08/03/22	0105451	(134.86)	VEH MAINT - GEAR SHIFT/LIGHTS	V129906	SPECIALIZED AUTO INC
09/28/22	005240-184	1,466.98	TIRES AND ALIGNMENT	V128987	SPOORENBERG INC
Object 61725 -- MAINT-OFFICE EQUIPMNT-SERVICES					
07/22/22	28873746	139.66	CANON COPIER LEASE	V15391	CANON SOLUTIONS AMERICA INC
08/23/22	29033646	139.66	CANON LEASE	V15391	CANON SOLUTIONS AMERICA INC
09/20/22	29187701	139.66	COPIER LEASE	V15391	CANON SOLUTIONS AMERICA INC
09/30/22	432089	255.58	KM COPIER CONTRACT	V125978	MONTEREY BAY SYSTEMS
Object 61730 -- MAINT-OTH EQUIP-SERVICES					
08/08/22	2022 0722	30.00	SECURITY ALARM REGISTRATION	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2022 0722	105.00	MICROCHIP READER REPAIR	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 61835 -- FACILITIES MAINT-GENERAL-SERV					
08/01/22	20284391	548.24	AC LINE INSULATION	V122942	GEORGE H WILSON INC
Object 61922 -- OTHER MEDICAL MATERIALS & SUPP					
07/15/22	000224080	11.00	ACCT SPW2847 DISTILLED WATER	V34903	DAMM SOFTWARE SERVICE INC
07/18/22	41683068	255.88	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/18/22	41718388	97.48	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/18/22	41694881	208.68	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO

07/18/22	41812760	774.07	EXAM GLOVES	V120453	MWI VETERINARY SUPPLY CO
07/19/22	2022 0701	157.94	ACCT 157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
07/22/22	41851311	9.60	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/22/22	41844062	270.86	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/29/22	41987350	51.55	MEDICAL SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/29/22	42087648	445.83	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/29/22	000225021	11.00	ACCT SPW2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
07/29/22	41893306	9.60	HYDROGEN PEROXIDE	V120453	MWI VETERINARY SUPPLY CO
07/29/22	41933934	1,838.11	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
07/29/22	41994908	35.86	MEDICAL SUPPLIES FOR CLINIC	V120453	MWI VETERINARY SUPPLY CO
07/29/22	41856440	23.30	MIRROR HD CONE SOCKET	V120453	MWI VETERINARY SUPPLY CO
07/29/22	3020685461	51.83	GLUE AND ARTIFICIAL TEARS	V128735	PATTERSON VETERINARY SUPPLY INC
07/29/22	41987349	605.82	MEDICAL SUPPLIES FOR CLINIC	V120453	MWI VETERINARY SUPPLY CO
08/01/22	28894	204.77	INV 28894 MEDICAL LABELS	V41790	PARA-MEDICAL LABELS OF COOO KAMONGA INC
08/08/22	3020778032	68.02	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
08/08/22	2022 0803	119.07	ADVANTAGE FOR DOGS	V41124	ELANCO US INC
08/08/22	121348	1,282.02	FATAL PLUS SOLUTION	V120920	VORTECH PHARMACEUTICALS
08/08/22	3020903942	225.41	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
08/08/22	42248396	2,786.76	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
08/08/22	26524557	125.33	LABLES FOR CLINIC	V126117	QUILL CORPORATION
08/09/22	2022 0731	552.79	ACCT 157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
08/12/22	000226228	17.00	ACCT SPW2847 DISTILLED WATER	V34903	DAMM SOFTWATER SERVICE INC
08/19/22	42366506	3.58	PREDNISONE	V120453	MWI VETERINARY SUPPLY CO
08/19/22	3021025100	126.06	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
08/19/22	42516769	18.14	BOTTLE YORKER - CLINIC	V120453	MWI VETERINARY SUPPLY CO
08/19/22	42387144	1,332.78	GLOVES, SYRINGES, BETACILLIN	V120453	MWI VETERINARY SUPPLY CO
08/19/22	42493507	888.74	MISC CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
08/19/22	42366714	529.45	ZOLETIL	V120453	MWI VETERINARY SUPPLY CO
08/23/22	9999990236	187.94	BUPRENORPHINE	V43263	WA BUTLER COMPANY
08/23/22	9999990236	123.61	DOXYCYCLINE	V43263	WA BUTLER COMPANY
08/23/22	000227269	5.00	SPW2847 DISTILLED WATER - CLIN	V34903	DAMM SOFTWATER SERVICE INC
09/02/22	3021234218	155.48	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
09/02/22	42732743	1,348.54	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/02/22	3021365541	328.09	SURGICAL GLOVES	V128735	PATTERSON VETERINARY SUPPLY INC
09/02/22	42600092	532.27	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/02/22	6001073448	327.61	ADVANTAGE	V41124	ELANCO US INC
09/02/22	42644473	291.03	HEALTHY PETS FOR ALL SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/02/22	42635737	439.46	RABIES VACCINATIONS	V120453	MWI VETERINARY SUPPLY CO
09/02/22	42644472	30.79	NEOPOLY BAC OPH OINTMENT	V120453	MWI VETERINARY SUPPLY CO
09/02/22	42644473	3,203.77	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/06/22	42769349	97.59	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/06/22	6001078085	327.61	ADVANTAGE	V41124	ELANCO US INC
09/12/22	42881746	4,289.87	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/12/22	6001090706	327.61	ADVANTAGE	V41124	ELANCO US INC
09/12/22	000228657	11.00	SPW2847 DISTILLED WATER - CLIN	V34903	DAMM SOFTWATER SERVICE INC
09/12/22	3021540914	79.08	SYRINGES	V128735	PATTERSON VETERINARY SUPPLY INC
09/16/22	3020455057	68.62	CONTROLLED SUBSTANCE LOG	V128735	PATTERSON VETERINARY SUPPLY INC
09/16/22	3020455057	(9.02)	CREDIT FOR REFUND	V128735	PATTERSON VETERINARY SUPPLY INC
09/16/22	2022 0831	745.56	SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
09/19/22	3021665748	49.44	KETAMINE	V128735	PATTERSON VETERINARY SUPPLY INC
09/19/22	43071085	1,374.90	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/19/22	352532	126.66	OXYGEN TANKS FOR CLINIC	V125202	ANALGESIC SERVICES INC
09/20/22	3021667973	411.36	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
09/20/22	3021615794	87.75	SYRINGES	V128735	PATTERSON VETERINARY SUPPLY INC
09/20/22	43063780	44.26	ISOPROPYL ALCOHOL	V120453	MWI VETERINARY SUPPLY CO
09/23/22	43018444	408.09	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/23/22	43137747	2,466.53	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/27/22	000229938	11.00	SPW2847 DISTILLED WATER-CLINIC	V34903	DAMM SOFTWATER SERVICE INC
09/30/22	3021888657	23.65	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
09/30/22	43316299	1,391.62	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/30/22	6001114388	536.15	ADVANTAGE AND DRONCIT	V41124	ELANCO US INC
Object 62112 -- CASH SHORTAGES					
08/05/22	DU89521	2.00	CASH SHORTAGE	C99999	DEP
08/05/22	DU89522	0.07	CASH SHORTAGE	C99999	DEP
08/31/22	DU90145	0.05	CASH SHORTAGE	C99999	DEP
Object 62221 -- POSTAGE					
07/01/22	3105536297	134.53	POSTAGE METER LEASE 0710-1009	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
07/22/22	3105603027	32.00	POSTAGE FEE	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
09/06/22	2022 0824	1,513.50	POSTAGE FOR METER	V15715	THE PITNEY BOWES BANK INC
09/12/22	3105699227	134.53	POSTAGE METER LEASE	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC

09/12/22	2022 0822	81.30	POSTAGE STAMPS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/30/22	2022 0925	725.16	POSTAGE METER SUPPLIES	V15715	THE PITNEY BOWES BANK INC
Object 62222 -- SUBSCRIPTIONS/PERIODICALS					
07/19/22	2022 0622	14.99	ZOOM FOR VOLUNTEER ORIENTATION	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2022 0722	194.87	ZOOM MEETING & ADOBE SUBSCRIPT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	2022 0822	14.99	ZOOM MTG - VOLUNTEERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62223 -- SUPPLIES					
07/11/22	8066727908	286.56	OFFICE SUPPLIES	V14384	STAPLES, INC.
07/19/22	WV31547	51.57	PET CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
07/19/22	2022 0622	207.15	CAT SCRATCHERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/19/22	2022 0622	552.06	EVENT SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/19/22	2022 0622	173.55	FANS, HOSE, LAWNMOWER OIL	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/19/22	2022 0622	874.17	FREEZER, STENCIL KIT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/19/22	2022 0622	245.00	FACE SHIELD, SINK HOLE COVER	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/19/22	2022 0622	202.35	WALKIE TALKIES, TRAUMA BAG	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/05/22	2663923	267.69	LITTER PANS	V8645	PET PALS
08/08/22	2022 0722	129.08	EVENT/OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2022 0722	220.12	PICTR HANGERS, PLUNGER, CANOPY	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	WY68491	570.42	MICROCHIP SCANNER	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
08/08/22	2022 0722	1,588.13	MISC OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	WV31633	721.92	PET CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
08/08/22	2022 0722	24.86	CABINET KEYS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	WW13918	1,109.98	CLEANING SUPPLIES	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
08/08/22	2022 0722	1,458.46	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	WY65708	1,232.42	CLEANING SUPPLIES	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
08/08/22	2022 0722	8.71	HYGIENE DENTAL MIRROR	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	767248	4,750.00	MICROCHIPS	V37541	DATAMARS INC
08/09/22	8067091920	121.26	OFFICE SUPPLIES	V14384	STAPLES, INC.
08/23/22	2022 0819	62.64	SUPPLIES FOR PARKS AND REX	E614284	SMART, ERIKA
09/12/22	2022 0822	30.15	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	2022 0822	981.11	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	2022 0822	1,652.76	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/19/22	8067424514	782.58	OFFICE SUPPLIES	V14384	STAPLES, INC.
09/20/22	2686839	148.20	RODENT BEDDING	V8645	PET PALS
09/20/22	2647346	65.38	REPTILE BARK	V8645	PET PALS
Object 62226 -- INVENTORIAL ITEMS <5000					
07/19/22	2022 0622	3,189.16	HOUSING/DECOR FOR NEW CAT ROOM	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62310 -- BANKING SERVICES					
07/15/22	DU89022	965.32	BANK FEES 071422	C99999	DEP
07/15/22	DU89028	246.51	LOCKBOX BANK FEES 070122	C99999	DEP
08/08/22	DU89568	109.04	JULY PYPAL FEES	C99999	DEP
08/18/22	DU89860	263.29	BANK FEES WEB 080222	C99999	DEP
08/23/22	DU89936	876.42	SC BANK FEES 081822	C99999	DEP
09/07/22	DU90310	80.86	AUGUST PYPAL FEES	C99999	DEP
09/27/22	DU90788	246.52	BANK FEES WEB 090122	C99999	DEP
09/29/22	DU90867	816.76	BANK FEES SC 092322	C99999	DEP
Object 62317 -- CONSULT/MGT/PC SERVICES					
07/20/22	21867	134.75	JUNE WEBLICENSE FEES	V11567	HLP INC
08/01/22	21933	26,220.00	CHAMELEON ANNUAL SUPPORT/MAINT	V11567	HLP INC
08/08/22	00002564	299.64	WEBSITE HOSTING & SITE BACK UP	V115600	BLUE HERON DESIGN GROUP
08/19/22	22021	155.05	JULY WEB LICENSE FEES	V11567	HLP INC
09/02/22	22080	3,840.00	WEBLICENSING SERVICES	V11567	HLP INC
09/28/22	22164	119.00	WEBLICENSE TRANSACTION FEES	V11567	HLP INC
Object 62381 -- PROF & SPECIAL SERV-OTHER					
07/01/22	164027	163.50	ALARM MONITORING 070122-093022	V2295	POLAND, DOYLE
07/01/22	689099 1	128.25	ALARM MONITORING 070122-093022	V129086	FIRST ALARM
07/01/22	2022 0622	49.00	SECURITY ALARM ANNUAL RENEWAL	V9813	WATSONVILLE POLICE DEPARTMENT
07/01/22	163811	87.00	ALARM MONITORING 070122-093022	V2295	POLAND, DOYLE
07/15/22	8773	950.00	SC PICK UP SERVICES - JUNE	V35604	FLINTSTONE ENTERPRISES
07/15/22	9221	1,545.00	CREMATION SERVICES	V43417	THOMPSON, GRACE
07/15/22	8773	950.00	WATSONVILLE PICK UP SERVICES	V35604	FLINTSTONE ENTERPRISES
07/19/22	2022 0701	320.42	ACCT 157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
07/22/22	7182022	1,920.00	BENEFIT SHOP MANAGEMENT	V37693	GOODMAN, LEA M
07/29/22	696035	649.00	Purchase and installation of a	V129086	FIRST ALARM
08/01/22	2022 0722	510.00	SUMMER CAMP COORDINATOR	V44231	WINTER, WESLEY
08/05/22	109642	169.86	FIRE EXTINGUISHER REPAIR/REFIL	V125908	SANTA CRUZ FIRE EQUIPMENT COMPANY
08/08/22	8796	650.00	PICK UP - SC	V35604	FLINTSTONE ENTERPRISES
08/08/22	8796	650.00	PICK UP SVCS - WATS	V35604	FLINTSTONE ENTERPRISES
08/09/22	2022 0731	1,137.37	ACCT 157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
08/19/22	8182022	1,920.00	BENEFIT SHOP MGMT	V37693	GOODMAN, LEA M

08/19/22	23803	900.00	ANNUAL ANESTHESIA CERTIFICATIO	V121223	VETEQUIP INC
08/19/22	9251	2,920.00	CREMATION SVCS	V43417	THOMPSON, GRACE
08/25/22	68742	50.00	SHREDDING PICK UP	V12521	SANTA CRUZ RECORDS MANAGEMENT
09/09/22	220901008	617.80	ANIMAL CONTROL SERVICES	V15348	HUMANE WILDLIFE CONTROL
09/09/22	8813	650.00	SC PICK UP SERVICE	V35604	FLINTSTONE ENTERPRISES
09/09/22	8813	650.00	WATS PICK UP SERVICES	V35604	FLINTSTONE ENTERPRISES
09/12/22	9307	880.00	CREMATION SERVICES	V43417	THOMPSON, GRACE
09/16/22	2022 0831	875.62	LAB WORK	V10638	IDEXX DISTRIBUTION INC
09/19/22	9162022	1,920.00	BENEFIT SHOP MGMT	V37693	GOODMAN, LEA M
09/20/22	165307	163.50	ALARM MONITORING - SC	V2295	POLAND, DOYLE
09/20/22	165098	87.00	ALARM MONITORING - WATSONVILLE	V2295	POLAND, DOYLE
09/20/22	705967	128.25	ALARM MONITORING AND TESTING	V129086	FIRST ALARM
09/23/22	69307	70.00	SHREDDING SERVICES	V12521	SANTA CRUZ RECORDS MANAGEMENT
09/23/22	3440	400.00	LEAK DETECTION SERVICES	V15384	STARK, WILLIAM E
Object 62399 -- VETERINARIAN SERVICES					
07/01/22	DU88764	(21.21)	SCVH FEES JUNE 2022	C99999	DEP
07/11/22	DU88912	(77.36)	SCVH FEES	C99999	DEP
07/15/22	DU89022	(444.07)	SCVH FEES	C99999	DEP
07/19/22	2022 0622	1,744.00	RABBIT SPAY/NEUTERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
07/20/22	2022 0630	2,987.28	JUNE EMERGENCY VET SERVICES	V108476	SANTA CRUZ VETERINARY HOSPITAL
07/22/22	DU89193	(295.71)	SCVH FEES	C99999	DEP
07/26/22	2	(1,471.00)	RABBIT SPAY/NEUTERS	V42872	ASBESTOS VICTIMS OF AMERICA
07/29/22	DU89338	(314.23)	SCVH FEES	C99999	DEP
08/01/22	2	1,471.00	RABBIT SPAY/NEUTERS	V42872	ASBESTOS VICTIMS OF AMERICA
08/01/22	2022 0719	119.00	OPHTHALMOLOGY FOR A293346	V129854	OPHTHALMOLOGY FOR ANIMALS INC
08/05/22	DU89521	(196.57)	SCVH FEES	C99999	DEP
08/08/22	2022 0722	187.00	RABBIT SPAY/NEUTER	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
08/08/22	2022 0728	91.00	OPHTHALMOLOGY SVCS FOR 2 KITTEN	V129854	OPHTHALMOLOGY FOR ANIMALS INC
08/08/22	10	2,185.00	JULY SPAY/NEUTER SERVICES	V42810	CLAY, JOHN W
08/08/22	2022 0730	400.00	FOUR KITTEN NEUTERS	V44317	HEADING HOME ANIMAL RESCUE
08/11/22	DU89663	(98.57)	SCVH FEES	C99999	DEP
08/15/22	DU89732	(98.57)	SCVH FEES	C99999	DEP
08/19/22	0006	2,280.00	061422-081122 SPAY/NEUTER SERV	V42926	SULLIVAN, RHIANNON MARIE
08/23/22	DU89936	(21.21)	SCVH FEES	C99999	DEP
08/31/22	DU90155	(747.62)	SCVH FEES	C99999	DEP
09/02/22	0007	1,520.00	AUGUST SPAY/NEUTER SERVICES	V42926	SULLIVAN, RHIANNON MARIE
09/06/22	11	3,396.25	AUGUST SPAY/NEUTER SERVICES	V42810	CLAY, JOHN W
09/06/22	112	6,752.00	JULY/AUGUST VET SERVICES	V41919	PEOPLES PET CARE INC.
09/07/22	DU90308	(197.14)	SCVH FEES	C99999	DEP
09/07/22	472333	120.00	CONSULT AND NAIL TRIM	V128367	COAST EQUINE VETERINARY SERVICES INC
09/09/22	DU90391	(98.57)	SCVH FEES	C99999	DEP
09/12/22	DU90415	(394.28)	SCVH FEES	C99999	DEP
09/12/22	2022 0731	4,804.29	JULY EMERGENCY VET SVCS	V108476	SANTA CRUZ VETERINARY HOSPITAL
09/12/22	2022 0822	909.00	RABBIT S/N	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/16/22	42917959	973.56	MISC CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/16/22	DU90543	(253.12)	SCVH FEES	C99999	DEP
09/16/22	42961244	113.96	SELARID & FAMOTIDINE	V120453	MWI VETERINARY SUPPLY CO
09/16/22	42990756	960.19	MISC CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
09/16/22	42990755	28.42	FUNG ASSAY DTM MINI PLATES	V120453	MWI VETERINARY SUPPLY CO
09/20/22	DU90596	(591.42)	SCVH FEES	C99999	DEP
09/23/22	DU90714	(253.29)	SCVH FEES	C99999	DEP
09/30/22	113	8,485.00	SEPTEMBER SPAY/NEUTER SVCS	V41919	PEOPLES PET CARE INC.
09/30/22	114	2,695.00	SEPTEMBER VET SERVICES	V41919	PEOPLES PET CARE INC.
Object 62710 -- FIELD EQUIPMENT					
07/19/22	2022 0622	20.96	REPTILE THERMOMETERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62801 -- ADVERTISING & PROMOTION SUPP					
07/07/22	JV13734	140.00	ANIMAL HEALTH SPEC	V998173	U S BANK CORPORATE PAYMENT SYSTEMS-PER 8173
09/22/22	JV13894	40.00	REGISTER VET TECH	V998173	U S BANK CORPORATE PAYMENT SYSTEMS-PER 8173
09/22/22	JV13894	40.00	ANIMAL CONTROL OFFICER I	V998173	U S BANK CORPORATE PAYMENT SYSTEMS-PER 8173
Object 62842 -- INVENTORY MATERIALS PURCHASED					
07/19/22	2022 0622	2,576.66	VOLUNTEER SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object 62893 -- TOWING					
08/19/22	71736	346.50	TOWING SERVICES	V13948	CHAVEZ, EDUARDO
Object 62920 -- GAS, OIL, FUEL					
08/08/22	82960740	1,893.79	FUEL FOR FLEET	V14942	WEX BANK
09/12/22	2022 0822	67.71	FUEL FOR ACO VEHICLE	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
09/12/22	83600539	1,158.03	FUEL FOR FLEET	V14942	WEX BANK
Object 63070 -- UTILITIES					
07/11/22	0006168734	296.53	TRASH/RECYCLE - BENEFIT SHOP	V124657	GREENWASTE RECOVERY INC
07/11/22	2022 0630	783.47	WATS WATER/SEWER/SOLID WASTE	V100856	WATSONVILLE CITY UTILITIES



07/11/22	0006168428	1,176.97	TRASH/RECYCLE - SC	V124657	GREENWASTE RECOVERY INC
07/18/22	2022 0711	87.02	ACCT 33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
07/18/22	2022 0707	93.89	ANNEX PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
07/22/22	2022 0713 S	3,449.43	SANTA CRUZ PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
07/22/22	2022 0713 V	812.87	WATSONVILLE PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
08/08/22	2022 0727 2	28.69	SC FIRE/WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/08/22	0006232637	328.53	BENEFIT SHOP TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
08/08/22	2022 0727 3	70.84	SANTA CRUZ FIRE/WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/08/22	2022 0727	765.55	WATSONVILLE WATER/SEWER/SOLID	V100856	WATSONVILLE CITY UTILITIES
08/08/22	2022 0727 1	922.85	SC WATER/FIRE	V125932	SANTA CRUZ MUNICIPAL UTILITIES
08/09/22	0006232331	1,289.10	SC TRASH/RECYCLE/YARDWASTE	V124657	GREENWASTE RECOVERY INC
08/19/22	2022 0811	87.73	ACCT 33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
08/19/22	2022 0812	793.37	WATSONVILLE 4857456190-7	V129169	PACIFIC GAS AND ELECTRIC CO
08/23/22	2022 0811	2,836.62	0484373105-2 SANTA CRUZ - PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
08/25/22	2022 0807	92.13	4783851189-8 ANNEX - PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/07/22	0006294553	328.53	BENEFIT SHOP TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
09/07/22	2022 0826 2	39.31	ANNEX FIRE/WATER 070-01710-020	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/07/22	2022 0826 3	74.46	SC WATER 070-02160-012	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/07/22	2022 0831	863.46	WATSONVILLE UTILITIES #22469	V100856	WATSONVILLE CITY UTILITIES
09/07/22	2022 0826 1	892.54	SC WATER/FIRE 070-02150-001	V125932	SANTA CRUZ MUNICIPAL UTILITIES
09/12/22	0006294253	1,289.10	SC TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
09/19/22	2022 0915	2,733.74	SANTA CRUZ PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/19/22	2022 0913	892.47	WATSONVILLE PG&E	V129169	PACIFIC GAS AND ELECTRIC CO
09/19/22	2022 0910	87.73	INTERNET SERVICES	V125912	THE INTERNET STORE INC
09/21/22	2022 0907	134.46	ANNEX PG&E	V124533	PG&E

## **Consent Agenda Item 5.5**

TO: Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
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, 2022 through September 30, 2022.

### 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, 2022 through September 30, 2022.

### 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, 2022 through December 31, 2022 will be included on the February 2023 agenda and every quarter thereafter.

DATE: 10/17/22  
 TO: Board of Directors, Santa Cruz County Animal Shelter  
 FROM: Erika Smart, Interim General Manager  
 SUBJECT: Item 5.5 July 1, 2022 through September 30, 2022 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, 2022 through September 30, 2022.

Expenditure Actual Transactions

Posted	Document	Amount	Description	Vendor No
07/04/22	JV230001	2,914.92	SCR911 JULY SERVICES	SANTA CRUZ REGIONAL 911
07/31/22	JV230030	2,914.92	AUGUST SCR911 SERVICES	SANTA CRUZ REGIONAL 911
08/29/22	JV230095	2,914.92	SEPTEMBER SCR911 SERVICES	SANTA CRUZ REGIONAL 911
Department Total		8,744.76		
08/08/22	IB230008	2,772.02	JUNE 2022 TELEPHONE CHGS ACTUA	ISD-TELECOM
08/08/22	IB230008	222.44	JUNE 2022 TELEPHONE CHGS ACTUA	ISD-TELECOM
Department Total		2,994.46		
09/14/22	GS230210	3,467.24	Q4 2122 ACTUAL EQP MAINT ASA	GSD
Department Total		3,467.24		
09/20/22	JV230135	8,060.04	34-MICROSOFT OFFICE 365 GCC G3	ISD
Department Total		8,060.04		
07/20/22	GS220013	107.28	WAREHOUSE CHRGS MONTH 6/22 ACT	GSD-WAREHOUSE
08/22/22	GS230001	693.41	WAREHOUSE CHARGES MONTH 7/2022	GSD-WAREHOUSE
09/22/22	GS230002	480.22	WAREHOUSE CHARGES MONTH 8/2022	GSD-WAREHOUSE
Department Total		1,280.91		
07/06/22	JV221574	612.50	Code Compliance Hearing Office	CAO'S OFFICE
Department Total		612.50		
08/22/22	JV230073	49,417.25	1ST QTR 22-23 CERTS LEASE PMT	COUNTY
Department Total		49,417.25		
09/22/22	JV230156	600.00	1ST QUARTER FELT STREET LEASE	PARKS DEPARTMENT
Department Total		600.00		

## Consent Agenda Item 5.6

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Accept a Donation in the Amount of \$21,801.94 from the Santa Cruz County Animal Shelter Foundation and Direct that the Check be Deposited

### Recommendation:

Accept a donation in the amount of \$21,801.94 from the Santa Cruz County Animal Shelter Foundation and direct that the check be deposited.

### Discussion:

The Santa Cruz County Animal Shelter Foundation provided a double-match of donations received with license renewals for May through July 2022.

## **Regular Agenda Item 6.1**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: General Manager's Oral Report

General Manager will present an oral report on the Santa Cruz County Animal Shelter.

## **Regular Agenda Item 6.2**

TO Santa Cruz County Animal Shelter Board of Directors  
FROM: Erika Smart, Interim General Manager  
DATE: October 17, 2022  
SUBJECT: Financial Report for Quarter 1 FY 2022-23

### Recommendation:

Approve the Quarter 1 Financial Report as presented for the period from July 1, 2022 through September 30, 2022.

### Discussion:

The fiscal year (FY) 2022-23 Financial Report for Quarter 1 reflects total revenues of \$1,581,440 and expenditures of \$1,029,863. Total FY revenues were 34.02% of a potential 25.00%. Total expenditures were 21.37% of a potential 25.00%.

Licensing revenues for Q1 were \$65,850. Last year's licensing revenues for the same period were \$66,251.

**Santa Cruz County Animal Services Authority  
Financial Summary for Fiscal Year 2022-2023  
For Months Ending September 30, 2022**

Revenues:	2022-2023 Final Budget	2022-2023 Est/Actuals	2022-2023 YTD Actuals	YTD Remaining	2021-2022 YTD Actuals
ANIMAL LICENSES	\$0	\$0	\$0	\$0	\$0
INTEREST	\$17,000	\$17,000	\$6,026	\$10,974	\$2,163
RENTS & CONCESSIONS	\$700	\$700	\$11	\$689	\$34
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$10	\$190	\$0
ST-NATURAL DISASTER ASSISTANCE	\$0	\$0	\$0	\$0	\$0
FED-FEMA	\$0	\$0	\$0	\$0	(\$0)
HUMANE SERVICES	\$250,000	\$250,000	\$59,720	\$190,280	\$50,372
ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$670	\$1,930	\$389
COST RECOVERY-OTHER	\$5,500	\$5,500	\$910	\$4,591	\$803
MEMBER CONTRIBUTION	\$3,349,066	\$3,349,066	\$1,339,627	\$2,009,439	\$943,682
CHARGES FOR CURRENT SERVICES	\$14,000	\$14,000	\$0	\$14,000	\$0
ADMIN FINE FEES	\$5,000	\$5,000	\$925	\$4,075	\$2,038
GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$3,570	\$11,430	\$0
ANIMAL MICROCHIP FEES	\$10,000	\$10,000	\$1,645	\$8,355	\$1,945
ANIMAL RABIES FEES	\$9,000	\$9,000	\$1,222	\$7,778	\$2,577
ANIMAL SPAY&NEUTER FEES	\$20,000	\$20,000	\$1,727	\$18,273	\$4,590
SALES-OTHER-TAXABLE	\$80,000	\$80,000	\$18,754	\$61,246	\$14,393
CASH OVERRAGES	\$0	\$0	\$0	(\$0)	\$3
CONTRIBUTIONS and DONATIONS	\$460,000	\$530,000	\$73,152	\$456,848	\$68,538
NSF CHECKS	\$0	\$0	(\$89)	\$89	(\$50)
OTHER REVENUE	\$40,000	\$40,000	\$7,711	\$32,289	\$6,501
LICENSES - CAPITOLA	\$9,000	\$9,000	\$2,029	\$6,971	\$2,182
LICENSES - SANTA CRUZ	\$60,000	\$60,000	\$13,232	\$46,768	\$14,066
LICENSES- SCOTTS VALLEY	\$17,000	\$17,000	\$3,189	\$13,811	\$3,498
LICENSES- COUNTY	\$180,000	\$180,000	\$41,072	\$138,928	\$40,230
LICENSES- WATSONVILLE	\$35,000	\$35,000	\$6,328	\$28,672	\$6,275
<b>TOTAL REVENUES:</b>	<b>\$4,579,066</b>	<b>\$4,649,066</b>	<b>\$1,581,440</b>	<b>\$3,067,626</b>	<b>\$1,164,229</b>

**Less Expenditures:**

Salaries and Benefits	\$3,337,731	\$3,337,731	\$601,236	\$2,736,495	\$519,205
Services and Supplies	\$1,165,358	\$1,224,980	\$284,362	\$940,618	\$205,770
Other Uses	\$167,525	\$167,525	\$0	\$167,525	\$41,886
Fixed Assets	\$45,000	\$142,085	\$41,235	\$100,850	\$0
Operating Transfers Out	\$103,030	\$103,030	\$103,030	\$0	\$102,010
<b>TOTAL EXPENDITURES:</b>	<b>\$4,818,644</b>	<b>\$4,975,351</b>	<b>\$1,029,863</b>	<b>\$3,945,488</b>	<b>\$868,871</b>

**Plus Contingency:**

TOTAL EXPENDITURES INCLUDING CONTINGENCY:	\$186,954	\$186,954	\$0	\$186,954	\$0
	<b>\$5,005,598</b>	<b>\$5,162,305</b>	<b>\$1,029,863</b>	<b>\$4,132,442</b>	<b>\$868,871</b>

**NET REVENUES OVER (UNDER) EXPENDITURE**

	<b>(\$426,532)</b>	<b>(\$513,239)</b>	<b>\$551,578</b>	<b>(\$1,064,816)</b>	<b>\$295,358</b>
--	--------------------	--------------------	------------------	----------------------	------------------

**BEGINNING FUND BALANCE - UNDESIGNATED**

	\$1,384,065	\$1,384,065	\$1,384,065	\$1,384,065	\$1,384,065
--	-------------	-------------	-------------	-------------	-------------

(unaudited ending balance from 6/30/22)

**ENDING FUND BALANCE - UNDESIGNATED**

	\$957,534	\$870,827	\$1,935,643	\$319,249	\$1,679,423
--	-----------	-----------	-------------	-----------	-------------

**ANIMAL LICENSE DETAIL**

	2022-23 YTD Actuals	2021-22 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$2,029	\$2,182	(\$153)
LICENSES - SANTA CRUZ	\$13,232	\$14,066	(\$834)
LICENSES- SCOTTS VALLEY	\$3,189	\$3,498	(\$309)
LICENSES- COUNTY	\$41,072	\$40,230	\$842
LICENSES- WATSONVILLE	\$6,328	\$6,275	\$53

\* Fund Balance Assigned for B. Jean Donation - balance as of 6/30/22 is \$472,501 (Unaudited)

\* Fund Balance - Non spendable for change fund/petty cash - balance as of 6/30/22 is \$900 (Unaudited)

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT**  
**2022-2023**

As of 9/30/22 from Finance Enterprise  
**SC CO ANIMAL SERVICES AUTHORITY**  
**Organization: 70 28**

Pos + = UP  
 Neg ( ) = DOWN

Acct	Acct Title	22/23 Final Budget	22/23 Adj. Budget	August Actuals	September Actuals	22/23 YTD Actuals	YTD Remaining	25%	25%	21/22 YTD Actuals	COMPARE THRU SEPT PY ACTUALS	September Actuals	21/22 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
51000	SALARIES & BENF	\$3,337,731	\$3,337,731	\$189,377	\$203,694	\$601,236	\$2,736,495	18.01%	18.68%	\$519,205	\$82,031	\$178,811	\$2,778,870
61000	SERVICES & SUPL	\$1,165,358	\$1,224,980	\$135,593	\$92,766	\$284,362	\$940,618	23.21%	17.65%	\$205,770	\$78,591	\$30,678	\$1,166,006
70000	OTHER CHARGES	\$167,525	\$167,525	\$0	\$0	\$0	\$167,525	0.00%	25.00%	\$41,886	(\$41,886)	\$0	\$167,545
86110	BUILDINGS AND IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$45,000	\$142,085	\$41,235	\$0	\$41,235	\$100,850	29.02%	0.00%	\$0	\$41,235	\$0	\$53,324
90000	OTHER FINANCING USES	\$103,030	\$103,030	\$103,030	\$103,030	\$103,030	\$0	100.00%	0.00%	\$102,010	\$1,020	\$0	\$102,010
98700	CONTINGENCIES	\$186,954	\$186,954	\$0	\$0	\$0	\$186,954	0.00%	0.00%	\$0	\$0	\$0	\$0
51000-98700	TOTAL EXPENDITURES	\$5,005,598	\$5,162,305	\$469,235	\$399,490	\$1,029,863	\$4,132,442	19.95%	37.13%	\$868,871	\$160,991	\$209,490	\$4,267,755
40100-42500	TOTAL REVENUES	\$4,579,066	\$4,649,066	\$489,040	\$1,049,590	\$1,581,440	\$3,067,626	34.02%	26.89%	\$1,164,229	\$417,211	\$301,083	\$4,329,227
	<b>NET COST</b>	<b>\$426,532</b>	<b>\$513,239</b>	<b>(\$19,805)</b>	<b>(\$650,100)</b>	<b>(\$551,578)</b>	<b>\$1,064,816</b>	<b>-107.47%</b>	<b>480.48%</b>	<b>(\$295,358)</b>	<b>\$256,220</b>	<b>(\$91,593)</b>	<b>(\$61,472)</b>
51000	REGULAR PAY-PER	1,975,003	1,975,003	\$112,194	\$119,899	\$384,883	\$1,590,120	19.49%	19.40%	\$317,222	\$67,661	\$103,543	1,635,246
51005	OVERTIME PAY-PE	7,500	7,500	\$641	\$663	\$2,572	\$4,928	34.30%	31.24%	\$4,187	(\$1,615)	\$2,415	13,405
51010	REGULAR PAY-EXT	60,000	60,000	\$5,695	\$6,920	\$16,254	\$43,746	27.09%	23.40%	\$13,215	\$3,039	\$6,504	56,471
51040	DIFFERENTIAL PAY	32,000	32,000	\$1,225	\$1,391	\$3,932	\$28,068	12.29%	19.31%	\$5,399	(\$1,467)	\$2,118	27,961
52010	OASDI-SOCIAL SE	148,296	148,296	\$9,009	\$9,699	\$30,803	\$117,493	20.77%	19.76%	\$25,579	\$5,224	\$8,605	129,448
52015	RETIREMENT	576,856	576,856	\$32,281	\$33,735	\$93,597	\$483,259	16.23%	19.61%	\$84,640	\$8,957	\$28,367	431,568
53010	EMPLOYEE INSURA	486,264	486,264	\$28,332	\$31,386	\$69,193	\$417,071	14.23%	15.66%	\$68,962	\$231	\$27,261	440,280
53015	UNEMPLOYMENT IN	8,673	8,673	\$0	\$0	\$0	\$8,673	0.00%	0.00%	\$0	\$0	\$0	5,297
54010	WORKERS COMPENS	43,139	43,139	\$0	\$0	\$0	\$43,139	0.00%	0.00%	\$0	\$0	\$0	39,194
51000	SALARIES & BENF	\$3,337,731	\$3,337,731	\$189,377	\$203,694	\$601,236	\$2,736,495	18.01%	18.68%	\$519,205	\$82,031	\$178,811	\$2,778,870
61115	POLICE SAFETY EQUIPMENT	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$69	(\$69)	\$0	800
61125	UNIFORM REPLACEMENT	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$0	3,921
61215	RADIO SERVICES	35,000	35,000	\$2,915	\$0	\$8,745	\$26,255	24.99%	25.00%	\$8,474	\$271	\$0	33,894
61220	TELECOM SERVICES	40,000	40,000	\$2,994	\$0	(\$147)	\$40,147	-0.37%	8.43%	\$3,374	(\$3,521)	\$3,301	40,000
61310	FOOD	20,000	20,000	\$5,026	\$2,608	\$6,707	\$13,293	33.53%	11.04%	\$2,595	\$4,111	\$1,103	23,500
61412	JANITORIAL SERVICES	11,500	11,500	\$875	\$875	\$1,750	\$9,750	15.22%	16.67%	\$1,750	\$0	\$875	10,500
61525	LIABILITY INSURANCE	60,000	60,000	\$0	\$0	\$50,473	\$9,527	84.12%	101.60%	\$45,984	\$4,489	\$0	45,259
61535	OTHER INSURANCE	4,338	4,338	\$0	\$0	\$0	\$4,338	0.00%	0.00%	\$0	\$0	\$0	3,618
61720	MAINT-MOBILE EQUIPMENT-SERV	7,500	7,500	(\$67)	\$1,467	\$1,400	\$6,100	18.66%	17.50%	\$1,317	\$82	\$0	7,527
61725	MAINT-OFFICE EQUIPMENT	3,500	3,500	\$140	\$395	\$675	\$2,825	19.27%	25.15%	\$444	\$231	\$304	1,765
61730	MAINT-OTHER EQUIP-SVCS	17,500	17,500	\$135	\$0	\$135	\$17,365	0.77%	52.28%	\$1,125	(\$990)	\$0	2,152
61731	MAINT-OTHER EQUIP-SUP	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$0	1,000
61835	FACILITIES MAINT	7,500	7,500	\$548	\$3,467	\$3,040	\$4,460	40.53%	0.00%	\$0	\$3,040	\$0	18,000
61845	MAINT STRUCT IM	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	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	80,000	80,000	\$8,596	\$19,526	\$32,823	\$47,177	41.03%	6.38%	\$5,739	\$27,084	\$6,594	90,000
62020	MEMBERSHIPS	3,000	3,000	\$0	\$0	\$0	\$3,000	0.00%	0.00%	\$0	\$0	\$0	2,756
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  
2022-2023**

As of 9/30/22 from Finance Enterprise  
SC CO ANIMAL SERVICES AUTHORITY  
Organization: 70 28

Pos + = UP  
Neg ( ) = DOWN

Acct	Acct Title	22/23 Final Budget	22/23 Adj. Budget	August Actuals	September Actuals	22/23 YTD Actuals	YTD Remaining	25%	25%	COMPARE		September Actuals	21/22 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized	21/22 YTD Actuals	THRU SEPT PY ACTUALS		
62112	CASH SHORTAGES	50	50	\$2	\$0	\$2	\$48	0.00%	100.00%	\$40	(\$38)	\$35	40
62214	DUPLICATING SVCS.	5,000	5,000	\$0	\$0	\$0	\$5,000	0.00%	0.00%	\$0	\$0	\$0	4,000
62217	MISC NONINVENTORIAL ITEMS EXPENSE	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	100
62219	PC SOFTWARE PURCHASES	8,000	8,000	\$0	\$8,060	\$8,060	(\$60)	100.75%	0.00%	\$0	\$8,060	\$0	6,845
62221	POSTAGE	12,000	12,000	\$0	\$2,454	\$2,621	\$9,379	21.84%	17.10%	\$2,052	\$569	\$135	12,000
62222	SUBSCRIPTIONS/PERIODICALS	500	500	\$195	\$15	\$195	\$305	38.97%	4.89%	\$180	\$15	\$0	3,679
62223	SUPPLIES	75,000	75,000	\$12,959	\$4,140	\$13,566	\$61,434	18.09%	5.56%	\$4,445	\$9,121	\$2,019	80,000
62225	NON-PC SOFTWARE	250	250	\$0	\$0	\$0	\$250	0.00%	0.00%	\$0	\$0	\$0	250
62226	INVENTORIAL ITEMS	20,000	20,000	\$0	\$0	\$3,189	\$16,811	15.95%	0.00%	\$0	\$3,189	\$0	60,000
62301	ACCOUNTING & AUDITING	15,000	15,000	\$0	\$0	(\$6,400)	\$21,400	-42.67%	0.00%	\$0	(\$6,400)	\$0	15,000
62310	BANKING SERVICES	17,500	17,500	\$1,249	\$1,144	\$3,248	\$14,252	18.56%	22.62%	\$3,959	(\$711)	\$1,140	17,500
62316	COMPUTER PROF SVCS	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	22,500	28,000	\$26,675	\$3,959	\$30,634	(\$2,634)	109.41%	85.47%	\$19,230	\$11,403	\$120	22,500
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%	0.00%	\$0	\$0	\$0	82,320
62330	DPW SERVICES - GENERAL MONEY	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62360	LEGAL SERVICES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62381	PROF & SPECIAL	107,800	141,249	\$8,907	\$6,442	\$18,959	\$122,290	13.42%	18.09%	\$13,023	\$5,936	\$3,774	72,000
62399	VETERINARIAN SERVICES	100,000	100,000	\$5,570	\$28,970	\$32,015	\$67,985	32.02%	17.22%	\$24,109	\$7,906	\$2,687	140,000
62500	EQUIPMENT RENTS & LEASES-	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$49,417	(\$49,417)	\$0	0
62610	RENTS & LEASES-	248,000	267,673	\$49,417	\$600	\$50,017	\$217,656	18.69%	0.00%	\$0	\$50,017	\$0	197,669
62710	FIELD EQUIPMENT	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	11.19%	\$134	(\$134)	\$134	1,200
62715	SMALL TOOLS & INSTRUMENTS	0	1,000	\$0	\$0	\$0	\$1,000	0.00%	#DIV/0!	\$0	\$0	\$0	0
62801	ADVERTISING & PROMOTION	4,000	4,000	\$0	\$80	\$220	\$3,780	5.50%	20.15%	\$844	(\$624)	\$524	4,189
62810	S/APP CNTR SRV-PLNT MNT & RPR	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	0
62842	INVENTORY MATERIALS PURCHASED	20,000	20,000	\$0	\$0	\$0	\$20,000	0.00%	0.00%	\$0	\$0	\$0	22,486
62857	SPECIAL MISC EXP-SUPPLIES	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	903
62890	SUBSCRIPTIONS/BOOKS	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	510
62893	TOWING	0	0	\$347	\$0	\$347	(\$347)	0.00%	0.00%	\$0	\$347	\$0	0
62914	TRAVEL-EDUCATION	2,500	2,500	\$0	\$0	\$0	\$2,500	0.00%	0.00%	\$0	\$0	\$0	2,371
62920	GAS, OIL, FUEL	20,000	20,000	\$1,894	\$1,226	\$3,096	\$16,904	15.48%	13.89%	\$2,778	\$317	\$1,385	20,000
62922	TRAVEL-LODGING	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	0.00%	\$0	\$0	\$0	992
62924	TRAVEL-MEALS	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	257
62926	TRAVEL-MILEAGE	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	88
62928	TRAVEL-OTHER	100	100	\$0	\$0	\$0	\$100	0.00%	0.00%	\$0	\$0	\$0	714
62930	REGISTRATIONS	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	225
62935	SERVICE CENTER	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	476
62940	TRAVEL ADVANCES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
63070	UTILITIES	90,000	90,000	\$7,215	\$7,336	\$18,994	\$71,006	21.10%	14.99%	\$14,687	\$4,307	\$6,550	98,000
74230	PRINCIPAL ON LEASE PUCHASES	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61000	SERVICES & SUPPLIES	\$1,165,358	\$1,224,980	\$135,593	\$92,766	\$284,362	\$940,618	23.21%	17.65%	\$205,770	\$160,623	\$30,678	\$1,166,006
75239	CONTRIBUTIONS TO COUNTY	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT  
 2022-2023**

Pos + = UP  
 Neg ( ) = DOWN

Acct	Acct Title	22/23 Final Budget	22/23 Adj. Budget	August Actuals	September Actuals	22/23 YTD Actuals	YTD Remaining	25%	25%	21/22 YTD Actuals	COMPARE	September Actuals	21/22 Est./Actuals
								Percentage of CY Budget Actualized	Percentage of PY EA's Actualized		THRU SEPT PY ACTUALS		
75315	COUNTY OVERHEAD (see 3550)	\$167,525	\$167,525	\$0	\$0	\$0	\$167,525	0.00%	25.00%	\$41,886	\$0	\$0	\$167,545
70000	OTHER CHARGES	\$167,525	\$167,525	\$0	\$0	\$0	\$167,525	0.00%	25.00%	\$41,886	(\$41,886)	\$0	\$167,545
86204	EQUIPMENT	\$0	\$20,000	\$0	\$0	\$0	\$20,000	0.00%	0.00%	\$0	\$0	\$0	\$16,239
86208	MEDICAL EQUIPMENT	\$45,000	\$45,000	\$0	\$0	\$0	\$45,000	0.00%	0.00%	\$0	\$0	\$0	\$30,000
86209	MOBILE EQUIPMENT	\$0	\$70,000	\$41,235	\$0	\$41,235	\$28,765	58.91%	0.00%	\$0	\$41,235	\$0	\$0
86210	OFFICE EQUIPMENT	\$0	\$7,085	\$0	\$0	\$0	\$7,085	0.00%	0.00%	\$0	\$0	\$0	\$7,085
86204	FIXED ASSETS	\$45,000	\$142,085	\$41,235	\$0	\$41,235	\$100,850	29.02%	0.00%	\$0	\$41,235	\$0	\$53,324
90000	OPERATING TRSF OUT	\$103,030	\$103,030	\$0	\$103,030	\$103,030	\$0	100.00%	134.13%	\$102,010	\$1,020	\$0	\$102,010
90000	OTHER FINANCING USES	\$103,030	\$103,030	\$0	\$103,030	\$103,030	\$0	100.00%	0.00%	\$102,010	\$1,020	\$0	\$102,010
98700	APPROP FOR CONTINGENCIES	\$186,954	\$186,954	\$0	\$0	\$0	\$186,954	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$186,954	\$186,954	\$0	\$0	\$0	\$186,954	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	\$0	\$0	\$0	\$0	\$0	(\$0)	#DIV/0!	#DIV/0!	\$0	(\$401)	\$0	\$0
40430	INTEREST	\$17,000	\$17,000	\$1,937	\$2,388	\$6,026	\$10,974	35.45%	19.66%	\$2,163	\$3,863	\$713	\$11,000
40440	RENTS & CONCESS	\$700	\$700	\$11	\$0	\$11	\$689	1.53%	17.02%	\$34	(\$23)	\$0	\$200
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$0	\$0	\$10	\$190	5.00%	0.00%	\$0	\$10	\$0	\$140
40810	ST-NATURAL DISASTER ASSISTANCE	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#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	\$0	\$0	\$0	\$0	0.00%	0.00%	(\$0)	\$0	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41148	FED-CARES ACT CRF FUNDING	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41510	HUMANE SERVICES	\$250,000	\$250,000	\$24,264	\$21,038	\$59,720	\$190,280	23.89%	23.43%	\$50,372	\$9,348	\$20,246	\$215,000
42010	ADMINISTRATIVE SERVICES	\$2,600	\$2,600	\$256	\$241	\$670	\$1,930	25.77%	19.45%	\$389	\$281	\$126	\$2,000
42022	COST RECOVERY-OTHER	\$5,500	\$5,500	\$183	\$472	\$910	\$4,591	16.54%	17.84%	\$803	\$107	\$459	\$4,500
42044	MEMBER CONTRIBUTION	\$3,349,066	\$3,349,066	\$372,587	\$967,040	\$1,339,627	\$2,009,439	40.00%	31.00%	\$943,682	\$395,944	\$224,404	\$3,044,616
42047	OTHER CHARGES CURRRENT SERVICES	\$14,000	\$14,000	\$0	\$0	\$0	\$14,000	0.00%	0.00%	\$0	\$0	\$0	\$10,650
42073	ADMINISTRATIVE FINE FEES	\$5,000	\$5,000	\$750	\$175	\$925	\$4,075	18.50%	31.35%	\$2,038	(\$1,113)	\$588	\$6,500
42074	GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$0	\$3,570	\$3,570	\$11,430	0.00%	0.00%	\$0	\$3,570	\$0	\$5,000
42202	ENDOWMENT CARE	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$10,000	\$10,000	\$425	\$920	\$1,645	\$8,355	16.45%	22.88%	\$1,945	(\$300)	\$525	\$8,500
42206	ANIMAL RABIES FEES	\$9,000	\$9,000	\$282	\$646	\$1,222	\$7,778	13.58%	36.81%	\$2,577	(\$1,355)	\$672	\$7,000
42207	ANIMAL SPAY&NEUTER FEES	\$20,000	\$20,000	\$881	\$936	\$1,727	\$18,273	8.64%	16.11%	\$4,590	(\$2,863)	(\$115)	\$28,500
42234	SALES-OTHER-TAXABLE	\$80,000	\$80,000	\$10,665	\$5,756	\$18,754	\$61,246	23.44%	15.64%	\$14,393	\$4,360	\$6,043	\$92,000
42362	CASH OVERAGES	\$0	\$0	\$0	\$0	\$0	(\$0)	0.00%	69.40%	\$3	(\$3)	\$2	\$5
42372	CONTRIBUTIONS AND DONATIONS	\$460,000	\$530,000	\$45,265	\$18,178	\$73,152	\$456,848	13.80%	11.72%	\$68,538	\$4,615	\$22,749	\$585,000
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42380	NSF CHECKS	\$0	\$0	(\$30)	\$0	(\$89)	\$89	0.00%	8.56%	(\$50)	(\$39)	\$0	(\$584)
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	\$3,684	\$3,353	\$7,711	\$32,289	19.28%	16.25%	\$6,501	\$1,210	\$1,606	\$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	\$9,000	\$9,000	\$967	\$656	\$2,029	\$6,971	22.54%	0.00%	\$2,182	(\$153)	\$722	\$8,200
42982	LICENSES - SANTA CRUZ	\$60,000	\$60,000	\$6,284	\$4,661	\$13,232	\$46,768	22.05%	0.00%	\$14,066	(\$834)	\$4,792	\$53,000
42983	LICENSES- SCOTT'S VALLEY	\$17,000	\$17,000	\$1,289	\$1,294	\$3,189	\$13,811	18.76%	0.00%	\$3,498	(\$309)	\$1,099	\$14,000
42984	LICENSES- COUNTY	\$180,000	\$180,000	\$16,982	\$15,373	\$41,072	\$138,928	22.82%	0.00%	\$40,230	\$842	\$14,231	\$165,000
42986	LICENSES- WATSONVILLE	\$35,000	\$35,000	\$2,358	\$2,883	\$6,328	\$28,672	18.08%	0.00%	\$6,275	\$53	\$2,221	\$29,000
40100-42500	REVENUES	\$4,579,066	\$4,649,066	\$489,040	\$1,049,590	\$1,581,440	\$3,067,626	34.02%	26.89%	\$1,164,229	\$417,211	\$309,083	\$4,329,227

### Regular Agenda Item 6.3

TO: Santa Cruz County Animal Shelter Board of Directors  
FROM: Laura Schmidt, Nicole Coburn and Tamara Vides, Hiring Subcommittee  
DATE: October 17, 2022  
SUBJECT: Update on General Manager Recruitment

#### Recommendation:

- 1) Accept and file update on the General Manager recruitment; and
- 2) Approve an increase in the salary for the classification of General Manager and set the hourly salary range at \$73.75 - \$94.18.

