



SANTA CRUZ COUNTY ANIMAL SHELTER
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SANTA CRUZ COUNTY ANIMAL SERVICES JOINT POWERS AUTHORITY BOARD AGENDA

SPECIAL MEETING

**Location: Santa Cruz County Community Room, Basement Level
701 Ocean Street, Government Center
Tuesday, May 12, 2026 11:00am**

INTRODUCTORY ITEMS

1. **CALL TO ORDER AND ROLL CALL**

Chair Chief Sarah Ryan, Vice Chair Elissa Benson, Secretary Nathalie Manning, Michelle Templeton, Captain Donny Thul, Captain Jayson Rutherford, Chief Deputy Dan Freitas, Deputy Chief Jose Garcia, Emillie Feenan

2. **INTRODUCTIONS**

3. **CONSIDERATION OF LATE ADDITIONS OR CHANGES TO THE AGENDA**

4. **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, either individually or on a subsequent agenda.

REGULAR AGENDA

5. **Authorize allocation of trust funds for Annex roof repair above the previously approved amount due to an unexpected cost increase.**

ADJOURNMENT

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 Amber Rowland at 831-454-7203 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.**

Regular Agenda Item 5

TO: Santa Cruz County Animal Shelter Board of Directors
FROM: Amber Rowland, General Manager
DATE: May 12, 2026
SUBJECT: Approve Allocation of Additional Funds from Trust for Roof Repair

Recommendation:

Approve a resolution to allocate, from the B. Jean Adams Trust, an additional \$5,500 to repair/replace the roof on the Annex building at the Santa Cruz Shelter property. Up to \$28,000 was previously approved for this purpose at the February 9, 2026 meeting.

Background:

Between fiscal year 2011-2012 and 2013-2014, SCCAS Board of Directors accepted a bequest in the amount of \$803,109.40 from B. Jean Adams Trust into Assigned Fund Balance. One half of the trust fund was designated to be used for the Santa Cruz Shelter and the other half was designated for the Watsonville Shelter.

Discussion:

The aged bungalow at 2260 7th Avenue, referred to as "The Annex," is part of the Santa Cruz County Animal Shelter property and is used for various operational purposes, including high-impact activities like our Animal Balance community spay/neuter clinics, as well as meetings, trainings and occasional overflow or medical isolation housing for shelter animals. As has been previously reported, the roof of that building is in considerable disrepair.

Shelter staff obtained 3 quotes before recognizing that County General Services would need to authorize and be involved in the project. Of those early quotes, the highest was \$28,000, so an allocation of that amount was presented and approved at the February 9, 2026 JPA Board meeting. However, the bid authorized by County General Services includes a 10% contingency as well as additional dry rot repair. This will bring the total allocated funding to \$33,500.

Prior to this allocation, the B. Jean Adams Trust balance was \$419,760. After this allocation, the balance will be \$414,260.



General Services Department

Facility Capital Improvement Estimate

Project Number / JL Key: CI26007
Project Name: ASA Support Building Roof Repairs
Estimate Date: 4/20/2026
Facility / Building Name: 2260 7th Ave - Animal Services Support Building
Project Manager: Shannon Gannon

Client Department: Animal Services
Project Contact: Dana Morey
Contact Email: dana.morey@santacruzcountyca.gov
Funding Source: Animal Services
Lucity Request ID (If Applicable):

Project Description / Scope: Remove 2 layers of composit shingles and install new GAF 40-year shingles and GAF Tiger paw underlayment. Install high profile ridge covering, install new flashing to replace existing, install new gutter and repair dry rot.

Project Fiscal Information:	GL Key 191631	Object 86110	JL Key CI26007	JL Object 86110
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Charge Type & Description	Estimated Qty / Hours	Unit Cost	Total Cost
Project Management			
1 Shannon Gannon	5.00	\$ 165.05	\$ 825.25
2			\$ -
Vendor / Contractor Costs			
3 Blue's Roofing - Shingles, underlay, ridge covers	1.00	\$ 29,788.00	\$ 29,788.00
4 Blue's Roofing Add#1 - New gutters and dryrot repairs	1.00	\$ 2,500.00	\$ 2,500.00
5			\$ -
Other			
9			\$ -
10			\$ -
Subtotal:			\$ 33,113.25
Contingency (10%):			\$ 331.13
Total Estimated Cost:			\$ 33,444.38

Notes / Assumptions:

This estimate is based on information available at the time of preparation. Changes in scope, site conditions, or project requirements may affect final costs. Work requires department approval and budget authorization prior to commencement.

Prepared By: Victoria Walker
GSD Facilities Approval: Shannon Gannon
Date: 4/20/2026
Department Approval:
Date:

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

Department: Animal Shelter
 Fund No. 76114
 TO: **ASA Board of Directors**

Date: May 12, 2026

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending - June 30, 2026

AUDITORS USE ONLY	
DOCUMENT #	AMOUNT
	5,500

Batch #	
Date	Keyed By:

		GL KEY	OBJECT	JL CODE	Amount	Account Description	
TRANSFER	To	702810	86110		\$ 5,500	BUILDINGS AND IMPROVEMENTS	
	From		FD BAL RES			\$ 5,500	FUND 76114100:
							ASSIGNED RESERVE 34340

Explanation: ALLOCATE AN ADDITIONAL \$5,500 FOR A NEW ROOF ON THE ANNEX AT THE SANTA CRUZ SHELTER LOCATION.

SEE SCCAS 5/12/26 ITEM THAT AUTHORIZED THE SCCAS GM TO ALLOCATE ADDITIONAL FUNDS FROM THE B. JEAN ADAMS TRUST FOR A NEW ROOF ON THE ANNEX AT THE SANTA CRUZ SHELTER LOCATION.

Name X Title General Manager

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

Auditor-Controller, by _____ Deputy Date _____

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

Administrative Officer _____ Date _____

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

County of Santa Cruz _____ 20_____, By _____, Deputy Clerk

(A-C) * Decs: _____ Item _____ - Budget Transfer

BRD. NAME AGENDA DATE Item No.

Distribution: