



Santa Cruz County Animal Shelter

1001 Rodriguez Street, Santa Cruz, CA 95062

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Amber Rowland - General Manager

SANTA CRUZ COUNTY ANIMAL SHELTER

BOARD OF DIRECTORS MEETING

February 12, 2024 AT 11:00 AM

Meeting Location: Watsonville City Council Chambers, 275 Main Street, 4th Floor, Watsonville, CA

1.0 Call to Order and Roll Call

2.0 Introductions

3.0 Consideration of Late Additions or Changes to the Agenda

4.0 Oral Communications – Any person may address the Santa Cruz County Animal Shelter Board of Directors during the oral communications period. All oral communications should be directed to items or issues that would be within the jurisdiction of the Santa Cruz County Animal Shelter but not on today's agenda. Board members will not take actions or respond immediately to oral communications presented, but may choose to follow-up at a later time, either individually or on a subsequent agenda.

5.0 Consent Agenda

- p.1 5.1 Approve minutes of the December 11, 2023 regular Board meeting
- p.7 5.2 Accept reports of the General Manager and Management Team for December 2023 and January 2024
- p.11 5.3 Accept and file statistics for December 2023 and January 2024
- p.19 5.4 Approve the second quarter report of all claims under \$10,000
- p.26 5.5 Approve the second quarter journal entry payments with the County of Santa Cruz
- p.28 5.6 Accept gifts totaling \$26,338.50 from the SCCAS Foundation

6.0 Regular Agenda

- p.29 6.1 General Manager's oral report
- p.35 6.2 Consider and approve financial reports for December 2023 and January 2024
- p.40 6.3 Consider and approve establishment of a Board Technical Advisory Committee

7.0 Adjournment to Closed Session

- 7.1 Conference with labor negotiator (Government Code Section 54957.6)
 - Agency Negotiator: Director of Personnel
 - Employee Organization: Service Employees International Union (SEIU)
- 7.2 Public Employee Performance Evaluation [Cal. Govt. Code §54957(b)]
 - Joint Powers Authority Board's Performance Evaluation of General Manager

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 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: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Approve Minutes of December 11, 2023 Board Meeting

Recommendation:

Approve the minutes from the Santa Cruz County Animal Shelter Board of Directors Meeting held December 11, 2023.

**Santa Cruz County Animal Shelter
Board of Directors Meeting
MINUTES
December 11, 2023 11:00am
In-Person Meeting – Santa Cruz County BOS Chambers**

VOTING KEY: Ainsworth=A, B=Bush, Ch=Chung, Co=Coburn , D=Dally, F=Figueroa, S=Schmidt, V=Vides, Walpole=W

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)

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- 1.0 Called to Order and Roll Call: Vice Chairperson Emily Chung called the meeting to order at 11:00 am. BM Ainsworth, Chairperson Bush and BM Figueroa were absent.
 - 2.0 Introductions: None.
 - 3.0 Consideration of Late Additions or Changes to the Agenda: None.
 - 4.0 Oral Communications:

Jill Ganley, SCCAS Employee: Advocated for more full-time staffing.

Sarah Goldberg, SCCAS Employee: Advocated for more staffing to support increase shelter intake, increased staff pay, restarting a publicly accessible low-cost spay/neuter program, better leadership, advocacy for better safeguards for third party TNR programs, and a budget augmentation for public outreach and programs.

Megan Carroll, SCCAS Employee: Advocated for more staffing, better pay, reinstatement of spay/neuter services for the public.

Kaye McKenzie, SCCAS Volunteer: Advocated for more staffing and limitations on volunteer duties. Example: volunteers are asked to take on tasks such as transporting animals long distances. Kaye felt that should be done by employees.

Meredith Dyer, SCCAS Volunteer: Stated although the shelter it is fully-staffed it is not adequately staff to handle increased animal intake; a salary study is needed to evaluate staff pay, being sure to compare it with locales with similar cost of living; and was dismayed by recent articles that are damaging to Shelter reputation and discouraging volunteerism.

5.0 Consent Agenda

- 5.1 Approved minutes of the October 23, 2023 regular Board meeting

- 5.2 Accepted reports of the General Manager and Management Team for October and November 2023
- 5.3 Accepted and file statistics for October and November 2023
- 5.4 Accepted gifts totaling \$26,648.08 from the SCCAS Foundation
- 5.5 Accepted gifts totaling \$24,581 from two donors
- 5.6 Approved the donation of fixed asset animal cages to area rescue partners

Public Comment: None

Board Comment: None

BM Coburn: thanked Amber and staff for the detailed reports.

Vice Chairperson Chung: thanked staff for reports, acknowledged donation of animal cages, and acknowledged donor contributions from the business community.

Vote: Co V Ch /A/ /B/ D /F/ S W

Item approved unanimously.

6.0 Regular Agenda

6.1 General Manager's Report – GM Rowland's summarized comments:

- Intake in October/November decreased about 30% from the previous period (about 400 fewer animals), but this was 15% higher than during the same period last year
- High percentages of the intakes were young and adolescent pets, indicating that delayed access to spay/neuter – or “accidental litters”- are a significant driver of intakes
- The shelter has experienced an upward bump in intake just in the last 2 weeks, some of which seems related to the removal of a large encampment and the new oversized vehicle ordinance going into effect
- Paid and volunteer personnel continue to accomplish remarkable feats to care for and manage the animals, and to serve and assist their humans
- Adoption specials through the month of October and another around Thanksgiving resulted in 422 adoptions during this period
- We partnered with County Parks for a Doggy Date Night for Howl-o-ween and passed out treats to hundreds of kids at the Sheriff's Trunk or Treat event
- Our Shelter Manager teamed up with volunteers and an Animal Control Officer to conduct another Healthy Pets for all outreach event, serving about 120 families in south County
- I really enjoyed spending Veterans Day at Veterans Hall for their Community Health Fair

- The Shelter Management team has identified priorities for facilities upgrades at the Watsonville shelter and we'll be moving forward with some interior and exterior improvements early in the new year
- I want to thank the several Board members who have visited one shelter or the other recently to see our team at work and to check out the facilities
- Animal Control unit has proposed a "brand refresh" for field services. This will include switching to forest green (or possibly deep teal) golf shirts with charcoal pants as well as replacing the law enforcement stars on the vehicle doors with our logo
- With the additions of Officer Brad Gooding and Dr. Brenn-White at the start of December, we have 30 of our 31 full-time positions filled. This is more staff than the shelter has ever had. Our selected candidate for the one vacancy- an Animal Health Specialist- will start right around the new year
- We are concerned that animal services compensation lags behind other departments
- We continue to monitor and evaluate staffing and capacity for care in order to better cover emergent needs related to animal care, clinical care, and client services
- Our incredible volunteers continue to provide TLC and other invaluable support to the shelter and animals. Some analysis has shown that just a 25% of the volunteers served more than one hour per week last year, and just 20% of volunteers provided 75% of the total hours donated. We'll be doing some work to recruit more volunteers in 2024 and to incentivize more volunteers to give just a bit more time, if they can, to help spread the TLC load a little more widely

Public Comment:

Kaye McKenzie, SCCAS Volunteer: Volunteer hours are understated due to foster volunteers potentially not logging enough hours.

Megan Carroll, SCCAS Employee: Stated she was not involved in tabulating volunteers hours. She offered to put together a report for the next JPA Board meeting if desired. She stated volunteers can get over-whelmed and not last long and she continually brings on more volunteers to offset attrition

Dr. Dana Gleason, Extra Help Veterinarian: Advocated for increased spay/neuter services at the shelter and the return of the Planned Pethood Spay/Neuter Program.

Board Comment:

BM Coburn: Congratulated Shelter management for attaining full staffing, as this is the first time the shelter has had all positions filled in her 10-year involvement with the shelter. More improvements may be needed. The shelter intake data has been impacted by fires, COVID, floods, etc. Determining intake standards/baseline will help the board determine what full-time or extra help staff are needed.

BM Walpole: Stated that attaining full staffing is amazing but it sounds like we may need more staffing if existing staffing levels aren't sufficient.

BM Dally: He expressed interest in seeing the results from the salary study and also seeing more data on shelter activities to help inform future funding and programming.

BM Schmidt: Asked for clarification on an internal alignment study.

GM Rowland: Internal alignment refers to comparing shelter positions with other comparable county positions and is something we want to work on with Personnel.

BM Schmidt: Shelter management should consider potential recommendations for Board action in February with regard to a potential internal alignment study.

BM Coburn: Comparing classification will required a deep dive to really understand the similarities/differences.

BM Chung: Acknowledged shelter staff and volunteers and the challenging nature of their work. The upcoming budget cycle is our opportunity to address concerns, while also being aware of upcoming financial challenges faced by the County.

GM Rowland: The addition of Dr. Brenn-White represents an opportunity to evaluate options for increasing spay/neuter in the community. This is a community-wide challenge.

6.2 JPA General Counsel oral report relating to the SEIU petition. Cara Townsend, general counsel, relayed that the SEIU petition served to the JPA was retracted/withdrawn and recirculated their original petition from late May/early June. An SEIU press release is included as page 29 in the Board agenda packet.

Public Comment: None

Board Comment:

BM Coburn: Thanked Ms. Townsend for the report and expressed a hope that shelter staff and management can work together moving forward.

6.3 Considered and approved the financial reports for October and November 2023.

GM Rowland: GM Rowland read the written financial report.

Public Comment: None

Board Comment: None

Vote: S Co Ch /A/ /B/ D /F/ S W

Item approved unanimously.

6.4 Considered and approved recommendation of General Manager to set the 2024 Board of Directors meeting dates

GM Rowland: Reviewed 2024 proposed JPA Board of Directors meeting calendar

Public Comment: None

Board Comment: None

Vote: V S Co Ch /A/ /B/ D /F/ S W

Item approved unanimously.

7.0 Adjourned to Closed Session at 11:31 a.m.

[Cal. Govt. Code §54957(b)]

Litigation discussion of Leet v. Santa Cruz County Animal Shelter, 22-cv-08957-RFL and Huemer v. Santa Cruz County Animal Shelter Foundation et al, 21-cv-07372-SVK.

ATTEST: _____
Vice Chairperson Chung

Clerk Phares

Consent Agenda Item 5.2

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Reports from the Management Team for December 2023 and January 2024

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:

1. A salary study has been completed, and a "high-to-low" listing of County positions was provided by County Personnel. Results and recommendations shared in closed session.
2. Union/County negotiations will start in late spring, to be completed in fall '24. A meeting with Union reps and stewards took place last week to discuss the implementation of security cameras at the shelters.
3. Extra Help and Vet Services & supplies costs are expected to be significantly over-budget, and salary savings will be negligible since we've been very close to fully-staffed. Salary and benefits costs will be about 9% higher in the '24-'25 budget.
4. Donations are down a bit from last year during this period and we've had no large bequests recently. Exploring with JPA member organizations how to increase shelter visibility in combined charity programs to increase steady donations.

Facilities/Assets

1. The vehicle "badge" markings on all Animal Control vehicles have been replaced with logo markings which helps "soften" our presentation, but unfortunately doesn't make our trucks any newer...
2. Dog yard fencing improvements in SC will begin this month with Foundation funds and we're getting quotes for a new higher-capacity washer.
3. The Foundation funded a request for needed Vet clinic equipment.

Operations

1. A Volunteer orientation and training program was developed and started for the Watsonville shelter to increase support and community involvement.
2. Care and Clinic teams are meeting regularly to prepare for higher-intake season with improved foster and medical systems and support materials.
3. We continue intensely interfacing with various unhoused communities (Armory, Coral St, HPHP) to get pets altered and help resolve issues with those pets.
4. Actively partnering with Project Purr to intervene in a Boulder Creek case to alter 25-30 cats at Pet Maintenance & Repair clinic using Foundation funding, and will work with partners and the caretaker to re-home many/most of those cats.
5. Euthanasia certification training was recently provided to 5 staff members & Dr. Brenn-White with plans to offer introductory training to more personnel.
6. Admin has begun work with the CAOs office to develop templates for policy & procedure documents and are drafting some high-priority P&Ps (euthanasia, security cameras, animal pathways, cleaning and sanitizing).

Community

1. Presented overview of shelter to the Capitola City Council.
2. Met with SC SPCA, Best Friends and Animal Balance regarding possible partnerships, funding opportunities, and how to best leverage community impact.
3. Continuing work on developing an MOU with the SCCAS Foundation and updated MOU with Equine Evac.

Statistics:

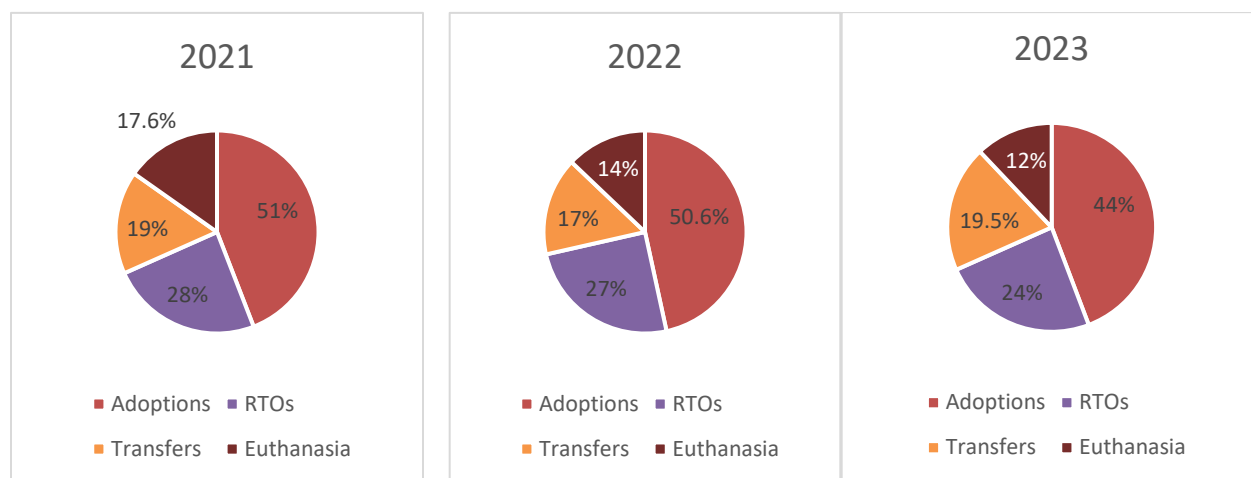
Latest period statistics attached separately.

Calendar year statistics: Intake increased 22% in 2023, and adoptions decreased, but euthanasia decreased due to increased medical interventions, fostering, transfers, and some barn cat placements.

2023 Live, Non-wild Intake = 6,304

	2021	2022	2023
Total intake	4047	5115	6304

Non-wild Outcome Statistics



2021 ORE = 520

2022 ORE = 445

2023 ORE = 378

Owner Requested Euthanasia numbers declined this year due to a change in operational policy – the shelter is no longer reclassifying animals as ORE if the owner didn't originally intend euthanasia.

Recommendations:

Accept and file the reports of the management team for the months of December 2023 and January 2024

Administrative Services Board Report
December 2023 and January 2024
Prepared by: Joe Phares, Admin. Svcs. Officer II

Personnel

New Hires

- Animal Health Specialist – Mikaela Heywood was hired and started work on 01/04/24.

Under Recruitment

- Animal Health Specialist – This position became open on 01/21/24. SCCAS is presently working with County Personnel on a recruitment. We anticipate making a hire in March.
- Animal Care Worker – Extra Help – A new recruitment will be opened in February.

Summary

30 of 31 full-time positions are currently filled. SCCAS also employs six extra help staff to support client services, animal care, and clinic operations.

Facilities

Santa Cruz Shelter

- Several hundred feet of replacement fencing will be installed around the dog activity yards in the coming weeks . A rotten wooden perimeter fence will be removed and replaced with chain link as part of the project. The fencing is being funded by the SCCAS Foundation at an approximate total cost of \$27,675.
- A new faucet was installed in one of the custodial closets.
- Numerous cat kennel portals and covers were replaced.
- The dog kennel passthrough door cable and pulley systems are being renovated to replace pulley support brackets.

Watsonville Shelter

- Grant-funded portals for the cat cages will be installed in February. We are awaiting delivery of custom 3-D printed portal extenders necessary to complete the installation.

Information Services

- Five new pc's were ordered to replace existing older systems.
- Two failed monitors were returned under warranty and we have received one replacement and expect the other soon.
- A laptop was installed in the Euthanasia Room to allow staff to access Chameleon (the shelter management database) while using that space.
- SCCAS is considering replacing the Animal Control Officers' pc's with laptops and docking stations which will allow them to complete some of their computer work while in the field.

Fiscal

- The draft FY 2024-25 budget is under development for presentation to your Board in April.

Animal Control Board Report

December 2023 and January 2024

Prepared by: Todd Stosuy, Field Services Manager

- With the assistance of Shelter Veterinarian Dr. Maris Brenn-White and Registered Veterinary Technician Leanne Cronquist, we held a Healthy Pets for All Clinic on December 15, 2023 outside of Housing Matters at 115 Coral Street. During the event we vaccinated 73 dogs with anti-rabies vaccinations, microchipped them, provided flea and de-wormer and provided referrals for spay/neuter. We vaccinated 29 cats with FVRCP and anti-rabies vaccinations, microchipped them, provided flea and de-wormer and provided referrals for spay/neuter. We also provided donated resources, including leashes, collars, food, toys, blankets/beds, bowls and treats.
- We have seen an increase of puppies within the houseless community in both Santa Cruz and Watsonville and have been working on getting both adults and puppies spayed/neutered. Our officers have built a relationship with the houseless community and this outreach has proven moderately successful. We have been able to get multiple puppies altered as well as multiple adult dogs. We continue to work with the owners and hope to eventually get all fixed, understanding this takes time and patience. Due to this increase of puppies, Client Services Supervisor Jillian Ganley and I had a meeting with Homeless Persons Health Project to build a stronger partnership and develop personal relationships to assist with the houseless and their animals.
- Our Dispatcher was out during these two months, and all five officers willingly stepped up and assisted with dispatch services.
- I was approached by the Deputy Director of the Salvation Army regarding animals at the Armory and how the Animal Shelter can support spay/neuter and other issues. We are coordinating a meeting with them.
- We seized a dog in the City of Watsonville for neglect and are requesting the filing of charges. The dog was severely emaciated, recovering in foster care.
- We assisted the Santa Cruz Anti-Crime Team with a dog neglect case. The dog was found pursuant to a warrant, and we requested charges be filed due to emaciation and illegal tethering.
- We seized two dogs in the City of Santa Cruz for violation of their Vicious Order. The seizure was upheld by a hearing officer. We are currently waiting for the City of Santa Cruz to schedule a Destruction Hearing.
- Officers continue to handle routine and emergency calls for service 7 days a week, while doing proactive patrols in City/County Parks and doing houseless outreach.
- We assisted Watsonville Police Department with a dog that was shot by a firearm on the Watsonville levee. That dog had amputation surgery at SCCAS and has since been transferred to the SC SPCA.

Consent Agenda Item 5.3

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Accept and file Statistics for the Months of December 2023 and January 2024

Recommendation:

Accept and file the attached statistical report for the months of December 2023 and January 2024



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

Kennel Statistics Report
 Animals Taken Into Shelter from 12/01/23 to 01/31/24
All Jurisdictions Combined

	DOG	PUPPY	CAT	KITTEN	BIRD	RABBIT	LIVESTOCK	OTHER	TOTAL
Adoption Return	5	1	2	0	0	0	0	0	8
Born@Shelt	0	0	0	0	0	8	0	0	8
Dead on Arrival	13	0	15	0	0	0	0	0	28
Owner Requested Euthanasia	36	0	18	0	4	2	0	1	61
Pph	18	2	15	1	0	0	0	0	36
Protective Custody	39	10	0	0	0	0	0	0	49
Quarantine	4	0	1	0	0	0	0	0	5
Safe Hold	4	2	3	0	0	0	0	0	9
Stray	181	62	134	46	11	20	2	2	458
Surrendered by Owner	108	30	59	39	25	21	1	8	291
Transfer	2	3	0	0	0	0	0	0	5
Wildlife	0	0	0	0	14	0	0	22	36
TOTAL	410	110	247	86	54	51	3	33	994

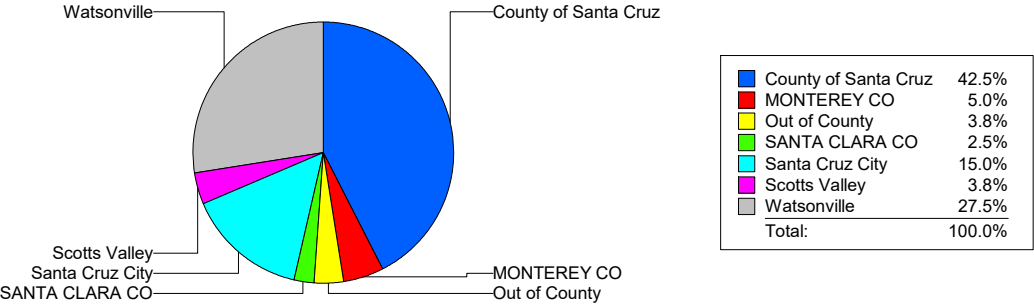
Kennel Statistics Report
Animals That Left Shelter from 12/01/23 to 01/31/24
All Jurisdictions Combined

	DOG	PUPPY	CAT	KITTEN	BIRD	RABBIT	LIVESTOCK	OTHER	TOTAL
Adopted	104	48	148	184	29	18	2	6	539
Died	1	0	1	1	0	1	0	0	4
Disposal	4	0	10	0	0	0	0	1	15
Euthanized	27	3	26	12	3	9	0	0	80
Pph	7	1	8	0	0	0	0	0	16
Returned to Owner	143	19	33	4	0	0	0	0	199
Transferred to Another Shelter	66	34	38	16	3	26	0	3	186
TOTAL	352	105	264	217	35	54	2	10	1,039

Euthanasia Totals from
12/01/23 to 01/31/24
All Jurisdictions Combined

<u>Reason for Euth</u>	<u>Animal type</u>						Total
	DOG	PUPPY	CAT	KITTEN	BIRD	RABBIT	
	1	0	0	0	1	8	10
Aggressive	19	0	2	0	0	0	21
Bite Hx	1	0	0	0	0	0	1
Fail2Thrv	0	0	1	0	0	0	1
Geriatric	0	0	2	0	0	0	2
Medical	2	2	8	0	0	1	13
Observed Behavior	3	0	0	0	0	0	3
Parvo	1	1	0	0	0	0	2
Ringworm	0	0	0	10	0	0	10
Space	0	0	0	0	2	0	2
Suffering	0	0	2	1	0	0	3
Unsocial	0	0	11	1	0	0	12
Total	27	3	26	12	3	9	80

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 January 31, 2024 = 179

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

	DOG	PUPPY	CAT	KITTEN	BIRD	RABBIT	LIVESTOC	OTHER	Total
Adoption Return	222	43	104	63	16	6	0	3	457
Born@Shelt	32	14	31	140	0	77	0	46	340
D2D	20	2	13	1	0	0	0	3	39
Evacuation	94	0	205	12	195	16	35	24	581
Flood	1	2	2	1	0	0	0	0	6
Pph	265	22	266	65	0	0	0	0	618
Protective Custody	1,133	105	147	49	751	12	28	65	2,290
Quarantine	149	5	56	20	0	0	0	76	306
Safe Hold	82	8	26	3	5	1	0	135	260
Stray	9,009	1,098	7,347	6,250	693	453	69	464	25,383
Surrendered by Owner	3,346	781	2,884	2,249	1,032	580	67	1,395	12,334
Transfer	288	118	67	190	880	5	0	14	1,562
Total	14,641	2,198	11,148	9,043	3,572	1,150	199	2,225	44,176

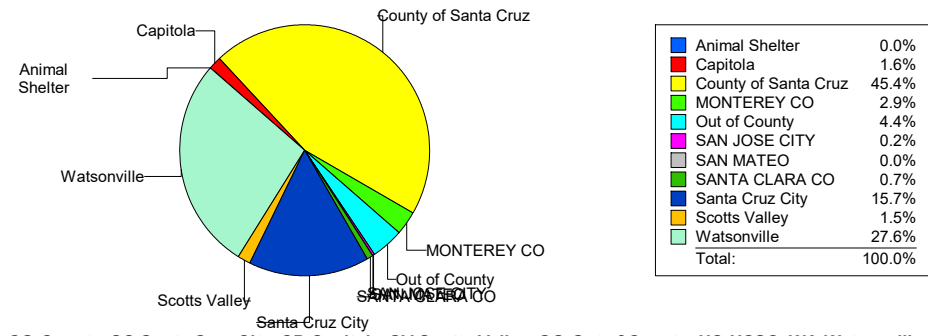
**Animals That Left the Shelter From
All Jurisdictions Combined Beginning 7/1/2015**

	DOG	PUPPY	CAT	KITTEN	BIRD	RABBIT	LIVESTOCK	OTHER	Total
Adopted	3,892	1,425	3,514	5,554	1,766	313	45	465	16,974
Died	15	1	61	62	35	10	1	12	197
Disposal*	311	10	878	81	113	16	4	103	1,516
Euthanized	1,907	122	2,757	995	745	118	9	416	7,069
Found	1	0	0	0	0	0	0	0	1
Missing	3	0	19	2	4	0	0	6	34
Pph	135	13	169	39	0	0	0	0	356
Returned to Owner	7,054	235	1,862	166	572	72	68	108	10,137
Transferred to Another Shelter	1,192	191	2,061	1,815	281	616	58	1,103	7,317
Wildlife Relocated	1	0	0	0	0	4	0	1	6
Total	14,511	1,997	11,321	8,714	3,516	1,149	185	2,214	43,607

* 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

CO



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

Consent Agenda Item 5.4

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Approve Second Quarter Report of all Claims under \$10,000 Approved by the General Manager for October 1, 2023 through December 31, 2023

Recommendation:

Approve the second quarter report of all claims under \$10,000 approved by the General Manager for October 1, 2023 through December 31, 2023.

Discussion:

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

The next quarterly report of expenditures for January 1, 2024 through March 31, 2024 will be included on the April 2024 meeting agenda and every quarter thereafter.

DATE: 2/12/24
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Amber Rowland, General Manager
 SUBJECT: Item 5.4 October 1, 2023 through December 31, 2023 Claims Report

The following SCCAS claims under \$10,000 have been approved by the General Manager without prior Board of Directors action, and submitted to the County Auditor-Controller for payment from the Operating Budget for the period of October 1, 2023 through December 31, 2023.

Actual Transactions

Post On	Document No	Amount	Description	Vendor No	Vendor Name
Object: 61125 – UNIFORM REPLACEMENT					
10/17/2023	2023 0922	56.77	NEW BADGE FOR G37	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	713.44	SCRUB TOPS FOR CLINIC STAFF	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/18/2023	4736	194.69	MEIDINGER PANTS	V45831	SUMMIT UNIFORMS LLC
11/28/2023	2023 1023	63.22	PANTS FOR G34	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	234.82	SCRUB TOPS FOR CLINIC STAFF	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	-63.22	CREDIT FOR RETURNED PANTS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object: 61310 – FOOD					
10/10/2023	000271871	8.00	SPW2847 WATER DISPENSER RENTAL	V34903	DAMM SOFTWARE SERVICE INC
10/10/2023	000272726	49.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
10/10/2023	000272794	83.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
10/13/2023	246609482	481.51	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
10/13/2023	246675272	204.21	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
10/16/2023	246541389	379.93	CAT FOOD	V126091	HILLS PET NUTRITION INC
10/16/2023	439391	152.56	GRASS BALES	V741	GENERAL FEED & SEED
10/17/2023	2023 0922	3,183.19	ANIMAL FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/20/2023	246485595	406.91	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
10/20/2023	246609483	163.57	CAT FOOD	V126091	HILLS PET NUTRITION INC
10/23/2023	000274091	99.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
10/31/2023	438832	88.26	HOG PELLETS	V741	GENERAL FEED & SEED
10/31/2023	438908	72.97	HEN SCRATCH, LAY PELLETS	V741	GENERAL FEED & SEED
11/03/2023	000273962	19.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
11/03/2023	246692104	-39.72	PET FOOD REFUND	V126091	HILLS PET NUTRITION INC
11/03/2023	246801285	163.57	CAT FOOD	V126091	HILLS PET NUTRITION INC
11/03/2023	246801287	199.47	CAT FOOD	V126091	HILLS PET NUTRITION INC
11/03/2023	246929699	141.88	CAT FOOD	V126091	HILLS PET NUTRITION INC
11/03/2023	417569015	-264.77	CREDIT FOR PET FOOD	V126091	HILLS PET NUTRITION INC
11/06/2023	000274835	8.00	SPW2847 WATER DISPENSER RENTAL	V34903	DAMM SOFTWARE SERVICE INC
11/06/2023	000275428	31.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
11/06/2023	000275595	73.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
11/06/2023	2806762	135.77	RODENT FOOD	V8645	PET PALS
11/06/2023	2855168	90.09	CAT FOOD	V8645	PET PALS
11/06/2023	2864157	216.84	RODENT FOOD	V8645	PET PALS
11/06/2023	439839	101.53	HOG PELLETS	V741	GENERAL FEED & SEED
11/06/2023	440699	188.49	HOG PELLETS	V741	GENERAL FEED & SEED
11/07/2023	246929702	392.42	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
11/07/2023	247062187	133.46	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
11/07/2023	247062189	153.30	CAT FOOD	V126091	HILLS PET NUTRITION INC
11/20/2023	438179	152.57	HOG PELLETS, STRAW, GRASS	V741	GENERAL FEED & SEED
11/21/2023	000276806	5.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
11/21/2023	000276976	67.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
11/26/2023	246994972	185.36	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
11/26/2023	247128962	277.29	CAT FOOD	V126091	HILLS PET NUTRITION INC
11/26/2023	441833	117.68	HOG PELLETS	V741	GENERAL FEED & SEED
11/27/2023	2912765	211.41	RABBIT AND GUINEA PIG FOOD	V8645	PET PALS
11/27/2023	442019	152.56	GRASS BALES	V741	GENERAL FEED & SEED
11/28/2023	2023 1023	3,427.03	SHELTER PET FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	57.48	SHELTER ANIMAL FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	224.99	CAT FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/01/2023	000277984	11.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
12/01/2023	000278138	59.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
12/04/2023	247199455	244.49	CAT FOOD	V126091	HILLS PET NUTRITION INC
12/04/2023	247199457	310.32	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
12/04/2023	247250317	133.46	CAT AND DOG FOOD	V126091	HILLS PET NUTRITION INC
12/04/2023	247250318	321.98	CAT FOOD	V126091	HILLS PET NUTRITION INC
12/05/2023	000277642	8.00	SPW2847 WATER DISPENSER RENTAL	V34903	DAMM SOFTWARE SERVICE INC
12/15/2023	000279278	11.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
12/15/2023	000279332	51.00	SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC

12/15/2023	442641	87.16 RICE STRAW BALES	V741	GENERAL FEED & SEED
12/20/2023	2023 1122	2,699.88 PET FOOD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	41.85 DRINKS FOR EVENTS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/29/2023	000280504	70.50 SPW2847 DRINKING WATER	V34903	DAMM SOFTWARE SERVICE INC
Object: 61412 – JANITORIAL SERVICES				
10/17/2023	33213	875.00 INV 33213 JANITORIAL SERVICES	V129185	ALVAREZ INDUSTRIES INC
11/07/2023	33404	875.00 INV33404 JANITORIAL SERVICES	V129185	ALVAREZ INDUSTRIES INC
12/15/2023	33591	875.00 INV33591 JANITORIAL SERVICES	V129185	ALVAREZ INDUSTRIES INC
Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV				
10/17/2023	2023 0922	25.00 TIRE REPAIR	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	96769	99.15 OIL CHANGE ON TRANSIT VAN	V39608	HENLEY PACIFIC SF LLC
10/31/2023	0114822	138.82 VAN MAINTENANCE	V129906	SPECIALIZED AUTO INC
11/07/2023	0114903	69.41 A/C REPAIR ON ACO TRUCK	V129906	SPECIALIZED AUTO INC
11/07/2023	98617	268.27 OIL CHANGE FOR ACO TRUCK	V39608	HENLEY PACIFIC SF LLC
11/07/2023	98622	149.27 OIL CHANGE FOR ACO TRUCK	V39608	HENLEY PACIFIC SF LLC
11/28/2023	2023 1023	94.98 WINDSHIELD WIPERS FOR #107	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/01/2023	0114675	813.67 A/C REPAIR ON ACO TRUCK	V129906	SPECIALIZED AUTO INC
12/19/2023	JV240366	-2,366.57 REVERSE DUPLICATE CHARGE		
Object: 61725 – MAINT-OFFICE EQUIPMNT-SERVICES				
10/31/2023	31392759	139.66 COPIER LEASE	V15391	CANON SOLUTIONS AMERICA INC
11/27/2023	31566287	239.77 COPIER LEASE	V15391	CANON SOLUTIONS AMERICA INC
12/29/2023	461060	622.01 COPIER LEASE	V125978	MONTEREY BAY SYSTEMS
Object: 61730 – MAINT-OTH EQUIP-SERVICES				
10/17/2023	9471A	645.50 WASHER REPAIR	V41705	G&G ELECTRIC AND MECHANICAL
10/23/2023	26693	2,453.00 DUCT WORK FOR CLINIC AC	V127948	AIRTEC SERVICE
11/07/2023	20476125	590.00 DRAIN CLEANOUT	V36507	ACCO ENGINEERED SYSTEMS INC
11/26/2023	20481507	180.00 BOILER MAINTENANCE	V36507	ACCO ENGINEERED SYSTEMS INC
12/04/2023	27314	924.00 BOILER REPAIR	V127948	AIRTEC SERVICE
12/15/2023	27629	252.00 HEATER REPAIR	V127948	AIRTEC SERVICE
12/29/2023	27731	1,168.00 HEATER REPAIR	V127948	AIRTEC SERVICE
Object: 61731 – MAINT-OTH EQUIP-SUPPLIES				
12/20/2023	2023 1122	305.56 GATOR TAPE FOR TRUCK RAMPS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object: 61922 – OTHER MEDICAL MATERIALS & SUPP				
10/11/2023	50034116	619.44 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50138327	11.06 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50148098	81.66 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50148435	1,749.68 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50208230	801.52 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50312897	784.69 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50317460	25.34 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50340030	1,384.84 WATS ANIMAL CARE SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/11/2023	50377943	5,340.60 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/16/2023	34718302	131.87 LABELS FOR MEDS	V126117	QUILL CORPORATION
10/16/2023	356255	96.20 OXYGEN	V125202	ANALGESIC SERVICES INC
10/16/2023	5001603215	689.64 ADVANTAGE FOR DOGS	V41124	ELANCO US INC
10/16/2023	8045280173	201.87 DRONCIT	V41124	ELANCO US INC
10/17/2023	2023 0922	217.98 LIME SULFUR DIP	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	3027537158	14.62 DISPENSER ADAPTER	V128735	PATTERSON VETERINARY SUPPLY INC
10/23/2023	50493906	1,477.56 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/23/2023	99999902705048	268.11 BUPRENORPHINE	V43263	WA BUTLER COMPANY
10/27/2023	2023 0930	607.86 ACCT 157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
10/27/2023	50517933	132.33 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/27/2023	50535725	16.61 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/27/2023	50641383	11.06 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/27/2023	50646950	756.62 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
10/27/2023	99999902714548	172.66 DOXYCYCLINE	V43263	WA BUTLER COMPANY
10/31/2023	8045286270	344.77 ADVANTAGE FOR DOGS	V41124	ELANCO US INC
10/31/2023	8045295796	217.39 DRONCIT	V41124	ELANCO US INC
11/02/2023	266137	187.63 CLINIC SUPPLIES	V41790	PARA-MEDICAL LABELS OF COOO KAMONGA INC
11/02/2023	3027674061	74.72 CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
11/02/2023	5001638577	2,068.92 ADVANTAGE FOR HPFA	V41124	ELANCO US INC
11/02/2023	50376324	21.13 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/06/2023	50646673	12.36 CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO

11/06/2023	50786607	41.80	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/06/2023	50800578	2,042.75	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/07/2023	364752	96.20	OXYGEN	V125202	ANALGESIC SERVICES INC
11/07/2023	50875572	480.13	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/07/2023	6102609284	565.98	NEXGARD	V38957	BOEHRINGER INGELHEIM ANIMAL HEALTH USA INC
11/13/2023	8045288915	2,068.59	ADVANTAGE FOR DOGS	V41124	ELANCO US INC
11/16/2023	2023 1031	96.10	ACCT 157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
11/21/2023	3028266961	22.87	SCALPEL BLADES	V128735	PATTERSON VETERINARY SUPPLY INC
11/21/2023	51033941	1,638.80	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/21/2023	51033941	115.27	HEALTHY PETS FOR ALL SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/26/2023	3028269617	40.30	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
11/26/2023	5001738932	344.77	ADVANTAGE FOR DOGS	V41124	ELANCO US INC
11/26/2023	5001738932	905.57	HEALTHY PETS FOR ALL SUPPLIES	V41124	ELANCO US INC
11/26/2023	51016453	644.18	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/26/2023	51094621	16.61	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/26/2023	51107923	1,005.04	ANIMAL CARE SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
11/28/2023	2023 1023	54.78	MEDICATION FOR ANIMALS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/05/2023	51241780	41.71	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/05/2023	51256651	2,380.04	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/05/2023	51282759	23.04	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/05/2023	51324300	10.20	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/05/2023	51332913	1,031.75	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/14/2023	51430887	129.44	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/15/2023	2023 1130	354.70	ACCT 157635 SNAP TESTS	V10638	IDEXX DISTRIBUTION INC
12/15/2023	3028690020	137.06	CLINIC SUPPLIES	V128735	PATTERSON VETERINARY SUPPLY INC
12/15/2023	365680	96.20	OXYGEN	V125202	ANALGESIC SERVICES INC
12/15/2023	51387647	1,353.89	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/15/2023	51459447	14.69	SCALPEL BLADES	V120453	MWI VETERINARY SUPPLY CO
12/15/2023	51526464	2,045.43	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/15/2023	6102798823	571.94	NEXGARD	V38957	BOEHRINGER INGELHEIM ANIMAL HEALTH USA INC
12/15/2023	8045349784	217.39	DRONCIT	V41124	ELANCO US INC
12/15/2023	99999902746923	61.36	CLINIC SUPPLIES	V43263	WA BUTLER COMPANY
12/15/2023	99999902746924	175.49	CLINIC SUPPLIES	V43263	WA BUTLER COMPANY
12/20/2023	2023 1122	249.35	MEDICATION FOR CLINIC	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/29/2023	267056	74.02	INV 267056 MEDICAL LABELS	V41790	PARA-MEDICAL LABELS OF COOO KAMONGA INC
12/29/2023	51692793	5.85	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/29/2023	51693274	40.94	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/29/2023	51695915	134.56	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/29/2023	51749153	415.20	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO
12/29/2023	51759431	1,214.90	CLINIC SUPPLIES	V120453	MWI VETERINARY SUPPLY CO

Object: 62111 – MISCELLANEOUS EXPENSE-SERVICES

10/17/2023	2023 0922	147.25	CONSTANT CONTACT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	147.25	CONSTANT CONTACT SERVICES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	10.99	MUSIC FOR ENRICHMENT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	282.50	LAUNDRY SERVICES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/15/2023	12122023	275.00	HAULING SERVICES	V44718	HOGUE, JESSICA JEAN
12/20/2023	2023 1122	10.99	MUSIC FOR ENRICHMENT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	147.25	EMAIL SUBSCRIPTION SERVICE	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506

Object: 62112 – CASH SHORTAGES

10/11/2023	DU100377	0.09	CASH SHORTAGE	C99999	DEP
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Object: 62214 – DUPLICATING SERVICES

12/15/2023	00002766	457.65	SIGNS, BROCHURES, BUSINE CARDS	V115600	BLUE HERON DESIGN GROUP
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Object: 62221 – POSTAGE

11/28/2023	2023 1023	46.88	POSTAGE FOR TENT RETURN	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/01/2023	2023 1124	1,008.50	POSTAGE FOR METER	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
12/15/2023	3106424821	257.36	POSTAGE METER LEASE	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
12/20/2023	2023 1122	81.50	POSTAGE STAMPS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/29/2023	2023 1224	1,008.50	POSTAGE FOR METER	V129092	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC

Object: 62223 – SUPPLIES

10/11/2023	50332221	123.48	KONGS FOR ENRICHMENT	V120453	MWI VETERINARY SUPPLY CO
10/17/2023	2023 0922	290.54	FLYER RACK, PENS, FILE FOLDERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	168.90	MONEY WRAPS, PINS, STICKERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	408.68	TONER FOR ACO PRINTER/FAX	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	1,417.53	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506

10/17/2023	2023 0922	2,688.53	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	949.93	ENRICHMENT SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	368.55	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	30.50	KENNEL CARD HOLDERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2023 0922	16.79	PHOTOS FOR VOLUNTEER BOARD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	2887172	588.11	CAT LITTER	V8645	PET PALS
10/17/2023	837147	4,750.00	MICROCHIPS	V37541	DATAMARS INC
10/17/2023	AY17494	779.40	CAT CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
10/17/2023	INV42791	1,919.59	LAUNDRY DETERGENT	V124747	HEALTH TECHNOLOGY PROFESSIONAL PRODUCTS INC
10/23/2023	2876470	191.79	CAT LITTER AND RODENT SUPPLIES	V8645	PET PALS
11/02/2023	74158	525.31	LICENSE REMIT ENVELOPES	V128069	VILLAGE INSTANT PRINTING INC
11/02/2023	8071786085	215.93	OFFICE SUPPLIES	V14384	STAPLES, INC.
11/06/2023	2823138	70.82	CAT LITTER AND RODENT SUPPLIES	V8645	PET PALS
11/06/2023	2886209	93.52	CAT LITTER PANS	V8645	PET PALS
11/06/2023	2901024	588.11	CAT LITTER	V8645	PET PALS
11/06/2023	2901025	588.11	CAT LITTER	V8645	PET PALS
11/13/2023	BC11204	779.40	CAT CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
11/26/2023	BE22973	287.30	CAT CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
11/27/2023	2912770	333.05	CAT LITTER	V8645	PET PALS
11/27/2023	2912778	407.06	CAT LITTER	V8645	PET PALS
11/27/2023	BE25108	287.30	DATAMARS MICROCHIP SCANNER	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
11/28/2023	2023 1023	85.64	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	104.25	DOOR STOPS, ADOPTION FOLDERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	376.33	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	1,060.75	FANS, YARD 2 SHADE, SQUEEGEES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	44.68	PRIVACY FILM	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	52.58	HAND SANITIZER, NOTE PADS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	151.38	PAPER CUTTER, LOGO STICKERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	703.76	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	44.87	CLINIC SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	8.63	PHOTOS FOR VOLUNTEER BOARD	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/04/2023	8072136976	318.20	OFFICE SUPPLIES	V14384	STAPLES, INC.
12/15/2023	8072439730	184.01	OFFICE SUPPLIES	V14384	STAPLES, INC.
12/15/2023	BF17618	779.40	CAT CARRIERS	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
12/15/2023	BG22922	287.30	MICROCHIP SCANNER	V127179	BUTLER SCHEIN ANIMAL HEALTH HOLDING COMPANY LLC
12/20/2023	2023 1122	288.08	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	115.05	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	14.05	PERMANENT MARKERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	23.48	DRY ERASE MARKERS - CLINIC	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	518.95	HARNESS LEADS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	1,544.33	OFFICE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	170.72	CLIENT SERVICES SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	1,198.79	ANIMAL CARE SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/29/2023	2926588	1,176.22	CAT LITTER	V8645	PET PALS

Object: 62310 – BANKING SERVICES

10/04/2023	DU100186	137.98	SEPTEMBER PAYPAL FEES	C99999	DEP
10/04/2023	DU100190	962.54	SC BANK FEES 092723	C99999	DEP
10/31/2023	DU100929	342.38	WEB BANK FEES 100223	C99999	DEP
11/03/2023	DU101062	158.31	OCTOBER PAYPAL FEES	C99999	DEP
11/16/2023	DU101403	977.10	BANK FEES SC 102523	C99999	DEP
11/30/2023	DU101684	257.43	BANK FEES WEB 110223	C99999	DEP
11/30/2023	DU101704	848.30	BANK FEES SC 112223	C99999	DEP
12/11/2023	DU102004	419.45	NOVEMBER PAYPAL FEES	C99999	DEP
12/15/2023	2023 1130	5.64	ACCOUNT 157635 INTEREST	V10638	IDEXX DISTRIBUTION INC
12/28/2023	DU102423	414.77	BANK FEES WEB 120123	C99999	DEP
12/28/2023	DU102426	783.16	SC BANK FEES 122123	C99999	DEP

Object: 62317 – CONSULT/MGT/PC SERVICES

11/02/2023	190725	125.65	WEBLICENSE FEES	V11567	HLP INC
12/15/2023	191006RV	112.00	WEB LICENSE FEES	V11567	HLP INC

Object: 62360 – LEGAL SERVICES

12/05/2023	823	9,275.00	AUG-NOV LEGAL SERVICES	V42012	TOWNSEND, CARA
Total 62360 – LEGAL SERVICES		9,275.00			

Object: 62381 – PROF & SPECIAL SERV-OTHER

10/16/2023	101523	2,000.00	BENEFIT SHOP MGMT	V37693	GOODMAN, LEA M
10/17/2023	75102	50.00	SHREDDING SERVICES	V12521	SANTA CRUZ RECORDS MANAGEMENT

10/17/2023	9729	2,705.00	CREMATION SERVICES	V43417	THOMPSON, GRACE
10/20/2023	9057	700.00	SC PICKUP SERVICES	V35604	FLINTSTONE ENTERPRISES
10/20/2023	9057	700.00	WATS PICK UP SERVICES	V35604	FLINTSTONE ENTERPRISES
10/23/2023	SS45543	192.00	SHARPS SERVICES	V127605	SHARPS SOLUTIONS LLC
10/27/2023	2023 0930	819.69	ACCT 157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
10/27/2023	28659	2,000.00	GASB 75 REPORT	V44830	FOSTER & FOSTER CONSULTING ACTUARIES INC
11/02/2023	59079	1,682.89	POSTAGE FOR HOLIDAY MAILER	V128069	VILLAGE INSTANT PRINTING INC
11/06/2023	110676	54.00	FIRE EXTINGUISHER SERVICES	V125908	SANTA CRUZ FIRE EQUIPMENT COMPANY
11/06/2023	110677	205.98	FIRE EXTINGUISHER SERVICES	V125908	SANTA CRUZ FIRE EQUIPMENT COMPANY
11/07/2023	110626	160.99	FIRE EXTINGUISHER SERVICES	V125908	SANTA CRUZ FIRE EQUIPMENT COMPANY
11/07/2023	75483	85.00	SHREDDING SERVICES	V12521	SANTA CRUZ RECORDS MANAGEMENT
11/07/2023	775681	465.75	ALARM MONITORING	V129086	FIRST ALARM
11/13/2023	5176	180.00	ALARM REPAIR	V42768	BANDIT SYSTEMS INC
11/16/2023	111423	2,000.00	BENEFIT SHOP MGMT	V37693	GOODMAN, LEA M
11/16/2023	2023 1031	1,008.19	ACCT 157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
11/20/2023	9758	2,065.00	CREMATION SERVICES	V43417	THOMPSON, GRACE
11/21/2023	74552	4,584.67	HOLIDAY MAILER	V128069	VILLAGE INSTANT PRINTING INC
11/21/2023	9087	700.00	PICK UP SVCS	V35604	FLINTSTONE ENTERPRISES
11/21/2023	9087	700.00	PICK UP SVCS	V35604	FLINTSTONE ENTERPRISES
12/15/2023	121423	2,000.00	BENEFIT SHOP MGMT	V37693	GOODMAN, LEA M
12/15/2023	2023 1130	1,649.84	ACCT 157635 LAB WORK	V10638	IDEXX DISTRIBUTION INC
12/15/2023	76379	50.00	SHREDDING SERVICES	V12521	SANTA CRUZ RECORDS MANAGEMENT
12/15/2023	9098	1,050.00	PICK UP SVCS	V35604	FLINTSTONE ENTERPRISES
12/15/2023	9098	1,050.00	PICK UP SVCS	V35604	FLINTSTONE ENTERPRISES
12/15/2023	9786	895.00	CREMATION SERVICES	V43417	THOMPSON, GRACE
12/29/2023	170259	87.00	WATS ALARM MONITORING	V2295	POLAND, DOYLE
12/29/2023	171516	87.00	WATS ALARM MONITORING	V2295	POLAND, DOYLE
12/29/2023	5402	340.20	EXACQVISION LICENSE RENEWAL	V42768	BANDIT SYSTEMS INC

Object: 62399 – VETERINARIAN SERVICES

10/13/2023	DU100452	-306.75	SCVH FEES	C99999	DEP
10/17/2023	2023 0922	1,089.00	RABBIT SPAY/NEUTERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
10/17/2023	25	5,130.00	SEPTEMBER SPAY/NEUTER SERVICES	V42810	CLAY, JOHN W
10/23/2023	DU100702	-341.59	SCVH FEES	C99999	DEP
10/26/2023	2023 0930	4,197.18	EMERGENCY VET SVCS	V108476	SANTA CRUZ VETERINARY HOSPITAL
11/08/2023	DU101174	-226.50	SCVH FEES	C99999	DEP
11/16/2023	DU101403	-227.00	SCVH FEES	C99999	DEP
11/18/2023	2023 1031	3,242.98	OCTOBER EMERGENCY VET SVCS	V108476	SANTA CRUZ VETERINARY HOSPITAL
11/18/2023	26	3,577.50	OCTOBER SPAY/NEUTER SVCS	V42810	CLAY, JOHN W
11/28/2023	2023 1023	1,682.00	RABBIT SPAY/NEUTERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/04/2023	27	3,037.50	NOVEMBER SPAY/NEUTER SERVICES	V42810	CLAY, JOHN W
12/05/2023	DU101816	-113.50	SCVH FEES	C99999	DEP
12/15/2023	2023 1130	1,542.33	NOVEMBER EMERGENCY VET SVCS	V108476	SANTA CRUZ VETERINARY HOSPITAL
12/20/2023	2023 1122	1,390.00	RABBIT SPAY/NEUTERS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/21/2023	DU102289	-113.50	SCVH FEE	C99999	DEP
12/27/2023	DU102389	-113.50	SCVH FEES	C99999	DEP
12/28/2023	DU102426	-358.75	SCVH FEES	C99999	DEP

Object: 62610 – RENTS/LEASES-STRUC IMP & GRNDS

10/11/2023	27056	5,231.47	WATS SHELTER RENT	V1728	CITY OF WATSONVILLE
10/27/2023	27487	5,231.47	WATS SHELTER RENT	V1728	CITY OF WATSONVILLE
12/01/2023	28057	5,231.47	WATS SHELTER RENT	V1728	CITY OF WATSONVILLE
12/29/2023	28459	5,231.47	WATS SHELTER RENT	V1728	CITY OF WATSONVILLE

Object: 62710 – FIELD EQUIPMENT

11/28/2023	2023 1023	135.05	STAPLE GUNS/STAPLES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	830.18	ACO SUPPLIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Total 62710 – FIELD EQUIPMENT		965.23			

Object: 62801 – ADVERTISING & PROMOTION SUPP

12/20/2023	2023 1122	25.58	DECORATIONS FOR TRUNK OR TREAT	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
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Object: 62842 – INVENTORY MATERIALS PURCHASED

10/17/2023	2023 0922	2,578.21	2024 CALENDARS FOR RESALE	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	1,180.99	ARTWORK T-SHIRTS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	2,471.48	TOTE BAGS, SHIRTS, HOODIES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506

Object: 62914 – EDUCATION & TRAINING(REPT)

11/13/2023	161238	151.00	PC832 TRAINING	V128603	SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING
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11/28/2023	2023 1023	76.50	EQUINE TRAINING G34 G35 G28	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object: 62920 – GAS, OIL, FUEL					
10/16/2023	92451797	2,609.66	FUEL FOR FLEET	V14942	WEX BANK
11/13/2023	93059378	2,547.81	FUEL FOR FLEET	V14942	WEX BANK
12/15/2023	93792027	1,867.35	FUEL FOR FLEET	V14942	WEX BANK
Object: 62924 – MEALS					
11/02/2023	2023 1010	13.22	OCTOBER 2023 ANIMAL TRANSPORT	E613142	MANRIQUEZ, RODOLFO
Object: 62928 – TRAVEL-OTHER(NON-REPT)					
10/17/2023	2023 0922	17.50	FASTRAK TOLLS	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/28/2023	2023 1023	16.75	TOLL FOR BRIDGES	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/20/2023	2023 1122	9.75	BRIDGE TOLL	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
Object: 62930 – REGISTRATIONS (NON REPT)					
10/17/2023	2023 0922	1,020.00	CALANIMALS TRAINING	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
11/02/2023	2023 0914	852.00	CALPELRA REG - A. ROWLAND	E616354	ROWLAND, AMBER
11/28/2023	2023 1023	269.00	COMPASSION FATIGUE REGISTRATIO	V998506	U S BANK CORPORATE PAYMENT SYSTEMS-AS 8506
12/05/2023	200004696	25.00	COYOTE RESPONSE WKSHOP - DEL R	V120008	STATE HUMANE ASSOCIATION OF CA
12/15/2023	200004718	25.00	COYOTE RESPONSE WKSHOP - HARDI	V120008	STATE HUMANE ASSOCIATION OF CA
12/15/2023	200004727	25.00	COYOTE RESPONSE WKSHOP - BALKE	V120008	STATE HUMANE ASSOCIATION OF CA
Object: 63070 – UTILITIES					
10/11/2023	0007001339	1,851.33	TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
10/11/2023	0007001623	351.50	BENEFIT SHOP TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
10/11/2023	2023 0924	101.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
10/11/2023	2023 0925 1	1,098.50	SC UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
10/11/2023	2023 0925 2	100.04	SC UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
10/11/2023	2023 0925 3	45.54	ANNEX FIRE/WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
10/16/2023	2023 1011	3,053.24	SC PGE	V129169	PACIFIC GAS AND ELECTRIC CO
10/23/2023	2023 1012	805.83	WATS PGE	V129169	PACIFIC GAS AND ELECTRIC CO
10/27/2023	2023 1015	101.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
10/27/2023	249958	1,026.39	WATSONVILLE UTILITIES	V100856	WATSONVILLE CITY UTILITIES
11/02/2023	2023 1006	71.94	ANNEX PGE	V129169	PACIFIC GAS AND ELECTRIC CO
11/02/2023	2023 1011	104.88	ACCT 33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
11/02/2023	2023 1025 1	31.31	ANNEX FIRE/WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
11/02/2023	2023 1025 2	100.04	SC WATER/FIRE	V125932	SANTA CRUZ MUNICIPAL UTILITIES
11/02/2023	2023 1025 3	1,326.18	SC WATER/FIRE	V125932	SANTA CRUZ MUNICIPAL UTILITIES
11/06/2023	2023 1024	101.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
11/07/2023	0007090128	1,673.29	TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
11/20/2023	0007090410	351.50	BENEFIT SHOP TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
11/21/2023	2023 1110	104.88	ACCT 33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
11/21/2023	4783851189-8	163.24	SC PGE	V129169	PACIFIC GAS AND ELECTRIC CO
11/26/2023	2023 1110	933.36	WATS PGE	V129169	PACIFIC GAS AND ELECTRIC CO
12/01/2023	2023 1115	101.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
12/04/2023	2023 1109	3,607.40	0484373105-2	V129169	PACIFIC GAS AND ELECTRIC CO
12/04/2023	265137	931.89	WATSONVILLE UTILITIES	V100856	WATSONVILLE CITY UTILITIES
12/05/2023	2023 1124	101.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
12/05/2023	2023 1127 1	43.12	SC UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
12/05/2023	2023 1127 2	45.54	ANNEX FIRE/WATER	V125932	SANTA CRUZ MUNICIPAL UTILITIES
12/05/2023	2023 1127 3	1,269.26	SC UTILITIES	V125932	SANTA CRUZ MUNICIPAL UTILITIES
12/14/2023	0007149548	1,673.29	SC TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
12/14/2023	0007149828	351.50	BENEFIT SHOP TRASH/RECYCLE	V124657	GREENWASTE RECOVERY INC
12/15/2023	2023 1211	104.88	ACCT 33115 INTERNET SVCS	V125912	THE INTERNET STORE INC
12/18/2023	2023 1207	85.21	ANNEX PGE	V129169	PACIFIC GAS AND ELECTRIC CO
12/29/2023	2023 1212S	5,186.68	SANTA CRUZ PGE	V129169	PACIFIC GAS AND ELECTRIC CO
12/29/2023	2023 1212W	1,243.77	WATS PGE	V129169	PACIFIC GAS AND ELECTRIC CO
12/29/2023	2023 1215	111.74	INTERNET SVCS	V12280	COMCAST CABLE COMMUNICATIONS
Object: 86204 – EQUIPMENT					
11/27/2023	5289	9,354.31	WATSONVILLE SECURITY SYSTEM	V42768	BANDIT SYSTEMS INC

Consent Agenda Item 5.5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Second Quarter Report of all Journal Entries made to the County of Santa Cruz and Interfaces for the County ISD Telecom Services for October 1, 2023 through December 31, 2023.

Recommendation:

Accept the second quarter report of all Journal Entries made to the County of Santa Cruz and interfaces for the County ISD Telecom Services for October 1, 2023 through December 31, 2023.

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 in the Journal Report.

The next quarterly report of Journal Entries and interfaces for January 1, 2024 through March 31, 2024 will be included on the April 2024 agenda and every quarter thereafter.

DATE: 02/12/24
 TO: Board of Directors, Santa Cruz County Animal Shelter
 FROM: Amber Rowland, General Manager
 SUBJECT: Item 5.5 October 1, 2023 through December 31, 2023 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 October 1, 2023 through December 31, 2023.

Actual Transactions

Post On	Document No	Amount	Description	Department
10/16/2023	IB240017	602.27	AUGUST 2023 TELEPHONE CHGS	ISD - Telecom
10/16/2023	IB240017	5,298.30	AUGUST 2023 TELEPHONE CHGS	ISD - Telecom
11/20/2023	IB240022	5,304.84	SEPTEMBER 2023 TELEPHONE CHGS	ISD - Telecom
11/20/2023	IB240022	587.55	SEPTEMBER 2023 TELEPHONE CHGS	ISD - Telecom
12/19/2023	IB240029	599.16	OCTOBER 2023 TELEPHONE CHGS	ISD - Telecom
12/19/2023	IB240029	5,300.09	OCTOBER 2023 TELEPHONE CHGS	ISD - Telecom
Department Total		17,692.21		
12/11/2023	JE518695	32,233.00	FY 23-24 P&L CHARGES	Personnel
Department Total		32,233.00		
10/05/2023	GS240003	579.38	WAREHOUSE CHARGES MONTH 8/2023	GSD - Warehouse
11/06/2023	GS240004	763.06	WAREHOUSE CHARGES MONTH 9/2023	GSD - Warehouse
12/11/2023	GS240005	186.12	October 2023 Warehouse Charges	GSD - Warehouse
Department Total		1,528.56		
12/05/2023	IB240023	7,311.60	JULY 2023 TECHNOLOGY SERVICES	ISD - Data Processing
12/05/2023	IB240024	7,311.60	AUGUST 2023 TECHNOLOGY SERVICE	ISD - Data Processing
12/05/2023	IB240025	7,311.60	SEPTEMBER 2023 TECHNOLOGY SERV	ISD - Data Processing
12/05/2023	IB240026	7,311.60	OCTOBER 2023 TECHNOLOGY SERVIC	ISD - Data Processing
12/05/2023	IB240027	7,311.60	NOVEMBER 2023 TECHNOLOGY SERVI	ISD - Data Processing
12/05/2023	IB240028	7,311.60	DECEMBER 2023 TECHNOLOGY SERVI	ISD - Data Processing
Department Total		43,869.60		
11/03/2023	JV240246	3,057.71	SCR911 NOVEMBER SERVICES	SCR911
11/29/2023	JV240304	3,057.71	DECEMBER SCR911 SERVICES	SCR911
Department Total		6,115.42		
11/14/2023	JV240264	191.00	FA0005341 HEALTH PERMIT SC	Environmental Health
11/14/2023	JV240265	191.00	FA0005649 HEALTH PERMIT WATSON	Environmental Health
Department Total		382.00		
11/15/2023	JV240272	532.39	Admin Hearing Officer Jul 2023	CAO's Office
11/15/2023	JV240275	462.83	Admin Hearing Officer Aug 2023	CAO's Office
Department Total		995.22		
11/14/2023	JV240267	49,417.25	2ND QTR CERTS LEASE PAYMENT	County of Santa Cruz
10/31/2023	JCOSTPLAN2324A	12,538.25	1ST QTR COST PLAN CHARGES	County of Santa Cruz
10/31/2023	JCOSTPLAN2324B	12,538.25	2ND QTR COST PLAN CHARGES	County of Santa Cruz
Department Total		74,493.75		
11/14/2023	GS240116	46.61	Sept 23 Fleet Chgs	GSD - Service Center
12/11/2023	GS240119	313.37	Oct23 Fleet Chgs	GSD - Service Center
12/27/2023	GS240121	161.25	Nov23 Fleet Chgs	GSD - Service Center
Department Total		521.23		

Consent Agenda Item 5.6

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Accept Donations Totaling of \$26,338.50 from the Santa Cruz County Animal Shelter Foundation and Direct that the Checks be Deposited

Recommendation:

Accept donations totaling \$26,338.50 from the Santa Cruz County Animal Shelter Foundation and direct that the checks be deposited.

Discussion:

The Foundation has provided a donation of \$19,468.50 to double match November-January license donations, and \$6,870 to match November-January regular mailed-in donations ("green envelope donations").

Regular Agenda Item 6.1

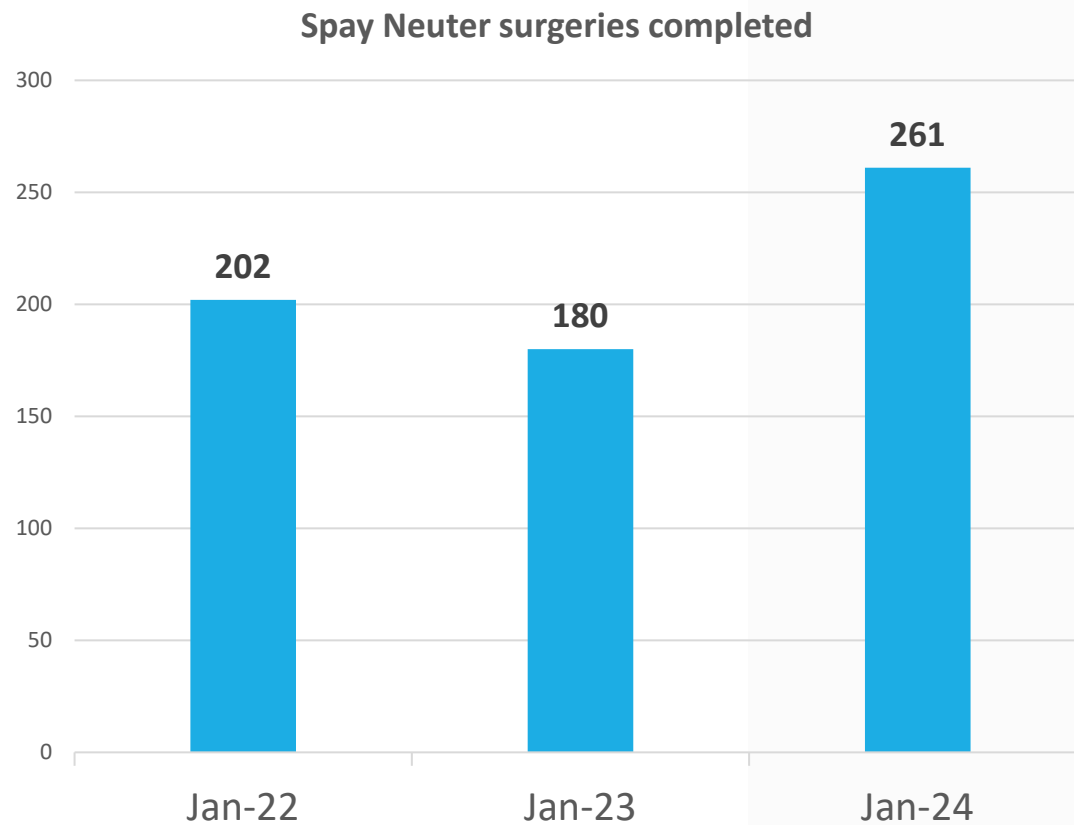
TO Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: General Manager's Oral Report

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

Vehicle Rebrand Complete



Clinic Ramping Up



CY 2023 Animal Statistics

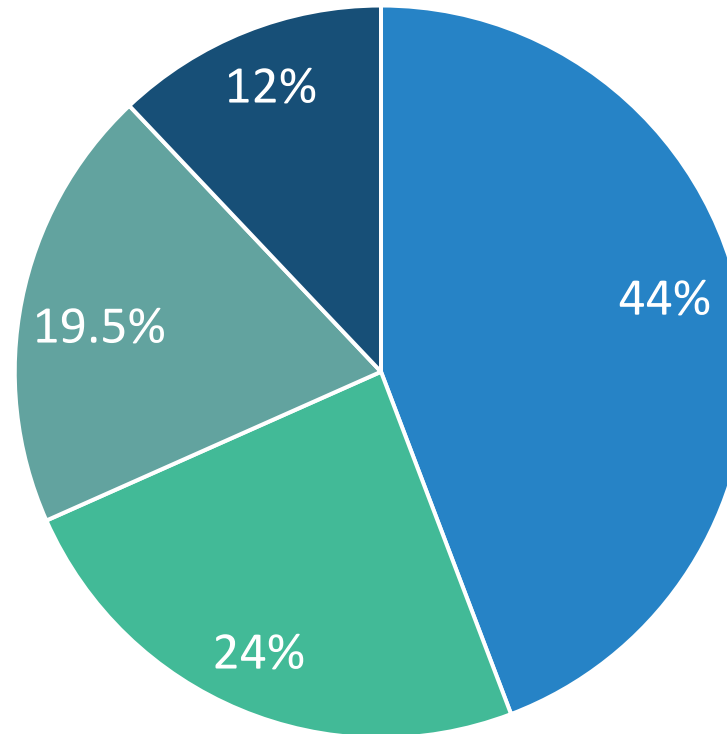
6,304 live domestics IN

- 24% Returned to Owner
- 44% Adopted
- 19.5% Transferred
- 12% Euthanized

Additional Services (992 total)

378 Owner-requested euthanasia
432 Wild animal euthanasia
182 Dead animal disposal

2023 Domestics Outcomes



■ Adoptions ■ RTOs ■ Transfers ■ Euthanasia



Operational Adjustments & Recent cases

- Increased in-house medical procedures
- Donations applied to out-of-shelter needs & owners in need
- Increased fostering, barn cats
- Housing animals off-site
- Community partnerships & increased transfer placements



Thank You!

- Questions? Discussion?

www.scanimalshelter.org



Regular Agenda Item 6.2

TO Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Consider and Approve the Financial Report for December 2023 and January 2024

Recommendation:

Approve the Financial Report as presented for December 2023 and January 2024.

Discussion:

The fiscal year (FY) 2023-24 financial report for December and January reflects total revenues of \$1,060,525 and expenditures of \$852,671. Total FY revenues through January were 80.97% of a potential 58.33%. Total FY expenditures through January were 56.15% of a potential 58.33%.

Licensing revenue for December and January was \$28,988. Total FY licensing revenue through January was \$127,136. Total FY licensing revenue for the previous fiscal year through January was \$137,342. Thus, current year licensing revenue through January was 8.03% lower than for the same period last year.

Santa Cruz County Animal Services Authority
Financial Summary for Fiscal Year 2023-2024
For Months Ending January 31, 2024

Revenues:	2023-2024 Final Budget	2023-2024 Adj Budget	2023-2024 Est/Actuals	2023-2024 YTD Actuals	YTD Remaining	2022-2023 YTD Actuals
SALES TAX	\$0	\$0	\$0	\$0	\$0	\$0
INTEREST	\$45,000	\$45,000	\$62,000	\$35,085	\$9,915	\$21,391
RENTS & CONCESSIONS	\$500	\$500	\$200	\$96	\$404	\$60
RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$200	\$0	\$200	\$120
HUMANE SERVICES	\$250,000	\$250,000	\$108,000	\$64,905	\$185,095	\$108,477
ADOPTION FEES	\$0	\$0	\$192,000	\$110,891	(\$110,891)	\$0
ADMINISTRATIVE SERVICES	\$3,000	\$3,000	\$3,000	\$1,611	\$1,389	\$1,600
COST RECOVERY-OTHER	\$5,000	\$5,000	\$4,000	\$2,061	\$2,939	\$2,621
MEMBER CONTRIBUTION	\$3,683,973	\$3,683,973	\$3,683,973	\$3,315,576	\$368,397	\$2,344,347
CHARGES FOR CURRENT SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
ADMIN FINE FEES	\$5,000	\$5,000	\$1,200	\$525	\$4,475	\$2,400
GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$19,477	\$11,293	\$3,707	\$10,237
ANIMAL MICROCHIP FEES	\$10,000	\$10,000	\$5,000	\$3,091	\$6,909	\$3,515
ANIMAL RABIES FEES	\$9,000	\$9,000	\$4,000	\$2,712	\$6,288	\$2,696
ANIMAL SPAY&NEUTER FEES	\$40,000	\$40,000	\$10,000	\$7,077	\$32,923	\$6,058
SALES-OTHER-TAXABLE	\$95,000	\$95,000	\$85,000	\$44,531	\$50,469	\$51,606
CASH OVERAGES	\$0	\$0	\$0	\$5	(\$5)	\$0
CONTRIBUTIONS and DONATIONS	\$650,000	\$650,000	\$650,000	\$429,981	\$220,019	\$357,077
NSF CHECKS	\$0	\$0	\$0	(\$90)	\$90	(\$214)
OTHER REVENUE	\$40,000	\$40,000	\$40,000	\$15,621	\$24,379	\$14,865
LICENSES - CAPITOLA	\$9,000	\$9,000	\$7,000	\$3,872	\$5,128	\$3,893
LICENSES - SANTA CRUZ	\$60,000	\$60,000	\$50,000	\$25,637	\$34,363	\$26,363
LICENSES- SCOTTS VALLEY	\$17,000	\$17,000	\$12,000	\$6,557	\$10,443	\$7,053
LICENSES- COUNTY	\$180,000	\$180,000	\$142,000	\$76,797	\$103,203	\$85,595
LICENSES- WATSONVILLE	\$35,000	\$35,000	\$24,000	\$14,273	\$20,727	\$14,438
TOTAL REVENUES:	\$5,152,673	\$5,152,673	\$5,103,050	\$4,172,107	\$980,566	\$3,064,197

Less Expenditures:

Salaries and Benefits	\$3,704,296	\$3,704,296	\$3,512,641	\$2,041,126	\$1,663,170	\$1,747,066
Services and Supplies	\$1,380,414	\$1,380,414	\$1,603,078	\$948,247	\$432,167	\$781,517
Other Uses	\$149,020	\$149,020	\$149,020	\$37,615	\$111,405	\$74,510
Fixed Assets	\$40,000	\$40,000	\$40,000	\$9,354	\$30,646	\$0
Operating Transfers Out	\$104,060	\$104,060	\$104,060	\$104,060	\$0	\$103,030
Intrafund Transfer	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$5,377,790	\$5,377,790	\$5,408,799	\$3,140,403	\$2,237,387	\$2,706,122

Plus Contingency:

TOTAL EXPENDITURES INCUDING	\$215,112	\$215,112	\$0	\$0	\$215,112	\$0
CONTINGENCY:	\$5,592,902	\$5,592,902	\$5,408,799	\$3,140,403	\$2,452,499	\$2,706,122

NET REVENUES OVER (UNDER) EXPENDITURE	(\$440,229)	(\$440,229)	(\$305,749)	\$1,031,704	(\$1,471,933)	\$358,075
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BEGINNING FUND BALANCE - UNDESIGNATED	\$1,384,065	\$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	\$943,836	\$943,836	\$1,078,316	\$2,415,769	(\$87,868)	\$1,742,140
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ANIMAL LICENSE DETAIL

	2022-23 YTD Actuals	2021-22 YTD Actuals	PY COMPARISON
LICENSES - CAPITOLA	\$3,872	\$3,893	(\$21)
LICENSES - SANTA CRUZ	\$25,637	\$26,363	(\$726)
LICENSES- SCOTTS VALLEY	\$6,557	\$7,053	(\$496)
LICENSES- COUNTY	\$76,797	\$85,595	(\$8,798)
LICENSES- WATSONVILLE	\$14,273	\$14,438	(\$165)

* 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
2023-24**

As of 1/31/24 from Finance Enterprise
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	23/24 Final Budget	23/24 Adj. Budget	23/24 Est./Actuals	December Actuals	January Actuals	23/24 YTD Actuals	YTD Remaining	59%	59%	22/23 YTD Actuals	COMPARE THRU JAN PY ACTUALS	January Actuals	22/23 Est./Actuals
									Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
51000	SALARIES & BENF	\$3,704,296	\$3,704,296	\$3,512,641	\$271,078	\$288,007	\$2,041,126	\$1,471,515	55.10%	54.01%	\$1,747,066	\$294,060	\$226,944	\$3,234,516
61000	SERVICES & SUPL	\$1,380,414	\$1,380,414	\$1,603,078	\$163,977	\$117,071	\$948,247	\$654,831	68.69%	48.90%	\$781,517	\$166,731	\$144,523	\$1,598,240
70000	OTHER CHARGES	\$149,020	\$149,020	\$149,020	\$0	\$12,538	\$37,615	\$111,405	25.24%	44.48%	\$74,510	(\$36,895)	\$0	\$167,525
80000	FIXED ASSETS	\$40,000	\$40,000	\$40,000	\$0	\$0	\$9,354	\$30,646	23.39%	0.00%	\$103,184	(\$93,830)	\$7,608	\$79,444
90000	OTHER FINANCING USES	\$104,060	\$104,060	\$104,060	\$0	\$0	\$104,060	\$0	100.00%	0.00%	\$103,030	\$1,030	\$0	\$103,030
95000	INTRAFUND TRANSFERS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$215,112	\$215,112	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
51000-98700	TOTAL EXPENDITURES	\$5,592,902	\$5,592,902	\$5,408,799	\$435,055	\$417,616	\$3,140,403	\$2,268,396	56.15%	120.04%	\$2,809,306	\$331,096	\$379,075	\$5,182,755
40100-42500	TOTAL REVENUES	\$5,152,673	\$5,152,673	\$5,103,050	\$186,998	\$873,527	\$4,172,107	\$930,943	80.97%	63.95%	\$3,064,197	\$1,107,909	\$111,769	\$4,791,286
	NET COST	(\$440,229)	(\$440,229)	(\$305,749)	\$248,057	(\$455,911)	\$1,031,704	(\$1,337,453)	-234.36%	-65.11%	\$254,891	\$776,813	\$267,306	(\$391,469)
51000	REGULAR PAY-PER	2,198,716	2,198,716	1,993,741	\$176,315	\$168,613	\$1,125,148	\$868,593	51.17%	52.92%	\$1,004,519	\$120,629	\$132,810	\$1,898,292
51005	OVERTIME PAY-PE	15,000	15,000	18,600	\$823	\$1,649	\$10,953	\$7,647	73.02%	45.43%	\$9,763	\$1,190	\$2,429	\$21,488
51010	REGULAR PAY-EXT	80,000	80,000	140,000	\$8,961	\$9,813	\$85,141	\$54,859	106.43%	37.32%	\$42,024	\$43,117	\$5,483	\$112,604
51040	DIFFERENTIAL PAY	32,000	32,000	34,162	\$3,003	\$3,283	\$22,659	\$11,503	70.81%	50.14%	\$13,801	\$8,858	\$2,624	\$27,525
52010	OASDI-SOCIAL SE	163,779	163,779	167,903	\$13,831	\$13,949	\$93,831	\$74,072	57.29%	51.54%	\$79,882	\$13,949	\$10,856	\$154,988
52015	RETIREMENT	620,129	620,129	582,965	\$47,539	\$48,862	\$318,213	\$264,752	51.31%	53.06%	\$258,728	\$59,485	\$36,805	\$487,625
53010	EMPLOYEE INSURA	540,004	540,004	520,602	\$20,607	\$41,838	\$330,512	\$190,090	61.21%	59.67%	\$286,537	\$43,976	\$35,937	\$480,182
53015	UNEMPLOYMENT IN	14,664	14,664	14,664	\$0	\$0	\$14,664	(\$0)	100.00%	100.00%	\$8,673	\$5,991	\$0	\$8,673
54010	WORKERS COMPENS	40,004	40,004	40,004	\$0	\$0	\$40,004	(\$0)	100.00%	100.00%	\$43,139	(\$3,135)	\$0	\$43,139
51000	SALARIES & BENF	\$3,704,296	\$3,704,296	\$3,512,641	\$271,078	\$288,007	\$2,041,126	\$1,471,515	55.10%	54.01%	\$1,747,066	\$294,060	\$226,944	\$3,234,516
61115	POLICE SAFETY EQUIPMENT	500	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	\$500
61125	UNIFORM REPLACEMENT	1,500	1,500	1,500	(\$63)	\$375	\$1,663	(\$163)	110.86%	88.57%	\$5,314	(\$3,651)	\$620	\$6,000
61215	RADIO SERVICES	5,000	5,000	0	\$0	\$0	\$0	\$0	0.00%	73.39%	\$25,686	(\$25,686)	\$8,196	\$35,000
61220	TELECOM SERVICES	40,000	40,000	47,000	\$5,899	\$5,911	\$29,307	\$17,693	73.27%	37.74%	\$15,242	\$14,065	\$3,138	\$40,383
61310	FOOD	36,000	36,000	50,000	\$4,050	\$3,999	\$30,745	\$19,255	85.40%	52.44%	\$17,829	\$12,916	\$1,923	\$34,000
61412	JANITORIAL SERVICES	11,500	11,500	11,500	\$875	\$875	\$6,058	\$5,442	52.68%	45.65%	\$5,250	\$808	\$875	\$11,500
61525	LIABILITY INSURANCE	65,127	65,127	66,791	\$0	\$282	\$67,073	(\$282)	102.99%	98.78%	\$53,343	\$13,730	\$0	\$54,000
61535	OTHER INSURANCE	32,233	32,233	32,233	\$32,233	\$0	\$32,233	\$0	100.00%	0.00%	\$4,338	\$27,895	\$0	\$4,338
61720	MAINT-MOBILE EQUIPMENT-SERV	15,000	15,000	10,000	(\$1,553)	\$202	\$1,960	\$8,040	13.07%	68.10%	\$10,216	(\$8,256)	\$585	\$15,000
61725	MAINT-OFFICE EQUIPMENT	3,500	3,500	4,000	\$622	\$304	\$2,458	\$1,542	70.22%	60.77%	\$1,702	\$756	\$473	\$2,800
61730	MAINT-OTHER EQUIP-SVCS	15,000	15,000	15,000	\$2,344	\$162	\$9,709	\$5,291	64.73%	4.36%	\$436	\$9,274	\$0	\$10,000
61731	MAINT-OTHER EQUIP-SUP	1,500	1,500	1,500	\$306	\$0	\$306	\$1,194	20.37%	0.00%	\$0	\$306	\$0	\$500
61835	FACILITIES MAINT	10,000	10,000	5,000	\$0	\$0	\$0	\$5,000	0.00%	20.94%	\$5,235	(\$5,235)	\$0	\$25,000
61845	MAINT STRUCT IM	1,000	1,000	10,000	\$0	\$0	\$5,723	\$4,277	572.30%	0.00%	\$0	\$5,723	\$0	\$2,183
61846	MAINT-STRUCT/IMPS/GRDS-OTHER-SUPPLIES	1,000	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	0.00%	\$0	\$0	\$0	\$0
61920	MEDICAL, DENTAL & LAB SUPPLIES	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
61922	OTHER MEDICAL MATERIALS	130,000	130,000	160,000	\$10,779	\$15,493	\$96,890	\$63,110	74.53%	52.79%	\$71,264	\$25,626	\$8,105	\$135,000
62020	MEMBERSHIPS	3,000	3,000	3,000	\$0	\$1,715	\$1,715	\$1,285	57.17%	0.00%	\$0	\$1,715	\$0	\$3,084
62111	MISCELLANEOUS EXPENSES	7,500	7,500	5,000	\$433	\$236	\$1,942	\$3,058	25.89%	13.88%	\$972	\$970	\$371	\$7,000
62112	CASH SHORTAGES	50	50	50	\$0	\$0	\$4	\$46	0.00%	51.20%	\$3	\$2	\$0	\$5
62214	DUPLICATING SVCS.	5,000	5,000	2,500	\$458	\$29	\$766	\$1,734	15.32%	42.29%	\$2,114	(\$1,348)	\$0	\$5,000
62217	MISC NONINVENTORIAL ITEMS EXPENSE	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$700
62219	PC SOFTWARE PURCHASES	9,500	9,500	9,500	\$0	\$407	\$9,415	\$85	99.11%	97.89%	\$8,060	\$1,355	\$0	\$8,234
62221	POSTAGE	12,000	12,000	12,000	\$2,356	\$55	\$5,998	\$6,002	49.98%	52.40%	\$6,288	(\$289)	\$0	\$12,000
62222	SUBSCRIPTIONS/PERIODICALS	500	500	500	\$0	\$0	\$0	\$500	0.00%	44.97%	\$225	(\$225)	\$0	\$500
62223	SUPPLIES	75,000	75,000	105,000	\$6,805	\$21,255	\$77,352	\$27,648	103.14%	41.33%	\$33,064	\$44,289	\$375	\$80,000
62225	NON-PC SOFTWARE	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2023-24**

As of 1/31/24 from Finance Enterprise
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	23/24 Final Budget	23/24 Adj. Budget	23/24 Est./Actuals	December Actuals	January Actuals	23/24 YTD Actuals	YTD Remaining	59%	59%	22/23 YTD Actuals	COMPARE THRU JAN PY ACTUALS	January Actuals	22/23 Est./Actuals
									Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
62226	INVENTORABLE ITEMS	20,000	20,000	20,000	\$0	\$0	\$0	\$20,000	0.00%	9.11%	\$3,189	(\$3,189)	\$0	\$35,000
62301	ACCOUNTING & AUDITING	16,000	16,000	16,000	\$0	\$0	\$0	\$16,000	0.00%	0.00%	\$0	\$0	\$6,400	\$15,000
62310	BANKING SERVICES	17,500	17,500	17,500	\$1,623	\$1,042	\$9,544	\$7,956	54.54%	41.25%	\$7,219	\$2,325	\$943	\$17,500
62316	COMPUTER PROF SVCS	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
62317	CONSULT/MGT/PC SVCE.	34,000	34,000	34,000	\$112	\$120	\$31,042	\$2,958	91.30%	97.68%	\$31,257	(\$215)	\$108	\$32,000
62318	COUNTY COUNSEL	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
62325	DATA PROCESSING	87,739	87,739	87,739	\$43,870	\$0	\$43,870	\$43,869	50.00%	49.30%	\$41,160	\$2,710	\$13,720	\$83,496
62330	DPW SERVICES - GENERAL MONEY	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
62360	LEGAL SERVICES	20,000	20,000	24,000	\$9,275	\$0	\$12,351	\$11,649	0.00%	0.00%	\$30,936	(\$18,585)	\$12,985	\$85,000
62381	PROF & SPECIAL	120,000	120,000	140,000	\$7,209	\$16,723	\$86,856	\$53,144	72.38%	40.96%	\$57,349	\$29,507	\$6,104	\$140,000
62399	VETERINARIAN SERVICES	150,000	150,000	275,000	\$5,271	\$21,563	\$137,665	\$137,335	91.78%	43.93%	\$103,229	\$34,436	\$12,237	\$235,000
62500	EQUIPMENT RENTS & LEASES-	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0
62610	RENTS & LEASES	265,665	265,665	265,665	\$10,463	\$6,851	\$142,306	\$123,359	53.57%	56.28%	\$150,652	(\$8,345)	\$51,217	\$267,673
62710	FIELD EQUIPMENT	2,000	2,000	2,000	\$830	\$24	\$990	\$1,010	49.49%	56.72%	\$1,432	(\$442)	\$0	\$2,524
62715	SMALL TOOLS & INSTRUMENTS	1,000	1,000	1,000	\$0	\$0	\$0	\$1,000	0.00%	34.42%	\$344	(\$344)	\$0	\$1,000
62801	ADVERTISING & PROMOTION	2,000	2,000	2,000	\$26	\$1,248	\$1,345	\$655	67.23%	39.00%	\$1,170	\$175	\$0	\$3,000
62810	S/APP CNTR SRV-PLNT MNT & RPR	0	0	0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0
62842	INVENTORY MATERIALS PURCHASED	30,000	30,000	30,000	\$2,471	\$1,458	\$12,003	\$17,997	40.01%	31.22%	\$10,613	\$1,390	\$0	\$34,000
62857	SPECIAL MISC EXP-SUPPLIES	500	500	500	\$0	\$0	\$0	\$500	0.00%	#DIV/0!	\$0	\$0	\$0	\$0
62890	SUBSCRIPTIONS/BOOKS	500	500	500	\$0	\$588	\$588	(\$88)	117.52%	0.00%	\$0	\$588	\$0	\$500
62893	TOWING	500	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$347	(\$347)	\$0	\$600
62914	TRAVEL-EDUCATION	2,500	2,500	2,500	\$0	\$0	\$378	\$2,123	15.10%	65.48%	\$1,121	(\$744)	\$0	\$1,712
62920	GAS, OIL, FUEL	25,000	25,000	25,000	\$1,867	\$2,119	\$17,215	\$7,785	68.86%	48.68%	\$10,709	\$6,506	\$2,034	\$22,000
62922	TRAVEL-LODGING	1,500	1,500	1,500	\$0	\$0	\$0	\$1,500	0.00%	28.92%	\$1,066	(\$1,066)	\$0	\$3,688
62924	TRAVEL-MEALS	500	500	500	\$0	\$90	\$103	\$397	20.64%	108.76%	\$854	(\$751)	\$785	\$785
62926	TRAVEL-MILEAGE	500	500	500	\$0	\$0	\$0	\$500	0.00%	0.00%	\$0	\$0	\$0	\$250
62928	TRAVEL-OTHER	100	100	100	\$10	\$0	\$44	\$56	44.00%	42.00%	\$21	\$23	\$0	\$50
62930	REGISTRATIONS	1,000	1,000	2,500	\$75	\$50	\$2,266	\$234	226.60%	0.00%	\$0	\$2,266	\$0	\$150
62935	SERVICE CENTER	500	500	500	\$475	\$0	(\$5)	\$505	0.00%	15.99%	\$413	(\$418)	\$0	\$2,585
62940	TRAVEL ADVANCES	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
63070	UTILITIES	100,000	100,000	100,000	\$14,858	\$13,894	\$68,370	\$31,630	68.37%	50.70%	\$61,856	\$6,514	\$13,328	122,000
74230	PRINCIPAL ON LEASE PUCHASES	0	0	0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	0
61000	SERVICES & SUPPLIES	\$1,380,414	\$1,380,414	\$1,603,078	\$163,977	\$117,071	\$948,247	\$654,831	68.69%	48.90%	\$781,517	\$460,791	\$144,523	\$1,598,240
75239	CONTRIBUTIONS TO COUNTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0
75315	COUNTY OVERHEAD (see 3550)	\$149,020	\$149,020	\$149,020	\$0	\$12,538	\$37,615	\$111,405	25.24%	44.48%	\$74,510	\$0	\$0	\$167,525
700000	OTHER CHARGES	\$149,020	\$149,020	\$149,020	\$0	\$12,538	\$37,615	\$111,405	25.24%	44.48%	\$74,510	(\$36,895)	\$0	\$167,525
86204	EQUIPMENT	\$15,000	\$15,000	\$15,000	\$0	\$0	\$9,354	\$5,646	62.36%	21.54%	\$16,382	(\$7,027)	\$0	\$20,049
86208	MEDICAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	59.92%	\$45,567	(\$45,567)	\$7,608	\$18,160
86209	MOBILE EQUIPMENT	\$25,000	\$25,000	\$25,000	\$0	\$0	\$0	\$25,000	0.00%	54.22%	\$41,235	(\$41,235)	\$0	\$41,235
86210	OFFICE EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
86204	FIXED ASSETS	\$40,000	\$40,000	\$40,000	\$0	\$0	\$9,354	\$30,646	23.39%	0.00%	\$103,184	(\$93,830)	\$7,608	\$79,444

**SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY FINANCIAL REPORT
2023-24**

As of 1/31/24 from Finance Enterprise
SC CO ANIMAL SERVICES AUTHORITY
Organization: 70 28

Pos + = UP
Neg () = DOWN

Acct	Acct Title	23/24 Final Budget	23/24 Adj. Budget	23/24 Est./Actuals	December Actuals	January Actuals	23/24 YTD Actuals	YTD Remaining	59%	59%	22/23 YTD Actuals	COMPARE THRU JAN PY ACTUALS	January Actuals	22/23 Est./Actuals
									Percentage of CY Budget Actualized	Percentage of PY EA's Actualized				
90000	OPERATING TRSF OUT	\$104,060	\$104,060	\$104,060	\$0	\$0	\$104,060	\$0	100.00%	135.47%	\$103,030	\$1,030	\$0	\$103,030
90000	OTHER FINANCING USES	\$104,060	\$104,060	\$104,060	\$0	\$0	\$104,060	\$0	100.00%	0.00%	\$103,030	\$1,030	\$0	\$103,030
95390	REPAIR & MAINTENANCE	\$0	\$0	\$0			\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
95000	INTRAFUND TRANSFERS	\$0	\$0	\$0			\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	\$0
98700	APPROP FOR CONTINGENCIES	\$215,112	\$215,112	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
98700	CONTINGENCIES	\$215,112	\$215,112	\$0	\$0	\$0	\$0	(\$0)	0.00%	0.00%	\$0	\$0	\$0	\$0
40100	PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
40171	SALES TAX	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	0.00%	\$0	\$0	\$0	(\$101)
40230	ANIMAL LICENSES	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0
40430	INTEREST	\$45,000	\$45,000	\$62,000	\$8,553	\$0	\$35,085	\$26,915	77.97%	49.75%	\$21,391	\$13,694	\$4,437	\$43,000
40440	RENTS & CONCESS	\$500	\$500	\$200	\$0	\$36	\$96	\$104	19.13%	47.93%	\$60	\$36	\$29	\$125
40441	RENTAL DEPOSIT/FORFEIT REVENUE	\$200	\$200	\$200	\$0	\$0	\$0	\$200	0.00%	60.00%	\$120	(\$120)	\$0	\$200
40810	ST-NATURAL DISASTER ASSISTANCE	\$0	\$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	0.00%	0.00%	\$0	\$0	\$0	\$0
40984	STATE-OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41093	FED-FEMA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
41096	INTERGOVERNMENTAL REV	\$0	\$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	0.00%	0.00%	\$0	\$0	\$0	\$0
41510	HUMANE SERVICES	\$250,000	\$250,000	\$108,000	\$7,190	\$11,092	\$64,905	\$43,095	25.96%	51.66%	\$108,477	(\$43,572)	\$21,588	\$210,000
41880	ADOPTION FEES	\$0	\$0	\$192,000	\$21,026	\$15,114	\$110,891	\$81,109	#DIV/0!	#DIV/0!	\$0	\$110,891	\$0	\$0
42010	ADMINISTRATIVE SERVICES	\$3,000	\$3,000	\$3,000	\$169	\$237	\$1,611	\$1,389	53.70%	64.00%	\$1,600	\$11	\$254	\$2,500
42022	COST RECOVERY-OTHER	\$5,000	\$5,000	\$4,000	\$358	\$174	\$2,061	\$1,939	41.21%	49.45%	\$2,621	(\$560)	\$321	\$5,300
42044	MEMBER CONTRIBUTION	\$3,683,973	\$3,683,973	\$3,683,973	\$0	\$736,795	\$3,315,576	\$368,397	90.00%	70.00%	\$2,344,347	\$971,229	\$0	\$3,349,066
42047	OTHER CHARGES CURRRENT SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	#DIV/0!	#DIV/0!	\$0	\$0	\$0	\$0
42073	ADMINISTRATIVE FINE FEES	\$5,000	\$5,000	\$1,200	\$0	\$0	\$525	\$675	10.50%	80.00%	\$2,400	(\$1,875)	\$250	\$3,000
42074	GRANT SERVICES-NON INTERGOV	\$15,000	\$15,000	\$19,477	\$4,713	\$2,103	\$11,293	\$8,184	0.00%	0.00%	\$10,237	\$1,056	\$2,958	\$15,000
42202	ENDOWMENT CARE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42205	ANIMAL MICROCHIP FEES	\$10,000	\$10,000	\$5,000	\$360	\$676	\$3,091	\$1,909	30.91%	54.08%	\$3,515	(\$424)	\$1,075	\$6,500
42206	ANIMAL RABIES FEES	\$9,000	\$9,000	\$4,000	\$390	\$711	\$2,712	\$1,288	30.13%	53.92%	\$2,696	\$16	\$728	\$5,000
42207	ANIMAL SPAY&NEUTER FEES	\$40,000	\$40,000	\$10,000	\$1,661	\$2,620	\$7,077	\$2,923	17.69%	40.39%	\$6,058	\$1,019	\$2,455	\$15,000
42234	SALES-OTHER-TAXABLE	\$95,000	\$95,000	\$85,000	\$10,016	\$4,892	\$44,531	\$40,469	46.88%	55.49%	\$51,606	(\$7,074)	\$2,892	\$93,000
42362	CASH OVERAGES	\$0	\$0	\$0	\$0	\$0	\$5	(\$5)	0.00%	#DIV/0!	\$0	\$5	\$0	\$0
42372	CONTRIBUTIONS AND DONATIONS	\$650,000	\$650,000	\$650,000	\$111,801	\$85,925	\$429,981	\$220,019	66.15%	47.93%	\$357,077	\$72,904	\$62,552	\$745,000
42375	INSURANCE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42380	NSF CHECKS	\$0	\$0	\$0	\$0	\$0	(\$90)	\$90	0.00%	62.21%	(\$214)	\$124	\$0	(\$344)
42381	NSF CHECKS-RETURNED CHECK	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$40
42384	OTHER REVENUE	\$40,000	\$40,000	\$40,000	\$1,259	\$3,668	\$15,621	\$24,379	39.05%	37.16%	\$14,865	\$756	\$1,345	\$40,000
42390	UNCLAIMED MONEY-ESCHEATED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42500	BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0	\$0	\$0
42981	LICENSES - CAPITOLA	\$9,000	\$9,000	\$7,000	\$682	\$290	\$3,872	\$3,128	43.02%	0.00%	\$3,893	(\$21)	\$203	\$8,000
42982	LICENSES - SANTA CRUZ	\$60,000	\$60,000	\$50,000	\$4,223	\$880	\$25,637	\$24,363	42.73%	0.00%	\$26,363	(\$726)	\$1,833	\$50,000
42983	LICENSES- SCOTTS VALLEY	\$17,000	\$17,000	\$12,000	\$1,126	\$232	\$6,557	\$5,443	38.57%	0.00%	\$7,053	(\$496)	\$622	\$14,000
42984	LICENSES- COUNTY	\$180,000	\$180,000	\$142,000	\$11,593	\$5,773	\$76,797	\$65,203	42.67%	0.00%	\$85,595	(\$8,798)	\$6,577	\$160,000
42986	LICENSES- WATSONVILLE	\$35,000	\$35,000	\$24,000	\$1,879	\$2,310	\$14,273	\$9,727	40.78%	0.00%	\$14,438	(\$165)	\$1,651	\$27,000
40100-42500	REVENUES	\$5,152,673	\$5,152,673	\$5,103,050	\$186,998	\$873,527	\$4,172,107	\$930,943	80.97%	63.95%	\$3,064,197	\$1,107,909	\$111,769	\$4,791,286

Regular Agenda Item 6.3

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: February 12, 2024
SUBJECT: Establish a Technical Subcommittee for the Animal Shelter

Recommendation:

- 1) Establish a technical advisory subcommittee (Subcommittee) of the Santa Cruz County Animal Shelter Board of Directors to review and analyze the Joint Power Authority's (JPA) service delivery and organizational change opportunities, and to recommend focus areas for further action; and
- 2) Direct the Subcommittee to:
 - a. Bring back interim reports, dated from the first subcommittee meeting, at the 5-month and 12-month milestones but according to the Board's regularly scheduled meetings; and
 - b. Request funding as needed for external professional services to assist with the execution of recommendations and actions.

Discussion:

The Santa Cruz County Animal Shelter (SCCAS) is a complex operation serving the entire County, including all four cities and unincorporated areas, while maintaining shelters in Live Oak and Watsonville. The SCCAS provides 24-hour animal rescue and is Santa Cruz County's only full service, open-admission animal shelter.

Over the past three and a half years, the SCCAS has been impacted by numerous disasters, a veterinary shortage, and a rising shelter population. These events have placed additional pressure on the SCCAS. To address these challenges, the SCCAS should be focused on supporting continuous improvement and growing organizational resiliency.

To better understand service delivery improvement areas as well as organizational change focus areas that would yield the most resiliency and engagement, the JPA should begin a focused conversation of these aspects via a Subcommittee of the Board. It is recommended that Subcommittee members be comprised of Directors, or County Administrator/City Manager representatives, from the County of Santa Cruz, City of Santa Cruz, and City of Watsonville, and one public safety Board member.

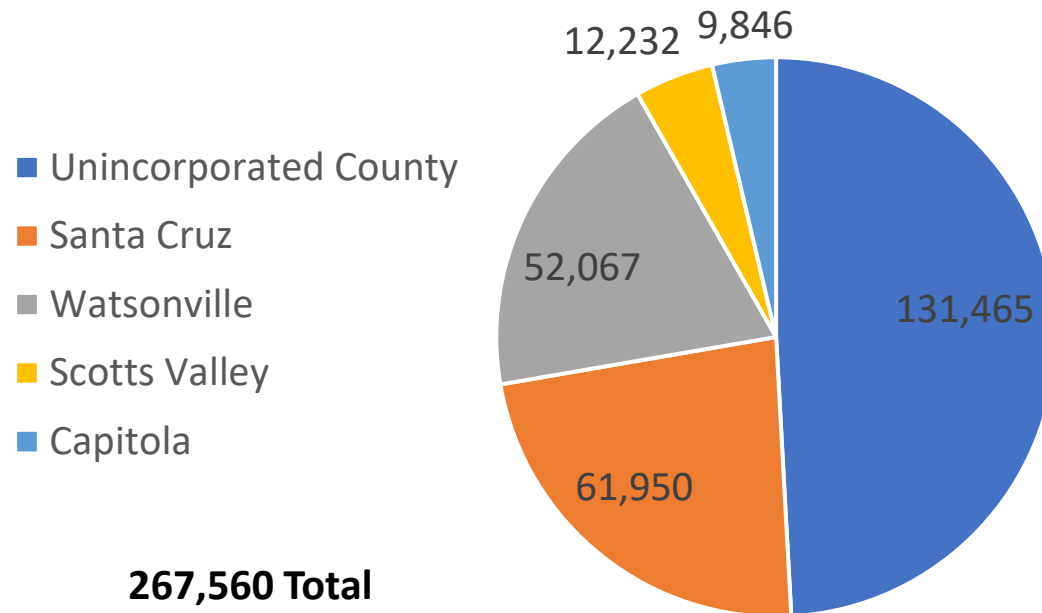
The Subcommittee will:

- Identify key, top priority service delivery and organizational change areas for review and analysis;

- Report back to the Board at least at the 6-month and 12-month milestones, dated from the first subcommittee meeting, and per the Boards' regularly scheduled meetings; and
- Recommend actions for service delivery reviews and organizational change areas, including but not limited to possible funding needs for external professional services.

Key SCCAS JPA Statistics

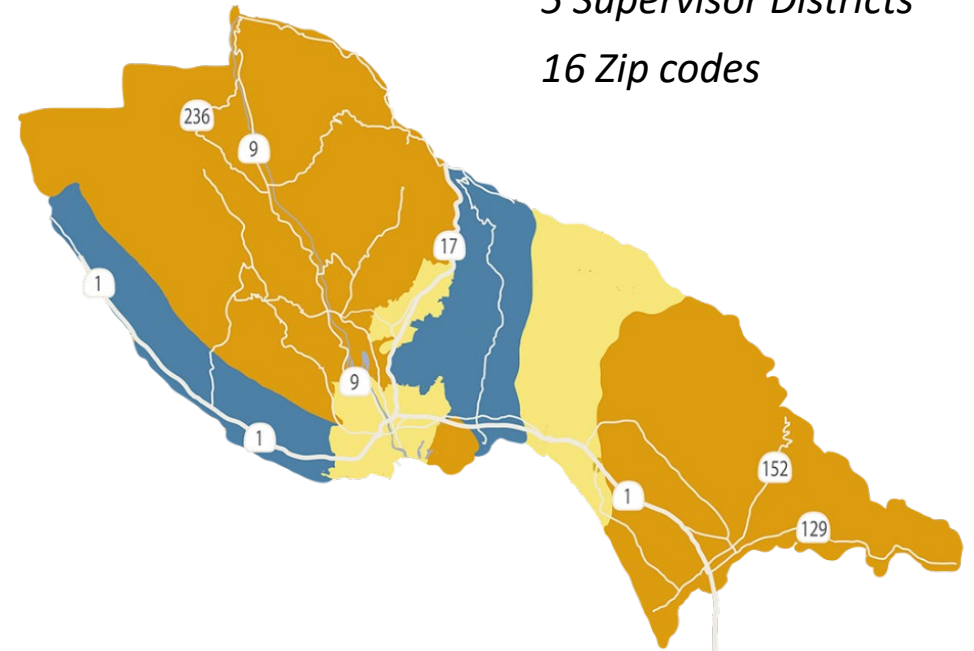
Population by Jurisdiction



445 sq. miles

5 Supervisor Districts

16 Zip codes



Staffing



SHELTER

1 Manager
2 Supervisors
7 Workers
2 Extra Help



CLINIC

1 Veterinarian
1 RVT Supervisor
2 RVTs
1 Extra Help



ADMIN & CLIENT SERVICES

1 Gen Manager
1 Admin Manager
1 Accountant
1 Supervisor
5 Client Services
3 Extra Help



ANIMAL CONTROL

1 Manager
1 Dispatcher
5 Officers



VOLUNTEERS

1 Supervisor
200+ Volunteers
SCCAS Foundation

General Representation = 26

Management = 5

Full-Time Positions = 31

Extra Help Positions = 6

Total Positions = 37



Facilities & Vehicles

- **2 Shelters (Santa Cruz & Watsonville)**

- 56 + 16 = 70 total dog kennels
- 85 + 40 = 125 cat condos
- 26 + rabbit/small pet pens
- Small barn

- **9 Vehicles**

- 1 SUV (2022)
- 1 Outreach/Transport van (2019)
- 4 ACO trucks (2011 & 2008)
- 1 Pickup (2003)
- 1 Sedan (2004, donated to Shelter)
- 1 Box Truck (1994, donated to Shelter)



2023-24 Budget Est. Actuals

Revenues = \$5.1 million

- \$3.684 million JPA member contributions
- \$235,000 Dog Licenses
- \$531,000 Fees & Merchandise
- \$650,000 Donations

JPA Budget Increase/Decrease
Avg = 4.3% per year over past 11
years.

Expenditures = \$5.41 million

- \$3.51 million Salaries & Benefits
- \$1.6 million Services & Supplies
- \$300,000 Other