#### Discussion:

On June 13, 2022, the Santa Cruz County Animal Shelter (SCCAS) Board of Directors approved an agreement with Wendi Brown Creative Partners, Inc. (WBCP) for General Manager recruitment services and established a Hiring Subcommittee, consisting of representatives from the County of Santa Cruz, City of Santa Cruz and City of Watsonville, to review candidate qualifications and provide technical advice relating to the selection decision.

WBCP opened the recruitment at the beginning of August and gave first consideration to candidates who applied by September 2, 2022. The Hiring Subcommittee reviewed the shortlist of candidates on September 14, 2022 and invited six candidates to virtual interviews held on September 22, 2022. Two candidates declined the invitation to interview, so the remaining four candidates interviewed with the Hiring Subcommittee and a separate community panel. Following these interviews, two candidates were forwarded to the SCCAS Board for final interviews.

On September 26, 2022, the SCCAS Board held a special meeting to interview the two finalists in closed session. The SCCAS Board selected one of the two finalists for the General Manager position and designated a negotiator. Unfortunately, the finalist declined the SCCAS Board's offer and decided to remain with their current employer.

The agreement with WBCP guarantees a successful placement and provides continued consulting services, excluding additional direct cost expenses, until a successful recruitment is completed. The recruitment is expected to reopen November 2, 2022 and close approximately five weeks later.

Feedback from WBCP's outreach indicates that the existing salary range was a barrier for some candidates and may have limited the size and quality of the applicant pool. A recent salary survey shows that the SCCAS pays an average of 34% less in total compensation than nearby cities with similar positions. Average pay among comparable counties is less than current SCCAS pay by 11% in total compensation, but these

comparisons are of limited value as applied to this position as the county positions typically report to the director of a larger department or division and do not serve in a department head role. The organizational structure for animal services varies throughout California.

To be competitive in the market, the Hiring Subcommittee recommends a 20% increase in the salary range, as shown on the next page, which we believe provides an appropriate adjustment for the existing Joint Powers Authority (JPA) structure.

**Animal Services - General Manager**  
**20% Increase Estimates**  
**Effective: (Pending JPA Board Approval)**

Job Description	Effective Date	Class Code	Rng	Supv	B/S	Step 1 Hourly	Step 2 Hourly	Step 3 Hourly	Step 4 Hourly	Step 5 Hourly	Step 6 Hourly	Step 7 Hourly	Monthly 1st Step	Monthly Last Step
GEN MGR ANIMAL SVCS	9/17/2022	ACO	9B	No	04	61.46	61.46	64.55	67.78	71.16	74.75	78.48	10,652.86	13,602.94
						73.75	73.75	77.46	81.34	85.39	89.70	94.18	12,783.09	16,324.22

## Regular Agenda Item 6.4

TO: Santa Cruz County Animal Shelter Board of Directors  
FROM: Laura Schmidt, Nicole Coburn, and Tamara Vides, Hiring Subcommittee  
DATE: October 17, 2022  
SUBJECT: Appointment of Interim General Manager

### Recommendation:

Appoint Jeff Gaffney, County Parks Director, to serve as Interim General Manager effective November 5, 2022.

### Discussion:

The current Interim General Manager, Erika Smart, has resigned from her position, effective November 4, 2022, and has accepted employment with the City of Santa Cruz. Ms. Smart has done an incredible job leading the Animal Shelter over the past four months and will continue to support the organization as President of the Santa Cruz County Animal Shelter Foundation. She also plans to manage all end of year fundraising as a volunteer with the Foundation Board.

As discussed in a separate item on today's agenda, a permanent General Manager has not been hired and the recruitment will be reopened. While the search for a permanent General Manager continues, the hiring subcommittee recommends the appointment of Jeff Gaffney, County Parks Director, as the Interim General Manager. Mr. Gaffney would oversee the Animal Shelter along with the Parks Department, which is also supported by a Deputy Director and administrative team.

Mr. Gaffney has served as the County Parks Director for nearly eight years and has worked closely with Animal Services and Shelter operations during his tenure with the County. He previously worked for California State Parks, the County of Santa Clara, and the City of Gilroy, holding various roles in recreation, as a Park Ranger, and in management.

**From:** [Nicole Coburn](#)  
**To:** [Erika Smart](#); [Joe Phares](#)  
**Subject:** FW: Hiring of New Shelter General Manager  
**Date:** Monday, August 15, 2022 9:19:26 PM

---

**From:** Lynne Achterberg <lynne.projpurrr@sbcglobal.net>  
**Sent:** Monday, August 15, 2022 8:18 PM  
**To:** Nicole Coburn <Nicole.Coburn@santacruzcounty.us>; Emily Chung <Emily.Chung@santacruzcounty.us>; Chris Clark <Chris.Clark@santacruzcounty.us>; Laura Schmidt <lschmidt@cityofsantacruz.com>; jon bush <jbush@cityofsantacruz.com>; Stephen Walpole <swalpole@scottsvally.org>; antonio.figureroa@cityofwatsonville.org; cindy.czerwin@cityofwatsonville.org; sryan@ci.capitola.ca.us; andie@wbcpsc.com; wendi@wbcpsc.com  
**Subject:** Hiring of New Shelter General Manager

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

Dear Santa Cruz County Animal Shelter Board and WBCP Recruiters:

Subject: New General Manager for the Santa Cruz County Shelter

In 1987, the Project Purr founders saw a large colony of cats, trapped them in apple boxes, and took them to a local vet to be spayed/neutered, vaccinated, and returned to their home with a dedicated caregiver.

Now, in 2021, NACA (National Animal Care and Control Association) agrees with our methods:

*“It is the position of NACA that indiscriminate pick up or admission of healthy, free-roaming cats, regardless of temperament, for any purpose other than TNR/SNR, fails to serve commonly held goals of community animal management and protection programs and, as such, is a misuse of time and public funds and should be avoided.”*

Project Purr once had a true partnership with SCCAS, even using their spay/neuter surgery facility on weekends, but this has not been the case in the past 11 years. Since 2012, without help from any tax dollars, Project Purr has

funded the free spay/neuter of almost 9000 cats. Before that, there was a \$25 co-payment, and we can't even count the cats done in those years.

We had no idea back then that we would still be offering the only Trap-Neuter-Vaccinate-

Microchip-Return (TNVR) in the county today. Project Purr can't keep up this effort forever on a volunteer-basis. Without our impact on uncontrolled breeding, especially in south county, the birthrate and shelter-intake of kittens will explode as in Monterey County, just over the Pajaro River from our focused efforts.

Every animal admitted, held, and then euthanized costs the shelter \$\$\$hundreds vs. \$\$\$thousands that would be saved using TNVR or a low-cost spay/neuter program easily-accessible to the community. Project Purr has had no problem filling three SNIP\*-Bus events, with a fourth scheduled this month, all in south county.

\*Spay-Neuter Imperative Project (mobile spay/neuter bus)

Over the past 11 years, we have seen rescue partners mistreated by our county shelter; they now rescue from outside our county, where they are welcomed and appreciated. We have seen decades-long employees leave our shelter because they were overworked and unsupported. We have seen dedicated volunteers stop volunteering because *if you speak up about adverse conditions, you are no longer welcome*. We had taxpayer after taxpayer come into our benefit shop to ask for help after the shelter treated them badly. Read the YELP reviews. Our current shelter environment is toxic and needs new dynamic leadership from the outside.

Our shelter should reflect the values of the community they serve. Many in our community do not understand that healthy animals are killed in our shelter, or they would not have surrendered an animal there. We have asked before that the General Manager's job description include "improve the live-release-rate of healthy and treatable animals" as a performance metric, per CA state law.

Summary:

- We need a new General Manager from outside our current Shelter.
- We need a new General Manager that implements a shelter-run TNVR program.
- We need a new General Manager who can heal the toxic environment of mistrust in our current shelter by supporting employees, volunteers, and rescue partners.



We need a new General Manager who understands that AGGRESSIVE,  
AFFORDABLE, ACCESSIBLE spay/neuter saves money and saves lives.

Best Regards and Hope,

- Margaret Rinner, Project Purr Co-Founder and Director
- Lynne Achterberg, Project Purr Co-Founder and Director
- Leslie Krzeczowski, Project Purr Director

**From:** [Nicole Coburn](#)  
**To:** [Joe Phares](#); [Erika Smart](#)  
**Subject:** FW: Santa Cruz County Animal Shelter - Open Req for General Manager  
**Date:** Thursday, October 13, 2022 8:33:10 PM

---

**From:** Kelley Fuller <kelley.d.fuller@gmail.com>  
**Sent:** Wednesday, August 17, 2022 9:32 AM  
**To:** Nicole Coburn <Nicole.Coburn@santacruzcounty.us>; Emily Chung <Emily.Chung@santacruzcounty.us>; Chris Clark <Chris.Clark@santacruzcounty.us>; Laura Schmidt <lschmidt@cityofsantacruz.com>; jon bush <jbush@cityofsantacruz.com>; Stephen Walpole <swalpole@scottsvally.org>; antonio.figureroa@cityofwatsonville.org; cindy.czerwin@cityofwatsonville.org; sryan@ci.capitola.ca.us; andie@wbcpsc.com; wendi@wbcpsc.com  
**Subject:** Santa Cruz County Animal Shelter - Open Req for General Manager

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

Dear Santa Cruz County Animal Shelter Board of Directors and WBCP Team,

I am writing in regards to the open position for General Manager of the SCCAS. This is a valuable opportunity to make a huge positive change in our community. For decades our shelter has operated with a focus on animal control, without a clear metric and imperative to improve the Live Release Rate. Progressive shelters all over the country have evolved to also focus on saving lives. I know that our community is capable of also doing both, and doing both well.

I noticed on the first page of the GM position brochure that support for “Socially Conscious Sheltering”<sup>1</sup> was called out as a requirement for the candidate. While this sounds like a positive, life affirming approach, the tenets of Socially Conscious Sheltering have been revealed to provide political cover and justification for broader euthanasia. I implore you to rescind the requirement for “Socially Conscious Sheltering” and look instead to find a candidate that is knowledgeable about progressive and proactive life saving policies and methods, that align with current California law<sup>2</sup> and initiatives<sup>3</sup>, and that will save lives, as well as save money for our shelter. As a community, we want our tax dollars to improve the lives of all animals, not end them.

Based on significant concerns heard from long time staff and volunteers, many would like to see a new GM that comes from outside the current shelter staff. Someone who can bring new energy, ideas, leadership, spirit, and enthusiasm. Someone who can help us have a fresh start with employees, volunteers, and the community at large.

Respectfully suggested requirements for the new GM:

- Support for California's 1998 Hayden's Law<sup>2</sup> and California's 2020 No-Kill Initiative<sup>3</sup>, and commitment to animal welfare and continuous improvement of the Live-Release Rate (*additionally, GM performance metrics should incentivize a higher Live Release Rate, in order to promote and reflect this community's and California's values towards saving more lives*).
- Knowledge and support of the most progressive current strategies in shelter management, including: Trap-Neuter-Return (TNR)<sup>3,4</sup>, removing barriers to adoption<sup>3</sup>, and alternatives to intake<sup>3</sup> (*most critical at this time when families are being squeezed financially, and more are being forced to relinquish their companion animals for financial reasons*)
- Ability and desire, to build strong and broad relationships with rescue partners
- Willingness to actively promote the adoption, sterilization, reclamation, and alternative placement of animals
- Demonstrated strong leadership and people management skills, to provide a positive and supportive environment, in order to retain valued employees and volunteers<sup>5</sup>
- Proven business and financial acumen, and experience in managing a large budget, with foresight and desire to invest in proactive strategies and initiatives (like TNR<sup>4</sup> and low cost spay/neuter) to reduce shelter intake and expenses in the long term

I implore you to read the current [Yelp](#)<sup>5</sup> reviews posted under our shelter. 57% are 1- or 2-star reviews with heartbreaking stories in them. When you read these, I hope you can see why many have concerns if we do not bring in a new person to lead the shelter. It is believed those trained and molded by the previous GM would keep the status quo. We have an opportunity right now, to do much more for our community.

Other states, and other open admission shelters<sup>3</sup>, are achieving high save rates while California<sup>6</sup> and Santa Cruz County fall further behind. The good news is there are many new strategies and methodologies that we can utilize immediately to see broad success.

I am cautiously optimistic that we may finally get the animal shelter we have been hoping for for decades. I hope the recruiting and hiring team can see the opportunity, and the stumbling blocks, and make the right choice for Santa Cruz County.

With appreciation and thanks,

Kelley Fuller  
Santa Cruz County Animal Advocates  
[kelley.d.fuller@gmail.com](mailto:kelley.d.fuller@gmail.com)  
(831) 247-7400

## Footnotes and References

### <sup>1</sup> Socially Conscious Sheltering

“Socially Conscious Sheltering is not what it sounds like... it is a premise that ignores the most important freedom we should be striving toward for animals – the Freedom to Live. Instead, it simply offers political cover for shelters to exercise the Freedom to Kill, for any reason, at any time.”

<https://www.alleycat.org/calling-out-the-dangerous-ideas-behind-socially-conscious-sheltering/>

<https://bestfriends.org/stories/julie-castle-blog/accountability-key-why-socially-conscious-sheltering-falls-short>

### <sup>2</sup> Hayden’s Law

[SB 1785 Senate Bill - CHAPTERED \(ca.gov\)](#) – Hayden’s Law

In 1998, California passed Hayden’s law, declaring that *“It is the policy of the state that no **adoptable** or **treatable** animal should be euthanized. A treatable animal shall include any animal that is not adoptable but that could become adoptable with reasonable efforts.”* And *“Public shelters should work with humane animal adoption organizations to the fullest extent possible to promote the adoption of animals and to reduce the rate of killing.”*

### <sup>3</sup> No-Kill California

In 2020, Gov. Newsom proposed funding to make California a No-Kill state.

<https://www.kqed.org/news/11795844/newsom-proposes-50m-to-make-california-a-no-kill-state-for-shelter-animals>

In 2021 LA - Los Angeles has officially become a no-kill shelter city, making it [the largest city in the country](#) to do so

The core strategy of the [Million Cat Challenge](#) is centered on five key initiatives that offer every shelter, in every community, practical choices to reduce euthanasia and increase live outcomes for shelter cats.

- **Alternatives to intake:** Provide positive alternatives to keep cats in the home or community when admission to a shelter is not the best choice.
- **Managed Admission:** Schedule intake of cats to match the shelter’s ability

to assure humane care and safe movement through the shelter system to an appropriate outcome for every cat.

- **Capacity for care:** Match the number of cats cared for at any one time with the capacity required to support the Five Freedoms of Animal Welfare for all cats in the shelter.
- **Removing barriers to adoption:** Expand the pool of adopters by removing barriers to adoption such as cost, process, or location.
- **Return to field:** Sterilize, vaccinate, and return healthy un-owned shelter cats to the location of origin as an alternative to euthanasia.

These initiatives were chosen because they have the potential to create major impact and offer choices for shelters of any size, budget, or intake type. Shelters need not implement or embrace all five initiatives to participate in the challenge. Even one initiative can set the foundation for dramatic improvement. Each initiative can also lay the foundation for others, which can be implemented synergistically in any order. They can be implemented for only one cat, for a small pilot project, or in whole. Each step toward implementation, however small, will have value.

#### <sup>4</sup>Financial Benefits of Trap Neuter Return Policies

*“Figuring that it costs \$100 to take in, shelter, care for, and euthanize each cat—a conservative estimate—the shelter saves \$300,000 a year by using the SNR approach.” - Jon Cicirelli, SJACS.*

[http://www.animalsheltering.org/resources/magazine/sep\\_oct\\_2013/change-for-community-cats.pdf](http://www.animalsheltering.org/resources/magazine/sep_oct_2013/change-for-community-cats.pdf)

*Feral cats held and euthanized by a veterinarian contracted by the city cost roughly \$200 per cat.”– Twin Cities MN* <http://ht.ly/SCQSe>

Trap/Neuter/ Return (TNR) has been declared by The Humane Society of the United States to be the best practice nationwide for community cat management and states that - *“Programs that attempt to use lethal control to eliminate cat populations are inhumane, ineffective, and wasteful of scarce resources.”*

[http://www.humanesociety.org/animals/cats/facts/cat\\_statement.html](http://www.humanesociety.org/animals/cats/facts/cat_statement.html)

<sup>5</sup>[Santa Cruz County Animal Shelter – Yelp Reviews](#)

<sup>6</sup>[Animal Euthanasia Statistics \[2022\]: Shelter Data by Year \(spots.com\)](#)

Unfortunately, the state of California currently euthanizes more animals than any other state, ~100K a year. 77% of those are cats.

“75% of people surveyed say it should be illegal to euthanize healthy animals, and almost 90% of people surveyed believe euthanasia rates are less than half of what they actually are.”